

**AN ORDINANCE REPEALING AND RECREATING SECTION 8.02, CREATING SECTION 8.035, AMENDING SECTION 8.04 AND CREATING SECTION 8.065 OF THE VILLAGE CODE OF THE VILLAGE OF GLENBEULAH REGARDING WISCONSIN UNIFORM BUILDING CODE ADOPTION**

**WHEREAS**, pursuant to Wis. Stat. §§ 61.34 and 66.0103 the Village Board of the Village of Glenbeulah has the power to act for the good order, public health, safety and welfare of its citizens; and

**WHEREAS**, the Village Board hereby determines it is necessary to update various sections of the Village Code to adopt current Department of Safety and Professional Service building code standards in the Village of Glenbeulah to safeguard persons and property from hazards; and

**NOW, THEREFORE**, the Village Board of the Village of Glenbeulah does hereby ordain as follows:

**Section 1. Repealing and Recreating Code.** Section 8.02, Wisconsin Uniform Building Code Adopted, of the Village of Glenbeulah Code of General Ordinances is hereby repealed and recreated to read as follows:

"8.02 WISCONSIN UNIFORM BUILDING CODE ADOPTED:

(1) Permit Required. No owner or contractor may commence construction of any building or mechanical system prior to obtaining a valid permit from the municipal Building Inspector. The construction which shall require a permit includes, but is not limited to:

(a) New one (1) and two (2) family and commercial building including agricultural buildings, detached structures (decks), residential accessory buildings, and detached garages.

(b) Additions increase the physical dimensions of a building including decks.

(c) Alterations to the building structure, cost shall include market labor value, or alterations to the building's heating, electrical, or plumbing systems.

(d) Replacement of major building equipment including furnaces and central air conditioners, water heaters, and any other major piece of equipment shall require a permit except as noted in below.

(e) Any electrical wiring for new construction or remodeling excluding new wiring for existing industrial and manufacturing facilities that do not require State mandated building plan review.

- (f) Any HVAC for new construction or remodeling.
- (g) Any plumbing for new construction or remodeling.
- (h) Any new or re-wired electrical service, including services for agricultural buildings.

(2) Adoption of State Codes. The following chapters of the Wisconsin Administrative Code, as well as all subsequent revisions, are adopted by the Village of Glenbeulah and shall be enforced by the Building Inspector.

Ch. SPS 302.31	Plan Review Fee Schedule
Ch. SPS 305	Credentials
Ch. SPS 316	Electrical Code
Chs. SPS 320-325	Uniform Dwelling Code
Ch. SPS 327	Campgrounds
Chs. SPS 361-366	Commercial Building Code
Chs. SPS 375-379	Buildings Constructed Prior to 1914
Chs. SPS 381-387	Uniform Plumbing Code”

**Section 2. Creating Code.** Section 8.035, Certified Municipality Status, of the Village of Glenbeulah Code of General Ordinances is hereby created to read as follows:

“8.035 CERTIFIED MUNICIPALITY STATUS:

The Town has adopted the Certified Municipality Status as described in SPS 361.60 of the Wisconsin Administrative Code.

(1) Responsibilities. The Town shall assume the following responsibilities for the Department of Safety and Professional Services:

- (a) Provide inspection of commercial buildings with certified commercial building inspectors.
- (b) Provide plan examination of commercial buildings with certified commercial building inspectors.

(2) Plan Examination. Drawings, specifications, and calculations for all the types of buildings and structures, except state-owned buildings and structures, to be constructed within the limits of the municipality shall be submitted, if the plans are for any of the following:

- (a) Provide inspection of commercial buildings with certified commercial building inspectors.
- (b) A new building or structure containing less than 50,000 cubic feet of total volume.
- (c) 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.

(d) 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.

(e) An alteration of a space involving less than 100,000 cubic feet of total volume.

(f) A certified municipality 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.

(g) The Department may waive its jurisdiction for the plan review of a specific project, where agreed to by a certified municipality, in which case plans and specifications shall be submitted to the certified municipality for review and approval.

(3) Plan Submission Procedures. All commercial buildings, structures, and alterations, including new buildings and additions less than 25,000 cubic feet, require plan submission as follows:

(a) Building permit application.

(b) Application for review - SBD-118, or equivalent.

1. Fees per Table SPS 302.31-2 and SPS 302.31.

2. Fees apply to commercial projects.

(c) Four sets of plans.

1. Signed and sealed per SPS 361.31.

2. One set of specifications.

3. Component and system plans.

4. Calculations showing code compliance.”

**Section 3. Amending Code.** Section 8.04, Building Inspector, of the Village of Glenbeulah Code of General Ordinances is hereby amended to read as follows (deletions indicated by ~~striketthrough~~; insertions by underline):

“8.04 BUILDING INSPECTOR:

(1) Creation and Appointment. There is hereby created the position of Village Building Inspector, who shall administer and enforce this ordinance. This appointment is subject to confirmation by the Village Board. The Building

Inspector shall be certified for inspection purposes by the Department in the required categories specified under SPS 305, Wisconsin Administrative Code.

(2) Assistants. The Building Inspector may employ, assign, or appoint, as necessary, assistant inspectors. Any assistant hired to inspect buildings shall be certified as defined in SPS 305, Wisconsin Administrative Code by the Department.

(3) Duties. The Building Inspector shall administer and enforce all provisions of this ordinance.

(4) Powers. The Building Inspector or an authorized certified agent of the Building Inspector may, at all reasonable hours, enter upon any public or private premises for inspection purposes. The Building Inspector may require the production of the permit for any building, plumbing, electrical, or heat work. No person shall interfere with or refuse to permit access to any such premises to the Inspector or his/her agent while in the performance of his/her duties. In the event that the Inspector is refused access to any such premises, then the Inspector is authorized to apply for a special inspection warrant pursuant to Wis. Stat. § 66.0119.”

**Section 4. Creating Code.** Section 8.065, Violations and Penalties, of the Village of Glenbeulah Code of General Ordinances is hereby created to read as follows:

“8.65 VIOLATIONS AND PENALTIES:

(1) Prohibition. No person, entity, or firm may construct, remodel, demolish, or repair any building in a manner which violates any provision or provisions of this ordinance.

(2) Every person, firm, or entity which violates this code shall, upon conviction, forfeit not less than \$25.00 nor more than \$1,000.00 for each day of non-compliance, together with the costs of prosecution.

(3) Violations discovered by the Building Inspector shall be corrected within 30 days, or more if allowed by the Inspector, after written notice is given. Violations involving life safety issues shall be corrected in a reasonable time frame established by the Building Inspector.

(4) Compliance with the requirements of this ordinance is necessary to promote the safety, health, and well-being of the community and the owners, occupants, and frequenters of buildings. Therefore, violations of this ordinance shall constitute a public nuisance that may be enjoined in a civil action.”

**Section 5. Severability.** Should any portion of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

**Section 6. Effective Date.** This Ordinance shall take effect upon enactment and publication as required by law.

Enacted this 12 day of March, 2025.

**VILLAGE OF GLENBEULAH**

By: Amanda Schmit  
~~DOUGLAS DAUN~~, President  
Amanda Schubert  
Date Approved: 3-12-25

Introduced by:

Barbara Schaefer  
Board Member

**CERTIFICATE OF ENACTMENT**

I hereby certify that the foregoing Ordinance was duly enacted by the Village Board and approved by the President of the Village of Glenbeulah on the 12 day of March, 2025.

Michele Bertram  
MICHELE BERTRAM, Clerk/Treasurer

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## Commercial Electrical

### SECTION 1: Check to Request Commercial Electrical Delegation.

Permitting and inspection for electrical wiring at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, wharves, and recreational vehicle parks. [Wis. Admin. Code § SPS 316.011]

**SECTION 2: Code Enforcement Information.** Municipalities must utilize a certified commercial electrical inspector or contract with an inspection agency to perform the inspection functions. Include this information below.

Name of Certified Inspector: Brian Witkowski  
Contracted Agency that Employs Certified Inspector (if applicable): Witkowski Inspection Agency LLC  
Commercial Electrical Inspector Credential #: 1112269 - CEI  
Phone: 720-286-6133 Email: witkoinspections@gmail.com

**SECTION 3: Electrical Inspection Agency Credential.** Municipalities and contracted inspection agencies shall each hold a valid Electrical Inspection Agency credential. See the DSPS Credential site for information. [Wis. Admin. Code §§ SPS 305.629 and 316.011(1)(a)1]

Municipality's Electrical Inspection Agency Credential #: \_\_\_\_\_  
Agency's Electrical Inspection Agency credential # (if contracting with an agency): 1500733

### SECTION 4: Required Documentation.

Current ordinance showing a) adoption of the Wisconsin State Code Chapter SPS 316, b) permitting requirements, c) electrical requirements, and d) fee schedule or reference to fees. A model ordinance is available, if needed.

### SECTION 5: Proceed to Last Page.

**Primary Contact.** The Department will identify the delegated municipality/agency contact(s) on its public delegated agency lists. List individual(s) employed by the municipality overseeing the delegated responsibilities.  
**DO NOT list individuals that are not directly employed by the municipality/agency.**

Name of Municipality's Primary Contact: <u>Michele Bertram</u>	
Position Title: <u>Village Clerk/Treasurer</u>	
Programs Managed: _____	
Phone: <u>920-838-2673</u>	Email: <u>mbertram@glenbeulahwi.gov</u>
Name of Municipality's Contact: _____	
Position Title: _____	
Programs Managed: _____	
Phone: _____	Email: _____

**Note additional information may be requested to complete delegation application review.**

**Municipal Responsibilities.**

- I understand the applicable responsibilities and expectations for the type of delegation we are requesting and that they are municipal/agency responsibilities, regardless of how we provide staffing for our enforcement program.
- I understand that we will promptly notify the Department of changes in enforcement staff.
- I understand that if we are to relinquish a delegated responsibility, we will provide the Department with the required notice as described in the appropriate Wis. Admin. Code chapter.
- I understand the reporting and fee submission requirements of the specified program for which I'm receiving delegation. Fees are described under Wis. Admin. Code § SPS 302.
- I understand it is a municipality/agency responsibility to ensure there is no conflict of interest between project submitters/designers and the reviewing/inspecting agency. This includes not permitting a plan review/inspection agency to perform delegated responsibilities on a project for which the agency also submitted or designed.
- I understand the Department has authority to audit and revoke delegation for failure to perform required duties.

 _____ Signature of authorized Municipal/Agency Official	Clerk/Treasurer _____ Title	<u>3/12/25</u> _____ Date
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Michele Bertram  
 Name (printed)

Village of Glenbeulah  
 Municipality/Agency

<u>mbertram@glenbeulahwi.gov</u>	<u>920-838-2673</u>
Email Address	Phone Number

110 N. Swift St., P.O. Box 182, Glenbeulah, WI 53023  
 Address, City, Zip Code

**Submit completed form and required documentation to:**  
 Etta Strey, Division of Industry Services, at [Etta.Strey@wisconsin.gov](mailto:Etta.Strey@wisconsin.gov)

**NOTICE OF ADOPTION BY THE  
VILLAGE OF GLENBEULAH VILLAGE BOARD**

PLEASE TAKE NOTICE that the Village Board of the Village of Glenbeulah enacted An Ordinance Amending Various Sections of the Village Code of the Village of Glenbeulah Regarding Wisconsin Uniform Building Code, Ordinance No. 2025-2 on March 12, 2025. The adoption of this ordinance repealing and recreating section 8.02, creating section 8.035, amending section 8.04 and creating section 8.065 of the Village code of the Village of Glenbeulah regarding Wisconsin Uniform Building Code adoption.

The full text of the ordinance may be obtained by contacting the Village Clerk's office at [mbertram@glenbeulahwi.gov](mailto:mbertram@glenbeulahwi.gov) or on the Village website. A copy of the Village ordinance is also on file at the Village Clerk's office, 110 N. Swift Street, Glenbeulah, Wisconsin 53023.

Dated this 12 day of March, 2025.

Michele Bertram, Village Clerk/Treasurer