

**Village of Stoddard  
Village Board Meeting  
July 12th, 2022, 6:00 p.m.**

The Village Board met in regular session. Roll call: Bob Wurtzel, Garry Oliver, Steve Davis, Scott Chiples, Tom Venner, Bill Evans and Diane Olson.

**Minutes:** Motion Oliver, second Evans to approve the minutes from the June 2022 meeting. All aye. Motion carried.

**Appearances:** None.

**Bills and Vouchers:** Motion Oliver, second Chiples to approve June payments #20539-20596 in the amount of \$41,281.90 for payment. All aye. Motion carried.

**Committee Reports:**

**Board of Appeals** – No meeting.

**Board of Review** – No meeting

**Budget & Finance – Budget & Finance Committee, July 12th, 2022, 5:30 p.m.**

Meeting called to order at 5:30 a.m. Roll call: Bob Wurtzel, Garry Oliver and Scott Chiples. Clerk Kent Hatlestad also present.

Discussion on 2<sup>nd</sup> Quarter financials for fiscal year 2022. Hatlestad reported the village is on track for the fiscal year.

Question about garbage and recycling being short. Hatlestad said that could be the result of coding some expenses in the wrong budget line. It will be fixed.

Motion Wurtzel, second Chiples to adjourn at 5:45. All aye. Adjournment

**Building/Zoning/Land Planning** – No meeting.

**Fire** – No meeting.

**Park** – No meeting.

**Personnel** – No meeting.

**Police**- No meeting.

**Public Works – Public Works Committee Meeting, April 7th, 2022, 2:00 p.m.**

Meeting called to order at 2:00 p.m. Roll call: Garry Oliver and Scott Chiples. Steve Davis-excused. Administrator Kent Hatlestad and Bob Wurtzel also present.

Minutes: Motion Chiples, second Oliver to approve minutes from the previous meeting. All aye, motion carried. Appearances: None

Unfinished Business:

Discussion on proposed street repair projects. Hatlestad reported on repairs needed on the corner of Hillside Court and Spruce Place. There is a hole around the storm sewer and it is undermining the road. The water shut-off on Spruce Place is also tipping over and getting a wrench on it is becoming almost impossible. Steiger presented a bid of \$13,268.00 to repair the storm sewer, shut-off and repair the blacktop. Motion Chiples, second Oliver to approve the contract. All aye, motion carried.

Discussion on WI DOT meeting in Chaseburg concerning the 2026 Hwy 162 project. Hatlestad reported that an informational meeting on the proposed Hwy 162 project will be held on July 26th at 4:00 p.m. in Chaseburg. Hatlestad said he would like to attend and get information on the project.

New Business:

Discussion on proposed truck lettering. Hatlestad presented a sample from Trim Design for lettering the new truck. Motion Oliver, second Chiples to approve. All aye, motion carried.

Discussion on street repair. Hatlestad reported that a problem exists at the end of Broadway Street and Mahogany St. Water is collecting in the corner of the streets and a solution is needed to deal with the water. Hatlestad will contact local contractors and design a rain garden that may alleviate the problem.

Motion Wurtzel, second Davis to adjourn at 2:45. All aye. Motion carried. Adjournment.

**W&S – Village of Stoddard, Utilities Commission Meeting, June 20th, 2022, 3:30 p.m., Stoddard Sewer Plant**

Meeting called to order at 3:30 p.m. Present - Mark Peterson, Russ Bolton and John Tully. Village Clerk-Kent Hatlestad, Village Lead Operator-Mike Young and Board member Scott Chiples also present.

**Minutes:** Motion Bolton, second Tully to approve minutes from previous meeting. All aye, motion carried.

**Appearances:** Jamey Makepeace – Makepeace Engineering. **Bills and Vouchers:** None.

**Unfinished Business:**

Discussion on eye wash station. The work in the Phosphorus room is nearly complete. Debate on using an in-line tank to provide the required water or use a thermostatic mixing valve to meet the requirements. A plan is needed to do it correct and affordable.

Discussion on training/programming for new meters. Hatlestad reported that he had been in contact with Steve Dauster from Badger Meter about the meters, probably in July.

**New Business:**

Discussion on permit renewal. Makepeace reported that the village should expect the sewer permit renewal to come in October. Coon Valley has already received their permit information and it included testing plans for E-Coli. The village should prepare for this. It may be possible to put the testing equipment in the Chlorine Contact tank building at a minimal cost. Will look into this when the permit arrives.

Discussion on getting out of CBOD on influent. Makepeace said that could be a possibility but the village needs to make that request before the permit drops, probably in September.

Motion Peterson, second Tully to adjourn at 4:38. All aye. Motion carried. Adjournment.

**Unfinished Business:**

a) Fire Protection and Emergency Services Agreement of Stoddard/Bergen Fire Department. Motion Davis, second Venner to approve. All aye. Motion carried.

b) SBFDD By-Laws update. Motion Oliver, second Evans to approve. All aye. Motion carried.

c) Fishing tournament fees. The question of whether the fees were increased for holding tournaments out of the boat landing was discussed. Hatlestad will look into that.

**New Business:**

a) Discussion on updating several ordinances

CHAPTER 1  
ORGANIZATION AND GOVERNMENT

1.11 BOARD OF REVIEW

**(C) Powers.**

The Board of Review shall all powers as specified in WI Stats. 70.46 and 70.47.

**(D) Meetings.**

The Board of Review shall meet annually at any time during the thirty-day period beginning on the second Monday of May. The Board shall meet at the Village Hall or a place designated by the Village Board. At its first meeting, the Board of Review shall be in session at least two hours. Additional meetings, if needed, shall be scheduled by the Board of Review at its first meeting.

**(F) Procedures.**

The Village of Stoddard shall adopt WI Stats. 70.46 and 70.47 for Board of Review procedures.

**(G). Confidentiality of income and expense information.**

Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to Section 70.47(7)(af) Wis. Statute, or any successor statute thereto, then, such income and expense information that is provided to the Assessor shall be held by the Assessor on a confidential basis, with the exception, that the information may be disclosed to and used by persons in the discharging of duties imposed by law; in the discharge of duties imposed by office (including, but not limited to, use by the Assessor in performance of official duties of the Assessor's office and use by the Board of Review in performance of its official duties); or pursuant to order of a court. Income and expense information provided to the Assessor under Section 70.47(7)(af) Wis. Statute, unless a court determines that it is inaccurate, is, per Section 70.47(7)(af) Wis. Statute, not subject to the right of inspection and copying under Section 19.35(1) Wis. Statutes.

Motion Davis, second Oliver to approve. All aye, motion carried.

**CHAPTER 2  
BUILDING AND MECHANICAL CODES**

**2.01 BUILDING CODE**

- (1) **PURPOSE:** This Code provides certain minimum standards, provisions and requirements for safe and stable design, methods of construction and uses of materials in buildings or structures hereafter erected, constructed, enlarged, altered, repaired, moved, converted to other uses or demolished, and regulates the equipment, maintenance, use and occupancy of all buildings or structures.
- (2) **SCOPE:**
  - (1) No building or structure shall be constructed, installed, altered, repaired or removed, nor shall the equipment of a building, structure or premises be constructed, installed, altered, repaired, or removed, except in conformity with this Code, and with orders of the Building Inspector issued hereunder. The owner and the person constructing, installing, altering, repairing or removing of a building or structure shall be jointly and severally liable for compliance with the terms and conditions of this chapter and with any orders of the Building Inspector issued hereunder.
  - (2) Nothing in this Code shall prohibit the raising or lowering of a building to meet a change of grade in the street on which it is located, provided that the building is not otherwise altered in violation of the provisions of this Code.
  - (3) When the use of a building or structure is changed and the requirements for the new use are more stringent than those for the previous use, then such building or structure shall be made to comply with the requirements for the new use as provided in this Code.
- (3) **WISCONSIN BUILDING CODES:** Wisconsin Administrative Code, Department of Safety and Professional Services (SPS) 320-325 and SPS 327, SPS 361-366, SPS 375-379, and all amendments thereto, are hereby adopted by reference and made a part hereof.

**2.02 BUILDING INSPECTOR, PERMITS, FEES**

- (1) **BUILDING INSPECTOR:** The Village Board shall appoint the Building Inspector to administer and enforce this ordinance, to issue required permits, to inspect buildings and the use of land and buildings to order the remedying of violations of this ordinance and to act as Secretary of the Board of Appeals.
- (2) **PERMITS:** The Building Inspector shall issue permits for all construction upon filing of a proper application which shall be made on forms furnished by the Building Inspector. The application shall prescribe the nature of work, as well as such other information as may be required for inspection. Said permit shall be posted in a prominent place on the premises prior to and during the period of construction, alteration, repair or moving. A permit may be issued to a property owner but work shall not begin prior to issuance of a permit. The permit fee may be doubled if work is commenced without first obtaining a permit.
  - (1) Petitions for rezoning may be submitted only on payment of the fees specified in Paragraph (D) hereof.
  - (2) A conditional use permit shall be obtained from the Board of Appeals before a use requiring a conditional use permit may be made of any land or building.
  - (3) Forms for applications for permits and for petitions for rezoning shall be supplied by the Building Inspector.
  - (4) Each application for a building permit or a conditional use permit and each petition for rezoning shall be accompanied by a drawing or plat in duplicate, drawn to scale and showing the following: location and dimensions of lot, proposed buildings, proposed off-street parking spaces, proposed sewer, waste disposal and water supply system, and other information required by the Building Inspector for the purpose of this ordinance.

**(3) BUILDING INSPECTION FEE SCHEDULE**

<u>BUILDING PERMITS</u>	<u>FEES</u>
1. Residential Early Start	\$150.00
2. New Residential (Includes garage, decks, & basements)	\$0.25 per sq. ft. (Mechanicals included) (Min. fee \$700.00)
3. Manufactured & HUD Dwellings	\$350.00 plus \$0.25 per sq. ft. for basements, attch. garage and decks (plus mechanical costs, if needed)
4. State Seal	\$35.00
5. Residential Additions	\$0.25 per sq. ft. (Min. fee \$175.00) + Mechanical Costs
6. Residential Electrical (Including Service Upgrade)	\$125.00
7. Residential Plumbing (When applicable for additions)	\$95.00
8. Residential HVAC (When applicable for additions)	\$95.00
9. Detached garage (>100 sq. ft.)	\$0.15 per sq. ft. (Min. fee \$150.00) + Mechanical Costs
10. Fences	\$75.00
11. New One & Two-Family Erosion Control	\$95.00
12. Residential Additions Erosion Control	\$60.00
13. Raze/Demo	\$60.00
14. Preliminary Inspection for Relocation of Structure	\$290.00
15. Re-Inspection for Corrective Actions Ordered	\$85 Each Additional Inspection

- (4) **VALIDITY OF PERMIT:** A building permit shall expire 24 months after the date of issuance if the dwelling exterior is not complete. The Building Inspector may, for reasonable cause, specify a longer period of validity for the permit when the permit was issued or for reasonable cause extend the expiration date of the permit before the permit has actually expired.

## 2.02 PLUMBING CODE

- (A) STATE PLUMBING LICENSE PRQUIRED: No person shall carry on the business of plumbing or do any plumbing work until he shall have first obtained the proper license so to do from the State. An unlicensed person may remove stoppages in drain pipes or repair valves or faucets. No person shall install plumbing unless at all times a licensed Wisconsin master plumber is in charge, which shall be responsible for the proper installation.
- (B) ADOPTIONS BY REFERENCE: The State Plumbing Code, adopted by the Wisconsin Administrative Code, and Chapter 145 Wisconsin Statutes, are hereby adopted by reference as part of this Chapter. No plumbing shall be installed except in accordance with the Wisconsin State Plumbing Code and Chapter 145, of the Wisconsin Statutes, and any amendments thereto, and this Code. All one and two family dwellings and manufactured buildings for dwellings, the initial construction of which was commenced on or after June 1, 1980, and additions or alterations to such dwellings shall comply with Wisconsin Administrative Code, SPS 325, and all amendments thereto, which is herein adopted by reference and made a part hereof.

## 2.03 ELECTRICAL CODE

- (A) ADOPTIONS BY REFERENCE: Except as otherwise regulated by this ordinance, all installations of electrical equipment shall conform to and comply with the SPS 316, State Electrical Code, the Statutes of the State, and any orders, rules and regulations issued by authority thereof, and with approved electrical standards for safety to persons and property. Where no specific standards for safety are prescribed by this ordinance or by the State Electrical Code, conformity with the regulations set forth in the National Electrical Code and in the National Electrical Safety Code shall be prima facie evidence of conformity with approved standards for safety to persons and property. However, Building Inspector may permit trial installations of new wiring methods after such installations have been recommended by the board of Electrical Examiners. If, upon reinspection, trial installations are considered hazardous, they must be removed upon order of the Building Inspector.
- (B) INSPECTIONS: Upon the completion of the wiring of any one or two-family dwelling or before any wiring is to be hidden from view, it shall be the duty of the person, firm, or corporation doing the wiring to notify the electrical/building inspector, and he/she shall inspect the installation. If, upon inspection, the electrical/building inspector determines that such installation is fully in compliance with this chapter and does not constitute a hazard to life or property, he/she shall approve the installation and authorize concealment of such wiring or connection for electrical service. If the electrical inspector determines that the installation is incomplete or not strictly in accordance with this chapter, he/she shall issue orders to the person installing the wiring to remove all hazards and make necessary changes or additions within ten days.
- 1) Inspections Required
    - a. Rough Inspections. All wiring systems covered under this code, which are to be covered or hidden within the building, shall be inspected before concealment.
    - b. Service Inspections. When a wiring system is to become energized, it shall first be approved by the building/electrical inspector.
    - c. Final Inspections. Prior to occupancy, a general inspection of all equipment shall be required. (Code 1974, 17.04)
  - 2) Fees: Permits Required. The Electrical Inspector shall issue permits for all electrical installations upon filing of a proper application which shall be made on forms furnished by the Electrical Inspector. The application shall prescribe the nature of work, as well as such other information as may be required for inspection. A permit may be issued to a property owner but work shall not begin prior to issuance of a permit
  - 3) Permits May Be Refused. The Electrical Inspector or other person authorized to issue permits pursuant to this Chapter may refuse to issue permits to any person who has refused or neglected to pay for previous permits after due notice thereof. Permits may also be refused to any person who has refused or neglected to correct any violations of this Chapter after due notice thereof.

## 2.04 HEATING, VENTILATING, AIR CONDITIONING AND APPLIANCES

- (A) HEATING EQUIPMENT, GENERAL REQUIREMENTS, ALL FUELS
- (1) Installation.
    - (a) All heating equipment shall be connected to a chimney or an approved vent with a positive draft, which approved vent, shall be installed according to manufacturer's specifications.
    - (b) Automatic equipment shall incorporate a high limit control to insure safe operations. A thermostat on an automatic space heater shall be construed as a high limit control.
    - (c) Combustion air shall be supplied where needed to insure proper combustion.
    - (d) Automatic steam heating equipment shall have a low water safety cut-out control.
    - (e) Fuel supply fittings shall be mechanically tight, so as not to create a fire hazard.
    - (f) Vent connectors shall have clearance to combustibles on all sides of 18 inches for solid and liquid fuels, and of 6 inches for gaseous fuel, unless less clearance is approved by Underwriter's Laboratories, Inc. or other approved testing laboratory.
  - (2) Maintenance.
    - (A) Flue passages, flue connectors, breeching, smoke pipes, chimneys and vents shall be kept clean and shall not restrict the flow of combustion gases.
    - (B) Heating equipment shall be so maintained as to be gas-tight.
      - (1) Fire pots, combustion chambers, heat exchangers, flue passages and connected parts that are cracked, broken or burned through shall be repaired or replaced.
      - (2) Gaskets, caulking, welds, and joints shall be gas-tight and shall not allow products of combustion to escape.
      - (3) Flue connectors, breeching, and smoke pipes that are not gas-tight shall be repaired or replaced.
- (B) STATE CODES: The State Heating, Ventilating and Air Conditioning Code and Wisconsin Uniform Dwelling Code, Wisconsin Administrative Code SPS 323 for all one and two family dwellings, initial construction of which was commenced on or after June 1, 1980, and all amendments thereto, are hereby adopted by reference and made a part hereof.
- (C) In order to promote the health and well-being of the residents of the Village of Stoddard, Chapter Two of the Stoddard Ordinance is created to read as follows:
1. Definition: "Solid fuel-fired outdoor device designed or constructed for solid fuel combustion so that the heat produced is transferred or conveyed to the interior of one or more buildings.
  2. Installation after January 1, 2005 Prohibited. The installation or construction of a solid-fuel fired outdoor heating device within the Village of Stoddard is prohibited after January 1, 2005.
  3. Penalty. Any person who violated any provision of this chapter shall be required to forfeit not less than \$50.00 nor more than \$200.00 together with the cost of prosecution, and in default of payment shall be imprisoned in the County jail until such forfeiture and costs are paid, not exceeding 30 days. Each day a violation continues shall constitute a separate offense. The Village and any resident may enjoin a violation of this chapter.

## 2.05 MANUFACTURED HOUSING

- A) MANUFACTURED HOME: A “manufactured home” is a structure which has been certified and labeled as a manufactured home under 42 U.S.C. §§5401-5426, or which has been certified and labeled as a manufactured home under §§101.90-101.96, Wis Stats. and SPS 320-326 of the Wisconsin Administrative Code, and
1. Is designed to be used as a dwelling, and
  2. When placed on-site:
    - a. Is set upon an enclosed permanent foundation upon land which is owned by the manufactured home owner, and
    - b. Is off its wheels, and
    - c. Is properly connected to utilities, and
    - d. Is installed in accordance with the manufacturer’s instructions or a plan certified by a registered architect or engineer so as to insure proper support for the home, and
    - e. Has no tow bars, wheels or axles attached to it.

Manufactured homes are subject to the same standards as site built homes.

- B) MOBILE HOME: “Mobile home” includes a structure manufactured or assembled prior to June 1, 1980, designed to be towed as a single unit and is intended to be used primarily for human habitation. “Mobile Home” includes a structure, which has been certified and labeled as a manufactured home under 42 U.S.C. §§5401-5426, or which has been certified and labeled as a manufactured home under §§101.90-101.96, Wis. Stats. and SPS 320-325 of the Wisconsin Administrative Code, if the structure:
1. Is not set upon an enclosed permanent foundation upon land owned by the mobile home owner, or
  2. Is on wheels, or
  3. Is not properly connected to utilities, or
  4. Has tow bars, wheels or axles attached to it, or
  5. Has not been installed in accordance with the manufacturer’s instructions or a plan certified by a registered architect or engineer so as to insure proper support for the structure.

## 2.06 MINIMUM STANDARDS FOR DWELLINGS (adopted 12/12/17)

DWELLING: A “dwelling” is a building, a portion of a building, a manufactured building, a manufactured dwelling or a manufactured home (including a mobile home), designed or used exclusively for residential occupancy, including single-family dwellings, two-family dwellings, and multiple-family dwellings, but not including hotels, or lodging houses.

1. **Roof.** All dwellings shall have a roof with a pitch of at least four inches in height for each foot of width and an eave which extends at least 12 inches from the wall which supports the roof. All dwellings, accessory garages and carports shall have a roof surfaced with any of the following:
  - a) Wood shakes
  - b) Asphalt shingles
  - c) Fiberglass shingles
  - d) Composition or wood shingles
  - e) Clay, concrete, or metal tiles
  - f) Slate
  - g) Built-up gravel materials.
    - a. Steel roofing is allowed provided it is architectural grade with concealed fasteners (min. .024 gauge).
    - b. Copper roofing is allowed provided it is architectural grade with concealed fasteners (min. .024 gauge).
    - c. Steel roofing must be treated with a factory applied color coating system to protect against degradation.
  - h) Galvanized and unpainted steel are prohibited as roofing materials.
2. **Siding.** The exterior construction materials (excluding doors, windows and roofing materials) of all dwellings, and accessory garages and carports shall be limited to:
  - a) Clay brick (unglazed).
  - b) Stone.
  - c) Wood or cementitious siding.
  - d) Stucco (cementitious material only, no E.I.F.S. [Exterior Insulation Finish Systems]).
  - e) Horizontal architectural aluminum siding with concealed fasteners (minimum .032 gauge).
  - f) Horizontal architectural vinyl siding with concealed fasteners (minimum .040 gauge).
    - a. Horizontal architectural copper panels with concealed fasteners (16 ounce sheets, and the equivalent in other metals).
    - b. As an exterior material, horizontal steel siding is allowed provided it is architectural grade with concealed fasteners (minimum .024 gauge).
    - c. Any horizontal metal siding upon a single family residential structure shall have horizontal edges and an overlapping vertical dimension no greater than eight (8) inches with concealed fasteners. Metal may be used for trim or accent up to 15% of any façade.
    - d. Metal siding must be treated with a factory applied color coating system to protect against degradation.
  - g) Galvanized and unpainted steel are prohibited as exterior building materials.

The exterior siding shall extend to the top of the foundation. If the top of the foundation is below grade, the siding shall extend to the ground. Properties zoned I-Industrial are exempt from the requirements of this Section.

3. **Foundation.** A continuous foundation type construction of solid materials such as masonry or concrete designed to resist all forces to which it is subject without transmitting forces to the building superstructure and of sufficient design to support safely the loads imposed is required. Foundation walls shall extend at least 8" above the finished grade adjacent to the foundation at all points. The minimum foundation wall will be 6 inches. The minimum reinforced concrete footing thickness will be 6 inches or 1-1/2 times the length of the footing projection from the foundation wall, whichever is greater. Ground level must be at least 18 inches below bottom of wood floor joists and 12 inches below bottom of chassis beam. Where it is necessary to provide access for maintenance and repair of mechanical equipment located in the under floor space, the ground level in the affected area shall not be less than 2 feet below wood floor joists. The interior ground level must be above the outside finish grade.
4. **Minimum Width.** The street side of every dwelling shall be not less than 25 feet in width. Only one street side of a dwelling on a corner lot need be 25 feet in width. Attached garages, carports and open decks shall not be included in the measurement of the width of the street side of a dwelling.
5. **Ratio of Length to Width.** The ratio of a dwelling’s length to its width shall be no greater than 5 to 2.
6. **Minimum Floor Area.** Every single-family dwelling and duplex shall contain a minimum gross floor area of not less than 1,200 square feet.
7. **Nonconforming Use.** A dwelling, which does not meet the minimum standards set forth herein and occupied as a permanent residence at the time of passage of the ordinance, shall hereafter be deemed a nonconforming use. The nonconforming use may continue in the same manner and under the same rules as any other nonconforming use.

8. Waivers for new construction. The Board of Appeals may waive one or more of the minimum standards set forth herein upon a finding that the architectural style proposed provides compensating design features and that the proposed dwelling will be compatible and harmonious with other dwellings in the vicinity.

2.07 UNUSED

2.08 ZONING BOARD

- (1) The Zoning Board of the Village of Stoddard is hereby established and shall consist of all trustees of the Village of Stoddard. The Zoning Board shall meet not less than once every two months, unless no petitions for rezoning are presented to the Board within a two month interval.
- (2) FEES: The following fee schedule shall apply for permits and petitions for rezoning:
- (1) Petition for Rezoning - \$50.00 except when the applicant requires a public hearing other than a regular Village Board meeting, the filing fee will be \$300.00.
  - (2) Conditional Use Permit - \$25.00 except when the applicant requires a public hearing other than a regular Village Board meeting, the filing fee will be \$300.00
  - (3) Service Charges, New Construction: Utility charges on new construction which is, or will be connected to the Village Water and Sewer systems, shall commence on a date four months after the date the building permit is issued for such new construction, or on occupancy of the building, whichever shall first occur. The sewer connection charge will be \$1,000.
  - (4) Any person or corporation violating Section 2.07 (D) (3) shall upon construction thereof forfeit an amount equivalent to double the amount of the fee for the issuance of the permit depending upon the dollar amount of the new construction. (*adopted 12/7/05*)

- 2.09 CERTIFICATE OF COMPLIANCE: No vacant land shall be occupied or used except for farming and gardening and no building hereafter erected or altered shall be occupied or used until a Certificate of Compliance shall have been issued by the Building Inspector.

Such Certificate of Compliance shall be applied for when application is made for a building permit, but shall not be issued until within 10 days after completion of the work as described in such building permit application, and after inspection of such work by the Building Inspector.

A Certificate of Compliance shall state that the building, or proposed use of a building or land, complies with all the building and health laws and ordinances and with the provisions of these regulations. A record of all certificates shall be kept on file in the office of the Building Inspector. A Certificate of Compliance shall be furnished upon request to any person having a proprietary or tenancy interest in the building or land affected.

2.10 UNUSED

2.11 UNUSED

- 2.12 PENALTY: Any person violating any provision of this Chapter, except otherwise provided in this Chapter, including these provisions of the Wisconsin Statutes, Wisconsin Administrative Code or other materials which are incorporated herein by reference, shall upon conviction thereof forfeit not less than \$50.00 nor more than \$500.00 and the costs of prosecution, and in default of payment of such forfeiture and the costs of prosecution shall be imprisoned in the County Jail until payment of such forfeiture and the costs of prosecution, but not exceeding ninety (90) days for violation, provided provisions of this Section exceed the maximum fine for the same offense under the laws of the State of Wisconsin.

Motion Oliver, second Olson to approve. All aye, motion carried.

**8.02 INTOXICATING LIQUOR**

- (G) LICENSE RESTRICTIONS AND CONDITIONS: In addition to the requirements imposed by the provisions of the Wisconsin Statutes adopted by reference in Subsection (B) of this section, the following restrictions shall apply to the issuance of the licenses or permits pursuant to this Section.
- (7) No fermented malt beverage shall be sold or consumed upon licensed premises between the hours of 2:00 a.m. and 6:00 a.m. of any day, except Saturday and Sunday when the hours shall be 2:30 a.m. and 6:00 a.m., provided, however, no fermented malt beverage shall be sold, dispensed, given away, or furnished directly or indirectly to any underage person. Between 12:00 midnight and 6:00 a.m. no person may sell fermented malt beverages on Class "B" licensed premises in an original unopened package, container or bottle or for consumption away from the premises. Class "A" premises may remain open for the conduct of their regular business, but may not sell fermented malt beverages between 12:00 midnight and 6:00 a.m.

Motion Venner, second Oliver to approve. All aye, motion carried.

**CHAPTER 10  
ZONING & FLOODPLAIN REGULATIONS**

10.27 (E) Vacation Rental Establishment

1. Subject to the provisions of Village of Stoddard Ordinance 10.27, vacation rental establishments may be permitted only by conditional use in the following districts:
  - a) Single-Family Residential District
2. Conditional use status shall not be granted to vacation rental establishments unless all of the following conditions are met:
  - a) The petitioner must provide to the Village Clerk a copy of the Wisconsin Department of Agriculture, Trade and Consumer Protection license as a tourist rooming house and must obtain from the municipality a license for conducting such activities. Evidence of each renewal of such license shall be filed by the Petitioner with the Village Clerk, such as evidence that a current license is always on file for the duration of the vacation rental establishment conditional use permit.
  - b) Transfer of a conditional use permit issued in accordance with this section shall not be permitted. Should the subject property be sold or transferred, then the conditional use permit shall become void and a new conditional use permit must be issued for use as a vacation rental establishment to continue. The village is not obligated or required to issue a conditional use permit to the new property owner.
  - c) All vacation rental establishments shall be subject to and comply with Wis. Stats. Chapter 254, subchapter VII as required by Wis. Stats. 254.69 (2), which sections are incorporated herein by reference.
  - d) All vacation rental establishments shall be subject to and comply with Wisconsin Administrative Code HS 195 which is hereby incorporated herein by reference.
  - e) A minimum of one off-street parking stall shall be provided for every guest bedroom. All off-street parking shall be established outside of the village street (road) right-of-way.
  - f) Sleeping quarters related to a vacation rental establishment use shall only be located within the principal residential structure on the property. Accessory buildings cannot be used for sleeping quarters.
  - g) All refuse containers shall be screened from view and instructions for recycling shall be posted.
  - h) Unless the property is connected to a municipal sewer system, the property owner must provide proof that the septic system is properly sized for the proposed use and shall be properly maintained.
  - i) Property that is used for a vacation rental establishment must have clearly delineated property lines, by approved fences, vegetation or other means to the satisfaction of the Village Building, Zoning & Land Planning Committee. Such clear delineation must be maintained for the duration of the conditional use permit to ensure that all users of the property are clearly aware of the boundaries of the property and confine their use to the applicable parcel.

- j) The Village Building, Zoning & Land Planning Committee and the Village Board shall consider the potential impact to the surrounding neighborhood and proximity to any existing lodging place as defined by Wis. Stat. 254.61 when reviewing a request for a vacation rental establishment conditional use permit.
- k) The Village Board may revoke the conditional use permit if the property has been declared a public nuisance affecting the peace and safety affecting the public. Public nuisances shall include, but are not limited to all loud and unnecessary noises, including those produced by animals and the unlawful use of fireworks, particularly before 6:00 a.m. and after 9:00 p.m.; unlawful or unauthorized use of any village street (road) which causes large crowds to gather or obstructs traffic; illegal or unlawful activity; and failure to remove all snow and ice from sidewalks, parking areas, and driveways.
- l) Every conditional use permit for a vacation rental establishment expires on June 30 of each year and shall be eligible to apply for one (1) year renewal periods unless the conditional use permit is revoked by the village or voluntarily surrendered by the property owner. The Village Clerk shall prepare a renewal application for vacation rental establishments and collect a \$20.00 application fee plus costs for legal publications. All renewals shall be subject to the following:
  - 1. The clerk shall post and publish a Class I legal notice 15 days prior to the granting of the conditional use permit renewal.
  - 2. The Village Board may renew a conditional use permit if the property owner has demonstrated it has met all of the same conditions established when the conditional use permit was initially issued unless a condition has been specifically waived by the Village Building, Zoning & Land Planning Committee.
  - 3. The Village Board may deny renewal of the conditional use permit if the property is deemed to be a nuisance or has failed to meet any of the conditions established.
- m) If the village finds that any statement made on the conditional use permit, or the renewal application, is incorrect, the Village Board may, at any time, immediately and summarily revoke the conditional use permit.
- n) The property owner shall provide a copy of this ordinance along with a current copy of the conditional use permit to any person using the property for vacation rental purposes prior to the commencement of each use.

Motion Oliver, second Evans to approve. All aye, motion carried.

b) Copier purchase. Hatlestad presented a bid for the purchase of a new copier from Tri-State Business Machines. The new copier, Canon IR ADV C3330i replaces the old copier that is beginning to wear out and be repaired at an increasing rate. Outright purchase of copier will cost \$3,195. Motion Oliver, second Evans to purchase new copier. All aye, motion carried.

**Communications:** Jayne Lepke asked if the new curb that was installed at Rocky's Supper on Center St. could be painted blue to help with senior citizen/handicapped access. The request was agreed to.

**License Applications:**

Operator License: Chris Grelle, Cynda Protsman. Motion Davis, second Olson to approve operator's licenses for the aforementioned applicants. All aye. Motion carried.

**Public Comment:** None.

Motion Olson, second Oliver to adjourn. All aye. Motion carried.

August meeting will be moved to August 2<sup>nd</sup> due to the Primary Election being held on August 9<sup>th</sup>.