



CITY OF LAGUNA NIGUEL
Community Development
Department
30111 Crown Valley Parkway
Laguna Niguel, CA 92677
949-362-4300
www.cityoflagunaniguel.org

**EXPEDITED PERMITTING
PROCESS FOR ELECTRIC
VEHICLE CHARGING STATIONS**

FORM 140

Expedited Permitting Process for Electric Vehicle Charging Stations

The City of Laguna Niguel offers expedited permitting for eligible Electric Vehicle Charging Stations (EVCS). Applicants may submit EVCS building permit applications electronically or in person. Upon submission of all required documentation, as outlined below, a building permit proposing electric vehicle charging stations will be processed promptly, typically within 3-5 business days.

INSTRUCTIONS

- STEP 1** Review and complete the **Submittal Requirements Form & Checklist for Permitting of Electric Vehicle Charging Stations (EVCS)** below. Submit all information requested on the checklist and sign the Preparer's Certification on the last page.
- STEP 2** Complete and sign a [Residential Building Permit Application \(Form 123\)](#) or a [Commercial Building Permit Application \(Form 124\)](#).
- STEP 3** In some situations, the electric service panel will need to be upgraded to accommodate the new charger. Review [Electric Meter Panel Replacements \(Form 128\)](#) for requirements to replace an electric meter panel.
- STEP 4** Review and complete, if necessary, the following forms: [Smoke & Carbon Monoxide Detector Requirements \(Form 130\)](#); and [Permit Disclosure \(Form 132\)](#).
- STEP 5** Submit all the required documentation (Steps 1 – 4) to the City of Laguna Niguel Community Development Department – Building and Safety Division, either in person or online. We will notify you when the documents have been reviewed and approved and are ready to issue the permit(s). Please email any questions to: bpermit@cityoflagunaniguel.org

PROJECT INFORMATION

Applicant Name: _____

Project Address: _____

Applicant's Site ID: _____

Project Contact Information

Contact Name: _____

Email: _____ Phone: _____

Submittal Requirements Form & Checklist for Permitting of Electric Vehicle Charging Stations (EVCS)

This form and checklist are provided to guide applicants through a streamlined permitting process for Electric Vehicle Charging Stations (EVCS) within the City of Laguna Niguel.

SECTION 1 – Expedited Approval Requirements

- A. The Building and Safety Division will conduct the plan review and inspection for EVCS installations.
- B. Approval from the Planning Division for plan review is required for EVCS installations. When the Building Official identifies potential adverse impacts on public health or safety, the applicant may be asked to obtain a minor use permit processed by the Planning Division.
- C. Local fire department (Fire Orange County Fire Authority) plan review and inspection approval are not required for EVCS installations unless the system includes a stationary storage battery system as defined in the California Fire Code.
- D. To benefit from an accelerated review process, utilize this form and the checklist items for preparing and submitting your plans. The level of detail and the required plan specifications will vary based on the scale, type, and intricacy of the project. Ensure all relevant checklist items are indicated or outlined in your plans.
- E. Indicate the plan sheet number where the applicable requirement is shown or specified.

SECTION 2 – Submittal Information

- A. All applications and handouts described herein are available on the City's Building and Safety Division webpage located at: <https://www.cityoflaguneniguel.org/1089/Applications-and-Handouts>.
- B. One copy of this checklist must be completed and submitted to the Building and Safety Division along with the applicable Building Permit [Residential Building Permit Application \(Form 123\)](#) or [Commercial Building Permit Application \(Form 124\)](#).
- C. Please explain any checklist item not completed or met in a written letter.
- D. When submitting in person, provide three (3) sets of plans for the proposed EVCS as outlined in the Submittal Requirements Checklist (Section 4) included on pages 3-8 of this form. Online submissions do not require hardcopy plans. Plan submittals are required to include, but not be limited to:
 - a. Title Page
 - b. Site Plan **[Not required for Level One or Level Two EVCS equipment installed within an existing one- or two-family residential structure (i.e., garage or carport)].**
 - c. Electrical Floor Plan **[Not required for exterior EVCS equipment installations].**
 - d. Single-Line Electrical Diagram **[Not required for Level 1 charging station installations].**
 - e. EVCS Manufacturer Installation Details and Specifications.
 - f. Electrical Service Load Calculations.

SECTION 3 – Type of EVCS (check all that apply)

| Type of Charging Station(s) Proposed | Power Levels (proposed circuit rating) |
|---|---|
| <input type="checkbox"/> Level 1 | 110/120 volt alternating current (VAC) at 15 or 20 Amps |
| <input type="checkbox"/> Level 2 - 3.3 kilowatt (kW) (low) | 208/240 VAC at 20 or 30 Amps |
| <input type="checkbox"/> Level 2 - 6.6kW (medium) | 208/240 VAC at 40 Amps |
| <input type="checkbox"/> Level 2 - 9.6kW (high) | 208/240 VAC at 50 Amps |
| <input type="checkbox"/> Level 2 - 19.2kW (highest) | 208/240 VAC at 100 Amps |
| <input type="checkbox"/> DC Fast Charging | 440 or 480 VAC |
| <input type="checkbox"/> Other (specify and provide details): | |

SECTION 4 – Submittal Requirements Checklist (answer 'YES' or 'NO' to each item)

| | |
|--|--|
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 1. The permit application is complete with the following information: <ul style="list-style-type: none"> • Project address and parcel number; • Owner name, address, and phone number; • Contractor name, address, and phone number and contractor's license number; and • Other information requested on the permit application form. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 2. An electrical load calculation is included with the permit application per California Electrical Code (CEC) Article 220. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 3. Based on the required load calculation ¹ , is an electrical service panel upgrade required? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, do plans show and specify the electrical service panel upgrade? |
| N/A <input type="checkbox"/> | Did you review Electric Meter Panel Replacements (Form 128) for requirements to replace an electric meter panel? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 4. The EVCS branch circuit conductor is appropriately sized for a continuous load of 125% of the EVCS equipment plus any other non-continuous loads per CEC 210.19. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 5. The drawings are: <ul style="list-style-type: none"> • Drawn to scale; • On sheet sizes not less than 17" wide by 11" high (36" x 24" preferred); • Oriented in landscape orientation; and • Printed with text with not less than 9 point Arial font size or equal or neatly hand printed lettering. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 6. The plans include a Title Page with property information including, but not limited to: <ul style="list-style-type: none"> • Address of property; • Name, address, phone number of the property owner; • Name, address, phone number and license number of the person responsible for the EVCS system design; • Codes applicable to the project; • Occupancy and use of the facilities; and • Narrative description and scope of the proposed work. |

¹ Load Calculation: The size of the existing service MUST be equal to or larger than the minimum required size of main service breaker as determined by the load calculations required by CEC Article 220. If the existing service panel is smaller than the minimum required size of existing electrical services, then a new upgraded electrical service panel must be installed to handle the added electrical load from the proposed EVCS.

| | |
|---|---|
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>7. A Site Plan is included with the permit application and includes the following information. <i>[Not required for Level One or Level Two EVCS equipment installed within an existing one- or two-family residential structure (i.e., garage or carport):]</i></p> <ul style="list-style-type: none"> • Location and name of structure(s) on the site; • Property lines, streets, lot dimensions, north arrow, the distance from property lines to structures, and the proposed EVCS equipment; • Dimensioned parking improvements, driveways, etc.; • EVCS equipment, main electric service panel, disconnects and overcurrent protection locations; • Underground conduit locations and routing; • Location of additional meter, if applicable; • All site related accessibility requirements prescribed by California Building Code (CBC) Sections 11B-228 and 11B-812 are shown and fully specified. <i>[Applicable only to commercial facilities, public and common use areas, public accommodations and public housing as defined in the CBC].</i> • Detailed and specific site of all related proposed work. <i>[See additional requirements below].</i> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>8. An Electrical Floor Plan is included with the permit application and includes the following information? <i>[Not required for exterior installations].</i></p> <ul style="list-style-type: none"> • Plan view of the location of the proposed EVCS equipment including the use of the space or area where the EVCS will be installed; • All applicable electrical plan related requirements of CEC Article 625 are shown or specified on the plan; • All electrical plan related accessibility requirements prescribed by CBC Sections 11B-228 and 11B-812 are shown and fully specified. <i>[Applicable only to commercial facilities, public and common use areas, public accommodations and public housing as defined in the CBC].</i> • Detailed and specific plan of all related proposed work. <i>[See additional requirements below].</i> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>9. A Single-Line Electrical Diagram is included with the permit application and includes the following information. <i>[Not required for Level 1 charging station installations].</i></p> <ul style="list-style-type: none"> • List and label all EVCS supply equipment; • Conductor and conduit size, type and location; • Size of the over current device (circuit breaker) supplying the EVCS; • The size and location of the main electric panel, distribution panels (sub panels), overcurrent protection, disconnects, additional meters, and EVCS equipment; • The type (level), voltage, and ampacity for each charging station; • All equipment labeling requirements per CEC 625.15. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>10. Two (2) sets of the EVCS Manufacturer Installation Details and Specifications are included with the permit application.</p> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>11. Two (2) copies of Electrical Service Load Calculations are provided for sizing of the electrical service panel pursuant CEC Article 220? <i>[Note: Ensure to include 125% of the EVCS load in the calculation].</i></p> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | <p>12. If the EVCS equipment is listed for charging electric vehicles that require ventilation for indoor charging, is a Mechanical Plan showing and specifying all the ventilation requirements prescribed by CEC 625.52 included with the permit application?</p> |

| | |
|--|--|
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | 13. The project site is located outside of a 100 year flood hazard zone. <i>[Note: If the charging equipment is located within a 100 year flood hazard zone (pursuant to Laguna Niguel Municipal Code 9-1-54.3 FP floodplain overlay district), the EVCS equipment shall be elevated above the base flood elevation, based on review processed through a Site Development Permit by the Planning Division. The base flood elevation must be determined with an elevation certificate submitted by a registered land surveyor.</i> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 14. The plans indicate that the installation shall meet all requirements of CEC - Article 625 for Electric Vehicle Charging Systems. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 15. The plans identify the amperage and location of the existing (or new) electrical service panel and the service panel is sized in accordance with the electrical service load calculations (CEC 220). |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 16. The plans indicate the size of the service entrance conductors. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 17. The plans indicate that the charging equipment shall have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark (UL 2202/UL 2200). |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 18. The single-line electrical diagram shows and specifies the required overcurrent protection for the proposed EVCS. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 19. Conduit and conductor size and type are specified and the routes and requirements for their installation (i.e., within framing, mounted to structures, underground, etc.) are shown. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 20. The plans specify that the electric vehicle charging system shall be installed in accordance with manufacturer's installation instructions and shall be suitable for the environment (indoor/outdoor) in which they will be installed. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 21. The plans specify where the labeling of the EVCS equipment (i.e., "FOR USE WITH ELECTRIC VEHICLES", "VENTILATION NOT REQUIRED", "VENTILATION REQUIRED", etc.) is required (CEC 625.15). |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Sheet# _____ | 22. An approval letter from SDG&E or Edison (as applicable) is provided to the Building and Safety Division if a dedicated electrical meter is to be installed for the electric vehicle charging system? <i>[Note: If a single mast will continue to be used to serve two meters, ensure that the service entrance conductors are sized for the sum of the two meters, in accordance with CEC Article 310].</i> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Sheet# _____ | 23. If the EVCS equipment is rated more than 60 amps or more than 150V to ground, the plans specify that the disconnecting means shall be lockable open and shall be provided in a readily accessible location (CEC 625.42). |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 24. The plans specify that the EVCS equipment disconnecting means shall be identified with a durable label stating: "Emergency Power Off – Electric Vehicle Charging Station" (CEC 110.21). |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 25. The plans specify that the main service conductors and the equipment for the protection of electrical service (i.e., disconnecting means, overcurrent protection, etc.) will be installed in accordance with CEC Article 230. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Sheet# _____ | 26. If trenching is required, a trenching detail is provided on the plans showing compliance with the minimum cover requirements pursuant to CEC 300.5. <i>[Note: Trenching for electrical feeders from structure to structure must comply with CEC 225].</i> |

| | |
|--|--|
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 27. Physical protection such as a bollard is shown and detailed on the plans when vehicle impact protection for EVCS equipment is required (CEC 110.27 (B)). <i>[Note: Typically, not required for Level 1 EVCS. Physical protection from damage is often a 4" diameter steel pipe filled with concrete, a minimum of 40" above the finished floor/grade, installed in a footing measuring 12" in diameter and 3' deep].</i> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 28. The plans show and specify the mounting height for the charging coupling (the connector nozzle) and the operable controls. <i>[Note: If installed indoors, the electric vehicle charging coupling shall be located between 18" and 48" above the finished floor. If installed outdoors, the electric vehicle charging coupling shall be located between 24" and 48" above the finished grade. (CEC 625.50 and CBC 11B-309)].</i> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 29. If the EVCS is installed within in a building containing an R (residential) occupancy, the plans show and specify the location for all required smoke and carbon monoxide alarms within the dwelling(s) (CBC 907.2.11, CBC 915, CRC R314 and CRC R315). |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <i>[Note: In lieu of showing and specifying the location for all required smoke and carbon monoxide alarms within the dwelling(s), a CNI-037 Smoke & Carbon Monoxide Alarm Self Verification Form, available on Permit Laguna Niguel's web site, may be completed, signed and submitted with the application].</i> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 30. CALGreen Requirements – Does the number of proposed electric vehicle charging spaces conform to the Tier 1 requirements of California Green Building Code (CGBC)? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | CGBC A4.106.8.2 and A5.106.5.3 – Only applies to newly constructed multi-family residential and newly constructed non-residential projects. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 31. CBC Accessibility Requirements – The plans show and specify all the applicable accessibility requirements prescribed in CBC Chapter 11B, including but not limited to the requirements of the following sections: |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <i>Note: Accessibility requirements are required for public and common use areas, public accommodations, commercial facilities and public housing as defined in the CBC.</i> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-202.4 (Path of Travel Requirements in Alterations, Additions and Structural Repairs) See 11B-202.4 Exception 10 for Path of Travel Requirement Exceptions. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-228.3 (Electric Vehicle Charging Stations); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-302 (Floor or Ground Surfaces); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-303 (Changes in Level); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-305 (Clear Floor or Ground Space); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-308 (Reach Ranges); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-309 (Operable Parts); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-402 (Accessible Route); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-703.3 (Braille); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-703.7 (Symbols of Accessibility); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-703.7.2.1 (International Symbol of Accessibility); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-707.2 (Clear Floor or Ground Space); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-707.3 (Operable Parts); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-707.7.2 (Characters); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-707.9 (Point-of-Sale Devices); |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | <ul style="list-style-type: none"> • 11B-812 (Electric Vehicle Charging Stations). |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Sheet# | 32. Electrical plans shall be completed, stamped and signed by a California Licensed Electrical Engineer or a C-10 electrical contractor. |

REFER TO DIAGRAMS ON PAGES 8 & 9

**SECTION 5 – Design and Development Standards Checklist (Laguna Niguel Zoning Code
Section 9-1-67)**

| | |
|---|---|
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 33. Are the EVCS proposed at a maximum height of eight (8) feet measured from finished grade and maximum width of four (4) feet. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 34. Will the project maintain the current number of on-site parking stalls? If no, identify the number and type of stalls to be removed: Number of standard parking stalls removed: _____ Number of ADA parking stalls removed: _____ |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 35. Does the installation of the EVCS equipment avoid obstructing any ADA-compliant sidewalks, entrances, curb-cuts, or ramps, whether in use or not? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> Sheet# _____ | 36. Does the required lighting necessary to operate the EVCS at night provide a minimum illumination level of two (2) footcandles (fc) and a maximum of three (3) fc and comply with height, shielding, and location requirements per LNMC Section 9-1-45.14 ² ? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 37. Will all cables and conduits be installed, laid, or otherwise placed beneath the ground surface? Above-ground cables and conduits are prohibited. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 38. Will the EVCS and associated equipment remain free from commercial signage, animated or flashing screens, and other displays for advertising purposes, all of which are prohibited? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 39. Are the EVCS installed in locations that are not visible from any public rights-of-way, including streets and sidewalks? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 40. Is all ground equipment fully concealed within a solid wall enclosure? If seeking an exemption for small ground equipment, specify the dimensions ³ : Total footprint area: _____ sq. ft. Maximum height: _____ |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | 41. Is the enclosure located outside of the designated boundary landscape areas? If seeking an exemption for small ground equipment, select N/A. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | 42. Is the enclosure painted and designed to complement and harmonize with the adjacent building structures? If seeking an exemption for small ground equipment, select N/A. |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | 43. Each EV charging space includes a posted sign and painted curb, or ground markings, indicating that the space is exclusively for EV charging purposes. |

² LNMC Sec. 9-1-45.14. - Outdoor lighting:

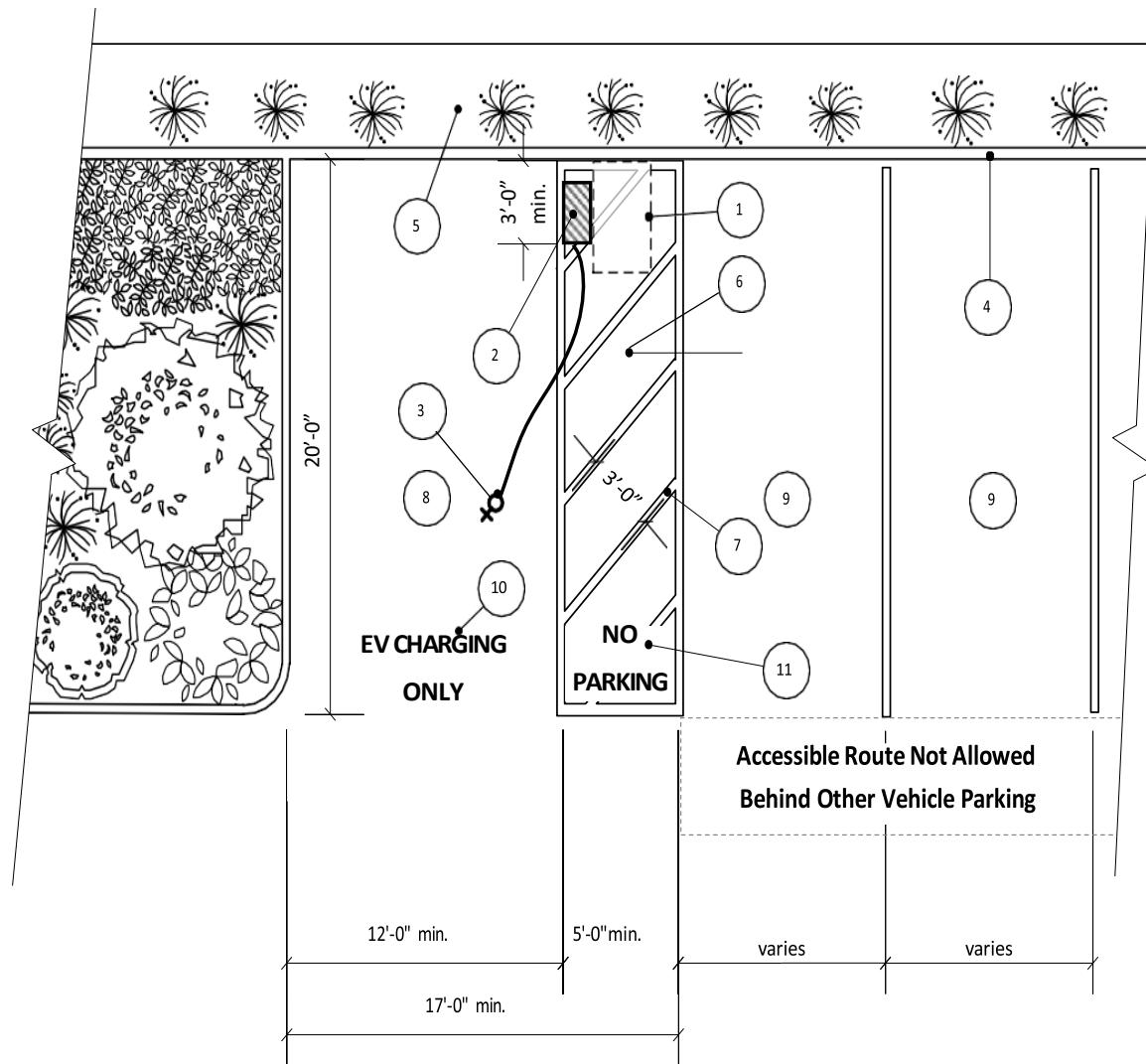
- (a) Height: Building-mounted lights shall be installed below the eave line; pole or fence mounted lights shall be located no more than 24 feet above finish grade.
- (b) Shielding: All light sources shall be shielded or recessed so that direct glare and reflections are contained within the boundaries of the parcel, and shall be directed downward and away from adjoining properties and public rights-of-way. All light sources shall be designed, constructed, mounted, and maintained such that the maximum intensity of illumination, measured 20 feet beyond the project boundary does not exceed 0.2 footcandle more than ambient conditions.

³ LNMC Sec. 9-1-67(7)ii: Small ground equipment less than 20 square feet in footprint area and not exceeding four feet in height shall be exempt from providing the required enclosure. The footprint area of the equipment shall be calculated by drawing a single contiguous shape around all proposed ground equipment.

DIAGRAM 1

Typical Single Electric Vehicle Charging Station Configuration for an Existing Commercial Facility or Public Accommodation

Current California Building Code Sections 11B-202.4, 11B-812 and 11B-228.3 for additional requirements.

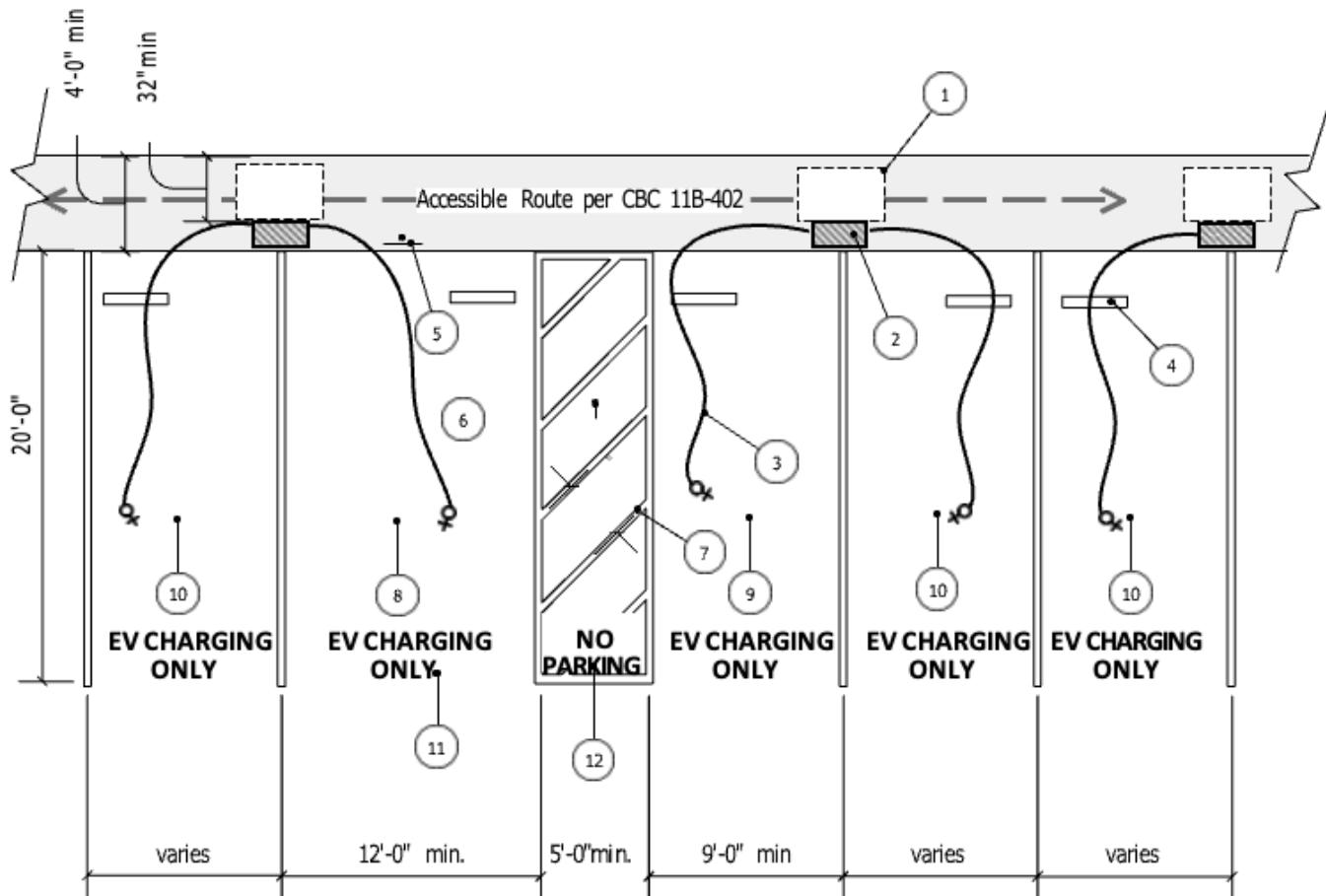


- 1 30" x 48" clear space for parallel approach (CBC 11B-302).
- 2 Electric Vehicle Charging Station (EVCS) (see CBC 11B-228.3 & 11B-812 for requirements).
- 3 EVCS coupling (nozzle) and conductor.
- 4 Curb.
- 5 No International Symbol of Accessibility (ISA) sign or "Van Accessible" sign is required (see CBC 11B-812.8).
- 6 60" minimum width access aisle located on the passenger side of a van-accessible space and at the same level as the adjacent vehicle space (CBC 11B-812.7).
- 7 Contrasting border and 36" maximum on center diagonal hatched lines designating the access aisle. Access aisles borderlines and hatched lines for EVCS spaces shall not be blue (CBC 11B-812.7.2).
- 8 Minimum 144" wide by 216" long van accessible lined EVCS space (ISA sign and "Van Accessible" sign NOT required) (CBC 11B-812.6.1 and 11B-812.8).
- 9 EVCS parking space is not regulated by CBC 11B-812.
- 10 12" high "EV CHARGING ONLY" surface marking at the end of each EVCS space (CBC 11B-812.9).
- 11 12" high "NO PARKING" surface marking within the access aisle (CBC 11B-812.7.3).

DIAGRAM 2

Typical Electric Vehicle Charging Station Configuration for Public Use

Current California Building Code Sections 11B-812 and 11B-228.3 for additional requirements.



- 1 30" x 48" clear space for parallel approach (CBC 11B-302).
- 2 Electric Vehicle Charging Station (EVCS) (see CBC 11B-228.3 & 11B-812 for requirements).
- 3 EVCS coupling (nozzle) and conductor.
- 4 Wheel stop.
- 5 70 sq. in reflectorized International Symbol of Accessibility (ISA) sign required at van accessible charging station when 5 or more EVCS spaces are provided. "Van Accessible" sign shall also be provided (see CBC 11B-812.8 for additional requirements).
- 6 60" minimum width access aisle located on the passenger side of a van accessible space and at the same level as the adjacent vehicle space (CBC 11B-812.7).
- 7 Contrasting border and 36" maximum on center diagonal hatched lines designating the access aisle. Access aisles borderlines and hatched lines for EVCS spaces shall not be blue (CBC 11B-812.7.2).
- 8 Minimum 144" wide by 216" long van accessible lined EVCS space (ISA sign and "Van Accessible" sign required) (CBC 11B-812.6.1 and 11B-812.8).
- 9 Minimum 108" wide by 216" standard accessible lined EVCS space (ISA sign not required unless 26 or more EVCS are provided) (CBC 11B-812.6.2).
- 10 EVCS parking space not regulated by CBC 11B-812.
- 11 12" high "EV CHARGING ONLY" surface marking at the end of each EVCS space (CBC 11B-812.9).
- 12 12" high "NO PARKING" surface marking within the access aisle (CBC 11B-812.7.3).

SECTION 6 – NEXT STEPS

1. SUBMIT COMPLETE FORM AND CHECKLIST

Permit applications must be submitted to the Building and Safety Division in person at:

Laguna Niguel City Hall
Community Development Department
3011 Crown Valley Parkway
Laguna Niguel, CA 92677

Or online, either through e-mail at bpermit@cityoflagunaniguel.org or the City's [Online Permitting Center](#). Permit applications eligible for the expedited permitting process will receive a high priority and be reviewed as early as practical with a processing goal of 1 – 5 business days from date of submittal.

2. SCHEDULE INSPECTION

Once all permits to construct the EVCS have been issued and the system has been installed, it must be inspected before final approval is granted. On-site inspections can be scheduled by using our [Online Permitting Center](#), or call (949) 362-4381. [View the inspection schedule](#), which is updated daily at 8 a.m. Cancel or reschedule a same-day inspection at (949) 362-4334.

Permit holders must provide the inspector with the Building and Safety Division Approved Job Plans, the Building Permit Inspection Record Card and access to the location of the work. The permittee must be prepared to show conformance with all technical requirements in the field at the time of inspection. The inspector will verify that the installation is in conformance with applicable code requirements and the approved plans.

3. ADDITIONAL INFORMATION

For additional information regarding this permit process, please consult our departmental website at: <https://www.cityoflagunaniguel.org/113/Building-Safety> or contact the Building and Safety Division at (949) 362-4360.

PREPARER'S* CERTIFICATION

I have read and understand this application. All my responses on this worksheet and any additional attached pages are true, accurate, and based on my personal knowledge about the proposed project. I understand that the City of Laguna Niguel will rely on my responses to evaluate whether to process this application in accordance with the State of California's regulations under the provisions of AB 2421 and I acknowledge that any inaccuracies may result in the application being deemed incomplete or the request for approval being denied.

Printed Name: _____ Company: _____

Signature: _____ Date: _____

*If Preparer is not the applicant, a letter of authorization must be submitted with this screening form.