

# City of El Segundo

## COMMERCIAL ENERGY PLAN CHECK QUESTIONNAIRE

**Job Address:** \_\_\_\_\_

The above-proposed project *may* need an energy plan check. These questions are directed to the **new** work requested for the applicable permit requested **not** what exists. In order for this to be accurately determined and to eliminate confusion or delays in the permitting please complete or have the design professional complete the questions below.

If the answer to any of the question below is “**YES**,” an energy plan check is required. To expedite the permit process please submit an application, plans (2 sets) and be prepared to pay plan check fees (we do not accept credit cards). NOTE: The Building Official may make exceptions to minor work, additions, and alterations.

### Lighting

- |  | <u>No</u>                | <u>Yes</u>               |
|--|--------------------------|--------------------------|
| 1. Are there any light switches to be replaced?                            | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are more than 50% of the light fixtures to be relocated or replaced?    | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does this project involve an increase in the total lighting load?       | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Does this project involve the change in the use of any rooms or spaces? | <input type="checkbox"/> | <input type="checkbox"/> |

### Mechanical

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 1. Are the proposed heating or cooling system(s) in addition to the existing system(s)?<br><b><u>(Does not include process cooling)</u></b> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If the space is occupied by staff, is this the first time a heating or cooling system(s) is installed in the space?                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does this project involve the change in the use of any rooms or spaces?  | <input type="checkbox"/> | <input type="checkbox"/> |

### Envelope

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Does this project involve an increase in floor area?                    | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there any change to the exterior wall(s)?                            | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does this project involve the change in the use of any rooms or spaces? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is there any increase in exterior glazing (window) area?                | <input type="checkbox"/> | <input type="checkbox"/> |

\_\_\_\_\_  
APPLICANT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
COMPANY ADDRESS

\_\_\_\_\_  
PHONE NUMBER