



Application for Commercial Electric Vehicle (EV) Charging Station

Permit Fee: \$50.00

Permit Requirements: Any person or entity seeking to install a commercial EV charging station within Ligonier Borough shall obtain a permit prior to installation. The permit application shall include plans and specifications for the EV charging station, including the type, location, and electrical requirements for the equipment. The Borough may require additional information, such as site plan or electrical load analysis, as needed to evaluate the permit application. The permit fee shall be established by the Borough Council through separate resolution.

1. Address of Installation _____

2. Business Name & Owner _____ Phone _____

3. Property Owner Signature
(Permission) _____ Phone _____

4. Contractor Name _____

Address _____ Phone _____

5. Type of Charger being installed _____

6. Electrical Requirements for Charger _____

You must submit the following documents with the application:

___ Drawing of site plan & specification.

___ Picture of proposed site.

***** Commercial requirements & Operation and Maintenance information.**

EV charging stations shall be available for public use during the hours of operation of the facility where they are located and subject to any reasonable restrictions established by the property owner or operator.

The owner / operator of an EV charging station shall provide contact information for reporting any maintenance issues or malfunctions.

EV charging stations shall be subject to periodic inspections by the Public Works Department to ensure compliance with applicable codes and standards.

7. Installation Standards

- 1. All EV charging stations shall be installed in compliance with the manufacturers specifications and applicable electrical and building codes.
- 2. New & existing Electric Vehicles Supply Equipment (EVSE).
 - a. Charging stations shall not be installed in Public right of way.
 - b. Equipment shall not impede pedestrian travel or create trip hazards within public right of way.
 - c. Retractable cords shall not cross driveway, sidewalk or unloading area.
 - d. EVSE equipment must be a minimum of 24" from curb or protected by wheel stops or concrete filled bollards.
 - e. ADA requirements must be considered.
- 3. EVSE Parking Space Design
 - a. Parking space size must not be different from non EV parking space standards.
 - b. Each EVSE space shall be clearly marked with appropriate signage to indicate their location and availability and to provide instructions for use.
 - (1) Each EVSE space must include signage showing reserved for EVs via usage of green paint or parking paint and / or signage.
 - c. Way finding signs must effectively guide motorists.
 - d. Regulatory signage must not interfere with parking spaces, drive lane, or exits.
 - e. Required EV informational signage must include:
 - A contact number on each EVSE space to report EVSE safety & equipment issues.
 - Voltage & Amperage Information
 - Charging & Parking Fees
 - Hours of operations and time limits (if applicable)
 - Safety information related to charging.
 - Restrictions, fines and towing information.
 - f. The installation of DC Fast charging stations shall require a licenses electrician and shall be subject to additional electrical and safety requirements as determined by the Borough.

8. Verification and Certifications

I declare that all information submitted with this application is true and correct to the best of my knowledge and belief. I agree to comply with the provisions of all applicable ordinances of the Borough of Ligonier. If I am acting on behalf of others, I certify that I have the authority. I understand that the statements herein are made subject to the penalties of 18 PA. Cons. Statutes Section 4904 relating to unsworn falsification to authorities.

Signature of Applicant / Agent

____/____/_____
Date