

## Notice of Hearing

The Department of Safety and Professional Services announces that it will hold a public hearing on a permanent rule, revising SPS 305 and 318, relating to the Wisconsin Conveyance Safety Code Council, at the time and place shown below.

### Hearing Information

Date: October 3, 2019  
Time: 9:00 am  
Location: 4822 Madison Yards Way, Room N206  
Madison, Wisconsin

### Appearances at the Hearing and Submittal of Written Comments

Comments may be submitted to Dale Kleven, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to [DSPSAdminRules@wisconsin.gov](mailto:DSPSAdminRules@wisconsin.gov). Comments must be received on or before 9:00 am on October 3, 2019 to be included in the record of rule-making proceedings.

The rule may be reviewed and comments made at:

<http://docs.legis.wisconsin.gov/code/chr/hearings>.

### Initial Regulatory Flexibility Analysis

The proposed rule will have an effect on small businesses, as defined under s. 227.114 (1), Stats.

#### 1. Description of the types of small businesses that will be affected by the rule:

Wisconsin's conveyance code applies to a wide range of businesses, including small businesses. Examples include elevator contractors, building owners, elevator inspectors, architects, and engineers.

#### 2. Description of the proposed reporting, bookkeeping and other procedures required for compliance with the rule:

A building owner is required to keep documentation including the maintenance control program, maintenance records, wiring diagrams, written checkout procedures for two-way

communications, and any plan approval letter, form and plans from the Department for elevators, escalators, and chairlifts.

Building owners are also required to post the permit to operate (PTO) in the conveyance car, or machinery room, in accordance with s. 101.983 (2) (d), Stats.

**3. Description of the types of professional skills necessary for compliance with the rule:**

Architects, engineers, elevator contractors, elevator inspectors, elevator installers, elevator and lift mechanics, and elevator and lift helpers and apprentices are generally required to be credentialed by the Department of Safety and Professional Services.

**Agency Small Business Regulatory Coordinator**

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