commerce.wi.gov
Wisconsin
Department of Commerce

SAFETY AND BUILDINGS DIVISION
Program Development
P. O. Box 2689
Madison, Wisconsin 53701-2689
TDD #: (608) 264-8777

Jim Doyle, Governor
Mary P. Burke, Secretary

June 12, 2006

Vicki Anderson, Town Clerk
Town of Springdale, Dane County
2379 Town Hall Road
Mt. Horeb, WI 53572-2454

Dear Ms. Anderson:

Following my previous correspondence regarding the Town of Springdale ineligible agent status based on the termination of your contract with Independent Inspections, Ltd.. I am pleased to inform you that the Town of Springdale has been delegated agent status in accordance with Wisconsin Administrative Code, s. Comm 61.60(5)(c), for commercial building code enforcement. Your municipality will have primary responsibility for: 1) The review of building and heating plans for new buildings or structures containing less than 50,000 cubic feet of total volume; 2) An addition to a building or structure where the area of the addition results in the entire building or structure containing less than 50,000 cubic feet of total volume; 3) An addition containing no more than 2,500 square feet of total floor area and no more than one floor level, provided the largest roof span does not exceed 18 feet and the exterior wall height does not exceed 12 feet; and 4) An alteration of a space involving less than 100,000 cubic feet of total volume. Building plans for such buildings that are located within your municipality can be reviewed by your municipality or can be submitted to our agency.

Your municipality has also been delegated the responsibility for inspecting all commercial buildings located within the Town of Springdale. An exception to the above is that our agency retains jurisdiction for plan review and inspection authority for all state-owned buildings.

Your municipality shall follow the plan examination and inspection procedures under Comm 61 subchapter III and s. Comm 61.41. Municipalities may refer more complex projects to our agency as needed. We will periodically monitor your municipality or request activity reports to ensure that our delegated responsibilities are being properly fulfilled by the municipality. A certified municipality or county may waive its jurisdiction for the plan review of a specific project or types of projects, or components thereof, in which case plans and specifications shall be submitted to the department for review and approval.

I understand that Mr. Tracy Johnson will be responsible for plan review and inspections and has the proper certification to do so. We do require that inspectors attend agency-approved continuing education to maintain their certification.

We will begin work on a press release announcing this action so that building owners and designers will know where to submit plans. Our agent municipality program manager Henry Kosarzycki is available to meet with you and your inspector to discuss our procedures for state reviews and inspections in delegated agent municipalities, he can be reached at 608-212-0138.

The Division of Safety and Buildings looks forward to working with you.

Sincerely,

Greg Jones

Greg Jones
Division Administrator
cc:

Henry Kosarzycki, Auditor and Agent Program Manager
Robert DuPont, Director, Bureau of Program Development
Randy Baldwin, Director, Bureau of Integrated Services
Barbro McGinn, Office of Public Information