



ELECTRICAL PLAN SUBMITTAL CHECKLIST

Checklist intended for Electrical installation. **Note: All references comply with 2023 National Electrical Code (NEC), 2024 International Residential Code (IRC), and 2024 International Building Code (IBC) including City of Mesa amendments.**

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Review Key

“M –” = City of Mesa Amendment

Administrative

- ☐ 1. Provide **detailed** project narrative.
- ☐ 2. Identify site address.
- ☐ 3. Provide vicinity map showing areas surrounding the site.
- ☐ 4. Provide project site plan.

General / Site Plan

- ☐ 1. Sheets with Arizona professional registrant seals require legible seals and signatures. Additionally, the seal shall have the registrant’s license number and signature date.
- ☐ 2. Show utility power feed and transformer pad locations and sizes.
- ☐ 3. Show service entrance section (SES) and panel board feeding equipment location(s).
- ☐ 4. Identify fault current and verify equipment AIC ratings per [NEC 110.9](#) and [110.10](#).
- ☐ 5. Provide short circuit and selective coordination study analysis report from an Arizona registrant engineer.
- ☐ 6. Identify burial depths. ([NEC Table 300.7 \(A\)](#))
- ☐ 7. For EVSE over 60A or 150V to ground, provide disconnect 15 to 50 feet from equipment. ([M-NEC 625.43](#))
- ☐ 8. Provide light pole foundation design.

Building Lighting

- ☐ 1. Provide complete fixture schedule.
- ☐ 2. Provide exit signage. ([IBC 1013](#))
- ☐ 3. Emergency lighting shall be 1 foot-candle minimum. ([IBC 1008](#))
- ☐ 4. Emergency systems shall comply with [NEC 700](#), [701](#), and [702](#).
- ☐ 5. Provide emergency disconnects for dwelling units. ([NEC 225.41](#))
- ☐ 6. Show all ground-fault circuit interrupter (GFCI) receptacles. ([NEC 210.8](#))

- ☐ 7. Where sign circuit protection devices are required for commercial occupancy, provide an independent outlet supported by a branch circuit rated 20 amperes minimum. (NEC 600.5 (A))

Building Power

- ☐ 1. Show location(s) of all electrical distribution equipment.
- ☐ 2. Provide working clearances around all electrical equipment. (NEC 110.26)
- ☐ 3. Show dedicated equipment space including dimensions. (NEC 110.26(E))
- ☐ 4. Show location(s) of HVAC disconnect. (NEC 440.14)
- ☐ 5. Provide arc-fault circuit interrupter (AFCI) protection where required. (NEC 210.12)
- ☐ 6. Provide details on all conduit piping. (NEC 250.104)
- ☐ 7. Identify size of equipment bonding systems grounding conductors (EGC). (NEC 250.122)
- ☐ 8. Provide additional EGC for electrical metallic tubing (EMT). (M-NEC 250.118(A)(4))
- ☐ 9. Service disconnect marking shall be engraved or riveted. (M-NEC 230.70(B))
- ☐ 10. Provide surge protection. (NEC 215.18; 230.67)
- ☐ 11. General use receptacles shall be within 25 feet of all mechanical equipment. (NEC 210.63)
- ☐ 12. Provide GFCI receptacle outlets in all wet environments including but not limited to: (NEC 210.8)
 - a. Bathrooms.
 - b. Outdoors.
 - c. Rooftops.
 - d. Kitchens within 6 feet of sinks.
 - e. Indoor wet locations.
 - f. Locker rooms with associated showering.
 - g. Garages.
 - h. Service bays.
 - i. Crawl spaces at or below grade level.

Special Inspection and Electrical Observation

- ☐ 1. Provide electrical observation for hazardous locations, health care facilities, and electrical systems exceeding 600 volts. (M-IBC 1704.7)

- ☐ 2. Provide an electrical observations statement explaining frequency and extent of observation. (M-IBC 1704.7.1)
- ☐ 3. Obtain completed special inspection certificate form prior to permit issuance. (M-IBC 1704.7.3)
- ☐ 4. Electrical special inspections for qualifying equipment shall be completed. (M-IBC 1705.22)

Refurbished / Reconditioned Equipment

- ☐ 1. Identify all refurbished, reconditioned, rebuilt, or relocated electrical equipment.
 - a. Clearly label as new, existing, or refurbished.
- ☐ 2. If refurbished, provide documentation describing scope of cleaning, repair, rebuild, reconditioning, retrofitting, modifications, etc.
- ☐ 3. Provide listing or field evaluation documentation. (NEC 110.3(B))
- ☐ 4. Reconditioned equipment shall comply with manufacturer's recommendation.
 - a. Identify equipment capabilities. (NEC 110.21(A)(2))
- ☐ 5. Equipment shall be suitable for intended environment (corrosion, moisture, temperature). (NEC 110.11)
- ☐ 6. Equipment shall be listed and labeled by a recognized testing laboratory (RTL). (NEC 110.3)

Special Systems – Fueling Stations

- ☐ 1. Provide fueling locations and classifications. Required for all Class I, Divisions 1 and 2 areas. (NEC 514)
- ☐ 2. Appropriately classify all dispensers, pits, sumps, and vents. (NEC 514.3; 500.5)
- ☐ 3. All wiring and classified equipment locations shall comply with NEC 501.
- ☐ 4. Equipment installed in Class I, Division 1 locations shall be explosion proof or intrinsically safe. (NEC 501.10(A))
- ☐ 5. For Class I, Division 2 equipment locations shall comply with NEC 501.10(B).
- ☐ 6. Provide conduit seals as required. (NEC 501.15; 514.9)
- ☐ 7. Underground wiring in classified areas shall be threaded rigid metal conduit (RMC) or intermediate metal conduit (IMC). (NEC 514.8)

- ☐ 8. Conduit passing under or through classified (hazardous) areas shall be sealed within 10 feet of emergence above grade. (NEC 514.8)
- ☐ 9. No unions, couplings, or fittings shall be installed between seal and point of emergence. (NEC 514.8)
- ☐ 10. Bonded metallic raceways and dispenser components shall comply with NEC 250; 514.13.
- ☐ 11. Provide emergency electrical disconnect (E-Stop) to shut off all fuel dispensers. (NEC 514.11)
- ☐ 12. Maintain 20-foot minimum and 100-foot maximum separation distance between fuel dispensers and emergency disconnect device. (NEC 514.11)

Special Systems – Repair Garages

- ☐ 1. Provide classification of hazardous (classified) locations. Show all Class I, Divisions 1 and 2 areas. (NEC 511.3)
- ☐ 2. Use NEC Table 511.3(C) to determine the extent of classified locations. Clearly delineate vertical and horizontal boundaries.
- ☐ 3. Areas below grade (pits, below floor areas) used for repair of heavier-than-air fueled vehicles shall be classified in compliance with NEC 511.3(A).
- ☐ 4. Provide classification for lubrication pits, service pits, and below-grade work areas.
- ☐ 5. Electrical equipment located in Class I locations shall comply with NEC 501.
- ☐ 6. Wiring methods in classified locations shall comply with NEC 501.10.
- ☐ 7. Underground wiring in classified locations shall be threaded rigid metal conduit (RMC) or intermediate metal conduit (IMC). (NEC 511.8)
- ☐ 8. Provide sealing fittings at classified locations boundaries. (NEC 501.15; 511.9)
- ☐ 9. Seals shall apply to horizontal and vertical boundaries of Class I locations. (NEC 511.9)
- ☐ 10. Wiring systems shall not pass through classified areas unless permitted and properly sealed.
- ☐ 11. Battery chargers and charging equipment shall not be located within classified areas. (NEC 511.10)

- ☐ 12. All 125-volt, 15- and 20-ampere receptacles used for hand tools, portable diagnostic equipment, and portable lighting shall be GFCI protected.
- ☐ 13. Lights installed in classified areas shall be suitable for the hazardous location. (NEC 410.10; 511)
- ☐ 14. Ventilation systems for areas used for compressed natural gas (CNG), hydrogen, or alternative fuel vehicles shall be coordinated with classification requirements.
- ☐ 15. Where CNG vehicles are serviced, verify classification of ceiling areas and ventilation requirements. (NEC 511.3(B))
- ☐ 16. Bonding of metal piping systems and structural steel shall comply with NEC 250.96; 250.104.
- ☐ 17. Vehicle lifts and associated metallic equipment shall be grounded and bonded. (NEC 250.110)
- ☐ 18. Equipment located above classified zones shall maintain required clearance above floor. (NEC 511)
- ☐ 19. No open flame or spark-producing equipment shall be installed within classified locations unless specifically permitted.

Special Systems – Aircraft Hangars

- ☐ 1. Provide hazardous (classified) location plan. (NEC 513.3)
- ☐ 2. Identify all Class I, Division 1 and Division 2 areas. (NEC 500.5; 513.3)
- ☐ 3. Delineate vertical and horizontal boundaries of classified zones. (NEC 500.5; 513.3)
- ☐ 4. Classify areas within 5 feet horizontally of aircraft fuel tank openings and drain valves. (NEC 513.5(C))
- ☐ 5. Classify areas up to 18 inches above floor level where aircraft fueling systems are present. (NEC 513.5(B))
- ☐ 6. Classify pits, trenches, and below-grade areas as required. (NEC 513.3(A))
- ☐ 7. Provide documentation if ventilation is used to modify classification. (NEC 513.5(D))
 - a. Wiring in Class I locations shall comply with NEC 501 or NEC 505.
- ☐ 8. Wiring installed in or under hangar floors shall comply with Class I, Division 1 requirements. (NEC 513)

- ☐ 9. Underground wiring in classified locations shall be RMC or IMC where required.
- ☐ 10. Provide sealing fittings at all classified location boundaries. (NEC 501.15; 505.16)
- ☐ 11. Seals shall apply to both horizontal and vertical boundaries. (NEC 501.15(A); 501.15(B))
- ☐ 12. Lights installed in classified areas shall be listed for hazardous locations. (NEC 410.10(A); 513.7)
- ☐ 13. Flexible cords and portable equipment shall be suitable for the classified location. (NEC 400.7; 400.12; 513.8)
- ☐ 14. Provide drainage for wiring installed in vaults, pits, or ducts. (NEC 513.8)
- ☐ 15. No unclassified electrical equipment shall be in pits within classified areas. (NEC 501.10(A); 513.3(A))
- ☐ 16. External aircraft power sources shall be mounted 18 inches minimum above floor level. (NEC 513.10(C)(1))
- ☐ 17. Aircraft power equipment shall not be operated within classified areas. (NEC 513.10(C)(2))
- ☐ 18. Provide overcurrent protection and disconnecting means for aircraft power units.
- ☐ 19. Provide required warning signage on mobile battery chargers. (NEC 513.10(B))
- ☐ 20. Bond metallic piping, structural steel, and servicing equipment shall be installed in compliance with NEC 250.104.
- ☐ 21. Equipment grounding conductor(s) size shall comply with NEC 250.122.
- ☐ 22. Provide grounding electrode system. (NEC 250.50 through 250.70)

Special Systems – Spray Booths

- ☐ 1. Provide hazardous (classified) location plan. (NEC 516.3 - 516.5)
- ☐ 2. Identify all Class I, Division 1 and Division 2 areas. (NEC 516)
- ☐ 3. Classify areas within spray booths and spray rooms. (NEC 516)
- ☐ 4. Classify areas around open containers of flammable liquids. (NEC 516)
- ☐ 5. Classify areas for spray application operations. (NEC 516.5; 516.6)

- ☐ 6. Identify horizontal and vertical boundaries of classified zones. (NEC 500.5)
- ☐ 7. Wiring and equipment in Class I locations shall comply with NEC 501.
- ☐ 8. Wiring methods in classified areas shall comply with NEC 501.10.
- ☐ 9. Provide sealing fittings at classified location boundaries. (NEC 501.15; 516.7)
- ☐ 10. Seals shall apply to both horizontal and vertical boundaries. (NEC 501.15)
- ☐ 11. Conduit(s) shall be RMC or IMC where required in classified areas. (NEC 501.10(A))
- ☐ 12. No unions, couplings, or fittings shall be located between seal and boundary. (NEC 501.15)
- ☐ 13. Electrical equipment shall not be located inside spray booths unless specifically listed for use in hazardous locations. (NEC 516.7(A))
- ☐ 14. Equipment in exhaust ducts shall be suitable for the classified location. (NEC 516.7(A))
- ☐ 15. Equipment in direct path of spray shall be listed for exposure to ignitable deposits. (NEC 516.6(A))
- ☐ 16. Illumination within spray booths shall comply with NEC 516.8(C).
- ☐ 17. Light shall be totally enclosed and gasketed where required. (NEC 516.8(C))
- ☐ 18. Open flame or spark-producing equipment shall not be located within classified areas. (NEC 516.7(A)(3))
- ☐ 19. Show location of ovens, heaters, compressors, and other ignition sources relative to classified zones.
- ☐ 20. Fixed electrostatic equipment shall comply with NEC 516.10(A).
- ☐ 21. Hand-held electrostatic spraying equipment shall comply with NEC 516.10(B).
- ☐ 22. Powder coating processes shall comply with NEC 516.10(C).
- ☐ 23. Printing, dipping, and coating processes shall comply with NEC 516.29.
- ☐ 24. Bond spray booths, ductwork, and metal enclosures shall comply with NEC 250.104 and 516.9.
- ☐ 25. Bond piping systems used for flammable liquids shall comply with NEC 250.104(B).

- ☐ 26. Equipment grounding conductor(s) size shall comply with [NEC 250.122](#).
- ☐ 27. Ventilation system shall not alter hazardous classification without proper engineering documentation. ([NEC 516.5](#))
- ☐ 28. Electrical equipment in exhaust air streams shall be suitable for classified location. ([NEC 516.7\(A\)](#))
- ☐ 29. Receptacles within classified areas shall be listed for the location. ([NEC 501.145](#))
- ☐ 30. All receptacles shall be GFCI protected. ([NEC 210.8\(B\)](#))
- ☐ 31. Working clearances shall comply with [NEC 110.26](#).
- ☐ 32. Classify areas around open mixing containers. ([NEC 516.7\(B\)](#))
- ☐ 33. Provide conduit seals at spray booth boundary. ([NEC 501.15](#))
- ☐ 34. Non-rated lights inside booth shall comply with [NEC 516.8\(C\)](#).
- ☐ 35. Ignition sources located inside Division 2 areas shall comply with [NEC 516.7\(A\)\(3\)](#).
- ☐ 36. EMT used in Class I Division 1 areas (not permitted) shall comply with [NEC 501.10\(A\)](#).

Special Systems – Health Care Facilities

- ☐ 1. Identify facility type and spaces in narrative (hospital, nursing home, clinic, outpatient surgical, etc.) and clearly label patient care spaces and patient care vicinity on plans.
- ☐ 2. Provide electrical observation when work falls within [NEC 517](#). ([M-IBC 1704.7\(1\)](#))
- ☐ 3. Provide statement of electrical observations on plans (frequency/extent). ([M-IBC 1704.7](#))
- ☐ 4. Show completed electrical special inspection for emergency or standby power, selective coordination verification, gear 1000 amperes or greater, etc. ([M-IBC 1705.22](#))
- ☐ 5. Provide an effective ground-fault current path in patient care spaces using metal raceway, metallic sheath or armor cable, or other compliant method. ([NEC 517.13](#))

- ☐ 6. Bond or ground all metal boxes, enclosures, and non-current carrying conductive surfaces likely to become energized in-patient care vicinity. (NEC 517.13; 517.14)
- ☐ 7. Provide required insulated copper equipment grounding conductor and bonding method as applicable. (NEC 517.13; 517.14)
- ☐ 8. Provide required interconnection of grounding terminal buses serving same patient care vicinity. (NEC 517.14)
- ☐ 9. Provide minimum number of receptacles at each patient bed location (general care). (NEC 517.18(B))
- ☐ 10. Provide minimum number of receptacles at each critical care patient bed location with required separation or transfer switch criteria where applicable. (NEC 517.19(B))
- ☐ 11. Provide required number of branch circuits serving each patient bed location. (NEC 517.18(A); 517.19(A))
- ☐ 12. Receptacles serving patient bed locations shall be supplied by required systems and be readily identifiable (panel/ckt identification). (NEC 517.18(A); 517.19(A))
- ☐ 13. Provide “hospital grade” receptacles where required. (NEC 517.18(B); 517.19(B))
- ☐ 14. Electrical receptacles in wet locations, sinks, etc. shall be GFCI protected. (NEC 210.8)
- ☐ 15. Where GFCI is required in patient care areas, design shall not compromise continuity of critical power for required circuits (coordination with essential electrical system design). (NEC 517)
- ☐ 16. Provide tamper-resistant (TR) receptacles or listed TR covers in pediatric patient care spaces where required. (NEC 517.18(C))
- ☐ 17. Provide essential electrical system where required. (NEC 517.25; 517.30; 517.31)
- ☐ 18. Show life safety branch distribution. (NEC 517.33)
- ☐ 19. Show critical branch distribution. (NEC 517.34)
- ☐ 20. Show equipment branch distribution. (NEC 517.35)
- ☐ 21. Show required transfer equipment arrangement and branch separations. (NEC 517.30; 517.31)

- ☐ 22. Provide selective coordination for essential electrical systems where required. (NEC 517; 700.32 or 701.32)
- ☐ 23. Provide one-line diagram showing normal source, alternate source(s), transfer switches, distribution, and branch separation. (NEC 517.30 through 517.35)
- ☐ 24. Provide additional levels of ground-fault protection downstream where required. (NEC 517.17)
- ☐ 25. Where isolated power is provided, show line isolation monitor(s), panel location(s), and compliant wiring. (NEC 517.160)
- ☐ 26. Identify locations using medical gases and show extent of any hazardous (classified) areas. (NEC 517.60; 517.61)
- ☐ 27. Provide wiring methods or equipment for any hazardous (classified) areas associated with medical gases where applicable. (NEC 517.6; NEC 500 through 505 as applicable)
- ☐ 28. Provide dedicated branch circuits where required for X-ray or medical imaging equipment of larger ratings. (NEC 517.71)
- ☐ 29. Show location of readily accessible disconnecting means. (NEC 517.72)
- ☐ 30. Provide conductor or overcurrent sizing based on equipment ratings. (NEC 517.73)
- ☐ 31. Panel schedules shall clearly identify critical or essential system circuits and required separation. (NEC 408.4; 517)
- ☐ 32. Identify equipment short-circuit current ratings (SCCR/AIC) and available fault current at service or distribution equipment. (NEC 110.9; 110.10)
- ☐ 33. Provide load calculations including essential electrical system loads and demand factors as applicable. (NEC 517)

Special Systems – Restaurants

- ☐ 1. Provide complete load calculations for service and feeders per NEC 220.40 and 220.61.
- ☐ 2. Where feeder serves total restaurant load, demand calculation may be permitted per NEC 220.56.
- ☐ 3. Provide available fault current and verify AIC ratings per NEC 110.9 and 110.10.

- ☐ 4. Provide surge protection at service equipment where required per [NEC 230.67](#).
- ☐ 5. Provide working clearances per [NEC 110.26](#).
- ☐ 6. All receptacles in commercial kitchens shall be GFCI protected. ([NEC 210.8\(B\)\(2\)](#))
- ☐ 7. Receptacles within 6 feet of sinks shall be GFCI protected. ([NEC 210.8\(B\)\(7\)](#))
- ☐ 8. Receptacles in wet locations shall comply with [NEC 406.9](#).
- ☐ 9. Provide proper disconnecting means for permanently connected appliances per [NEC 422.30](#).
- ☐ 10. Show disconnect location and grouping for kitchen equipment per [NEC 422.31\(B\)](#).
- ☐ 11. Cord- and plug-connected equipment shall comply with [NEC 422.16](#).
- ☐ 12. Lights installed in commercial cooking hood systems shall comply with [NEC 410.10\(C\)](#).
- ☐ 13. Wiring methods serving hood exhaust fans shall comply with environmental conditions per [NEC 110.11](#).
- ☐ 14. Fire suppression system interlocks shall be coordinated. Provide power shutoff where required.
- ☐ 15. GFCI protection shall not interfere with fire safety equipment.
- ☐ 16. Provide disconnects for HVAC equipment. ([NEC 440.14](#))
- ☐ 17. Receptacle shall be within 25 feet of rooftop HVAC equipment. ([NEC 210.63](#))
- ☐ 18. Refrigeration equipment shall comply with [NEC 440](#).
- ☐ 19. Identify conductor sizing for motor loads per [NEC 430](#) and [440](#).
- ☐ 20. Receptacles at bar sinks shall be GFCI protected. ([NEC 210.8\(B\)\(7\)](#))
- ☐ 21. Spacing distances and GFCI protected countertop receptacles shall comply with [NEC 210.52\(C\)](#) and [M-NEC 210.52\(C\)\(2\)](#).
- ☐ 22. Ice machines and beverage equipment disconnect shall comply with [NEC 422.30](#).

One-Line Diagram

- ☐ 1. Provide complete one-line diagram showing service through final distribution. ([NEC 110.3\(B\)](#); [215.5](#))

- ☐ 2. Identify and label all equipment as new, existing, or relocated. (NEC 110.22(A))
- ☐ 3. Show service voltage, phase, system type, and grounding method. (NEC 110.22(A); 250.20)
- ☐ 4. Identify service disconnect location, rating, and grouping compliance. (NEC 230.70; 230.71)
- ☐ 5. Identify available fault current at service and equipment interrupting ratings. (NEC 110.9; 110.10)
- ☐ 6. Show surge protective device where required. (NEC 230.67)
- ☐ 7. Show ground-fault protection where service is 1000A or greater. (NEC 230.95)
- ☐ 8. Provide service and feeder load calculations with demand factors. (NEC 220; 215.2)
- ☐ 9. Provide neutral load calculation where nonlinear loads exist. (NEC 220.61)
- ☐ 10. Show feeder conductor size, type, insulation rating, and ampacity adjustments. (NEC 310.15)
- ☐ 11. Show equipment grounding conductor(s) size. (NEC 250.122)
- ☐ 12. Identify separately derived systems and bonding jumper. (NEC 250.30)
- ☐ 13. Show grounding electrode system and conductor sizing. (NEC 250.50; 250.66)
- ☐ 14. Show transformer kVA, primary or secondary voltages, and overcurrent protection (OCP) sizing. (NEC 450)
- ☐ 15. Identify panel bus and main breaker ratings. (NEC 408.36; 240.4)
- ☐ 16. Provide arc energy reduction method for breakers 1200A and larger. (NEC 240.87)
- ☐ 17. Identify and label series-rated systems. (NEC 110.22(B); 240.8)
- ☐ 18. Clearly separate normal and emergency systems. (NEC 700.10)
- ☐ 19. Provide selective coordination documentation where required. (NEC 700.32)

Schedules and Details

- ☐ 1. Provide panel schedule for all panelboards. (NEC 408.4(A))
- ☐ 2. Identify panel as new, existing, or relocated. (NEC 110.22(A); 408.4(A))

- ☐ 3. Provide panel designation. For example: LP-1, PP-1, EDP, etc. (NEC 110.22(A); 408.4(A))
- ☐ 4. Identify panel voltage, phase, and system type. (NEC 110.22(A); 408)
- ☐ 5. Identify panel location within building. (NEC 110.22(A))
- ☐ 6. Identify main breaker or main lugs configuration. (NEC 408.36)
- ☐ 7. Provide panel bus rating and main breaker rating. (NEC 408.36; 240.4)

Residential Only

- ☐ 1. Receptacles in garages and accessory structures shall comply with M-IRC E3902.2.
- ☐ 2. Provide one minimum receptacle outlet at each island and peninsular countertop space with a 24-inch minimum long dimension and a 12-inch minimum short dimension. (M-IRC E3901.4.2)
- ☐ 3. Required receptacle outlets shall be located in one or more of the following: (M-IRC E3901.4.3)
 - a. 20 inches maximum above countertop or work surface.
 - b. In a countertop using receptacle outlet assemblies listed for use in countertops.
 - c. In a work surface using receptacle outlet assemblies listed for use in work surfaces or listed for use in countertops.
- ☐ 4. Provide one minimum GFCI protected receptacle outlet in: (M-IRC E3901.9)
 - a. Each unfinished portion of a basement.
 - b. Each attached garage vehicle bay between 18 inches and 5 1/2 feet above floor.
 - c. Each vehicle bay between 18 inches and 5 1/2 feet above floor in detached garages and accessory buildings with electric power.
- ☐ 5. All outdoor outlets, including outlets installed in the following locations, and supplied by single-phase branch circuits rated 150 volts or less to ground, 50 amperes or less, shall be provided with GFCI protection: (M-IRC E3902.14)
 - a. Garages with floors located at or below grade level.
 - b. Accessory buildings.
 - c. Boathouses.