



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Ordinance

File Number: O-2007-0018

Final Action:

An Ordinance to repeal and recreate section 14.05; to amend Subsection 14.50(7); to repeal Sections 14.53 and 14.54; to renumber Sections 14.55 and 14.56 to Sections 14.53 and 14.54; to repeal Sections 14.57, 14.58, 14.59 and 14.60 and recreate Sections 14.55, 14.56, 14.57; to reserve Sections 14.58 thru 14.74; to repeal and recreate Subsection 14.81(11); and to repeal and recreate Section 14.85 of the Revised Municipal Code regarding electrical codes adopted, Electrical Review Board meetings, electrical contractor licensing and fees, electrical permit fees and changes to the residential affidavit permit.

By Safety and Development Committee

The Common Council of the City of West Allis do ordain as follows:

PART I. Subsection 14.05 of the City of West Allis Revised Municipal Code is repealed and recreated to read as follows:

14.05 CODE ADOPTED.

The provisions of this Code shall adopt and supplement all the laws and regulations of the State of Wisconsin relating to electrical installations and include any future amendments, revisions or modifications thereto. By this section, these laws and regulations are made a part of this Code as if fully set forth herein. Where the requirements of the State Code and the provisions of this Code conflict, the stricter requirements shall govern. The following subsections reference, but are not limited to, specific State of Wisconsin Administrative Codes that are part of this Code and the laws and regulations of the State of Wisconsin.

- (1) Wisconsin State Electrical Code.
Wis. Administrative Code, Chapter Comm16 titled Electrical Code, is hereby adopted.
- (2) Uniform Dwelling Code.
Wisconsin Administrative Code Chapter Comm 24 titled Electrical Standards, is hereby adopted and is applicable to one and two family new residential buildings is hereby adopted and is hereby applicable to alterations and additions to all existing one and two family residential buildings and their accessory buildings.
- (3) National Electrical Code.
Wisconsin Administrative Code Section Comm16.12, which adopts with amendments and incorporates by reference the National Electrical Code as adopted by the National Fire Protection Association, is hereby adopted.
- (4) Public Service Commission Rules.
Wisconsin Administrative Code, Rules of the Public Service Commission, are referenced as part of this Code. Specifically, Chapter PSC 114, WI State Electrical Code, Volume 1 is cited.

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PART II. Subsection 14.50(7) of the City of West Allis Revised Municipal Code is amended to read as follows:

14.50 ELECTRICAL REVIEW BOARD

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- (7) Meetings. The Electrical Review Board shall meet at the call of the Chairperson.

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PART III. Sections 14.53 and 14.54 of the City of West Allis Revised Municipal Code are hereby repealed and Sections 14.55 and 14.56 are hereby renumbered to read as Sections 14.53 and 14.54.

PART IV. Sections 14.57, 14.58, 14.59 and 14.60 of the City of West Allis Revised Municipal Code are hereby repealed and recreated as follows:

14.55 ELECTRICAL CONTRACTORS LICENSE.

- (1) Defined. The holder of an Electrical Contractors License is permitted to secure electrical permits when licensed by the City of West Allis for the installation, alteration and repair to any electrical system or electrical wiring within the scope of the Code, upon or within any building or premises, when supervised by an appointed Supervising Electrician that is a full-time employee of the license holder. The Supervising Electrician shall possess a valid State of Wisconsin Department of Commerce Master Electrician or Restricted Master Electrician Certification. The Supervising Electrician shall supervise and be responsible for all work of the license holder and shall be available to the Electrical Inspector to discuss matters involving the work by the license holder.
- (2) Application. Application shall be made for the license on the form provided by the Department of Building Inspections. The application shall state the business, firm, company or government agency's name, legal business address (P.O. Box not permitted) and business organizational structure along with the name, signature and State of Wisconsin assigned Master Electrician identification number for the assigned Supervising Electrician. The Supervising Electrician shall appear in person when applying for a new license.
- (3) Issued License. Upon submittal of a proper application and review by the Director of Department of Building and Inspections, a license may be issued. The license application shall be approved or denied within thirty (30) days of proper application. A denial shall be made in writing and may be appealed to the Electrical Review Board. An appeal shall be made in writing within thirty days of the denial. There shall be no fee for an appeal to the Board. If a license is denied or an appeal is upheld, the license fee paid may be refunded in full. The Board shall also certify licenses approved by the Director.
- (4) Effect of License. When a license is issued to a person, firm, corporation or governmental agency, the license shall permit the contractor to secure electrical permits only for the use of the licensee therein named upon the license and paid employees of the licensee. The license gives permission to do electrical work in the City.
- (5) Guarantee of the License Holder. The issuance of a license and renewals shall be conditioned upon the guarantee of strict compliance by the license holder of all the laws of the City of West Allis, the laws of the State of Wisconsin, the orders of the Electrical Inspector, completion of all issued permits, and the payment of all fees and special assessments prescribed in the Code.
- (6) Termination of License. The voluntary or involuntary termination, including non-renewal of the license, shall not relieve the license holder from completing all permits that have

been issued to the license holder or payment of outstanding fees or assessments. All permits shall be completed and finalized by the Department of Building and Zoning within thirty (30) days of the termination of any license unless otherwise agreed to, in writing, by the Department of Building and Zoning or the Electrical Review Board.

- (7) License Not Transferable. The license is not transferable nor shall a license be loaned or rented.
- (8) Change of Status. The license holder shall immediately notify the Department of Building and Zoning of any change of address, name of employed supervising electrician or other pertinent fact pertaining to the license issued. The change of the business name shall constitute the issuance of a new license and applicable fees.
- (9) License Term.
 - (a) Beginning September 1, 2005 the license term shall end on August 31, 2007.
 - (b) Beginning September 1, 2007, the license term shall cover the period ending on December 31, 2009. Thereafter the license term shall be each two (2) years starting on January 1 and ending December 31.
 - (c) All licenses shall terminate at the end of each license term. Contractors may renew a terminated license for the next license term for thirty (30) days following the last license term. All license applications received after the thirty (30) day renewal period shall be considered as a new license application. The Director of Department of Building and Zoning may extend the thirty (30) day renewal period an additional thirty (30) days.
- (10) License Fee.
 - (a) New license: Two Hundred and Fifty Dollars (\$250.00)
 - (b) Renewal license: One Hundred Dollars (\$100.00)
- (11) Surety Bond.
 - (a) Beginning with the licensing year 2005/2006, and each licensing period thereafter, before a license is issued, the applicant shall also file with the Building Inspection Department a bond in the sum of five thousand dollars (\$5,000), guaranteeing that the named electrical contractor will perform in accordance with all state laws and regulations, all ordinances of the City and manufacturer's installation specifications.
 - (b) The bond shall extend for the same period for which the license is issued and shall not be cancelled except on thirty (30) days written notice to the Building Inspection Department, in person or by first class mail.
 - (c) All bonds required in this section shall be approved as to form and execution by the City Attorney before the same shall be accepted by the Building Inspection Department.

14.56 SHOP MAINTENANCE ELECTRICAL LICENSE.

- (1) License. A business, firm, corporation, or government agency who regularly employ one or more full-time maintenance electricians may engage in electrical work when issued a Shop Maintenance Electrical License as further defined in subparagraph (a) or (b).
 - (a) Shop Maintenance Electrical License – Master Electrician Certification. A business, firm, corporation, or government agency that appoints a supervising electrician who possesses a valid State of Wisconsin issued Master Electrician Certification may engage in electrical work to include the repair, replacement and maintenance of

existing electrical systems and the rearrangement, repair, or maintenance of existing electrical equipment or devices without securing required electrical permits or inspections. Additionally, this license holder may secure electrical permits for installations for new electrical systems, equipment or devices. All new electrical work shall require permits, payment of fees, and inspections as required by the Code. All electrical work shall be reviewed and approved by the appointed supervising electrician.

- (b) Shop Maintenance Electrical License- Restricted. This restricted license shall allow a business, firm, corporation, or government agency to engage in electrical work to include the repair, and maintenance of existing electrical systems and the rearrangement, repair, or maintenance of existing electrical equipment or devices without securing required electrical permits or inspections. With prior approval from the electrical inspector, new equipment or devices may be installed after securing an electrical permit. All other new electrical work shall require the services of a Licensed Electrical Contractor who shall obtain permits, pay the required fees, and arrange for inspections as required by the Code. All electrical work performed under the Shop Maintenance Electrical License - Restricted shall be reviewed and approved by the appointed supervising electrician. Also, the appointed employee shall insure that his/her qualifications are maintained for the renewal license.
- (2) Application. Application shall be made to the Department of Building Inspections. The application shall state the business, firm, company or government agency's name, mailing address (P.O. Box not allowed) and organization structure; along with the name, signature, and qualifications of the full-time employee appointed to be responsible for supervising electrical work of the license and signing electrical permits. Such qualifications listed shall include, but not be limited to State Master Electrician, other certifications or licenses, training, education and work experience related to shop electrical work.
- (3) Issuance of License. Upon submittal of the application and the license fee, the Director of the Department shall review the application and the qualifications of the appointed supervising employee. The license shall be approved or denied within thirty (30) days. A denial shall be in writing and may be appealed to the Electrical Review Board. An appeal shall be made in writing within thirty (30) days of the denial. There shall be no fee for an appeal to the Board. If a license is denied or an appeal is upheld, the license fee paid may be refunded in full. The Board shall also certify any license approved by the Director.
- (4) Supervision & Code Applicable. All electrical work performed by the license holder shall be by employees of the license holder and that work shall be under the supervision of the appointed supervising electrician. All electrical work shall conform to this Code, the State of Wisconsin Electrical Code and the laws of the State of Wisconsin.
- (5) Permits and Inspections. License holders are exempt from securing permits and inspections for the repair, replacement and maintenance of existing electrical systems and for the rearrangement, repair or maintenance of existing electrical equipment or devices. All installations of new electrical systems, equipment, or devices are subject to permit and fee requirements, inspection requirements, special assessments, and other fees as prescribed by the Code.
- (6) Records. A written record of all work performed by the licensee, including, but not limited to, repair, rearrangement, and maintenance of electrical systems and equipment shall be kept and shall be accessible to the Electrical Inspector at any reasonable time. If the license

holder has more than one premises at which electrical work is performed, each premises shall have a record maintained.

- (7) Access. The Electrical Inspector shall have unrestricted access to all areas of the premises of the license holder at any reasonable time for inspections of electrical systems and devices.
- (8) City and School District Exempt From Fees. The City of West Allis and the West Allis-West Milwaukee et. al., Board of Education, are exempt from paying licensing fees, but shall be required to renew said licenses. Permit fees are waived for new work performed by these license holders when City or District full-time employees perform the work, but required inspections are not waived.
- (9) Change of Status. The Electrical Inspector shall be immediately informed in writing by the license holder of any change in status of an appointed supervising electrician or other pertinent changes that may affect the license as issued by the City. In the event the appointed supervising employee leaves the employment of the licensee, that license and its exemptions shall be suspended until another employee is appointed and approved by the City.
- (10) License Term.
 - (a) Beginning September 1, 2005, the license term shall end on August 31, 2007.
 - (b) Beginning September 1, 2007, the license term shall cover the period ending on December 31, 2009. Thereafter the license term shall be each two-years starting January 1 and ending December 31.
 - (c) All Licenses shall terminate at the end of each license period. Contractors may renew a terminated license for the next term for thirty (30) days following the last license term. All license applications received after the thirty (30) day renewal period shall be considered as a new license application. The Director of Department of Building and Zoning may extend the thirty (30) day renewal period an additional thirty (30) days.
 - (d) When a license is renewed, documentation shall be submitted verifying that the appointed responsible employee listed for the license has the State of Wisconsin Master Electrician Certification or other documentation relating to attended courses, training seminars, or continued educational classes related to the license issued. The Director may approve the licensee renewal of a restricted license if twelve or more hours of applicable training were in place in the year prior to renewal. A denial of a renewal may be appealed to the Electrical Review Board.
- (11) License Fee.
 - (a) New license: Two Hundred and Fifty Dollars (\$250.00)
 - (b) Renewal license: One Hundred Dollars (\$100.00)

14.57 COMMUNICATION EQUIPMENT INSTALLER LICENSE.

- (1) Defined. The holder of a Communication Equipment Installer License is permitted to secure permits when licensed by the City of West Allis to install, repair, move, disconnect or maintain low-voltage equipment in non-one- and –two-family use properties to include, but not limited to, communication equipment, signal equipment, data equipment, security equipment and associated devices downstream from the regular line voltage control

mechanism or switch box installed by a licensed electrical contractor who has secured a permit for the controller or switch box. This license holder may not install fire alarm systems.

- (2) **Application.** Any person, firm or corporation may make application for a license by submittal to the Department of Building Inspections and Zoning of an application for a license. The application shall state the company's legal business address (P.O. box is not permitted) and the name and qualifications of the appointed employed person who will be responsible for signing permit applications and supervising the work of the licensee. This person shall be a full-time employee of the license holder. Such person's qualifications may include, but not be limited to certifications, licenses, training, education, and work experience. Also, the appointed employee shall insure that qualifications are maintained for the renewal license. See Subsection (10).
- (3) **Issuance of License.** Upon submittal of a proper application and review by the Director of the Department, a license may be issued. The license application shall be approved or denied within thirty (30) days of application. The review shall include knowledge, background, education, licenses, certifications and experience in the trade of the appointed, employed person. An approved license shall be certified by the Electrical Review Board. If a license is denied by the Director, an appeal of his/her decision may be made to the Electrical Review Board. The Board shall also certify any license approved by the Director.
- (4) **Effect of License.** When a license is issued to a person, firm or corporation, the license shall permit the company to secure electrical permits for low-voltage wiring and devices for the same except the control mechanism or switch box installed by an electrical contractor. The license is only for the use of the licensee therein named upon the license and gives permission to do electrical work in the City of West Allis as permitted by the specific license.
- (5) **Guarantee of License Holder.** The issuance of a license, and renewals thereafter, shall be conditioned upon the guarantee of strict compliance by the license holder with all of the laws of the City of West Allis, the laws of the State of Wisconsin, the orders of the Electrical Inspector, completion of all issued permits and the payment of all fees and special assessments prescribed in this Code.
- (6) **Termination of License.** The voluntary or involuntary termination, including non-renewal of a license shall not relieve the license holder from completing of all permits that have been issued to that license holder or payment of outstanding fees or assessments. All permits shall be completed and finalized by the Department of Building and Zoning within thirty (30) days of the termination of any license unless otherwise agreed to, in writing, by the Electrical Inspector or the Electrical Review Board.
- (7) **Not Transferable.** The license is not transferable nor shall a license be loaned or rented.
- (8) **Change of Status.** The license holder shall immediately notify the Electrical Inspector of any change of address, business or contractor name, name change of employed responsible person, or other pertinent fact pertaining to the license issued. The change of the business name shall constitute the issuance of a new license and applicable fees.
- (9) **License Term.**
 - (a) Beginning September 1, 2005, the license term shall end on August 31, 2007.

- (b) Beginning September 1, 2007, the license term shall cover the period ending on December 31, 2009. Thereafter the license term shall be each two-years starting January 1 and ending December 31.
- (c) All Licenses shall terminate at the end of each license period. Contractors may renew a terminated license for the next term for thirty (30) days following the last license term. All license applications received after the thirty (30) day renewal period shall be considered as a new license application. The Director of Department of Building and Zoning may extend the thirty (30) day renewal period an additional thirty (30) days.
- (d) When a license is renewed, documentation shall be submitted verifying that the appointed responsible employee listed for the license has the State of Wisconsin Master Electrician Certification or other documentation relating to attended courses, training seminars, or continued educational classes related to the license issued. The Director may approve the licensee renewal of a restricted license if twelve or more hours of applicable training were in place in the year prior to renewal. A denial of a renewal may be appealed to the Electrical Review Board.

(10) License Fee.

- (a) New license: Two Hundred and Fifty Dollars (\$250.00)
- (b) Renewal license: One Hundred Dollars (\$100.00)

(11) Surety Bond.

- (a) Beginning with the licensing year 2005/2006, and each licensing period thereafter, before a license is issued, the applicant shall also file with the Building Inspection Department a bond in the sum of five thousand dollars (\$5,000), guaranteeing that the named electrical contractor will perform in accordance with all state laws and regulation, all ordinances of the City and manufacturer's installation specifications.
- (b) The bond shall extend for the same period for which the license is issued and shall not be cancelled except on thirty (30) days' written notice to the Building Inspection Department, in person or by first class mail.
- (c) All bonds required in this section shall be approved as to form and execution by the City Attorney before the same shall be accepted by the Building Inspection Department.

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PART V. Sections 14.58 thru 14.74 of the City of West Allis Revised Municipal Code are reserved.

PART VI. Subsection 14.81(11) of the City of West Allis Revised Municipal Code is hereby repealed and recreated to read as follows:

14.81 INSPECTIONS.

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(11) Residential Affidavit Permit and Inspection.

- (a) A residential electrical affidavit permit may be issued to an electrical contractor to perform electrical work as limited within this subsection. The permit is limited to single- or two-family use properties only. The permit will not require an inspection, but the electrical inspector may review contractor work for a

permit issued under this section. The permit shall contain the signature of the supervising electrician certifying that the covered repair, replacement, fished or exposed installation of electrical equipment conforms to all local and state laws and that all work described on the application will be, during installation and when completed, performed in a safe, legal and workmanlike manner.

(b) The residential affidavit permit shall allow the licensed electrical contractor to perform any two of the following repairs, replacements, or installations, or any combination of two items at any one residential unit. An electrical contractor may only be issued one affidavit permit per year. The residential unit may only be allowed one affidavit permit per year unless authorized by the electrical inspector.

- outlet for fixture, lamp, switch or receptacle
- fixture replacement (total maximum 5)
- motor, including disconnecting means (furnace, exhaust fan, etc.)
- water heater
- dryer or dryer outlet
- air conditioner, including disconnecting means or air conditioner outlet
- range or range outlet
- garbage disposal, including disconnecting means
- dishwasher, including disconnecting means

PART VII.
as follows:

Section 14.84 of the City of West Allis Revised Municipal Code is hereby repealed and recreated

14.85 FEE SCHEDULE.

(1)	Service and service disconnect switches	\$25.00/100 Amp. or fraction thereof plus \$20.00/disconnect sw.
(2)	Temporary wiring installations for construction, fire damage, etc.	\$40.00/permit
(3)	Feeders and subfeeders - Per 100 ampere capacity, or fraction fraction thereof	\$20.00 ea./100 amps
(4)	Wireways, busways, under floor raceways or auxiliary gutters	\$1.00 l.f.
(5)	Generators, transformers, reactors, rectifiers, capacitors, welders, converters, electric metal melting furnaces or similar devices	\$30.00 each
(6)	Commercial combination heating/air conditioning/ventilation units	\$60.00 ea. unit
(7)	Commercial refrigerator or freezer units – Each motor compressor unit	\$30.00 ea. unit
(8)	Air conditioning units – each motor compressor unit	\$30.00 ea. unit
(9)	Gas, oil, electric furnaces or conversion of	\$30.00 ea. unit
(10)	Electric Space heating baseboard systems, duct heater, etc. - per zone control	\$7.00 ea. zone

(11)	Appliances – Commercial and residential, such as ranges, ovens, clothes dryers dishwashers, disposals, water heaters hand dryers, etc	\$7.00 ea. appl.
(12)	Swimming pools, spa, hot tubs - includes wiring and grounding	\$60.00 ea.
(13)	Hydro massage tubs, tanning units, etc.	\$15.00 ea.
(14)	Fuel dispensers for gasoline, oil, CNG, LPG, etc.	\$15.00 ea.
(15)	X-ray, therapeutic diagnostic and other similar medical equipment	\$15.00 ea.
(16)	Switch or receptacle, data, phone, CATA devices, door bells, etc., per device	\$0.75 ea.
(17)	Dimmers, rheostats, occupancy sensors, etc.	\$3.00 ea.
(18)	Lighting fixtures - incandescent - medium base, studded lights and festoon lighting	\$0.75 ea.
(19)	Tubular Lamps - such as fluorescent and lumiline	\$1.00 fixture
(20)	HID fixtures - such as mercury vapor, sodium, metal halide, etc.	\$1.50 ea.
(21)	Track lighting, plug-in strip, trolley duct, trolley wire or similar systems	\$0.75/l.f.
(22)	Audible or visual signal or communication devices (fire alarms, horns, exit/emergency lighting, door bells, etc..... (per each device)	\$3.00 ea.
(23)	Motors - each motor for exhaust, paddle and vent fan and similar	\$5.00/motor
(24)	Electric Signs (i.e., neon, fluorescent, incandescent, comb. or other)	\$30.00 ea.
(25)	To change, alter, repair or correct electrical installation's, occupancy orders, or where none of the above specific fees apply	\$75.00 ea.
(26)	Reinspection Fee	\$75.00 ea.
(27)	Residential Affidavit Permit. One- or two-family use properties only for furnace and/or air conditioner replacement; or, single appliance, or up to five light fixtures or devices (new or replacement) installation. No inspection required. The contractor certifies by signature on permit that the installation conforms to all applicable regulations and has been performed in a safe, legal and workmanlike manner. This must be the only work covered by this permit.	\$45.00/permit
(28)	Failure to call for inspection prior to concealment and/or final inspection before occupancy per occurrence	\$75.00/ea.
(29)	Work started prior to electrical permit being issued	Total permit fee tripled \$200.00 minimum

- (30) Minimum charge for any permit (except line 27 \$40.00) \$ 75.00/min.
- (31) Special inspection and written report for work installed without permit and/or inspection per premises \$150.00/ea.
- (32) Special inspection in response to written inquiries \$150.00/ea.
- (33) Inspection or other request for non-working hours (overtime) \$100.00/hr, \$100.00/Min.
- (34) Plan review per 0.5 hr. or fraction thereof \$20.00/.5hr.
- (35) Permit Refund. Excepting plan review, initiation, or special fees, that portion of an electrical permit in excess of \$100.00 is eligible to be refunded to the permit holder for work not yet started. A refund request is to be made in writing to cancel the permit and received in the Building Inspection office within 120 days of the issuance of the permit. Requests received after 120 days may be referred to the Common Council.
- (36) Appeals to the Electrical Review Board \$100.00

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PART VIII. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed

PART IX. This ordinance shall take effect and be in force from and after its passage and publication excepting Part V Section 14.85 Permit Fees shall take effect on September 3, 2007.

PASSED _____

APPROVED _____

Paul M. Ziehler, City Admin. Officer, Clerk/Treas.

Jeannette Bell, Mayor

cc: Development Dept.
Planning Div.
Building Inspections Dept.