

## **TEMPORARY POWER AT PERMANENT ELECTRICAL SERVICE GUIDELINES AND REQUIREMENTS**

Permanent power to a building may be released early for temporary use under certain conditions and for specific uses. Examples of this would be construction power, testing of special equipment, testing of duct smoke detectors, testing of systems for Fire Marshal or Planning final approvals.

All requests for an early release of utilities to a building, for any purpose, **shall be made through the Building Inspector** assigned to the project. If approved by the Building Inspector, the Inspector will fill out and sign an **Application for Temporary Power**. The owner/authorized agent shall bring the completed **Application for Temporary Power** to the Community Development Department and pay a \$667 non-refundable fee. Applications must have the original wet ink Building Inspector Signature, **PHOTO COPIES ARE NOT ACCEPTABLE**.

In most cases, when a project has both electric and natural gas utilities, the Building Inspector may not be able to release both utilities.

### **Conditions:**

- The **Application for Temporary Power** will serve as the agreement between the owner/authorized agent and the City of Tempe Community Development Department. **Any abuse, misuse or violation of this agreement will result in its termination and this department may request that the serving utility disconnect service to the suite and/or building.**
- The electric service section (SES) must have lockable disconnect(s)
- The contractor must provide circuit breaker-locking devices
- The gas service must have lockable devices
- Panel(s) and/or circuits(s) must be complete, inspected and approved by the City Building Inspector prior to being energized
- The gas system must be complete, inspected and approved by the City Building Inspector prior to being turned on
- Padlocks may need to be purchased by the requesting party. Check with your Building inspector for padlocks availability
- When required, the padlocks(s) purchased must be a Master Lock Model No. 175SDLH (settable combination type) or equivalent
- The Building Inspector will set the lock(s) combination. The Building Inspector(s) will unlock disconnects/circuit breakers as needed and agreed. The lock(s) may become the property of the City of Tempe
- The Building Inspection Administrator may, in writing to the responsible contact person, terminate this approval at any time.

**REQUEST FOR TEMPORARY POWER AT PERMANENT  
ELECTRICAL SERVICE**

DATE: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_ STE: \_\_\_\_\_

OWNER/AUTHORIZED AGENT NAME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PHONE NUMBER: \_\_\_\_\_

A request is hereby made to the Community Development Department, Building Safety Division, to authorize the electrical service supplier to energize the electrical service on the building referenced above. This approval is not effective until a non-refundable fee in the amount of \$655 has been paid at the Community Development counter and a field inspection is conducted by Building Safety.

The use of this temporary connection approval, by the owner or authorized agent, is subject to the specific details and conditions of the request and an electrical inspection approval from the Community Development Department.

The undersigned acknowledges and agrees that the temporary connections are for construction, equipment testing, Fire marshal tests, or security lighting/photometric inspection only and does not constitute the final inspection approval. Furthermore, the building shall not be used, occupied or furnished until such time as the City of Tempe approves the final building inspection and issues a Certification of Occupancy.

It is also understood that, should this agreement be violated by the undersigned or any agent associated with the above referenced project, the Community Development Department may order the electrical service supplier to de-energize the electrical service to the building immediately.

\_\_\_\_\_  
*Owner or Authorized Agent Signature* *Date*

I have read and agree to the Guidelines and Requirements as they appear on the front and back of this permit.

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**For Official Use Only:**

Building Safety Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Must submit with original Inspector's signature)

Type of Construction/AFES: \_\_\_\_\_ Occ. Group/Use: \_\_\_\_\_

Fee Amount (\$655): \_\_\_\_\_ Date Paid: \_\_\_\_\_

Initials: \_\_\_\_\_