



Reviewing Firm

Project Name:  
Project Address:  
Application Number

	Date	Reviewer
Initial Review		
1st Review Meeting		
2nd Review Meeting		
COMPLIES?	YES	NO

**ELECTRICAL PLAN EXAMINATION CHECKLIST**

	Hansen Correction No.	Auto Correct	Code Section	Description	Status	Comment	Critical	Not critical
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**Electrical Plan Requirements / Diagrams of Feeders**

<input type="checkbox"/>			18-27-215.5	Diagrams of Feeders				
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**Electrical Plan Requirements / Diagrams of Feeders / Required Plans**

<input type="checkbox"/>				In new or remodeled buildings, complete and detailed electrical plans be required to be submitted to and reviewed prior to the start of work on the following installations				
<input type="checkbox"/>				Dwelling - type occupancies greater than two stories in height				
<input type="checkbox"/>				Commercial and/or Industrial - type occupancies greater than one story or greater than 10,000 Sq. Ft. in area				
<input type="checkbox"/>				Warehouses greater than two stories in height				
<input type="checkbox"/>				New or replacement services or feeders rated 400 Amperes or greater				
<input type="checkbox"/>				Service switchboards and motor control center rated in excess of 1200 amperes or 600 volt				
<input type="checkbox"/>				Electric heating systems with connected loads in excess of 5 KW				
<input type="checkbox"/>				Data processing systems				
<input type="checkbox"/>				Swimming Pools				
<input type="checkbox"/>				Exit and emergency lighting systems				
<input type="checkbox"/>				Required fire alarm systems				



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**Electrical Plan Requirements / Diagrams of Feeders / Plan Content**

<input type="checkbox"/>				The plans shall include where applicable the following				
<input type="checkbox"/>				A single line drawing of the service distribution				
<input type="checkbox"/>				schedule of conduits, wire, switches, circuit breakers, over current devices, transformers motors and fixtures				
<input type="checkbox"/>				Load calculations to verify sizes of services, feeders and panel boards indicating available fault- current and withstand ratings				
<input type="checkbox"/>				Grounding electrode conductor or common grounding electrode conductor system				
<input type="checkbox"/>				Equipment layout in switchboard rooms and electrical closets indicating the required working space				
<input type="checkbox"/>			X	Drawing Submittal. The manufacturer who builds or assembles the special service equipment shall submit three (3) sets of detailed drawings of the proposed equipment to the utility supply company. Upon acceptance, the utility shall retain one copy, stamp their acceptance and the available fault current on the two remaining copies of the drawings, and forward them to the Electrical Bureau. The Electrical Bureau shall review the drawings and return one copy to the applicant bearing the reviewed stamp of both the Electrical Bureau and the utility company. Any changes, corrections, additions, or deletions required for approval by either the Electrical Bureau, or the utility supply company shall be noted. No switchboard shall be delivered or installed until the manufacturer has received the review drawings from the Electrical Bureau.				



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<input type="checkbox"/>				SWITCHBOARD ROOMS. The special service equipment shall be installed in a dedicated room of fire-resistant construction, accessible only to qualified persons. Where subject to possible flooding, such as below grade, sump pumps shall be provided and floor mounted switchboards shall be installed on a concrete pad a minim of 4 in. (102 mm) over the nominal floor level.				

**ELECTRICAL PLAN REQUIREMENTS/SPECIAL SERVICES**

<input type="checkbox"/>				Special Services 18-27-384.11 General. A special service switchboard is defined as a switchboard with a single disconnecting means having a frame rating in excess of 1200 amperes, or a sequence service switchboard where the sum of the frame sizes exceeds 1200 amperes. The following installation and construction rules apply to special service switchboards:				
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**ELECTRICAL PLAN REQUIREMENTS/SPECIAL EMERGENCY GENERATOR PLANS/PLANS REQUIRED**

<input type="checkbox"/>			18-27-701.7	PLANS REQUIRED [18-27-701.7]: Two sets of complete and detailed plans and specifications of all emergency generators shall be submitted to the Electrical Bureau for review before any construction work is started. These plans shall include the following:				
<input type="checkbox"/>				(1) A single-line drawing of the complete emergency and/or essential electrical system. The drawing shall include all components of the system(s) including utility source(s), generator(s), transfer switch(es), feeder distribution panel(s), and branch circuit panelboard(s).				
<input type="checkbox"/>				(2) A floor or site plan of the engine generator room or location which shows to scale the location of all equipment and the working space provided.				



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**ELECTRICAL PLAN REQUIREMENTS/EMERGENCY GENERATOR PLANS/LOCATION**

<input type="checkbox"/>			18-27-701.8	LOCATION [18-27-701.8]: Generator locations shall comply with the following:				
<input type="checkbox"/>				(1) Unless approved for the purpose and installed to the building, generators shall be installed in separate 3-hour fire rated rooms.				
<input type="checkbox"/>				(2) In multilevel buildings, generators shall be installed in a dry location at grade level, or not more than two floors above or below grade level.				
<input type="checkbox"/>				(3) All generators shall be readily accessible for inspection, maintenance, repair, and replacement of equipment.				
<input type="checkbox"/>				(4) Transfer switches and their associated distribution shall not be located in the same room as the generator or service equipment.				
<input type="checkbox"/>				(5) Where the generator is installed more than 100 ft (30.48m) away from the building being served, dual feeders and automatic transfer switches in the building being served shall be required.				

**EXIT AND EMERGENCY**

<input type="checkbox"/>			18-27-700.5	Buildings requiring emergency illumination shall not depend solely upon Electric utility power as a source				
<input type="checkbox"/>			18-27-700.3	Submit four sets of detailed drawings				
<input type="checkbox"/>			18-27-700.5	Provide emergency system				



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<input type="checkbox"/>			18-27-700.3	Provide emergency riser and distribution				
<input type="checkbox"/>				Provide a single line drawing of the emergency service & distribution, showing sizes of conduit conductors switches and overcurrent devices				
<input type="checkbox"/>			18-27-720.3	Engineer to certify on drawings that the existing EM service & distribution is adequate and provide the following: 1. Measured load for the affected branch circuit EM panels .				
<input type="checkbox"/>			18-27-720.3	2. connect load for all additional circuits altered and installed.				
<input type="checkbox"/>			18-27-700.9,	Emergency lighting shall be provided for commercial tenant space greater than 1000 sq.ft.				
<input type="checkbox"/>			10[13-160-660]; 18-27-700.6(b)	All exit areas shall be adequately illuminated.				
<input type="checkbox"/>			18-27-700.7b(2)	Provide EM lighting at service equipment				
<input type="checkbox"/>			18-27-700.3 exception #1	Provide plan number of previously approved emergency one line drawing				
<input type="checkbox"/>			Article 700 18-700.3 exception #2	Provide certification that the existing emergency system is in conformance with Article 700.				
<input type="checkbox"/>			18-27-700.2	Emergency system shall be separate and independent				
<input type="checkbox"/>			18-27-700.6(c)	Provide non utility source of power				
<input type="checkbox"/>			18-27-700.660(7)	Owner or building manager shall provide evidence that unit batteries will be maintained as required				



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<input type="checkbox"/>			18-27-700.66C(1), and C(2)	Battery unit to comply				
<input type="checkbox"/>			18-27-700.66C4	Battery Unit wiring methods				
<input type="checkbox"/>			18-27-700.10	Provide 4 hour rated unit battery in passenger elevator.				
<input type="checkbox"/>			18-27-700.11	Dimming of emergency lighting				
<input type="checkbox"/>			18-27-700.11	Intensity of emergency lighting				
<input type="checkbox"/>			18-27-700.33	Emergency lighting in "High Rise" buildings shall comply with.				
<input type="checkbox"/>			18-27-700.33	Emergency Inverter Systems as an approved auxiliary source.				
<input type="checkbox"/>			18-27-700.33	Provide and approved emergency auxiliary source.				
<input type="checkbox"/>			18-27-700.62	submit a full engineered, coordinated study for approval of circuit breakers installed in emergency system.				
<input type="checkbox"/>			18-27-700.63	All components of emergency system shall be identified as required				
<input type="checkbox"/>			18-27-410.73	Ballast in fluorescent fixtures used for egress lighting and energized only during an emergency shall not have thermal protection.				

**SERVICE AND LOADS**

<input type="checkbox"/>			18-27-215.5	Submit required plans				
<input type="checkbox"/>			18-27-215.5(b)	Drawings to include items described in the section				
<input type="checkbox"/>			18-27-220-13	Complete load calculation				
<input type="checkbox"/>			18-27-225.33, 18-27-230.71	Six disconnect rule				
<input type="checkbox"/>			18-27-230.2	Number of services supplying the building				



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<input type="checkbox"/>			18-27-230.70	Location of Disconnect				
<input type="checkbox"/>			18-27-560.24	Provide meter disconnect				
<input type="checkbox"/>			18-27-215.2	100% rated devices				
<input type="checkbox"/>			18-27-230.2	Only one set of service conductors				
<input type="checkbox"/>			18-27-230.2(c.)	Service capacity requirements for additional services				
<input type="checkbox"/>			18-27-230.42	Ampacity of service entrance conductors				
<input type="checkbox"/>			18-27-310.16	Ampacity of conductors				
<input type="checkbox"/>			18-27-230.95	Rating of service disconnect based upon largest fuse or trip.				
<input type="checkbox"/>			18-27-240.21; 18-27-430.28	Tap Rules				
<input type="checkbox"/>			18-27-250.20	Ground A/C systems				
<input type="checkbox"/>			18-27-250.50(a)(2)	Install supplemental electrode				
<input type="checkbox"/>			18-27-250.50	Ground electrode conductor shall be connected to the grounding electrode system				
<input type="checkbox"/>			18-27-250.24	Ground neutral at service disconnect means				
<input type="checkbox"/>			18-27-560.21; 18-27-220.22	Service or feeder neutral shall be the maximum unbalanced load.				
<input type="checkbox"/>			18-27-230.31	Grounded conductor shall be the same size as 400 Amp. Or less ungrounded conductors				
<input type="checkbox"/>			18-27-230.31	Size of grounding electrode conductor.				
<input type="checkbox"/>			18-27-210.6	277 volt lighting requires supervision				
<input type="checkbox"/>			18-27-210.6 (e)	Submit maintenance contract				
<input type="checkbox"/>			18-27-384.11(b)	submit switchboard drawing with ComEd and AIC stamp.				
<input type="checkbox"/>			18-27-384.8	Switchboard clearances.				



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<b>RESIDENTIAL DWELLING UNITS</b>								
<input type="checkbox"/>			18-27-230.72C	Service disconnecting means for a single family home shall not be less than 100 amperes.				
<input type="checkbox"/>			18-27-220.3a	Service Calculations for dwelling units.				
<input type="checkbox"/>			18-27-220.3b	Loads for structural additions or a previously unwired portion of an existing building greater than 500 Sq. Ft.				
<input type="checkbox"/>			18-27-215.5	Submit required plans for dwelling type occupancy greater than two stories in height				
<input type="checkbox"/>			18-27-230	The grounded conductor shall be the same size as ungrounded conductors for all service up to 400 Amp				
<input type="checkbox"/>			18-27-210.6	Voltage shall not exceed 120 V				
<input type="checkbox"/>			18-27-210.6c	Circuits exceeding 120V between conductors and not exceeding 277 V				
<input type="checkbox"/>			18-27-210.8	Provide GCFI protection for receptacles installed in crawl space, outdoors, unfinished basements, garages, and bathrooms				
<input type="checkbox"/>			18-27-210.11 18-27-560.6b	Provide a minimum of two small appliance circuits in kitchen				
<input type="checkbox"/>			18-27-210.10, 18-27-210.52, 18-27-	Provide Laundry branch circuit				
<input type="checkbox"/>			18-27-210.70	Install wall switch for light outlet over laundry tub				
<input type="checkbox"/>			18-27-210.70, 18-27-560.7	Install wall switch controlled lighting outlets				
<input type="checkbox"/>			18-27-110.12f	Installers of additional loads to a previously approve service shall be responsible for <b>the adequacy of that service.</b>				





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<input type="checkbox"/>			18-27-560.23, 18-27-230.70	Where the main is not readily accessible to tenants, apt. panels shall be located per stated section				
<input type="checkbox"/>			Article 700	Residential buildings containing five or more units shall have EM lighting.				
<input type="checkbox"/>			18-27-370.27c	Boxes at ceiling suspended fans (paddle)				
<input type="checkbox"/>			18027-550.6	Receptacle outlets for dwelling type occupancies				
<input type="checkbox"/>			18-27-210.25	Public panel and meter required				

**MISCELLANEOUS**

<input type="checkbox"/>			18-27-210.8	Provide GFCI protection for personnel				
<input type="checkbox"/>			18-27-210.9	Circuit derived from autotransformer				
<input type="checkbox"/>			18-27-210.11, & 18-560.5	Provide required appliance circuits				
<input type="checkbox"/>			18-27-210.20	Provide over current protection				
<input type="checkbox"/>			18-27-210.23(d)	Branch circuits larger than 50 amperes shall supply no lighting loads				
<input type="checkbox"/>			18-27-210.52 & 18-27-560.6	Shall comply with dwelling unit receptacle outlets.				
<input type="checkbox"/>			18-27-220.1	Provide load calculations				
<input type="checkbox"/>			18-27-210.19	Submit branch circuit voltage calculations				
<input type="checkbox"/>			18-27-215.2	Submit feeder voltage drop calculations				
<input type="checkbox"/>			18-27-215.2	Series rated circuit breakers.				
<input type="checkbox"/>			18-27-300.22C(2) FPN	Plenum fixtures				



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**Comments**

- 1.)
- 2.)
- 3.)



Reviewing Firm: [REDACTED]

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Initial Review:	<span style="background-color: cyan; color: black;">[REDACTED]</span>	<span style="background-color: cyan; color: black;">[REDACTED]</span>
1st Review Meeting:	<span style="background-color: cyan; color: black;">[REDACTED]</span>	<span style="background-color: cyan; color: black;">[REDACTED]</span>
2nd Review Meeting:	<span style="background-color: cyan; color: black;">[REDACTED]</span>	<span style="background-color: cyan; color: black;">[REDACTED]</span>
COMPLIES?	YES	NO

## HOW TO COMPLETE THE CHECKLIST

Plan Sheet No.	Code Section	Description	Status	Comment	Critical	Not critical
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<span style="background-color: black; color: yellow;">■</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>	<span style="background-color: yellow; color: black;">[REDACTED]</span>
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### Comments

- 1.) [REDACTED]
- 2.) [REDACTED]
- 3.) [REDACTED]

#### Top of the checklist

Fill out: Project Name  
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 Reviewing Firm: (Company Name)  
 Initial Review: (Date the review is performed and initials of the reviewer.)

The "1st Review Meeting" and "2nd Review Meeting" will be filled out by hand at each review meeting.  
 "COMPLIES?": "YES" will be circled when all items on the checklist are compliant.

#### Body of the checklist

**Check** only lines where there is an issue of code compliance.  
**Plan Sheet No.** : (List the plan sheet where the code issue needs to be addressed. If several sheets, list all sheets or the range of sheets.)  
**Code Section:** (The Code that the item references.)  
**Status:** Leave blank until the first review meeting. After discussing the non-compliant issue with the Design Team, the progress of the issue will be marked with a "C" for Complies or "NTC" for Needs to comply.  
 Additional notes may be used to create an Outstanding Issues list for the next meeting.  
**Comments:** The comment needs to be detailed and the exact plan sheet must be referenced. If your comment does not fit within cell please reference the end of the checklist with "See comment #1".

The column "**Critical**" or "**Not Critical**" will be left blank.

#### Comments: