



City of Seattle
Department of Construction and Inspections

Mailing Address: 700 Fifth Ave, Suite 2000, PO Box 34019, Seattle, WA 98124-4019
 Phone: (206) 684-8464 or (206) 386-40TC Website: www.seattle.gov/sdci
 ASC Hours: M / W / F 8:00-4:00 & Tue / Thu 10:30-4:00



Work Site Address: _____ Zip: _____

Work Activity Location (floor#, suite#, etc.): _____

Occupancy: Multi-Family (3 units or more) Commercial Institutional Industrial

Description of Work: _____

WORK SITE OWNER / TENANT INFORMATION	PRIMARY ELECTRICAL CONTRACTOR INFORMATION
<input type="checkbox"/> Owner <input type="checkbox"/> Owner's Agent <input type="checkbox"/> Tenant Company Name: _____ Contact Name: _____ Email: _____ Phone: _____ Address: _____ Unit / Suite No: _____ City & State: _____ Zip: _____	State License #: _____ Company Name: _____ Contact Name: _____ Email: _____ Phone: _____ Address: _____ Suite No.: _____ City & State: _____ Zip: _____

Electrical Vehicle Charging Stations: Yes No
 Note: Over 400 amps requires plan review
 Level 2A 120-240V (Amps: _____) Qty: _____
 Level 2B 120-208V (Amps: _____) Qty: _____
 Level 3 277-480V (Amps: _____) Qty: _____

Associated "Get Started" Permit #: _____
 Associated Building Permit #: _____

Note: The 2014 Seattle Electrical Code will become effective November 12, 2014. As of this date; the City of Seattle, is no longer accepting Advanced Plans Examinations (APE's).

Electrical Plan Review
 Declared Value of Work:
 \$ _____
Fee based on Electrical Construction Value Only
(Do not include Fire Alarm in this value)
 Include labor and materials whether or not furnished by installer and fixtures, furnishings and equipment provided by the owner.
**** Revision to Issued Plans ****
 No Change in Declared Value:
 Increase in Declared Value: \$ _____
 Decrease in Declared Value: \$ _____

Fire Alarm Only Plan Review (Plan Review is required for new Fire Alarm Systems; when adding, replacing, or relocating (7) or more devices/control units). **Requires (3) sets of plans and cut sheets at the time of submittal.**
NOTE: Fire Alarm Plan Review is completely separate from Electrical Plan Review and therefore is not included in any Electrical Plan Review. # of F/A CONTROL UNITS: _____ # of F/A DEVICES: _____

SECONDARY CONTRACTOR INFORMATION
 (Electrical/Low Voltage Contractors for use with Joint Ventures for Electrical and/or Fire Alarm permits)
 Company Name: _____ State License #: _____
 Contact Name: _____ Phone #: _____
 Address: _____

I certify that the work to be performed under this application will be done in conformance with the City of Seattle Municipal Code.
 Signature: _____ Date of Application: _____
 Contractor or Owner (or Authorized Agent)

PAYMENT INSTRUCTIONS: Permit # _____
 Charge my escrow (ADA) account # _____ Fees \$ _____

This application and plans CANNOT be emailed in for processing.
 Revised January 2016; Effective when the 2014 Seattle Electrical Code went into effect on November 12, 2014

ELECTRICAL PLAN REVIEW REQUIREMENT CHECK LIST

NOTE: If the required information is not submitted, it will cause a delay issuance of the permit. Please indicate a reason if all required information is not being submitted.

Incomplete submittals may be charged an hourly fee.

Note: Due to new code changes effective November 12, 2014; Electrical Plan review will be required for projects other than single-family/duplex that are over 5,000 square feet among other requirements detailed in the 2014 Electrical Code.

- **Requires (2) sets of full size drawings** on a 1/8th inch scale and no font smaller than 8 point; shall include the following:
 - Completed application with a contact person and contact's phone number
 - Job-site address on drawings
 - Type of occupancy and complete scope of work
 - Complete riser and one line diagram which includes all service and feeder connections (okay on 11"x17" drawings)
 - Clear identification of all circuitry, including but not limited to, circuit numbers, wire sizes, insulation types, conduit sizes and types
 - Complete set of switchboard and panel schedules which include all load calculations and demand factors used for computation
 - Complete project load summary which includes existing loads as computed in accordance with NEC Article 220 and all added loads (*Electrical calculations, heat loss calculations and lighting summaries may be submitted on separate computation sheets*).
 - Selective coordination, fault current calculations and the listed interrupting rating of all feeder and service equipment
 - Voltage characteristics of all electrical systems and equipment
 - A key to all symbols used
 - A schedule showing all pertinent luminaries information, including lighting summary
- **Renewable Energy:**
 - a. 7KW and below will be over the counter.
 - b. 7.1KW to 26KW will be plan review and **submit one set of plans to be routed to the inspector**, the plans can be sent via email to DPD_Renewable_Energy@Seattle.gov. The fee will remain 1x the base fee.
 - c. Over 26KW will be through normal plan review process and based on value.

Plans NOT ACCEPTED on 11x17" paper without prior approval from Electrical Technical Back-up, call (206) 684-5383 for more information

REVISIONS TO WORK AFTER PERMIT HAS BEEN ISSUED

- Include the DPD approved stamped set of plans (a copy is okay)
- Two (2) copies of the revised drawings with changes clouded

FIRE ALARM PLAN REVIEW REQUIREMENT CHECK LIST

NOTE: Plans and specifications shall be reviewed and approved prior to installation.

For more information, call the Seattle Fire Department at (206) 386-1450 or (206) 386-1443.

- Requires (3) sets of **full size drawings and specifications** (specs can be 8.5"x11"); shall include the following:
 - Completed application with a contact person and contact's phone number
 - Job-site address on drawings
 - Floor plan
 - Riser Diagram
 - Location of all alarm-initiating and alarm indicating devices
 - Alarm control and trouble-signaling equipment
 - Annunciation, Power connection, Battery calculations, Voltage drop calculations and Wiring type and sizes

The Revised Code of Washington (R.C.W.19.28) and the City of Seattle Electrical Code requires all individuals or entities (other than the property owner) engaged in the business of the installation of electrical wiring to have a valid Washington State Electrical Contractors license.

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Revised & Effective when the 2014 Seattle Electrical Code goes into effect on November 12, 2014