



WISCONSIN LEGISLATIVE COUNCIL ACT MEMO

2015 Wisconsin Act 211
[2015 Senate Bill 458]

Building Permit Forms

2015 Wisconsin Act 211 relates to building permit forms and establishment of an electronic building permits system.

BACKGROUND

The Department of Safety and Professional Services (DSPS) must prescribe and furnish a standard building permit form for all new one- and two-family dwellings to cities, villages, towns, and counties (municipal authorities). Generally, a person may not obtain a building permit unless that person obtains a certificate of financial responsibility from DSPS. To obtain such a certificate, the person must show DSPS that he or she is in compliance with various statutory requirements, including financial responsibility requirements and continuing education requirements.

2015 WISCONSIN ACT 211

Act 211 requires DSPS to provide a standard building permit form for new one- or two-family dwellings to municipal authorities, in an electronic format, by January 2, 2017. The permit form must include a space to insert the name of the person being issued the building permit and the number and expiration date of the certificate of financial responsibility issued to that person.

Act 211 also requires DSPS to establish an electronic processing system for building permits for new one- and two-family dwellings. The agency must establish such a system by rule, and the system must do the following: (a) allow a person to submit an application for a building permit electronically to a municipal authority; (b) allow a municipal authority to issue building permits in electronic form; and (c) allow the municipal authority to submit copies of

This memo provides a brief description of the Act. For more detailed information, consult the text of the law and related legislative documents at the Legislature's Web site at: <http://www.legis.wisconsin.gov>.

issued building permits to DSPS. Municipal authorities must begin implementing the system by January 2, 2018.

Under the Act, DSPS must prescribe a standard building permit application form by rule and furnish the form to all municipal authorities. DSPS must require all applicants for a new one- or two-family dwelling building permit to use the standard building permit application form, unless DSPS approves a municipal authority's use of a different form.

Act 211 requires a municipal authority to file electronically with DSPS copies of permits the authority issues, beginning on the date the municipal authority begins implementation of the electronic processing system. A municipal authority must file each permit electronically with DSPS no later than the 15th day of the first month beginning after issuance of the permit. If the municipal authority fails to file a permit electronically with DSPS by the last day of that month, then the municipal authority must provide a specified refund to the permit holder. The municipal authority must refund the difference between the amount the permit holder paid to the municipal authority for that permit and the portion of the permit fee the municipal authority remitted to DSPS, if any.

Effective date: March 3, 2016

Prepared by: Brian Larson, Staff Attorney

April 7, 2016

BL:mcm;jal