

Building a One or Two-Family Home in Wisconsin

- If applicable, you will need to obtain a **sanitary permit**, a **driveway permit**, and a **zoning permit** as required by your local municipality or county before a building permit can be issued; a copy of these permits will need to be submitted to the building inspector **prior** to a building permit being issued.
- Complete the latest version (R.6/10) of the **Wisconsin Uniform Building Permit Application** (attached) and return to the building inspector.
- Submit an **Erosion Control Plan** showing the locations of erosion control measures to be taken for sediment control, the location of the tracking pad for driveway access, and the locations of temporary soil storage piles. A copy of the Site Plan with the additional erosion control information may be used for the Erosion Control Plan.
- Submit your **Energy Calculations** to the building inspector; you may use the 2009 IECC to calculate this number. This software can be downloaded for free at www.energycodes.gov. If you are uncertain how to obtain this calculation, please refer to your HVAC contractor.

Plan Submittal (Two Sets)

At least **two** sets of plans for all one and two-family dwellings need to be submitted to the building inspector for examination and approval at the time the **Wisconsin Uniform Building Permit** application is submitted. The required building plans must be legible and drawn to scale or dimensioned and must include **ALL** of the following:

Site Plan must show all of the following:

- The location of the dwelling and other buildings, wells, surface waters and dispersal systems on the site with respect to property lines and surface waters adjacent to the site.
- The areas of land-disturbing construction activity and the location of all erosion and sediment control measures to be employed in order to comply with SPS 321.125.
- The pre-construction ground surface slope and direction of runoff flow within the proposed areas of land disturbance.

Floor Plan must be provided for each floor and must show all of the following:

- The size and location of all rooms, doors, windows, structural features, exit passageways and stairs.
- The use of each room.
- The location of plumbing fixtures, chimneys, heating and cooling appliances and a heating distribution layout.
- The location and construction details of the braced wall lines.

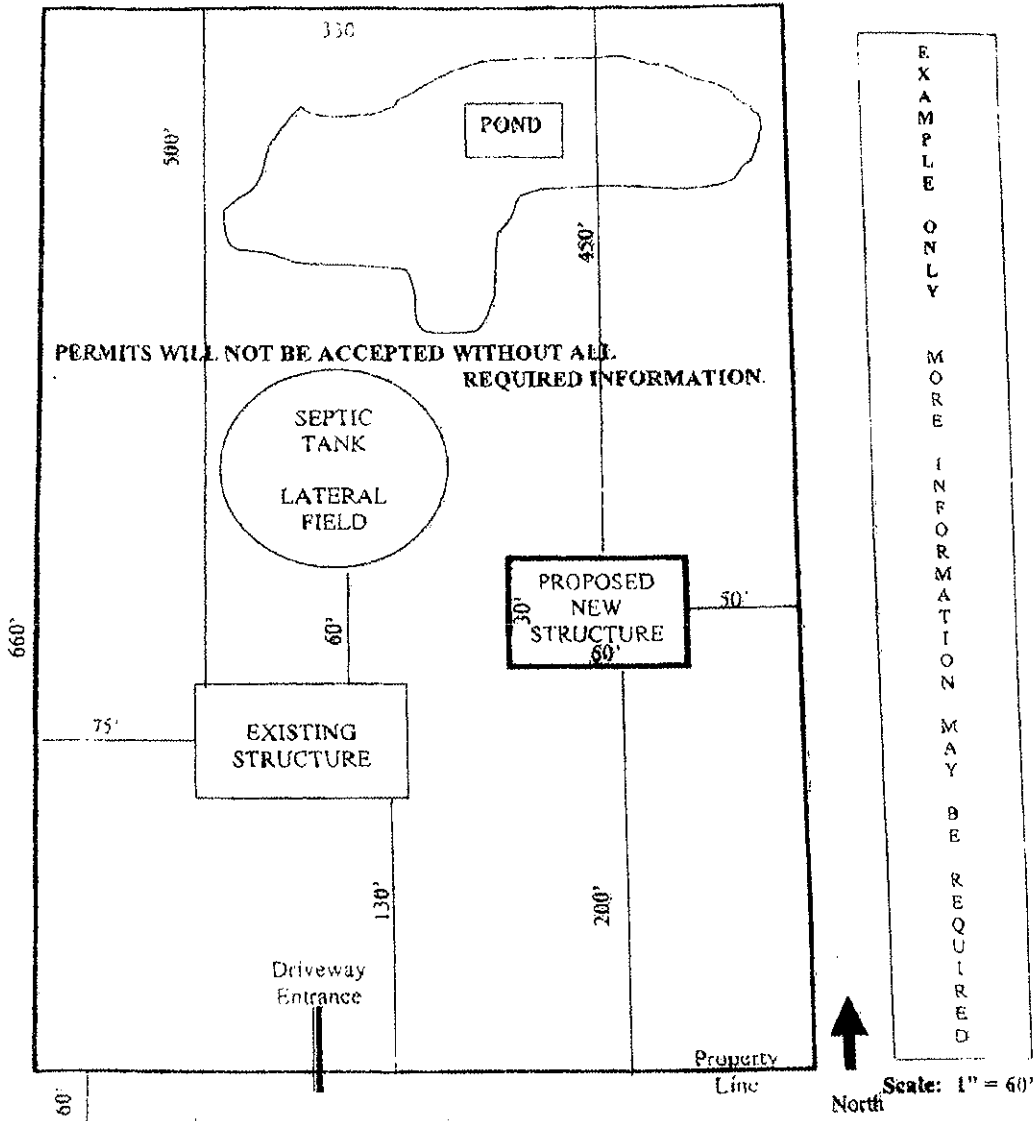
Elevations must show all of the following:

- The exterior appearance of the building, including the type of exterior materials.
- The location, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls.

Storm Water Management Plan:

- Must be prepared for a site where one acre or more of land will be disturbed.
- Must delineate and describe the post-construction storm water management practices to be employed to comply with SPS 321.126.

All above Listed Materials MUST be Submitted PRIOR to the Issuance of a Building Permit



EXAMPLE SITE PLAN

NOTE ALL MEASUREMENTS IDENTIFIED ON THIS EXAMPLE SHOULD APPEAR ON THE SUBMITTED SITE PLAN. **THE SUBMITTED SITE PLAN MUST BE DRAWN TO SCALE.**

ALL MEASUREMENTS MUST BE TO SCALE

- Please indicate:
- The location of all existing and proposed buildings/structures.
 - The distance from each structure to nearest property line.
 - The distance from centerline of adjacent street to property lines.
 - The scale used to draw the Site Plan.

UDC Wall Bracing Provisions Permanent Rule effective September 1, 2014

A 'How To' guide for use of the new provisions

Summary: Forget what you knew about the previous wall bracing provisions – this method is a different concept. The provisions are generally based on the 2012 IRC Simplified Wall Bracing Provisions. The new prescriptive Tables provide the number of braced wall panels required on a rectangle side (intermittent sheathing method) OR the total length of braced wall panels required on a rectangle side (continuously sheathed method) in wood frame walls parallel to the wind direction being considered.

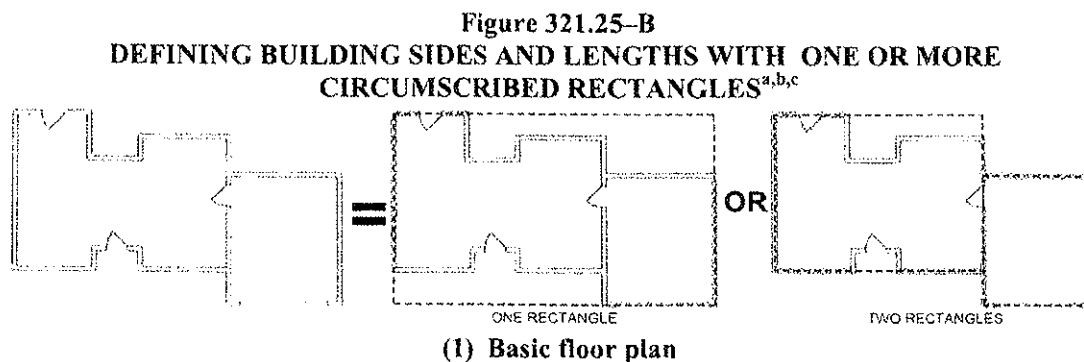
What hasn't changed? Generally the bracing materials and fastening in Table 321.25-G remain unchanged.

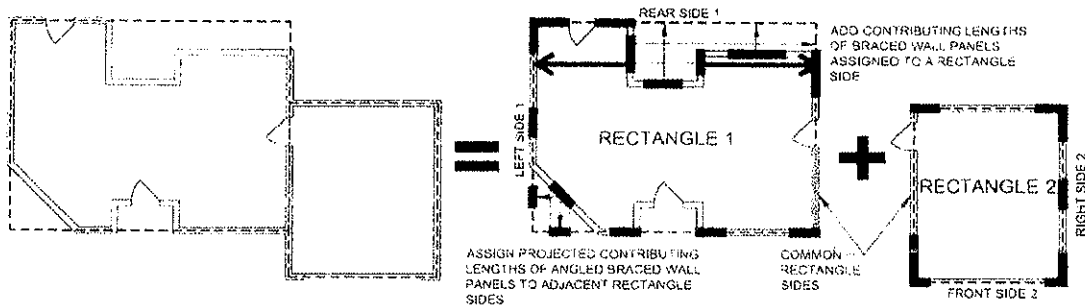
Major Assumptions/Defaults:

- Interior side of exterior walls are sheathed with ½" gypsum board
- 10' wall heights
- Wind Exposure category B
- For the intermittent bracing method roof eave (top of wall) to ridge height is 10'

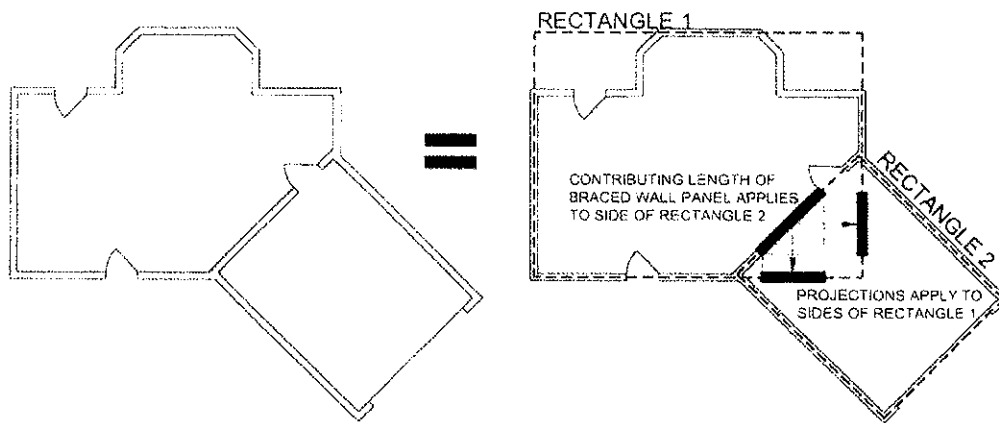
Starting with the topmost floor level ...

STEP 1: Define the rectangle sides by circumscribing the outermost extents of the building at each floor level with a rectangle. The maximum length of any side of the rectangle is 75' for intermittent bracing and 80' for continuously sheathed bracing. For either method the maximum length to width ratio of the rectangle is 3:1. If the length of the rectangle side exceeds the prescriptive limit of the respective table or the length to width ratio exceeds 3:1 the building must be circumscribed or divided with more than one rectangle or designed by engineering analysis. See examples below from the rules - Figure 321.25-B.





(2) Angled-building-side plan^d



(3) Angled floor plan^e

^dEach floor plan level shall be circumscribed with one or more rectangles around the entire floor plan at the floor level under consideration as shown. When multiple rectangles are used, each side shall be braced as though it were a separate building and the bracing amount added together along the common wall where adjacent rectangles overlap or abut.

^eRectangles shall surround all enclosed plan offsets and projections. Chimneys, partial height projections, and open structures, such as carports and decks, shall be excluded from the rectangle.

^fEach rectangle shall have a maximum rectangle length-to-width ratio of 3:1

^gProjected contributing lengths of angled braced wall panels shall be assigned to the closest rectangle sides, as shown for the angled corner in the angled-building-side-plan shown above.

^hBraced wall panels located on a common wall where angled rectangles intersect, as shown in Figure 321.25-B(3), shall have their contributing length applied towards the required length of bracing for the parallel rectangle side and its projected contributing lengths towards the adjacent angled rectangle sides. Where the common side of rectangle 2 as shown in Figure 321.25-B(3) has no physical wall, the portion shall be designed in accordance with s. SPS 321.25 (8) (a).

STEP 2: Select the wall bracing method (intermittent or continuous), materials, and panel width (intermittent method) from Table 321.25-G. If using intermittent braced wall panels, in general most of the bracing methods are considered equivalent and the method simply tells you the NUMBER of panels required on a rectangle side. For continuously sheathed bracing the method yields the total LENGTH of braced wall required on a rectangle side.

**Table 321.25-G
BRACING METHODS^{a, f}**

Material	Minimum Brace Material Thickness or Size	Maximum Nominal Wall Height ^b	Minimum Braced Wall Panel Width or Brace Angle	Connection Criteria	
				Minimum Fasteners	Maximum Spacing
Intermittent Bracing Methods					
LIB ^c Let-in bracing	1x4 wood brace (or approved metal brace installed per manufacturer instructions)	10'	45° angle and maximum 16" o.c. stud spacing ^b	2-8d common nails or 3-8d box nails (2 3/8" long x 0.113" diameter)	Per stud and top and bottom plates ^c
DWB Diagonal wood boards	3/4" (1" nominal) for maximum 24" o.c. stud spacing	10'	48"	2-8d box nails (2 3/8" long x 0.113" diameter) or 2 - 1 3/4" long 16-gage staples	Per stud and top and bottom plates ^c
WSP Wood structural panel	3/8" for maximum 16" o.c. stud spacing; 7/16" for maximum 24" o.c. stud spacing	10'	48"	6d common nail or 8d box nail (2 3/8" long x 0.113" diameter); or 7/16"- or 1/2"- crown 16-gage staples, 1 1/4" long	6" edges, 12" field (nails) 3" edges, 6" field (staples)
SFB Structural fiberboard sheathing	1/2" for maximum 16" o.c. stud spacing	10'	48"	1 1/2" long x 0.120" diameter galvanized roofing nails or 1"-crown 16-gage staples, 1 1/4" long	3" edges, 6" field
GB Gypsum board (installed on both sides of wall)	1/2" for maximum 24" o.c. stud spacing	10'	96"	5d cooler nails, or #6 screws	7" edges, 7" field (including top and bottom plates)
Continuous Sheathed Bracing Methods					
CS-WSP ^d Continuous sheathed WSP	3/8" for maximum 16" o.c. stud spacing;	12'	Refer to Table 321.25-H	Same as WSP	Same as WSP

CS-SFB ^d Continuous sheathed SFB	7/16" for maximum 24" o.c. stud spacing				
	1/2" for maximum 16" o.c. stud spacing			Same as SFB	Same as SFB
Narrow Panel Bracing					
PF Portal frame	7/16"	12'	Refer to Figure 321.25-A	Refer to Figure 321.25-A	Refer to Figure 321.25-A

^aThe interior side of all exterior walls shall be sheathed with minimum 1/2-inch gypsum wallboard unless otherwise permitted to be excluded by this subsection. All edges of panel-type wall bracing, except horizontal joints in GB bracing, shall be attached to framing or blocking.

^bThe actual measured wall height shall include stud height and thickness of top and bottom plates. The actual wall height shall be permitted to exceed the listed nominal values by not more than 4 1/2 inches. Tabulated bracing amounts in s. SPS 321.25 (8) (c) are based on a 10-foot nominal wall height for all bracing methods and shall be permitted to be adjusted to other nominal wall heights not exceeding 12 feet in accordance with footnotes to Table 321.25-I or Table 321.25-J.

^cLIB is not permitted for walls supporting a roof and two floors. Two LIB braces installed at a 60° angle from horizontal shall be permitted to be substituted for each 45° angle LIB brace

^dBracing with CS-WSP and CS-SFB shall have sheathing installed on all sheathable surfaces above, below, and between wall openings.

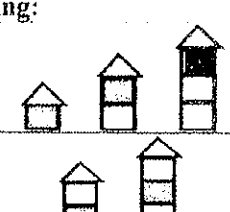
^eShall be attached to the top and bottom plates and any intermediate studs, in one continuous length.


^fEach braced panel may contain no more than one hole, having a maximum dimension of no more than ten percent of the least dimension of the panel, and confined to the middle three-fourths of the panel.

STEP 3: DETERMINE NUMBER OF PANELS OR REQUIRED TOTAL LENGTH OF BRACING REQUIRED USING ONE OF THE FOLLOWING METHODS

- A) Intermittent braced wall panels. Determine the NUMBER of braced panels required on each rectangle side using Table 321.25-I based on the length of the perpendicular side.
NOTE a minimum of 2 braced wall panels is required on each rectangle side.

Table 321.25-I
REQUIRED NUMBER OF INTERMITTENT BRACED WALL PANELS
ON WALLS PARALLEL TO EACH RECTANGLE SIDE
AT EACH FLOOR LEVEL ^{a,b,c,d,e,f, h}

Wall Supporting:		Required Number of Brace Panels on a Building Side		
		Length of Perpendicular Side (feet) ^b		
		≤25	≤50	≤75
Roof and ceiling only	1 ⁱ	2	3	
One floor, roof and ceiling	2	4	6	

Two floors, roof and ceiling		3	6	9
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^aInterpolation is permitted. Extrapolation to buildings larger than addressed in this table is prohibited.

^bThis table applies to wind exposure category B. For wind exposure category C or D, multiply the number of braced wall panels required by 1.3 or 1.6, respectively.

Wind exposure category B is comprised of urban and suburban areas, wooded areas, or other terrain with numerous closely spaced obstructions having the size of single-family dwellings or larger. Exposure B shall be assumed unless the site meets the definition of another type exposure.

Wind exposure category C is comprised of flat, open country and grasslands with scattered obstructions, including surface undulations or other irregularities, having heights generally less than 30 feet extending more than 1,500 feet from the building site in any quadrant. This exposure also applies to any building located within Exposure B type terrain where the building is directly adjacent to open areas of Exposure C type terrain in any quadrant for a distance of more than 600 feet.

Wind exposure category D is comprised of flat, unobstructed areas exposed to wind flowing over open water for a distance of at least 1 mile. This exposure applies only to those buildings and other structures exposed to the wind coming from over the water. Exposure D extends inland from the shoreline a distance of 1,500 feet or 10 times the height of the building or structure, whichever is greater.

^cTabulated values are based on a nominal wall height of 10 feet. For nominal wall heights other than 10 feet and not more than 12 feet, multiply the required number of brace panels by the following factors: 0.9 for 8 feet, 0.95 for 9 feet, 1.15 for 11 feet, or 1.3 for 12 feet.

^dTabulated values are based on a roof with a top-of-wall-to-ridge height of 10 feet. For top-of-wall-to-ridge heights other than 10 feet, multiply the required number of brace panels by the following factors for each floor level support condition:

- Roof only – 0.7 for 5 feet, 1.3 for 15 feet, or 1.6 for 20 feet
- Roof + 1 Floor – 0.85 for 5 feet, 1.15 for 15 feet, or 1.3 for 20 feet
- Roof + 2 Floors – 0.9 for 5 feet or 1.1 for 15 feet.

^eWhere minimum ½-inch gypsum wallboard is not included on the interior side of the wall, multiply the number of braced wall panels by 1.7 for LIB bracing or 1.4 for all other bracing methods, except this increase is not required for the portal frame method.

^fAdjustments in footnotes b to e apply cumulatively. Fractions of panels shall be rounded to the nearest one-half braced wall panel.

^gPerpendicular sides to the front and rear sides are the left and right sides. Perpendicular sides to the left and right sides are the front and rear sides. See Figure 321.25-B.

^hThe following braced wall panel conditions shall be permitted to be counted as one-half a braced wall panel toward meeting the required number of panels: (1) one 60 degree LIB; (2) one 48" GB or one 96" GB with gypsum wallboard on one side; (3) one 36" WSP or SFB braced wall panel for wall heights not more than 9 feet; (4) a 48" WSP or SFB braced wall panel where there is no more than one unblocked horizontal joint; or (5) one PF brace panel complying with Figure 321.25-A.










ⁱThis value of less than 2 serves only as the beginning value for calculation purposes. The resulting value shall be 2 or greater, to be consistent with subd. 2.

OR

- B) Continuously Sheathed braced walls. Determine the TOTAL LENGTH of braced wall panels on each rectangle side using Table 321.25-J based on the length of the perpendicular side.

Table 321.25-J
REQUIRED LENGTH OF CONTINUOUS BRACING ON WALLS PARALLEL TO
EACH RECTANGLE SIDE AT EACH FLOOR LEVEL^{a,b,c,d,e,g,h}

Top-of-Wall-to-Ridge	Wall Supporting:	Total Required Length (feet) of Full-Height Bracing on Any Side of Rectangle
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Height (feet)		Length of Perpendicular Side (feet) ^f								
		10	20	30	40	50	60	70	80	
10	Roof and ceiling only 	2.0 ⁱ	3.5 ⁱ	5.0	6.0	7.5	9.0	10.5	12.0	
	One floor, roof and ceiling 	3.5 ⁱ	6.5	9.0	12.0	14.5	17.0	19.8	22.6	
	Two floors, roof and ceiling 	5.0	9.5	13.5	17.5	21.5	25.5	29.2	33.4	
15	Roof and ceiling only 	2.6 ⁱ	4.6	6.5	7.8	9.8	11.7	13.7	15.7	
	One floor, roof and ceiling 	4.0	7.5	10.4	13.8	16.7	19.6	22.9	26.2	
	Two floors, roof and ceiling 	5.5	10.5	14.9	19.3	23.7	27.5	32.1	36.7	
20	Roof and ceiling only 	2.9 ⁱ	5.2	7.3	8.8	11.1	13.2	15.4	17.6	
	One floor, roof and ceiling 	4.5	8.5	11.8	15.6	18.9	22.1	25.8	29.5	
	Two floors, roof and ceiling 	6.2	11.9	16.8	21.8	27.3	31.1	36.3	41.5	

ⁱInterpolation is permitted. Extrapolation to buildings larger than addressed in this table is prohibited.

ⁱⁱThis table applies to wind exposure category B. For wind exposure category C or D, multiply the required length of wall bracing by 1.3 or 1.6, respectively. Wind exposure categories are as defined in Table 321.25-1 footnote b.

ⁱⁱⁱTabulated values are based on a nominal wall height of 10 feet. For nominal wall heights other than 10 feet, multiply the required length of bracing by the following factors: 0.90 for 8 feet, 0.95 for 9 feet, 1.05 for 11 feet, or 1.10 for 12 feet.

^{iv}Where minimum 1/2-inch gypsum wallboard interior finish is not provided, the required bracing amount for the affected rectangle side shall be multiplied by 1.4, except this increase is not required for the portal frame method.

^vAdjustments in footnotes b to d apply cumulatively.

^{vi}Perpendicular sides to the front and rear sides are the left and right sides. Perpendicular sides to the left and right sides are the front and rear sides. See Figure 321.25-B.

^{vii}Continuous sheathing shall be applied to all surfaces of the wall, including areas between brace panels and above and below wall openings.

^{viii}When used on a wall line with continuous sheathing, each portal frame panel is counted for its actual length in contributing toward the length of continuous sheathing used on other portions of the same wall line, such as the building side at a given story level.

^{ix}Any value of less than 4.0 in this table serves only as the beginning value for calculation purposes. The resulting value shall be 4.0 or greater, to be consistent with Table 321.25-Ff and subd. 2.

STEP 4: If required, apply any adjustment factors (adjustments may decrease or increase the required bracing amount) per the footnotes to the respective Table for the method used (intermittent or continuous). For example wall heights taller than 10' and wind exposure category C or D would both increase the bracing amount. Absence of interior ½" gypsum board sheathing increases the required bracing amount.

STEP 5: Repeat steps 2 through 4 considering wind in the perpendicular direction.

STEP 6: Determine the minimum required width of braced wall panels. For intermittent bracing method the minimum length of braced wall panel is given in Table 321.25-G (see step 2 above). For continuously sheathed bracing method the minimum width is determined using Table 321.25-F dependent on the maximum opening height adjacent to the panel and the wall height.

Table 321.25-H^{a, b}
MINIMUM WIDTHS OF CS-WSP AND CS-SFB BRACED WALL PANELS

Maximum Opening Height Adjacent to Braced Wall Panel	Minimum Width of Full-Height Braced Wall Panel (inches)			
	8' Tall Wall	9' Tall Wall	10' Tall Wall	12' Tall Wall
5'-4"	24	27	30	36
6'-8"	32	30	30	36
8'	48	41	38	36
9'	-	54	46	41
10'	-	-	60	48
12'	-	-	-	72

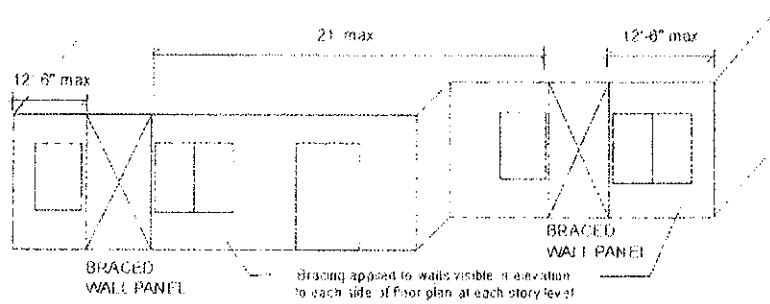
^aSheathing shall extend from the top of the top plate to the bottom of the bottom plate and may be multiple sheets. All joints shall be blocked.

^bInterpolation is permitted.

PF (Portal Frame) Method: Portal Frame narrow panel bracing may be used with either the intermittent or continuously sheathed bracing methods. For Intermittent bracing, per Table 321.25-I footnote 'h', each PF panel (16-24" wide per Figure 321.25-A) counts as ½ of a braced wall panel when determining compliance with Table 321.25-I. For Continuously Sheathed bracing, the actual length of each PF panel (16-24" wide per Figure 321.15-A) in feet, counts toward the required total length of bracing required.

STEP 7: Check that the location of braced wall panels meets Figure 321.25-C. A braced wall panel must start within 12 ½' from the end of the rectangle side and braced panels must be spaced a maximum of 21' edge to edge along the rectangle side. For intermittent or continuous methods, each PF panel meeting the minimum required width of Fig. 321.25-A counts as a braced wall panel when evaluating compliance with Fig. 321.25-C.

**FIGURE 321.25-C
LOCATION OF BRACED WALL PANELS ALONG A BUILDING SIDE⁴**



⁴A braced wall panel can be anything from one-half to one brace panel.

STEP 8: Repeat steps 1 through 7 for additional floor levels.

See also the One- and Two-Family Dwellings (Uniform Dwelling Code) Program web page for a Frequently Asked Questions document that provides further guidance and explanation on the use of the wall bracing permanent rule provisions.

MINIMUM WIDTH OF BRACED WALL PANEL BETWEEN END OF WALL AND GARAGE DOOR

(Assuming garage end wall is the end of a rectangle side)

METHOD	WALL HEIGHT				
	8'	9'	10'	11'	12'
PORTAL FRAME ^{1,2}	16"	18"	20"	22"	24"
CONTINUOUS ³ SHEATHING (HEIGHT OF DOOR OPENING)					
6'8"	32"	30"	30"	33"	36"
8'	48"	41"	38"	37"	36"
9'		54"	46"	43.5"	41"
10'			60"	54"	48"
12'					72"
INTERMITTENT ³	36" ⁴	36" ⁴	48"	48"	48"

¹ If using Intermittent Sheathing on the remainder of the rectangle side, a Portal Frame panel counts as ½ panel toward the total number of panels needed.

² A full-height braced wall panel must go immediately on the other side of the garage door opening.

³ As long as the first panel starts within 12.5' of the end, there is no minimum width.

⁴ Counts as ½ panel toward the total number of panels needed.

Wall Bracing Compliance Worksheet

Complete this worksheet or provide equivalent information on the plans submitted with the permit application.

Sketch and dimension the building plan and the wall bracing rectangle(s) per 321.25(8)(c)1. and Figure 321.25-B
Provide and label additional sketches if the building plan/rectangles change at different floor levels.

Indicate applicable Wall Bracing Method for each level (see Table 321.25-G), each labeled rectangle if more than one [see 321.25(8)(c)], and amount of bracing (# of braced panels or length of braced wall required) per the respective table (provide additional worksheets for additional rectangles as needed):

Rectangle:	Wall Ht. =	Eave to Ridge Ht. =	Max. Opening Ht. =		Wind Exp. =	
Walls Supporting:	Intermittent method (L.I.B, DWB, WSP, SFB, GB, PCP) and # of panels per Table 321.25-I Min. panel width (Table 321.25-G) =		Continuous method (CS-WSP, CS-SFB) and total length required per Table 321.25-J Min. panel width (Table 321.25-I) =		PF Method (see Figure 321.25-A). Indicate number of PF panels 16-24" wide provided. Min. PF width (Fig. 321.25-A) =	
	Long side	Short side	Long side	Short side	Long side	Short side
Roof and ceiling only						
One floor, roof and ceiling						
Two floors, roof and ceiling						

Rectangle:	Wall Ht.	Eave to Ridge Ht. =	Max. Opening Ht. =		Wind Exp. =	
Walls Supporting:	Intermittent method (L.I.B, DWB, WSP, SFB, GB, PCP) and # of panels per Table 321.25-I Min. panel width (Table 321.25-G) =		Continuous method (CS-WSP, CS-SFB) and total length required per Table 321.25-H Min. panel width (Table 321.25-H)		PF Method (see Figure 321.25-A). Indicate number of PF panels 16-24" wide provided. Min. PF width (Fig. 321.25-A) =	
	Long side	Short side	Long side	Short Side	Long side	Short side
Roof and ceiling only						
One floor, roof and ceiling						
Two floors, roof and ceiling						

PF Method: For Intermittent bracing, per Table 321.25-I footnote 'h', each PF panel (16-24" wide per Figure 321.25-A) counts as 1/2 of a braced wall panel when determining compliance with Table 321.25-I. For Continuously Sheathed bracing, the actual length of each PF panel (16-24" wide per Figure 321.25-A) in feet counts toward the required total length of bracing required. For intermittent or continuous methods, each PF panel meeting min. required width of Fig. 321.25-A counts as a braced wall panel when evaluating panel spacing per Fig. 321.25-C.

Indicate the location and construction details of required braced wall panels determined above on each rectangle side as required by Figure 321.25-C on the floor plans submitted with the permit application.



Wisconsin Chapter

March 2014

ELECTRICAL LICENSING GUIDE

Wisconsin's New Law

Many of the recent changes to Wisconsin's electrical licensing law were established by legislation passed in March of 2008. In addition to requiring statewide licensing, this legislation provided for a 5-year delayed effective date (April 1, 2013) to give people time to get the credentials required by the 2008 law.

The Important Facts You Need to Know

How ABC Can Help You

ABC can help you with the licensing process. We can provide information on the new law, help you understand the requirements, and assist you in the application process. For more information, visit our website at www.abc.org or call us at 1-800-368-5868.

- **Effective April 1, 2014** - Everyone (with certain exceptions) working as an electrician or in business as an electrical contractor will need to be licensed or registered with the Wisconsin Department of Safety and Professional Services (DSPS).
- **Electricians** - If you have a current DSPS electrical credential (i.e. Master license, Journeyman license, Apprentice or Beginning Electrician registration) you will be in compliance with the new law.
- **Apprentices** - If you are an active apprentice in a registered apprenticeship program, and have a current DSPS electrical credential (i.e. Apprentice or Beginning Electrician registration), you will be in compliance with the new law.
- **Electrical Contractor** - If you have a current Electrical Contractor license and you are or employ a Master Electrician, you will be in compliance with the new law. If you are not a Master Electrician or do not employ a Master electrician, you will need to meet this requirement in order to be an Electrical Contractor.
- **No DSPS Credential** - If you do not have a current DSPS credential, you will need to either obtain a Master Electrician license, Journeyman license, or register as a Beginning Electrician. Beginning Electricians will be "converted" to Registered Electricians in the future.
- **Exemptions** - Many types of "electrical work" are exempt from the licensing requirement.
- **Grandfathering** - There is a very limited grandfathering clause affecting only individuals born before January 1, 1956.
- **Further Details** - Many "details" not addressed in the law will be established by Administrative Rules. The Administrative Rules have not yet been approved.



Wisconsin Chapter

March 2014

ELECTRICAL LICENSING GUIDE

Wisconsin's New Law

Legislative Changes Began in 2008

Many of the recent changes to Wisconsin's electrical licensing law were established by legislation passed in March of 2008. In addition to requiring statewide licensing, this legislation provided for a 5-year delayed effective date (April 1, 2013) to give people time to get the credentials required by the 2008 law.

As the effective date approached, some of those regulated by the new law raised concerns and in March of 2013 the legislature pushed back the effective date of the legislation another year (April 1, 2014) in order to consider changes. In February of 2014 the legislature passed new legislation making several changes to the 2008 law but keeping the effective date of April 1, 2014.

Now, under provisions that will become law on April 1, 2014, no person may work as an electrician, and no person may engage in business as an electrical contractor, unless that person is licensed by, or registered with, the Department of Safety and Professional Services.

Credentialing Requirements Effective April 1, 2014

Electrical Contractor	<ul style="list-style-type: none">✓ No person may engage in the business of installing, repairing, or maintaining electrical wiring unless the person is licensed as an electrical contractor by the department of safety and professional services.✓ No person who is not a master electrician may install, repair, or maintain electrical wiring unless a master electrician is at all times responsible for the persons work.
Master Electricians	<p>At least one of the following:</p> <ul style="list-style-type: none">✓ A bachelor's degree or master's degree in electrical engineering, followed by passage of an examination.✓ 12 months of experience as a journeyman electrician, followed by passage of an examination.✓ 60 months, with at least 10,000 hours experience, followed by passage of an examination.
Journeyman Electricians	<p>At least one of the following:</p> <ul style="list-style-type: none">✓ Completion of a construction electrician apprenticeship program lasting at least 3 years⁴ and that is approved by the U.S. department of labor or the department of workforce development, followed by passage of an examination.✓ 48 months, with at least 8,000 hours experience, followed by passage of an examination (completion of a 2-year approved program shall be equivalent to 12 months and 2,000 hours of experience).
Apprentice Electricians	<ul style="list-style-type: none">✓ The department of safety and professional services must promulgate rules for the registration of electrical apprentices.
Registered Electricians (formerly Beginning Electricians)	<ul style="list-style-type: none">✓ The department of safety and professional services must promulgate rules that establish procedures for the enrollment of registered electricians.✓ Registered electricians must be supervised by licensed journeyman or master electricians.✓ The department must promulgate rules to differentiate the scope of installation, repair, or maintenance of electrical wiring that may be performed by registered electricians.
Grandfathering	<ul style="list-style-type: none">✓ Persons born on or before January 1, 1956 and who have at least 15 years of experience in installing, repairing, or maintaining electrical wiring will be regulated under separate rules to be developed.✓ It is generally presumed that these individual will not be required to pass an examination and may be limited by other restriction.



Wisconsin Chapter

March 2014

ELECTRICAL LICENSING GUIDE

Wisconsin's New Law

Exemptions to Wisconsin's Electrical Licensing Law

1. A residential property owner who installs, repairs, or maintains electrical wiring on premises that the property owner owns and occupies as a residence, unless a license or registration issued by the department is required by local ordinance.
2. A person engaged in maintaining or repairing electrical wiring within an existing facility or on premises owned or leased by the person or by an entity for which the person is an agent or employee.
3. A person engaged in installing, repairing, or maintaining electrical wiring, apparatus, or equipment for elevators and escalators.
4. A person engaged in installing, repairing, or maintaining equipment or systems that operate at 100 volts or less.
5. A person engaged in installing, repairing, or maintaining an electronic system designed to monitor a premise for the presence of an emergency, to issue an alarm for an emergency, or to detect and summon aid for an emergency.
6. A person engaged in installing, repairing, or maintaining electrical wiring of facilities that support telecommunication services that is provided by a telecommunications provider.
7. A person engaged in installing, repairing, or maintaining manufactured equipment or utilization equipment, including ballasts, electric signs and luminaries or any other manufactured system that is designed to provide a function that is not primarily electrical in nature if the installation, repair, or maintenance does not involve the modification or installation of branch circuit conductors that are external to the manufactured or utilization equipment or other manufactured system.
8. A person engaged in installing electrical wiring for components of a manufactured home or a manufactured building, while the manufactured home or the manufactured building is at or in the facility at which it is being manufactured.
9. A person employed by an electricity provider, or a subcontractor of an electricity provider, who installs, repairs, or maintains electrical wiring for equipment that is installed in the normal course of providing utility services by the electricity provider.
10. A person engaged in installing, repairing, or maintaining electrical wiring that provides lighting or signals for public thoroughfares and for public airports.
11. A person engaged in installing, repairing, or maintaining electric lines on the utility side of substations and other distribution facilities owned or operated by customers or members of electricity providers.
12. A person employed by an electricity provider, or a subcontractor of an electricity provider, who installs, repairs, or maintains primary voltage electric facilities that are owned by the electricity provider's customers or members and that operate at greater than 600 volts.
13. A person employed by an electricity provider, or a subcontractor of an electricity provider, who restores service during an emergency.
14. A person who installs a replacement for an existing switch or outlet, if the replacement switch or outlet has a rating of not more than 20 amperes.
15. A person engaged in installing electrical wiring within an existing industrial facility or existing manufacturing facility owned or leased by the person or by an entity for which the person is an agent or employee.
16. A person who installs electrical wiring without receiving payment in a new one or two family dwelling that is being constructed by a qualified nonprofit corporation.

Municipal Authority

Municipal licenses and registrations issued to electricians, electrical contractors, and electrical inspectors are no longer valid (or required) as of March 31, 2014. Municipalities may no longer impose any registration, licensing, or certification requirements on electrical contractors, electricians, or electrical inspectors. And no person may work as an electrician, and no person may engage in business as an electrical contractor, unless that person is licensed by, or registered with, the Department of Safety and Professional Services.

Reciprocity

Many of the most recent changes were intended to facilitate reciprocal agreements with neighboring states. The 2014 legislation allows the department to enter into reciprocal agreements with other states provided the credentials are comparable, the individual submits an application, and pays the fee. It is presumed the department will begin to negotiate such agreements.



Wisconsin Chapter

ELECTRICAL LICENSING GUIDE

Wisconsin's New Law

Topics to be Further Defined in Administrative Rules

Inspections	<ul style="list-style-type: none"> ✓ Current law requires the department to establish rules for the inspection of electrical wiring. ✓ This legislation prohibits the department from requiring inspection of electrical wiring in an existing industrial facility unless the project required plan review ✓ Under the bill, all inspections shall be performed by inspectors certified by the department. ✓ Promulgate rules that establish criteria for the certification of electrical inspectors.
Registered electricians and electrical apprentices	<ul style="list-style-type: none"> ✓ Promulgate rules that establish criteria for the enrollment of registered electrician and the registration of electrical apprentices. ✓ Promulgate rules that establish requirements for the supervision of registered electricians.
Registration and licensing procedure	<ul style="list-style-type: none"> ✓ Promulgate rules that establish the procedures for the licensing of journeyman electricians and master electricians.
Suspension or revocation	<ul style="list-style-type: none"> ✓ Establish criteria and a process for the suspension and revocation of registrations and licenses.
Types of electricians	<ul style="list-style-type: none"> ✓ The department may promulgate rules that recognize and regulate different types and subtypes of electricians.
Scope of work	<ul style="list-style-type: none"> ✓ Promulgate rules to differentiate the scope of installation, repair, or maintenance that may be performed by electrical contractors, registered electricians, journeyman electricians, master electricians, and any additional type of electrician created in rules.
Continuing Education	<ul style="list-style-type: none"> ✓ Continuing Education requirements for all types of electricians will be defined in Administrative Rule.

Additional Resources

- For Master or Journeyman electrician exam locations check the Department of Safety and Professional Services website (www.dsps.wi.gov).
- If you are unable to schedule an exam before April 1, 2014, register as a "Beginning Electrician" on the DSPS website (www.dsps.wi.gov).
- ABC of Wisconsin has Electrical Exam Preparation training (Master and Journeyman) scheduled starting on April 2nd and concluding on May 21st. Visit www.abcwi.org and click on the "events" tab for more details. For more information contact Elizabeth Roddy at 608-244-6050 or eroddy@abcwi.org.
- For questions about this document contact: John Mielke at 608-244-5883 or jmielke@abcwi.org.

This guide is intended to be a summary of the major provisions of Wisconsin's electrical licensing laws. For actual language¹ refer to Wisconsin State Statute Ch. 101 and Wisconsin Administrative Rule SPS 305.40.

¹See "Exemptions to Wisconsin's Electrical Licensing Laws"

²The actual length of approved apprenticeship programs is determined by either the Wisconsin Bureau of Apprenticeship Standard or the U.S. Department of Labor. Websites and printed material may not yet be updated to reflect changes in law and Administrative Rule resulting in confusing or seemingly contradictory information.

Associated Builders and Contractors of Wisconsin, Inc.

5330 Wall Street, Madison, WI 53718
 Phone: 608-244-5883 www.abcwi.org

Dept of Safety & Professional Services Industry Services Division Wisconsin Stats. 101.63, 101.73	<h2 style="margin:0;">Wisconsin Uniform Building Permit Application</h2> <p style="font-size: small; margin: 0;">Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]</p>	Application No. _____ Parcel No. _____
---	---	---

PERMIT REQUESTED Constr. HVAC Electric Plumbing Erosion Control Other:

Owner's Name	Mailing Address	Tel.
Contractor Name & Type	Lic/Cert#	Exp Date
Dwelling Contractor (Constr.)		
Dwelling Contr. Qualifier (The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.)		
HVAC		
Electrical Contractor		
Electrical Master Electrician		
Plumbing		

PROJECT LOCATION Lot area _____ Sq.ft. One acre or more of soil will be disturbed Town Village City of _____ _____ 1/4. _____ 1/4, of Section _____, T _____ N. R _____ E/W

Building Address _____ County _____ Subdivision Name _____ Lot No. _____ Block No. _____

Zoning District(s) _____ Zoning Permit No. _____ Setbacks: Front _____ ft. Rear _____ ft. Left _____ ft. Right _____ ft.

1. PROJECT <input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Other: _____	3. OCCUPANCY <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input type="checkbox"/> Other: _____	6. ELECTRIC Entrance Panel Amps: _____ <input type="checkbox"/> Underground <input type="checkbox"/> Overhead 7. WALLS <input type="checkbox"/> Wood Frame <input type="checkbox"/> Steel <input type="checkbox"/> ICF <input type="checkbox"/> Timber/Pole <input type="checkbox"/> Other: _____	9. HVAC EQUIP. <input type="checkbox"/> Furnace <input type="checkbox"/> Radiant Basebd <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central AC <input type="checkbox"/> Fireplace <input type="checkbox"/> Other: _____	12. ENERGY SOURCE <table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: none;">Fuel</td> <td style="border: none;">Nat Gas</td> <td style="border: none;">LP</td> <td style="border: none;">Oil</td> <td style="border: none;">Elec</td> <td style="border: none;">Solid</td> <td style="border: none;">Solar Geo</td> </tr> <tr> <td style="border: none;">Space Htg</td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> </tr> <tr> <td style="border: none;">Water Htg</td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> </tr> </table>	Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar Geo	Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar Geo																			
Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																			
Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																			
2. AREA INVOLVED (sq ft) <table style="width:100%; border-collapse: collapse;"> <tr> <th style="border: none;">Unit 1</th> <th style="border: none;">Unit 2</th> <th style="border: none;">Total</th> </tr> <tr> <td style="border: none;">Unfin.</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Bsmt</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Living Area</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Garage</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Deck/Porch</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Totals</td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </table>	Unit 1	Unit 2	Total	Unfin.			Bsmt			Living Area			Garage			Deck/Porch			Totals			4. CONST. TYPE <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd. per WI UDC <input type="checkbox"/> Mfd. per US HUD 5. STORIES <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: _____ <input type="checkbox"/> Basement	8. USE <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other: _____	10. SEWER <input type="checkbox"/> Municipal <input type="checkbox"/> Sanitary Permit# _____ 11. WATER <input type="checkbox"/> Municipal <input type="checkbox"/> On-Site Well	13. HEAT LOSS _____ BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)
Unit 1	Unit 2	Total																							
Unfin.																									
Bsmt																									
Living Area																									
Garage																									
Deck/Porch																									
Totals																									
				14. EST. BUILDING COST w/o LAND \$ _____																					

I understand that I am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

I vouch that I am or will be an owner occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the second page of this form.

APPLICANT (Print): _____ **Sign:** _____ **DATE:** _____

APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. See attached for conditions of approval.

ISSUING JURISDICTION	<input type="checkbox"/> Town of _____ <input type="checkbox"/> Village of _____ <input type="checkbox"/> City of _____	<input type="checkbox"/> County of _____ <input type="checkbox"/> State _____	State-Contracted Inspection Agency#: _____ Municipality Number of Dwelling Location: _____
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FEES:	PERMIT(S) ISSUED	WIS PERMIT SEAL #	PERMIT ISSUED BY:
Plan Review \$ _____	<input type="checkbox"/> Construction	_____	Name _____
Inspection \$ _____	<input type="checkbox"/> HVAC		Date _____ Tel. _____
Wis. Permit Seal \$ _____	<input type="checkbox"/> Electrical		Cert No. _____
Other \$ _____	<input type="checkbox"/> Plumbing		Email: _____
Total \$ _____	<input type="checkbox"/> Erosion Control		

INSTRUCTIONS

The owner, builder or agents shall complete the application form down through the Signature of Applicant block and submit it and building plans and specifications to the enforcing jurisdiction, which is usually your municipality or county. Permit application data is used for statewide statistical gathering on new one- and two-family dwellings, as well as for local code administration. **Please type or use ink and press firmly with multi-ply form.**

PERMIT REQUESTED

- Check off type of Permit Requested, such as structural, HVAC, Electrical or Plumbing.
- Fill in owner's current Mailing Address and Telephone Number.
- If the project will disturb one acre or more of soil, the project is subject to the additional erosion control and stormwater provisions of ch. NR 151 of the WI Administrative Code. Checking this box will satisfy the related notification requirements of ch. NR 216.
- Fill in Contractor and Contractor Qualifier Information. Per s. 101.654 (1) WI Stats., an individual taking out an erosion control or construction permit shall enter his or her dwelling contractor certificate number, and name and certificate number of the dwelling contractor qualifier employed by the contractor, unless they reside or will reside in the dwelling. Per s. 101.63 (7) Wis. Stats., the master plumber name and license number must be entered before issuing a plumbing permit.

PROJECT LOCATION

- Fill in Building Address (number and street or sufficient information so that the building inspector can locate the site).
- Local zoning, land use and flood plain requirements must be satisfied before a building permit can be issued. County approval may be necessary.
- Fill in Zoning District, lot area and required building setbacks.

PROJECT DATA - Fill in all numbered project data blocks (1-14) with the required information. All data blocks must be filled in, including the following:

2. Area (involved in project):
 - Basements - include unfinished area only
 - Living area - include any finished area including finished areas in basements
 - Two-family dwellings - include separate and total combined areas
3. Occupancy - Check only "Single-Family" or "Two-Family" if that is what is being worked on. In other words, do not check either of these two blocks if only a new detached garage is being built, even if it serves a one or two family dwelling. Instead, check "Garage" and number of stalls. If the project is a community based residential facility serving 3 to 8 residents, it is considered a single-family dwelling.
9. HVAC Equipment - Check only the major source of heat, plus central air conditioning if present. Only check "Radiant Baseboard" if there is no central source of heat.
10. Sewage - Indicate if the dwelling will be served by municipal sewer or privately owned treatment system. If a private system is used, include the Sanitary Permit number. Note: A building permit cannot be issued for a new dwelling that utilizes a privately owned wastewater treatment system until a sanitary permit has been issued. This applies to any new or existing private onsite wastewater treatment system that will be used by the dwelling.
13. Heat Loss - Provide heat loss summation data (BTUs/HR) derived from the ResCheck report or the "Heating System Sizing Summary Calculator" available on the Division's website: <http://dsps.wi.gov/Programs/Industry-Services/Industry-Services-Programs/One-and-Two-Family-UDC>.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

SIGNATURE - The owner or the contractor's authorized agent shall sign and date this application form. If you do not possess the Dwelling Contractor certification, then you will need to check the owner-occupancy statement for any erosion control or construction permits.

CONDITIONS OF APPROVAL - The authority having jurisdiction uses this section to state any conditions that must be complied with pursuant to issuing the building permit.

ISSUING JURISDICTION: This must be completed by the authority having jurisdiction.

- Check off Jurisdiction Status, such as town, village, city, county or state and fill in Municipality Name
- Fill in State Inspection Agency number only if working under state inspection jurisdiction.
- Fill in Municipality Number of Dwelling Location
- Check off type of Permit Issued, such as construction, HVAC, electrical or plumbing.
- Fill in Wisconsin Uniform Permit Seal Number, if project is a new one- or two-family dwelling.
- Fill in Name and Inspector Certification Number of person reviewing building plans and date building permit issued.

(Part of Ply 4 for Applicants)

Cautionary Statement to Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Cautionary Statement to Contractors for Projects Involving Building Built Before 1978

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance.

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management standards, and will comply with those standards.

Owner's Signature: _____ Date: _____

Village of Cottage Grove
221 East Cottage Grove Rd
Cottage Grove, WI 53527

Application #: _____
Parcel #: _____

DRIVEWAY PERMIT

PLEASE PRINT

Name, Address and phone number:

Owner:

Contractor:

_____	_____
_____	_____
_____	_____
_____	_____

Project Location: _____

Description, dimensions, start and finish date of project:

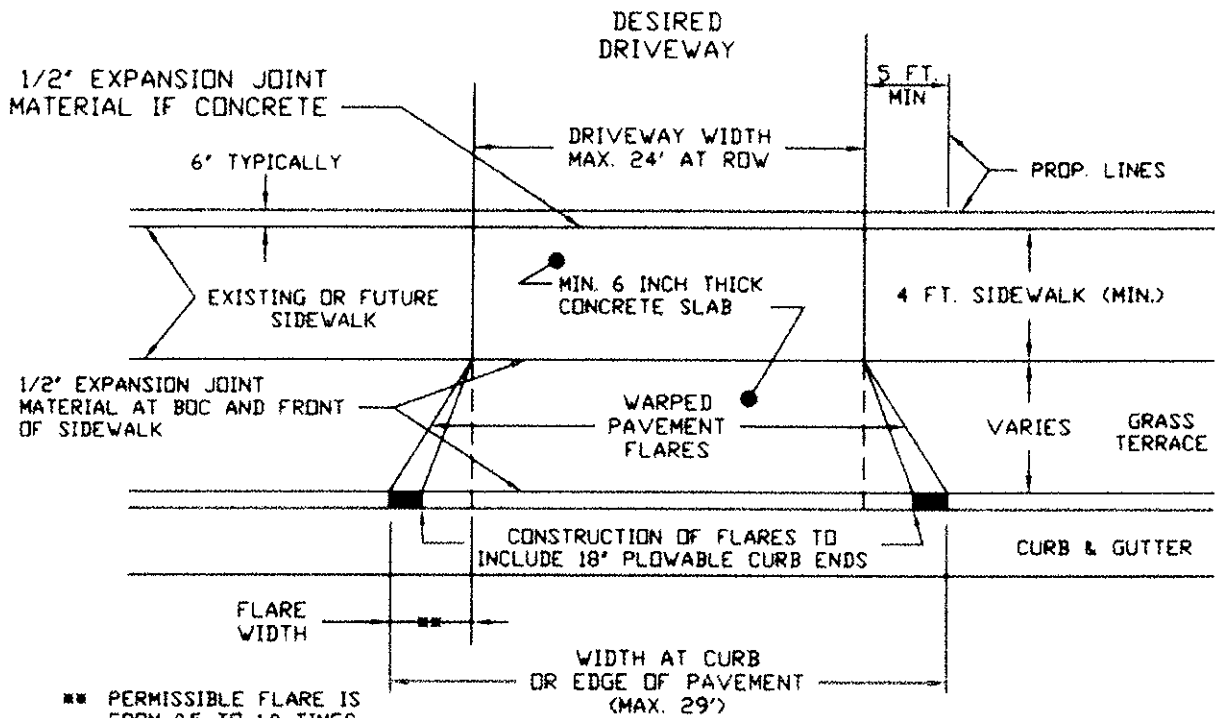
The Village Subdivision Ordinance sections 274-53 and 274-54 describes the Village standards for sidewalk, curb and gutter. Owner is solely responsible for restoring sidewalk, curb and gutter to Village standards and for preserving gutter flow lines and curb integrity. "Curb Cut" is to be as per attached.

WAIVER OF ASSESSMENT NOTICE:

Sidewalk, curb and gutter being improvements beneficial to property the Village of Cottage Grove retains the right, barring other remedies to restore or correct such improvements and assess the property the full cost of the restoration, including but not limited to, engineering, legal and administrative costs. In accordance with §66.60(18). Stats. We hereby waive all special assessment notices and hearings required by §66.60. Stats. Relative to the above-described work.

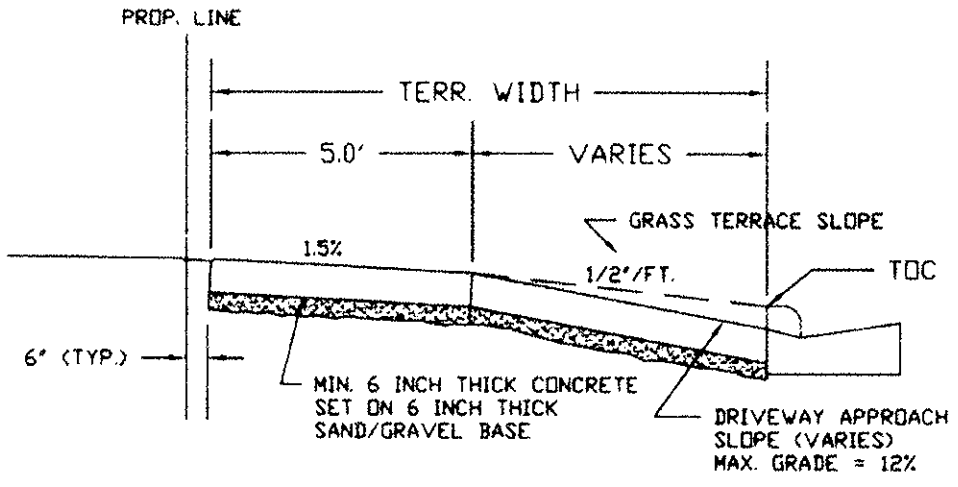
Owners Signature: _____

Date: _____



** PERMISSIBLE FLARE IS FROM 0.5 TO 1.0 TIMES THE GRASS TERRACE WIDTH, NOT TO EXCEED 2.5 FT. ON EITHER SIDE OF DRIVEWAY

PLAN VIEW
(NOT TO SCALE)



CROSS SECTION
(NOT TO SCALE)

VILLAGE OF COTTAGE GROVE

STANDARD RESIDENTIAL DRIVEWAY OPENING

DATE: JANUARY 2018	DRAWING NO. 3-4
--------------------	-----------------

VILLAGE OF COTTAGE GROVE IMPORTANT NOTICE

Property Address: _____

When building a new home there are several aspects of the process that the home owner and builder should have knowledge of prior to the start of construction. A list of potential items is provided below. These items are easily compiled or identified if the builder, owner and/or surveyor work together. **Example:** When the lot is surveyed for the building permit the topographic, elevation, and possible easement information could easily be placed on the survey map. This information would allow the builder to place the home properly on the lot. Or if the sidewalk is already cracked the owner or builder should make sure it is documented with the Public Works Department **prior to the start of construction**.

It is the **sole responsibility** of the property owner, the property owner's builder and/or surveyor to determine the following and comply with these items:

- ◆ Elevations of lot in relation to the foundation.
- ◆ Topographic information on lot.
- ◆ Drainage (Stormwater) requirements / topographic information.
- ◆ Easements located on lot. (Utility, Stormwater, public, street, etc.)
- ◆ Landscaping requirements. (Deed restrictions, subdivision requirements)
- ◆ Sidewalks & Driveways – know the condition before and after construction. If the sidewalk or driveway is found to be cracked during the final inspection it will be noted and **the full cost for replacement will be borne by the owner** of the property.
- ◆ Erosion control measures in place **PRIOR** to excavation on all four sides of the lot. (Required)
- ◆ Zoning and set back requirements.
- ◆ Curb stops or other utilities located on the lot.

I have read and understand the information and conditions provided above.

_____ Date _____ Signature

Please identify yourself: (Circle one)

property owner

builder

surveyor

***** For office use*****

COPIES WERE DISTRIBUTED TO:

Date: _____

By: _____

Property File – Original

Property Owner - (pink)

Builder/Permit Applicant – (yellow)

Public Works Department - (white)

CONTRACT

Application for Water / Sewer Service

Cottage Grove Water & Sewer Utility • 210 Progress Drive, Ste 2 • Cottage Grove, WI 53527 • (608) 839-5813

_____ hereby makes application for water and sewer
owner / agent service at the following location:

Address _____ Parcel _____

Lot # _____ Plat _____

Size of Connection _____ Size of Meter(s) _____

Will this building have a fire protection system? ___ Yes ___ No Size _____

The undersigned owner and plumber, or authorized agents thereof, offer the above information and agree to abide by the official Rules and Regulations of the Water Utility. This agreement becomes binding upon acceptance by the Manager of the Water Utility. Rate information is on the back of this contact.

NOTE: Backwater valve is required in all underfloor/underground plumbing.

Applicant:

Plumber:

Signature (owner or authorized agent)

Signature

Name (please print)

Name (please print)

Address

Company Name & Address

City State Zip

City State Zip

Telephone Number

Telephone Number Plumber's License Number

For Office Use Only

Meter issued to: _____
Please Print

Signature Date

Meter Head Number _____

Date Card Made Out _____

MXU Number _____

Date Entered On Computer _____

Initial Meter Reading _____

Date Meter Issued _____

Date Building Permit Issued _____

Hook-Up: Date _____ Initials _____

Comments _____

Water only during construction \$78.75/quarter _____

Account number _____ Route _____

BILLING CODES:

W1	Water Meter 1 Usage Charge
W2	Water Meter 2 Usage Charge
W0	Water Only Meter Usage Charge
WF	Water Fixed Charge
SW	Sewer Usage Charge
SF	Sewer Fixed Charge
PF	Public Fire Protection Charge
FP	Private Fire Protection Charge
MC	Miscellaneous Charge
WP	Water Penalty
SP	Sewer Penalty

If you have questions regarding your billing, please contact the office of Cottage Grove Water & Sewer Utilities at (608) 839-5813.

LATE PAYMENT CHARGE

A penalty of one percent (1%) per month will be added to bills not paid within twenty (20) days from date of issuance.

NON-SUFFICIENT FUNDS CHARGE

A \$25.00 charge shall be applied to a customer's account when a check rendered for utility service is returned for non-sufficient funds.

QUARTERLY SERVICE CHARGE

	<u>Water</u>	<u>Sewer</u>	<u>Public Fire Protection</u>
5/8" & 3/4" size meter	26.10	46.40	34.60
1"	50.92	75.58	86.57
1-1/2"	89.12	125.29	173.14
2"	140.04	185.93	276.89
3"	203.69	324.67	519.10
4"	280.08	524.40	865.69

VOLUME CHARGE – WATER

First 30,000 gallons	\$4.05/m
Next 70,000 gallons	\$4.00/m
Next 100,000 gallons	\$3.94/m
Over 200,000 gallons	\$3.18/m

VOLUME CHARGE – SEWER

Each 1,000 gallons	\$7.00
--------------------	--------

UNMETERED SERVICE CHARGES

Water	\$ 78.75 per billing quarter
Sewer	\$137.77 per billing quarter