



CITY OF PHOENIX

ELECTRIC VEHICLE AD HOC COMMITTEE: PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE SUBCOMMITTEE

Summary Minutes from Friday, January 21, 2022,

Virtual Meeting – Via WebEx

Ad Hoc Committee Members (Present)

Autumn Johnson
Court Rich
Tim Sprague
Caryn Potter

Ad Hoc Committee Members (Absent)

Omar Gonzales
Catherine O'Brien
Jason Smith

City Staff Present

Karen Peters – Deputy City Manager
Mark Hartman – Office of Sustainability
Karen Apple – Office of Sustainability
Michelle Litwin – Office of Heat Response
Karl Kaseoru - ITS
Albert Crespo – Transit
Alan Stephenson – Planning and Dev.
Chad Makovsky - Aviation
Felissa Washington Smith – Public Works
Gabriel Nevarez - Aviation
Gary Jacobsen - Aviation

Gary Lovgren – Aviation
Jesús Sapien – Transit
Joe Giudice – Public Works
John Chan – Phoenix Convention Center
Keith Carbajal – Public Works
Sandra Hoffman – Planning and Dev.
Stephen Dudley – Planning and Dev.
Willa Kaough – Office of The Mayor
Inger Erickson – Deputy City Manager

1. Call to Order/Roll Call

Deputy City Manager Karen Peters called the meeting to order at 10:04a.m. and Karen Apple, EV Program Manager, performed the roll call. Deputy City Manager Peters reported that this is the fifth meeting for this subcommittee.

2. Approval of Minutes – Dec. 17, 2021, Electric Vehicle Ad Hoc Public, Workplace, and Home Charging Infrastructure Meeting

Deputy City Manager Peters requested a motion to adopt the minutes. Committee Member Potter called for a first motion and Committee Member Johnson called for a second, unanimous pass, motion carried.

3. News and Announcements

Deputy City Manager Peters introduced Ms. Apple to provide a snapshot of recent news in the EV world.

CITY OF PHOENIX



ELECTRIC VEHICLE AD HOC COMMITTEE: PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE SUBCOMMITTEE

Ms. Apple provided a presentation on news in the EV World, the presentation included information on the Chrysler crossover EV concept, federal fleet purchase requirements to be ZEVs by 2035, London Shell gas station being converted into an EV charging station hub, the formation of 50 utility groups to coordinate EV efforts along highways, and Sony presenting two concept battery electric vehicles at the Las Vegas Consumer Electronics Show.

Committee Member Potter stated that this might be a “one off”, but there are other stories of the tech industry getting involved in the EV space, but more so in autonomous vehicles (AV). It is unclear if this is something that will gain the market interest over current manufacturers.

Ms. Apple concluded the presentation with information on GM expanding their technology platforms to include electrifying segments other than just the automatic segment.

4. Overview of the EV Charging Installation Permit Process

Deputy City Manager Peters introduced Deputy City Manager, Alan Stephenson and Sandra Hoffman, Assistant Planning Director, of the Planning & Development Department to provide an overview of the EV charging installation permit process.

Ms. Hoffman provided the overview of the permit process, including information on the current process for reviewing and permitting EV infrastructure. The presentation covered multi-family and commercial permitting application information including as it relates to surface parking areas and site plan review.

Committee Member Sprague asked if the site plan and permitting review time periods could run concurrently.

Ms. Hoffman stated sometimes, but it depends on the complexity, adding that the site plan might take longer than the building plan review, and the site plan approval must occur before the permit can be issued.

Committee Member Potter asked about the site plan review process and the application to go through the process and if there was any way to provide information on how many potential builders are including EV readiness as a part of their site plans.

Ms. Hoffman informed the subcommittee that currently the permit tracking system does not distinguish that information and there is no way to pull the data.

CITY OF PHOENIX



ELECTRIC VEHICLE AD HOC COMMITTEE: PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE SUBCOMMITTEE

Committee Member Potter asked if there is any understanding on how many developers have shown an interest in inquiring about the process to incorporate EV readiness into their development plans.

Ms. Hoffman stated that incentives and mandates will most likely drive/encourage the transition versus data.

Committee Member Potter stated that it would be helpful to know how many developers have already gone through the process for being EV capable and how many have currently included that voluntarily actions versus those showing interest. Committee Member Potter stated that it would be helpful to know what is working now and what is not working, in order to make sure the necessary infrastructure aligns with the policy recommendations.

Ms. Hoffman stated that there is not currently a standard plan that has included an EV option but agreed that there should be a way to embed this into the standard plan versus installing after the fact.

Deputy City Manager, Alan Stephenson offered to talk to team leaders on the commercial side and see if they have any anecdotal information to share but stated that there will probably not a significant amount of developers currently gathering this data or building EV infrastructure.

Committee Member Potter stated an understanding of what is driving the growth of infrastructure would be helpful, even at the EV readiness level to assist recommendations.

Ms. Hoffman continued to present information on current premium programs and highlighted the transition to the ShapePHX tracking system which will speed up the permitting process and have more tracking capabilities. Ms. Hoffman presented additional information on challenges and opportunities within the Planning and Development Department.

Deputy City Manager, Alan Stephenson remarked in the Permit by Inspection (PBI) program, wherein information that they are gathering from the PBI solar pilot may provide an opportunity for an EV permitting process. The difficulty of using PBI with EV installation is when retrofitting older buildings. There is potential for challenges with EV charging station installations because of electrical loads and other issues.

CITY OF PHOENIX



ELECTRIC VEHICLE AD HOC COMMITTEE: PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE SUBCOMMITTEE

Committee Member Potter asked if staff from the Planning and Development Department had worked with or used the NREL automated app and if there was something similar that could be used for EVs.

Deputy City Manager, Alan Stephenson suggested that the PBI program may be an opportunity for getting developers through the process quicker.

Committee Member Potter asked for clarification on the standard plan and what does that mean when it comes to the permitting process and the developers plan. Committee Member Potter asked if it is standard or are there custom options for custom homes and other situations.

Deputy City Manager, Alan Stephenson stated the standard plan is reviewed once to meet code requirements and then be available for use. Additionally, the standard plan would only need to be reviewed once and then the site plan would be reviewed but wouldn't need the building review to be done because it is within the standard plan. This proposed plan review process would thus speed up the process for developers.

Committee Member Potter commented on the merging point with going through the code process and making sure to adhere to code, but also thinking about electrical tariffs and loads. Additionally, there will need to be a balance to ensure that the electrical load does not exceed requirements. Committee Member Potter asked if this consideration is being discussed and how are we including this in the process? Furthermore, how could the Planning and Development staff include these considerations and how do we plan for this in the standard plan.

Ms. Hoffman stated typically the building plan reviewers look for the highest demand for structural need and are prepared for the max load so there are no life safety issues on that plan.

Deputy City Manager, Alan Stephenson added that depending on the recommendations and council adoptions, the Planning and Development Department staff will work on how to best to implement those. Furthermore, the Planning and Development Department staff will ensure that any development is performed in a safe manor, so not to expose the public to risk.

Ms. Hoffman continued to present information on challenges and opportunities including information on code adoption, building codes and zoning ordinances.

CITY OF PHOENIX



ELECTRIC VEHICLE AD HOC COMMITTEE: PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE SUBCOMMITTEE

5. Deliverables, General Information Packet, and City Council Report Timeline

Deputy City Manager Peters introduced Mr. Hartman, Chief Sustainability Officer, to provide an overview of the timeline for the deliverables of the Ad Hoc Committee.

In response to the earlier question regarding the NREL app, Mr. Hartman added that the Planning and Development Department staff have been working with NREL and recommended areas of improvement where the design details needed to be updated to meet code. Mr. Hartman stated that NREL has taken city recommendations and are adding them to the app to be reviewed by the City when they are ready.

Mr. Hartman continued to present information on the timeline, including key dates listed on the timeline. The general information packet will include information on the various actions of the committees to city council. He stated it would be good to have recommendations from City Council to have before the public outreach phase. The Final EV Roadmap will be presented to City Council by the end of June 2022.

6. Public Comment

Deputy City Manager Peters asked for public comment. No public comment.

7. Future Agenda Items

Deputy City Manager Peters asked for items that subcommittee members would like to include for future discussion. No additional suggestions.

8. Adjournment

Deputy City Manager adjourned the meeting at 10:53am. The next meeting is Friday February 18, 2022, at 10:00am.