



Tony Evers, Governor
Dan Hereth, Secretary Designee

September 16, 2024

Amy VanDeBrake, Clerk
Village of Balsam Lake
404 Main Street, PO Box 506
Balsam Lake, WI 54810
vobl@lakeland.ws

VIA EMAIL

Re: Village of Balsam Lake Jurisdiction for Commercial Electrical Permitting and Inspecting

Dear Amy VanDeBrake,

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 that in Section 122-4 of your ordinance, paragraph (b) under "Permit Required," and the paragraph under "Permit-Issuance" specify that permits may be issued to plants and/or manufacturing facilities for the installation, alteration, and control of electrical equipment. This appears to conflict with [Wis. Stat. § 101.875\(2\)](#) which specifies a municipality cannot require the inspection of electrical wiring within an existing industrial or manufacturing facility unless the plan requires review under [Wis. Stat. § 101.12\(2\)](#). Additionally, electrical permits are only required for the electrical installations provided under [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#).

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 Joshua Melstrom with Melstrom Inspections 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".

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: West Wisconsin Inspection Agency