

INSPECTION CONNECTION

City of Kenosha Department of Neighborhood Services and Inspections

Spring 2009

Safety and Buildings Building Contractor Registration Program

Beginning July 1, 2009, building contractor businesses in Wisconsin are required to be registered with the Wisconsin Department of Commerce, Safety and Buildings Division. The four year, \$25.00 per year Building Contractor Registration (BCR) will be for businesses whose work is regulated under any of the Commerce codes affecting commercial buildings, places of employment, one- and two-family dwellings, and public swimming pools. People holding dwelling contractor certifications will not need the BCR to obtain one- and two-family permits, but they may want the registration to do commercial construction work. A web page with all of the information regarding the new registration is available at: www.commerce.wi.gov/SB/SB-BuildingContractorProgram.htm.

2009 Uniform Dwelling Code (UDC) Update

There are many changes and clarifications included in the revised Uniform Dwelling Code (UDC) which will be effective April 1, 2009. Below is a brief

summary of some of the changes:

20.02(1)(h) clarifies that the UDC applies to adjacent, unattached structures that serve as an exit from a UDC covered dwelling.

20.04(6) clarifies that in order for two dwellings to be considered separate buildings, they may not share more than footings, and each dwelling shall have facing walls with their own code-complying insulation, exterior finish, and fire-rating.

20.10(b)3. Clarifies that construction may proceed after two business days after the day of an inspection request. Note that as before, the work must be completed and ready for inspection at the time of the inspection request.

21.035(3) adds a requirement of thirty inches (30") of clearance between major appliances and islands, walls, or built-in cabinets.

21.05(3)(a) modifies the safety glazing requirements so that it is required for a sidelight or glazing that is within two feet (2') horizontally of the door and

is within five feet (5') of the floor and is in a plane within thirty (30) degrees of the plane of the closed door.

21.08(1) (introduction and table) changes fire separation requirements for zero lot line dwellings to only require one shared wall rated for the equivalent of one hour.

21.10(5) adds the requirement for corrosion resistance of fasteners used with treated wood.

21.22(3)(d) clarifies that lateral restraint with a saddle or rigid component is required for beams that pass over columns if the beam is >11.25" deep or is not restrained from rotation at both ends.

21.25(8)&(9) expands bracing requirements to include bracing required at no more than 25-foot intervals in the braced wall line, and braced wall lines will need to be provided and spaced no more than thirty-five feet (35') on center.

22. The energy code (COMM 22) also specifies that REScheck software is required to be version 4.1.0 or newer.

In all, there are one hundred and one changes to this year's code which will affect you. You can view updated copies of the revised code and commentary, or purchase them through the Safety and Buildings website: www.commerce.state.wi.us/SB.

National Electric Code (NEC) and Electrical Update

The 2008 National Electric Code (NEC) became effective in Wisconsin on March 1, 2009.

Some of the new national and State code changes are:

- COMM 16 now includes Wisconsin modifications to the NEC. Effective March 1, 2009.
- COMM 16 has been re-numbered to match the NEC. For example, COMM 16.210 Branch Circuits now match up with NEC 210 Branch Circuits. This will make cross-referencing much easier.
- ARC-fault protection will not be required until January 1, 2010.
- Service equipment now requires a grounding bar either outside the meter socket or outside the service panel enclosure.
- Fluorescent lighting in other than dwelling units require a disconnect at the fixture, and if fed from a multi-wire branch circuit, require a two or three pole breaker.
- A pool bonding grid is required three feet (3') out from ALL pools. Only non-metallic hot tub walls are exempt.

These are only a small number of the new requirements in effect. To view the changes in their entirety, or to purchase code books, visit the Safety and Buildings website at www.commerce.state.wi.us/SB.

Inflatable Swimming Pools

With the growing popularity of inflatable swimming pools, it is important to remember that an inflatable swimming pool capable of containing 24" or more of water is required to observe the same safety rules as any other conventional type swimming pool.

The U.S. Consumer Product Safety Commission released a 2008 study which indicated that the recorded number of pool and spa submersion injuries of children under the age of five has averaged 2,700 per year for the last three years.

By ordinance, any swimming pool or spa capable of holding 24" or more of water, requires safety barriers, fences, and gates maintained in working order.

To get a complete list of code and permit requirements, visit us on-line or stop in and ask for a copy of the "Basic Code Requirements for Swimming Pools and Hot Tubs." Pools are to be enjoyed...please do it safely.

Erosion and Sediment Control

As of January 1, 2009, all residential and commercial projects require that erosion

control matting be installed in all parkways between the sidewalk and street, and an area extending six feet (6') from the sidewalk to the structure, and in any area that has a concentrated water flow; such as, drainage swales, downspout discharge, and any drainage way that leads to a storm sewer. This requirement shall be installed and approved prior to receiving occupancy approval.

For erosion control matting, you may install sod or entirely cover the exposed land disturbance. Either method is acceptable.

Construction Site Erosion and Sediment Control

After a severe winter, it is obvious that many tracking pads have been damaged due to weather conditions and lack of maintenance. Tracking pads are to be installed with a minimum of 3" to 6" stone, 12" deep, a minimum length of 50', or a length designated by your approved erosion control plan. State and local codes require that the contractor inspect, maintain, and repair any damaged or non-compliant erosion control measures throughout the course of construction to avoid tracking mud or diverting sediment onto the streets where it can be conveyed to the storm sewer system. Failure to maintain the tracking pad or any portion of erosion and sediment control measures could result in reinspection fees, possible withholding of inspections, or the issuance of a "Stop Work" order until such time that the violation is corrected.

Non-construction Site Erosion and Sediment Control

It is not only an active construction site that requires strict erosion and sediment control measures.

It is prohibited by City Ordinances to blow or deposit any of the following materials on the sidewalk, lawn park area, driveway approach, street, gutter, or storm sewer:

Dirt
Snow
Sand
Mulch
Litter
Debris
Gravel
Leaves
Oil/Grease
Gas/Anti-freeze
Grass Clippings

Your cooperation will help maintain our lakes, streams, and waterways for our enjoyment.

PermiTrack

Another change coming soon is the implementation of an on-line erosion control permit tracking system (PermiTrack). As you are aware, we now require that all erosion control permit applicants provide their e-mail addresses and latitude/longitude information on the permit applications. This information is loaded into the PermiTrack system for mapping and communication purposes.

Permit holders will be required to submit on-line inspection

results for their worksite, as required by the Wisconsin Department of Natural Resources (WDNR), and the Department of Commerce, Safety and Buildings Division. These inspections are required to be made and logged into PermiTrack on a weekly basis, and after any rainfall event.

The system also allows:

- The Code Official to communicate violations via e-mail, as well as communicate other code requirements or reminders.
- The general public to view inspection information for any active project in the City, and to file a complaint on-line if they choose.

If you have not yet been contacted for training in the use of PermiTrack, please contact Chris Pagels at 262.653.4247, or at cpagels@kenosha.org.

Post Construction Storm Water Management Ordinance

Another requirement resulting from DNR and Department of Commerce rule changes is the requirement for the creation of a post construction storm water maintenance plan and permit. This will be an additional plan review process conducted during the Conditional Use Permit or Site Development review.

This ordinance, "Chapter 36, Post Construction Storm Water Management," is currently in the process of being reviewed and approved.

Copies should be available on-line in late October or early November.

When completing an application for a Conditional Use Permit or Site Development Approval, you will be required to submit certain information for the post-construction management of storm water control measures and installations, for the Storm Water Utility to review, approve, and permit. These requirements will also affect the issuance of building permits, as well as the approval of final occupancy permits.

If you have any questions regarding this portion of the review, please call Shelly Billingsley at 262.653.4150 or e-mail her at sbillingsley@kenosha.org.

Illegal Residential Conversions

The problem of illegal conversions of residential buildings is a persistent and pervasive one that places many of our residents in danger, and puts tremendous strain on community resources.

An illegal conversion is the creation of one or more additional dwelling units within a home without first receiving permits from the City of Kenosha. Such conversions often involve the alteration or modification of an existing one- or two-family home by adding an apartment to the upper floor, attic, or basement.

An illegal conversion is a serious offense under the City of Kenosha Zoning Ordinance. Illegal conversions reduce the quality of life in our neighborhoods by crowding more people into an area than was originally intended. This unplanned growth causes a severe strain on municipal services, and frequently results in school overcrowding, reduced parking, understaffed police stations, and increased sewer and sanitation problems. In addition, illegal conversions are frequently done in violation of existing fire and building codes, and constitute a significant danger to tenants and other individuals living in the buildings.

Failure to obtain required permits seriously impacts the property owner when illegal dwelling units and construction work are revealed. In addition to fines, the owner is required to reconstruct the dwelling to its former legitimate status. Also, units that may have been accepted as “nonconforming” (in existence prior to 1984), would have to be eliminated to comply with existing ordinance standards.

It should be noted that there are circumstances whereby it is permissible to add an apartment to a home:

- The building must be in an area which is zoned to allow additional dwelling units.
- The property lot and building size must meet the

zoning requirements.

- Building and mechanical permits must be obtained to
- add the new dwelling unit.

Illegal dwelling units may temporarily benefit the individual property owner but harm the community financially by providing services (waste collection, police, fire protection) to a property that is not adequately assessed to pay for City services.

Scheduling of Inspections

Inspection requests are taken by clerical staff. Because of the volume of inspections, it is not possible to schedule an inspection for a specific time. Also remember that inspection requests are only taken for the following day. In the near future, we hope to be able to accept inspection requests for several days in advance and schedule them accordingly.

To ensure that an inspection request is processed properly, please furnish the following information:

- Permit number
- Address of inspection
- Contractor name
- Type of inspection
- Contact person and phone number
- Any access information (lock box number, “back door open,” etc.)

Crucial information to remember when scheduling inspections:

1. For the most part,

inspections will be scheduled accordingly:

Footing: For the day they are scheduled.

Exterior sewer and water: For the day they are scheduled.

Rough-in: 48 hours from the time it is ready for inspection.

Final: Five (5) days from the time it is ready for inspection.

Occupancy: Five (5) days from the time it is ready for inspection; but, none are conducted on Friday.

2. When planning an occupancy inspection, remember the scheduling sequence. At times an occupancy inspection is requested the day before or the day of a closing; those requests will be denied, thereby creating a potential hardship for the home buyer.

Be Sure to Get All the Permits You Need!

When planning your project, getting all the permit applications and approvals from our department is only part of the process. Depending on the scope of the project, approvals and permits may be required from other departments and agencies.

In our application packets and on our website, we try to provide you with as much information as possible regarding other departments' requirements for your project.

The following additional permits and approvals may be needed for your project:

- Site-plan review from the City Development Department
- Parking lot, sidewalk, and driveway approach permits from the Public Works Department
- Sign, trash enclosure, and fence permits from the Zoning Division
- Structural plan approval from the State Department of Commerce
- Plumbing plan approval from the State Department of Commerce
- Various licenses from the City Clerk's office
- Licensing by the County Health Department
- Erosion control or floodplain permits from the State Department of Natural Resources

Another reminder is to make sure that all of your subcontractors are properly licensed.

Keeping all of the above in mind is one way to make sure your project runs smoothly.

Permit Information Packets and Brochures

With our permit application packets you will receive information relative to permit and inspection requirements. Please read all of the information provided. You will

find information on permit timelines, code requirements, inspection processing, and minimum requirements to take you to successful completion of your project. By reading and understanding this information, you can avoid possible delays or reinspection fees during the course of construction. As always, if you have any questions regarding any of the information provided to you, please call us and we'll be glad to assist you.

Dwelling Contractor Qualifier Continuing Education Classes

The Racine-Kenosha Builders Association is sponsoring several educational events that will provide the required continuing education units needed to maintain your Dwelling Contractor Qualifier certification.

The current slate of classes is conveniently scheduled for the Racine/Sturtevant area.

Applications are available at our front counter, or you may contact Michelle Dawson for applications or information on future continuing education opportunities at:

Racine-Kenosha Builders Association
P.O. Box 706
2700 Wisconsin Street
Sturtevant, WI 53177
Phone: 262.886.5901
Fax: 262.886.5902
Info@rkbuilders.com

Pay Permits On Line or by Telephone

Remember...you may pay your permit fees on line or by telephone through Official Payments Corporation (OPC). (NOTE: There will be a fee to OPC for this service). OPC accepts Discover, Mastercard, Visa, and American Express cards. You can access the official website from your home or office computer, or utilize the on-line payment station located in our office.

On-line Payments:

Access the web site at <http://www.officialpayments.com>

Have the following information available: (if multiple permits, you must enter each permit number separately)

1. Permit Number(s)
2. Credit Card Information
3. The Amount of the Permit Fee

Follow on-line instructions.

Telephone Payments:

Call 1.800.272.9829

Have the following information available: (if multiple permits, you must enter each permit number separately)

1. Permit Number(s)
2. Credit Card Information
3. The Amount of the Permit Fee
4. Jurisdiction Code #5864

Follow the prompts.

Neighborhood Services and Inspections' Web Site

Commercial Occupancy Status

Available On Line: If your project is covered under a Conditional Use Permit or a Site Development review, the status of your occupancy permit is now available on line. When you enter our website, go to the "Permits Status/Inspection Results" link, and if you enter the project address or permit number, a screen will appear indicating which departments have signed off on the project, and whether the approval is for temporary or permanent occupancy. The screen will also display any escrow amounts required by a department. So far, the feedback on the availability of this information has been positive, as it has reduced the number of phone calls on behalf of the contractor to find the status of his/her project.

Erosion Control: The Erosion Control website is now up and running. Just go to our Neighborhood Services and Inspections home page and you'll find the link. You'll find much information, many forms, and useful links to the Department of Commerce and the Wisconsin Department of Natural Resources websites.

If you have any suggestions or comments on how we can improve our site to better serve you, please contact us at nsi@kenosha.org

Contact Numbers

City Assessor's Office	262.653.2545
Department of City Development	262.653.4030
Fire Prevention Bureau	262.653.4110
Department of Neighborhood Services and Inspections	262.653.4263
Parks Division	262.653.4080
Department of Public Works	262.653.4050
Storm Water Utility	262.653.4050
Kenosha Water Utility	262.653.4300

You may also contact our website at www.kenosha.org

Inspection Division Contacts

Commercial Building Inspector	262.653.4268
Residential Building Inspector	262.653.4267
Commercial Electrical Inspector	262.653.4272
Residential Electrical Inspector	262.653.4271
Plumbing Inspector	262.653.4270
Erosion Control Inspector	262.653.4247