

**DEPARTMENT OF PUBLIC WORKS**

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TO: Municipal Services Committee

FROM: Kurt W. Craanen, Inspections Supervisor *KWC*  
Paula Vandehey, Director of Public Works *PVW*

SUBJECT: Update to Section 4-392 of the Municipal Code

DATE: June 21, 2021

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Staff recommends the following changes to Section 4-392 of the Municipal Code related to electrical work. In 2018, changes were made to this section to prohibit homeowners from doing their own service changes in their homes. The proposed changes below further clarify what is required in order to install a new service, as well as solar installations, by a home owner in their own home.

**Sec. 4-392. Exemptions.**

As allowed under Wis. Stats. §101.862(4)(a), a residential property owner may perform electrical work in his own dwelling which he owns and occupies without a license, ~~with the exception of installing or replacing of service equipment,~~ as long as the work is being conducted in a single-family dwelling. In the case of installing or replacing service equipment in a single-family dwelling, solar photovoltaic installations or electrical work performed on a residential property which is not a single-family owner occupied dwelling, the electrical work will need to shall be performed by a licensed electrical contractor, meeting all the requirements of SPS 305.41 as amended from time to time. The owner of the property must procure a permit prior to starting any electrical work. The property owner may not procure a permit on behalf of an electrical contractor or another individual.

**The Department of Public Works recommends approval of the changes to Section 4-392 of the Municipal Code of the City of Appleton.**

cc: Nicholas VandeCastle