

CHAPTER 17

CITATION ENFORCEMENT

17.01 STATUTORY AUTHORITY

Pursuant to Sec. 66.0113, Wis. Stats., the Town Board hereby elects to use the citation method to enforce the provisions of this Code.

17.02 FORM OF CITATION

The citation shall contain the following information:

- (1) The name and address of the alleged violator;
- (2) The factual allegations describing the alleged violation;
- (3) The time and place of the offense;
- (4) The section of the ordinance violated;
- (5) A designation of the offense in such manner as can readily be understood by a person making a reasonable effort to do so;
- (6) The time at which the alleged violator may appear in court;
- (7) A statement which in essence informs the alleged violator:
 - (a) That a cash deposit based on the schedule established by this Chapter may be made which shall be delivered or mailed to the Clerk of Court prior to the time of the scheduled court appearance.
 - (b) That if a deposit is made, no appearance in court is necessary unless the defendant is subsequently summoned.
 - (c) That if a cash deposit is made and the alleged violator does not appear in court, he will be deemed to have entered a plea of no contest, and submitted to a forfeiture with applicable penalty assessment, or if the court does not accept the plea of no contest, a summons will be issued commanding him to appear in court to answer the complaint.
 - (d) That if no cash deposit is made and the alleged violator does not appear in court at the time the court may issue a summons or warrant for the defendant's arrest or consider the non-appearance to be a plea of no contest and enter judgment, or an action may be commenced to collect the forfeiture.
- (8) A direction that if the alleged violator elects to make a cash deposit, the statement which accompanies the citation shall be signed to indicate that the statement required under Subsection (7) above has been read. Such statement shall be sent or brought with the cash deposit;

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- (9) A statement that if the court finds that the violation involves an offense that prohibits conduct prohibited by state statute punishable by fine or imprisonment or both, and that the violation results in property damage or physical injury to a person other than the alleged violator, the court may summon the defendant into court to determine if restitution shall be ordered under Wis. Stats. Sec. 800.093; and
- (10) Such other information as the town deems necessary.

17.03 SCHEDULE OF DEPOSITS

The following schedule of cash deposits is established for use with citations under this Chapter.

ORDINANCE TITLE	OFFENSE	DEPOSITS AND COSTS
2.02(2)(c) and (d)	Violation	\$50.00 plus current court costs
3.04	Violation	\$300.00 plus current court costs
4.01	Violation	\$350.00 plus current court costs
4.02	Violation	\$125.00 plus current court costs
4.03	Violation	\$125.00 plus current court costs
4.04(1)(b)	Violation	\$300.00 plus current court costs
4.04	Violation, other than (1)(b)	\$20.00 plus current court costs
5.05	Violation	\$300.00 plus current court costs
5.06	1 st Violation	\$100.00 plus current court costs
	2 nd Violation	\$150.00 plus current court costs
	3 rd and subsequent violations	\$200.00 plus fire response and current court costs
6.13 (Applies to all of Chapter 6)	Recording Violation	\$550.00 plus current court costs
	Conveyance of lots in unrecorded plats	\$550.00 plus current court costs
	Monuments disturbed or not placed	\$125.00 plus current court costs
	Other Violations	\$252.50 plus current court costs
7.01	1 st Violation	\$50.00 plus current court costs
	2 nd and subsequent violations	\$100.00 plus current court costs
7.03	Violation	\$50.00 plus current court costs
7.04	Violation	\$75.00 plus current court

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		costs
7.05	Violation	\$75.00 plus current court costs
9.02	Violation	\$300.00 plus current court costs
9.03	1 st Violation	\$750.00 plus current court costs
	2 nd Violation	\$1,750.00 plus current court costs
	3 rd Violation	\$2,750.00 plus current court costs
9.04(4) or (6)	1 st Violation	\$50.00 plus current court costs
	2 nd Violation	\$75.00 plus current court costs
	3 rd Violation	\$100.00 plus current court costs
	4 th and subsequent violations	\$200.00 plus current court costs
9.04	Violation, other than (4) or (6)	\$125.00 plus current court costs
9.06	Violation	\$5,250 plus current court costs
10.03	1 st Violation	\$1,500.00 plus current court costs
	2 nd Violation	\$2,000.00 plus current court costs
	3 rd and subsequent violations	\$3,000.00 plus current court costs
10.04(6)(d)	1 st Violation	\$50.00 plus current court costs
	2 nd Violation	\$200.00 plus current court costs
	3 rd and subsequent violations	\$1,100.00 plus current court costs
10.04	Violation, other than (6)(d)	\$175.00 plus current court costs
11.20 (Applies to all of Chapter 11)	Violation	\$275.00 plus current court costs
12.17 (Applies to Sections 12.01 through 12.17)	Violation	Double applicable fee plus current court costs
12.18	Violation	\$175.00 plus current court costs
12.19	Violation	\$1,000.00 plus current court costs
13.01	Violation	\$2,750 plus current court costs
13.02 (See Section 13.04)	Violation	\$1,500.00 plus current court costs

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13.03 (See Section 13.04)	Violation	\$1,500.00 plus current court costs
13.04	Violation	\$1,500.00 plus current court costs
13.05	Violation	\$300.00 plus current court costs
13.06	Violation	\$175.00 plus current court costs
13.07	Violation	\$150.00 plus current court costs
15.04 (Applies to all of Chapter 15)	Violation	\$50.00 plus current court costs
16.05	Violation	\$100.00 plus current court costs
18.09 (Applies to all of Chapter 18)	Violation	\$13,500.00 plus current court costs

Deposits shall be made in cash, money order, or certified check to the Clerk of Circuit Court, who shall provide a receipt therefore.

17.04 ISSUANCE OF CITATION

Any law enforcement officer or the following officials may issue citations with respect to those specified Code provisions which are directly related to their official responsibilities.

ORDINANCE TITLE	ENFORCEMENT OFFICIAL
2.02(2)(c) and (d)	Town Board Member
3.04	Town Board Member
4.01	Town Board Member
4.02	Town Board Member
4.03	Town Board Member
4.04	Town Board Member
5.05	Town Board Member/Fire Chief
5.06	Town Board Member/Fire Chief
6.13	Town Board Member
7.01	Town Board Member
7.02	Town Board Member
7.03	Town Board Member
7.04	Town Board Member
7.05	Town Board Member
9.02	Town Board Member
9.03	Town Board Member
9.04	Town Board Member
10.03	Town Board Member
10.04	Town Board Member
11.20	Town Board Member
12.17	Building Inspector
12.18	Building Inspector
12.19	Building Inspector

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13.01	Town Board Member
13.02	Building Inspector
13.03	Building Inspector
13.04	Town Board Member / Building Inspector
13.05	Town Board Member
13.06	Town Board Member
15.04	Town Board Member
16.05	Town Board Member
18.09	Town Board Member

17.05 PROCEDURE

Wis. Stats. Sec. 66.0113(3) relating to violator's options and procedures on default is hereby adopted and incorporated by reference.

17.06 NONEXCLUSIVITY

- (1) **Other Provisions.** This Chapter does not preclude the Town Board from providing for enforcement of any other law or ordinance relating to the same or some other matter.
- (2) **Other Remedies.** The issuance of a citation hereunder shall not preclude the Town Board or any authorized office from proceedings under any other part of this Code.

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