

DIVISION OF INDUSTRY SERVICES QUARTERLY NEWSLETTER



WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES | SPRING 2025

Digital Wallet Cards

The Wisconsin Department of Safety and Professional Services is the first multi-occupation licensing agency in the country to offer a <u>downloadable digital license</u> for its credential holders. Currently, Wisconsin occupational license holders carry their credentials wherever they go.

DSPS partnered with Tyler Technologies to allow license holders the convenience of carrying proof of licensure on their phone. The Digital Wallet Card is free for professionals licensed through DSPS and is an additional option to a printed copy of the license.

To download a digital copy of their credential, license holders can simply log into their <u>LicensE</u> account from their cell phone, and in just a couple steps download a copy of their credential to their Apple Wallet or Google Wallet.

"It's just as easy as downloading concert or plane tickets to your phone's wallet, and as easy to access," explained DSPS Secretary Dan Hereth. "We know professionals are performing more and more work on mobile devices and we wanted to provide a modern option that meets that demand."

DSPS has posted on its website a <u>simple guide</u> for downloading a Digital Wallet Card. The front of the card includes information like name, profession, license number, and license status. The back side has more information on any specialties and license expiration date. A customer/patient can scan the QR code on the Card to go directly to the license holder's License Look-Up page on the DSPS website.

Wisconsin DSPS

Active

LICENSEE NAME

John Test Doe

PROFESSION

Registered Nurse

LICENSE NUMBER

- 30

CREDENTIAL TYPE

LAST REFRESHED
1-22-2025

Scan QR code for license verification

Construction Site Inspection Form 3400-187 Updated

The Wisconsin Department of Natural Resources (DNR) has updated the Construction Site Inspection Report Form. The revised form may be found on the <u>DNR website</u> under the "Site Inspection" heading.

The form was updated to provide clarity on existing requirements for repair or replacement of erosion and sediment control practices within 24 hours of an inspection or department notification that repair or replacement is needed.

Use of the form is voluntary - but highly encouraged - for construction site permittees who have received conveyance of coverage under the WPDES Construction Storm Water General Permit to meet the inspection documentation requirements under s. NR 216.48, Wis. Adm. Code.

2025 Boiler Industry Days

The Wisconsin Boiler Inspector's Association (WBIA), in conjunction with DSPS, will be hosting the 2025 WBIA Industry Days conference at the La Crosse Center in downtown La Crosse, WI, on April 16th and 17th.

Completion of both days' classes will earn you 12 credit hours toward your State of WI Boiler Inspection Credential, or your UDC-HVAC Inspector Credential.

Register online at https://thewbia.com/

Plumbing Additions and Alterations for Health Care and Health Care-Related Facilities

DSPS has received health care facility plans in which the owner was replacing one or a series of fixtures by adding or altering the existing water distribution system. In some of these cases, the health care facility did not have an existing disinfection system meeting the provisions of SPS 382.50(3)(b)6. SPS 382.22(3)(a) states when a fixture, appliance, or section of pipe is replaced, the replacement fixture, appliance, or pipe shall conform to the provisions of this chapter.

A new <u>Applying SPS 382.50 to Additions and Alterations for Health Care and Health Care Related Facilities</u> document outlines specific situations or scenarios in which the provisions within <u>SPS 382.50</u> and all other code sections apply to additions and alterations for health care and health care related facilities. For the purposes of this document, DSPS interprets additions to mean an extension or increase in the floor area or height of a building or structure. Furthermore, DSPS interprets an alteration as any renovation of the plumbing system within an existing structure. The document provides a table outlining the plumbing code section and instances in which they apply.

<u>Applying SPS 382.50 to Additions and Alterations for Health Care and Health Care Related Facilities</u> is linked here and can be found on the Plumbing program webpage at https://dsps.wi.gov.

Questions?

 $Contact\ \underline{DSPSSBPlbgTech@Wisconsin.gov}.$

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PAST WEBINARS AND NEWSLETTERS

<u>Latest Quarterly Webinar</u>
Past Quarterly Newsletters

UPCOMING TOPICS

Help improve the quarterly calls and newsletters by taking the survey linked below.

Survey for Future Topics

DIS PROGRAM INFO

DIS PROGRAMS

See the list of DIS program webpages

DIS TECHNICAL QUESTIONS

Each program maintains separate communication inboxes.

Find these email addresses on the <u>DSPS Trades Contact page</u>.

CREDENTIAL LOOK-UP

All credentials should now be searched using the NEW Credential Look-Up Tool

license.wi.gov/s/license-lookup

ESLA CORNER

USER GUIDE AND HELP PAGE

dsps.wi.gov/Pages/eSLAResources.aspx



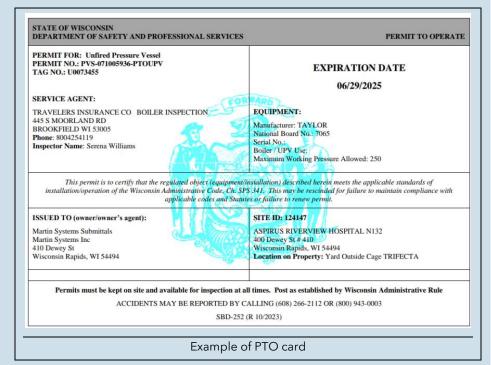
Do You Own Equipment Permitted by DSPS?

State of Wisconsin Statute Chapter 101 empowers DSPS to issue Permits to Operate (PTO) for a wide range of regulated objects. PTOs are required for many boilers, pressure vessels, amusement rides, mechanical refrigeration, ski tows, conveyances, and gas systems. Permitting requirements are further defined in the SPS Administrative Codes for each program area. To determine if your object is required to have a PTO, please review the program webpages at dsps.wi.gov or contact a DIS program representative directly.

Regulated objects are required to be registered and inspected upon installation, issuing the owner an initial PTO. The PTO is issued for a term of one to three years, with renewal required if use is to continue. As an example of the different time periods, elevators are required to be inspected and renewed annually while heating boiler PTOs are issued for a three-year period. In all cases, a PTO document or sticker is issued and is required to be posted as proof of permitting.

In general, the PTO renewal process is as follows:

1. Prior to permit expiration, the owner applicant receives an email notification that the PTO is set to expire.



- 2. The owner applicant contacts their inspection provider to schedule inspection.
- 3. The inspector submits the inspection results into the DSPS database, eSLA.
- **4.** An approved inspection prompts eSLA to create a renewal fee and emails the notice of renewal fee to the owner applicant.
- **5.** The owner applicant pays the fee online (by card or check) which updates the PTO expiration date and eSLA emails a copy to the owner applicant.
- **6.** The owner applicant is then responsible to post the PTO on or near the equipment.

DSPS found that there are a significant number of PTO renewal fees that have gone unpaid, resulting in many objects operating without being legally permitted. An email initiative has begun to notify owners of outstanding fees. Failure to renew required PTOs may result in the object being locked out of service. Failure to maintain a PTO in a commercial building can result in losing certificate of occupancy.

Verify and Questions

Status of permits can be verified via the eSLA <u>Public Look-Up tool</u>. Assistance in paying outstanding fees and obtaining permits to operate is provided via DSPS eSLA Support at <u>eslasupport@wisconsin.gov</u> or (608) 266-2112.

Repair vs. Upgrade: Existing Fire Alarm Systems

One of the most frequently asked questions that the DIS Fire Protection team receives is:

For an existing fire alarm system in a building, when is it required that the whole system be brought up to current code?

The answer requires several factors to be taken into consideration. The first question to be answered is, "Why is work being done to the alarm system?"

If the intent of the project is to upgrade and replace the fire alarm system, the new system is required to meet the current code per the 2015 edition of the International Existing Building Code 801.3 and a plan review is required.

If the intent of the work is to repair a system and only replace the damaged portions of the system, then an upgrade is not required, per IEBC 603.1. For example, if a fire alarm control panel is damaged, then the fire alarm control panel can potentially be replaced without upgrading the system as long as the existing devices are compatible with the new control panel. This would be considered a single device and not require a plan review.

If the devices on the existing system are not listed for use with the new panel and must be replaced, then the system is essentially a new system and is required to meet current code. This requires a plan review of the new system to be completed by DSPS or the delegated municipality. A system shall require a review to be completed if it affects more than 20 devices.

SPS 361.30(4) EXCLUSION FOR MINOR ALTERATIONS.

(a) This section does not apply for minor alterations where the

building official agrees the nature of the work is such that review and approval of construction documents is not necessary to achieve compliance with this code. (b) The submission and approval of fire protection system plans is not required for a project involving the alteration or addition of the following components:

- 1. Twenty or fewer sprinkler heads to an existing automatic fire sprinkler system.
- 2. Twenty or fewer alarm devices to an existing fire alarm system.

The definition of "alarm device?" An "alarm device" includes both initiating devices and notification appliances. This includes, but is not limited to: fire alarm control panels; power supply panels; annunciators; horns; strobes; combination of horns and strobes; speakers; combination of speakers and strobes; smoke detectors; heat detectors; pull stations; and door holders. Relay modules or monitoring modules are not considered alarm devices.

All fire protection systems need to be submitted, according to <u>SPS 361.30 (3) (a) 3</u>, prior to the installation of the component or system. There are two circumstances where this review is not required if meeting the exceptions as set forth in <u>SPS 361.30 (4) (b)</u>.

Additional Information

Additional information for the submission of fire alarm plans can be found on the <u>Plan Review</u> <u>for Fire Alarm Systems</u> submittal guide.

DIS Staff Updates

Welcome new DIS employees!

Jason Stubble FSFA Systems Consultant

Bryan Pitrof Plumbing Plan Reviewer

Matt Marciniak Plumbing Plan Reviewer

Patrick Harris Boiler, Refrigeration, and Gas System Consultant

Wisconsin Fire Department Highlight: The Long Lake Volunteer Fire Department

Let's recognize the great things that our amazing Wisconsin fire departments are accomplishing. For the Spring of 2025, we would like to highlight the Long Lake Volunteer Fire Department.

Late 2023, due to different challenges that the Fire Department was unfortunately dealing with, the Town Board had decided that it was in the best interest of all parties involved to

temporarily close the Long Lake Volunteer Fire Department and contract out with the Tipler Volunteer Fire Department, with the goal that the Long Lake Volunteer Fire Department woul become an active fire department again in the very near future.

Numerous former Long Lake Volunteer Fire Department members became members of the Tipler Volunteer Fire Department. With their determination, passion, and pride, along with the help of the Tipler Fire Chief, Fire Department, and many others, the Lake Volunteer Fire Department's goal became a reality.

For many months, this team from Long Lake worked extremely hard, meeting and accomplishing all of Wisconsin's fire department requirements including Standard Operating Guidelines, Auto-Aid, MABAS agreements, fire department training qualifications, and fire department safety and health standards. After a consultation in December 2024, and the actual inspection in February 2025, to verify that all requirements were met, they were issued a Wisconsin Fire Department Identification Number and became an active fire department once again. The Long Lake Volunteer Fire Department accomplished the very rare task of an inactive fire department resuming active status.

The enormous amount of work, their pride, ownership, and their love of the fire service truly showed throughout this process. Also, the amount of love and support the community showed for their fire department was incredible. Truly outstanding work by the Long Lake Volunteer Fire Department and their support team. There is no doubt that they will continue to provide the best service possible to all that they serve for many years to come.

Support and Honor Your Local Firefighters

Firefighters play a crucial role in our communities, serving as first responders, community supporters, and educators. To honor their work, courage, and sacrifices, May 4th is observed annually as <u>International Firefighter's Day (IFFD)</u>. IFFD is a time where we can recognize and honor the sacrifices that our firefighters make to keep our communities as safe as possible. It is the day for which current and past firefighters can be thanked for their contributions.

This year for IFFD, DSPS is planning a dedication ceremony of our Wisconsin Fire Department Patch wall display for our Wisconsin fire service stakeholders, which will be located at the DSPS Madison office, 2nd floor lobby. It is still in the planning phase, so more details to come.

Another great way for communities to recognize and honor the sacrifices that firefighters make each day is to "Shine Your Light for Firefighters." In commemoration of IFFD, the National Fallen Firefighters Foundation (NFFF) invites you to join them in honoring fallen firefighters and their families, but also celebrating firefighters locally and worldwide by lighting your home, fire department, or organization in red. The NFFF created *Light the Night for Fallen Firefighters* to recognize the 25th anniversary of the NFFF and the National Fallen Firefighters Memorial Weekend. Since its creation, *Light the Night for Fallen Firefighters* has expanded to include fire departments and families lighting their homes in red. On April 27 through May 4, 2025, please "light up" in red to honor the fallen firefighters and their families. Sign up here for Light the Night for Fallen Firefighters.

Interior Designers May Now Stamp Commercial Building Alteration Plans – With Limitations

<u>Wis. Stat. 443.175</u> was modified to allow licensed Wisconsin interior designers to sign and seal commercial building alteration plans. Registered interior designers can now submit plans regardless of the size of the alteration. Their scope is limited to interior alterations or interior construction.

Wis. Stat. 443.01(5m)(b) states, "practice of interior design" contains 8 specific practices that are explicitly excluded from their scope.

- 1. Services that constitute the practice of architecture or the practice of professional engineering.
- Altering or affecting the structural system of a building, including changing the building's live or dead load on the structural system.
- 3. Changes to the building envelope, including exterior walls, exterior wall coverings, exterior wall openings, exterior windows and doors, architectural trim, balconies and similar projections, bay and oriel windows, roof assemblies and rooftop structures, and glass and glazing for exterior use in both vertical and sloped applications in buildings and structures.
- **4.** Altering or affecting the mechanical, plumbing, heating, air conditioning, ventilation, electrical, vertical transportation, fire sprinkler, or fire alarm systems.
- **5.** Changes beyond the exit access component of a means of egress system.
- **6.** Construction that materially affects life safety systems pertaining to fire safety or the fire protection of structural elements, or alterations to smoke evacuation and compartmentalization systems or to fire-rated vertical shafts in multistory structures.
- **7.** Changes of use to an occupancy of greater hazard as determined by the International Building Code.
- **8.** Changes to the construction classification of the building or structure according to the International Building Code.

<u>SPS 361.40(1)</u> requires a minimum of one or more Wisconsin registered architects or engineers to supervise proposed construction if the total building volume is 50,000 cubic feet or greater. Although the definition of "practice of architecture" and "practice of professional engineering" in the statutes addresses their ability to supervise, the definition of "practice of interior design" does not.

If a licensed individual with a Wisconsin interior designer's license stamps a commercial building plan consisting of \geq 50,000 cubic feet total building volume, then a Wisconsin licensed architect or professional engineer is required to be designated to act as the supervising professional of construction.

Based on <u>SPS 361.40(3)(a)</u>, DSPS has authority to require the supervising professional's name and Wisconsin license number in the commercial building plan submittal. If not provided, the plans can be held and subsequently denied.

DIS Open Positions

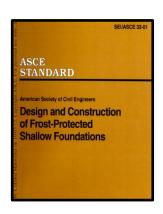
Visit wisc.jobs to apply today!

Electrical Inspection Consultant

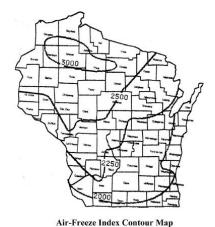
This position requires independent statewide travel throughout Wisconsin to be a primary consultant on technical and complex code issues related to electrical permitting and installation. Qualified candidates have the Wisconsin Commercial Electrical Inspector license and the Wisconsin Master Electrician license at the time of application. *Job ID 14648*

Frost Protected Shallow Foundations SPS 321.16

Wisconsin Admin. Code SPS 321 of the Uniform Dwelling Code (UDC) establishes specific requirements for footings and foundations for one and two-family homes. SPS 321.16(1) calls for all footings and foundations, including those for landings and stoops, to be placed below the recognized frost depth or at least 48 inches below grade, whichever is deeper. SPS 321.16(2) allows an exception for foundations designed and constructed in accordance with the criteria established in the ASCE 32-01 standard, Design and Construction of Frost-Protected Shallow Foundations. ASCE 32 is the result of decades of research and application in Scandinavian countries, leading to its eventual 2001 publication based on recommendations of US Department of Housing and Urban Development (HUD). The ASCE 32-01 standard was adopted in its entirety in SPS Table 320.24-5 effective April 2009. For brevity and clarification, its application for Wisconsin's climate is provided in Appendix A of the UDC.



The stability and longevity of a dwelling depends on its ability to provide a complete load path capable of transferring all loads from their origin to the foundation as well as its ability to withstand the elements. The design and construction of a dwelling's foundation is not a good place for cutting corners, particularly given the extremes of Wisconsin winters. Designed correctly, frost protected shallow foundations (FPSF) provide an effective and cost-efficient alternative to the construction of a full basement foundation or crawl space with footings placed below frost depth. While slab on-grade foundation designs have been in use informally by the Wisconsin construction industry, SPS 321.16(2) requires adherence to specific design criteria for compliance with the UDC. The criteria can be found in Appendix A of the UDC and is dependent on the dwelling's location within the state based on its location on the Air-Freeze Index Contour Map.



Cooling of Frozen Soil

Heat Flow

Heat Flow

Geothermal Heat (Warm Soil)

Latent Heat of Freezing (H₂O in Soil)

Frost Line

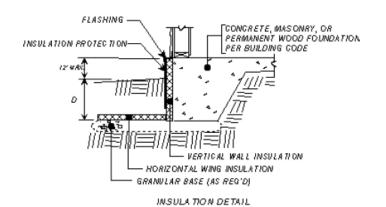
Frost Line

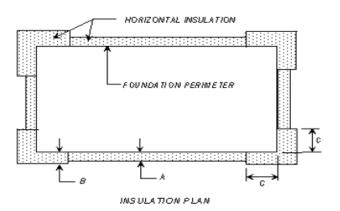
FIGURE C3. FPSF Heat Flow Diagram for a Heated Building with Optional Floor Insulation

Article continued on next page

Frost Protected Shall Foundations article continued from previous page:

Generic cross-section and plan views are provided with the criteria in <u>Appendix A</u>. Note that the "D" dimension referring to the minimum depth of the foundation's grade beam is foundation's depth from final grade. This detail is often overlooked in many FPSF designs. Below are the respective cross-section and plan view for a FPSF supporting a heated building.





Insulation must be placed in compliance with all criteria of the code. Common mistakes such as those shown in the figure below cause thermal bridging.

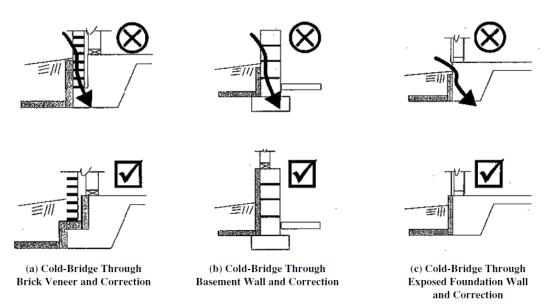


FIGURE 11. Typical Cold-Bridges

Note that this standard offers design methods for both heated and unheated buildings. For heated buildings, the designs rely on containing the building's heat under the footings to avoid frost heaving. In the case of unheated buildings, the designs rely on containing the earth's natural warmth under the footings and slab by use of more extensive insulation. For both design approaches, compliance with their frost protection requirements is not necessarily the same as compliance with the SPS 322 Energy Conservation standards for slab—on—grade designs. Because the simplified heated building design methods rely on buildings, including attached garages with at least a 63F degree internal temperature, it is important that the designer consult with the owner regarding their intended use. Even if the initial owner plans to keep the building heated throughout the winter, future owners may use it otherwise. Therefore, designers should be sure to communicate the operational needs of the building by posting building placarding, notation from the Rescheck Energy Report, and/or recording relevant information on the property deed. Failure to do so may cause severe structural damage to the building if future owners do not keep the building heated.

Reminder to Amusement Ride Owners

This is a reminder that all portable and permanent amusement rides are required to be registered with the Department prior to operation in Wisconsin. Key items to note:

- Registration is required annually via DSPS's online permit system, eSLA.
- A valid Certificate of Insurance (COI) must be submitted with the registration renewal. The COI shall identify each amusement ride included in the coverage. Provide the serial number(s) on the COI, as applicable.

Once successfully registered, a valid Permit to Operate (PTO) is issued. If this is the first time registering the amusement ride with DSPS, a DSPS registration plate will be provided for you to affix to the amusement ride. If you have already received a plate, you will receive a sticker with the year on it to attach to the plate. This is similar to how license plate renewals are done in Wisconsin.

Note that any prior fees owed to DSPS must be paid prior to obtaining a valid PTO.

Additionally, plans and specifications for all custom-built, site-specific amusement rides not used in a portable mode shall be submitted to DSPS for review and approval prior to commencing construction. Plans submitted to DSPS shall include all data and information specified in SPS 334.05(2), (3) and (4).

Registration Information

eSLA Homepage
eSLA User Guides and Videos

Resources

DSPS Inspector District Map

Email techbox: <u>DspsSbHealthAndSafetyTech@wisconsin.gov</u>

Wis. Admin. Code SPS 334

POWTS Program Updates

The POWTS program has again been busy with continuing education this winter. Staff have provided over 11,700 hours of CEUs through joint public/private partnerships since January 1. Over 3,600 of those hours were direct instruction by the DIS POWTS team.

Program-led instruction of plumbers, soil testers, and inspectors is more than just a statutory requirement; it's also more than just maintaining licenses. Training helps professionals stay current with industry advancements, enhance their skills, and keep up to date with regulations. The POWTS program is pleased to be a part of the education process.



POWTS Consultant, Travis Wagner, leads CEU class

The local governmental unit audit process for 2024 is almost complete. Delegated agents for POWTS (consisting of 71 counties and 8 municipalities) are audited annually for compliance with statutes and administrative code. In addition, the audit gathers important data about the onsite waste industry across Wisconsin.

Auditing revealed the total number of septic systems inventoried across the state: 794,243. This shows that about a third of Wisconsin's population is served by onsite septic systems. Sanitary permits totaled 12,157 statewide, indicating a 4.2% increase over 2023. The split between new construction and replacement systems was 53% and 47% respectively.

Po You Know Your Credential Number?

Over the past few years, Wisconsin credentials and licenses have moved to DSPS's new credentialling system, <u>LicensE</u>. This move included a change in number format where a suffix has been added to your number.

This is important to remember when you provide your credential/license number in a permit or plan review application to DIS. Without the proper format, your permit/plan review submission cannot be completed.

Need Additional Information?

<u>LicensE Numbering Guide for Trades Credentials</u>

<u>General information for Trades Credentials in LicensE</u>

Update on 2025's 2% Fire Dues Season

The Fire Prevention/Fire Department Safety & Health program is currently administering the 2025 2% fire dues self-certification process. This process opened on Jan 1st and closes on April 1st.

The program is also administering the 2025 2% fire dues funding audits to verify Wisconsin fire departments are complying with state requirements. The audits started in January and will end in May.

Check out the season stats so far:

2% Fire Dues Self-Certifications

- ♦ 2112 Self-certifications Submitted. Submitted means Fire Departments/Fire Chiefs and municipal clerks have both submitted their 2025 self-certifications.
- ♣ 167 Self-certifications Pending. Pending means the 2025 self-certifications are not yet fully complete - either the Fire Chief or municipal clerk needs to submit their selfcertification(s).
- ♦ 6 Self-certifications Not Yet Started. Not Yet Started means neither the Fire Chief nor the municipal clerk have started their selfcertifications.

Questions?

Contact Sarah Brown at 715-634-4013 or <u>sarah2.brown@wisconsin.gov</u> with questions.

Funding Audits

- **♦ 183** Total audits scheduled and completed.
- ♣ 107 Audits completed.
- ♦ 76 Audits scheduled.
- ♣ 7 Pending, where audits were completed but auditor is waiting for additional information from the fire department.

Questions?

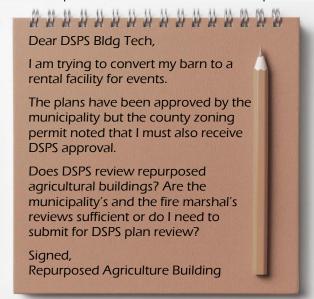
Contact the DSPS Fire Coordinator for your district. See the <u>District Map</u> for more information.

Just a friendly reminder to please ensure your Fire Department's 2025 2% fire dues self-certification has been fully completed and submitted prior to April 1st at Midnight.

Tech Box Question

DIS maintains program-specific email inboxes (Tech Box) to provide a general code answer or direct you to an appropriate code section, based on the question submitted. Non-technical questions for eSLA, permits, delegated agents, and invoices have their own Tech Box! Use the appropriate Tech Box to ensure a timely response to your question. View the <u>full list of Tech Box emails here</u>!

See an example below of a real customer question submitted to one of our tech boxes!



Dear Repurposed Agricultural Building,
DSPS does review barns for use as
commercial wedding venues. Please see
DSPS's Wedding Barn Information
document dealing with such venues. It
seems that your county may have assumed
you took the first option, and not the
second option. Thus, yes, you would need
to submit your plans for approval by DSPS
prior to the permit being issued to alter
that building for commercial use.
- DSPS Bldq Tech

Recent Enforcement Actions

- o The Department entered a forfeiture against a Beloit individual for engaging in unlicensed plumbing.
- o The Department suspended the dwelling contractor and dwelling contractor qualifier credentials of a Brodhead contracting company for engaging in negligence and incompetence.
- The Department entered a forfeiture against a Forest Lake, Minnesota, individual for engaging in unlicensed plumbing.
- The Department entered a forfeiture against a Balsam Lake plumber for allowing unlicensed individuals to perform plumbing on a job the plumber had supervision of.
- The Department entered a forfeiture against an Isanti, Minnesota, individual for engaging in unlicensed plumbing.
- o The Department entered a forfeiture against a Green Bay individual for engaging in unlicensed electrical work.
- The Department entered a Notice of Violations and Order against a commercial building in the Town of Springfield for changing the use of the property without undergoing the proper plan review submittal and approval.
- o The Department entered a Notice of Violations and Order against a commercial building in the City of Rhinelander for electrical code violations.
- The Department entered a forfeiture against a Loves Park, Illinois, individual for engaging in unlicensed plumbing work.
- o The Department entered a Notice of Violations and Order against a Sturgeon Bay manufactured home community for administrative code violations.