

Cleaner, Greener Communities Program:

Phase II Implementation Grants
Program Opportunity Notice (PON) 2721
Category 1: Streamlined Permitting Fact Sheet



Adoption of standardized permitting processes to help municipalities remove barriers to local economic development in the growing solar and electric vehicle industries.

Who is eligible

Cities, Towns, Villages, or other entities having jurisdiction for permitting, land use planning, and zoning are eligible applicants.



What this program offers

Up to \$1 million available for communities to adopt streamlined permitting processes or other ordinances for solar electric systems and electric vehicle supply equipment (EVSE). Applicants may apply for awards for adopting one or both of the streamlined permitting processes outlined below. Total award amounts for Category 1 will be capped at \$5,000 per applicant for applicants representing a population of up to 30,000 residents and \$10,000 per applicant for applicants representing a population larger than 30,000 residents.



How to apply

Support is available on a first-come, first-serve basis from July 1, 2013 through September 30, 2019, until all funds are exhausted, or until the solicitation is revised by NYSERDA, whichever comes first. Applications will be accepted through the Consolidated Funding Application (CFA) pending NYSERDA approval of the following documentation demonstrating streamlined permitting process elements. A separate CFA must be completed for each unique project. The Streamlined EVSE Permitting Process is considered a unique project as is the Streamlined Solar Electric Permitting Application Process. Applications must be submitted after all work has been completed and with all relevant documentation attached. This documentation includes:

- Verification of the population size of the municipality.
- Copy of resolution from the municipality adopting the permitting process and permit for use.
- Copy of the officially adopted permit.
- Copy of parking ordinance amendment.
- And/or copy of zoning ordinance amendment.

Visit nyserdera.ny.gov/cgc for more information and NYSERDA's CFA Guidance materials. Applicants should contact CGC@nyserdera.ny.gov with questions.

Program Participation Requirements

Streamlined EVSE Permitting Process or Zoning/Parking Ordinances:

Funding will be awarded in the amount of \$2,500 per project for applicants representing a population of up to 30,000 residents and \$5,000 per project for applicants representing a population larger than 30,000 residents. To be eligible for funding, applicants must demonstrate that the Program Participation Requirements outlined below have been met. For more information, please reference the “Creating EV-Ready Towns and Cities: A Guide to Planning and Policy Tools” document, which can be found at nyserdera.ny.gov/cgc. For EVSE, participants must implement either 1a or 1b and either 2a or 2b outlined below:

For both (1a) and (1b), jurisdictions should also demonstrate that fees for EVSE installations are in line with other similar procedures in the jurisdiction and incorporate a step into the permitting process by which the building owner must notify the local electric utility of the EVSE installation.

1a. Existing Minor Work Processes: Several jurisdictions have chosen to label residential EVSE as “minor work”, classifying it on the same level as a large electrical appliance. This implies that the EVSE installation will be straightforward, without much custom work or electrical service upgrades. Labeling it as minor work can lower the cost of the permit and the time required to execute the process. Some jurisdictions have a simplified residential EVSE permit form that can be used if specific conditions are met (e.g., installation is in a private garage, electrical service to the house is at least 200 amps, and EVSE does not exceed 200 amps). Applicants must demonstrate they have updated their permitting processes to define EVSE installations as “minor work” and that the permitting process for EVSE installations now consists of a simplified application process and permitting fees consistent with similar “minor work.”

1b. Permitting Template: Where the existing permitting procedures do not properly facilitate EVSE installations, municipalities can use a separate permit specific to EVSE. Having such a permit suggests a jurisdiction has researched the EVSE installation process in general. Applicants must demonstrate that they have adopted a permitting procedure based on the model permitting template created by The Alternative Fuels Data Center at the U.S. Department of Energy, which can be found at: www.afdc.energy.gov/pdfs/EV_charging_template.pdf. Applicants must also require installers to complete an EVSE load calculation worksheet.

2a. Zoning: Municipalities can ease the way for further installation of EVSE by clarifying zoning ordinances. Applicants must submit documentation of zoning ordinance amendments that define “electric vehicle charging station” and what type of electric vehicle charging is permissible in each zoning category or define “electric vehicle charging” as an accessory use for appropriate zoning categories.

2b. Parking: Municipalities can encourage drivers to use EVs through their parking ordinances by providing discounted or free parking to EV drivers or barring cars that are not charging from parking in designated EVSE-adjacent parking spaces. Applicants must submit documentation of parking ordinance amendments that eliminate hourly parking fees at public lots for EVs or bar cars that are not charging from parking in designated EVSE-adjacent parking spaces.

Streamlined PV Permitting:

Funding will be awarded in the amount of \$2,500 per project for applicants representing a population of up to 30,000 residents and \$5,000 per project for applicants representing a population larger than 30,000 residents. To be eligible for funding, applicants must demonstrate that the Program Participation Requirements outlined below have been met.

- Long Island (Nassau and Suffolk Counties) Only: Applicants must demonstrate that they have adopted a permitting procedure based on the Long Island Power Authority’s “Solar Energy System Fast Track Permit Application,” which can be found at nyserdera.ny.gov/cgc. Applicants that already received incentives from LIPA for adopting these streamlined permitting processes are not eligible to receive more funding through NYSERDA.
- Applicants located outside of Long Island: Applicants must demonstrate that they have adopted a permitting procedure based on the NYS Unified Solar Permit Form, which can be found at nyserdera.ny.gov/cgc.
- For more information on customizing the NYS Unified Solar Permit Form and NY-Sun, please visit ny-sun.ny.gov/For-Local-Government/Local-Government. For additional questions, contact the New York State Solar Ombudsmen at NYSolar@cuny.edu.

Benefits of Adopting Standardized Permitting Processes

- Show your community is open for solar and electric vehicle business
- Removes barriers to local economic development
- Increase the quality and accuracy of applications received from installers
- Simplify and streamline permitting in your community and across New York State
- Ensure that fair, flat fees are set for small-scale solar electric installations
- As municipalities adopt the permit, installers and municipalities alike will save time and resources permitting these systems.

The Cleaner, Greener Communities (CGC) Program is funded with proceeds from the Regional Greenhouse Gas Initiative (RGGI), the purpose of which is to lower carbon emissions in the Northeast. The primary goal of the CGC Program is to encourage communities to create public-private partnerships and develop regional sustainable growth strategies in such areas as, emissions control, energy efficiency, renewable energy, low-carbon transportation, and other carbon emission reductions.

NY-Sun, a dynamic public-private partnership, will drive growth of the solar industry and make solar technology more affordable for all New Yorkers. Visit ny-sun.ny.gov for more information on NY-Sun.

