

BUILDING DEPARTMENT  
BUILDING PERMIT APPLICATION



PERMIT NO. B - \_\_\_\_\_

APPLICANT INFORMATION			
APPLICANT'S NAME <input type="checkbox"/> PROPERTY OWNER <input type="checkbox"/> TENANT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> ENGINEER/ARCHITECT <input type="checkbox"/> OTHER: _____		TELEPHONE NUMBER ( ) -	
IF APPLICANT IS A BUSINESS, PLEASE LIST THE PRIMARY CONTACT	TELEPHONE NUMBER ( ) -	EMAIL ADDRESS	
APPLICANT'S PHYSICAL ADDRESS	CITY	STATE	ZIP
APPLICANT'S MAILING ADDRESS <input type="checkbox"/> Same as Physical Address	CITY	STATE	ZIP

PROPERTY OWNER(S) INFORMATION <input type="checkbox"/> SAME AS APPLICANT INFORMATION			
PROPERTY OWNER(S) NAME		TELEPHONE NUMBER ( ) -	
PROPERTY OWNER'S PHYSICAL ADDRESS	CITY	STATE	ZIP
PROPERTY OWNER'S MAILING ADDRESS <input type="checkbox"/> Same as Physical Address	CITY	STATE	ZIP

CONTRACTOR INFORMATION			
CONTRACTOR'S NAME	STATE LICENSE #	CLASSIFICATION	EXPIRATION
ADDRESS	CITY	STATE	ZIP
PHONE NUMBER ( ) -	FAX NUMBER ( ) -	EMAIL ADDRESS	
WORKER'S COMPENSATION CARRIER (INCLUDE COPY OF CERTIFICATE)	POLICY #	EXPIRATION	

PROJECT INFORMATION <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL *Letter of Authorization Required*	
PROJECT ADDRESS	ASSESSOR'S PARCEL NUMBER (APN)

**CHECK ALL WHICH APPLY:**

<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> ADDITION	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> BLOCK WALL
<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> FIREPLACE	<input type="checkbox"/> FOUNDATION ONLY	<input type="checkbox"/> SIGN
<input type="checkbox"/> SWIMMING POOL/SPA	<input type="checkbox"/> FIRE REPAIR	<input type="checkbox"/> REROOF _____ SQ. FT.	<input type="checkbox"/> PLUMBING
<input type="checkbox"/> GRADING	<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> DECK/PATIO COVER	<input type="checkbox"/> MECHANICAL

IS THIS PROPERTY CURRENTLY RED TAGGED?  YES  NO

VERIFIED ANNUAL LETTER OF AUTHORIZATION ON FILE?  YES  NO

PLEASE BE SURE THAT FRONT SIDE IS COMPLETED. THANK YOU.

**PROJECT INFORMATION (CONTINUED)**

EXISTING: Floor Area \_\_\_\_\_ sq. ft. Garage: \_\_\_\_\_ Other: \_\_\_\_\_ # of Units: \_\_\_\_\_

PROPOSED: Floor Area \_\_\_\_\_ sq. ft. Garage: \_\_\_\_\_ Other: \_\_\_\_\_ # of Units: \_\_\_\_\_

SETBACKS: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left: \_\_\_\_\_ Right: \_\_\_\_\_

# of Bedrooms: \_\_\_\_\_ # of Bathrooms: \_\_\_\_\_ Total # of Rooms: \_\_\_\_\_

Lot Size: \_\_\_\_\_ Lot Dimension: \_\_\_\_\_ Lot Coverage %: \_\_\_\_\_

**DESCRIPTION OF WORK:**

**RENOVATION, REPAIR AND PAINTING (RRP) RULE**

1. Was property constructed prior to 1978?  YES  NO

*If yes, please answer questions 2 and 3. If no, proceed to Construction Valuation Section.*

2. Is property one of the following?

Residential Home (Single or Multi-family)  Child Care Facility  Pre-School

No, property is not any of the above. *Skip question #3. Proceed to Construction Valuation Section.*

3. The United States Environmental Protection Agency's (EPA's) Renovation, Repair and Painting Rule (RRP) requires contractors whose work disturbs paint in a pre-1978 residence, child care facility or pre-school to be RRP-certified firm. This also applies to rental property owners and property managers who do the paint-disturbing work themselves or through their employees. Failure to comply with the RRP Rule may result in enforcement action by the EPA.

An EPA lead-safe certified Renovator will be responsible for this project.

Certified Firm Name: \_\_\_\_\_ Firm Certification No.: \_\_\_\_\_

There will be no disturbance of lead-based paint in the performance of work to which this permit is being issued.

I, as property owner **and** occupant, am not required to comply with the RRP as I will be doing the work myself on the residence in which I reside. *(This does not apply to rental properties)*

**CONSTRUCTION VALUATION: \$ \_\_\_\_\_**

**CERTIFICATE OF COMPLIANCE AND AUTHORIZATION OF ENTRY:**

I certify that I have read this application and state the information provided is true and correct. I agree to comply with all State laws and City ordinances relating to the construction to which this permit is issued. I authorize the City of Barstow's Building Department representative(s) to enter upon the property for which this building permit is issued for the purpose of conducting related inspections.

SIGNATURE

PRINTED NAME

DATE

**For Office Use Only**

DATE APPLICATION RECEIVED

APPROVED BY



# CITY OF BARSTOW COMMUNITY DEVELOPMENT

City of Barstow  
Building Department

## PERMIT APPLICATION AND PLAN REVIEW CHECKLIST FOR ELECTRICAL VEHICLE CHARGING STATION (EVCS)

**INSTRUCTIONS:** This Checklist shall be used during a residential Electric Vehicle Charging Station (EVCS) installation permit application and plan review. If any discrepancies are found on the application and/or supplemental documentation, record the details of needed corrections and provide them to the applicant.

Check One	Charging Station(s) Proposed	Associated Power Levels (proposed circuit rating)
<input type="checkbox"/>	Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps
<input type="checkbox"/>	Level 2 – 3.3 kilowatt (low)	208/240 VAC at 20 or 30 Amps
<input type="checkbox"/>	Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps
<input type="checkbox"/>	Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps
<input type="checkbox"/>	Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps
<input type="checkbox"/>	Other (provide detail)	

- COMPLETED PERMIT APPLICATION:** Application must include project address, parcel number, builder/owner name, contractor name, CSLB license number phone numbers email address.
- EVCS MANUFACTURER'S SPECIFICATIONS**
- EVCS MANUFACTURER'S INSTALLATION INSTRUCTIONS**
- COMPLETED ELECTRICAL LOAD CALCULATION PER CEC<sup>1</sup> 220**
  1. Based on the load calculation worksheet, is a new electrical service panel upgrade required??  
Yes  No
  2. Is the charging circuit appropriately sized for a continuous load (125%)? Yes  No
  3. If the charging equipment proposed is a Level 2 – 9.6kW station with a circuit rating of 50 amps or higher, is a panel board schedule and electrical calculation included with a single-line diagram?  
Yes  No  Not Applicable

<sup>1</sup> 2022 California Electrical Code. Article 220 Branch-Circuit, Feeder, and Service Calculations

<sup>2</sup> **Load Calculation Worksheet review instructions:** The size of the existing service MUST be equal to or larger than the minimum required size of main service breaker. If the existing service panel is smaller than the minimum required size of existing electrical services, then **a new upgraded electrical service panel must be installed** to handle the added electrical load from the proposed EVCS.

**INCOMPLETE APPLICATIONS OR POOR QUALITY GRAPHICS WILL NOT BE ACCEPTED.**

**HOURS**

Monday, Tuesday, Wednesday, and Thursday, 8:00 a.m. to 5:30 p.m.  
Check City website at [www.barstowca.org](http://www.barstowca.org)

**LOCATION:**

Barstow City Hall, 220 E Mountain View St, Suite A

**PHONE:**

760-255-5161

**MAILING ADDRESS:**

220 E Mountain View St, Suite A, Barstow, CA 92311

**SITE PLAN & SINGLE LINE DRAWING**

Site Plan (18"X24") must be fully dimensioned and drawn to scale, showing the following:

- a. Location, size and use of all structures
  - b. Location of all electrical equipment and the EVCS
  - c. Location and type of mounting for charging system (625.50)
- 1) Is a site plan and electrical plan with a single-line diagram included with the permit application?  
Yes  No
- 2) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52), is a mechanical plan included with the permit application?  
Yes  No  Not Applicable

**COMPLIANCE WITH 2022 CALIFORNIA ELECTRICAL CODE (TITLE 24, PART 3)**

Does the electrical plan identify the amperage and location of existing electrical service panel?

Yes  No

- a. Does the existing panel schedule show room for additional breakers? Yes  No
  - b. Are sizes for the conduit and conductor included? Yes  No
- 1) Is the charging unit rated more than 60 amps or more than 150V to ground? Yes  No
- a. If rated >60 amps, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (CEC 625.43) Yes  No
- 2) Does the charging equipment have product certification (listing) by a recognized qualified electrical testing laboratory? Yes  No
- 3) If trenching is required, is the trenching detail called out? Yes  No
- a. Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225) Yes  No
  - b. Is the trenching in compliance of minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300) Yes  No

**COMPLIANCE WITH 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN) FOR NEW CONSTRUCTION3 (TITLE 24, PART 11)**

- 1) Is this project considered new construction? Yes  No
- If yes, plans must include installation of a listed raceway, adequate panel capacity and identification as "EV Capable" in compliance with Section 4.106.4.1 & 4.106.4.1.1)*

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<sup>3</sup> 2022 California Green Buildings Standards Code. Title 24, Part 11, Section 4.106.4.1 & 4.106.4.1.1 One-and two-family dwellings



PERMIT NO. \_\_\_\_\_  
(For Office Use)

COMMUNITY DEVELOPMENT DEPARTMENT  
220 East Mountain View Street, Suite A  
Barstow, CA 92311

**PLAN SUBMITTAL CHECK LIST**

The City of Barstow is currently under the 2022 California Building Codes (All Versions)

PROJECT NAME / ADDRESS: \_\_\_\_\_

CONTACT NAME / TITLE \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

THIS CHECKLIST MUST BE SUBMITTED WITH ALL APPLICABLE DOCUMENTS LISTED BELOW AND MUST INCLUDE A SEPARATE LETTER OF INTENDED USE WITH A DETAILED DESCRIPTION OF THE PROPOSED PROJECT.

*PLEASE NOTE: Certain projects may require preliminary and/or site plan review prior to building permit application acceptance. Additional information may be required to facilitate plan review. Signs shall be submitted under a separate permit submittal.*

**All plans and related documents listed below shall be submitted in hard copy format and pdf format (min. 300dpi) on a flash drive.**

<i>Not all items are applicable depending on the project. Please mark N/A in check box if not applicable.</i>	<input checked="" type="checkbox"/> FOR APPLICANT USE	<input checked="" type="checkbox"/> FOR OFFICE USE
<b>GRADING PLANS – PLEASE SUBMIT TO BUILDING DEPARTMENT 760-255-5161</b>		
1. Completed, signed Building Permit Application Form and Payment for plan review fees. Contact (760) 255-5161 for fee information		
2. (3) Sets of Grading, Drainage & Erosion Control Plans (Please identify earthwork quantities on plans and application) <i>*Approved grading plans must be submitted on 3mm dbl matte film (Mylar)*</i>		
3. (2) Copies of Water Quality Management Plan (WQMP) and Water Discharge Identification		
4. (3) Sets of Soils Investigation Reports (Unless exempt from Engineering Department)		
5. (2) Copies of Storm Water Pollution Prevention Plan (SWPPP)		
6. Infiltration Test.		
<b>OFF SITE IMPROVEMENT PLANS – PLEASE SUBMIT TO ENGINEERING DEPARTMENT 760-255-5156</b>		
<i>*Approved plans listed below must be submitted on 3mm dbl matte film (Mylar) prior to permit issuance.*</i>		
1. Street Improvement Plans		
2. Sewer Improvement Plans		
3. Street Lighting Plans		
4. Drainage Plans not related to grading		
5. Hydrology Report		
6. Completed, signed Encroachment Permit Application Form – Contact (760) 255-5154 for fees information		



**COMMUNITY DEVELOPMENT DEPARTMENT**  
 220 East Mountain View Street, Suite A  
 Barstow, CA 92311

<b>BUILDING PLANS – PLEASE SUBMIT TO BUILDING DEPARTMENT</b>		
<b>760-255-5161</b>		
1. Completed, signed Building & Fire Construction Permit Application Forms, Fire Letter, and Payment of Plan Review Fees. Contact (760) 255-5161 for fee information		
2. (3) Sets of complete Building Plans which include the following:		
a. Cover sheet showing occupancy/construction type		
b. Site Plan/Site Details		
c. Electrical Plan		
d. Plumbing Plan		
e. Mechanical Plan		
f. Floor Plan		
g. Roof/Framing Plan		
h. Front, Rear & Side Elevations (Include colors, finishes, and types of material being used)		
i. Landscape/Irrigation Plan		
3. (2) Sets of Title 24 Energy Calculations and Required Forms (For all lighting, mechanical equipment, etc.)		
4. (2) Sets of Truss System Calculations		
5. (2) Sets of Equipment Specifications		
6. (2) Sets of Engineering Calculations/Structural Plans		
7. Original (wet signed), notarized Letter of Authorization from property owner giving permission for the proposed project		
8. <u>Approved</u> Construction Waste Management Plan Application and Organics Questionnaire (if applicable) – Contact Solid Waste/Recycling at (760) 255-5126		
9. List of Sewer Fixture Units and Sewer Connection Fees - Contact Environmental Services at (760) 252-3543		
10. Mojave Desert Air Quality Approval (For Demolitions) Contact MDAQMD 760-245-1661		
11. Business License Verification Form for General Contractor and Subcontractors - Contact (760) 255-5161		
12. Original (wet signed), notarized Letter of Authorization from Contractor giving designated individual authority to sign for permits and/or business license		
13. Development Impact Fees <i>*Due prior to permit issuance*</i>		
14. Proof of Payment of Barstow Unified School District Development Fees <i>*Due prior to permit issuance*</i>		
<b>FIRE PLANS (UNDERGROUND, SPRINKLERS, ALARM SYSTEMS, ETC.)</b>		
<b>PLEASE SUBMIT TO BUILDING DEPARTMENT</b>		
<b>760-255-5161</b>		
1. Completed, signed Fire Permit Application Form and payment of permit fees – Contact (760) 255-5161 for fee information		
2. (3) Sets of Plans		
3. (3) Sets of Calculations (if applicable)		
4. (3) Sets of Equipment Specifications (if applicable)		

## PERMIT APPLICATION AND PLAN REVIEW CHECKLIST FOR MULTI-UNIT DWELLINGS (MUD) AND COMMERCIAL ELECTRIC VEHICLE CHARGING STATION (EVCS)

**INSTRUCTIONS:** This checklist shall be used during a multi-unit dwelling and commercial Electric Vehicle Charging Station (EVCS) installation permit application and plan review. If any discrepancies are found on the application and/or supplemental documentation, record the details of needed corrections on this sheet and provide to the applicant.

Check One	Charging Station(s) Proposed	Associated Power Levels (proposed circuit rating)	Typical Non-Residential Charging Locations
<input type="checkbox"/>	Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	<ul style="list-style-type: none"> <li>Commercial office building</li> </ul>
<input type="checkbox"/>	Level 2 – 3.3 kilowatt (low)	208/240 VAC at 20 or 30 Amps	<ul style="list-style-type: none"> <li>Multi-unit dwellings (MUD)</li> <li>Commercial office building</li> <li>Public Access</li> </ul>
<input type="checkbox"/>	Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps	
<input type="checkbox"/>	Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps	
<input type="checkbox"/>	Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps	
<input type="checkbox"/>	DC Fast Charging	440 or 480 VAC	<ul style="list-style-type: none"> <li>Public access</li> <li>Large commercial office buildings or parks</li> <li>Hospitality &amp; recreation</li> </ul>
<input type="checkbox"/>	Other (provide detail)		

**Check type of Electric Vehicle Charging Station Proposed:**

MUD EVCS     COMMERCIAL EVCS     OTHER: \_\_\_\_\_

**COMPLETED PERMIT APPLICATION**

- 1) Application must include project address, parcel number builder/owner name, contractor name, CSLB license number, phone numbers, email address.

**ELECTRICAL VEHICLE CHARGING STATION MANUFACTURER'S SPECIFICATIONS**

**EVCS MANUFACTURER'S INSTALLATION INSTRUCTIONS**

**COMPLETED ELECTRICAL LOAD CALCULATIONS PER CEC<sup>4</sup> 220**

- 1) Based on the load calculation worksheet, is a new electrical service panel upgrade required<sup>5</sup>?  
Yes  No   
*If new service or upgrade is required, it must be included on the permit application.*
- 2) Is the charging circuit appropriately sized for a continuous load (125%)? Yes  No
- 3) If charging equipment proposed is a DC Fast Charging station or a Level 2 - 9.6kW station with a circuit rating of 50 amps or higher, is a panelboard schedule and electrical calculation included with the single-line diagram? Yes  No  Not Applicable

<sup>4</sup> 2022 California Electrical Code. Article 220 Branch-Circuit, Feeder, and Service Calculations

**SITE PLAN & SINGLE LINE DRAWING**

Site Plan (18"X24") must be fully dimensioned and drawn to scale, showing the following:

- a. Location, size and use of all structures
  - b. Location of all electrical equipment and the EVCS
  - c. Location and type of mounting for charging system (625.50)
  - d. Parking and circulation areas
- 1) Is a site plan and electrical plan with a single-line diagram included with the permit application?  
Yes  No
  - 2) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52), is a mechanical plan included with the permit application?  
Yes  No  Not Applicable

**PLAN COMPLIANCE WITH 2022 CALIFORNIA ELECTRICAL CODE (TITLE 24, PART 3)**

- 1) Does the electrical plan identify the amperage and location of existing electrical service panel?  
Yes  No 
  - a. Does the existing panel schedule show room for additional breakers? Yes  No
  - b. Are sizes for the conduit and conductor included? Yes  No
- 2) Is the charging unit rated more than 60 amps or more than 150V to ground? Yes  No 
  - a. If yes to Q2, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (CEC 625.43) Yes  No
- 3) Does the charging equipment have product certification (listing) by a recognized qualified electrical testing laboratory? Yes  No
- 4) If trenching is required, is the trenching detail called out? Yes  No 
  - a. Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225) Yes  No
  - b. Is the trenching in compliance of minimum cover requirements for wiring methods or circuits? (CEC 300.5) Yes  No

**PLAN COMPLIANCE WITH 2022 MANDATORY CALGREEN CODE FOR NEW CONSTRUCTION AND CHAPTER 11B ACCESSIBILITY REQUIREMENTS**

2019 CALGreen Mandatory EVCS Requirements for New Construction<sup>6</sup>

- 1) For **MUD EVCS**, do CALGreen EV Readiness installation requirements apply? Yes  No 
  - a. Do the plans demonstrate conformance with mandatory measures for 3% of total parking spaces, but no less than one, for new multifamily dwellings with 17+ units that must be EV capable per Section 4.106.4.2? Yes  No
- 2) For **Commercial EVCS**, do CALGreen EV Readiness installation requirements apply to this project? Yes  No 
  - a. Do the plans demonstrate conformance with mandatory measures of 3% of parking spaces in lots with 51+ spaces being EV capable per Section 5.106.5.3? Yes  No

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<sup>5</sup> **Load Calculation Worksheet review instructions:** The size of the existing service MUST be equal to or larger than the Minimum Required Size of main service breaker. If the existing service panel is **smaller** than the minimum required size of existing electrical services, then **a new upgraded electrical service panel must be installed** in order to handle the added electrical load from the proposed EVCS.

**2022 Chapter 11B Accessibility Requirements for Public and Common Use EVCS7**

- 1) Is there at least 1 EVCS parking stall out of 4 EVCS parking stalls that meet Chapter 11B accessibility dimension requirements for a van accessible parking space (144 inches wide with an adjacent access aisle)? Yes  No

*Access aisles shall comply with Section 11B-302.*

- 2) For parking stalls with 5 to 25 EVCS, is there 1 EVCS parking stalls that meets Chapter 11B accessibility dimension requirements for a van accessible parking space (144 inches wide with an adjacent access aisle) and 1 EVCS parking stall that meets the standard accessible parking space (108 inches wide with an adjacent access aisle)? Yes  No
- 3) Is the path of travel to the EVCS from the accessible parking stall demonstrated to be unobstructed? Yes  No
- 4) Is the accessible path of travel from the EVCS parking stall demonstrated to be with 200 feet of a main building entrance? Yes  No