



**COUNTY OF RIVERSIDE  
DEPARTMENT OF BUILDING AND SAFETY**



**User Guide for Inspection Permit  
Requirements Relating to  
ELECTRICAL METER RESET**

**PERMIT LIMITATION:** This permit is only for a single inspection for reconnection of the main electrical service disconnected by the local serving utility company or Riverside County. If inspection of the property determines that the structure(s) require extensive repairs, additional building permit(s) may be necessary.

**PLOT PLAN:** Submit three (3) plot plans indicating the location of the main electrical service and each structure on the property energized. Plot plans must be legibly drawn on substantial paper that is a minimum size of 8-1/2" x 11". Identify all structures on property and indicate north arrow.

**PERMIT APPLICATION:** The owner or contractor must complete and sign "Application to Construct Worksheet" (Form No. 284-199) and return to counter technician. If applying by mail, the owner or contractor must complete and sign "Mail-In Permit Application" (Form No. 284-199A) and return to the Department of Building and Safety at one of the addresses listed below.

**INSPECTION REQUIREMENTS:** The following requirements listed below, but not limited to, will be verified at inspection.

1. Access to the property shall be provided for inspection.
2. Address of the property shall be conspicuously posted.
3. Job card and plot plan shall be posted at the main electrical service panel.
4. Visual inspection shall be conducted of the exterior and interior of all structures on the property for any substandard conditions or imminent hazards, which may adversely affect the safe usage of the structure occupancy.

**NOTE:** Failure to provide the above listed requirements at inspection may necessitate the applicant to pay a reinspection fee.

If additional information is desired regarding this permit, please contact our Regional Office.