

SERVICE NOTICE

Electrical Advisory Board (EAB) Eliminated

In accordance with recent amendments to the Electrical Code rules, new procedures will be effective July 11, 2019 for reviews that were formerly conducted by the Electrical Advisory Board.

Electrical Installations Plan Review

Filings for electrical installations 1000 Kilo-Volt Amperes (KVA) or greater, or new or revised installations above 600 volts must be submitted to DOB by a New York State Licensed and Registered Professional Engineer or a New York State Licensed and Registered Architect; these filings can no longer be submitted by an electrical contractor. Physical details of the equipment are no longer required.

1. Request a Job Number by emailing ElecJobNo@buildings.nyc.gov
2. Continue to pay required fees in person at 280 Broadway, 1st Floor.
3. Submit plans via email to ElecPlanReview@buildings.nyc.gov
4. Review and approval of plans will be conducted by a DOB electrical plan examiner.
5. Objections and status of reviews will be communicated via email as they occur and will also continue to be posted monthly on DOB's website for record-keeping purposes.

Electrical Equipment Review

Review is required for electrical equipment not specifically addressed in the Electrical Code Technical Standards and any other electrical equipment not bearing an acceptable label of approval of an electrical testing laboratory. The review will be processed by the DOB's Office of Technical Certification and Research (OTCR).

1. Requests for electrical equipment review will be initiated by submitting the following:
 - a. [OTCR2 Application Form](#)
 - b. \$600 filing fee (payable by check to the Department of Buildings)
 - c. Supporting documents as required by 1 RCNY 4000-01, (b)(3)(iv).
The above requirements must be mailed to NYC Department of Buildings, 280 Broadway, 7th Floor, New York, NY 10007, Attn: OTCR.
2. Review of the request will be conducted by an electrical engineer.
3. Objections, status and approval will be communicated via email as they occur.

Electrical Special Permission Requests

Requests for special permission must demonstrate practical difficulty and provide supporting documentation and include proposed equally safe alternative methods that meet code intent.

1. Requests for material & equipment review will be initiated by submitting the following:
 - a. [CCD1 Determination Form](#)
 - b. \$350 filing fee (payable by check to the Department of Buildings) if an objection was issued. There is no fee if the form is submitted prior to the start of the electrical work.
The above requirements must be [emailed to the applicable borough or hub address](#).
2. Review of the request will be conducted by the borough/hub office.

See the [Notice of Adoption of Rule](#) for more information.

Additional instructions on transitioning to the new processes will be posted to the [Electrical Advisory Board](#) webpage.

POST UNTIL: December 31, 2019