

# Electric vehicle supply equipment (EVSE) permit checklist

City of Robbinsdale

Updated July 2024

## Contact information

### City of Robbinsdale Community Development

Ross Glad, Building Official

(763) 531-1265

[rglad@ci.robbinsdale.mn.us](mailto:rglad@ci.robbinsdale.mn.us)

[Building Permits & Inspections](#)

### City of Robbinsdale Administration

Kayla Kirtz, Sustainability Coordinator

[kkirtz@ci.robbinsdale.mn.us](mailto:kkirtz@ci.robbinsdale.mn.us)

[Electric Vehicles](#)

### Electrical Inspector, Minnesota Department of Labor & Industry

Andy Sloth

(763) 390-9255

<https://slothinspections.com/>



## Electric vehicle supply equipment (EVSE) permitting checklist

Vehicles with internal charging units can plug into existing 120-volt receptacles (average wall outlet) and do not require modification to the electrical system. The installation of EVSE directly wired to the electrical system will require a permit. If you are planning to install an electric vehicle charger at your property, follow the steps outlined in the permitting process below.

To charge from the AC power supplied by the electrical grid, most EVs have a small AC-to-DC converter built into the vehicle. This means that they can plug into existing 120-volt receptacles (average wall outlets) and do not require modification to the electrical system.

However, the installation of EVSE directly wired to the electrical system will require a permit. If you are planning to install an electric vehicle charger at your property, follow the steps outlined in the permitting processes below depending on the type of property.

## Single-unit properties:

Complete?	Checklist item	Additional information
	Contact Xcel Energy to discuss charger placement and voltage requirements.	<a href="#">Xcel EV programs contact</a>
	Contact the City of Robbinsdale Building Official to discuss charger placement and installation requirements (optional).	Ross Glad, Building Official, 763-531-1265
	Apply for an electrical permit from the Minnesota Department of Labor and Industry.	<a href="#">Electrical Permits - Homeowners</a>
	Submit appropriate fees and plans to the MN Department of Labor and Industry.	<a href="#">MN Department of Labor and Industry</a>
	After permit approval, schedule an electrical inspection.	Andy Sloth, State Electrical Inspector, 763-421-2360, <a href="https://slothinspections.com/">https://slothinspections.com/</a>

## Multi-unit and Commercial properties:

Complete?	Checklist item	Additional information
	Contact Xcel Energy to discuss charger placement and voltage requirements.	<a href="#">Xcel EV programs contact</a>
	Contact the City of Robbinsdale Building Official to discuss charger placement and voltage requirements (optional).	Ross Glad, Building Official, 763-531-1265
	Ensure that building plans comply with Minnesota State Building Code and accessibility requirements	<a href="#">2020 Minnesota Building Code</a> <a href="#">2020 Minnesota Accessibility Code</a>

	Apply for a building permit from the City of Robbinsdale.	<a href="#">Building Permit Application</a>
	Submit appropriate building permit fees and plans to the City of Robbinsdale.	City of Robbinsdale Engineering Department 763-531-1200
	After permit approval, schedule a building inspection with the City Building Official.	City of Robbinsdale Engineering Department 763-531-1200
	Apply for an electrical permit from the Minnesota Department of Labor and Industry.	<a href="#">Electrical Permits - Homeowners</a>
	Submit appropriate fees and plans to the MN Department of Labor and Industry.	<a href="#">MN Department of Labor and Industry</a>
	After permit approval, schedule an electrical inspection.	Andy Sloth, State Electrical Inspector, 763-421-2360, <a href="https://slothinspections.com/">https://slothinspections.com/</a>

Once all necessary permits and inspections are complete, your EVSE is ready for installation!