

**ORDINANCE NO. 96-31**

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An Ordinance Establishing A Countywide Addressing System.

The Richland County Board of Supervisors does hereby ordain as follows:

**1) Authority.**

The Authority for this Ordinance is Section 59.07(65), Wisconsin Statutes.

**2) Structures.**

This Ordinance shall apply to all structures for which a sanitary permit must be applied for to the County Sanitarian, whether such application involves the conversion of an existing structure to a new use or the erection of a new structure. The term "structure" as used in this Ordinance shall include the following:

- (a) A "place of employment" which includes every place, whether indoors or out or underground and the premises appurtenant thereto whether either temporarily or permanently any industry, trade or business is carried on, or where any process or operation, directly or indirectly related to any industry, trade or business, is carried on, and where any person is, directly or indirectly, employed by another for direct or indirect gain or profit, but does not include any place where persons are employed in a) private domestic service which does not involve the use of the mechanical power or b) farming.
- (b) A "dwelling unit" which means a structure, or that part of a structure, which is used or intended to be used as a home, residence or sleeping place by one person or by 2 or more persons maintaining a common household, to the exclusion of all others;
- (c) A "public building" which means any structure including exterior parts of such building, such as a porch, exterior platform or steps providing means of ingress or egress, used in whole or part as a place of resort, assemblage, lodging, trade, traffic occupancy, or use by the public or by 3 or more tenants;

**3) Official maps.**

The official maps for the uniform addressing system for Richland County consisting of 16 sheets each of which were filed stamped on December 10, 1996 in the office of the Zoning Administrator of Richland County, are hereby adopted as the official maps for this Ordinance.

**4) Future addresses.**

All parcels of land upon which a structure as that term is defined in section 2 herein is placed after December 10, 1996, either by way of conversion of an existing structure to a new use or by the erection of a new structure, shall hereinafter be identified by reference to the following uniform addressing system:

- (a) All properties on the West side of North/South highways and all properties on the North side of East/West highways shall be assigned even numbers; all properties

on the East side of North/South highways and all properties on the South side of East/West highways shall be assigned odd numbers;

- (b) Each structure shall bear the number assigned to the frontage on which the front entrance is located. Unless a structure as that term is defined in paragraph 2 herein is occupied by more than one family dwelling unit, each separate front entrance of such structure shall bear a separate number;
- (c) Any person erecting a new structure or converting an existing building to a structure shall complete an Application for Address form and file it with the Zoning Administrator and pay a filing fee in such amount as shall be established by the Zoning Committee. The Zoning Administrator shall then assign an address number to the proposed new structure and inform the applicant of said number.
- (d) Persons who have been assigned an address number in accordance with this Ordinance shall install or reinstall the official address sign for their property at a point which is 12 feet on either side of the applicant's driveway and at the right-of-way line, in accordance with the following schedule:

<u>Month in which Address number assigned</u>	<u>Number of days within which sign must be installed or reinstalled</u>
November .....	180
December .....	150
January .....	120
February .....	90
March.....	60
All other months.....	30

**5) Any property owner**

Any property owner who is not required under Section 4 of this Ordinance to obtain an address for his or her property may voluntarily obtain an address by completing an Application for Address form and filing it with the Zoning Administrator and paying the required filing fee. The Zoning Administrator shall then assign an address number to the applicant's property. Persons to whom an address has been assigned under this section shall comply with the time deadlines set forth in section 4(d) of this Ordinance.

**6) Prohibitions.**

- (a) No person shall obliterate, vandalize, destroy or remove an official address sign issued under this Ordinance.
- (b) No person shall fail to reinstall an official address sign installed under this Ordinance after the sign for that person's property has been obliterated, vandalized, destroyed or removed.

**7) Penalties.**

The following penalties shall be imposed for violations of this Ordinance.

Any person convicted of violating this Ordinance shall pay a forfeiture ranging from \$100 to \$300, plus Court costs, for each violation. The Circuit Court of Richland County is authorized to adopt the following bond schedule for these violations:

First violation within 3 years .....	\$100;
Second violation within 3 years .....	\$200;
Third and subsequent violations within 3 years .....	\$300;

**8) Applicability.**

This Ordinance shall apply only in the unincorporated areas of Richland County.

**9) Administration.**

This Ordinance shall be enforced by the Zoning Administrator of Richland County and by the Richland County Sheriff.

Violations of Section 6 of this Ordinance shall be prosecuted by the Sheriff and the District Attorney of Richland County. Violations of all other provisions of this Ordinance shall be prosecuted by the Corporation Counsel of Richland County at the direction of the Zoning Committee.

**10) Effective date.**

This Ordinance shall be effective immediately upon its passage and publication.

ORDINANCE OFFERED BY THE		
ZONING COMMITTEE		
	FOR	AGAINST
Allen Clary	X	
Ken Duncan	X	
Marilyn Marshall	X	
Glenn L. Ferguson	X	
Owen Ewers	X	

Dated: December 10, 1996  
Passed: December 10, 1996  
Published: January 2, 1997

Ann Greenheck, Chairman  
Richland County Board of Supervisors

ATTEST:  
Victor V. Vlasak  
Richland County Clerk