

TOWN of Hubbard, DODGE COUNTY, WISCONSIN
ADOPTION OF RESIDENTIAL AND COMMERCIAL BUILDING CODES

ORDINANCE NO. XXI

The Town Board of the Town of Hubbard, Dodge County, Wisconsin, do ordain as follows:

Section 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.

- 1) The construction which shall require a building permit includes, but is not limited to:
 - a) New 1 & 2 family and commercial building including agricultural buildings, detached structures (decks), and detached accessory buildings.
 - b) Additions increase the physical dimensions of a building including decks.
 - c) Alterations to the building structure, or alterations to the building's heating, electrical, or plumbing systems.
 - d) Replacement of major building equipment including furnaces and central air conditioners.
 - 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.

Section 2 - Adoption of State Codes

- 1) The following Chapters of the Wisconsin Administrative Code, as well as all subsequent revisions, are adopted by the Municipality and shall be enforced by the Building Inspector.

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| 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 3 - Certified Municipality Status

- 1) Certified Municipality. The Village/Town/City has adopted the Certified Municipality Status as described in SPS 361.60 of the Wisconsin Administrative Code.
 - a) Responsibilities. The Village/Town/City shall assume the following responsibilities for the Department of Safety and Professional Services (Department):
 1. Provide inspection of commercial buildings with certified commercial building inspectors.

2. Provide plan examination of commercial buildings with certified commercial building inspectors.
- b) 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:
 1. A new building or structure containing less than 50,000 cubic feet of total volume.
 2. 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.
 3. 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.
 4. An alteration of a space involving less than 100,000 cubic feet of total volume.
 5. 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.
 6. 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.
- c) 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:
 1. Building permit application
 2. Application for review - SBD-118
 - a. Fees per Table SPS 302.31-2 and SPS 302.31
 - b. Fees apply to all commercial projects
 3. Four sets of plans
 - a. Signed and sealed per SPS 361.31
 - b. One set of specifications
 - c. Component and system plans
 - d. Calculations showing code compliance

Section 4 - Building-HVAC-Electrical-Plumbing Inspector

- 1) Creation and Appointment. There is hereby created the office of Building Inspector. The Building Inspector shall be appointed by the municipality. The Building Inspector shall be certified for inspection purposes by the Department in the required categories specific 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 Section 66.0119, Stats.

Section 5 - 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) A) 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.
b) The Town of Hubbard has the right to place the unpaid amount on the tax roll if person does not pay.
- 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.

Adopted this revised/updated copy by the Town of Hubbard on this 9th day of March, 2021.

Chairman Daniel Guenterberg

Supervisor #1 James E. Cash

Supervisor #2 David Feller

Clerk/Witness Camie Ann