

## Information on Important Installation of Electric Vehicle Supply Equipment (EVSE) at Single-Family Homes

### Four Simple Steps

#### **1) Select and Purchase an EVSE**

The Homeowner will decide what type and brand of EVSE they want to install.

Determine if a Level 1 or Level 2 EVSE is desired and make the equipment purchase. If buying an electric vehicle from a dealer, the dealer may provide recommendations on EVSE manufacturers and installations, and perhaps include an EVSE package for purchase.

Verify that the unit is listed to UL Standards.

#### **2) Identify and Schedule an Installer**

Home EVSE installations may be conducted by the homeowner/homesteader or by a licensed contractor, as long as the necessary permits are secured. Commercial installations must be completed by a licensed contractor. The period of time between the interest in EVSE purchase and installation can vary widely depending on contractor availability.

#### **3) Contractor or Homeowner Evaluates Site and Installs EVSE**

The installer (either a licensed contractor or the homeowner) must evaluate if any service upgrades are needed to support the EVSE installation and then coordinate with the utility company on service upgrades. Additional time may be required if service conductors or transformers need to be upgraded. Installer must secure required permits (see City of Saint Paul [Permit Application Process](#) for Electrical Vehicle Supply Equipment (EVSE) Installation information sheet), and if a service upgrade is needed, coordinate a time with the homeowner and utility to temporarily suspend power. EVSE is then installed.

#### **4) Inspection**

Installer must schedule an inspection of the installed EVSE with the City of Saint Paul's Electrical Inspectors' Office. Inspections are typically conducted within 3 days. EVSE may be used immediately following inspection and approval.

### **City of Saint Paul Permitting and Inspections**

Electrical Inspectors' Office

Phone: (651) 266-9031

Fax: (651) 266 – 9099

Office Hours: 7:30 am -9:00 am (Mon -Fri), Closed Weekends & Holidays