

GENERAL ELECTRICAL PERMIT INFORMATION

Electrical permits are required for all new or replacement work. This includes, but is not limited to, new or replacement dishwashers, disposals, ranges, cook tops, electric dryers, furnaces, water heaters and air handlers. New switches, receptacles, fixtures and ceiling fans also require electrical permits.

Minor repairs and replacement of 120-volt switches, receptacles and fixtures on existing device boxes do not require a permit. More general information can be found at villageofshorewood.org (click on Government/Departments, Village Departments and then Planning & Development).



AT THE EDGE
OF THE CITY AND
THE HEART OF
EVERYTHING

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APPLYING FOR AN ELECTRICAL PERMIT

WHAT HOMEOWNERS NEED TO KNOW



APPLYING FOR AN ELECTRICAL PERMIT: WHAT HOMEOWNERS NEED TO KNOW

The Village of Shorewood requires that any individual performing electrical wiring in the Village must be licensed. Exempt from this requirement are homeowners who occupy single-family or two-family dwellings. These individuals may perform electrical work in the dwelling in which they reside per Shorewood Code 275-3CC.

When doing electrical work as a homeowner, there are a number of requirements that apply. These requirements are no different than what is required of licensed electrical contractors applying for electrical permits.

Homeowners are responsible for calling in rough and/or final inspections from the Village of Shorewood electrical inspector on work performed. The homeowner who did the electrical work **MUST** be present at the time of the inspection.

Electrical inspections can be made on Monday through Friday between 9 a.m. and 3 p.m. Failure to call for a final inspection within 15 days of the work being completed may result in additional fees.

To schedule an inspection, call the Planning and Development Department at 414.847.2640.

ELECTRICAL PERMIT REQUIREMENTS

1. No work shall commence until a permit has been filled out that specifies the work to be done and has been issued by the electrical inspector.

2. The scope of work shall be limited to wiring of 120 volts or less, and only if such circuits are protected by a single main disconnect switch of dead-front construction.

3. Only the applicant (homeowner residing in the dwelling) will be allowed to do work covered by the homeowner's permit.

4. Homeowner electrical permits are good for a period of 120 days. If work is not completed within that time, the permit will expire unless an extension is received from the electrical inspector.

5. It is the applicant's responsibility to be knowledgeable of all local and state codes governing the electrical work to be done.

6. Applicant shall read and be responsible for all items covered in the Shorewood Electrical Code Section 275. The Electrical Code in its entirety can be viewed on the Village website: villageofshorewood.org.



Depending on the work being done, homeowners may be allowed to pull electrical. However, performing electrical work often requires a licensed electrician, along with electrical permits and inspections. Refer to this brochure for more information and call the Planning and Development Department if you have questions.

THE VILLAGE OF SHOREWOOD ELECTRICAL CODE SECTION 275-3 (C)

An owner-occupant of a single-family dwelling or an owner-occupant of a two-family dwelling may perform electrical work in the dwelling in which he resides. The scope of such work is to be limited to 120-volt circuits, and only if such circuit is protected by a single main disconnect switch of dead-front construction. Under these conditions, no license shall be required of said dwelling owner.

In such case, a homeowner's permit application outlining the scope of work to be accomplished will be filed with the Planning and Development Department; said work shall then be performed by the applicant only. The Village Fee Schedule shall be applicable. No work shall be commenced until a permit is issued. The work to be done will require a preliminary or rough-in inspection where wall or similar closing is necessary and before any walls are closed and circuits are energized. Final inspection will be required after completion of the work.

If upon inspection of the work completed by the owner occupant is not in accordance with the State and Village electrical codes, upon order of the electrical inspector, the owner-occupant shall immediately remove or cause to be removed the defective work or have said work immediately corrected by a licensed electrical contractor under a separate permit application. The electrical inspector shall not engage in providing design or instruction for untrained individuals. Any person violating the provisions of this subsection or any provision of the Shorewood Electrical Code shall be subject to the penalties as herein after set forth.