

**Chapter 8.13**  
**Fire Prevention Inspection**

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**8.13.010 Responsibility**

The responsible party for every new and existing building, structure or premises shall construct, arrange, equip, maintain, and operate in accordance with guidelines outlined in National Fire Protection Association (NFPA) 1 and State of Wisconsin Department of Safety and Professional Services (DSPS) to provide a reasonable level of life safety, property protection, and public welfare from the actual and potential hazards created by fire, explosion, and other hazardous conditions. Compliance with this ordinance does not relieve the responsible party from compliance with other ordinances or Wisconsin Statutes and Administrative Rules.

**8.13.020 Enforcement and penalty**

- A. Enforcement. The Authority Having Jurisdiction (AHJ) shall be authorized to ascertain and cause to be corrected any condition liable to cause fire or any violation of any law or order relating to the fire hazard or to the prevention of fire. This ordinance shall be administered and enforced by the Fire Chief, Fire Officers, and Fire Inspectors.
- B. Notice of Violations. Whenever the AHJ determines violations of this ordinance, a written notice shall be issued to confirm such findings.
- C. Serving Notice of Violation. Any order or notice of violation issues pursuant to this ordinance shall be served upon the owner, operator, occupant, registered agent, or other person responsible for the

condition or violation by one of the following means:

- 1. Personal service
  - 2. Emailed to the last known address of the owner, operator, or registered agent or other person responsible for the condition or violation.
  - 3. Mailed to last known address of the owner, operator, or registered agent or other person responsible for the condition or violation.
- D. For Unattended or Abandoned Locations. A copy of such order or notice of violation shall be posted on the premises in a conspicuous place at or near the entrance to such premises, and the order or notice shall be disseminated in accordance with one of the following:
    - 1. Emailed to last known address of the owner, operator or registered agent, or other person responsible for the condition or violation.
    - 2. Mailed to last known address of the owner, operator or registered agent, or other person responsible for the condition or violation.
  - E. Duty to Correct. Upon notification of a violation, the party responsible shall have the duty to correct the violation(s) within the time specified by the AHJ.
  - F. Failure to Comply. Any person who fails to comply with the provisions of this ordinance or fails to carry out an order made pursuant to this ordinance shall be subject to the penalties established by the AHJ.

**8.13.030 Inspection and penalty fees**

- A. Regular Inspection Fees. Scheduled fire prevention inspection fees are included in revenue from municipal real estate taxes, therefore, inspections performed as required by the ordinance shall be covered by costs paid by the municipality to the fire department for providing fire

protection services to the municipality.

B. Re-Inspection Fees. Where a property requires re-inspection due to violation(s), the following fees shall apply:

1. If violation(s) is corrected prior to first re-inspection, additional fees shall be waived.
2. Violation(s) found not corrected at first re-inspection shall incur a cost of \$50.00 for a second re-inspection.
3. Violation(s) found not corrected after second re-inspection shall incur a cost of \$25.00 per additional re-inspections until the violation(s) is corrected.

4. Fees will be added to property owner's real estate tax in at the end of each year for re-inspections for violation(s) occur to be paid to the municipality.

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**8.13.040 Frequency of Fire inspections**

In accordance with Wis. Adm. Code, Section SPS 314.01(13)(b)7, fire prevention inspections of all public buildings and places of employment within Oakfield Volunteer Fire Department & EMS fire district shall be conducted at least once per calendar year, or more often as is ordered by the AHJ, provided the interval between such inspections shall not exceed fifteen (15) months

**\*Note: The AHJ has overall authority as to number of inspections required annually in all occupancies.**