



CITY OF URBANA, ILLINOIS  
DEPARTMENT OF PUBLIC WORKS  
ENVIRONMENTAL SUSTAINABILITY DIVISION

MEMORANDUM

**TO:** City of Urbana Sustainability Advisory Commission  
**FROM:** Scott R. Tess, Environmental Sustainability Manager  
**DATE:** July 2, 2013  
**RE:** July Staff Report

#	<i>Recommendation</i>	<i>Priority</i>	<i>Responsible entities</i>
1.2	<p>DCEO, in collaboration with EVAC participants and convening organizations, should convene local government officials and staff to develop standardized, streamlined charging station permitting procedures (preferably online), inspection requirements, and EV-related building code provisions across local jurisdictions:</p> <ul style="list-style-type: none"><li>• Local processes should support residential, commercial, and public EV infrastructure installation, thereby easing timelines and administrative burdens for installers.</li><li>• Updated building codes should address parking signage, striping, conduit requirements, recognized certification of charging equipment, and charging cord management.</li><li>• Standardized templates and model procedures should be available to municipalities and the public via state and stakeholder organizations' websites.</li></ul>	Short-term	<ul style="list-style-type: none"><li>• DCEO</li><li>• EVAC</li><li>• Local governments</li><li>• Convening organizations (e.g., Illinois Municipal League, Metropolitan Mayors Caucus)</li></ul>

2.5	<p>State and local governments and businesses should consider creating the following incentives for EV drivers:</p> <ul style="list-style-type: none"> <li>• Designate reserved and/or preferential parking spaces for EVs in parking garages and lots.</li> <li>• Offer discounted fees (or waivers) for municipal parking stickers for EVs.</li> <li>• Offer reduced tolls for EVs on Illinois toll highways.</li> <li>• If Illinois creates high-occupancy vehicle (HOV) lanes, provide preferential HOV lane access for EVs.</li> </ul>	Medium- to long-term	<ul style="list-style-type: none"> <li>• State agencies</li> <li>• Local governments</li> <li>• Illinois businesses</li> <li>• Illinois Tollway</li> </ul>
2.6	<p>Local governments and commercial fleets should consider adopting ordinances or policies (or leveraging existing ordinances or policies) to establish goals for employees' use of EVs through fleet purchases or leases, rentals, and/or car-sharing.</p>	Long-term	<ul style="list-style-type: none"> <li>• Local governments</li> <li>• Commercial fleets</li> </ul>
4.6	<p>Local governments should provide information and instructions on permitting, building codes, electricity rate options (including benefits from off-peak charging under time-variant rates), public charging locations, local incentives, and the process for notifying utilities about installation of Level 2 (or higher) charging stations.</p>	Short- to medium-term	<ul style="list-style-type: none"> <li>• Local governments</li> </ul>
4.7	<p>Environmental and other public interest groups should provide information on emissions benefits, off-peak charging benefits, renewable energy charging options, responsible options for batteries at the end of useful life, and the process for notifying utilities about installation of Level 2 (or higher) charging stations.</p>	Short- to medium-term	<ul style="list-style-type: none"> <li>• Environmental groups</li> <li>• Other public interest groups</li> </ul>
4.8	<p>First responders and public safety organizations should provide information to consumers and public safety personnel regarding safety protocols for EVs and EVSE.</p>	Short- to medium-term	<ul style="list-style-type: none"> <li>• First responders</li> <li>• Public safety organizations</li> </ul>