

# EVCS Supplemental Building Permit Application

To be completed in conjunction with the typical Building Permit Application

## Permit Information (To be completed by the Building Department)

Permit Number \_\_\_\_\_

Permit Date \_\_\_\_\_

Permit Fee \_\_\_\_\_

### Owner Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

### Property Information

Address: \_\_\_\_\_

City State Zip: \_\_\_\_\_

Property Index No. (PIN): \_\_\_\_\_

### Contractor Information

Contractor Company: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Registration Number / Municipality / Expiration Date: \_\_\_\_\_

Contractor's ICC Registration Number: \_\_\_\_\_

*Contractor must be registered as an Illinois Commerce Commission [Certified EV Charging Station Installers](#).*

## Description of Work to be Performed, plan requirements, EVSE information and specifications:

Describe new electrical equipment, EV charging equipment locations, use of energy management

Check if descriptions or additional documentation are provided as attachments

Check if additional documentation provided

## Service Requested

- Multiple Family
- Commercial

Type of Project:       New Construction     Retrofit

EV charger locations:  Outdoor Parking Lot    Indoor Parking Garage    Other \_\_\_\_\_

## EV Supply Equipment (EV Charger) Data

1. Provide EV charging station vendor catalogue information (e.g., attach pdf), including basic vendor technical descriptions (dimensions, weights, maximum power, amperage) and installation documents. Required to confirm EV charging stations are code compliant.
2. EV Charging station mounting type:
  - Wall (W)    Pedestal (P)    Ceiling (C) or    Mobile (M)
3. Facility Connection:
  - Hardwired    NEMA Outlet
4. EV connector types:
  - SAE J1772    NACS (Tesla)    SAE J3400
5. Maximum EV charging load, in maximum continuous current (amperes) or power (kilowatts)

## EV Charging Infrastructure Information

1. Summary of all new loads associated with EV charging station(s)
  - Level 1 (120 VAC) Amperage:
    - 8 Amps    12 Amps    16 Amps
  - Level 2 (240 VAC) Amperage:
    - 16 Amps    32 Amps    40 Amps    48 Amps    60 Amps    100 Amps
2. Breaker size(s) in amperes:
  - Level 1:  10 Amps    15 Amps    20 Amps
  - Level 2:  20 Amps    40 Amps    50 Amps    60 Amps    75 Amps    100 Amps
3. Conductor wire size  AWG (American Wire Gage) or  Thousands of circular mils (kcmil)
4. Schematics of relevant existing and new EV charging infrastructure (panelboards, switchboards, transformers) and conduit routing, electrical risers, diagrams, floor plans and schedules showing the proposed changes to the existing electrical service.

Additional explanatory worksheets may be requested to assist in identifying and summarizing load calculations. Includes evaluation of all relevant connected loads to develop a facility power consumption profile (e.g., operating voltages, maximum, average amperages for all relevant facility loads)- with specific load profile for each panel / switchgear box, as applicable. The load profile is used to assess the spare capacity or newly needed capacity and locations of these potential power sources for EV charging circuits.

Schematics can be simplified and even hand drawn representations of the new equipment and power distribution plans.

## Permitting Notes

- Per National Electric Code, Art. 625, EV charging circuits must have over current protection rating equaling 125% of continuous EV charging load plus 100% of any non-continuous loads.
- VAC= Volts Alternating Current. VDC = Volts Direct Current, kW = kilowatts, kVA = kilovolt, NEMA = North American Manufacturers Association.
- It is recommended that the EV owner [register the vehicle with ComEd](#).
- All permits expire six (6) months after date of issue. Failure to start the work authorized by a permit within this period renders the permit invalid and a new permit must be obtained. Once work begins, noticeable progress must continue until completion. All work must be complete within eighteen (18) months of a permit issue date.

## Questions

For questions, please call the Building Department at 708-503-7703 or visit the following website <https://www.villageofparkforest.com/173/Permits>