

ELECTRIC VEHICLE CHARGER GUIDELINES

1. Purpose and Scope

- 1.1. Purpose:** This policy aims to set clear guidelines for using EV charging stations, ensuring fair access, user safety, and proper upkeep. These procedures aim to handle the growing demand for charging stations and foster a positive charging experience for all.
- 1.2. Scope:** This policy applies to all authorized users of the EV charging stations located in Lot B in the main lot at the Palm Springs International Airport (PSP).

2. User Eligibility

2.1. Vehicle Requirements:

- Only battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs) are allowed to use the charging stations.
- Non-electric or internal combustion engine (ICE) vehicles are prohibited from parking in designated EV charging spots, unless the charger unit is fitted with a cover displaying the notice: **'Available for General Parking.'**

3. Operating Hours and Access

3.1. Availability:

Charging stations are accessible on a first-come, first-served basis.

- Availability cannot be guaranteed.
- PSP does not guarantee that EV chargers will be functioning at all times.
- All EV chargers and spaces will be made available to BEVs and PHEVs between October and April. Twenty of the eighty charging spaces will be made available to all vehicle types between May and September. Ten of the charging units will be fitted with a cover.

3.2. Access:

All vehicles parked in EV charging spaces must be connected to and use the EV charger.

- There is no minimum or maximum amount of time a vehicle can be parked in an EV charger parking space.
- The chargers cannot be programmed to stop power delivery to a vehicle after a set period.

4. Charging Fees

4.1. Charging Costs:

- **Fees:** Charging fees are based on kilowatt-hour consumption and a flat fee.

	off-peak hours	12:00 AM – 4:00 PM	\$0.49/kWh + \$0.99/session
	peak hours	4:00 PM – 9:00 PM	\$0.69/kWh + \$0.99/session
	off-peak hours	9:00 PM – 12:00 AM	\$0.49/kWh + \$0.99/session

- Daily and hourly parking rates are still applicable and will need to be paid upon exit.

5. Safety and Maintenance Procedures

5.1. Reporting Damage and Incidents: Any damage to a charging station, cable, or electrical cord, accidents, thefts, or vandalism must be reported immediately to the Airport Control Center at (760) 318-3820.

- Users may not use any electrical equipment that is or appears to be in disrepair.
- Charging equipment must be used responsibly and at the vehicle owner's risk.

5.2. Cord Management:

- **Safety Hazard:** Do not leave charging cords lying on the ground, as this creates a tripping hazard.
- When a vehicle is plugged in, any excess cable should be neatly coiled and kept out of walkways as much as possible.
- **Proper Storage:** Properly coil and return the charging cord to its designated holder after each use.
- Users must ensure that a charging cable has been properly coiled and hung or auto-retracted when the EV charger is unplugged from their vehicle.

5.3. User Conduct:

- **Equipment Care:** Handle charging equipment with care and use it as directed by the manufacturer.
- **Unauthorized Charging:** Users may not plug their vehicles into wall outlets or other electrical outlets.
- **Etiquette:** Do not unplug another user's vehicle without permission.

5.4. Maintenance and Downtime

- **Inspections:** The parking management contractor, along with Airport Maintenance and Operations staff, will conduct regular inspections of the chargers.
- **Repairs:** Charging equipment will be repaired as expeditiously as possible.
- **Covers:** A cover will be placed over charging equipment that is out of service.

6. Enforcement and Violations

6.1. Penalties for Violations:

- **Citations and Towing:** Violators of these rules will be subject to citation. California Vehicle Code Section 22511, along with any applicable local, state, and federal regulations, will be enforced.

6.2. Enforcement Process: Enforcement of this policy will be managed by the Executive Director of Aviation or a designee.

6.3. Prohibited Actions:

- Tampering with chargers or cables.
- Using extension cords or unauthorized adapters.
- Blocking access to chargers with non-charging vehicles.
- Charging non-EV devices (e.g., e-bikes) unless explicitly permitted.

7. Review and Updates

This policy will be reviewed annually or as needed to reflect changes in technology, regulations, or user feedback. Last updated: September 2026.

REFER TO THE OPERATING INSTRUCTIONS ON THE DISPLAY TO START A CHARGING SESSION. For technical assistance with the EV charger, please call the number posted on the equipment: (888) 758-4389. For questions or comments related to PSP's overall EV program, please send an email to: Airport.Information@palmspringsca.gov