Electrical Plan Review Checklist

City of Redmond
411 SW 9th St. STE 213
Redmond, OR 97756
Ph: (541) 923-7721
website: www.ci.redmond.or.us

FOR OFFICE USE ONLY	
Received By:	Date:
Permit:	

Please review and check all applicable criteria below:

Ampacity:

- ☐ A service or feeder beginning at 400 Amps where the available fault current exceeds 10,000 Amps at 150 Volts or less to ground, or
- ☐ Exceeds 14,000 Amps for all other installations
- ☐ Installation of a 150 KVA or larger separately derived system as defined in Article 100 of the National Electrical Code (NEC)
- ☐ Addition of a new motor load of 100 HP or more
- ☐ Fire pump installations as defined in Article 695 of the NEC
- ☐ Emergency systems installations as defined in Article 700 of the NEC
- ☐ A service or feeder rated at 600 Amps or over

Voltage:

- ☐ More than 600 supply volts nominal

Height:

- ☐ More than three stories

Occupancy:

- ☐ Six or more residential units in one structure
- ☐ An “A” (Assembly) occupancy, “E” (Educational) occupancy, or “I-2” or “I-3” (Institutional) occupancy as defined in the adopted Oregon Structural Specialty Code
- ☐ Any of the special occupancies as described in Chapter 5 of the NEC adopted by the board in OAR 918-305-0100:
  - ☐ Hazardous (Classified) locations as defined in Articles 500 to 516
  - ☐ Installations in patient care areas of health care facilities as defined in Article 517
  - ☐ Agricultural buildings used for commercial purposes
  - ☐ Floating buildings as defined in Article 553
  - ☐ Marinas and boat yards as defined in Article 555
- ☐ Recreational Vehicle Park: A new recreational vehicle park, or any addition or alteration to an existing park.

If you have checked one or more of the above items, an electrical plan review is required. The following information is needed for submittal.

Plans: Submit two sets of electrical plans, unless electronic. The plans shall be drawn to scale, contain definitions for legends used, and be of sufficient clarity to the applicable electrical code requirements, laws, ordinances, rules and regulations.

The plans must contain the following minimum requirements:

- ☐ Feeder riser diagram showing panel location and circuit schedules
- ☐ One line riser diagram showing bonding, grounding, and conductor sizes
- ☐ Available fault current on the line side of service disconnect
- ☐ Complete load calculations, or provide applicable load records for all new installations and for additions to existing installations
- ☐ Fixture schedule- showing type, location, and layout of the fixtures
- ☐ Address of the installation and name of owner and address
- ☐ Location of emergency systems, identifying the power source and the system on plan
- ☐ Identification of the employer, identification and signature of person who prepared the plan, license number, if the person is an electrical supervisor and professional registration number, and if the person is an architect or registered professional electrical engineer

If any of the required items mentioned above are not on the plans, your plan may be rejected until all required information is available and /or delay the plan review process.

Contact Name:

Phone Number:

Job Address:

For questions please contact:
Ron Williams
Building Inspector/Electrical Specialist
541.504.3061
ron.williams@ci.redmond.or.us