



DIVISION OF INDUSTRY SERVICES QUARTERLY NEWSLETTER



WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES | WINTER 2024

A Year of POWTS Collaboration

Collaboration and teamwork were at the heart of the POWTS program's efforts in 2024. A standout achievement was a new partnership with UW-Extension. Together we hosted two, 2-day soils training sessions, giving 60 attendees hands-on experience and valuable technical knowledge required for the Certified Soil Tester credential. We're excited to keep this partnership going in 2025.

Over the year, we also held 11 POWTS Chats, with more than 320 different people joining for 1,200 hours of live instruction. Special guests from the Wisconsin Department of Health Services, National Sanitation Foundation, and Infiltrator Water Technologies shared their specialized knowledge, making the events more engaging for attendees and helping to strengthen industry connections.



Jeff Brewbaker, DSPTS POWTS Plan Reviewer and soil aficionado, teaches a small group of attendees at a joint DSPTS UW-Extension training event for Soil Testers.

Additionally, the program worked with the Technical Advisory Committee (TAC) in 2024. This not only drew on the expertise of TAC members to guide program updates such as the introduction of new component manuals, but also allowed the Department to address industry concerns.

Looking ahead, we're keeping this spirit of collaboration strong in 2025. Monthly POWTS Chats with special guests will continue, along with new virtual offerings of courses previously only held in person. This will provide flexible, accessible options for attendees across the state. By sharing knowledge and ideas, we can tackle challenges more effectively!

Did you know? In 2024, approximately 95% of Wisconsin counties had at least one staff member voluntarily attend a DSPTS training event - a testament to the dedication of Wisconsin's wastewater professionals and the value of these programs.

[Visit Bookwhen](#) to sign up for upcoming training opportunities.

Wisconsin Recognizes Importance and Impact of Architecture

DSPS October 10, 2024 Press Release:

DSPS honored the Wisconsin chapter of the American Institute of Architects (AIA) Tuesday, October 8th.

DSPS Secretary Dan Hereth presented AIA Wisconsin with a proclamation from Governor Tony Evers, declaring October as Architecture Awareness Month in Wisconsin, and recognizing architecture as fundamental to the well-being and success of society and the design industry as an economic driver in Wisconsin.

“People live, work and play in built spaces, most of which are designed by architects to keep the public healthy and safe. But the average person typically doesn’t interact with an architect or even think about the impact that architects have on their daily lives,” said AIA Wisconsin Executive Director Lisa Kennedy, FAIA. “Our goal during Archtoberfest is to raise awareness of architects and their work in Wisconsin, and how good design can positively impact our communities and our lives.”

During Architecture Awareness Month, branded Archtoberfest by the AIA Wisconsin, the chapter is providing Wisconsin residents with opportunities to explore, appreciate, and engage with the built environment around them. There is a full list of Archtoberfest events open to the public throughout the month on the [AIA Wisconsin website](#).

“We’re proud to present this proclamation to AIA Wisconsin on behalf of Governor Tony Evers,” said DSPS Secretary Dan Hereth. “The Governor realizes that architecture makes an economic, environmental, and cultural impact in communities across Wisconsin. I encourage everyone in the state to learn more about the impact of architecture and the design community at the events scheduled throughout October.”

The proclamation notes, “The success of the developed world is contingent upon the built environment’s ability to be resilient and on the decisions that architects, designers, engineers, public and private stakeholders, and the construction industry make daily.”

For More Information

See the [full proclamation](#) or contact the AIA Wisconsin office at aiaw@aiaw.org or (608) 257-8477.

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PAST WEBINARS AND NEWSLETTERS

[Latest Quarterly Webinar](#)

[Past Quarterly Newsletters](#)

UPCOMING TOPICS

Help improve the quarterly calls and newsletters by taking the survey linked below.

[Survey for Future Topics](#)

DIS PROGRAM INFO

DIS PROGRAMS

[See the list of DIS program webpages](#)

DIS TECHNICAL QUESTIONS

Each program maintains separate communication inboxes.

Find these email addresses on the [DSPS Trades Contact page](#).

CREDENTIAL LOOK-UP

All credentials should now be searched using the NEW Credential Look-Up Tool

license.wi.gov/s/license-lookup

ESLA CORNER

USER GUIDE AND HELP PAGE

dps.wi.gov/Pages/eSLAResources.aspx

 esla.wi.gov

It's That Time: Seasonal Reporting!

DSPS oversees seasonal programs that require annual reporting and fees from municipalities, fire departments, and businesses. Make note of the deadlines below to ensure compliance with these programs!

	INJURY AND ILLNESS REPORTING	SELF-CERTIFICATIONS FOR FIRE DUES	MINE SAFETY SERVICE FEES
Who is responsible?	Public Employers	Fire Chiefs Municipal Clerks	Operators responsible for the equipment used at a mine, pit, or quarry
Submission Window	Jan. 1 - Mar. 1	Jan. 1 - Mar. 31	Before Mar. 1 of the year following operation
Submission Method	Online at esla.wi.gov	Online at esla.wi.gov	Online at esla.wi.gov
What is it for?	Public employers must submit a summary of their previous year's injuries and illnesses. This summary was previously submitted on Form SBD-10710. After submitting, you will receive a confirmation email with a printable version of the injury and illness summary which must be posted in your workplace from Feb. 1 through April 30.	To be eligible to receive a fire dues payment from DSPS, a municipality must submit a self-certification for the previous calendar year, providing info on its fire department's services. Additionally, the chief of the fire department that provided fire protection and fire prevention services shall also complete a self-certification.	Persons or firms responsible for the crushing, screening, or washing equipment used on materials from a mine, pit, or quarry are to pay the Safety Service Fee for operations conducted. If your operations took place in 2024, check your eSLA fee cart and pay the related Safety Service Fee before March 1, 2025.
Need More Information?	Contact your area's Public Sector Safety Inspector noted on the Inspection District Map .	Visit the Fire Prevention/Safety & Health program page or email DSPSSBFireDues@Wisconsin.gov	Send an email to DSPSMineSafety@wisconsin.gov .

New to eSLA? Use the [Customer Setup User Guide](#) before you get started. Then check the [eSLA User Guides and Videos](#) site for helpful instructions on your submission.

Non-Seasonal Reports and Deadlines to Remember!

UDC PERMITS - Don't forget to submit UDC permit data to DSPS! Municipalities are required to submit approved UDC permits to DSPS by the 15th of the month following the permit approval. DSPS offers 3 methods of providing this data. Visit the [UDC program](#) page for more information.

PLAN REVIEWS - Delegated agencies performing expanded commercial building, fire protection, and HVAC plan reviews are required to remit fees and a report of projects to DSPS on a regular basis. Check your delegation approval letter or visit the [Delegated Agent](#) page for more information.



National Stormwater Day - November 16

To recognize the shifts in the stormwater sector and the significance of the NPDES Phase I Municipal Separate Storm Sewer System (MS4) program, the National Municipal Stormwater Alliance has established November 16 to be National Stormwater Day. This recognition celebrates not only the start of the MS4 program, but also the many efforts around the country to increase the awareness of stormwater. States such as California, Wisconsin, and Ohio have established stormwater awareness weeks while jurisdictions such as St. Cloud, Florida, and Omaha, Nebraska, have also joined in the overall effort to raise the profile of stormwater. These examples highlight the organic and nationwide desire to raise the issue of stormwater management.

The above summary and related logos are taken from the National Municipal Stormwater Alliance’s [National Stormwater Day website](#). This site shares stormwater resources and partners supporting stormwater awareness, including Wisconsin!



Wisconsin celebrated Stormwater Week September 21-29, 2024, with free daily webinars. Recordings and other resources are available on the [Wisconsin Stormwater Week website](#). Check it out now to get ready for next year!

DIS Open Positions

Visit [wisc.jobs](#) to apply today!

Plumbing Plan Review/Inspector

Qualified candidates have the Wisconsin Master Plumber license at the time of application. See the ad for a potential sign-on bonus!

South-Central Position covers Dane; Jefferson; Rock; and Green counties. *Job ID 14481*

Boiler, Refrigeration, and Gas System Consultant

This position assigns responsibilities and monitors mechanical systems programs for consistent application of relevant engineering principles, techniques, practices, and basic understanding of administrative codes for constructed environments and mechanical equipment. *Job ID 16075*

Electrical Inspection Consultant

This position requires independent statewide travel throughout Wisconsin to be a primary consultant on technical and complex code issues related to electrical permitting and installation. Qualified candidates have the Wisconsin Commercial Electrical Inspector license and the Wisconsin Master Electrician license at the time of application. *Job ID 14648*

Stretcher -Sized Elevators in Wisconsin

Wis. Admin. Code Chapter SPS 362, Buildings and Structures, includes requirements for stretcher-sized elevators in Wisconsin that are important to review during selection of the size of a passenger elevator to be installed. Designers and reviewers need to be aware of these requirements from the start of the building design process. DSPS building approval letters include a note in this regard however it is often overlooked. When caught by elevator plan review, it is often too late.

At least one elevator shall be stretcher capable for fire department access to all floors served by passenger elevators in all the following situations:

- 1) A building four or more stories above, or four or more stories below grade plane.
- 2) Any floor above or below the level affording fire department vehicle access, if the floor accommodates any one of the following occupancies: Group I, R-2, or Outpatient Clinic and Ambulatory Healthcare facility.

To accommodate a stretcher, the elevator car shall be of such a size and configuration to accommodate an ambulance stretcher 24 inches by 84 inches with not less than 5-inch radius corners, in the horizontal, open position. An elevator car smaller than 38 square feet is not likely to be stretcher capable and is typically rated for less than 3500-pound capacity. Elevator cars which are 38 to 40 square feet, and 3500-to-4000-pound capacity, will likely be stretcher capable with doors that are offset to one side. Cars larger than 42.2 square feet are likely stretcher capable with side or centered doors. Custom configurations are also available from some manufacturers.



Photo courtesy of [ems.gov](https://www.ems.gov)

Except in hospitals where all elevators are required to be stretcher capable, all cars that provide for fire department emergency access (stretcher capable) shall be identified by the international Star-of-Life symbol. The symbol may not be less than 3 inches high and shall be placed on both sides of the elevator hoistway door frame on all floor levels, approximately 60 inches above the floor.

It is best practice to always verify the size and configuration of the elevator car with the manufacturer, while also reviewing the code requirements for stretcher capable elevators in [SPS 362.3002](https://www.dspssb.com/SPS362.3002).

References

Contact the DSPS elevator team with questions at DSPSSBElevatorTech@wisconsin.gov.

Visit <https://www.ems.gov/what-is-ems/star-of-life/> for more information on the Star-of-Life symbol.

DIS Staff Updates

Welcome new DIS employees!

Adam Pillard
UDC Consultant

Anthony Sobolewski
Plumbing Plan Reviewer

The following individuals are no longer with DIS. Check the [District Maps](#) for new contact information in your area.

Chris Derks
Pressure Vessel Consultant

Dave Garces
FSFA Plan Reviewer

Fire Prevention/FD Safety & Health

Upcoming in 2025

2025 Trainings

Our Fire Prevention/FD Safety & Health program is very excited to announce that we will be hosting a Vision 20/20 Data Collection & Analysis (DCA) course in Madison, on February 5-7, 2025. The Course will take place at Madison Technical College. This is a free 3-day course that provides fire departments with the opportunity to build their knowledge, skills, and abilities in working with local incident data and learning the nuances of their community.



DATA COLLECTION & ANALYSIS FOR THE FIRE SERVICE

February 5-7, 2025

Madison, WI

Want to Sign Up?

Use the course registration link at: <https://forms.gle/7XpdAkSiZzxshLk77>

We will also offer our Fire Prevention/FD Safety & Health Fall Outreach Training Program from August to November.

Of course, we always look forward to assisting and supporting your fire departments and communities all year long!

Changes to 2025 Self-Certifications



1. Municipal Clerk will be required to enter Municipality Highest Elected Official information.
2. Change to the wording on Questions A and B, where **Your*** will be changed to **This***. This will make the question more clear, especially to the municipalities that contract for fire services.
 - a. Question A asks "Does **your*** fire department provide Fire Protection services for this municipality?"
 - b. Question B asks, "Does **your*** fire department provide Fire Prevention services for this municipality?"

Fire Dues Audits

2024

- 232 audits conducted.
- 195 audits resulted in Substantial Compliance (Pass)
- 37 audits resulted in Not in Substantial Compliance (In Violation)
- 11 of the violations were 2nd year fails, which resulted in 26 municipalities deemed not eligible for a 2024 fire dues payment.



2025

- 248 audits (62 per district) will be conducted January through May.
- All 37 fire departments with a 2024 “Not in Substantial Compliance” result will be re-audited.

Does My Conditional Approval EXPIRE?

We all see expiration dates on all sorts of items, from food to building plans. In fact, every plan submitted for review to DSPS is assigned a plan review expiration date which refers to the specific date after which a set of construction plans submitted for approval to DSPS is no longer considered valid. This is a mechanism to hold project owners and contractors accountable for completing their construction projects within a reasonable timeframe. Without this accountability, some projects might linger indefinitely, causing long-term disruptions in the community.

The guidance for assigning expiration dates is found in [SPS 361.36 \(1\)](#). DSPS staff assigns an expiration date once the submitted plans are conditionally approved and the date is based on three factors:

- 1) Submitted plans with an associated building plan review are given 2 years from the conditional approval date of the building review. [SPS 361.36(1)(b)]
- 2) A submitted plan that is considered an alteration to a Fire Protection System and has a building plan alteration review within DSPS are given 1 year from conditional approval date of the related building plans conditional approval. [SPS 361.36(1)€]
- 3) Submitted plans that are a stand-alone fire suppression or fire alarm are given 2 years from the review completion date. [SPS 361.36(1)€] A stand-alone system is when only the fire suppression or fire alarm system is being altered within a building.

The expiration date can be found on the conditional approval letter and on the submitter’s eSLA dashboard.

If there is a need to request an extension for the expiration date, this must be done in accordance with [SPS 361.36 \(2\)](#), which requires extensions for plan approval on existing approval letters to be made prior to the current expiration date. All fees for the extension shall be submitted at this time. This is completed through the eSLA portal.

If a review expiration is past the original expiration date, the plans shall be submitted as a new review with all appropriate review fees. An extension will not be granted.

Mines, Explosives, Fireworks Update

Do you keep track of the seasons by what chores need to be done? Spring yard cleanup, summer lawn mowing, autumn leaf raking, winter shoveling. The same thing happens in business: tax season; spring and summer construction; prepping in fall for winter slowdown. The mining industry is no different. During the first few months of each calendar year, Wisconsin mining companies do their annual Notice to Commence Operations for each mine site they intend on opening for the year. They estimate opening and closing dates along with tonnage to be produced. During the year, records are kept making sure customers are accurately billed for materials provided.

When November and December come along, mining companies report the tonnage produced to DSPS, along with the required Safety Service Fee payment. This can be as little as \$70 for up to (but not exceeding) 50,000 tons of material produced, to a maximum of \$1,120 for over 500,000 tons produced at an individual mine site.

eSLA has sped up the process on both sides. Notices to Commence Operations were previously mailed in on the SBD-6736 form. This information was then tracked manually, and letters were mailed out at the end of each year reminding companies to submit payment. This payment was typically a paper check that had to be recorded and deposited by staff in Madison. Now, Notices to Commence are sent via eSLA and payments are submitted online at the end of the year. Companies have the option to use a credit card or a company check routing number to submit the required fee.

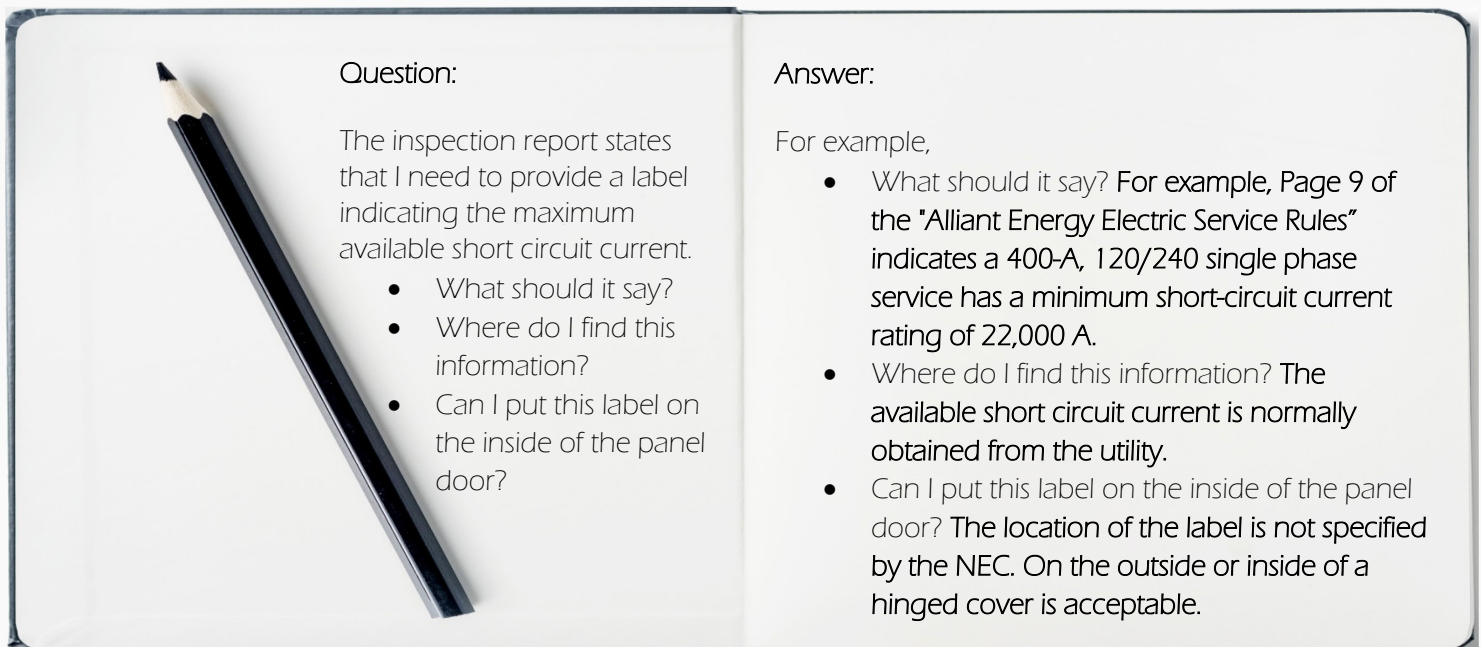
Glitches still remain. If a Notice was done for a site but no production was done there, the system doesn't like a report of zero tons produced. Once an end date has been submitted on the Notice to Commence Operations form, it can't be updated by the customer and a call to DSPS is required. All in all, companies are meeting the requirements of SPS 308.10 and 308.13 faster than in years past.

Tech Box Question

DIS maintains program-specific email inboxes (Tech Box) to provide a general code answer or direct you to an appropriate code section, based on the question submitted.

Non-technical questions for eSLA, permits, plan reviews, and invoices have their own Tech Box! Use the appropriate Tech Box to ensure a timely response to your question. View the [full list of Tech Box emails here!](#)

See the example below of a real customer question submitted to our Electrical Tech Box!



Question:

The inspection report states that I need to provide a label indicating the maximum available short circuit current.

- What should it say?
- Where do I find this information?
- Can I put this label on the inside of the panel door?

Answer:

For example,

- What should it say? For example, Page 9 of the "Alliant Energy Electric Service Rules" indicates a 400-A, 120/240 single phase service has a minimum short-circuit current rating of 22,000 A.
- Where do I find this information? The available short circuit current is normally obtained from the utility.
- Can I put this label on the inside of the panel door? The location of the label is not specified by the NEC. On the outside or inside of a hinged cover is acceptable.

Another Successful Fire Prevention/FD Safety & Health Fall Outreach Training Program Completed!

From August through the middle of November, our Fire Prevention/FD Safety & Health Program Team, had the honor and privilege of conducting **14** in-person and online/virtual presentations throughout Wisconsin. This included presentations at **8** different technical colleges and at the Wisconsin Fire Inspector's Association Conference on October 23.

This year's Fire Prevention/FD Safety & Health Fall Outreach Training Program saw record breaking attendance in a few of the presentations. This year's training topics included:

- 🔥 Elevators and the State Fire Code
- 🔥 SPS 314, Fire Department Fire Inspection/Fire Prevention Programs
- 🔥 SPS 330, Fire Department Monthly/Annual Training Programs
- 🔥 Wisconsin CRAIG 1300 Community Risk Assessment/Reduction Dashboard
- 🔥 WI DSPS Fire Program Website Navigation
- 🔥 Current Updates on the Implementation of NERIS (National Emergency Response Information System)



Recent Enforcement Actions

- The Department entered a Notice of Violations and Order against a commercial building in Owen for installing HVAC without submitting plans to the Department.
- The Department entered a Notice of Violations and Order against a restaurant in Thorp for performing construction without submitting building plans to the Department. An inspection found the site not in compliance with the commercial building code.
- The Department entered a Notice of Violations and Order against an apartment complex in the Town of Springfield for undergoing a change of use without submitting building plans to the Department.
- The Department entered a Notice of Violations and Order against a car repair business in Medford for undergoing a change of use without submitting building plans to the Department.
- The Department entered a Notice of Violations and Order against a dilapidated building in Barron that had not stayed in compliance with the commercial building code.
- The Department entered a Notice of Violations and Order against a motel/hotel in Tomahawk for plumbing, pool, electrical, and building code violations.
- The Department entered a Notice of Violations and Order against a motel/hotel in Stanley for electrical code violations.

Recent Enforcement Actions Continued

- The Department entered a Notice of Violations and Order against a water treatment plan for public sector safety code violations.
- The Department entered a Notice of Violations and Order against a motel/hotel in Wisconsin Dells for public pool/whirlpool code violations.
- The Department entered a Notice of Violations and Order against a motel/hotel in Beecher for plumbing/public pool code violations.
- The Department entered a Notice of Violations and Order against a motel/hotel in Ephraim for plumbing, pool, and electrical code violations.
- The Department entered a Notice of Violations and Order against a campground for constructing commercial buildings without proper plan submittal and approval.
- The Department revoked a dwelling contractor and dwelling contractor qualifier certificate of an individual/business who was arrested and convicted of crimes substantially related to their credentials and who engaged in misconduct.
- The Department entered a Notice of Violations and Order against a Scott commercial building for constructing commercial buildings without proper plan submittal and approval and for performing electrical work without obtaining a permit.
- The Department disciplined a dwelling contractor and dwelling contractor qualifier certificate of an individual/business who engaged in misconduct, who was charged with crimes substantially related to their credentials, and who failed to adequately respond to the Department.
- The Department entered a Notice of Violations and Order against a Popple River restaurant for constructing a ramp, stairs, and decking that were not built to the commercial building code.
- The Department entered a Notice of Violations and Order against a volunteer fire department for its failure to properly follow SPS Chapter 330. (1)
- The Department entered a Notice of Violations and Order against a volunteer fire department for its failure to properly follow SPS Chapter 330. (2)
- The Department entered a Notice of Violations and Order against a Manitowoc manufactured home community for operating with an expired credential and for failing to maintain the community. (1)
- The Department entered a Notice of Violations and Order against a Manitowoc manufactured home community for operating with an expired credential and for failing to maintain the community. (2)
- The Department entered a Notice of Violations and Order against a Lake Mills manufactured home community for operating with an expired credential and for failing to maintain the community.