



Tony Evers, Governor
Dan Hereth, Secretary

July 1, 2025

Alison Pecha, Clerk
Town of Polk, Washington County
3680 State Road 60
Slinger, WI 53086
Alison.pecha@townofpolk-wi.gov

VIA EMAIL

Re: Town of Polk, Washington County, Jurisdiction for Commercial Electrical Permitting and Inspecting

Dear Alison Pecha,

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). Note that the Department retains jurisdiction on all projects submitted to the Department for permit prior to issuance of this letter.

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:

- Section 157-4, A, 1 specifies a monetary limit for needing a permit. A commercial electrical permit shall be required for the installations identified under [Wis. Admin. Code SPS 316.012\(1\)\(a\)](#).
- Section 154-4, C, specifies electrical permit expiration requirements. Per [Wis. Admin. Code SPS 316.012\(3\)\(b\)](#), a permit under SPS 316 shall expire 12 months after the date of issuance, if installation of the electrical wiring has not commenced.
- Section 157-6 provides requirements for temporary electrical work however temporary permits are not provided for under Wis. Admin. Code Chapter SPS 316. All electrical permits for the installations provided under [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#) shall follow the requirements of Wis. Admin. Code Chapter SPS 316. If the temporary installation is not provided under [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#), reference another SPS code as appropriate (e.g. [Wis. Admin. Code § SPS 334](#) for amusement rides).

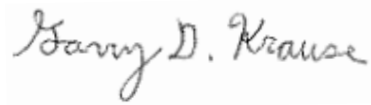
If your municipality decides to relinquish jurisdiction, follow the provisions of Wis. Admin. Code § SPS 316.011(1)(c) by providing the Department with a 60-day notice prior to the day upon which your municipality intends to relinquish jurisdiction. Your municipality is expected to continue responsibility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

The Department understands that Jeremy Hood with Lake Country Inspections, LLC, is responsible for enforcement within your municipality and that they have the proper certification to do so.

Our electrical consultant for your area, Joseph Folger at 608-516-5982, 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 dark ink that reads "Garry D. Krause". The signature is written in a cursive style with a large, stylized 'G' and 'K'.

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: Lake Country Inspections, LLC