



# Safety and Buildings Division Buildings, HVAC Compliance Statement

This form is required to be submitted by the supervising professional (architect, engineer, HVAC designer or electrical designer) observing construction of projects within buildings with total volume of 50,000 cubic feet or greater and bleachers (SPS 361.40). Failure to submit this form may result in penalties as specified in SPS 361.23 and/or local ordinances. This form must be submitted prior to the plan approval expiration date or another submittal may be required. Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m)].

**General Instructions:** Prior to the initial occupancy of new buildings or additions and the final occupancy of altered existing buildings, submit this completed and signed form to **the municipal building inspection office (refer to the plan approval letter for agency address) and Safety and Buildings Division, 10541N Ranch Road Hayward, WI. 54843.** Note: If the review was done by the municipality, the compliance statement goes only to the municipal building inspector. A copy is not needed by S&B.

**1. Project Information:** Please fill in the following with information from the plan approval letter.

Transaction ID Number \_\_\_\_\_ Project Name \_\_\_\_\_

Site Number \_\_\_\_\_

Site location (number & street) \_\_\_\_\_

City  Village  Town of \_\_\_\_\_ County of \_\_\_\_\_

**2. Purpose of This Statement:** (Check Box A, B, C, or D to indicate purpose and complete any other applicable boxes and information. Attach additional pages if necessary.)

Check those which apply:  Building Object ID # \_\_\_\_\_  HVAC Object ID # \_\_\_\_\_

Lighting Object ID # \_\_\_\_\_

Partial Completion \_\_\_\_\_  
Description of Portion Completed

**A)  Statement of Substantial Compliance**

To the best of my knowledge and belief, based on onsite observation, construction of the following building and/or HVAC items for this project have been completed in substantial compliance with the approved plans and specifications.

**Building / Lighting Items**

- 1. Structural system including submittal and erection of all building components (trusses, precast, metal building, etc.)
- 2. Fire protection systems (sprinklers, alarms, smoke detectors) designed, installed, and tested (including forward flow on back flow devices) by appropriately registered professionals
- 3. Shaft and stairway enclosure
- 4. Exits including exit and directional lights
- 5. Fire-resistive construction, enclosure of hazards, fire walls, labeled doors, class of construction, fire stopped penetrations
- 6. Sanitation system (toilets, sinks, drinking facilities)
- 7. Barrier-free including Comm 18 elevators and lifts
- 8. Energy envelope requirements
- 9. All conditions of building plan approval and applicable variances

- 10. Exterior lighting & control requirements
- 11. Interior lighting & control requirements
- 12. All conditions of lighting plan approval and applicable variances

**HVAC Items**

- 1. HVAC system including final test
- 2. All conditions of HVAC plan approval and applicable variances

**The following items are not in compliance and must be addressed:** \_\_\_\_\_

**B)  Statement of Noncompliance**

Due to the following listed violations, this project is not ready for occupancy: \_\_\_\_\_

**C)  Supervising Professional Withdrawn From Project** (Use A or B above to indicate project status as of this date.)

**D)  Project Abandoned**

**3. Supervising Professional Signature for:**

Building  HVAC  Lighting \_\_\_\_\_ Date \_\_\_\_\_

Name (please print or type)

Phone number \_\_\_\_\_ Customer ID # \_\_\_\_\_ Signature \_\_\_\_\_