

**VILLAGE OF GRAFTON
ORDINANCE NO. 005, SERIES 2023
AN ORDINANCE OF THE VILLAGE BOARD AMENDING MUNICIPAL CODE
CHAPTER 16.24: PROPERTY RECORD MAINTENANCE**

THE VILLAGE BOARD OF THE VILLAGE OF GRAFTON DOES ORDAIN AS FOLLOWS:

Part 1. Amend Municipal Code Section 16.24 Property Record Maintenance as follows:

CHAPTER 16.24 PROPERTY RECORD MAINTENANCE

16.24.010. Purpose.

The purpose of this chapter is to provide for compliance with § 70.32(1), Wis. Stats., which requires that all properties that are issued building permits within the Village of Grafton are field reviewed, described and valued by "actual view." Each building permit requires assessment personnel to initially process existing records or create new records, physically review on site the purpose of each building permit to document all property description additions and/or alterations, and process the information gathered in the field to determine an assessed value.

16.24.020. Definitions.

For the purpose of this chapter, the following terms and words shall be interpreted as having the following meanings:

COMMERCIAL OR INDUSTRIAL BUILDING — A building or structure that houses a business or industrial use, enterprise or activity at a greater scale than home occupation or involving the manufacturing of, distribution of, retail or wholesale marketing of, goods or services.

DWELLING UNIT — A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, cooking and sanitation.

MULTIFAMILY RESIDENTIAL BUILDING — A single building or structure containing more than one dwelling unit under single ownership and in which the owner rents or leases the right to occupy any of the dwelling units to a tenant(s).

RESIDENTIAL — Used by occupants as a home, abode, domicile or dwelling that has housekeeping and cooking facilities for the occupants only. A residential property may have multiple dwelling units.

RESIDENTIAL CONDOMINIUM — A multiple dwelling or development containing individually owned dwelling units and jointly owned and shared areas and facilities.

16.24.030. Required property record maintenance fees.

Every person receiving an approved building permit from the Village in which said permit requires the Village Assessor to physically view on site any descriptive property change in an effort to maintain the property record shall pay a property record maintenance fee in accord with § 16.24.040.

16.24.040. Schedule of fees.

The Building Inspector shall maintain a Schedule of Permit Fees which includes property record maintenance fees.

Residential:

~~Residential (1- and 2-family)~~

~~New \$290~~

~~Residential additions \$90~~

~~Condominiums: (3 or more units)~~

~~New \$450 + \$85/unit~~

~~Residential additions \$90~~

~~Accessory structures \$35~~

~~Other \$35~~

~~Multifamily (3 or more units)~~

~~New \$525 + \$85/unit~~

~~Residential additions \$90~~

~~Accessory structures \$35~~

~~Other \$35~~

Commercial/Industrial:

~~New — base fee (up to 5,000 square feet, gross) \$580~~

~~Over 5,000 square feet, gross — maximum \$5,000 \$0.06/square foot~~

~~Additions — base fee (up to 2,500 square feet, gross) \$290~~

~~Over 2,500 square feet, gross — maximum \$2,500 \$0.03/square foot~~

~~Accessory structures \$60~~

~~Swimming pools, fireplace \$25~~

~~Other \$35~~

16.24.050. Fee increases.

The schedule of fees imposed in this chapter may be adjusted at any time when costs are increased by the State of Wisconsin Department of Revenue or the Village assessment contractor. Fees may be updated as approved by the Village Board.

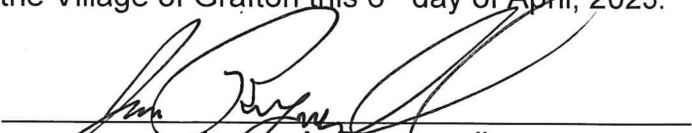
16.24.051. Violations and penalties.

In addition to any other penalty imposed or restitution required, any person who shall violate any provisions of this chapter shall, upon conviction thereof, forfeit not less than \$200 nor more than \$1,000 together with the costs of prosecution and, in default in

payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 60 days.

Part 2. Severability. If any provision of this ordinance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions of this ordinance. This ordinance shall take effect upon passage and posting.

Approved by the Village Board of the Village of Grafton this 6th day of April, 2023.


James A. Brunoquell
Village President

Attest: 
Kaity Olsen
Village Clerk