



6/12/2024

KEVIN MUICH

1209 CHANDLER ST.  
MADISON, WISCONSIN 53715

## CONDITIONAL APPROVAL

**PLAN APPROVAL EXPIRES:** 06/12/2026  
**CODE APPLIES:** 05/07/2024

**MUNICIPALITY:**  
TOWN OF TOWNSEND  
OCONTO COUNTY

**SITE:**  
TOWNSEND TOWN HALL  
11564 ELM ST.  
TOWNSEND, WI 54175

**FOR:**  
11564 ELM ST.

**Building Name:** Town Hall  
**Object Type:** Building  
**Major Occupancy:** A-3 - Other Assembly Uses  
**Class of Construction:** VB - Combustible Unprotected Construction  
**Building Review Type:** Addition/Alteration  
**Plan Type:** Full/Complete Building  
**Total Floor Area in Sq Ft:** 5,004  
**Sprinklered Type:** None  
**Occupancy:** B - Business  
**Allowable Area Determined By:** Non-separated occupancies  
**Structural Components Included in Review:**  
**Alteration Level:** 2

### SITE REQUIREMENTS

- Contact both the State Inspector and the local municipality PRIOR to the start of construction.
- A full size copy of the approved plans, specifications and this letter shall be on-site during construction and open to inspection by authorized representatives of the Department, which may include local inspectors. If plan index sheets were submitted in lieu of additional full plan sets, a copy of this approval letter and index sheet shall be attached to plans that correspond with the copy on file with the Department. If these plans were submitted in an electronic form, the designer is responsible to download, print, and bind the full size set of plans along with our approval letter. A Department electronic stamp and signature shall be on the plans which are used at the job site for construction.

#### Identification Numbers

**Plan Review No.:** CB-062400862-PRB

**Application No.:** DIS-052421517

**Site ID No.:** SIT-130540

Please refer to all identification numbers in each correspondence with the Department.

**The following conditions shall be met during construction or installation and prior to occupancy or use:**

**SUBMIT:**

- SPS 361.30(3) - This approval does not include heating, ventilating or air conditioning. The owner should be reminded that HVAC plans, calculations, and appropriate fees are required to be submitted for review and approval prior to installation in the field. The HVAC plans shall be submitted on the DSPS website. Building Designer should coordinate with HVAC design to avoid problems with clearance to combustibles, dampers etc. The submitted HVAC plans and calculations shall match the approved building plans. Building Designer is requested to provide a complete set of plans, Energy Calculations and the Building plan review Transaction I.D. number to the HVAC Designer to help coordinate review. Note as per SPS 302.10 installation of HVAC without approved plans could result in double plan review fees.
- SPS 361.30(3) - Submit, prior to installation, one set of properly signed and sealed truss plans, calculations substantiating the design, and associated pertinent information including this transaction number or CB number as a previous transaction. A truss plan submittal may be made on the DSPS website. Note as per SPS 302.31(1)(d)4. the fee for a structural component submitted after installation shall be an additional \$250 plus a \$100 submittal fee.

**KEY ITEM(S):**

- SPS 361.31 - These plans were conditionally approved electronically. The designer is responsible to download the plans, print out complete sets and permanently bind each set of the conditionally approved electronic plans, along with a complete bound set of specifications, as submitted to the Dept., for reference in the field. Plans for field reference shall be the same size and scale as originally submitted to the Dept. per SPS 361.31(2)(a), and per SPS 361.31(2)(d) shall be clear and legible. A complete bound conditionally approved set of plans and set of specifications shall be made available to a Dept. representative on-site upon request. There shall be an electronic stamp and signature on the index page of the conditionally approved plans by the Dept. representative that conditionally approved the plans, as well as the professional of the project if the building is over 50,000 cubic ft. Additionally, a copy of the conditional approval letter issued by the Dept. shall be permanently attached to each of the conditionally approved plan sets.
- Plans note Group A-3 occupancy for community hall – approvable for A-3 with no additional conditions. Existing building contains a Kitchen implying an alternate occupancy Group A-2 for food and/or drink consumption, approvable with the following conditions:
  - Site plan notes a well/septic, approval based on building having no access to municipal water.
  - Other requirements of SPS 362.0903(18)(b)1 for Group A-2 occupancy for a banquet hall of fire area less than 12,000 SF, occupant load in fire area less than 300, and fire area located on a floor with exit discharge at grade have been met.
  - Additional requirements of SPS 362.0903(18)(c) shall be met: occupant load posted, open flames prohibited within 50' of the building (except flame equipment used to reheat or maintain food temperatures), smoke detection and fire alarm system installed, portable fire extinguishers installed, municipal fire and building inspection position statement submitted to the Department.

**REMINDERS:**

- ICC/ANSI A117.1 Sec. 609 - Grab bars shall have a diameter between 1 ¼ inches and 2 inches to provide graspability. Grab bars shall be 1 ½ inches from the wall surface and located horizontally at 33 inches to 36 inches above the finished floor to top of bar.
- IBC 1004.3 - Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or owner's authorized agent.
- IBC 1104.2 - At least one accessible route compliant with ICC/ANSI A117.1 chapter 4 shall connect accessible buildings, accessible facilities, accessible elements, and spaces that are on the same site. An accessible route is not required between accessible buildings, accessible facilities, accessible elements and accessible spaces that have, as the only means of access between them, a vehicular way not providing for pedestrian access.
- IBC 1507.2.8.2 - Provide ice barrier protection for the roof assembly. An ice barrier that consists of at least 2 layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet shall be used in lieu of normal underlayment and extend from the lowest edges of all roof surfaces to a point at least 24 inches inside the exterior wall line of the building, unless a listed exception is met. Designer to address requirement and location on the building plans.
- IBC 1804.4 - Provide ground immediately adjacent to the foundation that is sloped away from the building at a minimum slope of 1 in 20 units horizontal for a minimum distance of 10 ft perpendicular to the face of the wall unless a listed exception is met.
- Plans note a Frost Protected Shallow Foundation with heated slab (inc. in COMcheck) and R-10 insulation under entire slab.
- IBC 2406.4 - Provide safety glazing in hazardous locations as defined in this code section. Wired glass is prohibited where safety glazing is required unless it meets CPSC safety glazing testing.

- IBC 2902.1/SPS 362.2902(1)(a)2. - Drinking facilities are required based on the type of occupancy and in the minimum number shown in Table 2902.1, unless water is served in restaurants or where other acceptable arrangements are made to provide drinking water. Use of a cup for use with a water faucet located within a toilet room is unacceptable. If a water fountain is installed, a high-low unit must be provided per IBC 1109.5. ***Plans note water to be provided in Kitchen.***
- SPS 361.31(2) - Lighting plans, including both Emergency Egress (IBC) & Energy Conservation (IECC), are no longer required to be submitted to the department for review and approval. However, the requirements in both codes must still be met. One (1) set of plans, calculations and/or fixture cut-sheets with all items stamped and signed by a WI registered professional as required by SPS 361.20 & 361.31(1) shall be on-site and made available to inspection by the Department or its authorized representative.
- SPS 361.36(1)(a) & (b) - The building shell shall be closed within two years of the initial approval date of this project. Also, this approval will expire three years after the date of initial approval of this project if the work covered by this approval is not completed and the building ready for occupancy within those three years.
- IECC C303.1.1/R303.1.1 - The insulation installer shall provide a signed and dated certification for the insulation installed in each element of the building envelope, listing the type of insulation installations in roof/ceilings, the manufacturer and the R-value. For blown-in or sprayed insulation, the installer shall also provide the initial installed thickness, the settled thickness, the coverage area, and the number of bags installed. The installer shall post the certification in a conspicuous place on the job site.
- IECC C303.1.3/R303.1.3 - Provide fenestration products (windows, doors and skylights) with U-factors determined in accordance with NFRC 100 by an accredited independent laboratory and labeled and certified by the manufacturer. Products lacking such a labeled U-factor shall be assigned a default U-factor from Tables C303.1.3(1)/R303.1.3(1) or C303.1.3(2)/R303.1.3(1). ***New fenestration in existing walls to meet/exceed prescriptive requirements. (COMcheck and supporting data provided for addition).***

The submittal described above has been reviewed for conformance with applicable Wisconsin Administrative Codes and Wisconsin Statutes. The submittal has been CONDITIONALLY APPROVED. The owner, as defined in chapter 101.01(10), Wisconsin Statutes, is responsible for compliance with all code requirements. Only those object types listed above have been approved; other submittals such as plumbing and those listed above under REQUIRED SUBMITTAL(S), may also be required.

All permits required by the state or the local municipality shall be obtained prior to commencement of construction/installation/operation. You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams.

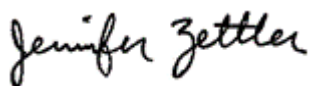
This plan has not been reviewed for compliance with fire code requirements, including those for fire lanes and fire protection water supply, so contact the local fire department for further information.

In granting this approval, the Division of Industry Services reserves the right to require changes or additions, should conditions arise making them necessary for code compliance. As per state stats 101.12(2), nothing in this review shall relieve the designer of the responsibility for designing a safe building, structure, or component. The Division does not take responsibility for the design or construction of the reviewed items.

Per s. SPS 361.40(4), projects for buildings of over 50,000 cubic feet total volume shall have supervising professionals who file compliance statements with this agency and the local code officials prior to occupancy of the project. Compliance statements shall be filed online at <https://esla.wi.gov/PortalCommunityLogin>.

Inquiries concerning this correspondence may be made to me at the contact information listed below, or at the address on this letterhead.

Sincerely,



Jennifer Zettler  
 Commercial Building Plan Reviewer  
 Division of Industry Services  
 Phone: 608-781-0524  
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 KEN SCHWEBKI,