

# Electric Vehicle Charging Station (EVCS) Right-of-Way Pilot Program

In an effort to foster better conditions around the use of electric vehicles, the City of Tacoma has developed the Electric Vehicle Charging Station (EVCS) Right-of-Way Pilot Program. This program is designed to create opportunities for property owners to access EV charging stations, that do not otherwise have onsite parking facilities. This program is limited to a five (5) year pilot period and to non-arterial streets (residential /secondary) right-of-way installations only.

## TYPES OF CHARGING STATIONS

**Level 1** charging stations connect the electric vehicle to a standard household outlet and provide a low power option (120V) without any specialized charging equipment. Level 1 can typically deliver two to five miles of range per hour of charging. Level 1 is most often used in home applications, but is sometimes used at workplaces. A full charge may take up to 24 hours with level 1 120 V charging.

**Level 2** charging stations supply 240V and typically deliver 10 to 60 miles of range per hour of charging. Level 2 is used in homes, workplaces and for some public charging stations. Multifamily development is encouraged, but not required, to provide electrical capacity to facilitate the future installation of level 2 electric vehicle charging stations.

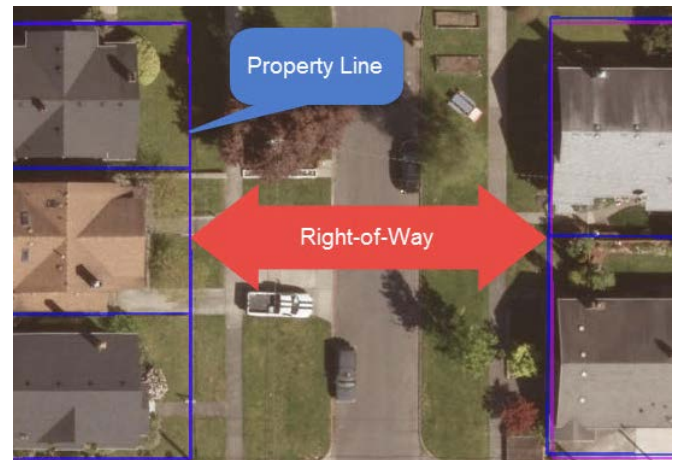
DC Fast Charge charging stations provide charging through 480 V AC input and requires specialized, high-powered charging equipment and special equipment in the vehicle itself. DC Fast-Charging can deliver an 80% battery charge or 60 to 100 miles of range for most EV models in about 20-30 minutes of charging. This is the format used most often in public charging stations, especially along heavy traffic corridors.

## RIGHT-OF-WAY (ROW)

Public right-of-way (ROW) includes the traveled portion of the public streets and alleys, as well as the border area, which includes, but is not limited to, any sidewalks, planting strips, traffic circles, or medians. The location of the property line and the edge of the ROW vary from street to street and often are not related to the placement of the sidewalk.

The City's DART map can be used to determine the general location of property lines:

[tacomapermits.org/projects/maps](http://tacomapermits.org/projects/maps)



If a survey is submitted as part of the permit submittal, the City will defer to the property line as shown on the survey.

## ELIGIBLE PROPERTIES

### Absence of off-street parking


This pilot program is specifically intended for properties that do not have off street parking facilities such as garages or parking pads that could be used for vehicle charging.

## LIMITED TO NON-ARTERIAL STREETS

The EVCS Right-of-Way Pilot Program **excludes** right-of-way frontage locations on designated arterial streets.

### Designated Arterial Streets

A full list of arterial streets can be found in [TMC Title 11, 11.05.490](#). Arterial streets can also be viewed using our [DART Map](#). To view arterial streets: Access the map,

Select the Layer List icon  located in the upper right corner of the screen and then turn off all layers except Infrastructure/Utilities with the sub selection of Arterials.



**Note: This Tip Sheet does not substitute for codes and regulations.**

**The applicant is responsible for compliance with all codes and regulations, whether or not described in this document.**

**More information: City of Tacoma, Planning and Development Services | [tacomapermits.org](http://tacomapermits.org) (253) 591-5030**

To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice).

TTY or STS users please dial 711 to connect to Washington Relay Services.

# Electric Vehicle Charging Stations (EVCS) Right-of-Way Pilot Program

## EV PARKING SPOT REQUIREMENTS AND RESTRICTIONS

### Electric vehicle charging stations—Signage- RCW 46.08.185

(1) An electric vehicle charging station must be indicated by vertical signage identifying the station as an electric vehicle charging station and indicating that it is only for electric vehicle charging. The signage must be consistent with the manual on uniform traffic control devices, as adopted by the department of transportation under RCW 47.36.030. Additionally, the electric vehicle charging station must be indicated by green pavement markings. Supplementary signage may be posted to provide additional information including, but not limited to, the amount of the monetary penalty under subsection (2) of this section for parking in the station while not connected to the charging equipment.

(2) **It is a parking infraction, with a monetary penalty of one hundred twenty-four dollars, for any person to park a vehicle in an electric vehicle charging station provided on public or private property if the vehicle is not connected to the charging equipment.** The parking infraction must be processed as prescribed under RCW 3.50.100, 35.20.220, 46.16A.120, and \* 46.20.270(3).

(3) For purposes of this section, "electric vehicle charging station" means a public or private parking space that is served by charging equipment that has as its primary purpose the transfer of electric energy to a battery or other energy storage device in an electric vehicle.

### Stopping, standing, or parking prohibited in specified places—Reserving portion of highway prohibited. RCW 46.61.570

(4) It shall be unlawful for any person to reserve or attempt to reserve any portion of a highway for the purpose of stopping, standing, or parking to the exclusion of any other like person, nor shall any person be granted such right.

## PERMITS REQUIRED

### Right-of-Way Construction (RCON)

*Any construction activities located within the ROW such as driveway, sidewalk, irrigation or trenching.*

This permit will provide review of the placement of the charging station and the trenching from the station to the abutting property. This will also include a traffic review for the barricades used during construction to block a sidewalk, planting strip, or parking.

### Required Documents

- Site Plan  
Submitted with application or developed with a Site Development reviewer.
- Traffic Control Plan (TCP)  
Work zone plan with signage and barricades. Submitted with application or developed with a Traffic Engineer.
- EVCS Agreement Notification  
Created by staff, signed/notarized by applicant, original submitted after recording.
- EVCS Indemnity  
Created by staff, signed/notarized by applicant, original submitted after recording.
- Certificate of Insurance  
Submitted prior to permit issuance
- Right-of-Way Bond  
\*(Permits issued to property owners do not require a bond).  
Contractors are required to be licensed and bonded with the State and require a City business license and ROW Bond. \*Depending on the scope of work a contractor may be required.

### Electrical (ELE)

*Any new electrical installations or modifications of existing electrical installations.*

This permit covers the electrical installation or modification of the EV charging circuit from the abutting property's electrical system to the charging station. This permit must be applied for separately through Tacoma Public Utilities: [mytpu.org/tacomapower/electrical-permitting/electrical-inspection-permits/](http://mytpu.org/tacomapower/electrical-permitting/electrical-inspection-permits/)



*Note: This Tip Sheet does not substitute for codes and regulations.*

*The applicant is responsible for compliance with all codes and regulations, whether or not described in this document.*

**More information: City of Tacoma, Planning and Development Services | [tacomapermits.org](http://tacomapermits.org) (253) 591-5030**

To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice).

TTY or STS users please dial 711 to connect to Washington Relay Services.

# Electric Vehicle Charging Stations (EVCS) Right-of-Way Pilot Program

## Required Documents

- Completed permit application.  
[mytpu.org/tacomapower/electrical-permitting/electrical-inspection-permits/](http://mytpu.org/tacomapower/electrical-permitting/electrical-inspection-permits/)
- Completed and notarized Homeowner Affidavit (for owner occupied single family dwellings)

**Additional permits as required** (ex. A building permit may be required if connection requires alterations to the building).

## PERMIT FEES

- [Fee Estimator](#) can be used for Right of Way Construction or Building permit estimates.
- Electrical permit fees:  
<http://cms.cityoftacoma.org/cityclerk/Files/MunicipalCode/Title12-Utilities.PDF#page=48>  
Chapter 12.06A.250.A.2
- Pierce County recording fees are updated annually and posted on the Pierce County website:  
<https://www.co.pierce.wa.us/2243/Recording-Excise-and-Map-Fees>

## ESTIMATED INVESTMENT

### Equipment

EVCS Level 1(no pedestal): \$175.00-\$200.00  
EVCS Level 2(no pedestal): \$350.00-\$800.00  
EVCS Pedestal: \$430.00-\$500.00

### Permits

Right-of-Way Construction (RCON): \$287.84  
+ \$61.60 per day of barricade.  
Electrical (ELE): \$50.00 min.

### Additional

Barricade Equipment: Varies (approx. \$125.00 p/week)

## INSURANCE REQUIREMENT

### Residential (single family / Duplex)

Applicant shall provide proof of homeowner's liability insurance of a limit not less than \$500,000.00.

## Commercial

The insurance policy shall:

- (1) Name the City of Tacoma as an additional insured using the most current version of the Insurance Services Office form CG2012;
- (2) Apply as primary insurance and be noncontributory, regardless of any insurance or self-insurance the City may carry;
- (3) Include a "cross-liability" (Separation of Insured) clause; and
- (4) Include limits of protection set by City of Tacoma Risk Management for combined single limit, bodily injury and property damage.  
(\*Please review Certificate of Insurance example for typical limits)

It is to be understood and agreed that the permittees' obligation to hold harmless the City from claims for damages arising out of the operations related to the permit shall not be limited to the amount of insurance provided by the permittee.

The permittee shall give notice to the Risk Manager of the City of Tacoma 30 days before the cancellation of said policy.

In the case of Commercial Insurance, the applicant must provide a certificate of insurance as evidence of the Commercial General Liability insurance and a copy of the endorsement showing the City of Tacoma as additional insured prior to the effective date of the permit.

Permit number must be included in the description of the Certificate of Insurance (*example: RCON18-XXXX*).  
The Certificate Holder should be written as:

**City of Tacoma**  
**Planning and Development Services**  
**47 Market Street, Room 345**  
**Tacoma, WA 98402**



*Note: This Tip Sheet does not substitute for codes and regulations.*

*The applicant is responsible for compliance with all codes and regulations, whether or not described in this document.*

**More information: City of Tacoma, Planning and Development Services | [tacomapermits.org](http://tacomapermits.org) (253) 591-5030**

To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice).

TTY or STS users please dial 711 to connect to Washington Relay Services.

# Electric Vehicle Charging Stations (EVCS) Right-of-Way Pilot Program

## CODE REFERENCES

TMC Title 10 – Public Works, Rights-of-Way 10.22.050 – Permits Required

RCW [46.08.185](#) - Electric vehicle charging stations— Signage—Penalty.

RCW [46.61.570](#) - Stopping, standing, or parking prohibited in specified places—Reserving portion of highway prohibited.

## ADDITIONAL RESOURCES

- [ACA Navigation Guide](#)
- [How to Submit for the EVCS Right-of-Way Pilot Program](#)
- [Example EVCS Agreement Notification](#)
- [Example EVCS Indemnity](#)
- [Right-of-way and Performance Bonds](#)
- [Traffic Control Handbook](#)
- Commercial Insurance
  - [Example of Certificate of Insurance](#)
  - [Example of Commercial General Liability](#)
  - [Example of Primary Non Contributory & Waiver of Subrogation](#)
  - [Example of Additional Insured](#)
- [Standard Plans](#)
- Barricade Equipment Providers:
  - AGS – 253-531-9782
  - National Barricade – 253-589-2256
  - AABCO Barricade – 800-559-6212
  - TC Service – 425-746-1060
  - Altus Traffic Management – 206-878-0221



*Note: This Tip Sheet does not substitute for codes and regulations.*

*The applicant is responsible for compliance with all codes and regulations, whether or not described in this document.*

**More information: City of Tacoma, Planning and Development Services | [tacomapermits.org](http://tacomapermits.org) (253) 591-5030**

To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice).

TTY or STS users please dial 711 to connect to Washington Relay Services.