



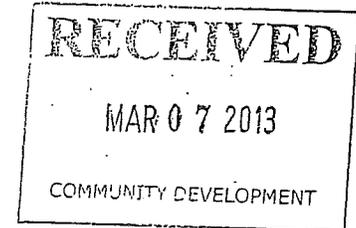
**STATE OF WISCONSIN**  
Department of Safety and Professional Services

Division of Industry Services  
Administrator's Office  
P. O. Box 2658  
Madison, Wisconsin 53707-2658  
TTY: Contact Through Relay

**Governor Scott Walker**      **Secretary Dave Ross**

March 4, 2013

H. Allen Davis III, Community Development Director  
City of Oshkosh  
215 Church Ave  
Oshkosh, WI 54903



Re:            City of Oshkosh Commercial Building Delegation Request

Dear Mr. Davis,

I am pleased to inform you that your commercial building delegation request has been granted and modified from your previous status. Status is granted as a second class city per s. SPS 361.60(5)(b). Accordingly, you are delegated the primary responsibility to do building plan review and inspections of all 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.

Again, 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 John Zarate will be the primary code officials responsible for enforcement and has the proper certification to do so. Also, Anthony Fieweger, A-6044 is charged with overseeing commercial building code enforcement.

Please contact <sup>Peggy</sup> Gloria Kocovsky at (608)267-9706 or [Gloria.kocovsky@wi.gov](mailto:Gloria.kocovsky@wi.gov) with changes in your contact information.

Our building inspection deputy for your area, Jane Drager, 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,

Kelli Kaalele  
Division Administrator

cc: Jane Drager  
Brian Ferris  
Robin Zentner