




CITY OF CHICAGO

# DEPARTMENT OF BUILDINGS

## Code Memorandum

To: Department of Buildings Plan Examiners and Inspectors

From: Judith Frydland  
Commissioner 

Date: November 2, 2016

Re: **Firefighters' Emergency Operation – Existing Elevators**

Pursuant to Section 18-30-320 of the Chicago Building Code, all existing elevators with Phase II emergency in-car operation must be equipped with full firefighters' emergency operation by January 1, 2017. The following shall be used to determining compliance with this requirement:

1. A permit is required to complete any modification required by Section 18-30-320.
2. Work required to comply with Section 18-30-320 may be completed without updating other features of the existing elevator to a later code.
3. Automatic recall of the elevators is not required.
4. When the Phase II switch is turned to the OFF position and the door open button is released, the doors will close and the elevator will revert to Phase I Operation and will return to the designated level. This must occur with the doors fully open and may occur with the doors partially closed.
5. The elevator shall have an illuminated visual signal in the car station for Firefighters' Emergency Operation. The illuminated visual signal is not required to depict a fire hat if that was not required at the time of installation.
6. The elevator shall have an audible signal in the car station for Firefighters' Emergency Operation.
7. The elevator shall have a "Car Call Cancel" pushbutton in the car station.
8. Elevators at the designated level not on Phase II Operation shall return to group operation when the Phase I switch is turned OFF.
9. Elevators not at the designated level when the Phase I switch is turned OFF shall return to the designated level before they can return to group operation.
10. Existing keying may remain. FEO-K1 key switches are not required.
11. There is no requirement to provide an elevator control panel (lobby panel) or update an existing elevator control panel (lobby panel).
12. The illuminated visual signal must be separate from the "Car Call Cancel" pushbutton for all newly-permitted work, however a composite visual signal/pushbutton which was previously installed pursuant to a valid permit and is clearly labeled "Car Call Cancel" may remain and satisfies Section 18-30-320.