



CITY OF FOUNTAIN VALLEY

CITY HALL 10200 SLATER AVENUE FOUNTAIN VALLEY, CALIFORNIA 92708

THE OFFICE OF THE MAYOR
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(714) 593-4403 FAX: (714) 593-4494
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May 12, 2020

Judge Kirk H. Nakamura
Presiding Judge of the Superior Court
700 Civic Center Drive West
Santa Ana, CA 92701

SUBJECT: City of Fountain Valley Response to the Orange County Grand Jury 2019-2020 Report entitled "Electric Vehicles Are Here - Is Orange County All Charged Up?"

Dear Judge Nakamura:

In accordance with California Penal Code Sections §933 and §933.05, the City of Fountain Valley respectfully submits the following response to the report, findings, and recommendations of the Orange County Grand Jury 2019-2020 Report entitled "Electric Vehicles Are Here - Is Orange County All Charged Up?"

| Finding/Recommendation | City of Fountain Valley Response |
|--|--|
| F1. Eight Orange County cities, Fountain Valley, Garden Grove, Laguna Beach, Laguna Woods, Lake Forest, Placentia, Seal Beach, and Yorba Linda, have not fully complied with AB 1236 that requires cities to implement a streamlined process in obtaining permits to install EVCS and make it available to the public on their city websites, thus impeding residents' ease of installation of EVCS. | The City of Fountain Valley agrees with the finding. |
| R1. Cities, that have not already done so, should update their municipal code to add an ordinance streamlining their EVCS permitting process by May 1, 2020. (F1) | The recommendation has been implemented. The City of Fountain Valley adopted Ordinance 1525 on November 7, 2017, which added Chapter 18.30 to the Municipal Code and created a streamlined EVCS permitting process (Exhibit A). Along with the entire Municipal Code, Chapter 18.30 is available on the City Website at: http://qcode.us/codes/fountainvalley/ |
| R2. Cities, that have not already done so, should create a streamlined permit process for single family residences, multi-family residences and | The recommendation has been implemented. The City of Fountain Valley developed submittal checklists for the expedited review of residential and non-residential |

| | |
|---|---|
| <p>businesses to obtain permits to install EVCS that includes an easy to use checklist by May 1, 2020. (F1)</p> | <p>EVCS applications and published the checklists on the City's website at the following link (Exhibit B): https://www.fountainvalley.org/1338/EV-Charging-Stations</p> |
| <p>R3. Cities, that have not already done so, should describe the streamlined EV charging installation permit application process and have the checklists and forms available on their website by May 1, 2020. (F1)</p> | <p>The recommendation has been implemented. On April 9, 2020, the City created a webpage dedicated to EVCS, including background information, links to codes, links to permit applications, a link to the electronic application submittal portal, a link to a map of EVCS in the City, and links to a related Southern California Edison website. The website includes the checklists for the expedited review of residential and non-residential EVCS applications and links to the electronic submittal and processing of EVCS permit application and associated documentation (Exhibit C). The dedicated website can be accessed here: https://www.fountainvalley.org/1338/EV-Charging-Stations</p> <p>The electronic plan check webpage can be accessed here: https://www.fountainvalley.org/398/Plan-Check-Center</p> |

Should you have any questions regarding this letter, please contact Rob Houston, City Manager, at (714) 593-4410 or at rob.houston@fountainvalley.ca.gov.

Sincerely,



Cheryl Brothers
 Mayor
 City of Fountain Valley

CC
 Orange County Grand Jury
 700 Civic Center Drive West
 Santa Ana, CA 92701

EXHIBIT A FOUNTAIN VALLEY MUNICIPAL CODE CHAPTER 18.30, ELECTRIC VEHICLE CHARGING STATIONS

Chapter 18.30 ELECTRIC VEHICLE CHARGING STATIONS*

* **CodeAlert:** This topic has been affected by Ordinance No. [1552](#). To view amendments and newly added provisions, please refer to the [CodeAlert Amendment List](#).

18.30.010 Purpose.

The purpose of this chapter is to adopt an expedited, streamlined electric vehicle charging station permitting process that complies with AB 1236 (Chapter 598, Statutes 2015) to achieve timely and cost-effective installations of electric vehicle charging stations. The provisions of this chapter encourage the use of electric vehicle charging stations by removing unreasonable barriers, minimizing costs to the property owners and the city, and expanding the ability of property owners to install electric vehicle charging stations. The provisions of this chapter further allow the city to achieve these goals while protecting the public's health, welfare and safety. (Ord. 1525 § 1, 2017)

18.30.020 Applicability.

- (a) This chapter applies to the permitting of all electric vehicle charging station systems in the city.
- (b) Electric vehicle charging station systems legally established or permitted prior to the effective date of this chapter are not subject to the requirements of this chapter unless physical modifications or alterations are undertaken that materially change the size, type, or components of an electric vehicle charging station system. Routine operation and maintenance or like-kind replacements of electric vehicle charging stations shall not require a permit. (Ord. 1525 § 1, 2017)

18.30.030 Definitions.

- (a) "Electric vehicle charging station" or "charging station" means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the [California Electrical Code](#), as it reads on the effective date of the ordinance codified in this chapter, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.
- (b) "Specific, adverse impact" means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.
- (c) "Electronic submittal" means the utilization of one or more of the following:
 - (1) Electronic mail or email.
 - (2) The Internet.
 - (3) Facsimile.
- (d) "Community Readiness Guidebook" means the guidebook published by the Office of Planning and Research, with recommendations in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California." (Ord. 1525 § 1, 2017)

(d) If a use permit is required, the city may deny an application for the use permit if the city makes written findings based upon substantive evidence in the record that the proposed installation would have a specific, adverse impact upon public health or safety and there is no feasible method to satisfactorily mitigate or avoid, as defined, the adverse impact. Such findings shall include the basis for the rejection of the potential feasible alternative for preventing the adverse impact.

(e) Decisions regarding an electric vehicle charging station system permit application may be appealed to the city council pursuant to Chapter 21.60, or any successor chapter.

(f) Any condition imposed on an application shall be designed to mitigate the specific, adverse impact upon health or safety at the lowest possible cost.

(g) If an application is deemed incomplete, a written correction notice detailing all deficiencies in the application and any additional information or documentation required to be eligible for expedited permit issuance shall be sent to the applicant for resubmission. (Ord. 1525 § 1, 2017)

**EXHIBIT B EXPEDITED REVIEW ELIGIBILITY CHECKLISTS FOR RESIDENTIAL
AND NON-RESIDENTIAL ELECTRIC VEHICLE CHARGING STATIONS**



CITY OF FOUNTAIN VALLEY

BUILDING DIVISION
 10200 Slater Ave
 Fountain Valley, CA 92708
 714 593-4429

NON-RESIDENTIAL ELECTRICAL VEHICLE CHARGING STATIONS EXPEDITED REVIEW ELIGIBILITY CHECKLIST

GENERAL

The purpose of this checklist is to determine eligibility and clarify the minimum building code requirements when preparing plans and documents for expedited plan review of EV charging stations in compliance with Fountain Valley Municipal Code Chapter 18.30 and Government Code Section 65850.7.

| Type of Charging Station(s) | Power Levels (proposed circuit rating) | Check One |
|-----------------------------------|---|--------------------------|
| 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 – 6.6 kW (medium) | 208/240 VAC at 40 Amps | <input type="checkbox"/> |
| Level 2 – 9.6 kW (high) | 208/240 VAC at 50 Amps | <input type="checkbox"/> |
| Level 2 – 19.2 Kw (highest) | 208/240 VAC at 100 Amps | <input type="checkbox"/> |
| Other (provide detail): | Provide rating: | <input type="checkbox"/> |

Permit Application Requirements:

| | | |
|---|----------------------------|----------------------------|
| A. Does the application include EVCS manufacture’s specs and installation guidelines? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
|---|----------------------------|----------------------------|

Electrical Load Calculation Worksheet:

| | | |
|---|----------------------------|----------------------------|
| A. Is an electrical load calculation worksheet included? (CEC 220) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Based on the load calculation worksheet, is a new electrical service panel upgrade required? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If yes, do plans include electrical service panel upgrade? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| C. Is the charging circuit appropriately sized for a continuous load of 125%? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| D. If charging equipment proposed is a Level 2 – 9 kW station with a circuit rating of 50 amps or higher, is a completed circuit card with electrical calculations included with the single line diagram? | <input type="checkbox"/> Y | <input type="checkbox"/> N |

Site Plan and Single Line Drawing:

| | | |
|--|----------------------------|----------------------------|
| A. Is a site plane and separate electrical plan with single-line diagram included with the permit application? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625,29 {D}), is mechanical plan included with the permit application? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Is the site fully dimensioned and drawn to scale? | <input type="checkbox"/> Y | <input type="checkbox"/> N |

INSTRUCTIONS

Information provide in this document is general and intended as a guide only. Each project is unique and additional requirements may be enforced as deemed appropriate.

This checklist is intended for an expedited EVCS permitting process. Submit electronically on the City's website, or submit (3) sets of hard-copy plans minimum 11" x 17" or larger. To submit electronic plans on the City's website you must submit a permit application online and upload plans at <https://www.fountainvalley.org/398/Plan-Check-Center>. Please complete the form by checking the appropriate boxes based on information presented on the plans and supporting documentation. If any items are checked "NO", please revise plans to comply with the eligibility checklist. Otherwise, the permit application may go through the standard plan review and approval process.

In most cases, expedited plan review will be performed over the counter during code consultation hours or it may take up to 10 business days to complete expedited review for large and/or complex projects. Plan check staff will determine eligibility for over the counter expedited review at the time of building permit application.

PERMIT FEES

Permit fees will be in accordance with current Adopted Fee Schedule. Please contact Building Division Technicians for additional information.

INSPECTION PROCEDURES

One inspection is required after the new wiring and charger unit is installed. However, additional inspections may be required depending on the scope of work. The building inspector will let you know if there are additional inspections. For each inspection, the Permit Card and Approved Job Copy of the Drawings must be presented to the inspector. The manufacture's installation guidelines shall be available for the building inspector at the job site during the inspection as well. A representative of the installing contractor must be onsite for all inspections.

Permits expire one year after issuance or 180 days after last inspection passed, whichever is the latest.

To schedule an inspection, use the Building Division Online Inspection Request at <http://fountainvalley.cts.city> or contact the Building Division at (714) 593-4429.



CITY OF FOUNTAIN VALLEY

BUILDING DIVISION
 10200 Slater Ave
 Fountain Valley, CA 92708
 714 593-4429

MULTI-FAMILY ELECTRICAL VEHICLE CHARGING STATIONS EXPEDITED REVIEW ELIGIBILITY CHECKLIST

GENERAL

The purpose of this checklist is to determine eligibility and clarify the minimum building code requirements when preparing plans and documents for expedited plan review of EV charging stations in compliance with Fountain Valley Municipal Code Chapter 18.30 and Government Code Section 65850.7.

| Type of Charging Station(s) | Power Levels (proposed circuit rating) | Check One |
|-----------------------------------|---|--------------------------|
| 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 – 6.6 kW (medium) | 208/240 VAC at 40 Amps | <input type="checkbox"/> |
| Level 2 – 9.6 kW (high) | 208/240 VAC at 50 Amps | <input type="checkbox"/> |
| Level 2 – 19.2 Kw (highest) | 208/240 VAC at 100 Amps | <input type="checkbox"/> |
| Other (provide detail): _____ | Provide rating: _____ | <input type="checkbox"/> |

Permit Application Requirements:

| | | |
|---|----------------------------|----------------------------|
| A. Does the application include EVCS manufacture’s specs and installation guidelines? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
|---|----------------------------|----------------------------|

Electrical Load Calculation Worksheet:

| | | |
|---|----------------------------|----------------------------|
| A. Is an electrical load calculation worksheet included? (CEC 220) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Based on the load calculation worksheet, is a new electrical service panel upgrade required? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If yes, do plans include electrical service panel upgrade? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| C. Is the charging circuit appropriately sized for a continuous load of 125%? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| D. If charging equipment proposed is a Level 2 – 9 kW station with a circuit rating of 50 amps or higher, is a completed circuit card with electrical calculations included with the single line diagram? | <input type="checkbox"/> Y | <input type="checkbox"/> N |

Site Plan and Single Line Drawing:

| | | |
|--|----------------------------|----------------------------|
| A. Is a site plane and separate electrical plan with single-line diagram included with the permit application? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625,29 {D}), is mechanical plan included with the permit application? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Is the site fully dimensioned and drawn to scale? | <input type="checkbox"/> Y | <input type="checkbox"/> N |

INSTRUCTIONS

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This checklist is intended for an expedited EVCS permitting process. Submit electronically on the City's website, or submit (3) sets of hard-copy plans minimum 11" x 17" or larger. To submit electronic plans on the City's website you must submit a permit application online and upload plans at <https://www.fountainvalley.org/398/Plan-Check-Center>. Please complete the form by checking the appropriate boxes based on information presented on the plans and supporting documentation. If any items are checked "NO", please revise plans to comply with the eligibility checklist. Otherwise, the permit application may go through the standard plan review and approval process.

In most cases, expedited plan review will be performed over the counter during code consultation hours or it may take up to 10 business days to complete expedited review for large and/or complex projects. Plan check staff will determine eligibility for over the counter expedited review at the time of building permit application.

PERMIT FEES

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INSPECTION PROCEDURES

One inspection is required after the new wiring and charger unit is installed. However, additional inspections may be required depending on the scope of work. The building inspector will let you know if there are additional inspections. For each inspection, the Permit Card and Approved Job Copy of the Drawings must be presented to the inspector. The manufacture's installation guidelines shall be available for the building inspector at the job site during the inspection as well. A representative of the installing contractor must be onsite for all inspections.

Permits expire one year after issuance or 180 days after last inspection passed, whichever is the latest.

To schedule an inspection, use the Building Division Online Inspection Request at <http://fountainvalley.cts.city> or contact the Building Division at (714) 593-4429.



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RESIDENTIAL ELECTRICAL VEHICLE CHARGING STATIONS EXPEDITED REVIEW ELIGIBILITY CHECKLIST

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| Type of Charging Station(s) | Power Levels (proposed circuit rating) | Check One |
|-----------------------------------|---|--------------------------|
| 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 – 6.6 kW (medium) | 208/240 VAC at 40 Amps | <input type="checkbox"/> |
| Level 2 – 9.6 kW (high) | 208/240 VAC at 50 Amps | <input type="checkbox"/> |
| Level 2 – 19.2 Kw (highest) | 208/240 VAC at 100 Amps | <input type="checkbox"/> |
| Other (provide detail): _____ | Provide rating: _____ | <input type="checkbox"/> |

Permit Application Requirements:

| | | |
|---|----------------------------|----------------------------|
| A. 3 sets of plans on 11" x 17" or larger sheets. Site address and designer's name and contact information on all sheets. | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Title Sheet with scope of work description, applicable building codes and standards. | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| C. Site or Floor Plan showing location, type and mounting height of proposed EVCS, existing and new service panels and sub-panel (show amperage). | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| D. Single-Line Diagram and Panel Schedule. Show size and type of conductors, raceway and circuit breaker(s). | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| E. Show existing/ new lighting switches and other equipment in garage to avoid tripping hazard from EV charging cords. | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| F. Electrical Service Load Calculations per CEC 220. EVCS charging circuit shall be sized for a continuous load of 125%. | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| G. EVCS Manufacture Installation Details and Specifications. | <input type="checkbox"/> Y | <input type="checkbox"/> N |

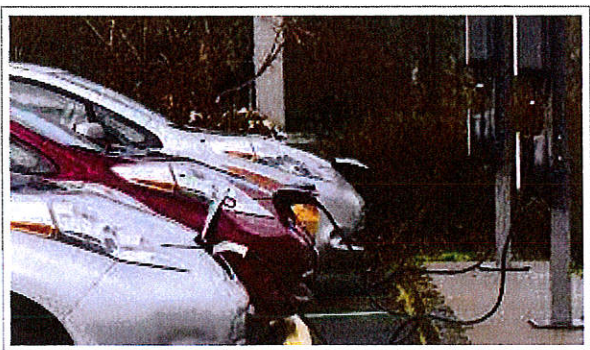
Project Address: _____

Applicant Signature: _____

Applicant's Printed Name/Date: _____

**EXHIBIT C COPY OF DEDICATED ELECTRIC VEHICLE CHARGING STATIONS
WEBPAGE**

Electrical Vehicle Charging Stations (EVCS)



To bring the City into substantial compliance with the State requirements of AB 1236 (2015), Fountain Valley has adopted a streamlining ordinance ([Title 18, Chapter 18.30](#)) that facilitates the approval process for qualifying EVCS. Applicants planning to install a charging station at an existing building must accurately complete the application checklist in order to be issued all necessary permits.

Submittal Requirements

1. A completed application form. This permit application may be downloaded [here](#).

All applications must include the following information:

- . - A site plan and electrical plan with a single line diagram. The site plan must be drawn to scale and include full dimensions and include the following information:
 - o Location, size and use of all structures;
 - o Location of electrical panel for the charging system; and
 - o Type of charging system and mounting
- . - Electric load calculation worksheet
- . - Additional information based on response to questions in the checklist (see #2 below)

 Government Websites by CivicPlus®

Select Language 