

**RESOLUTION NO 2009-2**

**RESOLUTION ADOPTING COUNTY ORDINANCE 46, ARTICLE III**

**WHEREAS**, The town of Metomen has adopted a subdivision ordinance.

**WHEREAS**, Section 5-1, Streets and Roads (1)(3), suggest the adopting of county ordinance 46, article III, which gives the county the authority to number the town residences.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Metomen adopt county ordinance 46, article III (see attachment)

Date February 9, 2009

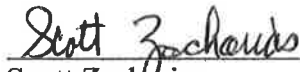
Approved By



Tom Soda Chairman



Jeff Amend



Scott Zacharias



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## ARTICLE III. RURAL ADDRESS NUMBERING SYSTEM\*

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**\*Editor's note:** Res. No. 24-04, adopted May 18, 2004, amended Art. III in its entirety to read as herein set out. Former Art. III, §§ 46-66--46-160, pertained to similar subject matter, and derived from an Ord. of Nov. 11, 1986.

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### DIVISION 1. GENERALLY

#### **Sec. 46-66. Statutory authorization.**

This article is adopted pursuant to Wis. Stats. § 59.54(4), (4m).

(Res. No. 24-04, 5-18-04)

#### **Sec. 46-67. Title.**

This article shall be known as the Countywide Rural Address Numbering System for Fond du Lac County, Wisconsin.

(Res. No. 24-04, 5-18-04)

#### **Sec. 46-68. Finding of fact.**

The lack of a logical countywide rural address numbering system for buildings and structures in the unincorporated areas of the county adversely affects the public health, safety, convenience and general welfare of county residents. The state legislature has delegated authority to the counties to work in cooperation with town governments to establish a rural number mapping system in towns and appropriate and expend money therefor, and this responsibility is hereby recognized by the county.

(Res. No. 24-04, 5-18-04)

#### **Sec. 46-69. Purpose.**

For the purpose of promoting the public health, safety, convenience and welfare, this article has been established to provide an orderly and uniform system for numbering structures and properties in the unincorporated areas of the county to aid in:

- (1) The timely and efficient provision of all emergency services to all rural residents, including police, fire, ambulance and civil defense.
- (2) The reduction of inconvenience to visitors in locating a particular address.
- (3) Reducing the loss of mail and goods due to poor or insufficient addresses.
- (4) Reducing the potential for traffic accidents created by individuals looking for a residence or business address.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-70. Scope.**

Under the terms of this article, the county shall provide the basis of a countywide rural address numbering system, which shall include the text and maps as provided in this article. It shall be the responsibility of town governments to purchase and install rural address number signs throughout the unincorporated areas of their respective towns.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-71. General provisions.**

(a) *Components of article.* This article consists of written text as herein recognized, a county road map superimposed with the rural grid system, and individual town maps with superimposed grid and individual structure numbers. All maps shall be entitled "Fond du Lac County Rural Address Numbering System." Official maps and text shall be filed and maintained in the office of the county planning department.

(b) *Compliance.* Town governments wishing to enact an address numbering system or replace an existing system shall do so in conformance with this article.

(Res. No. 24-04, 5-18-04)

Secs. 46-72--46-90. Reserved.

## **DIVISION 2. ADMINISTRATION AND ENFORCEMENT**

### **Sec. 46-91. Administration.**

The county planner or duly appointed agent shall be responsible for administration of this article. In the performance of this responsibility, the planner shall be guided by the provisions of section 46-116 and this division.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-92. Maintain and update records.**

The official map and written record of all address numbers assigned under this article shall be maintained in the county planner's office. It shall be the responsibility of the county planner or duly appointed agent to update the official rural address maps annually or as otherwise deemed necessary. Official copies of each rural address map shall be made available in reasonable quantities to all necessary town and emergency services officials in the county at a reasonable cost.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-93. Resolve public road name conflicts.**

In those instances where a duplication of road names inhibits the effectiveness of the rural

address number system in locating structures, it shall be the responsibility of the county planner to mitigate such conflicts. In performing this duty, the county planner shall be guided by the following criteria:

- (1) Does one road have a historical basis for its name?
- (2) The road with the fewest rural address numbers should be changed.
- (3) The road having the duplicated name for the least amount of time should be changed.
- (4) The shorter road should be changed.
- (5) The road in a town having first adopted the countywide rural address numbering system shall retain its name.

If during the negotiation process a road name cannot be agreed upon that does not duplicate or in any way conflict with existing road names, it shall be within the county planner's authority to assign a nonconflicting road name. Authority is given to the county planner to have the conflicting road name signs removed and replaced with nonconflicting road name signs.

(Res. No. 24-04, 5-18-04)

#### **Sec. 46-94. Enforcement, damage to signs, penalties.**

(a) *Enforcement.* The county planner or duly appointed agent shall refer violations of this article to the corporation counsel, who shall expeditiously prosecute violations.

(b) *Willful damage.* It shall be unlawful and a violation of this article to willfully disturb, remove or deface any sign erected or maintained under the provisions of this article. Any person violating this article shall be subject to the provisions of section 1-8.

(c) *Accidental damage.* Any person who accidentally disturbs, defaces or damages any sign erected or maintained under the provisions of this article shall immediately report such damage to the county planning department. Failure to report such damage shall be a violation of this article and shall be subject to the provisions of section 1-8.

(d) *Other violations.* Any violation of this article, other than damage to signs, shall be subject to the provisions of section 1-8.

(Res. No. 24-04, 5-18-04)

Secs. 46-95--46-115. Reserved.

### **DIVISION 3. SIGN AND ADDRESS NUMBERING REGULATIONS**

#### **Sec. 46-116. Posting signs by towns.**

Towns adopting the countywide rural address numbering system shall erect new rural address signs prior to occupancy or operation of homes and businesses that have been issued rural address numbers by the county planning department.

(Res. No. 24-04, 5-18-04)

**Sec. 46-117. New parcels.**

All new parcels created after adoption of the ordinance from which this article is derived shall be identified by reference to the rural address numbering system adopted in this article.

(Res. No. 24-04, 5-18-04)

**Sec. 46-118. New construction.**

All new construction authorized by land use permit, sanitary permit, or town building permit shall be identified by reference to the rural address numbering system adopted in this article.

(Res. No. 24-04, 5-18-04)

**Sec. 46-119. Other primary structures.**

Any other existing residence, business or primary structure not associated with a parcel previously addressed in this article shall be identified by reference to the countywide rural address numbering system.

(Res. No. 24-04, 5-18-04)

**Sec. 46-120. Property owner responsibility.**

Any owner or occupant of any building or dwelling unit having received a land use, sanitary or building permit in a town that has adopted the countywide rural address numbering system shall have ten days from receipt of such permit to post a temporary rural address number sign. A permanent rural address sign in conformance with subsections 46-122(1) and (2) shall be posted when such sign is available.

(Res. No. 24-04, 5-18-04)

**Sec. 46-121. Determination.**

All rural address numbers shall be determined according to the following guidelines:

- (1) Address numbers shall be assigned at a rate of 400 numbers to the section, a number every 13.2 feet more or less.
- (2) All properties on the east side of north-south roads and all properties on the north side of east-west roads shall be assigned odd numbers. All properties on the west side of north-south roads and all properties on the south side of east-west roads shall be assigned even numbers.
- (3) Determination of a rural address number shall be made by measurement of the distance from driveway/road intersection to the nearest existing rural address number or nearest intersection with the appropriate rural address number grid line. If a driveway does not exist, determination shall be made by using a perpendicular line from the front doorway to its intersection with the roadway.

(Res. No. 24-04, 5-18-04)

**Sec. 46-122. Sign specifications and posting of address numbers.**

All rural address signs shall be in conformance with the following guidelines:

- (1) All signs shall be a flag type with lettering on both sides and located perpendicular to the public road centerline. All preexisting single sided signs shall be converted to double side signs by January 2010.
- (2) Signs shall have reflective white letters and numerals no less than three inches in height on a solid background. If the town name is placed on the sign, it should be located above the address number and should not exceed 1.5 inches in height.
- (3) Signs shall be posted on a steel channel post located on the R.O.W. line of the road and within ten feet from the driveway serving the numbered parcel or building. Signs shall be attached to posts at a height of four feet, measured from ground surface to vertical center of the sign.
- (4) When two or more separate residences or businesses are located on a private, unnamed road, rural address number signs shall be placed at the intersection of the private road and the private drive to each residence. In addition, the range of rural address numbers found on the private road shall be posted on rural address number signs and located as detailed in subsection (3) of this section.
- (5) If a principal building is occupied by two businesses or dwelling units, each business or dwelling of the principal building shall bear a separate rural address number to be posted as detailed in subsection (3) of this section.
- (6) If a principal building is occupied by more than two businesses or dwelling units, each principal building shall bear a separate rural address number. Dwelling units or businesses within each principal building shall be identified by some unique method other than the rural addressing numbering system.
- (7) Individual towns shall furnish rural address number signs, posts and installation thereof. The towns may establish a fee to charge the property owner for this service. The owner of the land or structure on which an address number sign is located shall be responsible to contact the town for the replacement of removed, lost or damaged signs. All property owners shall be responsible for maintaining an unobstructed view of their rural address number signs from a public road.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-123. Issuance of uniform address numbers.**

All individuals requesting a rural address number must complete the E911-Address Number Application form and submit it to the county planning department. The county planner or his duly appointed agent shall have two business days to review the submitted application and verify all information to be correct. If the submitted information is complete an address number will be issued according to section 46-121.

(Res. No. 24-04, 5-18-04)

### **Sec. 46-124. Subdivision plats.**

Address numbers shall be assigned to each lot within a proposed subdivision plat submitted to the county for review and approval under Wis. Stats. ch. 236. Address numbers shall be assigned as follows:

- (1) Assignment of address numbers shall be based on the center point of each parcel boundary where it abuts the roadway to be used for ingress and egress to said parcel.

- (2) Adjustment of the assigned address number may be made at the time of issuance of a building/sanitary permit so as to maintain uniform and consistent sequencing.
- (3) Corner lots displayed on the plat shall be assigned two address numbers, each to reflect the two different roads the property abuts. A finalized address will be awarded at the time of issuance of the building permit.
- (4) Issuance and mounting of address number is not required until the building/sanitary permit is issued.

(Res. No. 24-04, 5-18-04)

Secs. 46-125—46-160. Reserved.