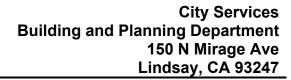


## **Attachment G**

## **Submittal Requirements for Electric Vehicle Charging Station Applications**

Required	Please use this as a checklist to assemble the materials required for your development application when submitting the application. The following items must be submitted in order to process your application. If the plans are not legible, or do not contain the information listed below, your application will be deemed incomplete and canceled.		
	Instructions:		
	<ol> <li>All plans and documents <u>must</u> be submitted in PDF format.</li> <li>A separate PDF document is required for each plan type (i.e. separate PDF required for site plans, separate PDF for landscape plans, etc.).</li> <li>Each plan type should only have one PDF uploaded (i.e. if there is more than one site plan exhibit, upload a multi-page PDF).</li> <li>Please submit to building and planning department for review at: <a href="mailto:javina@lindsay.ca.us">javina@lindsay.ca.us</a> and <a href="mailto:ccanon@lindsay.ca.us">ccanon@lindsay.ca.us</a></li> </ol>		
	Complete Application		
	All Required Fees Paid		
	All fees must be paid before application is deemed complete. Fees must be paid within 3 days of fees being shared (call or email will be sent).		
	Letter of Owner Authorization (If Owner is not the Applicant)		
	Operational Statement: ☐ Project address & APN ☐ Project description (scope of work) ☐ Number of parking spaces proposed to be removed (if any) ☐ Landscaping/Trees proposed to be removed		
	Overall Site Plan (electronic – does not need to be to scale but shall be legible)		
	<ul> <li>☐ Outline the entire parcel with an area indicating the scope of work</li> <li>☐ Property line dimensions &amp; easements</li> <li>☐ Vicinity map with north arrow</li> <li>☐ Project address &amp; APN</li> </ul>		





Detailed Site Plan (electronic)				
Pla	ns shall include (at a minimum) items below.			
	☐ 1"= 30' scale ☐ North Arrow correctly shown ☐ Easements, both existing and proposed	☐ Fully dimensioned parking stalls that depict the equipment is not in the 9 ft. x 18 ft. stall		
	☐ Provide the aisle width behind the stall and the opposite stall size if there is parking behind the proposed EV stall.	☐ Add this note: Any survey monuments within the area of construction shall be preserved or reset by a person licensed to practice land surveying in the state of California.		
	☐ Add this note: Repair all damaged and/or off-grade concrete street improvements as determined by the construction management engineer prior to occupancy.	☐ Add this note: Two working days before commencing excavation operations within the street right-of-way and/or utility easements, all existing underground facilities shall have been located by Underground Services Alert (USA). Call 1-800-642-2444		
	☐ Accessible EV charging stalls shall comply with Sections 11B-228.3 and 11B-812 of the California Building Code	☐ Property lines and dimensions of property lines		
Overall and Detailed Site Plan (hard copies) Three full size hard copies; One electronic of all site plan exhibits (individually folded to 8-1/2"x11" page size). Drop these of to City Services Dept. or mail to the address above.				
Elevations (electronic): Include the height of all stations, transformers, etc.				

The application completeness review process is up to a 15-day process. If all items on this checklist are not submitted, the application will be deemed incomplete and rejected. If all required items on this checklist are submitted and determined to meet all requirements outlined in this document, the application shall be deemed complete and accepted for processing.

Per Tittle 15.03 City of Lindsay Municipal Code.