



# SUTTER COUNTY DEVELOPMENT SERVICES DEPARTMENT

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Building Inspection  
Code Enforcement  
Planning

Environmental Health  
Emergency Management  
Fire Services

Engineering  
Road Maintenance  
Water Resources

## **EV Charging Permit Checklist**

**A completed building application shall be submitted concurrently or prior to plan submittal.**

- Site Plan:** Shall be drawn per the site plan submittal checklist and on 11x17 paper. Identify equipment location and include all structures on parcel and their dimensions, include septic and leach field. Site plan shall also show distance between structures and distance to property lines. For all requirements, ask for our "permit process handout". (A site plan is not required if equipment is installed in existing permitted structure)
  
- Plans:** Two sets construction plans. Provide a cover sheet that shall include site address, owner's name, address, phone number, and scope of work statement, a sheet index indicating each sheet title and page number, and design criteria specific to Sutter County. Plans shall include manufacturer's cut sheets for equipment, conductors, hardware, mounting, grounding, signage, etc. Responsible designer required to sign and stamp all pages.
  
- Electrical line diagram:** Size of conductors, main panel, sub panels, inverters, EV system equipment, including make, model, size of units and all panel ratings. **(All components shall be listed and approved)**
  
- **Electrical load calcs:** Electrical load calculations shall be required when deemed necessary by the Sutter County Building Division Manager.