ELEVATOR NOTIFICATION

The plans submitted for: ____________________________________________________________

Project Address: ________________________________________________________________

The proposed project has an elevator; however we do not have plans and specifications for the elevator. Please be advised that before any work is done on the elevator or elevator system, plans and specifications, from the elevator manufacturer, must be submitted to the elevator inspector for review and approval that have been reviewed and approved by the project architect and/or engineer via the Permit Section of Development Services.

We will proceed with our review and can issue a permit based upon approval of complying plans on what has been submitted. Please note that details of the elevator equipment, structural (refuge clearances etc.) controls, and other specification can affect plumbing, structural, electrical, sprinkler systems and alarm systems.

If any of these systems must be altered because of the elevator installation, this information must be made part of the documents for the elevator approval.

I HAVE READ THE ABOVE AND UNDERSTAND THAT ELEVATOR PLANS AND SPECIFICATIONS MUST BE SUBMITTED AND APPROVED PRIOR TO ANY WORK BEING DONE ON THE ELEVATOR.

__________________________________________________
(PRINTED NAME)

Signature: ________________________________________

Project _____ Architect _____ Engineer
(PLEASE CHECK APPROPRIATELY) Date: ____________________

____ COPY SENT TO TOPEKA FIRE DEPARTMENT – Fire Prevention Division Date: ____________________