

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF RIVERSIDE, CALIFORNIA, AMENDING
TITLE 16 OF THE RIVERSIDE MUNICIPAL CODE BY ADDING CHAPTER
16.23 TO SPECIFY REQUIREMENTS FOR ELECTRIC VEHICLE CHARGING
STATIONS AND TO PROVIDE AN EXPEDITED, STREAMLINED
PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS.

WHEREAS, Subjection (a) of Section 65850.7 of the California Government Code provides
that it is the policy of the State to promote and encourage the installation and use of electric vehicle
charging stations and to limit obstacles to their use and minimizing costs of permitting for charging
stations; and

WHEREAS, Subdivision (g) (1) of Section 65850.7 of the California Government Code
provides that, on or before September 30, 2016, every city, county, or city and county with a population
of 200,000 or more residents shall adopt an ordinance, consistent with the goals and intent of
subdivision (a) of Section 65850.7, that creates an expedited, streamlined permitted process for electric
vehicles charging stations.

NOW, THEREFORE, The City Council of the City of Riverside does ordain as follows:

Section 1: The Table of Contents for Title 16, Building and Construction, is amended to
include Chapter 16.23:

“Title 16 - Buildings and Construction

Chapter 16.04	Administration
Chapter 16.06	Residential Code
...	
Chapter 16.20	Building Moving Regulations
Chapter 16.22	Solar Streamlined Permitting Process
Chapter 16.23	Electric Vehicle Charging Station Streamlined Permitting Process
Chapter 16.24	House Numbering”
...	

Section 2: Chapter 16.23 of the Riverside Municipal Code entitled Chapter 16.23 Electric
Vehicle Charging Station Streamlined Permitting Process is added as follows:

“Chapter 16.23

ELECTRIC VEHICLE CHARGING STATION STREAMLINED PERMITTING PROCESS

Sections:
16.23.010 Purpose.
16.23.020 Applicability.
16.23.030 Definitions.

1 16.23.040 Requirements.
2 16.23.050 Application and Documents.
3 16.23.060 Permit Review Requirements.
4 16.23.070 Fees.

5 Section 16.23.010 Purpose.

6 The purpose of this ordinance is to create an expedited, streamlined electric vehicle charging
7 station permitting process that complies with Government Code section 65850.7 to achieve timely and
8 cost-effective installations of electric vehicle charging stations.

9 Section 16.23.020 Applicability.

10 a. This chapter applies to the permitting of all electric vehicle charging stations in the
11 City.

12 b. Electric vehicle charging stations legally established or permitted prior to the effective
13 date of this ordinance are not subject to the requirements of this ordinance unless physical
14 modifications or alterations are undertaken that materially change the size, type, or components of an
15 electric vehicle charging station in such a way as to require a new permit.

16 Section 16.23.030 Definitions.

17 a. For the purpose of this Chapter, words and terms shall be defined as set forth in this
18 Section. Where terms are not defined in this Code and are defined in other codes, such terms shall
19 have the meanings ascribed to them as in those codes. Where terms are not defined through the
20 methods authorized by this Section, such terms shall have ordinary accepted meanings such as the
21 context implies.

22 b. An “Electric Vehicle Charging Station” means the following:

23 i. Any level of electric vehicle supply equipment station that is designed and built
24 in compliance with Article 625 of the California Electrical Code, as it reads on the effective
25 date of this section, and delivers electricity from a source outside an electric vehicle into a
26 plug-in electric vehicle.

27 c. “Electronic Submittal” means the utilization of the following:

28 i. Any computer based electronic plan review software maintained, operated, and
utilized by the City while receiving applications through the internet.

1 d. “Specific Adverse Impact” means the following:

2 i. A significant, quantifiable, direct, and unavoidable impact, based on objective,
3 identified, and written public health or safety standards, policies or conditions as they existed on the
4 date the application was deemed complete.

5 Section 16.23.040 Requirements.

6 a. All electric vehicle charging stations shall meet all applicable health and safety
7 standards and the requirements imposed by the state and the City, local fire department and utility
8 director.

9 b. Electric vehicle charging stations shall meet all applicable safety and performance
10 standards established by the California Electrical Code, the Society of Automotive Engineers, the
11 National Electrical Manufacturers Association, and accredited testing laboratories such as
12 Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding
13 safety and reliability.

14 Section 16.23.050 Application and Documents.

15 a. All documents required for the submission of an expedited electric vehicle charging
16 station application shall be made available on the publicly accessible City website.

17 b. Electronic submittal of the required permit application and documents through City
18 utilized computer based software shall be made available to all electric vehicle charging station permit
19 applicants.

20 c. An applicant’s electronic signature shall be accepted on all forms, applications, and
21 other documents in lieu of a wet signature.

22 d. The Building and Safety Division shall adopt a checklist of all requirements with which
23 electric vehicle charging stations shall comply to be eligible for expedited review.

24 e. The Building and Safety Division may refer to the recommendation contained in the
25 most current version of the Plug-In Electric vehicle Infrastructure Permitting Checklist and the Zero-
26 Emissions Vehicles in California: Community Readiness Guidebook published by the Governor’s
27 Office of Planning and Research, when adopting the electric vehicle charging permit process and
28 checklist.

1 Section 16.23.060 Permit Review Requirements.

2 a. The Building Official shall implement an administrative review process to expedite
3 approval of electric vehicle charging stations. Where the application meets the requirements of the
4 approved checklist and standards and there are no specific, adverse impacts upon public health or
5 safety, the Building and Safety Division shall complete the building permit approval process, which
6 is nondiscretionary. Review of the application for electric vehicle charging stations shall be limited
7 to the Building Official's review of whether the application meets local, state, and federal health and
8 safety requirements.

9 b. If a permit application is deemed incomplete, a written correction notice detailing all
10 deficiencies in the permit application and any additional information or documentation required to be
11 eligible for expedited permit issuance shall be sent to the applicant for resubmission.

12 c. The Building Official may require an applicant to apply for a Special Use Permit if the
13 official finds, based on substantial evidence, that the Electric Vehicle Charging Station could have a
14 specific, adverse impact upon the public health and safety. Such decisions may be appealed to the
15 City Planning Commission in accordance with the procedures in Chapter 19.680.

16 d. If a Use Permit is required, the City may only deny such application if it makes written
17 findings based upon substantial evidence in the record that the proposed installation would have a
18 specific, adverse impact upon public health or safety and there is no feasible method to satisfactorily
19 mitigate or avoid the adverse impact. Such findings shall include the basis for the rejection of the
20 potential feasible alternative for preventing the adverse impact. Such decisions may be appealed to the
21 City Planning Commission in accordance with the procedures in Chapter 19.680.

22 e. Any condition imposed on an application shall be designed to mitigate the specific,
23 adverse impact upon health and safety at the lowest possible cost.

24 f. A feasible method to satisfactorily mitigate or avoid the specific, adverse impact
25 includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by the city
26 on another similarly situated application in a prior successful application for a permit.

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Section 16.23.070 Fees.

The City Council may establish by resolution fees that shall be charged for permits issued under this chapter.

Section 3: The City Council has reviewed the matter and, based upon the facts and information contained in the staff reports, administrative record, and written and oral testimony, hereby finds that this ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) of the State CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, in that it will not result in a direct or reasonably foreseeable indirect physical change in the environment; or, 15060(c)(3) in that it is not a “project”.

Section 4: The City Clerk shall certify to the adoption of this ordinance and cause publication once in a newspaper of general circulation in accordance with Section 414 of the Charter of the City of Riverside. This ordinance shall become effective on the 30th day after the date of its adoption.

ADOPTED by the City Council this _____ day of _____, 20____.

Mayor of the City of Riverside

Attest:

City Clerk of the City of Riverside

1 I, Colleen J. Nicol, City Clerk of the City of Riverside, California, hereby certify that the
2 foregoing ordinance was duly and regularly introduced at a meeting of the City Council on the
3 _____ day of _____, 20____, and that thereafter the said ordinance was duly and
4 regularly adopted at a meeting of the City Council on the _____ day of _____, 20____,
5 by the following vote, to wit:

6 Ayes:

7 Noes:

8 Absent:

9 Abstain:

10 IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the
11 City of Riverside, California, this _____ day of _____, 20____.

12
13 _____
14 City Clerk of the City of Riverside
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