

# Town of Scarborough Sustainability Committee

August 28, 2024 | 8:00 – 9:30 a.m. | Hybrid Meeting – Town Hall and via Zoom

To participate in the Sustainability Committee's meeting, please use the following link:  
[https://scarboroughmaine.zoom.us/webinar/register/WN\\_9yNIg3pPRyS01GW19pUncg](https://scarboroughmaine.zoom.us/webinar/register/WN_9yNIg3pPRyS01GW19pUncg)

To view in the Sustainability Committee's meeting, please use the following link:  
<https://www.youtube.com/channel/UCD5Y8CFy5HpXMftV3xX73aw>

## *Agenda*

**8:00 am**      **Call to order and attendance**

- (1) Welcome and introductions
- (2) Vote on minutes from 7/24/24
- (3) Changes to the 8/28/24 meeting agenda
- (4) Public Comment

**8:10 am**      **Old Business**

- (1) [Coastal Meet-up](#): Report out from event
- (2) [Sustainable Scarborough Day](#): Check in on planning process; discuss Committee role

**9:00 am**      **New Business**

- (1) EV Charging Ordinance: Review and discuss request for ordinance modifications from The Downs (see attached memo)

**9:10 am**      **Updates**

- (1) Town Council
- (2) Planning Board
- (3) Conservation Commission
- (4) Transportation Committee
- (5) Planning Projects: Open Space Plan & Vulnerability Assessment

**9:25 am**      **Next meeting agenda:**

*Next meeting date: September 25, 2024*

**9:30 am**      **Adjourn**

# Town of Scarborough Sustainability Committee

July 24, 2024 | 8:00 – 9:30 a.m. | Scarborough Town Hall and via Zoom

## *Meeting Minutes - DRAFT*

Attendance – in person

Committee: Ron Allen, Anton Bodor, Patrice Kastenzholz, Lydia Jopp, David Kirstein, Deb McDonough, Rick Meinking

Town Council: April Sither

Staff: Jami Fitch, Sustainability Manager

Attendance – Zoom

Staff: Autumn Speer, Planning Director

To re-play the Sustainability Committee's 7/24/24 meeting, please use the following link:

[https://www.youtube.com/watch?v=Q7\\_pxG6HcL8](https://www.youtube.com/watch?v=Q7_pxG6HcL8)

### Call to Order

1. The meeting was called to order at 8:00 am.
2. The Committee voted to approve the minutes from the 5/22/24 meeting. Deb motioned to approve the minutes, Ron seconded. Vote was unanimous.
3. Rick adds electricity procurement to the agenda under Old Business.

### Public Comment

1. None.

### Old Business

1. Sustainability Fund
  - Rich shares that he spoke briefly with Councilor Anderson about meeting with the Finance Committee about establishing a sustainability fund as part of the FY26 budget. Rick intends to follow up with an email to Councilor Anderson.
  - April has also brought the matter up to Councilor Anderson individually and during Town Council meetings. She would like to see the Finance Committee take up this item before the November election when the Committee members are likely to change.
  - **ACTIONS: RICK will email Councilor Anderson to request the Sustainability Fund be placed on an upcoming Finance Committee agenda.**
2. Energy Efficiency and Conservation Block Grant (EECBG)
  - Jami shares that the Town received notification that the proposed project (planning a municipal solar array) was approved by the EECBG program. We are now in a holding pattern until the Department of Energy assigns us a technical service provider. We were told more information will likely be available in the fall.

## Engineering & Technical Services

### 3. Coastal Meetup

- Emerson provides an overview of the [Coastal Meetup](#) event, scheduled for Thursday, 8/22, at 2:00 pm at the Eastern Trail parking lot on Pine Point Road.
- The event is part of the Gulf of Maine Research Institute's (GMRI) coastal flooding and community science project. Participants will learn how to collect photos at different locations throughout Scarborough and upload them to GMRI's website. The project will document coastal flooding over time.
- The timing of the event was selected to coincide with an above average high tide event (estimated tide height is 10.8').
- More information about the event, including a link to register, is on the [Town's website](#).

### 4. Sustainable Scarborough Day

- Jami gives a brief update on the event and verified details.
- Jami notes that the Sustainability Committee should take the lead on planning the Committee's table and potential activity at the event.
- Deb suggests using a portable induction hot plate for a cooking demonstration activity. They could be raffled off as well. Patrice notes that she can coordinate a chef for the demonstration.
- Jami will reach out to all of the vendors to see if there is anything they would like to enter any items into a public raffle.
- Rick suggests a banner across Rt. 114 to promote the event. Jami will coordinate logistics with Community Services.
- Patrice mentions that the Rotary Club is interested in offering an electronics recycling event in conjunction with Sustainable Scarborough Day. Patrice also notes the Garden Club will be at the event again, and will be giving away plants again.
- Rick asks about healthy lawn care initiatives at the event and suggests businesses that can be invited. April will reach out to Green Care to invite them to participate.
- Lydia asks if any input will be collected in the community, which Deb seconds was a helpful engagement tool for the event.
- Jami adds that a new vendor, ME Powered Pastries, is attending and is interested in hosting a demonstration regarding food waste and cooking. Deb notes that demonstration setup can be tailored better for the event as opposed to last year to promote engagement.
- Lydia adds that she is willing to take on some PR for the event.
- Patrice's husband is able to take photographs for the event again.
- Ron asks about a vendor that can address battery backup generators, which could additionally power the induction cooking demonstration. Rick suggests powering the demonstrations using solar, and Jami can reach out to the solar vendors, such as Revision, attending to see what options are available. Rick and Deb suggest that an Electric Vehicle can also be used to power the demonstration, which could be even better. Rick notes a visual element should be added to show how the mechanism works to power the demonstration.
- Patrice suggests inviting a local hardware store to promote battery operated tools, and April suggests Ace Hardware. Patrice volunteers to speak to Ace Hardware to see about a table with demos, such as tools like an electric leaf blower.
- **ACTIONS:**
  - **JAMI will design a banner to be hung across Rt. 114 and coordinate installation with Community Services.**
  - **JAMI will contact ReVision about their tiny home demo and solar panel or battery storage power source for the event.**
  - **LYDIA will submit the event to local online calendars**

- **PATRICE will reach out to Ace Hardware to invite them to participate, Agren Appliance to ask about a donation of induction cook plates, and a chef about providing a cooking demonstration.**
- **APRIL will contact Green Care to invite them to participate.**

#### 5. Electricity Procurement

- Rick requests an update on the Committee's recommendation to the Town Manager/Town Council to purchase certified renewable electricity. Jami shares that the recommendation for certified renewable electricity was approved. April adds it was unanimously supported by the Town Council.

### New Business

#### 1. Nominate and vote for Chair and Vice-Chair

- Anton nominates Rick as Chair and Deb as Vice-Chair, seconded by Patrice. Vote was unanimous.

### Updates

#### 1. Town Council Update

- April notes that nomination papers for Town Council and School Committee are available the first Wednesday in August. Councilor Caterina has resigned and has opened a 2-year seat. Councilors Hamill and McGee are not seeking re-election, so there are two 3-year terms open.
- April adds that the Council had a workshop on the three questions proposed for referendum, including the \$6M Land Bond.
- There is a Council Corner Live on 8/7 that will focus on the Land Bond as well.

#### 2. Planning Board

- Rick discusses the FedEx trucking depot proposal at the former Beech Ridge. The parcel is zoned light industrial and it abuts residential parcels. The Board is trying to incorporate the Good Neighbor Ordinance and doing their due diligence in considering community opinions before approving the project. The Good Neighbor Ordinance relates to mitigating harm to abutters. Traffic is considered in the ordinance. Anton notes that the proposal seems to oppose the vision of development put forth for Scarborough, which highlights the impact of zoning as noted by Rick and April.
- The Board is also reviewing Intermed's proposal for a location in The Downs.
- The Board has been tasked with providing recommendations related to the reopening of Anjon's restaurant on Route 1. The Conservation Commission provided a memo related to the site, which Rick noted was very helpful. The recommendations are in front of the Zoning Board of Appeals. Rick additionally highlights the importance of providing committee input for future decision making.

#### 2. Conservation Commission

- Jami notes that SEDCO's coordinated a forum for developers to learn about the Commission's proposed environmental standards. The standards were not well received. Next steps include forming a stakeholder group of developers and Commissioners to discuss the standards and work toward a path forward. A roundtable is scheduled for late August, with the goal to have an update for the Ordinance Committee in September.

#### 3. Transportation Committee

- Jami adds that the Transportation Committee is still working on the town-wide Transportation Plan, which Autumn adds will likely impact many Town ordinances in the future. Rick notes that certain developments trigger additional permits with MaineDOT, which require mitigation

- efforts to be funded. For example, adaptive traffic signals will be installed in North Scarborough as part of The Downs' traffic movement permit.
- Council approved updated traffic impact fees in June. These fees are paid by developers to help fund future projects that will mitigate their impact on traffic. Staff proposed a 50/50 split for projects funded by fees, and the Council approved 60/40 with the Town paying 60% of the project cost and developers paying 40%.
4. Planning Projects: Open Space Plan & Vulnerability Assessment
- Open Space Plan
    - A workshop for the Open Space Plan is tomorrow, 7/25, at 6pm. The workshop is a critical part of the community engagement efforts and will allow participants to prioritize land conservation priorities, conservation funding, and data feedback through interactive activities. The consultant will also provide real time feedback for workshop participants. Additional engagement efforts have been taking place at Concerts in the Park, an upcoming the Farmer's Market, and the Scarborough Summer Fest.
    - The Open Space Plan is expected to be complete in early 2025.
  - Vulnerability Assessment
    - A Public Meeting is scheduled for 8/12 to introduce the project and process.
    - The consultants will conduct field work over the summer and will focus on sewer pump stations.
    - Neighborhood-specific meetings are scheduled for the Higgins neighborhood on 9/5 and Pine Point neighborhood on 9/24
    - The Vulnerability Assessment is expected to wrap up in Summer 2025.

Next Meeting: August 28, 2024

Meeting adjourned at 9:25 am.

**Future Projects List:**

- Coordination with Scarborough Public Schools
- Community solar / municipal solar array
- Municipal building energy audits
- Residential energy efficiency grants
- Electric school buses
- Recycling information for homeowners when houses change hands
- Composting
- Tree preservation ordinance



To: Autumn Speer, Planning Director; Sustainability Committee Members

From: Dan Bacon, Development Director and Crossroads Holdings LLC; Abby Kimball, Director of Asset Management

Date: August 18, 2024

**Re: Electric Vehicle Charging Infrastructure – Ordinance Feedback**

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Thank you for the time put into the Electrical Vehicle Charging Infrastructure language. EV charging infrastructure is an emerging need for consumers and residents that we agree is important to integrate and provide for. After using the ordinance for a year now we have identified elements of the ordinance that work as well as some real challenges. Based on our use of the ordinance and on-the-ground development execution we offer some important opportunities for improvement, so that the ordinance can lead to smart, measured deployment of EV chargers that work with overall development programming, design and financing.

This fall and winter we will be starting the most exciting, yet complex and costly part of the Downs mixed-use development. Given this, it is critical to have the right ordinance framework for EV charging in place to move forward successfully. Like you all, we strive for our project(s) to be a model for smart, sustainable development and these comments and recommendations are consistent with the goal.

The following is a list of the challenges we face with the feasibility and cost-effectiveness of incorporating EV infrastructure per the ordinance into development projects. Without adjustments, the effects are real and will result in higher housing costs, end-users not moving forward and/or projects stalling due to potential off-site electrical grid updates.

**Challenges with Electrical Grid, Project and Site Capacity:**

- The Downs team has been working with CMP for multiple years studying the planned build out of the project, its forecasted electrical demand and the larger grid's capacity. We've geared our plans with the current grids ability to accommodate our forecasted load. With the new EV "installed" and "ready" charging requirements our residential and retail commercial sites now double and in some cases triple their estimated electrical loads, which will likely tip the project into multi-million-dollar off-site grid improvements. Ordinance amendments are necessary to address this.
- With the current EV charger "installed" and "ready" requirements, multi-family housing projects require about twice the electrical load as they typically would and therefore twice the number of transformers plus other subsurface infrastructure, including vaults and conduit. With 3-phase underground electrical infrastructure, this is cost prohibitive and can be managed through more incremental and shared EV deployment.

**Challenges with Level 3 Chargers and Requirements Ahead of Demand and Technology:**

- Level 3 (DC Fast) chargers are significantly more expensive than Level 1 or Level 2 chargers. Based on coordination with retail end-users, the current requirements will prevent deals from moving forward. For example, under the current ordinance a 50,000 SF retail use would be required to install 5 Level 3 chargers (plus 5 level 2 chargers). Based on preliminary figures of \$60,000-\$100,000 per Level 3 (charger and installation), that's \$300,000-\$500,000 or more. Further, transformers specifically for Level 3 chargers require even more electrical capacity, so installing transformers for the additional "ready" spaces is another on-site cost and off-site grid capacity issue above and beyond these initial figures. This is cost prohibitive for these type of end-users.
- With this technology still emerging and demand and usage relatively low (less than 1% of registered Maine vehicles and about 9% EV charger utilization), there is not a proven approach to optimizing EV charger deployment and there is significant risk that current EV technology will be a misfit for future use. Further, technology, smart phone apps, and other provisions will undoubtedly play a significant role in managing EV charging as opposed to the installation of speculative, wide spread charging infrastructure ahead of demand.

Understanding these challenges is critical for us and Town, and we've geared some key solutions to help mitigate the challenges associated with EV infrastructure, making it more feasible and efficient for developers to meet current and future demands.

#### Shared Chargers in Clustered Parking Areas:

- **Concept:** The ordinance should be amended to enable centralized EV chargers in designated, centrally located areas rather than installing them at every residential or retail site. Further, the ordinance should allow clustered EV chargers in mixed use settings to be counted toward both multi-family and retail charging requirements, as resident charging can occur during the evening and overnight and retail charging can occur during the day. This is the same concept as shared parking in mixed-use settings.
- **Benefits:**
  - **Cost Efficiency:** Reduces the number of chargers needed and associated infrastructure costs by pooling resources and working within the finite electrical capacity of the site and the grid.
  - **Space Optimization:** Frees up space in individual parking areas and can reduce the overall footprint of charging infrastructure.
  - **Flexibility:** Can support both residential and retail users, allowing for a more dynamic allocation of resources based on demand.
  - **Scalability:** Easier to expand and upgrade a centralized charging hub as demand increases over time.

#### Concentrated Areas for Chargers:

- **Concept:** Install EV chargers in strategic, centralized locations rather than distributing them across all sites or buildings. This is a companion to the shared charger concept and would work well in the Downs and other more compact, walkable zoning districts where EV drivers can walk to a concentrated, centralized off-site charging area.
- **Benefits:**

- **Cost Reduction:** Reduces the need for extensive wiring and conduit work across multiple sites, much of which is currently speculative.
- **Infrastructure Efficiency:** Simplifies the installation of transformers and load management systems by concentrating the load in specific areas as well as working within the finite capacity of the site and the grid.
- **Easier Expansion:** Centralized hubs can be more easily expanded or upgraded as EV adoption increases, ensuring a more flexible response to future demand.
- **Operational Efficiency:** Simplifies maintenance and management of charging stations when they are located in fewer, dedicated areas.

#### Incentivize but Not Require Level 3 Chargers:

- **Concept:** Level 3 Chargers come with an exorbitant cost. As a rule of thumb their installation is either financed and installed by electric car companies (i.e. Tesla), EV charging vendors who install fee-based chargers in heavy EV usage locations or by government funded programs. We request Level 3 chargers be incentivized only by allowing Level 3 chargers to be installed in-lieu of 8 Level 2 chargers, as their charging capacity/speed is at least 8-fold of a Level 2, but not be required of any specific land use (i.e. larger retail).
- **Benefits:**
  - **Flexibility:** Projects would have the opportunity to provide EV charging without requirement of Level 3 installation, which is at this point cost prohibitive. With the right incentives, Level 3 chargers may be installed to provide this amenity.
  - **Infrastructure Capacity:** Level 3 chargers and the associated electrical infrastructure has very high load requirements that are unlikely to be accommodated in scale with the current site and grid capacity. Incentivizing but not requiring Level 3 chargers will enable development and end-users to determine how best to deploy charging infrastructure.

#### Utilize Management Software and Customer-Facing Apps:

- **Concept:** Implement advanced management software and apps that optimize load distribution, optimize the number of chargers and enable users to monitor and manage their charging sessions.
- **Benefits:**
  - **Load Management:** Software can balance the load across multiple chargers, preventing any single charger or circuit from being overwhelmed and ensuring more efficient use of available power.
  - **Enhanced User Experience:** Apps allow users to schedule charging times, monitor charging status, and manage payments, leading to a more convenient and user-friendly experience.
  - **Data-Driven Insights:** Provides valuable data on usage patterns, which can inform decisions on future infrastructure needs and optimizations.



- **Energy Efficiency:** Helps in managing peak loads and integrating renewable energy sources, if available, to reduce overall energy consumption and costs.

#### **Amend EVCS-Ready Definition**

- **Concept:** Revise EVCS Ready definition to eliminate the need for transformer installation for future, speculative EV charging requirements and instead require reserving space for such infrastructure.
- **Benefits:**
  - **Reduces Speculative, Upfront Costs and Load Demands:** 3-Phase transformers solely for future, speculative EV chargers on each site are significant upfront costs. Further, they commit forecasted loads and are likely to push the project into future off-site grid upgrades without the benefit of utilizing the other recommendations provided in this memo.
  - **Enables Incremental EV Charging Deployment:** This amendment enables and requires planning for additional EV infrastructure, but would eliminate the need to invest significant resources in transformers, electrical grid study, and associated load dedication until there is actual demand for this charging infrastructure.

We appreciate your review and consideration of these practical updates to the EV parking ordinance and we stand ready to assist the Sustainability Committee and Town Council on more specific language changes. Our goal is to make this a workable ordinance for the development community, EV drivers and consumers, as well as the Town. We look forward to reviewing this in more detail at your next committee meeting.

Thank you.

**SECTION XI. OFF-STREET PARKING REGULATIONS. [amended 01/06/2010; 01/04/2023][Amended 07/19/2023]**

in height, shall be provided and maintained between such off-street parking and that part of the street or lot line involved so that bumpers of vehicles cannot project beyond its face toward the street or line involved, either above or below the impact surface.

2. No parking shall be located within a green strip buffer required pursuant to Section IV(F)(10) of the Town of Scarborough Site Plan Review Ordinance.

**K.** Where off-street parking for any use other than single or two-family dwellings is required or provided, the following construction requirements shall apply: [Adopted 01/04/2023]

1. Appropriate driveways from streets or alleys, as well as maneuvering areas, shall be provided (see Site Plan Review Ordinance, Section IV for requirements). When access to parking areas is available from more than one street, ingress and egress to and from the lot shall have the approval of the Planning Board.

2. The surface of driveways, maneuvering areas and parking areas shall be uniformly graded with a subgrade consisting of gravel or equivalent materials at least six inches in depth, well compacted and with a wearing surface equivalent in qualities of compaction and durability of fine gravel. Unless otherwise specifically approved by the Planning Board, the surface of driveways, maneuvering areas and parking areas in all Business Zones shall be paved.

3. A system of surface drainage shall be provided in such a way that the water runoff shall not run over or across any public sidewalk or street.

4. Where artificial lighting is provided cut-off fixtures shall be used to control glare, skyglow, and spillover onto adjacent properties.

**L.** Electrical Vehicle Charging Infrastructure. The purpose of this provision is to facilitate and encourage the use of electric vehicles, to expedite the establishment of a convenient, cost-effective electric vehicle infrastructure, and to establish minimum requirements for such infrastructure to serve both long-term and short-term parking needs.

1. All new or redevelopment parking facilities shall be required to install electrical vehicle charging station (EVCS) infrastructure according to Table 1 below. Site design must provide electrical, associated ventilation, accessible parking, and wiring connection to transformer to support the additional potential future electric vehicle charging stations. For redeveloped parking facilities, EVCS standards shall apply to the redeveloped parking area(s) and not the parking facility as a whole.

2. For commercial development, the requirements outlined in Table 1 may be revised upward or downward by the Planning Board as part of an application review based on verifiable information pertaining to parking. Sites where EVCS requirements are reduced will be subject to in-lieu fees outlined in section L.3.

3. For single family and two-family dwellings, the requirements in Table 1 may be waived by the Zoning Administrator as part of the building permit application process. An in-lieu fee will apply, as outlined in section L.3.

4. Those who do not wish to meet EVCS requirements may pay an in-lieu fee to the Town of Scarborough in the following amounts:

\$15,000 per required Level 3 EVCS-installed parking space

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- \$8,000 per required Level 2 EVCS-installed parking space
- \$3,000 per required EVCS-ready parking space
- \$1,000 per required EVCS-capable parking space

- 4.1 EVCS in-lieu fees collected by the Town shall be deposited into a specific account, segregated from the Town’s general revenue, and created for supporting electric vehicle infrastructure in the Town of Scarborough. These funds shall be used in accordance with the following:
- a. The funds contributed to the specific account, entitled the Electric Vehicle Charging Infrastructure Fund, shall be used to further the electric vehicle infrastructure within the Town. More specifically, these funds may be used for equipment, and/or construction costs of electric vehicle charging infrastructure in existing or new municipally-owned parking lots within Scarborough.
  - b. A portion of these funds may also be used for administrative, legal, engineering, or other costs related to the planning, design, permitting, and property acquisition for electric vehicle charging.
  - c. A portion of these funds may also be used to establish a grant or revolving loan program to provide direct financial assistance to offset the cost of retrofitting existing parking areas with electric vehicle charging infrastructure.
  - d. The Electric Vehicle Charging Infrastructure Fund may be used in combination with other Town funds and other private, non-profit, and government funding for expanding electric vehicle charging infrastructure within Scarborough.
  - e. The in-lieu fees contributed by a development shall not be used by the same or other developments to fund the electric vehicle charging infrastructure that is required to meet the minimum zoning standards.
  - f. The in-lieu fees collected by the Town shall not be utilized to fund electric vehicle charging infrastructure that is otherwise required to included electric vehicle charging infrastructure in order to meet minimum zoning standards.

Table 1. EV Charging Infrastructure Requirements  
 (Table based on table in section B.1)

USE	Number of Parking Spaces Required *FA = Floor Area *GLA = Gross Leasable Area	Electric Vehicle Charging Station (EVCS) Requirements				
		EVCS-installed parking spaces	EVCS-ready parking spaces	EVCS-capable parking spaces	TOTAL SPACES	Minimum type of EVCS
<b>Dwellings</b>						
a. Single Family	2 for each dwelling unit.	--	100%	--	100%	Level 2
b. Two Family	2 for each dwelling unit	--	100%	--	100%	Level 2

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c. Multi-family	2 for each dwelling unit containing 2 or more bedrooms 1.5 for each dwelling unit containing fewer than 2 bedrooms *EVCS: 100% indoor parking spaces EVCS-ready	5%	30%*	65%	100%	Level 2
d. Accessory Unit	1 for each unit					
e. Senior housing	1 parking space per dwelling unit and 1 parking space for each employee based on the expected average employee occupancy. **EVCS requirements apply only to residential parking spaces	10%**	20%**	70%**	100%	Level 2
<b>Schools</b>		<b>EVCS targeted in faculty/staff parking spaces</b>				
a. Elementary and Middle School:	1 per teacher and staff member, plus 1 space per 2 classrooms.	5%	5%	15%	25%	Level 2
b. High School:	1 per teacher and staff member on the largest shift, plus 1 space per 5 non-bused students.	5%	5%	15%	25%	Level 2
c. College:	1 space per staff member on the largest shift, plus 1 space per 2 students of the largest class attendance period.	5%	5%	15%	25%	Level 2
d. Group Day Care Homes, Day Care Centers, Nursery Schools	1 per 4 children the facility is licensed for, plus 1 for each employee required by the State of Maine licensing standards for child to staff ratio		5%	20%	25%	Level 2
<b>Commercial</b>						

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Retail sales & services (> 25,000 sq. ft.)	4 per 1,000 sq. ft. of FA	5%	10%	10%	25%	50% Level 2 50% Level 3
Retail sales & services (< 25,000 sq. ft.)	4 per 1,000 sq. ft. of FA		5%	20%	25%	Level 2
Health Club	3.5 per 1,000 sq. ft. Of FA, except that areas occupied by, and only to be used for specific activities (i.e. tennis or racquetball courts, exclusive of gymnasiums) require 3 per court.	5%	10%	10%	25%	Level 2
Hotels, motels and other transient lodging establishments	1 for each guest room.	10%	10%	80%	100%	Level 2
All other commercial uses	Refer to Table 1 in Ch. 405 Section XI. Off-Street Parking Regulations for required number of parking spaces		5%	20%	25%	Level 2

5. General Requirements for Electric Vehicle Infrastructure

5.1 Electric vehicle charging stations within single-family and two-family residences are exempt from the below general requirements. This does not exempt electrical or other permit obligations.

5.2 General station requirements

5.2.1 Size. A standard size parking space shall be used for an electric vehicle charging station where such a station is required or planned.

EVCS parking spaces are to be included in the calculation for both the number of minimum and maximum parking spaces required.

5.2.2 Equipment Standards and Protection. Where provided, parking for electric vehicle charging purposes shall meet the standards of subsections 5.2.2 (1) through (4) of this section.

1. Clearance. Charging station equipment mounted on pedestals, light posts, bollards or other devices shall be a minimum of 24 inches clear from the face of curb.

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2. **Charging Station Equipment.** Charging station outlets and connector devices shall be no less than 36 inches or no higher than 48 inches from the top of surface where mounted, and shall be designed and located as to not impede pedestrian travel or create trip hazards on sidewalks.
3. **Charging Station Equipment Protection.** When the electric vehicle parking space is perpendicular or at an angle to curb face and charging equipment, adequate equipment protection, such as wheel stops or concrete-filled steel bollards shall be used.
4. **Maintenance.** Charging station equipment shall be maintained in all respects, including the functioning of the charging equipment. A phone number or other contact information shall be provided on the charging station equipment for reporting when the equipment is not functioning or other problems are encountered.

5.2.3. **Signage.** Electric vehicle charging stations, other than in residential use, shall have posted signage allowing only charging electric vehicles to park in such spaces. For the purposes of this subsection, “charging” means that an electric vehicle is parked at an electric vehicle charging station and is connected to the charging station equipment.

5.2.4. The EVCS must be operational during the normal business hours of the use(s) that it serves. EVCS may be de-energized or otherwise restricted after normal business hours of the use(s) it serves. *Operation hours of the chargers and a phone number for public assistance must be placed in a prominent position visual from the parking space.*

5.2.5. **Usage Fees.** The property owner or operator is not restricted from collecting a service fee for the use of an electric vehicle charging station made available to visitors of the property.

5.3. Accessible Facilities

5.3.1. Where electric vehicle charging stations are provided in parking lots or parking garages, excluding garages in single-family or two-family residential units, accessible electric vehicle charging stations shall be provided according to the ratios shown in Table 2. The first column indicates the number of electric vehicle stations being provided on-site and the second column indicates the number of accessible charging stations that are to be provided for the corresponding number(s) of charging stations.

Table 2 Minimum Number of ADA Accessible Electric Vehicle (EV) Charging Stations

<b>Number of EV charging stations</b>	<b>Minimum accessible EV charging stations</b>
1-50	1
51-100	2
101+	3

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5.3.2. Accessible electric vehicle charging stations should be located in close proximity to the building or facility entrance and shall be connected to a barrier-free accessible route of travel.

**6. Definitions Specific to Electric Vehicle Infrastructure**

*Charging levels* means the standardized indicators of electrical force, or voltage, at which an electric vehicle's battery is recharged. The terms 1, 2, and 3 are the most common charging levels, and include the following specifications:

- Level 1 provides charging through a 120 volt (V), alternating-current (AC) plug
- Level 2 charging is through a 240V, AC plug
- Level 3 charging is through a 480V, direct-current (DC) plug.

*EVCS-capable* means parking spaces with necessary conduit installed but lacking required electrical capacity to install EVCS.

*EVCS-installed* means parking spaces equipped with electrified EVCS.

*EVCS-ready* means parking spaces with necessary conduit installed and electrical capacity available to install EVCS.

*Electric vehicle infrastructure* means conduit/wiring, structures, machinery, and equipment necessary and integral to support an electric vehicle, including battery charging stations.

*Electric vehicle parking space* means any marked parking space that identifies the use to be exclusively for the parking of an electric vehicle.

*Electrical capacity* shall mean, at minimum:

- Panel capacity to accommodate a dedicated branch circuit and service capacity to install a 208/240V outlet per charger;
- Conduit from an electric panel to future EVCS location(s).

*Non-electric vehicle* means any motor vehicle that is licensed and registered for operation on public and private highways, roads, and streets that does not meet the definition of an electric vehicle.

*Redevelopment* means the excavation or grading (not including paving or fine grading) of existing parking areas in excess of 25% of the existing parking area.