

This information is the most common for how to obtain the necessary permits for your project and is not representative of all the conditions you may encounter.



Building Development Agencies

The Herrity Building
12055 Government Center Pkwy
Fairfax, VA 22035

- ▶ Permit Application Center
2nd floor, 703-222-0801
- ▶ Site Application Center
2nd floor, 703-222-0801
- ▶ Building Division
3rd floor, 703-631-5101
- ▶ Zoning Review
2nd floor, 703-222-1082
- ▶ Inspections
3rd floor, 703-631-5101

Hours of Operation

Monday–Thursday: 8 a.m.–4 p.m.
Friday: 9:15 a.m.–4 p.m.

Health Department

10777 Main Street
Fairfax, VA 22030
703-246-2201

Website

Publications, forms and other useful information can be found at fairfaxcounty.gov/buildingpermits

All telephone numbers are accessible in TTY by calling 711.

This document is available in alternative formats and languages. Please call 703-222-0801 for more information.



A Fairfax County, Virginia Publication

PERMITS & FEES

An electric vehicle charging station (EVCS) is an appliance that supplies energy to recharge electric vehicle batteries. The types of permits required depend on the size and complexity of your EVCS. Apply at the Permit Application Center or [online](#) (see below).

- ▶ Electrical permit for new circuits and outlets (no permit is required if you are plugging a stand-alone charging station into an existing outlet).
- ▶ Building permit for commercial charging stations with an overhead canopy or other type of structure.
- ▶ Sign permit for commercial charging stations with advertising signs.

Permit fees vary depending on the scope of your project; use the online fee estimator to help determine your costs. Access the estimator by visiting our [website](#) and clicking on “permit fee estimate.”

Apply Online

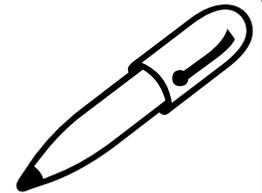


Fairfax County’s FIDO system allows you to apply and, in some cases, obtain your permit online. This could save you time and even a trip to county offices. Go to fairfaxcounty.gov/fido to apply.

Contractors must have a FIDO-issued identification number in order to apply. Contact the Permit Application Center to obtain yours.

Who should apply for the permit?

Homeowners may obtain permits in their own name. However, it is strongly recommended a properly licensed contractor pull the permits as the responsible party so the county can better assist in gaining compliance for defective work.



DOCUMENTS REQUIRED

When applying for a permit, you must submit the following documents.

- ▶ [Permit application form](#).
- ▶ [Property Ownership Affidavit](#) (when property ownership must be verified).
- ▶ Site-related plan (see Page 2).
- ▶ [Permit Authorization Affidavit](#) (when there is no contractor and the applicant is not the property owner).

Types of Electric Vehicles

There are three types of electric vehicles with a common need of power from the utility grid.



Plug-in hybrid electric vehicles, similar to conventional hybrids, have batteries with a 10 to 40 mile range, which, when exceeded, are powered by a gas engine (Toyota Plug-in Prius).



Extended range electric vehicles are fully driven by an electric motor which is initially powered by a battery, but after its 40 mile range is exhausted, it is powered by a generator run by a gasoline engine (Chevrolet Volt).



Battery electric vehicles are driven entirely by a battery-powered electric motor with a range of 80 to 100 or more miles (Nissan Leaf).

Types of EVCS

There are three types of EVSC equipment available for residential and/or commercial use.



A **Level 1** charging system can be plugged into most grounded electrical outlets, is usually rated for 15 amperes at 120 volts common, and takes up to 12 hours to charge.



A **Level 2** charging system requires a dedicated circuit between 30 and 60 amperes, and takes between four and six hours to charge.



For commercial use, a **Level 3** charging system is hardwired, requires a dedicated circuit with an ampere rating and required voltage based on the manufacturer's specifications, and takes less than an hour to charge.

Is a site-related plan required?

If the installation of your EVCS is commercial and it disturbs more than 250 square feet of earth, a minor site plan must be submitted. For more information, contact the Site Application Center.



PERMIT PROCESS

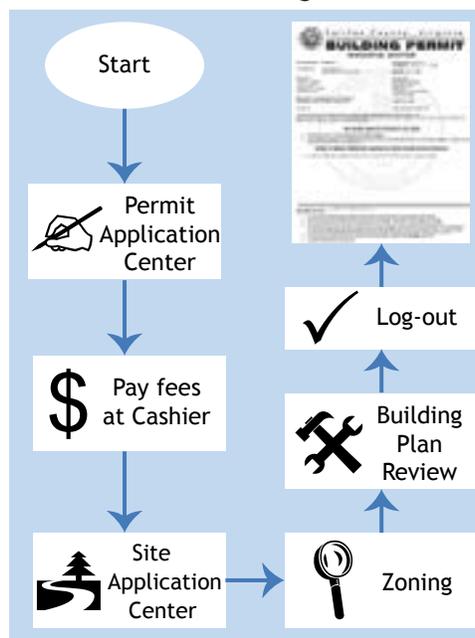
When applying for your permits, bring the required documentation listed on Page 1 to the Permit Application Center or you may begin your process online at fairfaxcounty.gov/fido. See below for more information.

- ▶ When you arrive at the county, staff will direct you through the multiple-agency review process. Use the chart to the right to help guide you.
- ▶ Permits for residential Level 2 EVCS can usually be obtained online. Permit applications made in-person can usually be processed in one day.
- ▶ Most interior-installed residential Level 2 EVCS will not require a review by Site Application Center, Zoning or Building Plan Review.
- ▶ Commercial EVCS projects will require construction plans and a submission to Building Plan Review.

Regulations...

Building Code & Ordinances

- ▶ Virginia Construction Code (see our [website](#) for the current edition)
- ▶ Virginia Residential Code
- ▶ National Electrical Code



INSPECTIONS

You are required to obtain inspections from the county for your EVCS. Please review the following when requesting an inspection:

- ▶ For commercial installations, the county approved site-related plan and building plans must be available on the jobsite.
- ▶ The county must be notified when the stages of construction are reached that require an inspection.
- ▶ Ladders, scaffolds and other equipment necessary to access construction must be provided to the inspector.
- ▶ Before any excavating, contact Miss Utility at **811, TTY 711**.
- ▶ To schedule an inspection,
 - ✓ Call **703-631-5101, TTY 711**,
 - ✓ Visit fairfaxcounty.gov/fido or
 - ✓ Use the Fairfax County smart-phone app available at your app store.