

Chapter 14

BUILDINGS AND BUILDING REGULATIONS

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ARTICLE I. GENERAL

Sec. 14.100. No town liability.

The provisions of this Chapter shall not be construed so as to impose any liability or the assumption of liability on the part of the town for damages to anyone injured or any property destroyed by any defect in any building or equipment or in any heating, ventilating, air conditioning, electrical, plumbing or other equipment.

Sec. 14.101. Building code and regulations.

1. *Administrative Code provisions* describing and defining regulations with respect to new one (1) and two (2) family dwellings in Comm. 20-25 of the Wisconsin Administrative Code are hereby adopted by the Town of Wausau, Marathon County and by reference made a part of this ordinance as if fully set forth herein. Any future amendments, revisions or modifications of the Administrative Code provisions incorporated herein are intended to be made part of this ordinance to secure uniform statewide regulation of all new one (1) and two (2) family dwellings. A copy of these administrative code provisions and any future amendments shall be kept on file in the office of the Town of Wausau Building Inspector.

2. *Uniform Dwelling Code* means those Administrative Code provisions and any future amendments, revisions or modifications thereto, contained in the following chapters of the Wisconsin Administrative Code:

- Wis. Adm. Code Comm. 20- Administration and Enforcement
- Wis. Adm. Code Comm. 21- Construction Standards
- Wis. Adm. Code Comm. 22- Energy Conservation Standards
- Wis. Adm. Code Comm. 23- H.V.A.C.
- Wis. Adm. Code Comm. 24- Electrical Standards
- Wis. Adm. Code Comm. 25- Plumbing and Potable Water Standards

3. *Zoning*. No provision or provisions of this Chapter shall be construed to repeal, modify or constitute an alternative to any of the town's zoning regulations.

ARTICLE II. ADMINISTRATION AND ENFORCEMENT

DIVISION 1. GENERALLY

Sec. 14.102. Penalties.

In addition to the failure to obtain a permit, revocation of a permit or the withholding of a building permit and injunctive relief, any person who violates any provision of this Chapter shall be subject to Wisconsin Administrative Code Comm. 20.22.

Sec. 14.103. Enforcing official.

For the purposes of enforcing the provisions of this Chapter and the administrative codes adopted in this chapter, the building inspector and/or zoning administrator shall be that person appointed or assigned such duties by the town board.

Sec. 14.104. Building inspector/zoning administrator.

1. *Creation*. The position of building inspector and zoning administrator is hereby created within the town. The building inspector shall administer and enforce the provisions of the Wisconsin Uniform Dwelling Code and be certified under the provisions of the Wisconsin Safety and Buildings Division. The zoning administrator shall enforce the Town of Wausau Zoning Ordinances.

2. *Appointment.* The building inspector and the zoning administrator shall be appointed by the Town of Wausau Town Board.
3. *Compensation.* The building inspector and zoning administrative shall receive such compensation as the town board shall prescribe.
4. *Records.* There shall be kept in the office of the building inspector or the town clerk a book containing a record of all applications for building and zoning permits and each permit shall be regularly numbered in the order of its issue.

Sec. 14.105. Stop work order.

If the building inspector or zoning administrator determines that any work or construction is not proceeding in accordance with the requirements of the approved plans, a stop work order shall be served upon the owner or his representative and a copy shall be posted at the site of the construction. Such stop work order shall not be removed except by written or verbal notice from the building inspector or zoning administrator are satisfied that any violation has been corrected.

Sec. 14.106. Change.

It shall be unlawful to change the use of any building, structure, premises or part without first obtaining from the Building Inspector an approval of such change in the occupancy or use and a certificate of occupancy.

Sec. 14.107. Open excavations prohibited.

1. No excavation for building, whether or not completed, shall be left open for more than six months without proceeding with the erection of a building on the premises. If any such excavation remains open for more than six months, the town shall order the erection of a building on the excavation to begin forthwith or in the alternative that the excavation be filled to grade.
2. Such order shall be served upon the owner of record or his agent or an agent in charge of the premises and upon the holder of an encumbrance of record in the manner provided for service of a summons in the circuit court. If the owner or the holder of an encumbrance of record cannot be found; the order may be served by posting it on the premises and by publishing it at least three places in the town for at least ten (10) days before the time limited in the order commences to run.
3. If the owner of record fails to comply with the order within fifteen (15) days after service upon him, the town shall cause the excavation to be filled to grade; and the cost shall be charged against the real estate and entered in the next succeeding tax roll as a special tax and shall bear interest at the rate of eighteen percent (18%) per year or one and one-half percent (1.5%) per month from the date of the report of the cost.
4. The term "excavation" shall include depressions caused by filling two or more sides of a plot of land and shall include excavations for any purpose, including stripping of land, basements, part basements or other excavations left as residue of a burned or razed building; and such basements and excavations shall after six months be subject to the same provisions as excavations made for the purpose of erecting new structures. This section shall not apply to excavations in streets.

DIVISION 2. PERMITS AND FEES

Sec. 14.108. Licenses and fees.

No person shall conduct or begin construction for any project requiring a permit for such actions without first applying for a permit and payment of such permit fees established by the town board.

Sec. 14.109. Permits.

1. Permit fees are established within the contract of the Building Inspector for erection of new homes. Zoning permit fees are established and approved by the town board.

2. *Street dedication required.* No permit for residential or commercial construction shall be issued unless the property on which the building is proposed to be built abuts a street that has been dedicated and improved for street purposes. The lot upon which the structures are to be located must comply with all ordinances.

3. *Conditions for issuance.*

a. If the building inspector finds that the proposed building will comply in every respect with the provisions of this Chapter and other municipal ordinances and all laws of the State and lawful orders issued pursuant to such ordinances and laws, he/she shall issue a building permit. After being approved, there shall be no material alterations or changes in the plans or specifications that would in any way impact upon these ordinances or other ordinances or laws without the written consent of the building inspector.

b. In no event shall work commence on any building prior to a building permit being issued and approved by the Town of Wausau Board. (amended 3/6/2017)

4. *Revocation of the permit.* The Town may revoke any permit, certificate of occupancy or approval issued under this section and may stop construction or the use of any materials, equipment, methods of construction, devices or appliances for any of the following reasons:

a. Whenever there is a violation of any provision of this Chapter, the laws of the State or any lawful orders relating to this Chapter or such laws.

b. Whenever the continuance of any construction becomes dangerous to life or property.

c. Whenever there is any violation of any condition or provision of the application for a permit or of the permit.

d. Upon discovery of any false statement or misrepresentation having been made in the application for a permit or plans, drawings, data, specifications or certified lot or plot plan on which the issuance of the permit or approval was based.

e. In the event of violation of any condition of any approval or occupancy given by the Building Inspector for the use of any materials, equipment, methods of construction, devices or appliances.

5. *Permit is void.* The Town shall cause to be served personally upon the applicant for the permit, the owner of the premises and his agent, if any, and on the person having charge of construction, a notice that the permit is revoked and construction shall cease forthwith. In addition thereto, such notice shall be posted upon the building, structure, equipment or premises. After such notice is given, it shall be unlawful for any person to proceed thereafter with construction on the premises, and the permit shall become null and void. No additional construction shall take place upon the premises until a new permit is issued pursuant to the requirements of this Chapter after the payment of the fees required in this Chapter. All construction thereafter pursuant to the new permit must be in full compliance with the requirements of this Chapter and other ordinances of the Town and the laws of the State.

6. *Bond required.* The town board shall require a \$1,000 bond to be filed by the applicant and/or owner on all new home construction projects. Any bond required by the town board herein may be conditioned upon, among other things, the indemnification to the town for any costs or expenses incurred by it in connection with payment

of any judgment together with the costs and any connected expenses incurred by the town arising out of the construction of the building for which the permit is issued.

7. *Refund.* The bond will be refunded less any costs or expenses incurred by the town arising out of the construction of the building for which the permit is issued. The refund will be issued upon final inspection and issuance of the certificate of occupancy.

Sec. 14.110. Time limits.

1. *Six (6) months.* The building and the zoning permit shall become void unless visible on-site construction is commenced within six months from the date of issuance of the permit or if the building or work authorized by such permit is suspended at any time after work is commenced for a period of sixty (60) days. The period of time may be extended by the Building Inspector and the Zoning Administrator if the delay was due to conditions beyond the control of the applicant. All permits granted under the terms of this division shall be valid for only twenty-four (24) months unless otherwise so regulated by the Wis. Admin. Code.

2. *New permit.* Before any on-site work or construction is commenced after the permit has lapsed, a new permit shall be issued and a new fee paid. In all cases, all construction shall be completed within twenty-four (24) months from the date of issuance of the permit.

Sec. 14.111. Moving permits.

1. *General.*

a. No existing building as defined *Requirements* in Chapter 17 of the Town of Wausau Zoning Ordinance may be moved from one place or location to another within, into, or out of the town without first obtaining a "building moving permit." Ice fishing shanties and other buildings with less than 250 square feet of floor area or buildings ordered to be moved by the town board, are exempt from the provisions of this Chapter. Moving a new manufactured dwelling or new manufactured home shall not be required to obtain a building moving permit. The fee for applying for a building moving permit shall be paid at the time an application is submitted.

b. No building moving permit may be issued by the town board until it has reviewed the recommendation of the town zoning administrator.

c. Any person moving a building within or into the town as provided herein shall obtain a zoning/building permit only after the building moving permit has been approved by the town board.

d. Moving a building out of the town shall require a moving permit.

2. *Building Moving Permit Application.* The Town of Wausau requires a written application for a building moving permit. The firm moving the building shall file full and complete information and a plan signed by a principal or other authorized person of the firm moving the building and signed by the owner of the building to be moved specifying the following:

a. Type of building to be moved;

b. A map and photographs showing the present location of the building to be moved;

c. Exterior dimensions of the building to be moved;

d. A map showing the place to which it is intended to move the building, a plot plan showing where the building will be located on the new site, and photographs of the new site where the building will be moved;

e. Exterior elevations of the existing building and accurate photographs of all sides and views of the building, and in cases where it is proposed to alter the exterior of the building to be moved after it is moved, detailed plans and specifications showing any changes proposed to be made to the building after the move and a detailed schedule for accomplishing the alterations;

f. The start date and time of the move;

g. The expected date and time the move will be completed;

h. A map showing the streets to be crossed and traversed in moving the building and the type and location where overhead wires and other utilities will need to be moved;

i. Any other information required by the town board to protect the public health, safety and general welfare.

3. *Architectural compatibility.* No moving permit shall be issued by the town board unless the building inspector, zoning administrator and/or planning commission shall first determine by a majority vote and after an inspection of the property and the application for a permit that the exterior architectural appeal and functional plan of the building to be moved or to be moved and altered will not be so at variance with either the exterior architectural appeal and functional plan of the buildings already constructed or in the course of construction in the immediate neighborhood, or the character of the applicable district established by the town zoning ordinances, or any ordinance amendatory of or supplementary to such ordinance, as to cause a substantial depreciation in the property values of the neighborhood within the applicable district. In making such determination, the following shall be considered: the exterior elevations of the building, the photographs of all sides and views of the building and, if it is proposed to alter the exterior of the building, the plans and specifications of such proposed alterations as well as a view of the building proposed to be moved and of the site to which it is to be located and such other information as the planning commission or town board in its discretion deems appropriate. If the owner proposes to alter the exterior of the building after moving it, he/she shall submit with his application papers complete plans and specifications for the proposed alterations.

4. *Planning commission, building inspector and zoning administrator review required.*

a. The zoning administrator and/or the building inspector shall investigate the condition of the building proposed to be moved at the location from which it is to be moved, to determine if said building is in a sound and stable condition and of such construction that it will meet the requirements of the building code if a moving permit is granted. Should any repairs, improvements or remodeling be contemplated or required with respect to said building, the zoning administrator/building inspector may order that these alterations be made before the building is taken from the premises from which it is to be moved. The Town Board shall have the option to inspect any building before is moved.

b. Complete plans of all further repairs, improvements and remodeling with reference to such building shall be submitted to the zoning administrator who shall make a finding of fact as to whether the planned repairs, improvements and remodeling are in conformity with the requirements of the zoning ordinance, and that when same are completed, the building as such will comply with said zoning ordinance. The zoning administrator shall report said findings to the town board and the planning commission prior to issuance of a moving permit.

c. Upon submission of a completed building moving permit application for a dwelling or other building, the planning commission shall review the application and make a recommendation to the town board. The town board may meet jointly with the planning commission to act on the moving permit, or it may reserve its decision for a separate meeting.

d. The planning commission and zoning administrator shall review all of the application information required to be submitted, view the building or photographs of the building proposed to be moved and carefully examine its current exterior architectural appeal and the plans for any proposed building alterations. The planning commission and zoning administrator shall also view the proposed site or photographs of the proposed site where the building to be moved will be relocated.

e. The exterior design and construction materials of the building to be moved or moved and altered shall be in close harmony with the exterior architectural appeal of the buildings already constructed or likely to be constructed in the immediate neighborhood where the building is proposed to be moved.

f. In cases where the exterior of the building will be altered after the building is moved, the building owner shall submit with the application for a building moving permit complete plans and specifications for the proposed alterations and a detailed time schedule for completing the alterations.

g. Before a permit is issued for a building to be moved and altered, the owner shall provide a financial surety to the town board which shall not be less than an amount needed for the town to remove the building from the site or to complete the proposed alterations if the applicant fails to do so. The amount of said financial surety shall be recommended to the town board by the Planning Commission. The financial surety shall be executed and administered in the manner provided in section 7 hereto to the effect that the owner will within a time to be set by the town board, complete the proposed exterior alterations to said building in the manner set forth in the plans and specifications as submitted if a building moving permit is approved by the town board. This financial assurance shall be in addition to any other bond or surety which may be required by this and other town ordinances.

h. No occupancy shall be allowed for said building until the exterior alterations proposed to be made have been completed.

5. *Definitions:*

a. *Accessory building.* A structure which is incidental or subordinate to the principal structure on the same parcel for the use of the parcel as permitted by this Chapter.

b. *Dwelling and other buildings.* A structure which contains or is directly related to the main use of the property on which it is located, conforms to the purpose section of the zoning district in which it is or is to be located and is a structure listed as a permitted or special exception in the zoning district. Only one principal structure is permitted on each lot or parcel.

6. *Denial of permit.* The town board may refuse to grant a building moving permit for any reason, if, in the judgment of the town board, damage to the streets, surrounding area, trees, wires, pipes, utilities or other facilities may result from the move or the building proposed to be moved will not be in close harmony with the exterior architectural appeal of the buildings already constructed or likely to be constructed in the immediate neighborhood where the building is proposed to be moved or if the move will otherwise be contrary to or jeopardize the public health, safety or general welfare.

7. *Moving permit specifics.* If a building moving permit is granted, said permit shall specify the present location of the building, the location to which it is permitted to be moved, the streets to be traversed, the alterations to the building which shall be made after the building is moved, a detailed schedule for accomplishing the building alterations, a list and schedule of any other work deemed necessary and any other conditions imposed by the town board including the right to stop the moving operations if it becomes apparent that damage, with reasonable probability, will ensue if the operations are continued.

8. *Street repair.* Every person receiving a permit to move a building shall, within twenty-four (24) hours after any building or structure for which a permit has been issued reaches its destination, report to the town chairman

that the move has been completed. The town chairman shall thereupon inspect the streets and highways over which the building had been moved. After such inspection, if in the opinion of the town board the transportation of the building over any public street or property has caused any damage to any street or property, the person to whom the permit was issued shall forthwith restore the streets and/or property to in as good repair and condition as they were in prior to the time the permit was granted. On the failure of the permit holder to do so within ten days thereafter to the satisfaction of the town board, the town shall repair the damage, and the person to whom the permit was issued and his or her sureties shall be responsible for the payment of the costs of repair.

9. *Financial surety required.* A bond, certificate of deposit, irrevocable letter of credit or a certified check shall be filed by the applicant or owner of the building with the town treasurer to insure that the work associated with moving a building, including the proposed alterations to the building after the move is completed, are in accordance with the plans and specifications submitted and are accomplished to the satisfaction of the town board and in accordance with the approved schedule and permit conditions. The amount of financial surety shall not be less than an amount needed for the town to remove the building from the site or to complete the proposed alterations if the applicant fails to do so. The amount of said financial surety shall be recommended to the town board by the building inspector and/or zoning administrator. This surety shall constitute an agreement to comply with this ordinance and any conditions of granting a permit as established by the Town Board.

Within thirty (30) days following a written request by an applicant for release of the financial surety, the town zoning administrator shall report to the town board on the condition of the building and present a determination as to compliance with the permit conditions. The town board shall determine if the building alterations and other work has been accomplished and whether to release the funds.

If the building alterations and other work has not been completed in accordance with the schedule established in the building moving permit, the town board shall notify the applicant in writing that the town will undertake the repair work and other necessary action, including removal of the building from the site, and that the cost of said work shall be paid from the applicant's financial surety.

The town board may also require an additional financial surety to be filed for a moving permit under such special conditions as the town board may prescribe. Any surety filed under this provision shall be returned to the applicant within thirty (30) days following satisfactory completion of the work, as determined by the town board, for which the financial surety was provided. If the work is not accomplished within the time period specified in the moving permit the town board may undertake the repair work and other necessary action and the cost of said work shall be paid from the applicant's financial surety.

10. *Insurance.* In addition to any financial surety that may be required, the applicant or firm moving the building shall file a certificate of insurance of the policy limits of which shall be at least five hundred thousand dollars (\$500,000.00) for each person, five hundred thousand dollars (\$500,000.00) for each occurrence and five hundred thousand dollars (\$500,000.00) for property damage. Insurance coverage shall include a one million dollar (\$1,000,000.00) excess limit umbrella policy.

11. *Continuous movement.* The movement of any building or structure pursuant to a lawfully issued moving permit shall be continuous and uninterrupted until the move is fully completed. The moving shall be performed with the least possible obstruction to thoroughfares. No building shall be allowed to remain overnight upon any public thoroughfare or public property, nor shall any such building be allowed to obstruct access to any fire hydrant or any other public facility. Lighted warning flashers shall be kept in conspicuous places at each end of the building or structure during hours of darkness.

DIVISION 3. INSPECTIONS AND ORDERS

Sec. 14.112. Inspections.

It shall be the responsibility of the applicant who is building a new residence to request inspections of the Building Inspector at certain stages of progress during construction. The building inspector shall perform the requested inspection within forty-eight (48) hours after notification except the final inspection. Construction shall not proceed beyond the point of inspection until the inspection has been completed. The following sequence of inspections shall be performed for the purpose of determining if the work complies with the requirements of the State Uniform Dwelling Code (UDC) and Town of Wausau Ordinances:

1. *Footings.* The excavation shall be inspected after the placement of forms, shoring and reinforcement and prior to placement of footing materials.
2. *Foundation.* Where below-grade drain tiles, waterproofing or exterior insulation is required, the foundation shall be inspected prior to backfilling.
3. *General construction and rough plumbing.* When the structure is framed and the plumbing is roughed in.
4. *Heating, ventilating, air conditioning and electrical.* When the rough heating, ventilating, air conditioning and electrical is completed.
5. *Insulation.* After the insulating and vapor barrier are installed and after all other rough inspections have been made.
6. *Final inspection.* The dwelling may not be occupied until a final inspection has been made which finds that no violations of the dwelling code or ordinance have occurred.

Sec. 14.113. Certificate of occupancy.

1. *Inspections.*

a. *Occupancy permit and final inspection.* A building or structure cannot be occupied until a final inspection is completed and a certificate of occupancy is issued. In addition to other requirements for the issuance of an occupancy permit, such permit cannot be issued if there are any safety and health violations; i.e. handrails missing, improper stairs, landings or exits incomplete, electrical, smoke detectors missing, improper egress windows, etc. An occupancy surcharge set by the town board will be added to each building permit fee. If the building is unoccupied at the time of final inspection and a certificate of occupancy is issued by the building inspector after a finding of no violations, the surcharge will be refunded. If no violations of this Chapter or other ordinances are found, the building inspector shall issue a certificate of occupancy under this section, which shall state the purpose for which the building or structure is to be used.

b. *Use must be consistent with certificate of occupancy.* No building or no part of a building shall be occupied until such certificate has been issued nor shall any building be occupied in any manner that conflicts with any conditions set forth in the certificate of occupancy.

2. *Use discontinued.*

a. *Use contrary to occupancy permit.* Whenever any building or portion thereof is being used or occupied contrary to the provisions of this Chapter, the building inspector shall order such use or occupancy discontinued and the building vacated by notice served on any person using or causing such use or occupancy to be continued; and such person shall vacate such building within ten days after receipt of the notice or make the building comply with the requirements of this Chapter.

b. *Occupancy of vacated or damaged premises.* Any building, structure or premises vacated or damaged by any cause whatsoever so as to jeopardize public safety or health shall not thereafter be occupied or used under any existing certificate of occupancy or without the certificate until an application has been filed and a new certificate of occupancy issued.

3. *Hardship.* The Building Inspector shall have the authority and power to permit the occupancy of any building or structure in the town prior to issuance of an occupancy certificate, in all such cases of hardship, as in his/her judgment and discretion, warrant occupancy before final stage of completion as set forth in this Chapter. Before granting such permission, the Building Inspector shall first examine the premises and determine if it is safe and sanitary. The Building Inspector shall determine the time within which such building or structure can be completed. Such time should not exceed one hundred twenty (120) days.

ARTICLE III. WRECKING, RAZING AND DEMOLITION OF BUILDINGS

Sec. 14.114. Demolition regulations.

This article is designed to provide for the safe, orderly and supervised wrecking, razing or demolition of buildings or structures.

Sec. 14.115. Permit required.

1. *Wrecking permit.* No person shall wreck, raze or demolish or commence the wrecking, razing or demolition of a building or structure without first filing an application in writing with the building inspector and obtaining a written wrecking permit from the Zoning Administrator.

2. *Conditions of permit.* The Zoning Administrator shall issue a wrecking permit after the applicant has submitted written evidence to him that:

a. The owner of the building or structure or his authorized agent has notified all utilities including but not limited to such utilities as water, electricity, gas and sewer, having service connections with such building or structure, of the work to be done.

b. All connections such as meters and regulators have been removed or sealed and plugged in a safe manner.

c. Proof of liability insurance is in effect in those amounts as from time to time determined by the town board.

Sec. 14.116. Liability of independent contractor.

Any independent contractor who contracts with the owner of any building or structure for the wrecking, razing or demolition of the building or structure shall be liable for all permits, fees and regulations the same as if he were the owner of such building or structure.

Sec. 14.117. Wrecking permit fee.

The fee for a permit required by section 14.117 shall be as set by the town board.

Sec. 14.118. Public safety.

A snow fence and/or lighted barricades or such other safeguards as the zoning administrator and/or building inspector shall direct must be erected at the worksite to promote public safety.

Sec. 14.119. Removal of rubble and rubbish.

All rubble, rubbish and other debris shall be removed from any work or construction site promptly so as to safeguard against the health, safety and welfare of the public. All rubble and rubbish shall be hauled to a site that is either a licensed solid waste disposal facility or will otherwise allow the deposit of such materials under all State and town laws, ordinances, and regulations.

ARTICLE IV. HOUSE AND BUILDING NUMBERING

Sec. 14.120. Intent.

The intent of this article is to assist the designated law enforcement and fire departments in quickly finding the correct residence at which to provide emergency services as well as a convenience for other services that serve rural properties by requiring house and building numbers to be placed and maintained in prominently visible locations.

Sec. 14.121. Address assignment.

It shall be the duty of the town clerk to assign a rural address number following a request by the zoning administrator. Marathon County shall maintain digital maps of the rural addressing for use by emergency services. The address assigned shall become the official address of the property and replace any prior address. A list of all assigned addresses shall be maintained by the town clerk.

Sec. 14.122. Town of Wausau address sign specifications.

1. *Display requirement.* Address signs are to be flag style signs with address visible on both sides. The end of the sign by the post shall have rounded corners; the end away from the post shall have rounded corners. There shall be two mounting holes on the squared end.
2. *Size of sign.* Address signs are to be fourteen inches (14") by nine inches (9") silver or white engineer grade reflective sheeting covered with a blue computer generated cut out legend with a three-eighths inch (3/8") white border. The legend is to include the road and township name in three-fourths inch (¾") letters below the main legend that will be four-inch (4") numbers.
3. *Materials.* Address signs are to be constructed from aluminum base materials.
4. *Placement.* Address signs are to be attached to six foot "U channel" posts. The rural address sign for a property shall be placed at the intersection of the public road and the access for the property. In the case of a private drive way for multiple properties, a sign indicating the address of each property served by the access shall be placed at the intersection of the public road and the access. A sign shall then be placed at each individual driveway at the point they intersect the private access. Properties with more than one residence shall have a rural address for each residence. Address signs shall be installed by the Town of Wausau.
5. *Fee.* The fee for a rural address sign shall be established by the town board and may be amended when deemed necessary. A property owner shall submit the appropriate fee to the zoning administrator along with the completed zoning/building application when requesting a rural address sign. The type, color, and scheme of the sign shall be in accordance with the type of sign approved by the town board. Any rural address not obtained through the town clerk under the jurisdiction of this ordinance shall be deemed in a violation of this ordinance.

6. *Maintenance.* After installation it shall be the responsibility of the property owner to maintain the rural address sign for his or her property. Maintenance shall include ordering a replacement sign if the sign is destroyed, repairs, clearing of vegetation, and keeping the sign in a condition where it is easily visible and legible at any time.

7. *Replacement.* Owners or occupants of a building or location having a rural address sign shall be responsible for the replacement of damaged, destroyed or removed signs shall be replaced at the owners' expense. These signs shall be ordered through the Town of Wausau and will be installed by the Town of Wausau.

Sec. 14.123. Numbers required.

No permit for the construction of a house or building shall be issued until the assigned number has been obtained from the Town of Wausau Clerk. No permit for the repair or alteration shall be issued unless the proper number is displayed in accordance with this article.