
CITY OF CHICAGO

RULES



ELEVATOR AND OTHER CONVEYENCE DEVICE INSPECTIONS

LAST UPDATED: 10/22/2015



Mayor Rahm Emanuel

Commissioner Judy Frydland

BY AUTHORITY VESTED IN THE COMMISSIONER OF BUILDINGS PURSUANT TO SECTIONS 2-22-040(4) AND 18-306-460 AND THE GENERAL PROVISIONS OF THE MUNICIPAL CODE OF CHICAGO, THE FOLLOWING RULES FOR ELEVATOR AND OTHER CONVEYENCE DEVICE INSPECTIONS.

By Order of the Commissioner:

Signed: 
Commissioner Judith Frydland

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RULES FOR ELEVATOR AND OTHER CONVEYENCE DEVICE INSPECTIONS

ARTICLE I - DEFINITIONS

Rule No. 1. As used in these rules, unless the context clearly indicates otherwise:

“ASME” means the American Society of Mechanical Engineers.

“ASME A17.1 – 2007” means the ASME Safety Code for Elevators and Escalators, 2007 edition.

“Authorized technician” means any inspector-that (1) is an elevator inspector licensed by the State of Illinois pursuant to Section 60 of the Elevator Safety and Regulation Act (225 ILCS 312/60) and(2) is either the owner of or employed by an elevator inspection company licensed by the State of Illinois pursuant to Section 60 of the Elevator Safety and Regulation Act (225 ILCS 312/60).

“Building” has the meaning ascribed to the term in Section 13-4-010.

“Category 1 reporting form” means the form proscribed by the department and available on the department’s website for the one-year or annual periodic test required for all elevators and other conveyance devices.

“Category 3 reporting form” means the form proscribed by the department and available on the department’s website for the three-year periodic test required for all water hydraulic elevators and other water hydraulic conveyance devices.

“Category 5 reporting form” means the form proscribed by the department and available on the department’s website for the five-year periodic test for all elevators and other conveyance devices requiring a load test.

“Chicago Building Code” or “building code” has the meaning ascribed to the term in Section 1-4-090 of the Municipal Code of Chicago.

“Code” or “Municipal Code” has the meaning ascribed to the term in Section 1-4-090 of the Municipal Code of Chicago.

“Commissioner” means the commissioner of buildings or his or her designee.

“Conveyance device” means any equipment regulated under Chapter 18-30 of the Municipal Code of Chicago.

“Department” means the department of buildings.

“Department’s website” means the public website of the Department of Buildings at <http://www.cityofchicago.org/city/en/depts/bldgs.html> or its successor address.

“Elevator inspector” means a person licensed as an elevator inspector by the State of Illinois pursuant to Section 60 of the Elevator Safety and Regulation Act (225 ILCS 312/60).

“Owner” has the meaning ascribed to the term in Section 13-4-010.

“Periodic tests” means the inspection requirements set forth in Table N-1 of ASME A17.1 - 2007.

“Supervising elevator mechanic” means a supervising elevator mechanic within the meaning of Chapter 4-298 of the Code.

ARTICLE II – INSPECTION AND REPORTING REQUIREMENTS

Rule No. 2 Building owners, elevator inspectors and authorized technicians shall utilize the inspection checklists and category 1, 3 and 5 reporting forms prescribed by the commissioner and posted on the department’s website.

Rule No. 3 Pursuant to section 18-30-160(1) of the Municipal Code of Chicago existing installations of elevators and other conveyance devices, at a minimum, shall meet the requirements of the Municipal Code of Chicago in effect at the time the installation was installed or altered, plus all the requirements set forth in Chapter 18-30 Article 14 of the Municipal Code of Chicago. The Municipal Code of Chicago in effect at the time of the installation is available on the department’s website in a chart detailing the dates. The Code Data plate is to indicate the Municipal Code of Chicago in effect at the time the permit was issued. Any elevator constructed pursuant to a permit issued prior to the effective date of November 26, 1965 effective date of Section 18-30-160 of the Municipal Code of Chicago shall have the date listed as "pre-1965."

Rule No. 4 The originals of the checklists and reporting forms are to be maintained on site as part of the maintenance log and made available to the department upon request. The department reserves the right to require that a copy of the checklist and reporting forms be filed with the department.

Rule No. 5 Pursuant to section 18-30-040(59) of the Municipal Code of Chicago, which incorporates as modified section 2.27.8 of ASME 17.1 – 2007, in-part, the key(s) shall be of a tubular, 7 pin, style 137 construction and shall have a bitting code of 6143521. That provision is further clarified as follows: the key(s) shall be of a tubular, 7 pin, style 137 construction and shall have a bitting code of 6143521 starting at the tab and sequenced clockwise as viewed for the barrel and of the key.

All elevators in a building shall be operated by the same key. If a key is changed, or a new device with a new key is added, then all of the remaining existing keys shall be changed to match the new or changed key and shall comply the key requirements of the Municipal Code of Chicago and this Rule.

Keys for emergency operation and signaling devices shall have a code of FEO-K1.

Rule No. 6 Witnessing of periodic tests is not required by the elevator inspector. However, if the elevator inspector did not witness the periodic test, the elevator inspector shall verify that any required periodic test met the test intervals prescribed in Table N-1 of ASME 17.1 - 2007.

Rule No. 7 Log forms recording the results of monthly Firefighters' Emergency Operation test are to be maintained on site and shall contain the information required by section 18-30-100 of the Municipal Code of Chicago which incorporates ASME 17.1 - 2007 section 8.6.11.1. The log forms are available on the department's website and shall be utilized by building owners, elevator inspectors and authorized technicians and shall be maintained on-site and made available to the department upon request.

ARTICLE III – GENERAL PROVISIONS

Rule No. 8 Penalties for violations of these Rules shall be as provided in the Municipal Code of Chicago.

Nothing in these Rules shall limit or prohibit the department or the City of Chicago from pursuing any other penalties, fees, sanctions or remedies under any other authority granted to the department or the City under law.

Rule No. 9 Nothing in these Rules is intended to limit the powers or authority of the City of Chicago, the Department of Buildings or the powers or authority of any other City departments; nor are these Rules intended to relieve any person or entity from full compliance with any other provisions of the Municipal Code of Chicago or other rules and regulations promulgated by the department or by any other City department.

Rule No. 10 The commissioner reserves the right to suspend, repeal or amend these Rules at any time in accordance with law.

Rule No. 11 The provisions of these Rules are severable. If any part of these Rules, in whole or in part, is declared invalid or unconstitutional, that declaration shall not affect the part or parts which remains.