

# Permit and Utility Service Design Submittal Resource Guide: Alameda County Incentive Project



CALeVIP requires applicants to submit Evidence of Permit or Utility Service Design Submittal documentation 60-days after notice of funds reserved status. This guide provides jurisdiction and utility contact information with additional resources on electric vehicle charging station (EVCS) permit and utility processes to help Alameda County Incentive Project applicants meet this checkpoint. Applicants are encouraged to identify and reach out to the EVCS site’s local permitting jurisdiction and/or utility new service distributor prior to or as soon as application funds are reserved to get the most up-to-date information on design review timeline and documentation submittal requirements.

## Tips on 60 Day Document Submittal

- ▶ Please note or request the site address on utility/permit applications and plan check/engineering advance payment receipts if possible.
- ▶ If the utility/jurisdiction does not provide the plan check/engineering advance payment receipt upon design submittal due to their policy, other documentation may be accepted such as a utility/jurisdiction confirmation email.
- ▶ Reach out to [evexpert@energycenter.org](mailto:evexpert@energycenter.org) if you need assistance on the 60-day checkpoint.

## County, Cities and Towns

Alameda			
Jurisdiction	Permitting Contact Email & Phone	Permitting Documentation	Additional EVCS Resources
Alameda County		<ul style="list-style-type: none"> <li>• <a href="http://acgov.org">Alameda County Permit Portal (acgov.org)</a></li> </ul>	<a href="#">EVSE Permit Checklist</a>
Alameda	P: 510-747-6800	<ul style="list-style-type: none"> <li>• <a href="http://alamedaca.gov">Permit Center (alamedaca.gov)</a></li> </ul>	<a href="#">EVSE Permitting Checklist</a>
Albany	John Erlich P: 510-528-5760	<ul style="list-style-type: none"> <li>• <a href="http://albanyca.org">Building Permits   City of Albany, CA (albanyca.org)</a></li> </ul>	<a href="#">Building Permit Application Submittal Requirements Checklist</a>
Berkeley	<a href="mailto:permits@cityofberkeley.info">permits@cityofberkeley.info</a> P: 510-981-7500	<ul style="list-style-type: none"> <li>• <a href="#">Home Page: Permit Service Center - City of Berkeley, CA</a></li> </ul>	<a href="#">EV Code Compliance Checklist</a>
Dublin	<a href="mailto:pwpermits@dublin.ca.gov">pwpermits@dublin.ca.gov</a>	<ul style="list-style-type: none"> <li>• <a href="#">Permits   Dublin, CA - Official Website</a></li> </ul>	<a href="#">Programs for EV Charging</a>
Emeryville	<a href="mailto:cbarrett@emeryville.org">cbarrett@emeryville.org</a> P: 510-596-4310	<ul style="list-style-type: none"> <li>• <a href="#">Building Permit Application   City of Emeryville, CA - Official Website</a></li> </ul>	<a href="#">EV and EVSE Checklist</a>
Fremont	<a href="mailto:bldinfo@fremont.gov">bldinfo@fremont.gov</a> P:510-494-4460	<ul style="list-style-type: none"> <li>• <a href="#">Building Permits   City of Fremont Official Website</a></li> </ul>	<a href="#">EV Charging Station Permit Process</a>
Hayward	P: 510-583-4005	<ul style="list-style-type: none"> <li>• <a href="http://hayward-ca.gov">Permit Center   City of Hayward - Official website (hayward-ca.gov)</a></li> </ul>	<a href="#">Current Codes and Permit Process</a>
Livermore	P: 925-960-4410	<ul style="list-style-type: none"> <li>• <a href="http://cityoflivermore.net">Permit Center   Livermore, CA (cityoflivermore.net)</a></li> </ul>	<a href="#">Checklist for Permitting EVs and EVSEs</a>
Newark	P: 510-578-4261	<ul style="list-style-type: none"> <li>• <a href="http://newark.org">b1 (newark.org)</a></li> </ul>	<a href="#">EV Charging Stations Submittal Checklist</a>

## Alameda

Oakland		<ul style="list-style-type: none"> <li><a href="#">City of Oakland   Planning and Building Permits (oaklandca.gov)</a></li> </ul>	<a href="#">EVSE and Charging Stations Submission Checklist</a>
Piedmont	P: 510-420-3050	<ul style="list-style-type: none"> <li><a href="#">About Building - City of Piedmont (ca.gov)</a></li> </ul>	<a href="#">EV Charger Permits</a>
Pleasanton		<ul style="list-style-type: none"> <li><a href="#">City of Pleasanton, CA - Permit Center (cityofpleasantonca.gov)</a></li> </ul>	<a href="#">EV Charging Stations Checklist</a>
San Leandro	P: 510-577-3405	<ul style="list-style-type: none"> <li><a href="#">City of San Leandro - Permits/Plan Review</a></li> </ul>	<a href="#">EV Charger Requirements</a>
Union City	<a href="mailto:Building@unioncity.org">Building@unioncity.org</a> P: 510-675-5313	<ul style="list-style-type: none"> <li><a href="#">Building   Union City, CA</a></li> </ul>	<a href="#">EV Charging Stations</a>

## Utilities (Investor Owned and Public Utilities)

Utility	Utility Contact Email and Phone	New Service Request Process Documentation	Additional EVCS Resources
Pacific Gas & Electric (PG&E)	<a href="#">Contact Us (pge.com)</a> P: 1-800-468-4743	<ul style="list-style-type: none"> <li><a href="#">Business new construction and renovation project service (pge.com)</a></li> <li>Need to pay \$2,500 engineering advance with application</li> </ul>	<a href="#">EV Incentives   EV Savings Calculator - PG&amp;E (pge.com)</a>

## Other Jurisdictions

Jurisdiction	Permitting Process Documentation
Division of State Architect (DSA)	<ul style="list-style-type: none"> <li>Start Construction Project by Submitting Plans for Review - <a href="#">ca.gov</a></li> <li>Need copy of DSA application, plan set, and copy of email from DSA confirming plan check appointment</li> </ul>
Tribal entity/University with permitting oversight	<ul style="list-style-type: none"> <li>Varies - CALeVIP will need a signed cover letter from jurisdiction representative stating the type and number of EVCS have been approved to be installed on site listed in CALeVIP application if all regulations are met and copy of the plan set</li> </ul>