

ORDINANCE NO. 21
TOWN OF WOLF RIVER

AN ORDINANCE TO REQUIRE POSTING OF
UNIFORM ADDRESS NUMBERS

The Town Board of the Town of Wolf River, Winnebago County, Wisconsin does hereby ordain as follows:

SECTION 1. Purpose and Intent. This ordinance is adopted to provide for a uniform Town wide addressing system and signage that will serve the following purposes:

A. To aid in the timely and efficient delivery of civil defense, fire protection, and emergency services to the residents and property owners of the Town.

B. To assist public and private enterprise in the timely and efficient delivery of goods and services to the residents of the Town; for example: mail delivery, home services and repair businesses.

SECTION 2. Assignment of Numbers. Address numbers shall be assigned by the Winnebago County Planning Department as set forth in Section 7.06 of the Winnebago County General Code. These numbers shall be displayed as hereafter provided to make addresses readily visible during all times of day.

SECTION 3. Uniform Sign Installation and Placement Requirements.

A. Signs shall be posted on all parcels that have been assigned a number by Winnebago County; except, where numbers have been assigned within a new subdivision, posting is not required until a building permit, sanitary permit, zoning permit is issued or a physical entry to the parcel from the public road is in place.

B. Signs shall be double faced flag style fire number signs with a blue reflective background with white reflective alpha numeric characters for the assigned address. They shall be 6" by 18" in size.

C. Posts shall be six and one-half foot (6 ½') galvanized steel channel post, not less than four feet (4') and not more than five feet (5') above the surface of the roadway.

D. Primary location: posts shall be installed approximately fifteen feet (15') from either side of the driveway and on the back edge of the road right-of-way (no greater than fifteen feet (15') from the edge of pavement), unless unique circumstances of the parcel dictate an alternate location determined by the Town Board or its designee. If the Town Board or its designee determines that such a location (1) is necessary, due to foliage, lot line boundaries, or other obstructions that would compromise the effectiveness of the sign if installed in the primary location, provided that this does not include affixing the number sign to any building or other

permanent structure; or (2) is appropriate for a specific development or subdivision, and the Town Board establishes specific requirements for such development or subdivision address sign. If the Town Board approves an alternate location, the street numbers shall be located and maintained in compliance with the Town Board's requirements.

E. The Town of Wolf River shall employ a contractor of its choosing to perform the installation of new address numbers. The cost of the new installations shall be paid by a one time special charge. The special charge shall be established through a separate Town Board resolution. Notice to the residents of the special charge shall be as established in said resolution. The special charge shall become a lien on the property and shall be included in the current or next tax roll for collection as allowed by Wisconsin Statute Section 66.0627(4), Stats.

F. The owners of all parcels with newly assigned numbers subsequent to the adoption of this Ordinance shall pay a separate fee for the address number installation on said property. This fee shall be established by Town Board resolution from time to time.

SECTION 4. Maintenance.

A. Property owners shall maintain the address number signs located on their properties in good and visible condition at all times. No property owner may change the placement location of the sign/post after installation by the Town without the express written consent of the Town Board. Maintenance shall include keeping the address numbers clear of organic growth, debris, and other impediments to a direct line of sight from the roadway.

B. The Town shall install replacement address numbers for property owners, at that property owners expense, and such owner will be charged a fee in the event of loss or damage to any numbers that was not caused by the Town. Such fee shall be paid within ten (10) days of the installation of sign post. In the event such special charge is not fully paid within ten (10) days of the installation of the sign post, the delinquent special charge shall become a lien on the property and shall be included in the current or next tax roll for collection as allowed by Wisconsin Statute Section 66.0627(4), Stats. This fee shall be established from time to time by resolution of the Town Board.

C. The Town shall install replacement address numbers for property owners, at Town expense, in the event of loss or damage to any numbers that was created by the Town or its agents.

SECTION 5. Administration.

A. The Winnebago County Alpha Road Listing and Winnebago County Uniform System Map, both of which are on file with the Winnebago County Planning and Zoning office, shall constitute the Town's official record of address numbers assigned.

B. Upon receipt of the proper address numbers from Winnebago County, and payment of a fee which shall be established through Town Board resolution from time to time, the Town shall erect the new post and sign at the designated location.

C. The Town Building Inspector, and any other designated personnel, shall monitor placement and location of installed signs and posts, and advise the Town Clerk, when necessary, to arrange for replacement of damaged signs/posts or correct unacceptable sign locations.

SECTION 6. Penalty.

A. General Penalty. Except as otherwise provided, any person who shall violate any of the provisions of this Ordinance shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:

1. First Offense. Any person, who shall violate any provision of this Ordinance, shall, upon conviction thereof, forfeit not less than \$5.00 nor more than \$500.00 together with the costs of prosecution, and in default of payment of such forfeiture and costs shall be imprisoned in the County Jail until such forfeiture costs are paid, but not exceeding ninety (90) days.

2. Second Offense. any person found guilty of violating any provision of this Ordinance who had previously been convicted of a violation of the same provision within one year, shall upon conviction thereof, forfeit not less than \$10.00 nor more than \$500.00 for each such offense together with the costs of prosecution, and in default of payment of such forfeiture and costs shall be imprisoned in the County Jail until forfeiture and costs are paid, but not exceeding six (6) months.

B. Continued Violations. Each violation and each day a violation continues or occurs shall constitute a separate offense. Nothing in this Ordinance shall preclude the Town from maintaining any appropriate action to prevent or remove a violation of any provision of this Ordinance.

SECTION 7. Severability. The various parts of this ordinance are declared to be severable and should any part be held to be invalid, such invalidity shall apply only to the part in question and shall not affect the remainder of the ordinance.

SECTION 8. Effective Date. This ordinance shall take effect immediately upon passage and publication as provided by law.

Dated: June 28, 2010.

Randal S. Rutten, Chairperson

ATTEST:

Susan J. Gilbert, Clerk