



SAM SHAHROURI  
DEPUTY DIRECTOR OF TLMA  
BUILDING OFFICIAL

# COUNTY OF RIVERSIDE BUILDING AND SAFETY DEPARTMENT

## COMPLIANCE GUIDELINES FOR UNPERMITTED ENERGIZED STRUCTURES

The guidelines are to establish safe disconnection methods of unpermitted structures with electrical connections.

Any structure that is listed on an approved site plan or any structure that is not on a site plan, that carries electrical and is determined as CWP construction or cannot be verified as a permitted structure, whether habitable or non-habitable, will be required to comply with the following:

### Habitable Structures:

1. Will be required to be permitted and finalized prior to final of any permit or obtain a permit to legalize and/or convert to non-habitable use.

### Non-Habitable Structures:

1. Remove all breakers in the main or sub panels that feed the illegal structures.
2. Terminate power source that is feeding the breaker(s) at least 3ft away from the main and/or subpanels. This termination must be exposed prior to the arrival of the building inspector, for field verification.
3. Where power source is originates from the dwellings wiring, then the conductor must be terminated at source and all electrical fixtures must be blanked off on all unlawfully built structures.
4. A note on the job card will be added stating “Power source to illegal structures have been removed and verified, any reconnection to these structures will result in notification to code enforcement. The illegal structures must be permitted prior to re-establishing power.
5. After the power has been terminated and the prior note added, the inspector will be required to photograph the areas that were providing power and the job card.

### Miscellaneous Structures:

1. Un-lawful construction acknowledgement letter (form – 284-099).

**Note:** For *non-habitable structures that were permitted **without** electricity and have since then been energized, they must either comply with the “non-habitable structures” guidelines or obtain permit to permit the electrical connection, fixtures, etc. for the structure.*