

**RANCHO SAN JOAQUIN HOMEOWNERS ASSOCIATION
Electrical Vehicle Charging Application and Approval Policy**

Electrical vehicles may not be charged in a garage or carport without the installation of an **Electrical Vehicle Charging System (EVCS)**. No EVCS may be installed without the prior written approval of the Association. All EVCS applications for approval must be submitted in writing, together with detailed plans and specifications clearly indicating where the EVCS is to be located, the brand or manufacturer, technical specifications, and dimensions (i.e., height, width, weight, etc.), as well as any applicable structural requirements or particular electrical needs and usage requirements. The EVCS shall meet all applicable governmental and industry safety standards, and local permitting requirements.

The unit owner desiring an EVCS or the use of an electrical outlet for an electric vehicle shall pay for all electrical usage. A dedicated circuit may be required to be installed that is wired back to their individual unit electrical panel. When it is not possible to wire back to the unit electrical panel and or submetering is not possible, the installation will be wired to the nearest Association electrical sub panel. The owner of a stack unit will be invoiced each month for their electrical usage based on a flat fee that is defined and updated by the Association, based on the Association's current electricity rate with SoCal Edison.

In addition, the EVCS and or outlet if a portable type charging unit, shall be professionally installed by a licensed and bonded contractor, at the sole cost and expense of the applicant. The applicant shall provide the name of the qualified contractor that will install the EVCS along with the contractor's proof of license and insurance. Within forty-five (45) days after receipt of a complete written application, the Association shall notify the owner/applicant in writing of its decision. All applications must be complete as submitted or it shall be deemed not submitted at all. An application may be rejected as incomplete due to failure to submit all required information. Denial of an application will be made in writing and will include the reasons for denial and the procedure for seeking reconsideration/appeal of the decision by the Association, if applicable.

Upon approval of the application, the owner of the unit associated with the EVCS shall execute a License Agreement containing the items set forth below, among others, which shall be recorded against the unit owner's property title at the Orange County Clerk-Recorder's Office.

1. The EVCS shall be professionally installed by a licensed, insured, and bonded contractor, at the sole cost and expense of the applicant. Applicant shall provide proof of contractor's license and insurance.
2. If a dedicated 110-volt and/or 220-volt circuit is needed, it must also be professionally installed along with the EVCS installation.
 - a. The EVCS electrical circuit will be wired to the owner's unit electrical panel.
 - b. If direct access to the unit electrical panel is not possible the dedicated circuit will be added to the nearest available common area electrical sub-panel. This will be at the homeowner's expense.

3. The EVCS shall meet all applicable governmental and industry safety standards, and local permitting requirements.
4. The applicant shall agree to pay for the costs of electricity associated with the EVCS.
5. The applicant shall provide a certificate of proof of an umbrella liability insurance policy in the amount of One Million Dollars (\$1,000,000.00), naming the Association as additional insured(s), and shall maintain such policy so long as the EVCS remains installed within the Project.
6. Visually, the installation shall appear neat and attractive, without exposed wiring, and without visible damage to any surrounding improvements. In addition, the EVCS shall not be installed so as to interfere with the ease of parking vehicles in the garage.
7. Applicant shall be responsible for the following:
 - a. The applicant shall pay for all costs of damage to the EVCS, common areas, exclusive use common areas, or adjacent separate interests caused by the installation, maintenance, repair, removal or replacement of the EVCS; and
 - b. The applicant shall pay for all costs of maintenance, removal, repair, and replacement of the EVCS until removed from the common area or exclusive use common area.

ADOPTED BY THE BOARD OF DIRECTORS ON _____, 2023.

Recording requested by and when recorded return to:

Rancho San Joaquin Homeowners Association
c/o Iger Wankel & Bonkowski, LLP
23422 Mill Creek Drive, Suite 140
Laguna Hills, CA 92653

(Space above this line for Recorder's use only)

**REVOCABLE LICENSE AGREEMENT
(ELECTRICAL VEHICLE CHARGING SYSTEM)**

This Agreement, effective as of the date of execution set forth below, is made by and between Rancho San Joaquin Homeowners Association, a California nonprofit mutual benefit corporation (hereinafter referred to as "Association"), and _____ (hereinafter "Homeowner").

WHEREAS, Homeowner is an owner of the following property at the Rancho San Joaquin Homeowners Association located at, Irvine, California ("Project"). The legal description of Homeowner's property is described as follows:

Parcel 1:

Parcel 2:

WHEREAS, Homeowner, by virtue of ownership of the aforementioned Unit, is a member of the Association and subject to the Declaration of Covenants, Conditions and Restrictions which was recorded on April 24, 1975 as in Book 11385, Page 1570 in the Official Records of Orange County, California.

WHEREAS, Homeowner desires to install an Electrical Vehicle Charging System ("EVCS") for the purpose of charging his/her electric vehicle in the garage identified on the Condominium Plan as follows: _____.

WHEREAS, the Association is charged with the responsibility of maintaining and repairing the Common Area of the Project for the benefit of the Association and its members; and

WHEREAS, the Homeowner and the Association are desirous of preserving the integrity of the Common Area and ensuring that the installation, ownership and maintenance and removal of Homeowner's equipment will not impose any burden upon the Association.

THEREFORE, IT IS AGREED AS FOLLOWS:

1. Homeowner is granted a revocable license to install, own and maintain the EVCS and related equipment (“Equipment”) at the location agreed to by the Association.
2. Homeowner covenants, warrants, promises and agrees that said Equipment will be installed in accordance with the manufacturer’s instructions and all applicable building codes and regulations.
3. The EVCS shall be professionally installed by a licensed, insured, and bonded contractor, at the sole cost and expense of the Homeowner. Homeowner shall provide proof of contractor’s license and insurance. A dedicated 110-volt and/or 220-volt circuit must also be professionally installed along with the EVCS installation.
4. Homeowner assumes all liability for damage or injury to the Project, the Common Area, to other Units in the Project and to other persons caused or contributed to by the installation, maintenance, use and/or removal of the Equipment, and agrees to defend and indemnify the Association and hold it harmless from any claim or liability arising out of the installation, maintenance, use and/or removal of the Equipment.
5. The Homeowner shall obtain an umbrella liability insurance policy naming the Association (and/or the owner(s) of any separate interest which is affected by the installation) as additional insured(s), and shall maintain such policy so long as the EVCS remains installed within the Project. Homeowner shall provide written proof of this insurance prior to installation and upon request.
6. Homeowner agrees to maintain the Equipment and any portion of the Project affected by the installation of the Equipment including, but not limited to garage walls, floors and/ or ceilings, and related components.
7. At such time as the license recited herein ceases or is terminated, or at such earlier time as the Homeowner removes the Equipment, Homeowner shall at Homeowner’s sole expense, restore the affected area of the Project, including but not limited to garage walls, roof, floors, and related components, to its condition prior to the installation.
8. If Homeowner does not comply with its obligations under this license, after ten (10) days written notice, the Association may remove the Equipment, restore the affected area, and specially assess the Homeowner for any and all costs associated with the removal and restoration. It is expressly understood that such a special assessment shall be subject to enforcement and lien as a regular Association assessment, pursuant to the CC&Rs and applicable Civil Code provisions.
9. This license shall be for a term of one (1) year, and shall automatically renew annually unless terminated as provided herein.
10. This license may be terminated upon thirty (30) days advance written notice from Association to Homeowner, or ten (10) days after Association issues advance written notice of a breach of this license by Homeowner, if said breach is still not corrected by the tenth day after issuance of the notice.

11. This license may be terminated by the Association, as any other amenity, immediately upon Homeowner becoming delinquent for thirty (30) days or more in the payment of any regular or special Association assessments.

12. Any and all costs of electricity associated with the EVCS shall be paid for by Homeowner.

13. If the Homeowner lives in a stack unit (not a townhouse unit), the Homeowner is required to pay a flat monthly fee to the Association to cover the costs of electricity associated with the EVCS. The Association will post the fee each month to the Homeowner’s account as a special utility usage assessment. All such utility assessments posted shall be paid within fifteen (15) days of posting to the Homeowner’s account. Should the posted utility assessment not be paid within fifteen (15) days of being posted to the account, the Association’s Delinquent Assessment Collection Policy will begin to be applied including late charges, interest and collection costs, including any attorneys’ fees.

14. Notices under this Agreement shall be sent to the Homeowner at the mailing address for Homeowner’s Unit listed with the Association’s managing agent.

15. This Agreement is intended to bind the Homeowner and any subsequent owner of the Unit, and so the term “Homeowner” as used herein specifically is intended to include not only the person currently owning the aforesaid Unit, but all subsequent owners as well.

16. The person signing this Agreement as Homeowner warrants that they are in fact an owner of the aforementioned Unit, and that the signer has the permission of any and all co-owners of the Unit, and acknowledges that the Association enters into this Agreement in reliance upon that representation.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date(s) set forth hereinbelow:

RANCHO SAN JOAQUIN HOMEOWNERS
ASSOCIATION, a California non-profit mutual benefit
corporation

DATED: _____

By: _____

Its: _____

(Print name and Board title)

HOMEOWNER:

(Print name)

DATED: _____

Rancho San Joaquin

Instructions For Requesting HOA Approval To Charge An Electric Vehicle In Your Garage and/or Carport

Per our HOA’s **Electric Vehicle Charging Application and Approval Policy** which was adopted by the Board, all homeowners and residents must follow this policy to charge one or more electric or plug-in hybrid vehicles in their garage or carport. This applies to both townhome garages & carports and stack unit garages.

Please follow the steps below to adhere to our policy and obtain approval from the HOA before charging an electric vehicle (EV) or plug-in hybrid vehicle (PHEV) in your garage and/or carport.

1. Determine the type of Electric Vehicle Charging System (EVCS) that will be used in your garage and/or carport.

View the matrix below to determine the type of EVCS you will use to charge your EV or PHEV: Type A, B, or C.

	Homeowner Requirements By the Association				
Types of EV Charging System (EVCS) planned for the Townhome or Stack Home Garage	HOA EVCS Application Approval?	City Permit & Inspection?	\$1M Liability Insurance w/ RSJ as addtl insurer?	Homeowner Pays for Electricity Use?	Homeowner Signs License Agreement?
Type A: Electric vehicle will use the manufacturer’s EV adapter cord and charge by plugging it into an existing 110V outlet with the electrical circuitry, breaker, and panel un-modified.	NO	NO	NO	YES	NO
Type B: EVCS consists of an upgraded NEMA or other type of upgraded electrical outlet, and an upgraded or modified electrical circuit, breaker, and/or panel.	YES	YES	YES	YES	YES
Type C: Includes Type B EVCS, plus an installed permanent or portable EV charging station.	YES	YES	YES	YES	YES

2. If the EVCS will be Type A and you are a stack home owner or resident, email our HOA property manager.

If you are a homeowner of a stack unit, send an email to our HOA property manager that is listed on our [Contact Our Property Manager webpage](#) and notify our manager that you will be charging an EV or PHEV in your stack garage. Your billing account with FirstService Residential will be assessed with a special utility usage assessment each month to help cover the HOA’s electricity use to charge your EV in the garage.

NOTE: *The monthly special utility usage assessment for the stack units that are charging an EV or PHEV in the stack garage is still to be determined by the HOA Board. As soon as the Board determines the amount for the utility usage assessment, the HOA community will be informed.*

(Townhome homeowners do not need to notify FirstService because their garages are separately metered by SoCal Edison in which the townhome owners pay for electricity use in their garage and/or carport.)

Then skip the remaining steps below.

3. If the EVCS will be Type B or Type C, obtain a city of Irvine permit(s).

Any electrical modifications or upgrades, including the electrical outlet, circuit, breaker, and/or electrical panel requires a city of Irvine residential building permit. Please work with a licensed electrician to apply for a city permit and inspection.

An installed EV charging station also requires a city of Irvine building permit. Again, please work with a licensed electrician to apply for a city permit and inspection.

Visit the city of Irvine Building Permits and Inspection webpage at:

- For a permit to modify or upgrade your electrical outlet, circuit, breaker, and/or panel, visit www.cityofirvine.org/building-permits-and-inspections/residential
- For an EV charging station permit, visit www.cityofirvine.org/building-permits-and-inspections/adding-electric-vehicle-charging-station-evcs-single-family.

4. If the EVCS will be Type B or Type C, complete & submit the attached EVCS application.

Complete and submit the attached **RSJ Home Electric Vehicle Charging System (EVCS) Application** and wait for approval before proceeding.

Be sure to provide the requested items with your application:

- Electrician's name, company name, license number, and copy of their insurance.
- Certificate of your umbrella liability insurance in the amount of One Million Dollars (\$1,000,000) with Rancho San Joaquin Homeowners Association listed as an additional insured party.
- City of Irvine permit number(s)

Before proceeding with any electrical modifications or upgrades or installing an EV charging station, **please wait first for approval** of your RSJ Home EVCS Application before proceeding!

If you are a homeowner of a stack unit, you will receive an email response notifying that your billing account with FirstService Residential will be assessed with special utility usage assessment each month to help cover the HOA's electricity use on charging an EV or PHEV in your garage. This utility usage assessment is reviewed and updated each year by the HOA Board based on SoCal Edison's current electricity rate.

5. If the EVCS will be Type B or Type C, sign and submit the HOA EVCS License Agreement.

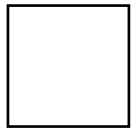
Our EV Charging Application and Approval Policy includes a License Agreement.

The license agreement will be updated by the Association's attorney with the townhome or stack unit's property parcel number, book and page number recorded at the OC Recorder's Office, and then send the updated agreement to the homeowner for their signature.

Once the license agreement is signed by the homeowner, it will be recorded against the homeowner's property title at the OC Recorder's Office at the homeowner's cost (including a fee to prepare the license agreement).

RANCHO SAN JOAQUIN HOMEOWNER ASSOCIATION

Home Electric Vehicle Charging System (EVCS) APPLICATION



Date received by
ARC Committee

Homeowner's Name (please print) _____

Property Address _____

Mailing Address (if different than property address) _____

Preferred Phone Number _____ Preferred Email _____

DESCRIPTION OF REQUEST

- Type B Charging System - Type C Charging System

- NEMA outlet - Portable Charger Unit - Hardwired Charger Unit

Any interior electrical panel modifications needed? Yes _____ NO _____

If yes, please describe modifications / upgrades:

City of Irvine permit required: Yes _____ No _____ Permit # _____

Description of ALL hardware to be installed:

WHO WILL BE DOING THE INSTALLATION?

Electrician's Name _____

Company's Name _____

License # _____ Bonded: Yes _____ No _____ Insured: Yes _____ No _____

Proof of Insurance: The applicant shall provide a certificate of proof of liability insurance policy in the amount of One Million Dollars (\$1,000,000.00), naming the Association as additional insured, and shall maintain such policy so long as the EVCS remains installed within the Project.

