
Wisconsin Legislative Council

ACT MEMO



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2019 Wisconsin Act 38
[2019 Assembly Bill 117]

Building Permit Forms

BACKGROUND

The Department of Safety and Professional Services (DSPS) must prescribe and furnish to cities, villages, towns, and counties (municipal authorities) a standard building permit form for all new one- and two-family dwellings. A municipal authority must use this form unless DSPS approves the use of a different form by that municipal authority.

DSPS also must operate an electronic processing system in which a person may submit an application for a building permit to a municipal authority, a municipal authority may issue a building permit, and the municipal authority may submit a copy of the issued building permit to DSPS.

2019 WISCONSIN ACT 38

2019 Wisconsin Act 38 clarifies that a municipal authority may require that a building permit application be submitted either in paper or electronic form, but not both. If a municipal authority requires submission in paper form, the act allows the applicant to submit any of the following: (1) a printed copy of the municipal authority's electronic form; (2) a printed copy of DSPS's electronic form; or (3) DSPS's paper form. The municipal authority must submit electronically to DSPS the information submitted by the applicant.

Effective date: November 23, 2019

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