

ORDINANCE NO. 2026-07-XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADDING CHAPTER 15.14 “ELECTRIC VEHICLE CHARGING STATIONS” TO TITLE 15 “BUILDINGS AND CONSTRUCTION” OF THE SIGNAL HILL MUNICIPAL CODE, RELATING TO AN EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS, AND FINDING SAID ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City of Signal Hill, California (“City”) is a municipal corporation, duly organized under the California Constitution and laws of the State of California; and

WHEREAS, the State of California adopted Assembly Bill 1236, which requires local agencies to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging stations; and

WHEREAS, Assembly Bill 970, requires permitting applications for electric vehicle charging stations to be deemed complete, and subsequently deemed approved, after a certain time after submission if the City has not taken certain specified actions with respect to the applications; and

WHEREAS, creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles; and

WHEREAS, the City wishes to amend its Municipal Code to meet the above mentioned State law requirements and to facilitate convenient charging of electric vehicles.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL HILL DOES ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The recitals set forth above are true and correct and are incorporated into this Ordinance as if fully set forth herein.

SECTION 2. Addition to City’s Municipal Code. Chapter 15.14 (“Electric Vehicle Charging Stations”) is hereby added to Title 15 (“Buildings and Construction”) of the City of Signal Hill Municipal Code to read as follows:

“Chapter 15.14 – ELECTRIC VEHICLE CHARGING STATIONS”

15.14.010 – Purpose.

15.14.020 – Definitions.

15.14.030 – Electric Vehicle Charging Station Requirements.

15.14.040 – Expedited Permitting Process.

15.14.050 – Permit Application Process.

15.14.060 – Permit Review.

15.14.010 – Purpose.

The purpose of this chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety in a manner consistent with California Government Code section 65850.7.

15.14.020 – Definitions.

- A. “A feasible method to satisfactorily mitigate or avoid the specific, adverse impact” includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by the City on another similarly situated application in a prior successful application for a permit.
- B. “Director” means the Community Development Director of the City of Signal Hill or his or her designee.
- C. “Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, and any subsequent amendments thereto, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.
- D. “Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.
- E. “Electronic submittal” means the utilization of one or more of the following:
 - 1. Electronic mail.
 - 2. The City’s online permit application portal.
- F. All other terms, phrases and words in this Chapter shall be interpreted consistent with definitions set forth in California Government Code Section, 65850.7.

15.14.030 – Electric Vehicle Charging Station Requirements.

- A. The electric vehicle charging station shall meet the applicable safety and performance standards established by the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission and the local electric utility company regarding safety and reliability.
- B. Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.
- C. Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.
- D. Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

15.14.040 – Expedited Permitting Process.

The Director shall implement an expedited, streamlined permitting process for electric vehicle charging stations and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" as published by the Governor's Office of Planning and Research. The City's adopted checklist shall be published on the City's website.

15.14.050 – Permit Application Process.

- A. Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; and areas of charging station equipment and vehicle parking.

- B. A permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed. A completed application does not authorize an applicant to energize or utilize the electric vehicle charging station until approval and all necessary permits are granted by the City.
- C. If the Director determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.
- D. Consistent with Government Code Section 65850.7, the Director shall allow for electronic submittal of permit applications covered by this Chapter and associated supporting documentation. In accepting such permit applications, the Director shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

15.14.060 – Permit Review.

- A. The Director shall review all electric vehicle charging station applications. Notwithstanding the expedited permit processing set forth in this chapter, the Director retains authority at all times to identify and address higher priority life-safety situations.
- B. If the Director makes a finding based on substantial evidence that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety, the City may require the applicant to apply for a permit in accordance with subsections (1)-(4) of this Paragraph. The Director's decision may be appealed by the applicant to the Planning Commission by filing an appeal in writing with the City Clerk within ten (10) calendar days of the Director's decision.
 - 1. Form and Contents. A written application shall be made to the Planning Commission on forms furnished by the City and shall be full and complete, including such data as may be prescribed by the Commission to assist in determining the validity of the request.
 - 2. Verification. The City shall verify the accuracy and completeness of the application. The date of verification shall be noted on the application, and such date shall be considered as the filing date. Such verification shall be made within thirty days of the filing of such application.

3. Commission hearing. The Planning Commission hearing date shall be set for not less than ten (10), and no more than sixty (60) days after the application is verified as complete.
 4. Determination The Planning Commission shall announce its decision by resolution within forty (40) days after the conclusion of the public hearing. The resolution shall set forth the findings of the Planning Commission.
- C. An application for a permit to install an electric vehicle charging station shall not be denied unless the Planning Commission makes written findings based upon substantial evidence in the record that the proposed installation would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. The findings shall include the basis for the rejection of potential feasible alternatives. If denied, the Planning Commission's decision may be appealed by the applicant to the City Council by filing an appeal in writing with the City Clerk within ten (10) calendar days of the Planning Commission's decision.
- D. In the technical review of a charging station application, the Director shall not condition the approval of any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.
- E. Upon confirmation by the Director that the permit application and supporting documents meet the requirements of the City adopted checklist, and is consistent with all applicable laws and health and safety standards, the Director shall, consistent with Government Code Section 65850.7, as may be amended, approve the application and issue all necessary permits.
- F. An application to install an electric vehicle charging station submitted to the Director shall be deemed complete if, after the applicable time period has elapsed, both of the following are true:
1. The Director has not deemed the application complete, consistent with the checklist created by the City pursuant to Government Code section 65850.7(g).
 2. The Director has not issued a written correction notice detailing all deficiencies in the application and identifying any additional information explicitly necessary for the Director to complete a review limited to whether the electric vehicle charging station meets all health and safety requirements of local, state, and federal law, consistent with Government Code section 65850.7(b) and (g).

G. For purposes of subsection 15.14.060(F), “applicable time period” means either of the following:

1. Five (5) business days after submission of the application to the City if the application is for at least 1, but not more than twenty-five (25) electric vehicle charging stations at a single site.
2. Ten (10) business days after submission of the application to the City if the application is for more than twenty-five (25) electric vehicle charging stations at a single site.

H. An application to install an electric vehicle charging station shall be deemed approved if the applicable time period described in subsection 15.14.060(G) has elapsed and all of the following are true:

1. The Director has not administratively approved the application pursuant to Government Code section 65850.7(b).
2. The Director has not made a finding, based on substantial evidence, that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety or required the applicant to apply for a use permit pursuant to Government Code section 65850.7(b).
3. The Director has not denied the use pursuant to Government Code section 65850.7(c).
4. An appeal has not been made to the Planning Commission pursuant to California Government Code section 65850.7(d).

I. For purposes of subsection 15.14.060(H), “applicable time period” means either of the following:

1. Twenty (20) business days after the application was deemed complete, if the application is for at least one (1), but not more than twenty-five (25) electric vehicle charging stations at a single site.
2. Forty (40) business days after the application was deemed complete, if the application is for more than twenty-five (25) electric vehicle charging stations at a single site.

J. If an electric vehicle charging station and any associated equipment interfere with, reduce, eliminate, or in any way impact the required parking spaces for existing uses, the City shall reduce the number of required parking spaces for existing uses by the amount necessary to

accommodate the electric vehicle charging station and any associated equipment.

SECTION 3. CEQA. The City Council hereby determines that this Ordinance is not a "project" pursuant to Sections 15060(c)(2) and 15060(c)(3) of Title 14 of the California Code of Regulations. Specifically, this Ordinance only establishes a streamlined process for electric vehicle charging station permits and merely authorizes administrative activities which will not result in a direct or reasonably foreseeable indirect physical change in the environment. Moreover, under Section 15061(b)(3) of the State CEQA Guidelines, this Ordinance is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment.

SECTION 4. Publication/Effective Date. This Ordinance shall take effect thirty (30) days after its adoption and, within fifteen (15) days after its passage, shall be published at least once in a newspaper of general circulation published and circulated within the City.

SECTION 5. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Signal Hill, California, at a regular meeting of the City Council held on the this ____ of _____, 2026.

[SIGNATURES IN ON THE FOLLOWING PAGE]

Tina L. Hansen, Mayor

ATTEST:

Joy Post, Assistant City Clerk

APPROVED AS TO FORM:

Matthew E. Richardson
City Attorney