



# Electrical Work on Commercial Property

## *What you should know before work begins*

### Commercial property owners

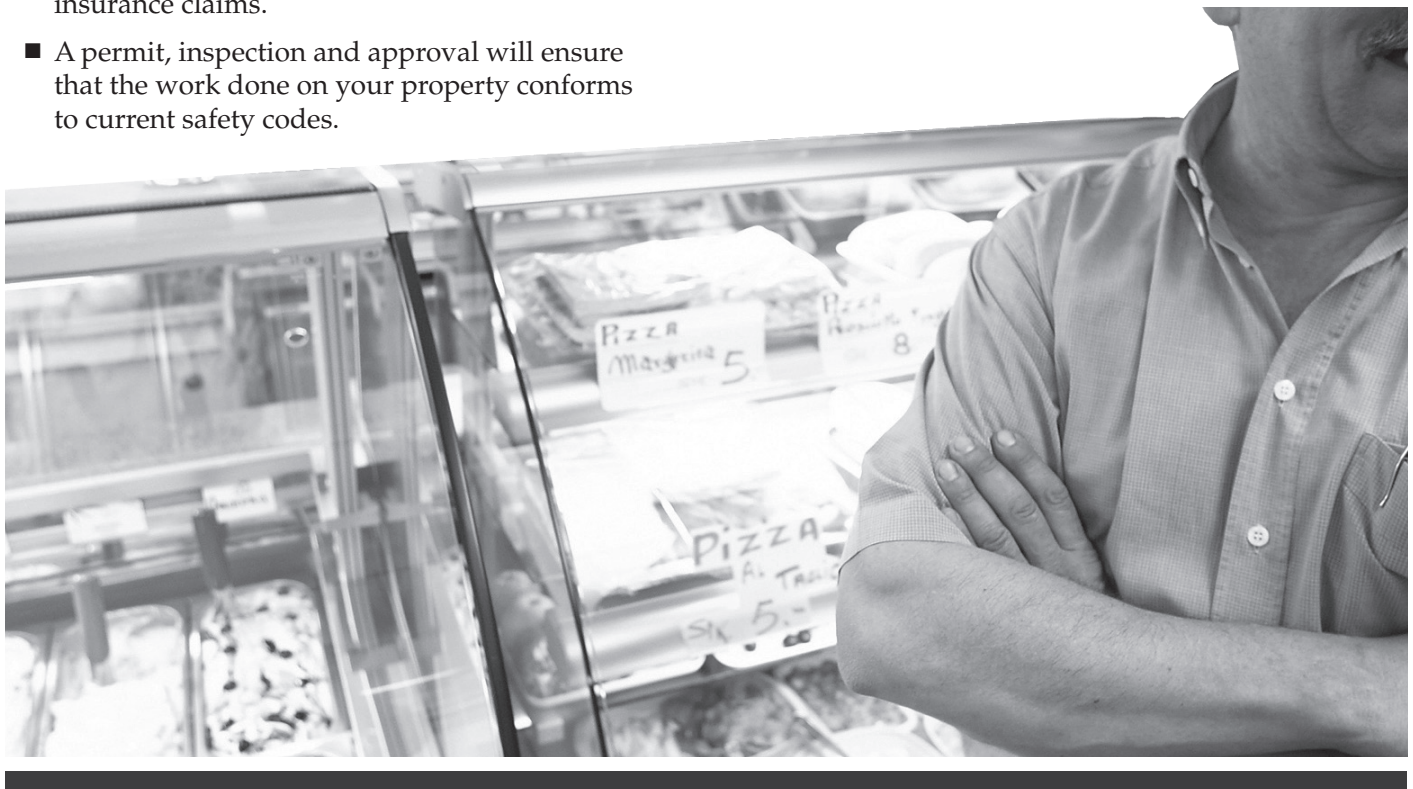
*Before you do electrical work or hire a contractor, please consider these points.*

- Protect your investment by making sure you have all electrical permits, inspections, and approvals as required by law. According to the National Fire Protection Association, about 13,200 fires caused by electrical wiring are reported each year resulting in about 20 deaths, 250 injuries, and \$399 million in commercial property damage.
- An electrical permit must be purchased by the company doing the work. Only property owners or electrical contractors can purchase an electrical permit.
- The lack of a permit, inspection and approval could affect the safety of your home or business, as well as your ability to obtain financing, to sell your property, obtain insurance or collect on insurance claims.
- A permit, inspection and approval will ensure that the work done on your property conforms to current safety codes.

### Electrical contractors and property owners

*An electrical permit is required for most new, remodel, and maintenance electrical work.*

- Your best protection is purchasing electrical permits and having your electrical work inspected, as required by law.
- You could be subject to civil penalties if you do not obtain the required permits.
- You could face a fine of up to \$2,000 for failing to obtain a permit before beginning electrical work. Each day and each location on which a violation occurs constitutes a separate violation.
- Additional penalties can be levied for failing to correct any violations noted during an electrical inspection.
- Your electrical power might be disconnected if you fail to comply with the law.



## Work that does not require a permit

- Travel trailers.
- Plug-in appliances.
- Like-in-kind replacement of circuit breakers, fuses, lamps, snap switches, receptacle outlets, household appliances (in exact same location), heating elements, light fixture ballasts, motors 10 H.P. or smaller.
- Like-in-kind replacement of thermostats (not the wiring), contactors, relays, timers, motor starters, and similar control components.
- Heat cable repair.

## Work that requires a permit

*If it is not included in the exemption above, the work requires a permit and inspection.*

### **This includes:**

- All circuit wiring
- Motors larger than 10 H.P.
- Panelboards
- Meterbases or masts
- Thermostats
- Thermostat wiring
- Intercoms
- Burglar alarms
- Fire alarms
- Generators
- Telecommunications systems
- Permanent home stereo systems
- HCAC/R equipment
- Outbuildings
- Swimming pools, spas, hot tubs
- Septic systems
- Other electrical equipment

## What about electrical equipment listing?

Ensuring that all electrical equipment is built to an appropriate electrical standard is a key component in the inspection process. Building equipment to the appropriate electrical standards ensures a consistent and safe manufacturing process for your equipment.

Except for industrial process equipment, all electrical equipment must be listed or field evaluated by an independent electrical testing laboratory approved by the Department of Labor & Industries. You can find a list of all approved testing laboratories at: [www.Lni.wa.gov/TradesLicensing/Electrical/Install/](http://www.Lni.wa.gov/TradesLicensing/Electrical/Install/) and click on Product Testing Laboratories.

Industrial process equipment is equipment used to directly manufacture a product in a food processing or industrial plant. Industrial process equipment does not include: cold storage, warehousing, conveyors or similar storage equipment.

If your industrial process equipment is not listed by an approved electrical testing laboratory, you can either get it field evaluated or reviewed and approved by an L&I approved engineer. You can find information about laboratories at the above Web site and for approved engineers at: [www.Lni.wa.gov/TradesLicensing/Electrical/Install/](http://www.Lni.wa.gov/TradesLicensing/Electrical/Install/) and click on Engineering Evaluations.

## How to protect yourself and your property from fire danger

- Do electrical work only if you are qualified. If you do not have a good understanding of electrical wiring and are not qualified, hire a licensed electrical contractor.
- Never overload outlets, extension cords or electrical circuits. If your circuit breaker trips, either your circuit breaker is overloaded or your circuit has malfunctioned and should be inspected by a qualified person.
- Get the required permits, inspection and approvals.

## How to protect your property so that you can refinance, sell, get insurance, etc.

- Get the required electrical permit if you are doing the electrical work or be sure the electrical contractor you hire obtains it.
- Locate electrical work you or an electrical contractor did in the past and determine if you have corresponding permits. If not, contact L&I for an electrical safety inspection.
- If you are unsure whether existing electrical work was inspected, obtain a permit to “inspect existing electrical work” from your local L&I office. We will inspect your property for electrical safety.
- Safeguard your permits and approvals. Lack of proper documentation for electrical modifications may cause you problems when trying to sell your property.
- If you hire an electrical contractor, be sure he or she is properly licensed. Check your contractor’s license and whether that contractor has past violations: [www.ElectricalBasics.Lni.wa.gov](http://www.ElectricalBasics.Lni.wa.gov).

## Electrical permits and inspections

### *If you do the work yourself:*

- You must buy the permit.
- You may buy your permit online using a credit card at: [www.ElectricalPermitsInspections.Lni.wa.gov](http://www.ElectricalPermitsInspections.Lni.wa.gov) or in person at any L&I office.

### *If you hire an electrical contractor:*

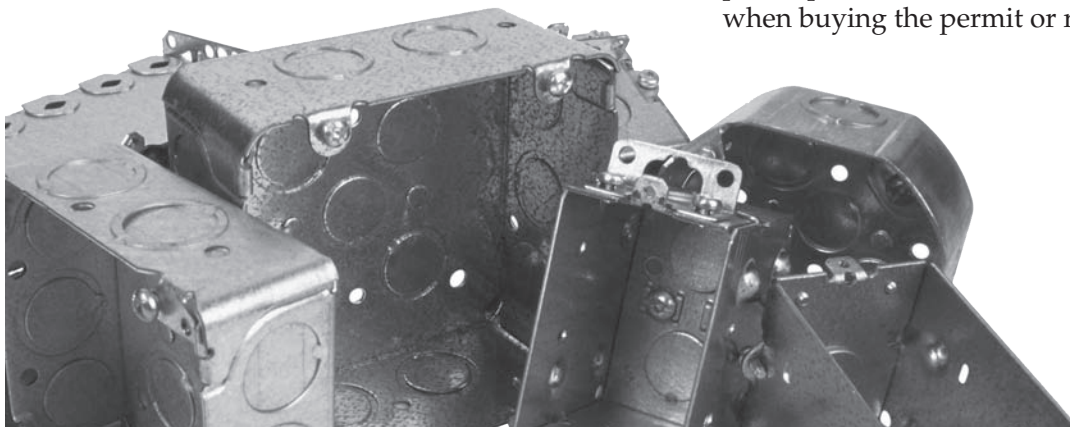
- Get a written quote for all the work to be done.
- The contractor must buy the permit.
- Check the electrician certificate for each electrician on your job. Electricians should have a current certificate with them at all times.
- If trainees are on your job, they must have a current training certificate and be supervised by an electrician on a 1:1 ratio. The electrician must be on the job site at least 75% of each day.

## Installation description and fees

Include a complete description of all the work that is being performed under the permit. The initial inspection fee will be based on your installation description. The electrical inspector will adjust the fee if the information you provide is incomplete or inaccurate.

## Driving directions

To ensure a prompt inspection and to avoid additional trip fees, you must provide good driving directions from the nearest major intersection. If you believe the inspector may have difficulty locating your work site, please provide a contact name and telephone number when buying the permit or requesting the inspection.



## Making your inspection request

- Request an electrical inspection online at [www.ElectricalPermitsInspections.Lni.wa.gov](http://www.ElectricalPermitsInspections.Lni.wa.gov). Requests made online before midnight will be available to the inspector the next morning. Because of varying workloads, the response time for an inspection may vary. Most inspections are performed within one working day after the request is received.
- You may also call any L&I office to request an inspection, but this may delay your inspection request.
- If any special arrangements are needed, you must contact your inspector between 8 and 8:30 a.m. prior to the inspection. Special arrangements include access to the site when no one is present, request for specific inspection days or times, or any other needed arrangements.
- Inspectors will not enter any work site when minors are present unless the owner or the owner's adult representative is present.

## Canceling an inspection

Contact your inspector before 8:30 a.m. the day of the inspection to cancel an inspection request. Cancellations made after 8:30 a.m. may not reach the inspector in time and may result in additional fees.

## Your responsibilities

- You must either do the work yourself or hire a licensed electrical contractor to do it.
- You must provide clear and safe access to the inspection site or the inspection will not be made. If necessary, provide safe access by way of steps, stairs or ladder into the inspection site. Additional fees may be charged for additional trips.
- The site must be free from any hazards to the electrical inspector. Inspectors will not enter an unsafe work site. Additional fees may be charged for additional trips.

**No electrical work may be covered before it is inspected and approved.**

## Principles that guide state electrical inspections

- **Public safety:** To protect the general public from unsafe living and working conditions.
- **Fire safety:** Improperly installed components, including electrical, are a leading cause of fires in the state.
- **Consumer protection:** Improperly installed electrical work can be costly to a property owner.

## State authority regarding electrical inspection

The Department of Labor & Industries' Electrical Program has statewide responsibility for inspecting both new and altered electrical systems in all types of installations. With this responsibility, L&I's goal is to provide consistency and uniformity in application of laws and rules concerning electrical installations.

*Note: Some cities do electrical inspections. Their standards of inspection must meet or exceed those required by L&I. If you have city inspections, contact your city for answers to your electrical questions.*

## For more information

 **On the Web:** L&I's Electrical Program  
[www.ElectricalProgram.Lni.wa.gov](http://www.ElectricalProgram.Lni.wa.gov)

L&I Offices: [www.Offices.Lni.wa.gov](http://www.Offices.Lni.wa.gov)

*Other formats for persons with disabilities are available on request. Call 1-800-547-8367. TDD users, call 360-902-5797. L&I is an equal opportunity employer.*