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## **Electric Vehicle Car Charging Stations Plan Review & Permit Fee Policy**

**Date: 06/01/2021**

**Subject: RCRBD Fee Policy on Electric Vehicle Charging Stations**

The Routt County Building Department has implemented the below policy to reduce Building Permit Plan Review and Permit fees on Electric Vehicle Charging Stations when the Applicant/Owner/Contractor adhere to the below requirements related to plan submittals and inspection scheduling.

### **Electrical Vehicle Charging Station Permitting and Submittal Requirements:**

1. Building/Electrical Permit Application are Required: A Licensed Colorado Electrical and Structural Engineer must provide designs and stamp the plans to be an accepted application for vehicle charging stations.

- Site Plan required showing the location of the Electrical Vehicle Charging Station(s) location on the site, include parking locations and striping per space and ADA parking to be provided per IBC Table 1106.1. Please also reach out to the applicable Planning Department if existing parking spaces are to be used for vehicle charging station in advance of permit submittal.
- Electrical Site/Utility Plan: Show location of underground conduit(s) from power source to vehicle charging station.
- One Line Electrical Diagram/Electrical Conduit Layout Plan/ Conduit Schedule/Supercharger Grounding Detail.
- Concrete Pad Structural Design Stamped by a Colorado Licensed Engineer: Applicants to provide a Plan View and Section View of the concrete pad to be installed, include rebar location, size and spacing on the drawings, and include location of mounting studs or bolts on the plan view to be used to fasten the vehicle charging station to the pad.
- Include Vehicle Charging Station manufacture specifications/manual with the application.
- Required Vehicle Bollards: Please provide the location of the vehicle bollard(s) to be installed on the site plan, and a section view of the design and construction of the bollard.
- Plan Review Time-Frame: 5 Working Days

**Routt County Regional Building Department**

136 6th Street, Ste 201, Steamboat Springs, CO 80487 PH: 970-870-5566 Fax 970-870-5489 Email: [Building@co.routt.co.us](mailto:Building@co.routt.co.us)

**Permit Fee Policy on Electrical Vehicle Charging Stations:**

1. Building Department Electrical Permit Fee is \$125.00
2. Building Department Plan Review and Administration Fee: \$100.00
3. All other Department Review and Permit Fees, and Tax Fees will follow Jurisdictional Requirements.

Sincerely,



Todd Carr, Building Official  
Routt County Building Department