



## Spray Booth Plan Review and Permit Submittal Requirements

### Permit & Development Center

809 N. Broadway, Milwaukee, WI 53202 | (414) 286-8211 | [milwaukee.gov/permits](http://milwaukee.gov/permits) | [DevelopmentCenterInfo@milwaukee.gov](mailto:DevelopmentCenterInfo@milwaukee.gov)

Before installing a spray booth in a building located within the City of Milwaukee, a plan review and permit are required.

In order to show compliance with City of Milwaukee Code section 236-11 (Spray Coating), State Code chapter Comm. 64 (HVAC), and NFPA 33 (Standard for Spray Application Using Flammable or Combustible Materials), four sets of drawings must be submitted for review.

#### Drawing Standards

The drawings must be made by computer or with standard drafting equipment. Hand drawn sketches will not be accepted.

All drawings must be to scale, and the scale must be identified on the drawings. In accordance with standard drafting practice, important dimensions must also be indicated by value, i.e. feet and inches.

The drawings must have enough contrast so that all lines and lettering are readable and able to be microfilmed for record.

#### Drawing Contents

Drawings must contain at least the following:

1. A site plan, showing the location of the building, property lines, and ventilation system. This is necessary to show compliance with Comm. 64.19 requirements.
2. A location plan, showing where the booth is to be installed within the building. This plan does not have to replicate the entire building construction, but must indicate where the booth will be located in the building, and must identify any code issues relative to the booth location.

3. Isometric or orthogonal (plan, section, elevation) drawings showing such items as: the spray booth; booth construction materials; plenum and duct; exhaust and make-up air fans; make-up air unit; make-up air unit size in CFM and BTU.
4. All relevant sizes and dimensions must be indicated.
5. Calculations for exhaust and for make-up air.
6. The spray booth manufacturer, model, and nationally recognized testing laboratory listing.
7. Any other relevant information needed to determine compliance with code requirements.

#### Additional Requirements

In addition to the drawings, a plan review fee, which is computed at the rate of 0.5% of the booth and installation cost, is required. The minimum plan review fee is \$75.

After the drawings are reviewed, the permit may be obtained. The permit fee will be based on the exhaust volume and the make-up air unit heat input.

Please note that a separate plan submittal and permit are required for the automatic fire extinguishing system.

Drawings that do not meet these standards will be returned along with the application. The permit cannot be approved until acceptable drawings are submitted and reviewed. Please note that work started without a permit is subject to a quadruple fee.