

Ordinance Number _____

RUSK COUNTY ADDRESS AND ROAD NAME ORDINANCE

Rusk County, Wisconsin

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Section 1.0: General Provisions

1.1 Authority

These Regulations are adopted under the authority granted by 59.54(4) and (4m) Wisconsin Stats.

1.2 Purpose

The purpose of this Ordinance is to promote the health, safety, and well being of the general public of Rusk County by providing a means for physically locating properties. The ability to easily locate properties is a vital asset for emergency services as well as being a convenience for delivery services and citizenry.

It is further intended that this Ordinance is to establish a method by which address numbers are assigned, as well as how address signs are obtained, installed, and maintained in all areas outside the limits of incorporated municipalities in Rusk County. It is further intended to provide for review and acceptance of all private and public road names in order to ensure compatibility with the county's computer aided dispatch system.

1.3 Jurisdiction

The jurisdiction of this Ordinance shall include all lands and waters within Rusk County outside the limits of incorporated cities and villages.

1.4 Abrogation and Greater Restrictions

It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing ordinances, rules, or regulations adopted by Rusk County. However, wherever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

1.5 Severability

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

1.6 Title

This Ordinance shall be known as, referred to, or cited as the "Rusk County Address and Road Name Ordinance, Rusk County, Wisconsin".

1.7 Effective Date

This Ordinance shall be effective after adoption by the County Board of Supervisors and take effect that date of adoption.

Section 2.0: Addresses

2.1 Address Assignment

It shall be the duty of the Rusk County Land Information/Surveyor Department to assign an address number to all property within the jurisdiction of this ordinance. All homes, businesses, farms, structures for human habitation, multifamily dwellings and other establishments shall have an assigned address. The following standards shall apply when assigning addresses:

- a) An address number shall be assigned upon the issuance of the first land use permit allowing construction on said property, or with the written request of a property owner or Town Board.
- b) Upon issuance of an address, the Rusk County Land Information/Surveyor Department will notify the affect property owner, town in which the property is located and the Rusk County Sheriff Office of the official address.
- c) The address assigned by the Rusk County Land Information/Surveyor Department shall be the official address for said property and replace any prior address used.
- d) There shall be no duplication of address numbers assigned along the same road.
- e) Properties with more than one single family residence shall have a separate address for each residence.
- f) Industrial or business complexes shall be assigned one address number with extensions given for individual units.
- g) Multifamily dwellings of two units or more shall be assigned one address number with extensions assigned for each unit. Multifamily dwellings shall have distinct markings adjacent to the door to identify the individual unit.
- h) Numbers shall be assigned according to where the access driveway intersects the public road along a grid system extending from the southeast corner of Section 36, Town 33 N, Range 5 W assigned as N100 and W4900 with numbers increasing to the north and west.
- i) In the case where the private driveway intersects a public or private road in another county or in a city or village, the number shall be agreed upon by both jurisdictions with deference to the jurisdiction providing emergency services.
- j) There shall be 400 numbers assigned for every mile of the grid with even/odd numbers assigned as follows:
 - a. Along north/south roads: even numbers shall be on the east side of the road and odd numbers on the west side of the road

- b. Along east/west roads: even numbers shall be on the north side of the road and odd numbers on the south side of the road

2.2 Placement

An address sign for a property shall be placed by the Town in which the property is located according to the following standards:

- a) The one-side sign shall be installed so that the numbers are parallel to the public road and the post shall be located not more than ten (10) feet within the right of way of the road and not more than ten (10) feet from the driveway serving the building.
- b) The two-sided sign shall be installed so that the numbers are perpendicular to the public road and the post shall be located not more than ten (10) feet within the right of way of the road and not more than ten (10) feet from the driveway serving the building.
- c) The sign shall not be less than 3 ½ feet nor more than 4 ½ feet from ground level and shall not be concealed from view from the road by trees, shrubs, bushes, etc.
- d) In cases where more than one property is served by a common private access, an address sign for each property shall be placed as described in this section.
- e) The Town may propose an alternate placement option for an address sign so as to make it best visible for local responding emergency services and so as not to obstruct road maintenance responsibilities, such as snowplowing, grading, etc. The town shall send written notification with a plot plan showing the new location of the address sign and the reason for the alternate location was chosen for review and approval by the Rusk County Sheriff's Committee.
- f) Multifamily dwellings shall have distinct markings on the door or doorway to identify the individual units.
- g) Any manufactured/mobile home or campground shall consecutively number the lots. A map of the property showing the lots shall be given to the Rusk County Land Information to be used for mapping. Any changes or addition of lots shall require a new map be sent to the Rusk County Land Information/Surveyor Department.
- h) Any relocation of an address or road name sign must be done with the consent of the affected Town and in compliance with the provisions of this ordinance.

2.3 Sign Design, Procurement and Replacement

All address signs shall be of a color, size, shape and design so as to comply with the standards established by County Board resolution. All posts and fastening hardware shall meet with the approval of the Rusk County Property Committee.

All address signs shall be procured by the Township based upon a vendor or vendors chosen by the Rusk County Property Committee.

When either damaged, destroyed or aged beyond usefulness, an existing address sign may be requested for replacement by the affected property owner, Town in which the sign is located, Land Information/Surveyor Department or the Rusk County Sheriff's Department. If an emergency response agency feels a replacement sign is needed, they shall contact the Town the address is located to have a new sign ordered. The affected Town may then choose to pay the fee and seek reimbursement from the effected property owner. When it is unclear as to whether a sign needs replacement, the Town shall make the final decision.

2.4 Maintenance

It shall be the responsibility of the property owner to maintain all address signs for his/her property. Maintenance includes notification for need of replacement, repairs, reinstallation, and keeping the sign(s) in a physical condition whereby the address is easily and clearly legible at any time. The property owner shall also ensure the sign is clearly visible from the public road and not obscured by vegetation, structures, snow, etc.

2.5 Existing Addresses

Addresses which exist at the time of the adoption of this Ordinance but do not meet all the provisions of this Ordinance may be allowed to remain the official address for said property if they are registered at the Rusk County Land Information/Surveyors Department as an official address. If it is determined that there is potential risk to life and safety, an existing number shall be changed in order to comply with the provisions of this Ordinance. Any such address not listed on the index shall be deemed void and an official address shall be assigned by the Rusk County Land Information and fees paid by the property owner according to the provisions of this Ordinance.

In all cases, when an existing nonconforming address sign needs replacement, a new address number shall be assigned and a sign obtained in compliance with the provisions of this Ordinance and the original existing address shall become null and void. Any existing address sign that is not a valid sign shall be removed.

2.6 Fees

There shall be fees established by County Board resolution for the following:

- a) The assigning of a new address, which will include the procurement of the required sign
- b) The procurement of a replacement address sign
- c) The procurement of additional address signs for the same number
- d) The procurement of the necessary post and fastening hardware for mounting an address sign

It is the responsibility of the property owner to pay all fees, except where Town agrees to make this payment by town ordinance. In the case where a Town requests a replacement

sign, the Town may choose to pay the fee and seek reimbursement from the affected property owner. In the case where a property owner refuses to pay for a required sign, the county shall request payment from the affected town so that the cost may be assigned by the town to the affected property's tax roll.

Section 3.0 Road Names

All proposed public and private road names, whether new or proposed as a change in name, shall be subject to approval by the Rusk County Land Information/Surveyor Department for compatibility with the county's computer aided dispatch system and geographic information system (GIS). Duplicate and like-sounding names shall be prohibited.

No Town shall accept any new public road or rename an existing public road without first having the proposed name accepted by the Rusk County Land Information/Surveyor Department.

No county trunk highway shall be named or renamed without first having the proposed name accepted by the Rusk County Highway Committee.

Road name signs shall meet the standards established by county board resolution. Said signs shall be installed and maintained by the affected highway jurisdiction.

Section 4.0 Official Map

There shall be created the Rusk County Road Name and Address Map listed as Appendix A of this Ordinance. This map shows the official road names and addresses as accepted under the provisions of this ordinance.

Any address number or road name not shown on this map and its associated database shall not be considered official and may be considered violations to the provisions of this ordinance.

Section 5.0 Violations

It shall be the duty of the Rusk County Sheriff's Office to enforce the provisions of the Ordinance, investigate complaints, and give notice of violations. Said Office shall have the power to issue a written order to correct any violation of this Ordinance that shall specify the following:

- a) The nature of the violation and the steps needed to abate and/or correct it.
- b) The penalty or penalties the violator will be subject to if the alleged violation is not abated and/or corrected within a specified time period.

If the owner does not comply with a written order from the Rusk County Sheriff's Office, the owner shall be subject to one or more of the following penalties:

- a) Full cost of all damages including sign replacement.
- b) Receipt of a citation for each violation with a forfeiture of no less than \$250 per violation, plus costs of prosecution
- c) Referral by long-form complaint to the Rusk County Corporation Counsel for prosecution

Examples of violations may include, but are not limited to:

- a) The placement of a non-official address sign or road name sign at or near the location of the official signs.
- b) The placement of any sign that resembles the official address or road sign in form, shape, color or design
- c) The destruction, removal, vandalism of an official address or road name sign.
- d) The unapproved relocation of an official address or road name sign.

Section 6.0 Amendment

This Ordinance shall be subject for consideration of amendment as deemed necessary by the Rusk County Board of Supervisors. The following entities can, at any time, propose amendments to this Ordinance:

1. Any standing committee established by the Rusk County Board of Supervisors
2. Any town board in which this Ordinance has jurisdiction
3. Any petition to the commission by any member of the public

The process for amending this Ordinance shall require consideration by the Rusk County Sheriff's Committee at a duly posted meeting. If the committee is to consider amendments, it shall do so only after holding at least one public hearing the purpose of which is to obtain and, if deemed appropriate, incorporate public input. Any proposed amendments offered by the committee shall require action by the Rusk County Board of Supervisors in accordance with established Board rules before taking effect.

18.06

- N. No street names shall be used in conjunction with plats or certified survey maps which shall duplicate or which could be confused with the names of existing streets in the County. Street names shall be subject to approval of the Land Information/Surveyor Department.
- (1) Each subdivider shall submit a name for any new street with the preliminary plat or preliminary certified survey map. Approved street names will be shown on the final plat or final certified survey map.
 - (2) Each subdivider shall install street name signs at all intersections of any new street created by easement or lot.