TO:

ALL BUILDING DIVISION PERSONNEL

FROM:

**DOUG WISE** 

BUILDING DIVISION DIRECTOR

PREPARED BY:

**BUILDING DIVISION** 

SUBJECT:

ELECTRICAL POWER RELEASE

**PPM #:** 

PB-O-008

ISSUE DATE

EFFECTIVE DATE

January 7, 2020

**January 7, 2020** 

## **PURPOSE**:

To establish a uniform policy for release of electrical power prior to Certificate of Occupancy or Certificate of Completion, when such release is for circumstances other than temporary power for construction or temporary underground service.

#### **UPDATES:**

Future updates to this PPM are the responsibility of the Building Division Director, or the Deputy Building Official or Assistant Deputy Building Official under the authority of the Director of the Building Division.

#### **AUTHORITY:**

■ Sections 110.3 and 112, Chapter 1 – Administration, Palm Beach County Amendments to the Florida Building Code, as may be amended.

## **SCOPE**:

Temporary Underground (TUG) Service are only subject to procedural steps 4, 5, and 6. For TUG service requests, refer to PB-O-130.

#### **POLICY**:

Electrical power may be released for the purpose of testing electrical components, devices, equipment, fixtures, and systems prior to the issuance of a Certificate of Completion or Occupancy, provided all the requirements and conditions of this policy are satisfied. However, the release of electrical power remains solely at the discretion of the Building Division.

#### Requirements and Conditions:

- Request for early power release shall be accepted only from the property owner, primary qualifier or electrical contractor;
- All required permits/sub-permits must be issued, unless specifically authorized by the inspector;
- All underground and rough inspections have been scheduled and passed, unless specifically authorized by the inspector;
- A completed Early Power Release request form has been submitted;
- The guidelines referenced in Article 120, "Lockout/Tagout Principals and Procedures," NFPA 70E Standards for Electrical Safety in the Workplace, are adhered to when applicable;
- Electrical safety inspection 201 Electrical Waiver or 214 Residential Electric Power has passed.

#### PROCEDURE:

- 1. A completed Early Power Release application (Attachment A), shall be submitted to the Electrical Inspector in the field for processing 201 Electrical Waiver and 214 Residential Electric Power inspections. The application and request shall be reviewed, and if found to be justified and complete, the subsequent actions shall be taken.
- 2. A 201 Electrical Waiver inspection shall be scheduled and passed prior to final electric inspections.
- 3. For 1 & 2 family dwellings, fee simple townhouses, and residential accessory structures, a 214 Residential Electric Power inspection must be scheduled and passed prior to final electric inspections.
- 4. Upon notification of passed 201 Electrical Waiver, 214 Residential Electric Power, or 220 Rough Electric with TUG inspection, as applicable, Inspections Scheduling staff shall forward power release request to the applicable utility company.
- 5. Fees are assessed in accordance with the approved Palm Beach County Building Division Fee schedule. Inspection Scheduling staff shall assess the appropriate electrical waiver power release inspection fee, including fees for additional meters, when power is released. No fees are required for 1 & 2 family dwellings, fee simple townhouses, and residential accessory structures unless the request requires additional electric inspections.
- 6. Inspections Scheduling staff shall schedule an **814 Internal Audit** inspection at 90 days following power release for SFD permits and 180 days for all other permits to confirm the status of the Early Power Release:
  - a. If the permit is not complete and a Certificate of Completion or Occupancy has not been issued, at time of internal audit review, staff shall review the inspection history.
  - b. In cases where the inspection history is dormant, inspection staff shall schedule another 814 Internal Audit inspection (see step 6) and refer the permit to the Chief Building Inspector. The Chief Building Inspector will review and schedule an 805 Status inspection, if warranted.
  - c. If the status inspection exposes any violation of the terms and conditions of the completed Early Power Release, or violation of other code provisions are noted, the inspector shall obtain the meter number and notify the Chief Inspector. Disconnection of power may be recommended with a letter of notification to the owner.

**Note:** All actions to release or terminate power requires the approval of the Building Official or designee.

DOUG WISE BUILDING DIVISION DIRECTOR

### **Supersession History**

- 1. PPM# PB-O-008, issued 03/87
- 2. PPM# PB-O-008, effective 03/87
- 3. PPM# PB-O-008, issued 02/10/88
- 4. PPM# PB-O-008, issued 01/89
- 5. PPM# PB-O-008, issued 7/89
- 6. PPM# PB-O-008, issued 01/90
- 7. PPM# PB-O-008, effective 03/91
- 8. PPM# PB-O-008, issued 10/92
- 9. PPM# PB-O-008, issued 08/00
- 10. PPM# PB-O-008, issued 04/24/12
- 11. PPM# PB-O-008, issued 01/29/19
- 12. PPM# PB-O-008, issued 02/11/19
- 13. PPM# PB-O-008, issued 5/9/19
- 14. PPM# PB-O-008, issued 1/7/20



# PALM BEACH COUNTY PLANNING, ZONING AND BUILDING DEPARTMENT BUILDING DIVISION

| PERMIT # | - | - |  |
|----------|---|---|--|
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#### EARLY POWER RELEASE REQUEST

| Application is made by  | as [] primary qualifier/property owner or [] electrical                           |
|---|---|
| qualifier for early release of electrical power at address: _ | for the purpose   |
| of testing building systems, including air conditioning, ligh | nting, refrigeration, power and control circuits with the following stipulations: |

- 1. No circuits will be left energized after all personnel have left the job without prior permission of the Building Division.
- 2. All panels and disconnects not in use will be locked in the "OFF" position or fuses will be removed.
- 3. Nothing will be energized without the permission of the electrical inspector.
- 4. The electrical equipment room will remain locked at all times with the key in the possession of the electrical contractor.
- 5. Final inspections for all trade permits/sub-permits must be scheduled and passed within 30 days.
- 6. OCCUPANCY OF THE BUILDING PRIOR TO C.O. IS PROHIBITED.

Approved by:

- 7. No furniture, racks, furnishings, or other personal or corporate property is permitted on site by this agreement.
- 8. No stocking of materials, other than those required for construction, is permitted by this agreement.
- 9. No on-site occupancy, use, or training of personnel employed by the occupant, tenant, business entity or owner is permitted by this agreement.
- 10. All structures (permanent and temporary) energized by this service must receive permit and required inspections. Energizing unpermitted structures may result in disconnection of the service.

Deviations from or violations of this agreement may result in immediate termination of the electrical power without further notice to owner, contractor or other affected parties. This form requires all of the signatures below prior to power being released.

The undersigned parties acknowledge and agree to abide by the stipulations listed above. The undersigned parties agree to hold Palm Beach County, its agents, employees, and elected officials harmless at all times from and against any and all damages that may arise as a result of the early release of power to the property referenced above. The undersigned parties hereby request power to be released for this project. This form does not guarantee power, which is at the discretion and control of the applicable utility company.

| Signature - Electrical Qualifier   | Signature – Primary Qualifier / Property Owner  |
|--|---|
| Printed Name – Electrical Qualifier Phone  | Printed Name – Primary Qualifier / Property Owner Phone   |
| Electrical Qualifier License #'s   | Primary Qualifier License #'s   |
| Electrical Company Name Phone  | Primary Contractor Company Name Phon  |
| STATE OF FLORIDA COUNTY OF   | STATE OF FLORIDA COUNTY OF  |
| Sworn to or affirmed before me by means of   physical presence or   online notarization this day of, 20 by | Sworn to or affirmed before me by means of $\square$ physical presence or $\square$ online notarization this day of , 20 by |
| personally known to me or $\square$ has produced as identification Notary State of Florida                 | personally known to me or $\square$ has produced as identification Notary State of Florida                                  |
| Name of Notary (Typed Printed or Stamped)  | Printed or Stamped)  Name of Notary (Typed  |

**Electrical Inspector** 

Date