

Electrical: the trade which relates to the design, installation, maintenance, and repair of the mechanical equipment, wiring, fixtures, and connections which tie a structure to the power grid of an electric generating utility and distribute electricity through a structure to end uses.

Including any work which may be performed by a master electrician licensed by the State of Wisconsin or a person under the supervision of such an electrician.

HVAC: an acronym which stands for heating, ventilating and air conditioning; the trade which installs mechanical equipment, systems, and accessory ducting and gratings for the purpose of warming, purifying, cooling, and exchanging air in a building.

Plumbing: the trade which relates to the design, installation and maintenance or repair of pipes, drains, sinks, basins, hot water heating systems, natural gas pipes, grease traps, floor drains, and all other work for which the individual performing the work may either be a master plumber licensed by the State of Wisconsin or work under the supervision of such a plumber.

CODE REQUIREMENT

Building Permit: Authorizes you or your contractor to proceed with a project on your property. The purpose of the building permit is to ensure that the project plans comply with code and the project is inspected to ensure it meets code.

BUILDING PERMIT ISSUANCE

The building permit application includes:

- Pay any applicable permit fees,
 - If work begins prior to permit issuance, the permit fee is doubled.
- Provide a list of all contractors performing work,
- Provide evidence of contractors' licensure

BUILDING PERMIT REQUIRED

The following activities require a *building permit*:

- Alterations to the building structure including the building's heating, electrical, or plumbing systems,
- Replacement of major building equipment including furnaces, central air conditioners, and water heaters,
- Any electrical wiring, HVAC, or plumbing for new construction or remodeling,
- Any new or re-wired electrical services.

The following *do not* require a *building permit*:

- Normal repairs of HVAC, plumbing, and electrical equipment or systems such as replacing switches, receptacles, dimmers, and fixtures.

ELECTRICAL WORK

No person shall install, alter, repair, remove, connect, or disconnect any electrical wiring, fixtures, or apparatus for any purpose whatsoever without first having a license.

A property owner *may* personally install electrical wiring provided that they...

- Apply for and secure a permit,
- Pay required fees,
- Do the work themselves,
- Apply for inspections,
- Receive approval of the inspector.

A property owner *may not* complete the following electrical work themselves...

- New electrical services, service upgrades, or underground wiring,
- New construction prior to the issuance of an occupancy permit,
- In ground swimming pools, interior or exterior spas or hot tubs,
- Wiring over 120 volts,
- Wiring in a two– family home or rental property.

ELECTRICAL PERMITS

The inspector issues permits for the connection, alteration, installation, and replacement of electrical wire for light, heat, or power upon the filing of a proper application describing the nature of the work.

No permit is required to repair, remove, disturb, or disconnect existing electrical equipment or the renewal or replacement of any existing branch lighting circuit switches, sockets, or receptacles.

No work may be done prior to obtaining a permit from the inspector. If work is completed without first obtaining a permit, the permit fee will double.

In an emergency situation, the person completing the work must report to the inspector within two days of beginning work.

RESOURCES

- [Building Services Website](#)
- [Fee schedule](#)
- [Uniform Building Application](#)
- [Diggers Hotline](#) (800) 242-8511
- [SAFEbuilt](#) provides inspection services
- [Schedule an inspection](#)
- [Municipal Code Section 104—Buildings and Building Regulations](#)