

Town of Cooperstown  
Ordinance # 2001-1  
WISCONSIN UNIFORM DWELLING CODE  
Amending Ordinance 2007-2  
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1.1 AUTHORITY. These regulations are adopted under the authority granted by s. 101.65, Wisconsin Statutes.

1.2 PURPOSE. The purpose of this ordinance is to exercise jurisdiction over the construction and inspection of new one-family and two-family dwellings and additions to existing dwellings in the Town of Cooperstown, establish and collect fees to defray the cost of jurisdiction exercised by the Town of Cooperstown, and to provide for remedies and penalties for violations of this ordinance. This ordinance is adopted to promote the general health, safety and welfare and to maintain required local uniformity with the administrative and technical requirements of the Wisconsin Uniform Dwelling Code.

1.3 SCOPE. The scope of this ordinance includes the construction and inspection of one- and two-family dwellings built since June 1, 1980. The scope also includes the construction and inspection of one- and two-family dwellings built before June 1, 1980. The scope also includes the construction and inspection of detached garages serving one and two family dwellings.

1.4 WISCONSIN UNIFORM DWELLING CODE ADOPTED. The Wisconsin Uniform Dwelling Code, Chs ILHR 20-25 of the Wisconsin Administrative Code, and all amendments thereto, is adopted and incorporated by reference and shall apply to all building within the scope of this ordinance.

1.5 BUILDING INSPECTOR. There is hereby created the position of Building Inspector, who shall administer and enforce this ordinance and shall be certified by the Division of Safety & Buildings, as specified by Wisconsin Statutes, Section 101.66(2), in the category of Uniform Dwelling Code Construction Inspector. Additionally, this or other assistant inspectors shall possess the certification categories of UDC HVAC, UDC Electrical, and UDC Plumbing. The Building Inspector and any assistant or other authorized agent may, at all reasonable times, enter upon any public or private premises for inspection purposes and may require the production of the permit for any building, plumbing, electrical, or heating work. No person shall interfere with or refuse to permit access to any premises to the Building Inspector or agent while in the performance of official duties. The Building Inspector shall perform all administrative tasks and maintain all records as required pursuant to the Uniform Dwelling Code.

1.6 REQUIREMENTS FOR OBTAINING A BUILDING PERMIT AND INSPECTION  
A: New Construction.

No one-family or two-family dwelling, the initial construction, of which shall commence

after the effective date of this ordinance, shall be built, enlarged, altered, or repaired unless a building permit for the work shall first be obtained by the owner, or the owner's agent from the Building Inspector. Applications for a building permit shall be made in writing upon that form designated by the Town and Wisconsin Uniform Dwelling Permit Application, furnished by the Wisconsin Department of Commerce, through the Town Road Superintendent. There shall be submitted with the application, two (2) complete sets of plans and specifications, showing the location of the proposed building with the respect to adjacent roads, lot lines and buildings. Plans for the buildings required to comply with commercial or industrial building codes shall bear a stamp of approval from the State of Wisconsin. What constitutes a new home? All homes must be treated equally: new construction, manufactured dwellings, manufactured homes (mobile home). Any home placed on a vacant lot is a new home. All new home building must have an enclosed basement with a minimum of 8 ft high walls. Variances can be requested by hearing. All dwellings must conform to all Wisconsin Uniform Dwelling codes for remodeling and new.

#### B. Addition and Alterations.

No person shall, in excess of \$2500 in cost of material and labor, build, add onto and/or alter any building within the scope of this ordinance without first obtaining a building permit for such work from the Road Superintendent. Any structural changes or major changes shall require permits. Restoration or repair of an installation (re-siding, re-roofing, new windows, replace concrete, electrical or plumbing) to its previous code-complaint condition is exempt from permit requirements.

### 1.7 BUILDING PERMIT & INSPECTION FEES

Before receiving building permits, the owner or his agent must pay into the Town Treasury:

#### NEW

Initial fee for one-and two-family dwellings \$500 and \$650, respectively, plus \$35 State Seal for total of \$535 and \$685, this includes 9 inspections, additional inspections will include a \$75 per trip charge, plus the Town of Cooperstown shall require a non-refundable \$200 fee for any additional costs do to building related items: fees for meeting, zoning, inspector's education and clerical fees.

#### REMODEL

\* Construction- min. \$50 fee - for first \$5000, over \$5000 \$1 for each \$1000 up to a max. of \$100 plus inspection fee \$50 for each inspection

Example: cost \$6000 (fee \$101) \$5000 fee \$50 plus \$1 for \$1000 plus I.F. \$50

\* Electrical- min. \$50 fee - for first \$3000, over \$3000 \$1 for each \$100 up to a max of \$100 plus inspection fee \$50 for each inspection. This would include up-grade of service. Example: cost \$4500 (fee \$115) \$3000 fee \$50 plus \$15 for \$1500 plus I.F. \$50

\* Plumbing - min. \$50 fee - for first \$3000, over \$3000 \$5 for each fixture unit up to max \$100 plus inspection fee \$50 for each inspection

Example: cost \$3000 and six additional fixtures (fee \$130) \$3000 fee \$50 plus \$30 for fixtures plus I.F. \$50

\* A/C - \$25 fee plus \$50 inspection for receptacle and breaker (change out no fee)

\* Outdoor Furnace - \$25 fee, if connected to potable water supply plus inspection (\$50)

\* Moving Permit -\$50

\* Moving Inspection - \$75.00 per hour fee

\* Razing - \$25.00 fee

Any agricultural buildings are exempt from inspection by the State.

The Town will impose a \$50 permit fee for any new or remodeling agricultural storage facilities. Commercial buildings must meet all State Codes. Building permit fee will be \$200 plus 10% of cost, max \$500. In addition to the established schedule of fees, the building permit fee shall include all costs for inspections and other out-of-pocket costs and expenses incurred by the Town. The applicant shall deposit the fee, including inspection costs, with the Town Treasurer prior to issuance of the building permit. For all other changes not listed, no permit is required below \$2500.

### 1.8 ISSUANCE OF PERMIT.

If the Building Inspector finds that the proposed building or addition, alteration or repair complies with the Town ordinances and the Uniform Dwelling Code, and all fees have been paid by the applicant, and after plans have been reviewed and approved by the Building Inspector, a Wisconsin Uniform Building Permit will be issued and work may begin subject to the following inspections:

A. Footing Inspection;

B. Foundation Inspection;

1. To be inspected after foundation or basement walls are completed and foundation drain tiles are laid before any back filling is done.

C. Rough in Inspection;

1. To include rough construction, plumbing rough in, electrical rough in and heating, ventilation and air conditioning rough in.

2. To be inspected after completion of rough ins and before any plumbing under basement floor is buried and before any insulation is installed.

D. Insulation Inspection;

1. To be inspected after all insulation is completed and before any walls are closed.

E. Occupancy or Final Inspection;

1. To be inspected after all work has been completed and before any occupancy. Five (5) working days.

The issued building permit shall be posted in a conspicuous place at the building site. It shall be the responsibility of the contractor to request all required inspections. Further work may not be continued until after the required 48 hours from time of requesting the inspection have lapsed or the inspection has been completed.

A copy of any issued building permits shall be kept on file with the Town Clerk.

### 1.9 OCCUPANCY PERMIT.

Pursuant to Wisconsin Administrative Code Section Comm. 20.10, the dwelling shall not be occupied until a final inspection has been made which finds that no violations of this ordinance exist that could reasonably be expected to affect the health and safety of the occupant. The owner or owner's contractor shall be responsible for notifying the Building Inspector when the dwelling is available for a final inspection.

### 1.10 EXPIRATION OF BUILDING PERMIT.

One (1) year for remodeling, if not started within sixty (60) days becomes void; two (2) years for new one-family and two-family, if not started within six (6) months becomes void. Extensions can be requested. Stop work order will be enforced if all codes are not met.

### 1.11 VIOLATIONS & PENALTIES.

(1) No person shall erect, use, occupy, or maintain any one-family or two-family dwelling in violation of any provision of this ordinance or the Uniform Dwelling Code or cause to permit any such violation to be committed. Any person violating any of the provisions of the ordinance shall, upon conviction, be subject to a forfeiture of not less than \$50.00 nor more than \$200, together with the costs of prosecution and, if in default of payment thereof, shall be imprisoned for a period of not less than one (1) day or more than six (6) months or until such forfeiture and costs are paid.

(2) If an inspection reveals a noncompliance with this ordinance or the Uniform Dwelling Code, the Building Inspector shall notify the applicant and the owner, in writing, of the violation(s) to be corrected. All cited violations shall be corrected within thirty (30) days after written notification unless an extension of time is granted pursuant to Section ILHR 20.10(1)(c), Wisconsin Administrative Code.

(3) If, after written notification, the violation is not corrected within thirty (30) days, a stop-work order may be served on the owner or his or her representative and a copy thereof shall be posted at the construction site. Such stop-work order shall not be removed except by written notice of the Building Inspector after satisfactory evidence has been supplied that the cited violation has been corrected.

(4) Each day each violation continues after thirty (30) days written notice period has run shall constitute a separate offense. Nothing in the ordinance shall preclude the Town from maintaining any appropriate action to prevent or remove a violation of any provision of this ordinance or the Uniform Dwelling Code.

(5) If any construction or work governed by the provision of this ordinance or the Uniform Dwelling Code is commenced prior to the issuance of a permit, double fees shall be charged.

1.12 EFFECTIVE DATE. This ordinance shall be effective August 1, 2001, upon passage and publication as provided by law.

Adopted this 10th, day of July, 2001.

Signed: C. Ross Johnson, Chairman

Attest: Susan Kornely, Clerk

EFFECTIVE DATE: This Ordinance shall become effective upon adoption by the Town Board and publication in the Town's official newspaper.

Adopted this 14th, day of August, 2007.

Signed: Ross Johnson, Chairman

Attest: Susan Kornely, Clerk

Published: August 23, 2007

#### REQUIREMENT FOR OBTAINING A BUILDING PERMIT AND INSPECTION

1. No work shall begin until a Wisconsin Uniform Building Permit has been issued.
2. To obtain a Wisconsin Uniform Building Permit, two (2) sets of complete plans must be submitted for plan approval along with a Wisconsin Uniform Building Permit Application to the Building Inspector.
3. After plans have been reviewed and approved. A Wisconsin Uniform Building Permit will be issued and work may begin subject to the following inspections:
  - A. FOOTING INSPECTION;
  - B. FOUNDATION INSPECTION;
    1. To be inspected after foundation or basement walls are completed and foundation drain tiles are laid before any back filling is done.
  - C. ROUGH IN INSPECTION;
    1. To include rough construction, plumbing rough in, electrical rough in and heating, ventilation and air conditioning rough in.
    2. To be inspected after completion of rough ins and before any plumbing under basement floor is buried and before any insulation is installed.
  - D. INSULATION INSPECTION;
    1. To be inspected after all insulation is completed and before any walls are closed.
  - E. OCCUPANCY OR FINAL INSPECTION;
    1. To be inspected after all work has been completed and before any occupancy. 5 working days.
4. It shall be the responsibility of the contractor to request all required inspections. Further work may not be continued until after the required 48 hours from time of requesting the inspection have lapsed or the inspection has been completed.

5. For any further information or questions regarding your permit, you may contact:  
Michael Angoli, Certified Building Inspector, 920-682-0492 after 2:30 p.m.