

Rolling Meadows supports and encourages the adoption of electric vehicles and the supporting charging equipment. It is the goal of the City to ensure that obtaining EVSE permits is no more difficult than any other type of permit. A permit is required to install an Electric Vehicle Charging System, which can be submitted electronically by email to CD@CityRM.org or in person at City Hall, 3600 Kirchoff Road (Mon-Fri, 8a.m – 4p.m.)

- **Permit applications will be processed in no more than 10 business days.**
- **Standard inspections will be completed no more than 5 business days after installation completion or contractor request.**

What you need to apply	
<input type="checkbox"/> EVSE Permit Application	<input type="checkbox"/> Copy of Electrician's license
<input type="checkbox"/> Proof of City Contractor License, including a copy of Installer's ICC certification	<input type="checkbox"/> Charging station specifications (i.e. manufacturers brochure)
<input type="checkbox"/> Plat of survey	<input type="checkbox"/> Electrical Load Calculations
<input type="checkbox"/> Site Plan illustrating the location of the EVCS equipment, conduit routing, and site changes such as curbing, bollards or other protective or safety equipment	
Permit Fees	
Once the permit has been reviewed and approved, permit fees will need to be paid before work begins. The fee schedule (Appendix 9 of the Rolling Meadows Code of Ordinances) is below:	
Permit:	3% of construction cost
Amps:	\$25 per 100 amps
Circuits:	\$4 per Circuit
Electrical Inspection:	\$50 per inspection
Minimum Electrical Permit:	\$40
Required Inspections	
<ul style="list-style-type: none"> • Two inspections are required: Rough and Final • Rough: Nothing should be concealed until it has passed inspection • Final: Should only be scheduled once all work is complete. • Inspections can be scheduled at by calling Community Development at (847)506-6030 (option 1) 	
ComEd Notifications	
<ul style="list-style-type: none"> • The City encourages the vehicle owner to register the EV with ComEd https://secure.comed.com/SmartEnergy/SmartMeterSmartGrid/Pages/RegisterYourElectronicVehicle.aspx • Multi-family and commercial EVCS permit applicants may be required to submit a utility Modification & Relocation Service Application for substantial increase in new load. 	