



Plan Review Submittal Form

**ALL INFORMATION IN THE SUBMITTAL FORM IS REQUIRED FOR REGISTRATION.
IF SUBMITTAL FORM IS NOT COMPLETE REGISTRATION OF SUBMISSION WILL NOT OCCUR**

General Information

Submitter's Company Name:		ESA Account Number:
Submitter's Address: (#, street, city, postal code)		
Submitter's Name:		Submitter's Email Address:
Submitter's Phone #:	Ext.	Alternate Contact (optional)
Site Name: (Specify building/plant #)		
Site Address: (#, street, city)		
PO / Job Number		

Project Information

Please select the proper system voltage/configuration for the customer owned service/equipment being installed. This may or may not be the same as the supply voltage/configuration at the point of LDC.

Voltage: Delta (ungrounded) Wye (grounded)

Project Type: (Select all that apply)	New Construction <input type="checkbox"/>	Standby Generation <input type="checkbox"/>	Equipment Replacement <input type="checkbox"/>
	Renovation <input type="checkbox"/>	Parallel Generation <input type="checkbox"/>	Hazardous Areas <input type="checkbox"/>
	Addition <input type="checkbox"/>	Renewable Energy <input type="checkbox"/>	Waste/Water Treatment Facility <input type="checkbox"/>
	Temporary <input type="checkbox"/>	Health Care Facility <input type="checkbox"/>	Parks/Camp Grounds <input type="checkbox"/>

High Voltage Transformer Ownership: Customer <input type="checkbox"/> LDC <input type="checkbox"/> Existing <input type="checkbox"/>		High Voltage Transformer Type: Dry-Core <input type="checkbox"/> Liquid-Filled <input type="checkbox"/>	
If transformer is not approved, what standard is it built to:	Main Distribution Rating: (panel/board rating)		
Main Overcurrent Rating: (Fuse/Breaker Rating/Setting)	Main Overcurrent Continuous Rating	80% <input type="checkbox"/>	100% <input type="checkbox"/>
Feeder Ownership: Customer <input type="checkbox"/> LDC <input type="checkbox"/> Existing <input type="checkbox"/>	Feeder Conductor Size:		

Scope: (provide brief description of work being performed):

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Plan Review Submittal Drawings/Information Check List

THE FOLLOWING DRAWINGS AND/OR INFORMATION IS REQUIRED FOR REGISTRATION. IF ANY INFORMATION LISTED BELOW IS MISSING, REGISTRATION OF SUBMISSION WILL NOT OCCUR.

Section 1 below **must** be completed for each plan review submitted. Sections 2 – 8 below must be completed if they are applicable to the project. Any additional information that will aid in the review of the submittal is appreciated.

- 1) **Single line diagram and associated schedules and drawings including the following info:**
 - Ground Fault Protection Information No Ground fault protection required by OESC
 - Ground fault protection scheme where protection required at more than one location
 - Trench details required if there is any exterior conduits or cables) Not applicable
 - Site Plan (required if there is any exterior equipment, conduits or cables) Not applicable

- 2) **For New Construction projects and service upgrades, include the following info:**
 - Service location and main electrical room layout
 - Demand Load Calculations _____ A at _____ V
 - Available Short Circuit Current (Isc) _____ kA (at main overcurrent) Unavailable (in design stage)
 - Equipment Short Circuit Interrupt Rating (A Ic) _____ kA (main overcurrent)
 - Distribution panel board schedules (this may be indicated on the single line diagram)
 - Distribution panel board feeder schedules (this may be indicated on the single line diagram)

- 3) **For projects including renovations and building additions:**
 - Clear indication on the single line diagram the new and the existing equipment.

- 4) **For projects including stand by generator and Life Safety loads:**
 - Transfer scheme and Life Safety emergency distribution
 - Closed transition transfer schemes will require documentation from LDC

- 5) **For Health Care Facility Projects:**
 - The location and level of all patient care areas (i.e. Basic, intermediate or critical)
 - Where applicable, vital, delayed vital and conditional essential loads.

- 6) **For Projects including Hazardous locations:**
 - Location and drawings for Hazardous areas

- 7) **For Projects including High Voltage installations:**
 - Grounding Details/HV Station Grounding Layout Existing station ground electrode
 - HV Equipment and Cable Design Criteria or Specifications
 - HV Station equipment layout
 - HV Station Elevation/Clearance Details (**MUST** be included if substation is open structure) Not Applicable
 - Grounding Study (required if supply voltage is 27.6KV Delta or greater) No Grounding study required
 - Main Transformer or design Impedance (if customer owned) _____ %Z

- 8) **For Projects Including Generation Equipment (non-life safety e.g. solar, wind, ESS etc.):**
 - Drawing indicating interconnection of generation to normal power systems
 - For Photovoltaic installations the design source circuit string voltage
 - DC Single line including conductor and overcurrent sizes Not applicable
 - Design Criteria or nameplate specifications for Generators/Solar Panels/Inverters/ESS etc.
 - LDC documentation acknowledging intent to parallel

Plan Review is a general review and audit of plans for a specific project, submitted as per Rule 2-010 of OESC. Review of project plans does not imply that ALL portions of drawings have been reviewed for compliance and does not relieve the applicant from his/her responsibility to comply with the OESC for all aspects of the project. All electrical work requires a Certificate of Inspection from ESA, issued by ESA inspector.