

# Electric Vehicle Sidewalk Charging Guidelines – Pilot Program

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*April 1, 2023*

## INTRODUCTION

The City of Cincinnati recognizes that a portion of residents do not have access to dedicated off-street parking where they can charge electric vehicles. As a result, the City makes permits available to residents who want to extend a temporary and easily removeable charging cable or cord from their private property across the public right of way to charge an electric vehicle. Permits are issued for Level 1 (110-120V) charging equipment only. Permit holders must adhere to the guidelines below.

## OVERVIEW OF APPLICATION PROCESS AND APPROVAL

### Permit

Persons shall obtain a street use permit from the Department of Transportation and Engineering (“DOTE”) prior to placing a temporary charging cable across the public right of way. Permits are only valid at the address identified by the permittee and no other locations will be allowed unless permits for those locations are obtained.

- The permit application can be obtained at:  
<https://cincinnati-oh.gov/dote/permits-licenses/dote-resource-page/electric-vehicle-charging/>
- Applicants must show proof of residence in an adjacent property and ownership of an electric vehicle to obtain a permit.
- Permit conditions require annual renewal.
- Permit may be revoked if any permit condition(s) are not met after inspection by DOTE staff.

### Placement

Temporary charging cords must be placed in a manner that does not block the public right of way.

- Charging cords cannot block access to existing infrastructure within the right of way. Examples include but are not limited to: parking meters, wheel chair ramps, basement encroachments, fire hydrants, pull boxes, curbside streetlight, and traffic control device.
- Charging cords may not be placed within four feet of any curb ramp.

## ADA Compliant Cord Covers

All charging cords placed in the public right of way must be covered by a highly visible, stable, and secure ADA compliant cable ramp while in use.

- Cord cover shall be ADA compliant.
- Cover the charging cord across the entire width of the public right of way.
- Cord cover shall be placed at a 90 degrees angle to the public right of way.
- If the total height of the equipment (both cord and ramp) does not exceed 0.5 inches, the following requirements apply:
  - The ramp shall cover the charging cord completely across the sidewalk and can be no less than 4 feet in length.
  - The ramp shall be no steeper than a 50% grade or 1:2 gradient.
- If the total height of the equipment (both cord and ramp) exceeds 0.5 inches in height, the following requirements apply:
  - The ramp shall be no steeper than an 8.3% grade or 1:12 gradient.
  - A 3-foot x 5-foot clear landing zone must be present at the end of each ramp.
  - The ramp shall cover the entire width of the sidewalk and can be no less than 4 feet wide.
  - A 5-foot x 4-foot or greater landing platform shall be at the top of the ramp.
    - The landing must be flat, with no more than a 2% slope (1:50 gradient) in any direction.
    - The landing must be placed perpendicular to the direction of travel.
    - The ramp cannot have a cross slope exceeding a 2% grade (1:50 gradient)

## Cord Specification

Charging cords used by permit holders must meet the following specifications:

- Heavy duty extension cords (10 AWG recommended) rated for outdoor use are required.
- Charging cords shall conform with original equipment manufacturer (OEM) recommendations.
- Permit holders shall comply with the relevant sections of the National Electric Code.
- Consideration is given to the length of the charging cord required.
- The outlet utilized as a power source must be linked to the resident's utility bill. If the resident does not pay the utility bill, they must obtain permission from the person or business who is responsible.

## General Requirements

The following requirements shall apply to all permit holders:

- Issuance of a permit does not result in exclusive use of the curb area in front of the permit holder's residence.
- Permit holders may not utilize signage or other means to reserve parking in front of their residence.
- All local parking regulations, and applicable fees both temporary and permanent, remain unchanged and shall be enforced.
- Charging cord and cord cover must be removed from the public right of way and stored on private property while not in use
- All snow and ice clearing by-laws continue to apply. Cords and covers must be placed directly onto the sidewalk surface.

- Permits are issued for Level 1 (110-120V) charging equipment only. Level 2 (240V) charging cords may not cross the public right-of-way.

### **Indemnification**

Any person obtaining a Street Use permit shall indemnify, defend, and save the City, its agents, and employees harmless from and against any and all losses, damages, settlements, costs, charges, professional fees including attorney's fees, or other expenses or liabilities of every kind and character ("Claims") arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and character in connection with or arising directly or indirectly out of the placement or use of any charging cables or other items in the right-of-way. The Permittee releases and waives any Claims or causes of action against the City in any way related to the use or placement of the charging cable including, but not limited to, voiding of the manufacture or other warranties, damage to charging systems, vehicles, or electrical systems, or use or incidents involving other third parties.

### **Enforcement**

Failure to comply with these guidelines may result in the removal of equipment and the collection of expenses incurred to restore public space in the manner provided by law.