

**INCORPORATED VILLAGE OF OYSTER BAY COVE**

**68 West Main Street**

**PO Box 66**

**Oyster Bay, NY 11771**

**Phone: (516) 922-1016**

**Building Dept: (516) 922-1071**

**Fax: (516) 922-1761**

**[www.oysterbaycove.net](http://www.oysterbaycove.net)**

**Permit for Charging Equipment Installation  
Electric Vehicle Supply Equipment (EVSE)**

Compliance with the following permit will allow the construction and operation of electric vehicle charging equipment at a residence in the Village of Oyster Bay Cove, New York.

This permit addresses one of the following situations:

- Only a branch circuit and meter would be constructed at the residence.
- A hard-wired charging station would be constructed at the residence. The requirements for the charging station are taken directly out of the 2011 edition of the National Electrical Code® (NEC) NFPA 70, Article 625 Electric Vehicle Charging System.

This permit contains a general reference to the NEC or electrical code used in NY State. All work and installed equipment will comply with the requirements of the NEC or the electrical code referenced in the current NYS adopted International Residential Code and International family of codes. The Village of Oyster Bay Cove maintains the authority/responsibility to conduct any inspections deemed necessary to protect public safety in conjunction with a qualified third party electrical inspection agency obtained through a Town of Oyster Bay licensed electrician. The charging station installer shall also be responsible for notifying or coordinating any work with the local utility company where applicable.

**Section 1** of the permit application requires basic identifying information be submitted. Note that there is a separate portion of the form requesting information on the property owner who may not be the individual requesting the installation.

**Section 2** of the permit application identifies which code needs to be complied with depending on whether a branch circuit and meter or a hard-wired charging station is being installed. The technical installation requirements address the following specific elements of electric vehicle charging station safety:

- Listing and labeling requirements
- Wiring methods
- Breakaway requirements
- Overcurrent protection
- Indoor siting
- Outdoor siting

**Section 3** consists of standard certification statement. By signing the certification statement, the applicant agrees to comply with the standard permit conditions and other applicable requirements. This consent would give the Village of Oyster Bay Cove the option of allowing the applicant to proceed with installation and operation of the charging equipment.

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**Section 4** of the document are additional items required by the Village of Oyster Bay Cove.

## **Application for Electric Vehicle Charging Equipment**

NOTICE: The system must be installed in compliance with NFPA 70, National Electric Code, Article 625 or applicable Electrical Code currently adopted and enforced within the Village of Oyster Bay Cove. All associated work with circuits, electrical service and meters shall be completed in compliance with NFPA 70, national electric code, or applicable electrical code currently adopted and enforced within the Village of Oyster Bay Cove.

### **Section 1: Permit Applicant Information**

Name:			
Installation Street Address: (P.O. Box not permitted.)			
Contact Person:		Phone Number: (   )	
City:	County:	State:	ZIP Code:
Owner Name:	Street Address:	Phone Number: (   )	
City:	State:	ZIP Code:	
Submitters Name/Company:	Street Address:	Phone Number: (   )	
City:	State:	ZIP Code:	
General Description of equipment to be installed:			

### **Section 2: Permit Code Information**

Requirements for wiring the charging station are taken directly out of the 2011 edition of the National Electrical Code® (NEC) ® NFPA 70, Article 625 Electric Vehicle Charging System. This article does not provide all of the information necessary for the installation of an electric vehicle charging equipment. Please refer to the latest edition of the electrical code adopted by the Village of Oyster Bay Cove as cited in the 2015 International Residential Code (IRC) for the installation requirements. Reference to the 2011 NEC may be made at [www.nfpa.org/70](http://www.nfpa.org/70).

**\*\*** It is the responsibility of the licensed electrician to perform all work and equipment installation in accordance with the applicable codes in place at the time of installation and as per the equipment manufacturer's specifications.

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NEC Chapter or Article	DESCRIPTION
Chapter 2 and 3	<b>Branch Circuit</b> A new electrical box added on a branch circuit shall comply with NFPA 70 National Electrical Code® Chapter 2 Wiring and Protection and Chapter 3 Wiring Methods and Materials and all administrative requirements of the NEC or the electrical code in effect in the jurisdiction
625.4	<b>VOLTAGES</b> Unless other Voltages are specified, the nominal ac system voltages of 120, 120/240, 208Y/120, 240, 480Y/277, 480, 600Y/347, and 600 Volts shall be used to supply equipment
625.5	<b>LISTED OR LABELED</b> All electrical materials, devices, fittings, and associated equipment shall be listed or labeled.
625.9	<b>WIRING METHODS</b> The electric vehicle coupler shall comply with 625.9(A) through (F). (A) Polarization. The electric vehicle coupler shall be polarized unless part of a system identified and listed as suitable for the purpose. (B) Noninterchangeability. The electric vehicle coupler shall have a configuration that is noninterchangeable with wiring devices in other electrical systems. Nongrounding-type electric vehicle couplers shall not be interchangeable with grounding-type electric vehicle couplers. (C) Construction and Installation. The electric vehicle coupler shall be constructed and installed so as to guard against inadvertent contact by persons with parts made live from the electric vehicle supply equipment or the electric vehicle battery. (D) Unintentional Disconnection. The electric vehicle coupler shall be provided with a positive means to prevent unintentional disconnection. (E) Grounding Pole. The electric vehicle coupler shall be provided with a grounding pole, unless part of a system identified and listed as suitable for the purpose in accordance with Article 250. (F) Grounding Pole Requirements. If a grounding pole is provided, the electric vehicle coupler shall be so designed that the grounding pole connection is the first to make and the last to break contact
625.13	<b>ELECTRIC VEHICLE SUPPLY EQUIPMENT</b> Electric vehicle supply equipment rated at 125 volts, single phase, 15 or 20 amperes or part of a system identified and listed as suitable for the purpose and meeting the requirements of 625.18, 625.19, and 625.29 shall be permitted to be cord-and-plug-connected. All other electric vehicle supply equipment shall be permanently connected and fastened in place. This equipment shall have no exposed live parts
625.14	<b>Rating</b> Electric vehicle supply equipment shall have sufficient rating to supply the load

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	served. For the purposes of this article, electric vehicle charging loads shall be considered to be continuous loads.
625.15	<b>Markings</b> The electric vehicle supply equipment shall comply with 625.15(A) through (C). (A) General. All electric vehicle supply equipment shall be marked by the manufacturer as follows: FOR USE WITH ELECTRIC VEHICLES (B) Ventilation Not Required. Where marking is required by 625.29(C), the electric vehicle supply equipment shall be clearly marked by the manufacturer as follows: VENTILATION NOT REQUIRED The marking shall be located so as to be clearly visible after installation. (C) Ventilation Required. Where marking is required by 625.29(D), the electric vehicle supply equipment shall be clearly marked by the manufacturer, "Ventilation Required." The marking shall be located so as to be clearly visible after installation.
625.16	<b>Means of Coupling</b> The means of coupling to the electric vehicle shall be either conductive or inductive. Attachment plugs, electric vehicle connectors, and electric vehicle inlets shall be listed or labeled for the purpose.
625.17	<b>Cable</b> The electric vehicle supply equipment cable shall be Type EV, EVJ, EVE, EVJE, EVT, or EVJT flexible cable as specified in Article 400 and Table 400.4. Ampacities shall be as specified in Table 400.5(A)(1) for 10 AWG and smaller, and in Table 400.5(A)(2) for 8 AWG and larger. The overall length of the cable shall not exceed 7.5 m (25 ft) unless equipped with a cable management system that is listed as suitable for the purpose. Other cable types and assemblies listed as being suitable for the purpose, including optional hybrid communications, signal, and composite optical fiber cables, shall be permitted.
625.18	<b>Interlock</b> Electric vehicle supply equipment shall be provided with an interlock that de-energizes the electric vehicle connector and its cable whenever the electrical connector is uncoupled from the electric vehicle. An interlock shall not be required for portable cord-and-plug-connected electric vehicle supply equipment intended for connection to receptacle outlets rated at 125 volts, single phase, 15 and 20 amperes
625.19	<b>Automatic De-Energization of Cable</b> The electric vehicle supply equipment or the cable-connector combination of the equipment shall be provided with an automatic means to de-energize the cable conductors and electric vehicle connector upon exposure to strain that could result in either cable rupture or separation of the cable from the electric connector and exposure of live parts. Automatic means to de-energize the cable conductors and electric vehicle connector shall not be required for portable cord-and-plug-connected electric vehicle supply equipment intended for connection to receptacle outlets rated at 125 volts, single phase, 15 and 20 amperes.
625.21	<b>Overcurrent Protection</b> Overcurrent protection for feeders and branch circuits supplying electric vehicle supply equipment shall be sized for continuous duty and shall have a rating of not less than 125 percent of the maximum load of the electric vehicle supply equipment. Where noncontinuous loads are supplied from the same feeder or branch circuit, the overcurrent device shall have a rating of not less than the sum of the noncontinuous loads plus 125 percent of the continuous loads.

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625.22	<b>Personnel Protection System</b> The electric vehicle supply equipment shall have a listed system of protection against electric shock of personnel. The personnel protection system shall be composed of listed personnel protection devices and constructional features. Where cord-and-plug-connected electric vehicle supply equipment is used, the interrupting device of a listed personnel protection system shall be provided and shall be an integral part of the attachment plug or shall be located in the power supply cable not more than 300 mm (12 in.) from the attachment plug
625.23	<b>Disconnecting Means</b> For electric vehicle supply equipment rated more than 60 amperes or more than 150 volts to ground, the disconnecting means shall be provided and installed in a readily accessible location. The disconnecting means shall be capable of being locked in the open position. The provision for locking or adding a lock to the disconnecting means shall be installed on or at the switch or circuit breaker used as the disconnecting means and shall remain in place with or without the lock installed. Portable means for adding a lock to the switch or circuit breaker shall not be permitted.
625.25	<b>Loss of Primary Source</b> Means shall be provided such that, upon loss of voltage from the utility or other electrical system(s), energy cannot be back fed through the electric vehicle and the supply equipment to the premises wiring system unless permitted by 625.26.
625.26	<b>Interactive Systems Electric</b> vehicle supply equipment and other parts of a system, either on-board or off-board the vehicle, that are identified for and intended to be interconnected to a vehicle and also serve as an optional standby system or an electric power production source or provide for bi-directional power feed shall be listed as suitable for that purpose. When used as an optional standby system, the requirements of Article 702 shall apply, and when used as an electric power production source, the requirements of Article 705 shall apply.
625.28	<b>Hazardous (Classified) Locations</b> Where electric vehicle supply equipment or wiring is installed in a hazardous (classified) location, the requirements of Articles 500 through 516 shall apply.
625.29	<b>Indoor sites</b> Indoor sites shall include, but not be limited to, integral, attached, and detached residential garages; enclosed and underground parking structures; repair and nonrepair commercial garages; and agricultural buildings. (A) Location. The electric vehicle supply equipment shall be located to permit direct connection to the electric vehicle. (B) Height. Unless specifically listed for the purpose and location, the coupling means of the electric vehicle supply equipment shall be stored or located at a height of not less than 450 mm (18 in.) and not more than 1.2 m (4 ft) above the floor level. (C) Ventilation Not Required. Where electric vehicle nonvented storage batteries are used or where the electric vehicle supply equipment is listed or labeled as suitable for charging electric vehicles indoors without ventilation and marked in accordance with 625.15(B), mechanical ventilation shall not be required. (D) Ventilation Required. Where the electric vehicle supply equipment is listed or labeled as suitable for charging electric vehicles that require ventilation for indoor charging, and is marked in accordance with 625.15(C), mechanical ventilation, such as a fan, shall be provided. The ventilation shall include both supply and exhaust equipment and shall be permanently installed and

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	<p>located to intake from, and vent directly to, the outdoors. Positive pressure ventilation systems shall be permitted only in buildings or areas that have been specifically designed and approved for that application. Mechanical ventilation requirements shall be determined by one of the methods specified in 625.29(D)(1) through (D)(4). (1) Table Values. For supply voltages and currents specified in Table 625.29(D)(1) or Table 625.29(D)(2), the minimum ventilation requirements shall be as specified in Table 625.29(D)(1) or Table 625.29(D)(2) for each of the total number of electric vehicles that can be charged at one time. (2) Other Values. For supply voltages and currents other than specified in Table 625.29(D)(1) or Table 625.29(D)(2), the minimum ventilation requirements shall be calculated by means of general formulas stated in article 625.39(D)(2). (3) Engineered Systems. For an electric vehicle supply equipment ventilation system designed by a person qualified to perform such calculations as an integral part of a building's total ventilation system, the minimum ventilation requirements shall be permitted to be determined in accordance with calculations specified in the engineering study. (4) Supply Circuits. The supply circuit to the mechanical ventilation equipment shall be electrically interlocked with the electric vehicle supply equipment and shall remain energized during the entire electric vehicle charging cycle. Electric vehicle supply equipment shall be marked in accordance with 625.15. Electric vehicle supply equipment receptacles rated at 125 volts, single phase, 15 and 20 amperes shall be marked in accordance with 625.15(C) and shall be switched, and the mechanical ventilation system shall be electrically interlocked through the switch supply power to the receptacle.</p>
625.30	<p><b>Outdoor Sites</b></p> <p>Outdoor sites shall include but not be limited to residential carports and driveways, curbside, open parking structures, parking lots, and commercial charging facilities. (A) Location. The electric vehicle supply equipment shall be located to permit direct connection to the electric vehicle. (B) Height. Unless specifically listed for the purpose and location, the coupling means of electric vehicle supply equipment shall be stored or located at a height of not less than 600 mm (24 in.) and not more than 1.2 m (4 ft) above the parking surface.</p>

**Section 3: Certification Statement**

I hereby certify that the electrical work described on this permit application shall be/has been installed in compliance with the conditions in this permit, NFPA 70, National Electrical Code , Article 625, or applicable electrical code currently adopted and enforced within the Village of Oyster Bay Cove. Furthermore, all associated work with circuits, electrical service and meters shall be/has been completed in compliance with NFPA 70, National Electrical Code, or applicable electrical code currently adopted and enforced within the Village of Oyster Bay Cove and New York State. By agreeing to the above requirements, the licensee or owner shall be permitted to install and operate the charging station. The licensee also insures that appropriate load calculations have been done to insure that the residence has adequate electrical capacity to support electric vehicle charging equipment.

Existing circuits provided for garages may supply other loads and may not have sufficient capacity for electric vehicle charging equipment.

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In some older installations the residential electrical service may not have sufficient capacity to supply electric vehicle charging equipment. Capacity problems are likely to be encountered on 60 ampere services or on 100 ampere services with multiple 240 volt loads. In such cases load calculations must be performed to insure adequate capacity.

Signature of Licensed Electrician:	Date:
Signature of Owner:	Date:

**Section 4: Additional Information Required** (Check where applicable)

- ☐ Indoor Installation
- ☐ Outdoor Installation
- ☐ Modification of Existing Service Required
- ☐ Copy of installing Electrician's license and proof of insurance (WC, DB & LIA.)

**Section 5: Items required for Issuance of Certificate of Completion**

- ☐ Electrical Certificate – From Town of Oyster Bay approved third party inspection agencies.
- ☐ Licensed Electrician affidavit – work performed as per code / date utility company notified.
- ☐ Updated property survey for outdoor locations.
- ☐ Final Inspection sign-off by Building Inspector