

Wisconsin Department of Safety and Professional Services
Division of Industry Services
1400 East Washington Avenue
PO Box 7302
Madison WI 53703-7302



Phone: 608-266-2112
Web: <http://dsps.wi.gov>
Email: dsps@wisconsin.gov

Scott Walker, Governor
Dave Ross, Secretary

June 22, 2015

Email: dsps@wi.gov
Phone: 608-261-2112

Patrick LeMahieu, Clerk
Town of Medina
PO Box 37
Marshall, WI 53559

COPY

Re: Town of Medina Commercial Building Delegation Request

Dear Mr. Le Mahieu,

I am pleased to inform you that your municipality has been delegated commercial building code enforcement authority per your request. Per s. s. 101.12(3)(g), Wis Stats., I authorize you to do inspections of all size buildings in lieu of our department to be constructed within the limits of your municipality. This delegation does not include fire sprinkler or fire alarm plan review or inspection delegation, which you may request as a separate delegation. An exception to this inspection authority delegation is that our agency retains jurisdiction for plan review and inspection for all state-owned buildings, as well as projects for which the owner chooses to submit plans to our agency.

We will periodically monitor municipalities and request activity reports to ensure that our delegated responsibilities are being properly fulfilled by the municipality. We do require that delegated municipal code officials hold the Wisconsin Commercial Building Inspector certification and attend agency-approved continuing education to maintain their certification. Municipalities are always free to relinquish their delegated authority at any time, given proper notice.

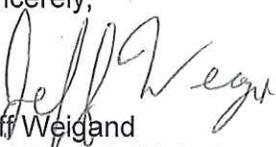
I understand that Steven Rewey will be the primary code official responsible for enforcement and has the proper certification to do so.

Please contact Peggy Thran at (608)267-9706 or Peggy.Thran@wisconsin.gov with changes in your contact information.

Our building inspection deputy for your area, Steve Gothard, will be contacting your code official in the near future to discuss transitional and coordination issues.

The Division of Industry Services looks forward to working with you.

Sincerely,


Jeff Weigand
Division Administrator

cc: Steve Gothard
Brian Ferris
Robin Zentner

Application for Commercial Building Delegated Municipality Authority
10/31/2014

Complete this application to request agent municipality delegation authority for commercial buildings from the State of Wisconsin Department of Safety & Professional Services, Division of Industry Services based on the request described below. See the attached list of delegated municipality general obligations. Please request our separate application for plumbing delegation.

You are requesting delegation (check one):

1. (Base Delegation) As a municipality (city, village, town or county) per s. SPS 361.60(5)(c) to do **plan review and inspections of small** commercial building projects (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting not more than 100,000 cubic feet) to be constructed within the municipality.
2. As a municipality (city, village, town or county) per s. SPS 361.60(5)(c) to do **plan review of small** commercial building projects (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting not more than 100,000 cubic feet) to be constructed within the municipality **and** authorization per s. 101.12(3)(g), Wis Stats., to do **inspections of all size** buildings in lieu of the department.
3. Per s. 101.12(3)(g), Wis Stats., to do **inspections only of all size** buildings within the municipality in lieu of the department.
4. As a **second class city** per s. SPS 361.60(5)(b) to do **plan review and inspections** for all the types of buildings and structures specified in s. SPS 361.30, except state-owned buildings and structures, to be constructed within the municipality. **(Note that fees per s. SPS 302.31(1)(g) must be remitted to our agency for projects beyond the base delegation size limits.)**
5. As an **appointed agent** per s. SPS 361.61 whereby a municipality (city, village, town or county) may request desired administrative responsibilities (e.g., fire sprinkler & fire alarm plan review only, or other expanded plan review beyond the limits outlined in options #1 & #2) and if approved by the department, receive in writing the prescribed responsibilities that are to be assumed. **(Note that fees per s. SPS 302.31(1)(g) must be remitted to our agency for building projects beyond the base delegation size limits and for all fire protection systems.)**
If appointed agent status is requested, fill in the desired enforcement responsibilities:

Ordinance: Attach your proposed or current ordinance showing: 1) adoption of the Wisconsin State Building Code, chs. SPS 361-366, 2) authorization of municipal code official to enforce, 3) duty of owners to submit for permits, 4) fee schedule or reference to fees to be set by resolution and 5) fines and penalties. Contact us for a model ordinance if desired.

Projects: Estimate the number of expected delegated projects per year:

For plan review: 1

For inspections: 1

Primary Enforcement Contact: Your primary certified commercial building inspector (CBI) for such enforcement is STEVEN REWEY , Credential # 70733 who can be reached at:

 761 COLTTS CT DEERFIELD WI 53531
(address, if different than municipality address below)

(phone number) 608-212-1656 (e-mail) FOUNDED.MEDINARI@G.M.A.I.C.COM

Your inspector has 5200 hours of commercial building code enforcement experience in the past five years.

Additional Enforcement Staff: Please complete for all other certified commercial building inspectors (CBI) that will be involved.

Name	Credential#	Hours of Commercial Building Enforcement in Past 5 Years

Additional Information:

Large Building Plan Review Delegation: For delegation type 4, and type 5 if desiring plan review authority for all buildings, indicate who is your Wisconsin-registered architect or engineer with the commercial building inspector credential that will oversee commercial building enforcement.

Architect or Engineer Reg.# _____

DSPS CBI Credential# _____ Date of Passage of DSPS or ICC CBI Exam _____

Fire Protection Delegation: For fire sprinkler and fire alarm plan review delegation, indicate who will be your reviewer(s) and what their credentials and experience are:

Name	Credential Types (WI Fire Sprinkler Contractor, WI Registered Fire Protection Designer, NICET Fire Alarm Systems & Water-Based Layout, NFPA CFPE, ICC F-3)	Hours of Fire Sprinkler Review/Design in Past 5 Years	Hours of Fire Alarm Review/Design in Past 5 Years

Comments: _____

I understand the attached applicable responsibilities and expectations for the type of delegation we are requesting and that they are municipal responsibilities, regardless of how we provide staffing for our enforcement program.


Clerk
6/4/15

Signature of Head Elected or Administrative Municipal Official

Title

Date

Patrick Lemahieu

Name (printed)

Town of Medina

Municipality

P.O. Box 37

Address

Marshall, WI 53559

City, Zip Code

Return to:

Division of Industry Services

Division Administrator

PO Box 2658

Madison, WI 53701-2658

**Town of Medina
Dane County, WI**

Building Permit Ordinance

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1.01 PURPOSE

The purpose of this Ordinance is to regulate commercial, residential, and accessory buildings within the Town of Medina, to assure that construction protects the general health and safety of Town residents, preserves agricultural land and productivity, and is designed to enforce the goals and policies set forth in the Town of Medina Land Use Plan.

1.02 AUTHORITY

These regulations are adopted under the statutory authority granted pursuant to sec. 101.65, 101.651, 101.76, and 101.761, and by its adoption of village powers under sec. 60.10(2)(c), 60.22(3), and 61.34(1) of the Wisconsin Statutes.

1.03 SCOPE

The scope of this ordinance includes the construction and inspection of new and existing commercial buildings as well as the construction of one- and two-family dwellings built since June 1, 1980.

Notwithstanding s. SPS 320.05 or any other exemptions of the Uniform Dwelling Code, the scope of this ordinance also includes the construction and inspection of alterations and additions to one- and two-family dwellings built before June 1, 1980. Because such projects are not under state jurisdiction, petitions for variance and final appeals under ss. SPS 320.19 and 320.21, respectively, shall be decided by the Town Board. Petitions for variance shall be decided per s. SPS 320.19 so that equivalency is maintained to the intent of the rule being petitioned.

Notwithstanding s. SPS 320.05 or any other exemptions of the Uniform Dwelling Code, the scope of this ordinance also includes the construction and inspection of accessory buildings serving one and two family dwellings. The building structure and any heating, electrical or plumbing systems shall comply with the requirements of the Uniform Dwelling Code, other than for smoke alarms, carbon monoxide alarms and

frost protection of footings, which shall be determined by the code official. Petitions for variance and appeals shall be handled by this municipality.

1.04 ADOPTION BY REFERENCE.

The Wis. Adm. Code Chapters 320 -325 (Uniform Dwelling Code) SPS 361-65 (Wisconsin Commercial Building Codes) SPS 328 (Smoke Detectors), and SPS 375-379 (Existing Buildings Code), and subsequent amendments, additions and recodifications thereto are hereby adopted by reference. Chapters 320-325 and 328 shall apply to all new one- and two-family residential buildings, as well as additions and alterations to all existing, to accessory buildings and to new portions of moved one- and two-family residential buildings.

1.05 DEFINITIONS

- (1) Accessory Building. Any structure permanently affixed to the ground which cannot be occupied as a residence, or an addition or additional story to an existing accessory building.
- (2) Agricultural Building A structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged, nor shall it be a place used by the public
- (3) Agricultural Land. Land within the Town of Medina that has produced or is capable of producing a viable crop or raising livestock.
- (4) Farm premises Areas used for operations herein set forth, but does not include other areas, greenhouses or other similar structures unless used principally for the production of food and farm plants.
- (5) Farmer Any person engaged in farming as defined. Operation of farm premises shall be deemed to be the planting and cultivating of the soil thereof; the raising and harvesting of agricultural, horticultural or arboricultural crops thereon; the raising, breeding, tending, training and management of livestock, bees, poultry, fur-bearing animals, wildlife or aquatic life, or their products, thereon; the processing, drying, packing, packaging, freezing, grading, storing, delivering to storage, to market or to a carrier for transportation to market, distributing directly to consumers or marketing any of the above-named commodities, substantially all of which have been planted or produced thereon; the clearing of such premises and the salvaging of timber and management and use of wood lots thereon, but not including logging, lumbering or wood cutting operations unless conducted as an accessory to other farming operations; the managing, conserving, improving and maintaining of such premises or the tools, equipment and improvements thereon and the exchange of labor, services or the exchange of use of equipment with other farmers in pursuing such activities. The operation for not to exceed 30 days during any calendar year, by any person deriving the person's principal income from farming, of farm machinery in performing farming services for other farmers for a consideration other than exchange of labor shall be deemed farming. Operation of such premises shall be deemed to include also any other activities commonly considered to be farming whether conducted on or off such premises by the farm operator."
- (6) Dwelling. Any structure permanently affixed to the ground which is intended to be occupied as a residence, or an addition or additional story to an existing dwelling.

- (7) Town Board. The Town of Medina Board of Supervisors.
- (8) Town Clerk. Clerk of the Town of Medina
- (9) Town Building Inspector. The individual hired by the Town Board to act in this capacity.

1.06 BUILDING INSPECTOR.

There is hereby created the position of Building Inspector, who shall administer and enforce this ordinance as well as other duties as defined by the board. The Inspector shall be certified by the Division of Professional Credential Processing, as specified by Wisconsin Statutes, Section 101.66 (2), in the category of, and Uniform Dwelling Code Construction Inspector. Additionally, this or other assistant inspectors shall possess the certification categories of, UDC HVAC, UDC Electrical, UDC Plumbing, Commercial Building, Commercial Electrical and. Commercial Plumbing.

1.07 PERMIT / APPLICATION REQUIREMENTS AND PROCEDURES

- (1) Building No person or entity shall construct any building or structure, add to, enlarge, move, structurally alter, or convert without first submitting an application with the appropriate fee and obtaining a Building Permit.
- (2) Interior alterations No person or entity shall convert unfinished space to habitable space, reconfigure habitable rooms or interior partition location in a commercial building in any twelve month period without first submitting an application with the appropriate fee and obtaining a Building Permit.
- (3) Mechanicals No person or entity shall alter or extend mechanical system in excess of \$500 within a 12 month period without first submitting an application with the appropriate fee and obtaining a Building Permit.
- (4) Included and exempted items
 - (a) Such minor items requiring permits but not limited to:
 - i. Decks
 - ii. Porches
 - iii. Gazebo's
 - iv. Wood burning or gas fireplaces or stoves
 - v. Electric service alterations, additions, or subpanels
 - vi. Addition of electrical circuits or more than 5 electrical openings
 - vii. Addition of plumbing fixtures
 - viii. Furnace or boiler replacement
 - ix. Installation of fuel fired water heaters
 - x. Extensions of the HVAC System
 - xi. Heating additional areas previously unheated
 - xii. In ground or permanent above ground pools
 - (b) Such items to be excluded from requiring permits:
 - i. Re-siding
 - ii. Re-roofing

- iii. Window replacement (no structural changes)
 - iv. Finishing of interior surfaces
 - v. Non structural repairs
 - vi. Installation of cabinetry
 - vii. Replacement of plumbing fixtures
 - viii. Patios of a stone or similar material
 - ix. Sheds or play houses under 120 sqft not attached to a foundation
- (5) Application Forms. The Town Board shall approve a form for applications for building permits. These are available from the Town Clerk or the Town Building Inspector
- (6) Application Review. Procedures for the evaluation of the Building Permit Application by the Town Board are described in the Town's Applications Guide, a copy of which is available from the Town Clerk or Town Building Inspector.
- (7) Supporting Documents. If the Building Permit Application is approved, the following documents, if required, must be submitted to the Town Clerk, or Building Inspector before a Building Permit will be issued. These documents are described in the Town's Application Guide, a copy of which is available from the Town Clerk or Town Building Inspector.
- (a) Land Division Approval (if this property was divided from a larger one).
 - (b) Site Plan Approval (see exemptions in sec. 1.09 of this Ordinance).
 - (c) Driveway permit (if driveway is needed).
 - (d) County Zoning Permit (if required).
 - (e) County Sanitary Permit (when required by the county)
 - (f) Wisconsin Administrative Building Permit Application for (new buildings)
 - (g) Erosion Control Form (for land disturbing activities)
- (8) Permit Period. The Building Permit is effective for 12 months from the date of issuance. The permit shall expire after 12 months unless renewed.
- (9) Renewal. The permit may be renewed for 1 additional period of 12 months. If the building has not been constructed by the end of this period, a new application must be submitted and approved.
- (10) Revocation of Permit. All Building Permits are issued conditionally. The Building Permit is not transferable from one person to another or from one place to another. After notice and a hearing, the Town Board may revoke a Building Permit previously issued in the event the applicant fails to maintain compliance with the conditions listed in sec. 1.08 of this Ordinance. Upon the determination of the town board, a letter shall be sent to the owner and contractor of record stating that the permit/s are revoked. The letter shall including any current code violations as well as known code violations if construction is or has continued. The owner will be subject to any fines for working without permits. All violations shall be corrected prior to the issuance or reissuance of any permits. A fine set by the township board as well as any inspection fees incurred may be added to any such permit prior to issuance.
- (11) Application Fee. An application fee of an amount determined by a resolution of the Town Board will be charged. The amount charged for each required inspection by the Building Inspector will also be determined by a resolution of the Town Board. These fees are specified in the "Application Fee Schedule" in the Applications Guide, and shall include the applicable fee per

ch. SPS 302 to be forwarded to the Wisconsin Department of Safety & Professional Services for a UDC permit seal that shall be assigned to any new dwelling.

Penalty for failure to obtain a permit before starting work shall be double the permit fees this shall be in addition to any other penalties provided elsewhere in this code.

1.08 CONDITIONS

The Town Clerk or Town Building Inspector shall issue or re-issue a Building Permit in the Town of Medina only if all of the following conditions are satisfied as determined in the discretion of the Town Board:

- (1) The construction project will not interfere with or fail to comply with the goals, standards, and policies set forth in the Town of Medina Land Use Plan.
- (2) The Town Board shall approve a building site that has the least substantial adverse impact on agricultural land.
- (3) The applicant complies with all applicable county, state, and Town building codes and ordinances. Any permit violations not corrected after 30 days of the initial notification of any violations may be subject to fines and revocation of all permits.
- (4) The applicant agrees to install, provide, and maintain adequate, temporary sanitary facilities at the site during construction, which are sufficient to prevent a public health hazard.
- (5) The applicant or applicant's contractor(s) will prevent any public nuisance associated with noise, dust, odors, fires, explosions, water pollution, air pollution, erosion, and traffic flow.

1.09 EXEMPTIONS

Accessory Agricultural buildings do not require Inspections, Site Plan Approval or any of the other supporting documents listed in sec. 1.07(7) of this Ordinance.

1.10 INSPECTIONS

No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection as indicated below or as indicated within the above referenced codes.

- (1) Footing Prior to the placement of concrete unless authorized by the Building Inspector.
- (2) Foundation Prior to concrete if required reinforcing is installed or prior to backfill.
- (3) Under floor Prior to covering any under floor mechanicals as well as prior to covering any under floor vapor barriers.
- (4) Rough Prior to covering any framing or mechanicals.
- (5) Insulation Prior to drywall but after placement of insulations and vapor barriers.

(6) Final Prior to occupancy of any new, added, or altered areas.

1.11 PENALTIES

Any person or entity that violates this Ordinance shall, upon conviction, pay a forfeiture of \$100.00 plus applicable surcharges and court costs per violation. Each day that the violation continues to exist shall constitute a separate offense. This Ordinance may be enforced by a civil action. A violation of this Ordinance is deemed a public nuisance and may be enjoined.

Penalty for failure to obtain a permit before starting work shall be double the permit fees.

1.12 RECORD KEEPING

The Building Inspector shall keep a log of all permit issued and shall forward those records to the board monthly. The Building Inspector(s) shall also keep a log of all inspections completed.

1.13 DISCLAIMER

The Town of Medina does not, by issuing a building permit, warranty or make assurance of any kind whatsoever, specifically as to whether the building which is the subject of the permit is safe, suitable for its intended purpose, merchantable, or in compliance with any applicable codes or regulations.

1.14 EFFECTIVE DATE

This ordinance shall take effect and be in force from and after passage and publication as required by law.

(1) Town Board Approval. This Ordinance was adopted by the Town Board on this ___ day of _____ 2015.

Approved By:

Chairman

Supervisor

Supervisor

Attested By:

Clerk

(2) Published:

Application for Commercial Building Delegated Municipality Authority
10/31/2014

Complete this application to request agent municipality delegation authority for commercial buildings from the State of Wisconsin Department of Safety & Professional Services, Division of Industry Services based on the request described below. See the attached list of delegated municipality general obligations. Please request our separate application for plumbing delegation.

You are requesting delegation (check one):

- 1. (Base Delegation) As a municipality (city, village, town or county) per s. SPS 361.60(5)(c) to do **plan review and inspections** of small commercial building projects (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting not more than 100,000 cubic feet) to be constructed within the municipality.

- 2. As a municipality (city, village, town or county) per s. SPS 361.60(5)(c) to do **plan review** of small commercial building projects (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting not more than 100,000 cubic feet) to be constructed within the municipality **and** authorization per s. 101.12(3)(g), Wis Stats., to do **inspections** of all size buildings in lieu of the department.

- 3. Per s. 101.12(3)(g), Wis Stats., to do **inspections only** of all size buildings within the municipality in lieu of the department.

- 4. As a **second class city** per s. SPS 361.60(5)(b) to do **plan review and inspections** for all the types of buildings and structures specified in s. SPS 361.30, except state-owned buildings and structures, to be constructed within the municipality. **(Note that fees per s. SPS 302.31(1)(g) must be remitted to our agency for projects beyond the base delegation size limits.)**

- 5. As an **appointed agent** per s. SPS 361.61 whereby a municipality (city, village, town or county) may request desired administrative responsibilities (e.g., fire sprinkler & fire alarm plan review only, or other expanded plan review beyond the limits outlined in options #1 & #2) and if approved by the department, receive in writing the prescribed responsibilities that are to be assumed. **(Note that fees per s. SPS 302.31(1)(g) must be remitted to our agency for building projects beyond the base delegation size limits and for all fire protection systems.)**
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Ordinance: Attach your proposed or current ordinance showing: 1) adoption of the Wisconsin State Building Code, chs. SPS 361-366, 2) authorization of municipal code official to enforce, 3) duty of owners to submit for permits, 4) fee schedule or reference to fees to be set by resolution and 5) fines and penalties. Contact us for a model ordinance if desired.

Projects: Estimate the number of expected delegated projects per year:

For plan review: 1
For inspections: 1

Primary Enforcement Contact: Your primary certified commercial building inspector (CBI) for such enforcement is STEVEN REWEY , Credential # 70733 who can be reached at:

 761 Colgate Ct DEERFIELD WI 53531
(address, if different than municipality address below)
(phone number) 608-212-1656 (e-mail) TONNOREMEDINARI@GMAIL.COM

Your inspector has 5200 hours of commercial building code enforcement experience in the past five years.

Additional Enforcement Staff: Please complete for all other certified commercial building inspectors (CBI) that will be involved.

Name	Credential#	Hours of Commercial Building Enforcement in Past 5 Years

Additional Information:

Large Building Plan Review Delegation: For delegation type 4, and type 5 if desiring plan review authority for all buildings, indicate who is your Wisconsin-registered architect or engineer with the commercial building inspector credential that will oversee commercial building enforcement.

_____ Architect or Engineer Reg.# _____

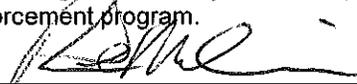
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Comments: _____

I understand the attached applicable responsibilities and expectations for the type of delegation we are requesting and that they are municipal responsibilities, regardless of how we provide staffing for our enforcement program.

 Clerk 6/4/15
 Signature of Head Elected or Administrative Municipal Official Title Date

Patrick Lemahieu
 Name (printed)

Town of Medina
 Municipality

P.O. Box 37
 Address

Marshall, WI 53559
 City, Zip Code

Return to:
 Division of Industry Services
 Division Administrator
 PO Box 2658
 Madison, WI 53701-2658

**Town of Medina
Dane County, WI**

Building Permit Ordinance

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1.01 PURPOSE

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1.02 AUTHORITY

These regulations are adopted under the statutory authority granted pursuant to sec. 101.65, 101.651, 101.76, and 101.761, and by its adoption of village powers under sec. 60.10(2)(c), 60.22(3), and 61.34(1) of the Wisconsin Statutes.

1.03 SCOPE

The scope of this ordinance includes the construction and inspection of new and existing commercial buildings as well as the construction of one- and two-family dwellings built since June 1, 1980.

Notwithstanding s. SPS 320.05 or any other exemptions of the Uniform Dwelling Code, the scope of this ordinance also includes the construction and inspection of alterations and additions to one- and two-family dwellings built before June 1, 1980. Because such projects are not under state jurisdiction, petitions for variance and final appeals under ss. SPS 320.19 and 320.21, respectively, shall be decided by the Town Board. Petitions for variance shall be decided per s. SPS 320.19 so that equivalency is maintained to the intent of the rule being petitioned.

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- iv. Finishing of interior surfaces
- v. Non structural repairs
- vi. Installation of cabinetry
- vii. Replacement of plumbing fixtures
- viii. Patios of a stone or similar material
- ix. Sheds or play houses under 120 sqft not attached to a foundation

- (5) Application Forms. The Town Board shall approve a form for applications for building permits. These are available from the Town Clerk or the Town Building Inspector
- (6) Application Review. Procedures for the evaluation of the Building Permit Application by the Town Board are described in the Town's Applications Guide, a copy of which is available from the Town Clerk or Town Building Inspector.
- (7) Supporting Documents. If the Building Permit Application is approved, the following documents, if required, must be submitted to the Town Clerk, or Building Inspector before a Building Permit will be issued. These documents are described in the Town's Application Guide, a copy of which is available from the Town Clerk or Town Building Inspector.
- (a) Land Division Approval (if this property was divided from a larger one).
 - (b) Site Plan Approval (see exemptions in sec. 1.09 of this Ordinance).
 - (c) Driveway permit (if driveway is needed).
 - (d) County Zoning Permit (if required).
 - (e) County Sanitary Permit (when required by the county)
 - (f) Wisconsin Administrative Building Permit Application for (new buildings)
 - (g) Erosion Control Form (for land disturbing activities)
- (8) Permit Period. The Building Permit is effective for 12 months from the date of issuance. The permit shall expire after 12 months unless renewed.
- (9) Renewal. The permit may be renewed for 1 additional period of 12 months. If the building has not been constructed by the end of this period, a new application must be submitted and approved.
- (10) Revocation of Permit. All Building Permits are issued conditionally. The Building Permit is not transferable from one person to another or from one place to another. After notice and a hearing, the Town Board may revoke a Building Permit previously issued in the event the applicant fails to maintain compliance with the conditions listed in sec. 1.08 of this Ordinance. Upon the determination of the town board, a letter shall be sent to the owner and contractor of record stating that the permit/s are revoked. The letter shall including any current code violations as well as known code violations if construction is or has continued. The owner will be subject to any fines for working without permits. All violations shall be corrected prior to the issuance or reissuance of any permits. A fine set by the township board as well as any inspection fees incurred may be added to any such permit prior to issuance.
- (11) Application Fee. An application fee of an amount determined by a resolution of the Town Board will be charged. The amount charged for each required inspection by the Building Inspector will also be determined by a resolution of the Town Board. These fees are specified in the "Application Fee Schedule" in the Applications Guide. and shall include the applicable fee per

ch. SPS 302 to be forwarded to the Wisconsin Department of Safety & Professional Services for a UDC permit seal that shall be assigned to any new dwelling.

Penalty for failure to obtain a permit before starting work shall be double the permit fees this shall be in addition to any other penalties provided elsewhere in this code.

1.08 CONDITIONS

The Town Clerk or Town Building Inspector shall issue or re-issue a Building Permit in the Town of Medina only if all of the following conditions are satisfied as determined in the discretion of the Town Board:

- (1) The construction project will not interfere with or fail to comply with the goals, standards, and policies set forth in the Town of Medina Land Use Plan.
- (2) The Town Board shall approve a building site that has the least substantial adverse impact on agricultural land.
- (3) The applicant complies with all applicable county, state, and Town building codes and ordinances. Any permit violations not corrected after 30 days of the initial notification of any violations may be subject to fines and revocation of all permits.
- (4) The applicant agrees to install, provide, and maintain adequate, temporary sanitary facilities at the site during construction, which are sufficient to prevent a public health hazard.
- (5) The applicant or applicant's contractor(s) will prevent any public nuisance associated with noise, dust, odors, fires, explosions, water pollution, air pollution, erosion, and traffic flow.

1.09 EXEMPTIONS

Accessory Agricultural buildings do not require Inspections, Site Plan Approval or any of the other supporting documents listed in sec. 1.07(7) of this Ordinance.

1.10 INSPECTIONS

No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection as indicated below or as indicated within the above referenced codes.

- (1) Footing Prior to the placement of concrete unless authorized by the Building Inspector.
- (2) Foundation Prior to concrete if required reinforcing is installed or prior to backfill.
- (3) Under floor Prior to covering any under floor mechanicals as well as prior to covering any under floor vapor barriers.
- (4) Rough Prior to covering any framing or mechanicals.
- (5) Insulation Prior to drywall but after placement of insulations and vapor barriers.

(6) Final Prior to occupancy of any new, added, or altered areas.

1.11 PENALTIES

Any person or entity that violates this Ordinance shall, upon conviction, pay a forfeiture of \$100.00 plus applicable surcharges and court costs per violation. Each day that the violation continues to exist shall constitute a separate offense. This Ordinance may be enforced by a civil action. A violation of this Ordinance is deemed a public nuisance and may be enjoined.

Penalty for failure to obtain a permit before starting work shall be double the permit fees.

1.12 RECORD KEEPING

The Building Inspector shall keep a log of all permit issued and shall forward those records to the board monthly. The Building Inspector(s) shall also keep a log of all inspections completed.

1.13 DISCLAIMER

The Town of Medina does not, by issuing a building permit, warranty or make assurance of any kind whatsoever, specifically as to whether the building which is the subject of the permit is safe, suitable for its intended purpose, merchantable, or in compliance with any applicable codes or regulations.

1.14 EFFECTIVE DATE

This ordinance shall take effect and be in force from and after passage and publication as required by law.

(1) Town Board Approval. This Ordinance was adopted by the Town Board on this ___ day of _____ 2015.

Approved By:

Chairman

Supervisor

Supervisor

Attested By:

Clerk

(2) Published: