



Electric Vehicle Charging System (EVSE) Permit Application

Property Address:	Additional Contact Information		
Owner Information:	<input type="checkbox"/> Applicant <input type="checkbox"/> Tenant <input type="checkbox"/> Property Manager		
Name:	Name:		
Address:	Address:		
Phone:	Phone:		
Email:	Email:		
Application Submittal Requirements			
<input type="checkbox"/> Completed permit application <input type="checkbox"/> Complete construction drawings, stamped and signed (wet or digital) by a licensed design professional for electrical drawings <input type="checkbox"/> Include site plans with dimensions showing chargers, equipment, clearances, and construction information <input type="checkbox"/> Include verification that service equipment will meet requirements of NEC <input type="checkbox"/> Include grounding information per manufacturer's requirements in accordance with NEC 110.3 Examination, Identification, Installation and use of Equipment and 690.41 System Grounding <input type="checkbox"/> Include proper labeling per manufacturer's installation instructions <input type="checkbox"/> Cut sheets, highlighted to indicate all equipment being used in coordination with design professional's drawings <input type="checkbox"/> EVSE installation contractors must be registered with Illinois Commerce Commission (ICC) <input type="checkbox"/> Electrical Vehicle Charging Station Contractor licensed and registered with Rolling Meadows <input type="checkbox"/> Any signage associated with or on EVSE may require a signage permit, please inquire with Community Development prior to submittal of permit package <input type="checkbox"/> Multi-family and commercial EVCS permit applicants may be required to submit a utility Modification & Relocation Service Application for substantial increase in new load.			
Applicable Codes			
<ul style="list-style-type: none"> • City of Rolling Meadows Code of Ordinances • 2018 International Fire Code • 2018 International Building Code • 2018 International Mechanical Code 		<ul style="list-style-type: none"> • 2018 International Residential Code • 2017 National Electrical Code • Illinois Electric Vehicle Charging Act (Public Act 103-0053) 	
EVSE INFORMATION			
Type of installation <input type="checkbox"/> Commercial or Multifamily Residential <input type="checkbox"/> Single Family/Single Unit Residential			
Location <input type="checkbox"/> Garage <input type="checkbox"/> Exterior Wall <input type="checkbox"/> Exterior Parking Lot <input type="checkbox"/> Right of Way			
Number of Chargers:	_____	Is there an existing EVSE at this location?	<input type="checkbox"/> Yes <input type="checkbox"/> No

CONTRACTOR INFORMATION PRIMARY INSTALLER	
Illinois Commerce Commission Registration #:	
Business Name:	Contact Name:
Address:	
Phone	Email
CONTRACTOR INFORMATION SUBCONTRACTOR	
Illinois Commerce Commission Registration #:	
Business Name:	Contact Name:
Address:	
Phone	Email
CONTRACTOR INFORMATION SUBCONTRACTOR	
Illinois Commerce Commission Registration #:	
Business Name:	Contact Name:
Address:	
Phone	Email
BUILDING AND SERVICE INFORMATION	
Charging Level: <input type="checkbox"/> Level 2 <input type="checkbox"/> DCFC	Maximum Rating of EV Service Equipment: kw
Manufacturer:	EVSE Voltage:
Are Batteries Being Installed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Total Load (Existing +EVSE Load): amps
Load of Existing Panel Supplying EVSE: amps	

Applicant Submittal Statement

I hereby certify that the above application is true and correct to the best of my knowledge. I hereby authorize the above listed contractors to perform all work necessary to complete the requirements of this permit. I also understand that the Code Official may enter at reasonable times, any building, structure or premises in the jurisdiction to perform any duty imposed upon him by such ordinances.

Applicant's Signature

Name of Applicant (Print)

Date