

**SITE ADDRESS
NUMBERING ORDINANCE**

State of Wisconsin)
Town of Minocqua)
County of Oneida)

Section 1. Purpose

The purpose of this Ordinance is to promote the orderly and logical identification of buildings within the Town of Minocqua and to facilitate the location of residences and businesses by emergency service providers, mail delivery services, utilities, travelers and others dependent on addresses.

Section 2. Authority

The authority for this Ordinance is by virtue of the Village Powers as granted by the electorate for the safety, welfare, aesthetics and general prosperity of the citizens of Minocqua. The Town is exercising Village Powers and it may exercise official mapping authority pursuant to Section 66.23(6), Section 60.10(2)(c), Section 60.22(3), Section 61.35 and Section 62.23(6).

Section 3. Address System

1. Address numbers shall be assigned by the County, based upon the existing address number grid of Oneida County.
2. Each principal building shall be assigned an address number based on where the driveway to the building intersects the named road.
3. On properties where more than one principal building exists, each principal building shall be assigned an address number. In all situations which are not directly addressed in the foregoing language the address numbering system established by the County shall control as to the assigned address number.

Section 4. Installation and Maintenance of Site Address Number Signs

1. The Town, or its Designee, shall be responsible for the physical placement of all new site address number signs in the Town--with the exception of certain urban signs which shall be mounted to the building exterior by owner--beginning in the year 2019, and thereafter. The Town will charge each landowner/applicant reasonable and necessary fees for placement of numbers, including cost of the sign, post and hardware. Such fee will be established by official action of the Town and will be contained in the Town's Schedule of Fees.
2. Principal buildings and recreational vehicles that have been issued a zoning permit within the Town require a site address number sign to provide for identification of buildings by

all persons dependent on accurate address information.

3. The Town's official address number sign is 16 inches wide by 8 inches high with reflective white numbers/letters on a black background and mounted on a galvanized steel post with stainless steel hardware.

Section 5.

Pursuant to Section 66.0701 the Town Board of the Town of Minocqua, Oneida County, Wisconsin, by this resolution, adopted by a majority of the Town Board on a roll call vote with a quorum present and voting, and proper notice having been given, authorizes the Town Treasurer to collect that cost of installation and manufacture of site address number signs, posts and hardware to each property benefitted in the Town. The Town shall make the following special improvements: a site address number sign and post to be installed at every addressed property in the Town (no post in certain urban areas). Addressed properties will be benefitted and the assessment is hereby made as a lien against the property from the date of the levy.

Section 6.

Reasonable Notice of this Ordinance is hereby given and property owners shall have the right to appeal as provided in Section 66.0703(12) within 40 days of the date of the final determination of the governing body. The Clerk shall publish this Ordinance as a Class 1 Notice under Chapter 985 Wis. Stats. to provide Reasonable Notice for property owners in the Town.

Section 7.

Applications for site address number signs shall be made to the Town Clerk on forms furnished by the Town. All address number sign fees required under this Section shall be established, from time to time, by Town Board resolution and placed on the Town's official Fee Schedule.

Section 8.

All site address number signs and posts shall remain the property of the Town of Minocqua. Oneida County Land Information Office will be responsible for assigning site address numbers. The Town Board or its Designee will be responsible for installing new or replacing reflective address number signs (with the exception of certain urban areas) as specified by the Manual on Uniform Traffic Control Devices (MUTCD). Most address number signs will be double-sided, placed perpendicular to the road. Certain urban signs as determined by the Town will be one-sided and mounted to building exterior. Address number signs will be installed within the rights-of-way of Town and County roads, State and US highways, forest service roads and, in some cases, on private easements or property. Once a sign has been installed it shall not be removed except by a Town official or Designee.

Section 9.

Property owners shall be responsible for the following:

1. Maintaining the area around address number signs so that shrubbery, trees, brush, weeds, snowbanks or other items do not obscure the visibility of the site address number sign.
2. Ensuring that sign itself remains free of dirt and snow.
3. Ensuring that nothing is attached to the site address number sign post other than the Town-issued address number sign.
4. Notifying a Town Official when an address number sign is missing or damaged beyond repair. Such notification shall occur within 10 days after the occurrence or discovery of the damage.
5. The cost of any new or replaced address number signs that shall comply with the guidelines set forth in the MUTCD.

Section 10.

Any person, firm or corporation who violates, disobeys, neglects, omits or refuses to comply with this Section or who resists the enforcement of any of its provisions, or who moves, removes or tampers with any site address number sign or site address number sign post shall, upon conviction, forfeit not less than \$75 nor more than \$250 together with all applicable costs and charges as established by the Uniform State Traffic Deposit Schedule. Each day that a violation continues to exist may constitute a separate offense.

Section 11. Effective Date

This Ordinance is effective on publication or posting. The Town Clerk shall properly post or publish this Ordinance as required under Section 60.80 Wis. Stats.

Adopted this 16th day of July, 2019.

Mark Hartzheim, Town Chairman

John Thompson, Supervisor

Bill Stengl, Supervisor

Billy Fried, Supervisor

Susan Heil, Supervisor

Attest: Roben Haggart, Town Clerk