

ORDINANCE NO. 84-11

THE JEFFERSON COUNTY BOARD OF SUPERVISORS DO ORDAIN AS FOLLOWS:

SECTION 1. TITLE. This ordinance shall be known as the Jefferson County Uniform Numbering Ordinance.

SECTION 2. UNIFORM NUMBERING SYSTEM. A uniform system of numbering properties and primary buildings, as shown on the maps on file in the Jefferson County Land Information Office, is hereby adopted for use in the unincorporated areas of Jefferson County, Wisconsin. The maps and all explanatory matter thereon are hereby adopted and made a part of this ordinance. (Amended 12/11/01, Ord. No. 2001-25; amended 12/12/06, Ord. 2006-22)

SECTION 3. ASSIGNMENT OF NUMBERS. (a) All primary buildings in the unincorporated areas of Jefferson County, Wisconsin, shall hereafter be identified by reference to the uniform numbering system adopted herein, provided: all existing properties or primary buildings not now in conformity with the provisions of this ordinance shall be changed to conform to the system herein adopted within six months from the date of passage of this ordinance. Primary buildings shall be defined as structures with uses such as dwelling units or businesses which necessitate a separate uniform number for emergency response or postal delivery. Primary buildings shall also include structures with other uses such as personal storage that have a separate driveway entrance and can not readily be associated with a primary building as defined above that is owned by the same party. (Amended 12/12/06, Ord. 2006-22)

(b) All primary buildings on the east side of north-south roads and the north side of east-west roads shall be assigned even numbers. All primary buildings on the west side of north-south roads and the south side of east-west roads shall be assigned odd numbers. An appropriate prefix of "N" or "W" will precede the number. (Amended 12/12/06, Ord. 2006-22)

(c) Each primary building shall bear the prefix letter and number, or the prefix letter and number shall be displayed on a uniform number sign near the driveway entrance. In case a primary building is occupied by more than one business or dwelling unit, each separate front entrance of such primary building shall bear a separate prefix letter and number. (Amended 12/12/06, Ord. 2006-22)

(d) Numerals indicating the official numbers for each primary building or each front entrance to such building shall be posted on the building entrance or on a sign near the driveway and maintained in a manner as to be readable from the road on which the property is located. 9Am. 12/12/06, Ord. 2006-22)

SECTION 4. ADMINISTRATION. (a) The Jefferson County Land Information Office shall be responsible for maintaining the numbering system. (Amended 12/11/01, Ord. No. 2001-25)

(b) The Jefferson County Land Information Office shall keep a record of all numbers assigned under this ordinance and shall forward all new numbers assigned to the Jefferson County Sheriff's Department. (Amended 12/11/01, Ord. No. 2001-25)

(c) The Jefferson County Zoning Department shall issue no zoning or sanitation permit until the property for which the permit is intended has been assigned a number under this ordinance by the Jefferson County Land Information Office. (Amended 12/11/01, Ord. No. 2001-25; am. 12/12/06, Ord. 2006-22)

(d) Upon payment of the fee established in the Jefferson County Land Information Office schedule, the Jefferson County Land Information Office shall issue to any property owner in the unincorporated areas of Jefferson County, a set of numerals for each primary building or separate front entrance to such building. In so doing, the Office shall issue only numerals for the number assigned to such building under the provisions of this ordinance; provided, however, that the Office may issue additional numerals in accord with the official numbering system whenever a property has been subdivided, or vandalism or other event has destroyed the original numbers. (Amended 12/11/01, Ord. No. 2001-25)

SECTION 5. PENALTIES. Any person owing or occupying a primary building or property required to be numbered by this ordinance who neglects or fails to obtain a proper number and display it in a manner as to be visible from the road on which the property is located shall forfeit not less than \$25 nor more than \$200, along with penalty assessment and costs. Each separate day such number is not displayed shall constitute a separate offense. Any person altering, destroying, removing or otherwise rendering numbers required to be posted by this ordinance unreadable from the road on which the property is located shall forfeit not less than \$50 nor more than \$500 along with penalty assessment and costs. (am. 12/12/06, Ord. 2006-22)

SECTION 6. EFFECTIVE DATE. This ordinance shall take effect after passage and publication as required by law.

Adopted 09/10/84

Last Amended 12/12/06 – published 12/15/06