

CHAPTER 23

OCONTO COUNTY UNIFORM 911 AND  
PHYSICAL PROPERTY NUMBERING SYSTEM ORDINANCE

TABLE OF CONTENTS

- 23.01 Uniform Numbering System
- 23.02 Assignment of Number
- 23.03 Administration
- 23.04 Assignment of Road Names
- 23.05 Penalties
- 23.06 Enforcement
- 23.07 Severability

## CHAPTER 23

### OCONTO COUNTY UNIFORM 911 AND PHYSICAL PROPERTY NUMBERING SYSTEM ORDINANCE

#### **23.01 UNIFORM NUMBERING SYSTEM**

A uniform system of numbering properties and principal buildings and county roads, as shown on the maps on file in the Sheriffs Department and the Land Information Systems Division, is hereby adopted for use in the unincorporated areas of Oconto County. The maps along with all procedural and explanatory matter thereon are hereby adopted and made part of this ordinance. As specified by ss 59.54(4).

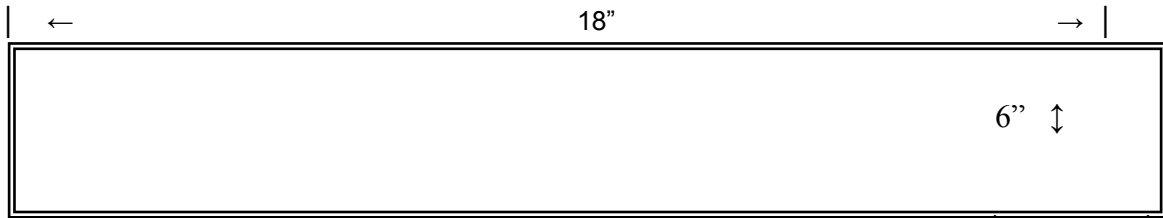
#### **23.02 ASSIGNMENT OF NUMBERS**

For the purpose of promoting the orderly and logical identification of properties utilizing the physical property address, within the unincorporated areas of Oconto County in order to locate residences and businesses by emergency units, travelers, mail and other delivery services, the following shall apply:

- (a) All property or parcels of land within the unincorporated area of Oconto County, shall hereafter be identified by reference to the 911 uniform numbering system adopted herein. All existing numbers of property and buildings not now in conformity with the provisions of this ordinance shall be changed to conform to the system herein adopted.
  - (1) All properties on the east side of a north-south road and all properties on the north side of an east-west road shall be assigned even numbers. All properties on the west side of a north-south road and all properties on the south side of an east-west road shall be assigned odd numbers.
  - (2) All roads being difficult to determine orientation shall be designated an arbitrary orientation by Land Information Systems Division.
  - (3) All roads which loop, bend, curve or otherwise do not conform to a cardinal direction shall have numbers assigned only in consultation with the Land Information Systems Division.
- (b) The number given shall be in accordance with the designed 911 system grid with numbers available every 13.2 feet.
- (c) Each principle building shall bear the number assigned on the frontage road on which the front entrance is located. In case where a principal building is occupied by more than one (1) business or family dwelling unit, each separate front entrance of such principal building shall bear a separate number.
- (d) Numerals indicating the official numbers for each principle building or each front entrance to such building shall be posted in a manner as to be visible from the road on which the property is located. Those buildings more than sixty (60) feet from the roadway shall have numbers mounted on a post, horizontally, a minimum of four (4) feet and a maximum of six (6) feet from ground level, visible from the roadway and within ten (10) feet of the intersection and on the right side of the driveway, and the right-of-way for the property on which the building is located.

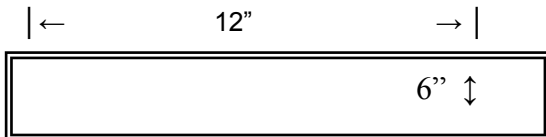
- (e) When a parcel is accessed from a private road it shall be necessary to post an additional sign at said entrance to the private road along with the required posting as mention in (d) above.
- (f) The primary sign shall be Type A shown herein, it shall be an option of the Town Board to select a variation within a Town. Only in areas such as Lakes Associations or large platted areas Type B. Maps detailing these choices of signs must be submitted to the Land Information Systems Division. Depicting areas that will vary from the overall Type A

TYPE A



\* A reflective white number having a height of 3" with a red background hung horizontally.

TYPE B



(Not to Scale)

\* A black number having a height of 3 inches with a white reflective background hung horizontally.

**23.03 ADMINISTRATION APPLICATION PROCEDURE**

- (a) The Land Information Systems Division shall be responsible for maintaining the uniform numbering system maps.
- (b) The property owner shall obtain a physical address application form from the Land and Water Resources Department. The form shall be completed by the property owner and/or agent and shall include the following information:
  - (1) Name of Property owner
  - (2) Current address/telephone number
  - (3) Name of Municipality
  - (4) Tax Parcel Number
  - (5) Legal description of property (Volume-Page, CSM, Plat etc.)
  - (6) Road name which property/building will be accessed to/from.
  - (7) Side of the road the property/building is located (N, S, E, or W).

- (8) Distance (in feet) from center of owner's driveway to nearest existing/known number, road intersection or property line.
  - (9) Any other information that may be vital to this applications.
  - (10) Signed by owner or agent.
  - (11) No delinquent taxes (excluding postponed taxes).
- (c) The property owner shall return the completed physical property address application form to the Land Information Systems Division at which time the application will be reviewed to determine if all the required information is contained therein. Providing all of the information is sufficient, and fees have been paid, a number will then be assigned (including a County approved sign and post) within (10) ten working days.
  - (d) The Zoning Division shall issue no land use or sanitary permits until the parcel for which the permit is intended has been assigned a physical property address.
  - (e) The Land Information Systems Division may issue additional numerals in accordance with the official uniform numbering system whenever a property has been subdivided or vandalized or other event has destroyed the original numerals. The cost of the new sign and or associated materials shall be paid by the property owner. The property owner or agent is responsible for the upkeep and maintenance of the sign and post once provided by the County.
  - (f) The numeric sign shall be posted within thirty (30) working days of the date the number was assigned by the County.
  - (g) Each Town within Oconto County shall provide Oconto County with a plan for scheduled maintenance in order to replace worn, or damaged numbers and in accordance with ss 60.10(3)(d).

**23.04 ASSIGNMENT OF ROAD NAMES**

All County and Town roadways located in the unincorporated areas of Oconto County shall hereafter be identified by reference to the 911 Uniform Property Numbering System adopted herein;

- (a) Each county and town road shall bear the name assigned to that roadway. Every effort will be made to prohibit duplicate names in the County.
- (b) All proposed road names shall be submitted to the Land Information Systems Division for approval.
- (c) Road name signs shall be posted on standardized signs at uniform heights throughout the County.
- (d) Road name signs shall be placed at the intersection of town roads, at county highways and town roads and at state highways and town roads.
- (e) Road name signs shall be printed in block letters of at least 2-1/2" high and in a contrasting paint to the background of the sign.
- (f) In the event that due to a sizable amount of development the Land Information Systems Division will require the local municipality to designate a name for any private road. It will be the responsibility of the municipality to coordinate the proper name with the Land

Information Systems Division. The cost associated with placing these road signs will be the responsibility of the local municipality or maybe charged back to the effected party by the municipality. The design of said road sign shall be the same as (e) with the addition of the abbreviation of PRVT or PRIVATE added.

- (g) In the event that a municipality within Oconto County elects to reconstruct or alter any road. The Land Information Systems must be contacted to assure preservation of the Public Land Survey System (PLSS) in accordance with Ordinance #287-1996. In addition the Land Information Systems Department will evaluate and coordinate with municipality the replacement of any worn or damaged physical address and street signs within this project area.

### **23.05 PENALTIES**

Any person owning or occupying a principle building or parcel of land 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 roadway on which the property is located and in accordance with the provisions of this ordinance shall forfeit not less then fifty (\$50) dollars nor more then two hundred (\$200) dollars along with penalty assessment and costs. Each separate day such number is not displayed shall constitute a separate offense. Any person altering, destroying, relocating, removing, or other wise rendering number illegible as required by this ordinance shall forfeit not less than one hundred (\$100) dollars nor more than five hundred (\$500) dollars along with penalty assessment and costs.

### **23.06 ENFORCEMENT**

Any law enforcement officer or department personnel duly authorized to enforce Oconto County ordinances is authorized to issue citations for a violation under this ordinance.

### **23.07 SEVERABILITY**

Should any portion of this ordinance conflict with the Wisconsin State Statutes or Wisconsin State Administrative codes, only those provisions of the ordinance in conflict are affected and the remainder of this ordinance shall remain if full force and effect.