

**CITY OF SHEBOYGAN
ORDINANCE 27-25-26**

BY ALDERPERSONS RUST AND LA FAVE.

OCTOBER 27, 2025.

AN ORDINANCE amending various sections within Chapter 12 of the Sheboygan Municipal Code.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

SECTION 1: **AMENDMENT** “Sec 12-21 Building Codes Adopted” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-21 Building Codes Adopted

- (a) *In General.* The city adopts by reference, as though fully set forth in this chapter, the state codes and all amendments thereto applicable to those classes of building to which such code applies. The adopted code is comprised of the following state statutes and administrative rules:
- (1) Wis. Stat. § 145, Plumbing and Fire Protection Systems and Swimming Pool Plan Review.
 - (2) Wis. Admin. Code ch SPS 305, Licenses, Certifications and Registrations.
 - (3) Wis. Admin. Code ch. SPS ~~306~~316, Electrical.
 - (4) Wis. Admin. Code ch. SPS 360, Erosion Control, Sediment Control and Stormwater Management.
 - (5) Wis. Admin Code ch. SPS 381, Definitions and Standards.
 - (6) Wis. Admin. Code ch. SPS 382, Design, Construction, Installation, Supervisions. Maintenance and Inspection of Plumbing.
 - (7) Wis. Admin. Code ch. SPS 383, Private Onsite Wastewater Treatment Systems.
 - (8) Wis. Admin. Code ch. SPS 384, Plumbing Products.
 - (9) Wis. Admin. Code ch. SPS 385, Soil and Site Evaluations.
 - (10) Wis. Admin. Code ch. SPS 386, Boat and On-Shore Sewage Facilities.
 - (11) Wis. Admin. Code ch. SPS 387, Private Onsite Wastewater Treatment System Replacement or Rehabilitation Financial Assistance Program.
- (b) *Uniform dwelling code.* The city adopts by reference, as though fully set forth in this chapter, the state uniform dwelling code and all amendments thereto applicable to all new and existing one- and two-family dwelling including alterations and additions thereto. The adopted code is comprised of the following state administrative rules:
- (1) Wis. Admin. Code ch. SPS 320, Administration and Enforcement.

- (2) Wis. Admin. Code ch. SPS 321, Construction Standards.
 - (3) Wis. Admin. Code ch. SPS 322, Energy Conservation.
 - (4) Wis. Admin. Code ch. SPS 323, Heating, Ventilating and Air Conditioning.
 - (5) Wis. Admin. Code ch. SPS 324, Electrical Standards.
 - (6) Wis. Admin. Code ch. SPS 325, Plumbing.
- (c) *Commercial building code.* The city adopts by reference, as though fully set forth in this chapter, the state commercial building code and all amendments thereto applicable to those classes of building to which such code applies. The adopted code is comprised of the following state administrative rules:
- (1) Wis. Admin. Code ch. SPS 361, Administration and Enforcement.
 - (2) Wis. Admin. Code ch. SPS 362, Buildings and Structures.
 - (3) Wis. Admin. Code ch. SPS 363, Energy Conservation.
 - (4) Wis. Admin. Code ch. SPS 364, Heating, Ventilating and Air Conditioning.
 - (5) Wis. Admin. Code ch. SPS 365, Fuel Gas Appliances.
 - (6) Wis. Admin. Code ch. SPS 366, Existing Buildings.
- (d) *State uniform building code.* The Wisconsin Uniform Building Code prepared by the Building Inspectors' Association of Southeastern Wisconsin, as amended from time to time, is hereby adopted by reference as the city's building code with the exception sections 30.20(3) of chapter 3; section 30.06(2) and (3) of chapter 2; and section 30.40 of chapter 5.
- (e) *International building code.* The International Building Code, chapters 1—35, as amended from time to time, are adopted by reference, a copy of which is on file in the city's building inspection department.

(Code 1997, §§ 9-1, 26-36, 26-37; Ord. No. 99-97-98, § 2, 2-2-1998; Ord. No. 17-09-10, § 1, 9-21-2009; Ord. No. 58-10-11, § 1, 4-6-2011; Ord. No. 17-11-12, § 1, 7-5-2011)

SECTION 2: **AMENDMENT** “Sec 12-44 Renewal” of the Sheboygan Municipal Code is hereby *amended* as follows:

AMENDMENT

Sec 12-44 Renewal

A construction contractor's license or certification may be renewed for the next succeeding calendar year by filing a renewal application with the building inspection division and the payment of the renewal fee on or before the last business day of each calendar year. Unless a license or certification is renewed prior to its expiration, the applicant shall be required to file a new application and pay a new application fee. Re-examination shall be required of all applicants for a license or renewal, that requires examination, who have not held an equivalent license or registration in the city for two years or more. An appeal for a waiver from this re-examination requirement may be made to the board of license examiners.

(Code 1997, § 26-157; Ord. No. 44-97-98, § 1, 7-21-1997; Ord. No. 57-10-11, § 6, 4-6-2011)

SECTION 3: AMENDMENT “Sec 12-55 Occupancy Permit” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-55 Occupancy Permit

- (a) It shall be unlawful to use or permit the use of any commercial building or premises, or part thereof hereafter erected, altered or converted wholly or partly in its use from previous occupancy or where the premises or any portion thereof have become vacant for more than one year, until an occupancy permit has been obtained from the building inspection division.
- (b) Occupancy permits are not required if the building:
 - (1) Use remains the same (example: office to office would not require a permit, whereas office to store would); or
 - (2) Is a legal home occupation.
- (c) Application for an occupancy permit shall be made on a form provided by the building inspection ~~department~~division and shall set forth the applicant's name, address, position or capacity for the intended building use, and an inspection fee shall be paid as per section 12-~~53~~52.
- (d) No permit shall be issued to any person for any business operation which would violate the zoning, fire, health or other ordinances of the city or which would violate any state law.
- (e) After an application has been received and an occupancy inspection completed by the building inspection division, an occupancy letter will be sent to the applicant listing all violations. An occupancy permit will be issued when all violations have been corrected.
- (f) Such occupancy permits shall be nontransferable and shall be kept posted in a conspicuous place in the building, structure or premises; and shall be valid only for the building, structure or premises named therein.
- (g) A conditional occupancy permit can be requested by the prospective occupant if no life-safety violations exist as determined by the building inspection division.
- (h) The cost of the conditional occupancy permit shall be as set forth in section 12-~~53~~52.
- (i) If the conditional occupancy permit is issued the applicant agrees to have all violations corrected within 45 days. A reinspection will be scheduled after 45 days to check for compliance. If any violations still exist, the violator shall be subject to a forfeiture, as set forth in section 12-1, for each day of violation until all violations are corrected.
- (j) The building inspection division may revoke any permit of approval issued if any violation of this article is found upon inspection or in the case there has been any false statement in the application or plans on which the permit or approval was based.

(Code 1975, § 9-7; Code 1997, § 26-42; Ord. No. 101-05-06, §§ 11, 12, 3-20-2006; Ord. No. 42-10-11, § 2, 11-15-2010)

SECTION 4: **AMENDMENT** “Sec 12-225 Exemptions” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-225 Exemptions

- (a) No permit shall be required by the provisions of this article for:
 - (1) The usual operations of the local electric utility company.
 - (2) The manufacturing, assembling, repairing, installation or testing of electrical equipment, for which no license is required under section 12-~~159~~158.
 - (3) Minor repair work such as repairing cords, switches, replacing fuses or changing lamp sockets.
 - (4) Repairs made necessary for the proper maintenance of an existing installation.
 - (5) Low voltage installations in one- and two-family dwellings.
 - (6) Reconnection of existing power supplies to replacement heating plants, water heaters, and other appliances.
 - (7) The repair, removal, disturbance, or disconnection of any existing electrical equipment or the renewal or replacement of any existing branch lighting circuit switches, sockets, or receptacles.
- (b) All work performed under the exceptions provided in subsections (a)(1) through (7) of this section shall be performed in full compliance with this article.

(Code 1997, § 26-259)

SECTION 5: **AMENDMENT** “Sec 12-230 Payment Of Fees” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-230 Payment Of Fees

All permit fees shall be paid to the building inspection ~~department~~division and credited to the general fund, and no permit shall be issued or held valid unless approved by the electrical inspector and fee paid to the building inspection ~~department~~division in the amount required for such permit.

(Code 1997, § 26-264)

SECTION 6: **AMENDMENT** “Sec 12-281 Owners Of Dwellings Performing Work Governed By Article” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-281 Owners Of Dwellings Performing Work Governed By Article

Notwithstanding the provisions of section 12-280, the owner of a dwelling housing not more than two families may, with the assistance of any member of the family and household, personally carry on in such house any work governed by this article without such license; provided, however, that the owner shall obtain a permit for such work and shall call for inspection as provided in division-4 12-V-3 of this article.

(Code 1975, § 20-15; Code 1997, § 26-443)

SECTION 7: **AMENDMENT** “Sec 12-301 HVAC Qualifier Certification Requirement” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-301 HVAC Qualifier Certification Requirement

Any HVAC contractor commencing any type of HVAC work within the city must either:

- (a) ~~either~~ possess an HVAC qualifier certification from the state or be employed by a company that holds a contractor credential from the state and that employs a person possessing an HVAC qualifier certification from the state. a person holding such a certification, and
- (b) ~~either possess an HVAC contractor credential from the state or~~ have continuously held a city heating contractor's license since on or before the effective date of the ordinance from which this section is derived.

(Code 1997, § 26-515; Ord. No. 89-98-99, § 1, 11-2-1998)

SECTION 8: **AMENDMENT** “Sec 12-321 Permit Or Registration--Application” of the Sheboygan Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Sec 12-321 Permit Or Registration--Application

No person shall construct or install any HVAC equipment or appurtenances subject to the provisions of the heating and ventilating code in or for any building or alter any existing HVAC equipment or appurtenances subject to the provisions of this article, without the holder of a license or state ~~credentials~~credentials or the owner-occupant of a dwelling house not more than two families first making written application and securing a permit therefor. The application shall set forth the nature of the work to be performed.

(Code 1975, § 20-52; Code 1997, § 26-552)

SECTION 9: **AMENDMENT** “Sec 12-680 Application For Permit” of the Sheboygan Municipal Code is hereby *amended* as follows:

AMENDMENT

Sec 12-680 Application For Permit

Application for a plumbing permit on forms provided by the building inspection ~~department~~division shall be filed with the plumbing inspector before beginning active work.

(Code 1997, § 26-962; Ord. No. 92-96-97, § 1, 12-16-1996)

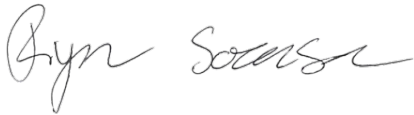
SECTION 10: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 11: **EFFECTIVE DATE** This ordinance shall be in effect from and after its passage and publication according to law.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL
NOVEMBER 03, 2025.

Presiding Officer

Attest



Ryan Sorenson, Mayor, City of
Sheboygan



Meredith DeBruin, City Clerk, City of
Sheboygan