Listed below is the information that needs to be provided in order to submit a complete application for an electrical permit. Staff will not process incomplete applications.

**SUBMITTAL REQUIREMENTS**

- Completed and signed Electrical application form, including proof of a valid State Contractor’s License and a City of Lynnwood Business License.
- Two (2) complete sets of plans, including:
  - The proposed use or occupancy for the various portions of the building or structure where installation is to occur;
  - A complete riser diagram;
  - Complete feeder and panel schedules;
  - Show the connected and calculated load for each branch circuit, feeder, panel and service (per the currently adopted National Electric Code);
  - Provide fault current calculations (using City of Lynnwood “Fault Current Calculation Form”) and the listed interrupter rating for all equipment being installed;
  - A key to all symbols used;
  - Letters or numbers designating all equipment, panels, services, circuit feeders and fixtures;
  - Wattage number for sockets and type of lighting fixtures;
  - Operating voltage of all systems and equipment;
  - Identification of conductor size, type of insulation, conduit sizes and fill.
- Two (2) Lighting Budget Calculation forms per the currently adopted Washington State Energy Code for the proposed lighting.

**ADDITIONAL REQUIREMENTS**

- Electrical permits are required for all electrical work with the exception of replacing lamps, receptacles, or switches (see LMC 16.10.060 for a complete list of exempt work).
- Property owners may apply for permits to complete work on their own buildings; the only other individuals authorize to obtain permits and complete work are State-licensed electrical contractors. Property owners shall not obtain permits and then have another party complete the work.
- Plan review is not required to obtain a permit for the following electrical installations:
  1. Temporary services;
  2. One- and two-family dwellings;
  3. Circuits operating at 50VA or less; and
  4. Reduction of load (verified by before and after panel schedules and calculations).
- For patient care areas, submit a record of the ground path test report prior to final inspection.
- When electrical work is part of a project involving construction, the building permit will not receive final approval until after the electrical work has been given final approval.
- The individual authorized to complete the work must call the inspection line at (425) 670-5550 to request an electrical inspection. Have your permit number available and call from a land line.

**NOTE**

Full plan review fees are due upon issuance and are calculated based on valuation of the project.