

INDUSTRY, LABOR AND HUMAN RELATIONS

ILHR 2

5. Dwelling Heating, Ventilating and Air Conditioning Inspector as defined in s. ILHR 26.05 (3) (c);

6. Plumbing Inspector I as defined in s. ILHR 81.31 (3);

7. Plumbing Inspector II as defined in s. ILHR 81.31 (4);

8. Rental Unit Energy Inspector as defined in s. ILHR 68.04 (3); and

9. Restricted Commercial Electrical Inspector as defined in s. ILHR 17.05 (21).

(c) *Examinations.* Upon determination of eligibility for examination for certification as a certified inspector, fees shall be submitted for examination as follows:

over
101
off
86

1. Initial examination \$20.00 per category

2. Examination retakes \$20.00 per category

3. Special examination arrangements \$30.00 per category

(d) *Education and training seminars.* Fees shall be assessed on an individual basis for education and training programs the department sponsors or participates in.

(e) *Recertification.* The annual recertification fee for a certified inspector in one or more categories of certification shall be \$35.00 per person.

(f) *Reissuance of certificates.* The fee for the issuance of a certificate which is lost or stolen or for the replacement of a certificate shall be \$10.00 per certificate.

(g) *Renewals of expired certificates.* The fee per certificate for the renewal of an expired certificate shall be as follows:

1. Renewal made within 60 calendar days after expiration date \$10.00

2. Renewal made more than 60 calendar days after expiration date examination retake

(3) **INDEPENDENT INSPECTION AGENCY.** Fees for the initial certification or recertification of an independent inspection agency to perform any or all of the inspection services outlined under sub. (2) (b) shall be assessed annually at the cost of \$250.00.

History: Cr. Register, June, 1992, No. 438, eff. 7-1-92.

ILHR 2.06 Fee assessment and collection. (1) **ASSESSMENT.** Unless specified otherwise in this chapter, registration, inspection and all other fees in this chapter shall be paid annually before registration is processed by the department.

(2) **COLLECTION.** All fees not paid within 60 calendar days after the first invoice date shall be assessed a late payment fee determined in accordance with Table 2.06.

Table 2.06

Time Lapsed After Initial 60 days	Late Payment Fee
Less than 2 months	\$10.00
2 to 4 months	\$25.00
5 to 7 months	\$40.00
8 to 10 months	\$50.00
Over 10 months	\$75.00 plus \$10.00 per month thereafter

(3) **MONTHLY BILLING SERVICE.** Upon request and advance approval, the department may bill for services rendered on a monthly basis rather than requiring payment on an individual fee basis. Advance approval shall be obtained from the director in charge of the affected program. The decision to grant the request shall be based on the applicant's past record of paying for the service, the credit rating from a recognized credit organization or a letter of financial reference concerning loan and account information from a financial institution.

(4) **CHARGE CARD.** The department may accept fee payment by charge card.

History: Cr. Register, June, 1992, No. 438, eff. 7-1-92.

ILHR 2.07 Fee refunds. (1) **GENERAL.** If a request for a permit, for which a fee is paid and a processing time is specified, is not processed by the department within the time specified, a refund of 50% of the fee paid shall be made to the person who paid for the request for the permit.

(2) **DEFINITIONS.** The following definitions shall apply in this section:

(a) "Fee" means the amount of money paid for a single permit or request for service, but does not mean the total amount of money which may be submitted with an application covering more than one permit or request for service.

(b) "Permit" includes a license certification of an individual or company, examination of plans, initial certificate of operation, registration of a device, approval of a material or product, shaft excavation permit, petition for variance, permission to start construction, rental unit certificate of compliance, priority review and petition, and underground tank registration and use permit, but does not include any license specified under s. 145.08 (1), Stats., or inspection services.

(3) **PROCESSING TIME.** (a) *Starting date.* The permit processing time shall begin on the day after receipt of the request for the permit whether by mail or in person. When the department finds a permit application has been submitted with inadequate information or fees, the application will be placed on hold and the department will notify the applicant of the information needed to process the application. Upon receipt of the complete information, the department will process the permit, except that the length of the processing time shall start over and the processing time shall begin the day after the receipt of the additional information or fees.

(b) *Ending date.* The ending date which shall be used to assess whether the permit was processed within the time period specified shall be the date the department actually made a determination to approve, deny or withhold the permit, and not the date on the correspondence noting the action or the date the permit was mailed out.