



Tony Evers, Governor
Dan Hereth, Secretary Designee

January 16, 2024

Nancy Anschutz, Clerk
Town of Sturgeon Bay, Door County
2445 Sand Lane
Sturgeon Bay, Wisconsin 54235
clerk@townofsturgeonbay-wi.gov

VIA EMAIL

Re: Town of Sturgeon Bay, Door County, Jurisdiction for Commercial Electrical Permitting and Inspecting

Dear Nancy Anschutz,

The Department has reviewed your most recent ordinance and I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code § SPS 316.011(1) to exercise jurisdiction over the inspection of electrical wiring installations at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, or wharves and recreational vehicle parks.

Pursuant to Wis. Stat. §§ 101.02 (5) and (15) and 101.82 (2m), the Department delegates your municipality the primary responsibility to perform commercial electrical permitting and inspecting for all installations under Wis. Admin. Code § SPS 316.012(1)(a) to be constructed within the limits of your municipality. An exception to this delegation is that our agency retains jurisdiction for permitting and inspecting for all state-owned buildings pursuant to Wis. Stat. § 13.48(13).

As a condition of the delegation, your municipality is required to comply with the following:

- Maintain your municipality's registration as an inspection agency.
- Provide the Department with a copy of any revisions to your municipality's electrical ordinance.
- Employ or contract with certified commercial electrical inspectors or independent inspection agencies.
- Provide the Department with any changes to the names of its certified commercial electrical inspectors and independent inspection agencies employed or contracted by the municipality.

Please note the following items to be addressed in your ordinance:

- §1-1-11, 1, specifies that permits are valid for 2 years. [Wis. Admin. Code § SPS 316.012\(3\)\(b\)](#) specifies commercial electrical permits to expire 12 months after the date of issuance, if installation of the electrical wiring has not commenced.
- §1-1-17 specifies the requirements for variances however the municipality does not have authority to review or approve variances to SPS 316. [Wis. Admin. Code § SPS 316.005](#) specifies that petitions for variance to SPS 316 shall be submitted to the Department.

If your municipality decides to relinquish jurisdiction, follow the provisions of Wis. Admin. Code § SPS 316.011(1)(c) by providing the Department with a 60-day notice prior to the day upon which your municipality intends to relinquish jurisdiction. Your municipality is expected to continue responsibility for these services throughout the 60-day period.

The Department understands that Inspection Specialists, LLC is responsible for enforcement within your municipality and that they have the proper certification to do so.

Our electrical consultant for your area, Craig Mulder at 608-444-5701, is available to assist in any questions or concerns your municipality may have with these commercial electrical services.

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

Sincerely,

A handwritten signature in cursive script that reads "Garry D. Krause". The signature is written in dark ink on a light-colored background.

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: Inspection Specialists, LLC