

**UTICA COMMUNITY FIRE PROTECTION DISTRICT**  
**EV CHARGING STATION REQUIREMENTS**  
Reference Guide to the 2026 Fire Prevention Code Ordinance (Section 1201)



### Location & General Requirements

- Equipment shall not obstruct or interfere with the view of traffic.
- Equipment shall not impede pedestrian, bicycle, or vehicular traffic.
- Shall be installed outside of required parking space dimensions and circulation aisles.
- Shall not be located within commercial parking garages (exceptions allowed only for the top-most open-air levels).
- Charging stations and associated equipment shall not block fire department access roads, fire lanes, or fire hose lay routes.

### Physical Protection

- Charging stations and equipment shall be protected from vehicular impact by approved bollards, curbing, wheel stops, or equivalent mechanisms.
- Outlets/connection devices shall be installed between **36 inches and 48 inches** above finished grade/pavement and shall not create a tripping hazard when not in use.
- Sufficient lighting shall be provided at the charging site.

### Design & Listing Requirements

- Electric vehicle charging system equipment shall be listed and labeled in accordance with **UL 2202** (Standard for Electric Vehicle Charging System Equipment).
- Electric vehicle supply equipment (EVSE) shall be listed and labeled in accordance with **UL 2594** (Standard for Electric Vehicle Supply Equipment).
- All installations shall comply with NFPA 70 (National Electrical Code) and the District's Fire Prevention Code.
- **Permits and Fire & Life Safety Code Review are required** for all EV charging installations, including one- and two-family dwellings.

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**Emergency Shut-Offs** (Required per District Ordinance 1201.5)

**Automatic Emergency Shut Off**

- Shall be installed in the base of each vehicle charging pedestal.
- Shall immediately cut power to the impacted EV charging station(s) upon detection of fire or vehicle impact.
- Shall provide both an **audible and visual indicator** at the pedestal upon activation.

**Manual Emergency Shut Off**

- Shall be clearly visible, accessible, and in **direct line-of-sight** of the affected EV charging station.
- Shall be labeled “**ELECTRIC VEHICLE EMERGENCY DISCONNECT**” in letters **not less than 1 inch high**.
- Shall clearly indicate which EV charging station(s) it controls.
- Shall immediately cut power to the indicated station(s) when activated.
- Shall be located **between 20 feet and 100 feet** from the EV charging station.
- Shall have lock-out/tag-out capability. - **REQUIRED KNOX BOX POWER BOX**



**Reset Requirements**

Both manual and automatic emergency shut offs shall only be resettable by qualified personnel after proper assessment and authorization by the Fire Code Official or authorized maintenance personnel.

**Signage** (Public Charging Stations)

Public electric vehicle charging stations shall be posted with clear signage indicating, at minimum:

- Reserved for Electric Vehicle Charging Purposes Only.
- Phone number and contact information to report equipment that is not functioning properly.
- Location of the emergency shut-off switch(es).
- Voltage, amperage levels, usage fees, and other safety information.
- Time limits on use, tow-away provisions, and fine information (if applicable).

**Important Note**

These requirements are based on the Utica Community Fire Protection District Fire Prevention Code Ordinance (adopting the 2024 International Fire Code with local amendments). All installations must receive Fire & Life Safety Code Review and a Fire Code Permit prior to installation. Contact the Fire Prevention Bureau for questions, plan submittal requirements, or administrative guidelines.

Electric vehicle charging stations must be installed in accordance with the manufacturer's instructions, the 2024 International Fire Code (including the local amendments), and NFPA 70. The District's code also requires listing to UL 2202 / UL 2594 (or equivalent) and specifically references NFPA 70 Article 625.43 for the emergency disconnecting means.