

TOWN OF SAMPSON

FIRE NUMBER ASSIGNMENT AND REPLACEMENT

ORDINANCE #2-2020

5 OCTOBER 2020

Statement of purpose-

The Town of Sampson recognizes the importance of E911 fire number signs to allow first responders and others to easily find locations within the town. To help facilitate that objective, the Town enacts the following policy with regards to the maintenance of all E911 fire number signs.

Original assignment of fire number locator signs-

The original assignment and location of any new fire numbers for new locations within the township shall be handled by the Chippewa County E911 Mapping Coordinator. Anyone contacting the Town for a new number shall first be directed to contact the Town Chairman or his/her designee for a driveway permit on any town roads. Once the driveway permit has been approved, the property owner shall be directed to the Chippewa County E911 Mapping Coordinator who will assign the proper number. County Ordinance Section 26-53 covers the procedure for obtaining a new location number in detail. This ordinance is copied below-

Sec. 26-53. Signage. (a)Uniform number assignment. The Emergency Management Department shall maintain the public safety mapping and numbering system for the county, make the assignment of numbers to all existing roadways and improved properties and assign roadway grid numbers and site identification numbers. All roadways created by plat, certified survey, or otherwise, shall conform to the grid numbering system. All parcels of land upon which a structure is to be built or improvements made shall be assigned a site identification number. No building permits shall be issued for a property without first securing a site identification number. (b)Site identification number. (1) Procedure. Prior to excavation, construction or erection of any improvement to land not already assigned a site identification number, the owner thereof shall submit a completed

driveway access permit and registration of land use intent to the county zoning office for review. No excavation, construction or erection shall commence until the property owner receives all permits required by the county. The driveway access and land use intent form is submitted to the Planning and Zoning Department. An address number is then assigned by the 911 database manager. A copy of the driveway access and land use permit, with the number assigned thereon, shall be forwarded to the town clerk in which the property is located, and the applicant. The county shall determine the placement of the sign. **The signs shall not be moved except with consent of the county.** (2) Specifications. The color and size of the site identification signs in the county shall be uniform double-sided reflective four-inch lettering on a red background installed on fiberglass posts by the designated county staff. (3) Cost. The cost of site identification number assignments, sign installation and maintenance thereafter shall be the responsibility of the property owner. Applicants for a site identification number shall pay a fee as established by County Board resolution.

Chippewa County Code of Ordinances Chapter 26 – Emergency Services
January 8, 2013 Page 8 of 9 Payment is to be made to the county Planning and Zoning Department at the time of application for an address identification number. The required fee is to pay the cost of number assignment, records management and sign installation. Applications for site numbers on State and County Trunk Highways shall require an additional fee payable to the Chippewa County Highway Department for driveway access assessment.

Replacement of existing damaged signs-

If any old style sign is damaged and no longer easily legible, the Town will replace that sign with a new style sign at no cost to the property owner as soon as possible after notification by the property owner. The Town will no longer repair the old tile number signs.

If any new style sign is damaged beyond repair, the Town will replace that sign with a new style sign at no cost to the property owner as soon as possible after notification by the property owner.

All fire number signs replaced shall be located in such a manner as to be easily readable when approaching from either direction. Utility locate services shall be used as deemed necessary by the Town employee replacing the sign. The Chippewa County E911 mapping coordinator shall be notified whenever an old sign is upgraded to the new style.

As noted above, it is the property owner's responsibility to notify the Town of Sampson of any sign needing replacement/repair. The Town will not be responsible for any sign replacement/repair that it has not been notified of by the property owner. (see county ordinance section 26-54. Enforcement. (a)Property owners. (1) responsibilities. The owner of each parcel of land having been assigned a site identification number is responsible for the continued erection and maintenance of such sign. No property owner may, without the consent of the designated county official, move the sign or permit visual obstruction thereof.

Multiple residence private road entrances-

Wherever multiple driveways/residences share a common private road that connects to a town, county, or state highway, a special placard designating the range of fire numbers located on the private road shall be placed at the junction of such privately maintained road with the public road. Property owners may place additional decorative signs with their fire numbers on them at the same location provided they do not obstruct the official county signage. **At no time may the official signage be removed by any property owner in order to replace it with custom made private signage.**

Updating of all town E911 fire numbers to the new style of signboard-

It is the intent of the Town of Sampson to update all old style horizontal tile numbered signs to the new vertical double faced style signs. Such replacement by the Town shall be done as time and finances allow at no cost to the property owner.

If a property owner with an existing old style fire number sign desires a new style sign even though their old style sign is still legible and the Town

has not yet designated it on the planned replacement schedule, the Town will replace that sign at the current cost of materials and labor at the town's convenience. Payment for such a replacement will be billed and must be paid prior to the replacement being done.

This Ordinance was adopted and became effective on Oct 5th, 2020.

Original signed copy maintained in minute book.

Chairman, Lynn Trowbridge

1st Supervisor, Samantha King

2nd Supervisor, Jim Jerabek

Attest Veda Reed, Clerk

Adopted this 5th day of October, 2020.
Town of Sampson, Chippewa County, Wisconsin.