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# RESIDENTIAL ELECTRIC VEHICLE CHARGING STATION (EVCS)

## SUBMITTAL CHECKLIST AND STANDARDS

### SUBMITTAL CHECKLIST

#### Drawings:

- **Site Plan** – Must show property lines, exact location of the structure on the property and any existing structures.
- **Single Line Electrical Diagram**
- **Panel Upgrade** (*if required*) – Include existing panel size, new panel size, wire sizes and grounding.

#### Documents:

- **Load Calculations**
- **Charger Installation Instructions from Manufacturer**

#### Other Information:

- **Mechanical Permit** – if ventilation is required, a separate mechanical permit will also be required

### SUBMITTAL STANDARDS AND FILE NAMING REQUIREMENTS

#### All drawing sheets must be submitted:

- In a PDF format
- In landscape format in the horizontal position
- With a space reserved in the upper left corner for City Approval stamps
- Drawn to scale with each sheet stating the scale
- As individual sheets
- With a file name allowing for easy identification of the drawing content.

*Example: CS – Cover Sheet; SP1 – Site Plan; S4.0 – Structural Roof Framing; E2.0 – Electrical Schedule*

- As print ready, i.e. setup properly for printing with title block, no data outside the print page area, etc.

All documents (non-drawing files) must be submitted:

- As searchable PDF files
- With the stamp of an Idaho Licensed Engineer for structural calculations and geotechnical investigation reports

