



Electrical Submittal Guide / Checklist

The intent of this checklist is to assist you in assembling an accurate and complete presentation that will demonstrate that your proposed design complies with the appropriate codes. This checklist may not include all items to be verified for every plan review encountered. This checklist may include more items than a specific set of electrical plans may encompass. Please tailor this checklist for the electrical plans submitted and the scope of your particular job. Our goal is to provide you with the quickest turnaround time possible. Providing complete submittal information will help to achieve this goal.

Submittal Items

___ “Fire and Life Safety Code Summary”, which shall indicate the following:

- The number of stories
- Type of construction
- Occupancy classifications, existing and proposed
- Building area (square feet of tenant improvement)
- Fire sprinklers if existing or proposed
- Exit analysis indicating occupant loads, exit path, travel distance
- Hazardous material inventory statement
- Mixed use and occupancy information
- Drawing depicting type and location of fire-resistive-rated and smoke control assemblies

___ Electrical site plan showing location of all on site equipment

___ Electrical plans bearing the seal and signature of a California Registered Professional Engineer

___ Electrical floor plan/s showing location of all equipment/s, (transformer, panelboard, etc.)

- ___ Electrical load calculations (service, feeder), panel rating and schedule
- ___ One line diagram (wire and raceway size, type, and grounding methods)
- ___ Available fault current information
- ___ Lighting and power plan for each floor and the location of all panelboards
- ___ Emergency lighting plan (photometric), emergency power system and specifications
- ___ Title 24 Energy Compliance report (indoor or outdoor)

Note: Electrical components (over 400 pounds and a center of mass located over 4 feet above floor level) permanently attached to structures shall comply with minimum design criteria for seismic design requirements. The attachment (anchorage) of such components (equipment) and their support shall be designed by a California Registered Professional Engineer.

Equipment (metallic enclosure) installed outdoors within (0.25 miles) from the mean shoreline shall have adequate protection against severe corrosive influences.