

AGENDA
PUBLIC SAFETY & WELFARE COMMITTEE MEETING
Kenosha Municipal Building – Room 204
Monday, July 8, 2013 - 5:00 pm

Chairman:	Rocco LaMacchia, Sr	Vice Chairman:	Chris Schwartz
Aldersperson:	Anthony Kennedy	Aldersperson:	Michael J. Orth
Aldersperson:	Kevin E. Mathewson		

Call to Order
Roll Call

Approval of minutes of regular meeting held on June 24, 2013.

1. Application from Kenosha Area Chamber of Commerce Foundation for a Carnival License to be held on August 22 – 24, 2013 in Celebration Place / Harbor Park. *(District 2) (use of Celebration Place / Harbor Park pending Public Works Committee approval)*
2. Aldermanic Request for a 4-Way Stop at 18th Avenue and 78th Street Intersection. *(District 13) (Staff does not recommend approval)*
3. Aldermanic Request for a 4-Way Stop at 36th Avenue and 78th Street Intersection. *(District 13) (Staff does not recommend approval)*
4. BJA FY 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Intergovernmental Agreement by and between the City of Kenosha, Wisconsin and the County of Kenosha, Wisconsin.

DISCUSSION ITEMS:

1. Chickens in the City
2. Permit Procedures and Application Process
3. Status update from Kenosha Police Department regarding Parking issues on Fisherman's Circle Road
4. Special Meeting on July 22, 2013 to discuss Proposed Sign Ordinance

CITIZEN COMMENTS/ALDERMEN COMMENTS/OTHER BUSINESS AUTHORIZED BY LAW

IF YOU ARE DISABLED AND NEED ASSISTANCE PLEASE CALL 653-4052 BEFORE THIS MEETING

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSTITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

PUBLIC SAFETY & WELFARE COMMITTEE
Minutes of Meeting held Monday, June 24, 2013

A meeting of the Public Safety & Welfare Committee was held on Monday, June 24, 2013 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:15 pm by Chairman LaMacchia.

At roll call, the following members were present: Alderpersons Schwartz, Orth and Kennedy. Alderperson Mathewson was excused. Staff members in attendance were Shelly Billingsley, Deputy Director of Public Works/City Engineer; Clement Abongwa, Civil Engineer; Deputy Police Chief Dan Miskins, Captain Thomas Hansche, Lieutenant Jame Heiring, and Alderperson Curt Wilson..

It was moved by Alderperson Kennedy, seconded by Alderperson Orth, to approve the minutes from the meeting held on Monday, June 10, 2013. Motion carried unanimously.

1. Previous trial to Remove No Parking from 8:00am to 5:00pm except Holidays Signs on 31st Avenue between 79th Street and 80th Street. *(District 13) (Staff recommends approval)*
It was moved by Alderperson Kennedy, seconded by Alderperson Schwartz, to approve.
Staff: Clement Abongwa spoke.
Motion carried unanimously.
2. Previous trial to Remove the 15 Minute Parking Signs in Front of 4721-7th Avenue. *(District 2) (Staff recommends approval)*
It was moved by Alderperson Kennedy, seconded by Alderperson Schwartz, to approve.
Staff: Clement Abongwa spoke.
Motion carried unanimously.

DISCUSSION ITEMS:

1. Parking issues on Fisherman's Circle road
Shelly Billingsley notified the Committee that there are No Parking, Handicap and No Parking Dusk to Dawn signs placed and up. Additional signs have been ordered. Clement Abongwa was asked how many signs are up at this time. He replied, "We have seven signs up right now and two have been ordered". Captain Hansche comments that the proposed changes of No Parking signs have been made. However, Handicap signs are not posted and that can be a problem. He recommended to the committee that the area should have "No Backing into stalls" posted and angle parking stalls instead. The lighting could be a little better for coverage of the area. Alderperson Orth recommended cameras on the buildings by the parking spots. Deputy Miskinis told the committee that he will give an update status at the next meeting. Chairman LaMacchia would also like a progress status at the next meeting.
2. Access & Jurisdiction of North Pier
Shelly Billingsley commented that the Pier is not owned by the City so we have no authority or jurisdiction to post signs. It's a federal pier. The Public Works Director will be doing more investigation on other possible options. Alderperson Kennedy would like the Public Works Department to ask permission for signs, etc. Alderperson Orth suggested that maybe we ask the owner of the privately owned Lighthouse to post a sign on the Lighthouse.

ALDERMAN COMMENTS: Alderperson Orth would like a discussion item on the next agenda regarding chickens in the City. Chairman LaMacchia would like Jeff Labahn at the next meeting to discuss what we can do to improve licenses and permits.

ADJOURNMENT - There being no further business to come before the Public Safety & Welfare Committee, it was moved, seconded and unanimously carried to adjourn at 5:43 pm.



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

DEPARTMENT OF PUBLIC WORKS

MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

July 2, 2013

To: Rocco LaMacchia, Sr., Chairman
Public Safety & Welfare Committee

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Deputy Director of Public Works/City Engineer

Cc: Alderman Chris Schwartz
District 2

Subject: ***Application for Kenosha Area Chamber of Commerce for a Carnival License on August 22 – 24, 2013 in Celebration Place / Harbor Park***

BACKGROUND/ANALYSIS

Staff has received a Carnival License Application from the Kenosha Area Chamber of Commerce for the Grill Games event on August 22 – 24, 2013 in Celebration Place/Harbor Park.

RECOMMENDATION

Staff has no recommendation however approval will need to be contingent on Public Works Committee approval of use of Celebration Place/Harbor Park for the event. The Public Works Committee will review the request for use of Celebration Place/Harbor Park for the Grill Games event at the July 15, 2013 meeting.

SAB/kjb

APPLICATION FOR CARNIVAL LICENSE

FEE: \$50.00

Type 124

Name of Corporation or Organization applying for license Kenosha Area Chamber of Commerce Foundation

Address of Corporation or Organization 600 52nd ST suite 130 Kenosha, WI 53140

Name of Person in Charge of Event Lou Molitor, Executive Director

Phone Number of Person in Charge 262 654 1234 ext 113

Location where carnival will be held Celebration Place / Harbor Park, Kenosha

Dates and hours that carnival will be held 8/22/13 4pm to 10pm; 8/23/13 3pm to 11pm
8/24/13 10am to 11pm

Attach a certificate of insurance indicating \$2,000,000 of liability coverage for death or personal injury and \$100,000 coverage for property damage through an insurance company licensed to do business in the State of Wisconsin. to be forwarded by carnival

I (we) hereby agree to comply with all laws, rules and regulations of the State of Wisconsin and the City of Kenosha.

I (we) understand that the Mayor, Building Inspector, Health Administrator or Fire Chief may suspend operations for 24 hours pending an investigation of any unsafe condition.

Lou Molitor
Applicant

Subscribed and sworn to before me
this 26 day of June, 192013

Jose M. Pappas
Notary

My commission expires 8/04/13

Approval by the Mayor in the event that there is not a Council meeting from the time an application is submitted and prior to the event after consultation with the alderman of the district in which the carnival is to operate.

Mayor

Date

ALDERMAN RESPONSE FORM

**CITY OF KENOSHA
DEPARTMENT OF PUBLIC WORKS**

625 52nd Street, Room 305
262-653-4050
262-653-4056 - FAX

DATE: June 18, 2013

ALDERMAN: Curt Wilson

LOCATION OF INQUIRY: 18th Avenue and 78th Street Intersection

BRIEF DESCRIPTION OF CONCERN: 4-Way Stop at 18th Avenue and 78th Street Intersection.

NAME OF ASSIGNED INSPECTOR: Clement Abongwa

DATE AND TIME OF INSPECTION: May 15, 2013

CORRECTIVE ACTION TAKEN:

Staff observed that 18th Avenue and 78th Street intersection has a stop control on the westbound and eastbound direction. No right-of-way related crash was recorded at this intersection in the last five years, there are no sight distance issues and traffic data, collected in May of 2013, indicates low traffic volumes that do not attain minimum threshold values to warrant an all-way stop sign. A comparison of data collected and warrants for all-way stop is attached. Staff does not recommend an all-way stop at 18th Avenue and 78th Street intersection.

ANTICIPATED ISSUANCE OF DATE OF ORDERS: (if applicable): Not applicable.

TIME FRAME GRANTED FOR COMPLIANCE: Not applicable.

(Please contact assigned inspector or me if there are any further questions)



**MICHAEL M. LEMENS, P.E., DIRECTOR
DEPARTMENT OF PUBLIC WORKS**

6-18-13
DATE

TABLE I: ALL-WAY STOP WARRANTS FOR 78TH STREET AND 18TH AVENUE INT.

SN	WARRANTS	MINIMUM REQUIREMENT	DATA VALUE	COMMENTS
1	Where traffic control signals are justified, multi-way stop control is an interim measure that can be implemented quickly to control traffic until the signal is designed and installed.	Signal is not required.	NA	Intersection does not meet warrant.
2	The occurrence within a twelve-month period of five or more reported accidents of a type susceptible to correction by multi-way stop control. Such accident types include turn collisions, as well as right-angle collisions.	5 Crashes	0	Intersection does not meet warrant.
3	<p>Minimum volumes:</p> <ol style="list-style-type: none"> 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2. 	<p>300</p> <p>200</p> <p>40MPH</p>	<p>67</p> <p>39</p> <p>27MPH</p>	<p>Intersection does not meet warrant.</p> <p>Intersection does not meet warrant.</p> <p>Intersection does not meet warrant.</p>

ALDERMAN RESPONSE FORM

**CITY OF KENOSHA
DEPARTMENT OF PUBLIC WORKS**

625 52nd Street, Room 305
262-653-4050
262-653-4056 - FAX

DATE: June 18, 2013

ALDERMAN: Curt Wilson

LOCATION OF INQUIRY: 36th Avenue and 78th Street Intersection

BRIEF DESCRIPTION OF CONCERN: 4-Way Stop at 36th Avenue and 78th Street Intersection.

NAME OF ASSIGNED INSPECTOR: Clement Abongwa

DATE AND TIME OF INSPECTION: May 20, 2013

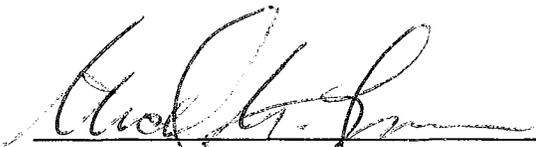
CORRECTIVE ACTION TAKEN:

Staff observed that 36th Avenue and 78th Street intersection has a stop control on the westbound and eastbound direction. No right-of-way related crash was recorded at this intersection in the last five years, there are no sight distance issues and traffic data, collected in May of 2013, indicates low traffic volumes that do not attain minimum threshold values to warrant an all-way stop sign. A comparison of data collected and warrants for all-way stop is attached. Staff does not recommend an all-way stop at 36th Avenue and 78th Street intersection.

ANTICIPATED ISSUANCE OF DATE OF ORDERS: (if applicable): Not applicable.

TIME FRAME GRANTED FOR COMPLIANCE: Not applicable.

(Please contact assigned inspector or me if there are any further questions)



**MICHAEL M. LEMENS, P.E., DIRECTOR
DEPARTMENT OF PUBLIC WORKS**

6-18-13
DATE

TABLE I: ALL-WAY STOP WARRANTS FOR 78TH STREET AND 36TH AVENUE INT.

SN	WARRANTS	MINIMUM REQUIREMENT	DATA VALUE	COMMENTS
1	Where traffic control signals are justified, multi-way stop control is an interim measure that can be implemented quickly to control traffic until the signal is designed and installed.	Signal is not required.	NA	Intersection does not meet warrant.
2	The occurrence within a twelve-month period of five or more reported accidents of a type susceptible to correction by multi-way stop control. Such accident types include turn collisions, as well as right-angle collisions.	5 Crashes	0	Intersection does not meet warrant.
3	<p>Minimum volumes:</p> <ol style="list-style-type: none"> 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2. 	300	46	Intersection does not meet warrant.
		200	32	Intersection does not meet warrant.
		40MPH	26MPH	Intersection does not meet warrant.

Kenosha Police Department
Public Safety Building
1000 – 55th Street
Kenosha, WI 53140-3794
(262) 605-5200



JOHN W. MORRISSEY
Chief of Police

DANIEL G. MISKINIS
Deputy Police Chief

June 27, 2013

To : Public Safety & Welfare Committee Members
Finance Committee Members

From : Chief John W. Morrissey

Re : 2013 Justice Assistance Grant

Cc : Mayor Keith Bosman
City Administrator Frank Pacetti

The City of Kenosha Police Department is applying for a for Federal Justice Assistance Grant \$32,346.00. As required by the grant guidelines, and mutually agreed upon by the Kenosha Police Department and the Kenosha County Sheriff's Department, \$12,938 (40 percent) of the grant award will be allocated to the County of Kenosha and \$19,408 (60 percent) to the City of Kenosha

The Kenosha Police Department intends to expend the grant funds, in accordance with the grant guidelines, for technological equipment. The funds will be used to replace outdated Mobile Data Computers and to purchase two new rifles for members of the rifle team. The current rifles were obtained from the military surplus and are outdated and in need of repairs. The new rifles will allow for better and more consistent training and allow the officers to utilize another officer's weapon if needed. We would also like to purchase a gun mount for one of the motor officers who is also a rifle team member.

The Kenosha Police Department will also purchase three digital cameras with hard cases and a minimum of 16MP, which will be used for crime scene and accident scenes. The police department along with Joint Services is looking to switch to digital photography as it is now being accepted by the courts. We would also purchase three MS office software packages and three external one TB hard drives.

If you have any questions or need additional information, please contact me.

Sincerely,

John W. Morrissey
Chief of Police
City of Kenosha



The mission of the Kenosha Police Department is to serve all people with respect, fairness and compassion. We are committed to preserving peace, order and safety; enforcing laws and ordinances; and safeguarding constitutional rights.

2013 WISCONSIN JAG ALLOCATIONS

Listed below are all jurisdictions in the state that are eligible for FY 2013 JAG funding, as determined by the JAG formula. If your jurisdiction is listed with another city or county government in a shaded area, you are in a funding disparity. In this case, the units of local government must develop a Memorandum of Understanding (MOU) and apply for an award with a single, joint application.

Finding your jurisdiction:(1) Disparate jurisdictions are listed in shaded groups below, in alphabetic order by county.(2) Eligible individual allocations are listed alphabetically below the shaded, disparate groupings.

Counties that have an asterisk (*) under the "Eligible Individual Allocation" column did not submit the level of violent crime data to qualify for a direct award from BJA, but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required Memorandum of Understanding (MOU). A sample MOU is provided online at: <https://www.bja.gov/Funding/JAGMOU.pdf>. Disparate jurisdictions do not need to abide by the listed individual allocations, which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual amounts within the Eligible Joint Allocation and for documenting individual allocations in the MOU. For additional details regarding the JAG formula and award calculation process, with examples, please refer to the updated JAG Technical report: <https://www.bja.gov/Publications/JAGTechRpt.pdf>.

For JAG Frequently Asked Questions, please refer to BJA's JAG webpage: <https://www.bja.gov/Funding/JAGFAQ.pdf>.

WI	BROWN COUNTY	County	*	
WI	GREEN BAY CITY	Municipal	\$50,593	\$50,593
WI	DANE COUNTY	County	*	
WI	MADISON CITY	Municipal	\$103,161	\$103,161
WI	EAU CLAIRE COUNTY	County	*	
WI	EAU CLAIRE CITY	Municipal	\$15,679	\$15,679
WI	FOND DU LAC COUNTY	County	*	
WI	FOND DU LAC CITY	Municipal	\$15,442	\$15,442
WI	JEFFERSON COUNTY	County	*	
WI	WATERTOWN CITY	Municipal	\$11,454	\$11,454
WI	KENOSHA COUNTY	County	*	
WI	KENOSHA CITY	Municipal	\$32,346	\$32,346
WI	LA CROSSE COUNTY	County	*	
WI	LA CROSSE CITY	Municipal	\$20,142	\$20,142
WI	MARATHON COUNTY	County	*	
WI	WAUSAU CITY	Municipal	\$13,942	\$13,942
WI	MILWAUKEE COUNTY	County	*	
WI	MILWAUKEE CITY	Municipal	\$772,401	
WI	WAUWATOSA CITY	Municipal	\$10,427	
WI	WEST ALLIS CITY	Municipal	\$23,499	\$806,327
WI	OUTAGAMIE COUNTY	County	*	
WI	APPLETON CITY	Municipal	\$23,223	\$23,223

WI	RACINE COUNTY	County		
WI	RACINE CITY	Municipal	\$45,775	\$45,775
WI	ROCK COUNTY	County		
WI	BELOIT CITY	Municipal	\$18,879	
WI	JANESVILLE CITY	Municipal	\$19,431	\$38,310
WI	SHEBOYGAN COUNTY	County		
WI	SHEBOYGAN CITY	Municipal	\$13,191	\$13,191
WI	WAUKESHA COUNTY	County		
WI	WAUKESHA CITY	Municipal	\$11,611	\$11,611
WI	WINNEBAGO COUNTY	County		
WI	OSHKOSH CITY	Municipal	\$25,079	\$25,079
WI	POLK COUNTY	County	\$11,335	
Local total			\$1,237,610	

GMS APPLICATION NUMBER 2013-H4126-WI-DJ

**BJA FY 2013 EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) PROGRAM
INTERGOVERNMENTAL AGREEMENT**

By And Between

**THE CITY OF KENOSHA, WISCONSIN,
A Wisconsin Municipal Corporation,**

and

**THE COUNTY OF KENOSHA, WISCONSIN,
A Wisconsin Quasi-Municipal Corporation**

THIS AGREEMENT is made and entered into by and between the **CITY OF KENOSHA, WISCONSIN**, a Wisconsin municipal corporation organized and existing under the laws of the State of Wisconsin, and with offices located at 625 - 52nd Street, Kenosha, Wisconsin 53140 (hereinafter **"CITY"**), and the **COUNTY OF KENOSHA, WISCONSIN**, a Wisconsin quasi-municipal corporation organized and existing under the laws of the State of Wisconsin, and with offices located at 1010 - 56th Street, Kenosha, Wisconsin 53140 (hereinafter **"COUNTY"**).

WHEREAS, **CITY**, and **COUNTY**, maintain separate, and independent, law enforcement agencies in the performance of their respective governmental functions, which agencies are fully funded from current revenues legally available to the parties; and,

WHEREAS, **CITY** has made application (**NUMBER 2013-H4126-WI-DJ**) for a Grant, under the 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, administered by the United States Department of Justice, Office of Justice Programs; and,

WHEREAS, the proposed Grant, as provided by the United States Department of Justice, Office of Justice Programs, stipulates that funds are to be allocated to the **CITY**, and **COUNTY**, and that the award be approved and accepted by the respective governing bodies; and

WHEREAS, the **CITY**, and **COUNTY**, find the acceptance of the 2013 Edward Byrne Justice Assistance Grant in the amount of \$32,346.00 and the allocation of Grant funds to be in the public interest and the best interest of all parties.

W I T N E S S E T H:

NOW, THEREFORE, in consideration of the mutual undertakings and agreements herein set forth, **CITY**, and **COUNTY** agree as follows:

SECTION I

CITY agrees to pay **COUNTY** a total sum of Twelve Thousand Nine Hundred Thirty Eight (\$12,938.00) Dollars of JAG funds.

SECTION II

COUNTY agrees to use a total sum of Twelve Thousand Nine Hundred Thirty Eight (\$12,938.00) Dollars of JAG funds for the Law Enforcement Program for the period of October 01, 2012 to September 30, 2016.

SECTION III

Nothing in the performance of this Agreement shall impose any liability for claims against **COUNTY** other than claims for which liability may be imposed by the laws of the State of Wisconsin.

SECTION IV

Nothing in the performance of this Agreement shall impose any liability for claims against CITY other than claims for which liability may be imposed by the laws of the State of Wisconsin.

SECTION V

CITY and COUNTY will be responsible for their own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

SECTION VI

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

SECTION VII

By entering into this Agreement, CITY, and COUNTY do not intend to create any obligations, express or implied, other than those set forth herein. Further, this Agreement shall not create any rights in any party not a signatory hereto.

SECTION VIII

CITY and COUNTY certify that they have authority under their respective organizational structure and governing laws to accept the Byrne Justice Assistance Grant and execute this Agreement. This Agreement was approved by the Common Council of CITY at a duly noticed and convened meeting held on the ___ day of _____, 2013. This Agreement was approved by the Board of Supervisors of COUNTY at a duly noticed and convened meeting held on the ___ day of _____, 2013.

**COUNTY OF KENOSHA, WISCONSIN,
A Wisconsin Quasi-Municipal Corporation**

BY: _____

Jim Kreuser, County Executive

Date: _____

BY: _____

Mary T. Schuch-Krebs, County Clerk

Date: _____

By: _____

David Beth – Kenosha County Sheriff

Date" _____

STATE OF WISCONSIN)

: SS.

COUNTY OF KENOSHA)

Personally came before me this _____ day of _____, 2013, Jim Kreuser, County Executive, and Mary T. Schuch-Krebs, County Clerk, and David Beth, Sheriff of the COUNTY OF KENOSHA, WISCONSIN, a Wisconsin quasi-municipal corporation, to me known to be such County Executive and County Clerk and Sheriff of said quasi-municipal corporation, and acknowledged to me that they executed the foregoing instrument as such officers as the agreement of said County, by its authority.

Notary Public, Kenosha County, WI.

My Commission expires/is: _____

**Kenosha Police Department
JAG 2013 Equipment List
2013-H4126-WI-DJ**

Description	Per Unit	Qty	Total
Laptops (11 patrol 3 admin)	\$858.00	14	\$12,013.00
Gun mount for MC	\$500.00	1	\$500.00
AR15 Rifle	\$1,010.00	2	\$2,020.00
Digital Cameras 16 MP	\$1,300.00	3	\$3,900.00
Hard Camera Case	\$105.00	3	\$315.00
MS Office	\$140.00	3	\$420.00
External 1TB drive	\$80.00	3	\$240.00
		TOTAL	\$19,408.00

**Kenosha Sheriff's Department
JAG 2013 Equipment List**

Description	QTY	Price Each	Total
#26550 TASER 26	15	\$831.00	\$12,465.00
RH Holsters	4	\$45.00	\$180.00
Digital Power Magazine	3	\$34.95	\$104.85
25' Field use Cartridge	3	\$25.95	\$77.85
Est. Shipping costs	1		\$110.30
		Total	\$12,938.00

GRANT TOTAL **\$32,346.00**

**2013 Justice Assistance Grant
2013-H4126-WI-DJ
Program Narrative**

“2013 Kenosha Police Department Equipment Update”

The Kenosha Police Department intends to purchase 11 laptop computers to replace outdated computers currently in squads. We will also purchase 3 laptops for administration to connect to the server from home. We will also be purchasing 3 MS office software packages and three 1TB external hard drives. The laptops will be used with the existing infrastructure for information sharing.

The systems will allow officers to communicate with each other, dispatch and supervision. With radio systems being overburdened, routing some communication to squad computer based programs will prove beneficial, and in time unavoidable. The systems would also provide for more discreet and secure transmission of law enforcement information to officers of multiple law enforcement agencies within Kenosha County Wisconsin.

We also intend to use the specially designed computers in our patrol vehicles for purposes other than communication. The equipment will allow officers to complete some reports and other documents while in the car instead of at the public safety building. The machines will be of sufficient speed and capacity to view wirelessly transmitted maps and photographs and provide a basis from which to expand into other paperless documents and information exchange. The ability to quickly confirm identification and to share information is paramount to today's law enforcement duties.

The computers will be used with recently upgraded radio modems and will be compatible with communication systems, networks, and in-car digital recorders. By having the systems installed in each patrol vehicle we expect to save officers time and thereby enhance our ability to effectively and proactively patrol the city.

The Kenosha Police Department is committed to maintaining a fully trained and functional rifle team. Some of the current weapons were obtained from the US Military and are outdated. The Police Department would like the weapons to be the same make and model, which allows for better training and would assist if the need should arise for officers to utilize another officer's weapon. One Motor Officer is on the rifle team and we would like to purchase a gun mount kit for his motorcycle.

The Kenosha Police Department plans to purchase 3 digital cameras for use at accident and crime scenes with a minimum of 16 MP. The use of digital imagery is becoming acceptable in courts and the need for photographs is increasing in prosecution of cases.

2013 Kenosha Sheriff's Department Law Enforcement Equipment Program

Kenosha County Sheriff's Department
Application
BJA FY2013 Edward Byrne Memorial
Justice Assistance Grant (JAG)
Project Title: Energy Device inventory improvement
Purpose Area: Law Enforcement
Type of Program: Equipment

Program Narrative

The federal Edward Byrne Memorial Justice Assistance Grant program provides critical funding for Kenosha County Sheriff's Department (KSD) to support law enforcement equipment. This round of funding will be used to improve efficiency in distribution of conducted energy devices (CED) providing a department issued non-lethal tool for each patrol deputy. This funding opportunity will improve the department's deployment of cutting edge technology in use of force continuum options; specifically non-lethal methods.

Kenosha County is located in the southeast corner of the State of WI with a population of 166,426 (2010 Census) and is positioned between two large municipalities: Milwaukee, WI to the north and Chicago, IL to the south, both within 1 hour travel. Kenosha County also is a part of the north-south corridor of Interstate 94, a major thorough fare. The Kenosha County Sheriff's Department has patrol jurisdiction of the entire 272 square miles of the county.

In Kenosha County, the deputy sheriff is often alone in its patrol district and must assess a situation in order to keep safe and avoid escalation of aggression, as additional law enforcement assistance can be up to 10 minutes from the scene.

Conducted energy device (CED) has been an essential tool in the Sheriff's department's force continuum, since 2009. Deputies may have to use more force to gain control of a noncompliant suspect. Physical force measures carry an increased risk of injury for the deputy and the suspect(s). CEDs' allow deputies to control suspects from a distance without engaging in the hand-to hand struggles that often result in injuries for the deputy as well as the suspect(s).

The conducted energy device and OC spray allow officers to avoid up-close struggles. They are tools that the deputy utilizes that can be deployed from a distance to gain control of the noncompliant suspect. The Kenosha County Sheriff's Department policy on force continuum includes the use of OC Spray, but it may not always be effective. The CED is another device available to the patrol deputy to gain control of a suspect.

The Sheriff's Department initiated the purchase and implementation of CEDs as part of its force continuum in 2009 with funding through the 2009 ARRA Edward Byrne Memorial Justice Assistance Grant program. This initial 'stimulus' funding provided our department with (20) Taser® X26 devices with accessories and supplies (i.e. holsters,

batteries, training cartridges). Since then, we purchased (2) more Taser® X26 devices with funding from the FY2010 and FY 2011 Edward Byrne Memorial JAG grant programs. In 2011 we purchased (4) Taser® X26 devices from a WI Office of Justice Assistance grant supporting activities of our Drug Unit.

We have (26) Taser® X26 devices issued. Our CED implementation program is still being developed. We are deficient in the number of CED units to be able to issue one per officer.

Goal: Increase department inventory of conducted energy devices by (15) and purchase accessories.

An increase in inventory of (15) CEDs w/accessories will help to equip each deputy with essential duty gear. In order to reach this goal an adequate compliment of energy devices and accessories must be purchased.

Goal: Decrease overall time spent in roll call issuing equipment.

Roll call, at the beginning of each shift, includes time spent, by a Supervisor, assigning equipment to the officer. Often the CED is turned in by the deputy ending a shift and it is reissued to the next patrol deputy.

To improve efficiency of roll call requires an adequate inventory of CED/accessories to allow for (individual) assignment of the equipment to each deputy.

Assessment/Evaluation

Performance measures will be dictated by accomplishing the tasks in the timeline document included in this proposal. It will include demonstrating procurement and inventory control, staff training, if necessary, and recognizing improvements in roll call duration.

Training will be conducted by a department Sergeant who is a Certified Taser® instructor. The Training Sergeant will coordinate on-site training for deputies who will be issued devices, including the functionality of the device and review of the department policy on use. A maximum of 20 hours of training is expected during the grant award period.

Evaluation of the project will include whether or not the compliment of devices requested in this grant application will be enough to satisfy the goal of one device per patrol deputy.

Sustainability

Adequate inventory of Taser® devices is necessary to allow for periodic repairs of devices requiring the device to be shipped for maintenance. Also, the supply of holsters, batteries and cartridges is necessary in order to keep the devices deployed. Additional purchases will be required over time, once this funding expires, for replacement of non-repairable devices or the device has reached the end of useful life recommended by the manufacturer a new device must be purchased.

It is the intent of the Sheriff's Department to continue to utilize funds provided through the federal BJA Edward Byrne Memorial JAG annual formula grant to sustain the inventory of the Taser® devices. Local levy funding will be proposed through the Sheriff's operating budget to include affording anticipated repairs and supplies, such as, field and training cartridges, training targets, batteries and holsters. It is estimated that that no more than \$1,700 per year will be necessary for repair/supply needs.

The Kenosha County Sheriff's Department has an approved use-of-force continuum to help deputies decide the suitable amount of force for a situation – higher levels of force in most severe circumstances and less force in other circumstances. It is the desire of the department and beneficial for the community to reduce incidents of police use of force, especially deadly force. The conducted energy device is one modern technology used by the KSD as an alternative to deadly force and it can reduce injuries to officers, suspects and by-standers.

**Kenosha Police Department
JAG 2013 Equipment List
2013-H4126-WI-DJ**

Description	Per Unit	Qty	Total
Laptops (11 patrol 3 admin)	\$858.00	14	\$12,013.00
Gun mount for MC	\$500.00	1	\$500.00
AR15 Rifle	\$1,010.00	2	\$2,020.00
Digital Cameras 16 MP	\$1,300.00	3	\$3,900.00
Hard Camera Case	\$105.00	3	\$315.00
MS Office	\$140.00	3	\$420.00
External 1TB drive	\$80.00	3	\$240.00
		TOTAL	\$19,408.00

**Kenosha Sheriff's Department
JAG 2013 Equipment List**

Description	QTY	Price Each	Total
#26550 TASER 26	15	\$831.00	\$12,465.00
RH Holsters	4	\$45.00	\$180.00
Digital Power Magazine	3	\$34.95	\$104.85
25' Field use Cartridge	3	\$25.95	\$77.85
Est. Shipping costs	1		\$110.30
		Total	\$12,938.00

GRANT TOTAL

\$32,346.00

·Planning & Zoning
·Community Development

262.653.4030
262.653.4045 FAX
Room 308



Discussion 2
·Building Inspections
·Property Maintenance

262.653.4263
262.653.4254 FAX
Room 100

DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

Municipal Building · 625 52nd Street · Kenosha, WI 53140
www.kenosha.org

Jeffrey B. Labahn, Director

Richard Schroeder, Deputy Director

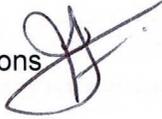
MEMO

TO: Chairman Rocco J. LaMacchia, Sr.
Members of the Public Safety & Welfare Committee

FROM: Jeff Labahn, Director, Department of Community Development & Inspections

RE: **Permit Procedures and Application Process**

DATE: July 3, 2012



Chairman LaMacchia requested that information be provided to the Public Safety & Welfare Committee as a follow up to the recent discussion at committee and Common Council regarding the City permit procedures and application process.

First, I am pleased to report that both the number and value of permits has increased in comparison to the activity level in 2012. The total volume of permits issued has increased 11% and the total valuation of permits has increased 38% over last year as of May 31, 2013. A copy of the most recent monthly report is attached for your reference.

Second, the Department of Community Development & Inspections continues to enhance the information provided on the City of Kenosha website. Detailed permit information is available on-line as many of our customers rely upon this as their primary source of reference for permit applications, requirements and process. I have attached a sequence of printed pages from our website that provide a sample of information that is available to the public.

Third, I would like to update the committee on staff changes that have occurred since January 1, 2013. Rick Hillesland, Senior Inspector, retired at the beginning of the year and Michael Moore was subsequently hired for the position. Gary Meerschaert was hired as Inspector I which brings electrical inspections (and other expertise) back "in house" as these services were outsourced to a private contractor in 2012. Brian Wilke, Development Coordinator, has assumed a majority of the responsibilities of the Zoning Coordinator subsequent to her retirement. Staff members in both the Building & Property Maintenance Division has assumed various other responsibilities as well. We have been able to streamline aspects of the permit application, review and inspection process based upon both the expertise and experience of our staff.

Finally, our staff is evaluating a number of issues pertaining to permitting requirements, some of which may require formal revisions to the Code of General Ordinances. I will continue to keep the committee informed as we prepare the specific ordinances for your review.

JBL:llb

PERMIT ISSUED & VALUATION DETAIL REPORT

FOR PERIOD FROM 05/01/13 TO 05/31/13

ERMIT ESCRPTION	NUMBER FOR PERIOD	VALUE FOR PERIOD	NUMBER YTD		VALUE YTD	
			2012	2013	2012	2013
NEW:						
Single-family	4	\$984,000	8	18	\$1,290,000	\$3,289,243
Two-family	0	\$0	0	0	\$0	\$0
Multi-family	0	\$0	0	0	\$0	\$0
Commercial	0	\$0	2	0	\$1,189,300	\$0
Institutional	0	\$0	0	0	\$0	\$0
Manufacturing	0	\$0	0	0	\$0	\$0
ADDITIONS:						
Residential	1	\$8,000	9	4	\$352,180	\$88,500
Multi-family	0	\$0	0	0	\$0	\$0
Commercial	2	\$318,000	3	4	\$134,000	\$453,000
Institutional	0	\$0	0	0	\$0	\$0
Manufacturing	0	\$0	0	0	\$0	\$0
ALTERATIONS:						
Residential	15	\$93,900	24	31	\$366,660	\$328,900
Multi-family	0	\$0	1	1	\$700	\$5,500
Commercial	5	\$164,500	25	32	\$763,942	\$3,778,850
Institutional	1	\$5,700	6	6	\$877,512	\$82,345
Manufacturing	3	\$672,083	4	5	\$1,360,000	\$808,583
OCCUPANCIES:						
Residential	6	\$0	29	56	\$0	\$0
Home Business	2	\$0	6	5	\$0	\$0
Business Occupancy	19	\$0	99	75	\$0	\$0
Commercial -New	2	\$0	8	5	\$0	\$0
Commercial -Temporary	0	\$0	0	1	\$0	\$0
PLUMBING:						
Commercial	8	\$261,000	43	44	\$782,935	\$624,175
Residential	41	\$84,810	146	172	\$232,326	\$310,536
Sewer & Water Connect	9	\$506,200	36	46	\$750,349	\$602,791
ELECTRICAL:						
Commercial	20	\$1,408,068	100	107	\$1,079,231	\$3,264,930
Residential	36	\$69,830	101	123	\$234,407	\$276,952
HVAC:						
Commercial	8	\$225,050	36	32	\$918,046	\$992,460
Residential	32	\$115,995	95	131	\$411,981	\$482,482
OTHER:						
Accessory Structures	13	\$121,619	19	19	\$183,900	\$160,019
Temporary Structure	0	\$0	0	0	\$0	\$0
Decks/Porches	22	\$63,490	33	34	\$86,358	\$83,890
Porch Repair/Handrls.	1	\$500	4	3	\$2,150	\$1,200
Moving a Building	0	\$0	0	0	\$0	\$0
Signs	28	\$99,450	81	111	\$225,330	\$557,372
Portable Signs	2	\$0	15	8	\$0	\$0
Billboards	0	\$0	0	0	\$0	\$0
Street Occupancy	0	\$0	0	0	\$0	\$0
Pools/Hot Tubs	8	\$51,100	7	10	\$15,165	\$56,150
Fences	71	\$162,992	160	121	\$358,311	\$294,825
Erosion Control	6	\$0	20	32	\$0	\$0
Eros.Cont.Res.-Temp.	2	\$0	0	7	\$0	\$0
Low Voltage/Antenna	3	\$32,538	22	15	\$265,842	\$54,707

15:36
 HOINQ3
 REV. 2.2

PERMIT ISSUED & VALUATION DETAIL REPORT

FOR PERIOD FROM 05/01/13 TO 05/31/13

PERMIT DESCRIPTION	NUMBER FOR PERIOD	VALUE FOR PERIOD	NUMBER YTD		VALUE YTD	
			2012	2013	2012	2013
Roof	8	\$32,150	10	23	\$42,055	\$187,382
Canopy/Awning	0	\$0	4	0	\$10,300	\$0
Dog Enclosure	0	\$0	0	0	\$0	\$0
Raze	0	\$0	5	10	\$108,800	\$792,100
Footing/Foundation	0	\$0	2	2	\$694,200	\$12,450
Fireplace	1	\$3,590	0	3	\$0	\$12,121
Ramp (wheelchair)	0	\$0	3	2	\$6,500	\$4,750
Retaining Wall	0	\$0	0	0	\$0	\$0
Trash Recept. Encl.	1	\$600	0	1	\$0	\$600
Extension to Permit	5	\$0	4	5	\$1,100	\$0
Salvage-Vacated Bldg.	0	\$0	0	0	\$0	\$0
Addl. Plan Review	0	\$0	3	1	\$0	\$0
GRAND TOTAL	385	\$5,485,165	1173	1305	\$12,743,580	\$17,606,813



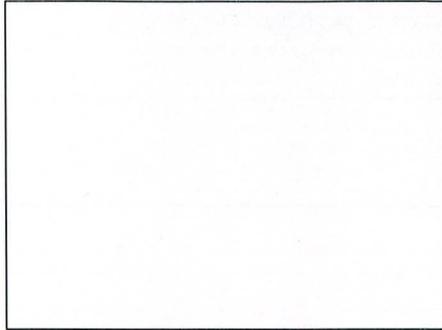
Home : Mayor/Administration : City Council : City Departments : Events : FAQ : Directory

City Departments:

- Administration/Mayor
- Airport
- Assessor
- City Attorney
- City Clerk-Treasurer
- Community Development & Inspections
- Finance
- Fire Department
- Human Resources
- Housing Authority
- Keep Kenosha Beautiful
- Kenosha Public Library
- Kenosha Public Museum
- Municipal Court
- Parks
- Police
- Public Works
- StormWater Utility
- Transportation
- Waste
- Water Utility

• Mayor's Art Commission

CITY HALL HOURS:
M-F 8:00 A.M.-4:30 P.M.
625 52nd Street
Kenosha, WI 53140



[View Meetings of the Common Council](#)

Current News

SOUTHPORT PARK MASTER PLAN - PRELIMINARY BUDGET

The following is the proposed budget for the Southport Park Master Plan Implementation. This is a proposed budget and is subject to change depending on the approval of the Capital Improvement Plan.

[Preliminary Budget](#)

[Yardwaste Coupon](#)

Dog and Cat License Fees are Increasing on July 1, 2013 - [click here for more information](#)

[Simmons Field Lease](#)

KENOSHA DOWNTOWN STRATEGIC DEVELOPMENT PLAN as prepared by The Lakota Group for Kenosha Area Business Alliance and the City of Kenosha. A hard copy of the plan can be found in the reference section of the City's four public libraries.

Revised FEMA FIRM panels for the City of Kenosha to be effective June 19, 2012. Please click [HERE](#) for index to locate the panel for your portion of the City, then return to this page & click on the corresponding panel number.

55059C0088D	55059C0089D
55059C0177D	55059C0178D
55059C0179D	55059C0181D
55059C0182D	55059C0183D
55059C0184D	55059C0182D
55059C0201D	55059C0202D
55059C0204D	55059C0208D
55059C0211D	55059C0212D
55059C0216D	

Proposed Intergovernmental Agreement and supporting documents negotiated between the City, County, the Menominee Indian Tribe of Wisconsin and the Menominee Kenosha Gaming Authority.

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Quick Links:

- Pay Real Estate Taxes
- 2013 Adopted Budget Documents
- Real Estate Tax Search
- SeeClickFix - Report Issues
- Aldermen
- Assessment (Property) Search
- Finance Bid Listings
- Budget Documents
- Capital Improvement Plan
- Code Enforcement
- Council Agendas & Minutes
- Employment Opportunities
- Neighborhood Inspection Program - 2012 NIP
- Ordinances - General (effective 3/8/13)
- Ordinances - Zoning (effective 4/05/13)
- Parks - Activity Calendars
- Permit Search
- **Permits and Inspections**
- Permit (Building) Application Forms
- Public Works Bid Documents
- Recycling Calendars

LOCAL LINKS

- Kenosha Chamber of Commerce
- Kenosha Area Business Alliance
- Kenosha Area Visitor's Bureau
- Other Community Links

Search:



Home : Mayor/Administration : City Council : City Departments : Events : FAQ : Directory

LOCATION: Community Development & Inspections

625 52nd Street, Room 100
 Kenosha, WI 53140
 Phone: (262) 653-4263
 Fax: (262)653-4254
 Contact us: communitydevelopment-inspections@kenosha.org

Office Hours: M-F 8:00 a.m. - 4:30 p.m.

[Staff Directory](#)

Department Service/Resources:

- [Information Request Form for Permits, Orders, and Miscellany](#)
- [Information Request Form - Pending Fees and Charges](#)
- [Informational Handouts](#)
- [Guide to Graffiti](#)
- [File a Complaint](#)

Permits and Inspections

- [Building Permits](#)
- [Inspection Requirements](#)
- [Permit Fee Schedule](#)
- [Permit Application Forms](#)
- [Pay Permits On-line](#)
- [Permit Status/Inspection Results](#)
- [Appeals](#)

Code Enforcement

- [Search Housing Code Inspection Database](#)
- [Property Maintenance Standards](#)
- [Code Enforcement](#)
- [Neighborhood Inspection Program](#)
- [Grass and Weed Control Program](#)
- [Rent Withholding Program](#)
- [Appeals/Complaints](#)

Zoning Compliance

- [Zoning District Information and Property Database](#)
- [Signs](#)
- [Certificate of Occupancy](#)
- [Illegal Conversions](#)
- [Permitted Home Occupations](#)
- [Home Occupancy Standards](#)
- [Appeals](#)

Codes and Ordinances

- [Building Code \(Chapter 9 - Ordinance\)](#)
- [Property Maintenance Code \(Chapter 16 - General Ordinance\)](#)
- [Fence Code \(Chapter 16 - Zoning Ordinance\)](#)
- [Erosion Control Code \(Chapter 33 - General Ordinance\)](#)
- [Sign Code \(Chapter 15 - General Ordinance\)](#)
- [Code of General Ordinances](#)
- [Zoning Ordinance](#)
- [Department of Commerce Safety and Buildings Codes](#)
- [Wisconsin Department of Agriculture: Tenant-Landlord Rights and Responsibilities](#)
- [EPA:Lead Hazards](#)
- [Wisconsin Department of Health & Family Services: Mold](#)

Soil Erosion and Sediment Control

- [FAQ](#)
- [Ordinances & Codes](#)
- [Permit Applications](#)
- [Information Handouts and Brochures](#)
- [Information for Contractors](#)
- [Useful Links](#)

State & Local Business Assistance

- [City of Kenosha Business License Requirements](#)
- [Starting a Business](#)
- [Small Business Administration: Business Start-up Information](#)
- [State of Wisconsin: Building Your Business](#)
- [Better Business Bureau of Wisconsin](#)
- [Federal Tax Responsibilities](#)





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CITY DEPARTMENTS : NEIGHBORHOOD SERVICES : PERMIT FORMS

Permit Forms

ATTENTION-All contractors, please review the state licensing requirements [HERE](#) for all permits.



- [ACCESSORY BUILDING](#)
- [CANOPY/awning](#)
- [CERTIFICATE OF COMPLIANCE FOR RR1/RR2/RR3/RS1/RS2/RD](#)
- [CERTIFICATE OF COMPLIANCE FOR RS3/RG1/RG2](#)
- [COMMERCIAL ADDITION](#)
- [COMMERCIAL ALTERATION](#)
- [COMMERCIAL ELECTRIC](#)
- [COMMERCIAL NEW BUILDING](#)
- [COMMERCIAL HEATING, VENTILATING & AIR CONDITIONING](#)
- [COMMERCIAL PLUMBING](#)
- [EXTERIOR SEWER / WATER LATERAL](#)
- [FENCE](#)
 - [Information on fence permit process](#)
- [FIREPLACE](#)
- [FOOTING/FOUNDATION](#)
- [HOME OCCUPANCY](#)
 - [Information on residential/home occupancy permit process](#)
- [LOW VOLTAGE/ANTENNA](#)
- [OCCUPANCY - COMMERCIAL NEW BUILDING](#)
 - [Information on new \(commercial\) building occupancy permit process](#)
- [OCCUPANCY - BUSINESS](#)
 - [Information on business occupancy permit process](#)
- [OCCUPANCY - RESIDENTIAL](#)
- [PARK IMPACT FEE](#)
- [POOLS](#)
 - [Information on pool permit process](#)
- [PORCH/DECK PERMIT](#)
 - [Information on porch/deck permit process](#)
- [PORTABLE SIGN](#)
- [RAZING A BUILDING](#)
- [RESIDENTIAL ADDITION](#)
- [RESIDENTIAL ALTERATION](#)
 - [General homeowner information](#)
- [RESIDENTIAL ELECTRIC](#)
- [RESIDENTIAL HEATING, VENTILATING & AIR CONDITIONING](#)
- [RESIDENTIAL PLUMBING](#)
- [RETAINING WALL](#)
- [ROOF](#)
- [SIGN](#)
 - [Information on sign permit process](#)
- [SINGLE FAMILY NEW BUILDING](#)
 - [Occupancy Checklist for One- and Two- Family New Buildings](#)
- [SOIL EROSION AND SEDIMENT CONTROL](#)
 - [Erosion Control](#)
- [STREET OCCUPANCY](#)
- [TRASH RECEPTACLE ENCLOSURE](#)
- [WATER UTILITY PERMIT FEES](#)
- [WHEELCHAIR RAMP](#)

(All forms are in Acrobat PDF format)



City of Kenosha
Department of Community Development and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140
Phone: 262.653.4263, Fax: 262.653.4254

**APPLICATION PACKET
FOR
ACCESSORY BUILDING PERMIT**

Project Address _____

The following items must be completed and submitted as a packet:

1. _____ Accessory Building permit application
2. _____ One (1) plat of survey prepared by a Professional Land Surveyor, licensed by the State of Wisconsin (see attachment). The survey must show all existing buildings, proposed accessory building, setbacks from property lines, distances from all accessory structures, proposed drainage patterns, and proposed changes to existing yard grade
3. _____ Cautionary Statement (required if the property owner is listed as the contractor); OR State Licensing (required if a contractor is listed)
4. _____ One (1) set of plans (size 8 1/2" x 11" **or** 11" x 17", drawn at 1/4" scale)
5. _____ Will the grading of the property change as a result of constructing an accessory building?

Yes _____ No _____

If yes, please contact Bill Knutsen, Soil Erosion Specialist at 262.653.4247 prior to permit application submittal.

Note: Upon plan review or as a result of a field inspection, the Soil Erosion Specialist or Code Official may determine that an erosion control permit and/or installation of erosion control measures are required.

6. _____ Community Development and Inspections Authorization, Room 308 (required for commercial or multi-family properties: _____)

I hereby certify and acknowledge that all of the above required information provided is true and accurate to the best of my knowledge.

Signature

Date

After Approval/Processing of this Permit Application:

If you do not intend to proceed with this project, please contact our office at 262.653.4263 to avoid paying the entire cost of the permit. Administrative and/or plan review fees will be charged. Any/all unpaid permit fees, along with an additional \$100.00 Administrative Fee, will be processed as a special assessment against the real estate upon which the service was performed.



City of Kenosha
 Department of Community Development and Inspections
 625 52nd Street, Room 100, Kenosha, WI 53140
 Phone: 262.653.4263, Fax: 262.653.4254

Office Use Only:

APPLICATION FOR ACCESSORY BUILDING PERMIT

Permit Fees:

New Construction: \$180.00 (\$60.00 Building Permit Fee, \$60.00 Building Plan Review Fee, and \$60.00 Zoning Plan Review Fee)

Repair to Existing: \$60.00

You will be notified when your permit is ready; please do not submit payment with permit application.

Project Address _____

Property Owner _____

*Contractor _____

Mailing Address _____

Mailing Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone (_____) _____

Phone (_____) _____

Contractor e-mail _____

*Note to Contractor: Please see attached "State Licensing Requirements."

Estimated Cost \$ _____ Project Name (if commercial or multi-family property): _____

Corner Lot: Yes _____ No _____ Square Footage of Accessory Building _____

Accessory Building Size: _____ by _____ Height _____

Setbacks in feet from property lines: Front _____ Rear _____ Left _____ Right _____

CHECK ONE: One-family Two-family Multi-family Commercial

Indicate type of accessory building: Garage Shed Gazebo Greenhouse Pavilion

Other _____ Tent - (Specify dates for tent: From _____ To _____)

Is an existing garage or shed being torn down? Yes No (If garage or shed is 500 sq. ft. or greater, a raze permit application must be completed and submitted with this permit application)

Office Use Only: Zoning _____ Zoning Review/Approval _____

I agree to comply with all applicable codes, statutes, and ordinances, and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and, certify that all of the permit information herein is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

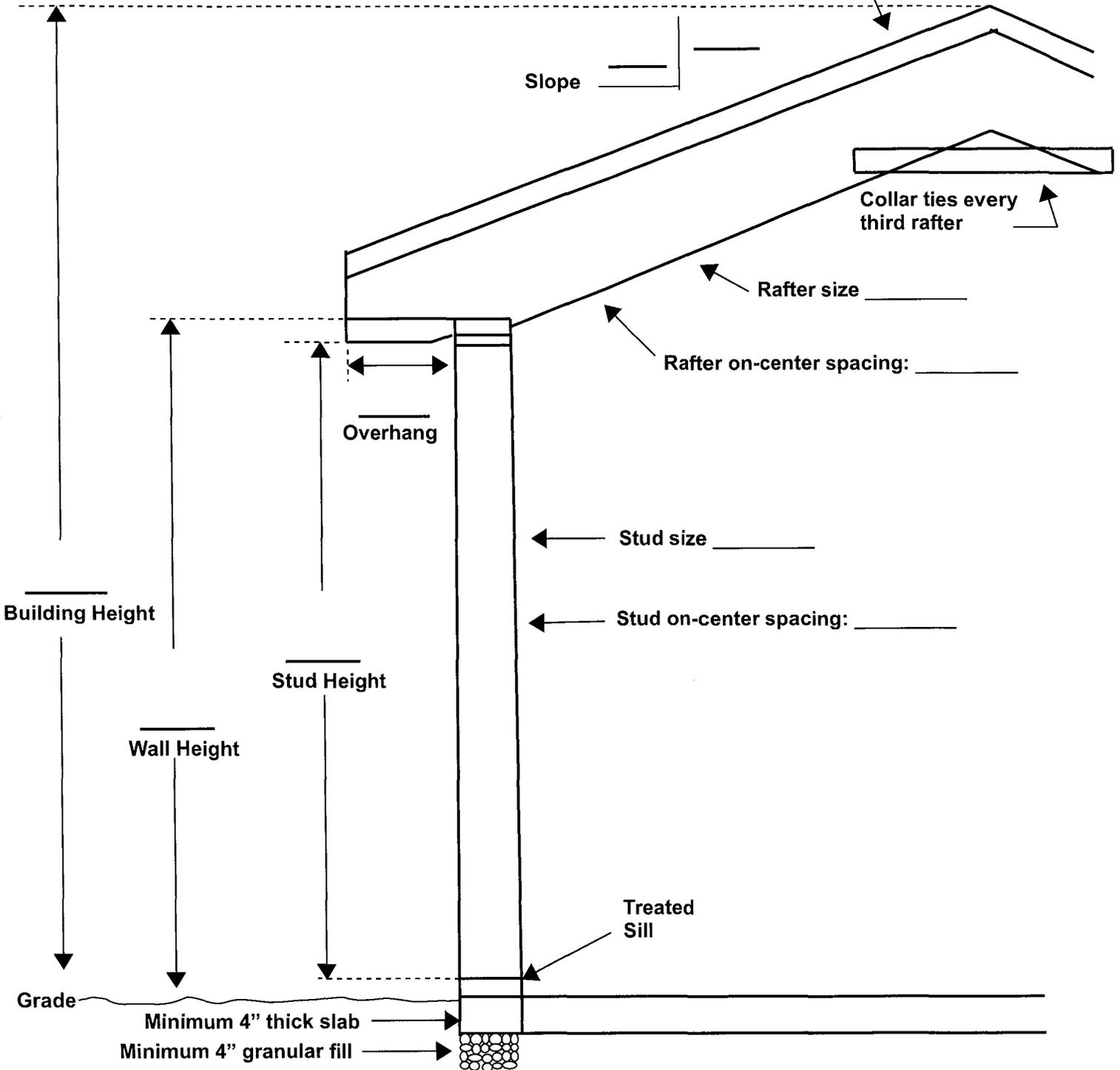
Applicant Signature: _____ Date: _____

APPLICATION FOR
ACCESSORY PERMIT
Page Three

Check One:

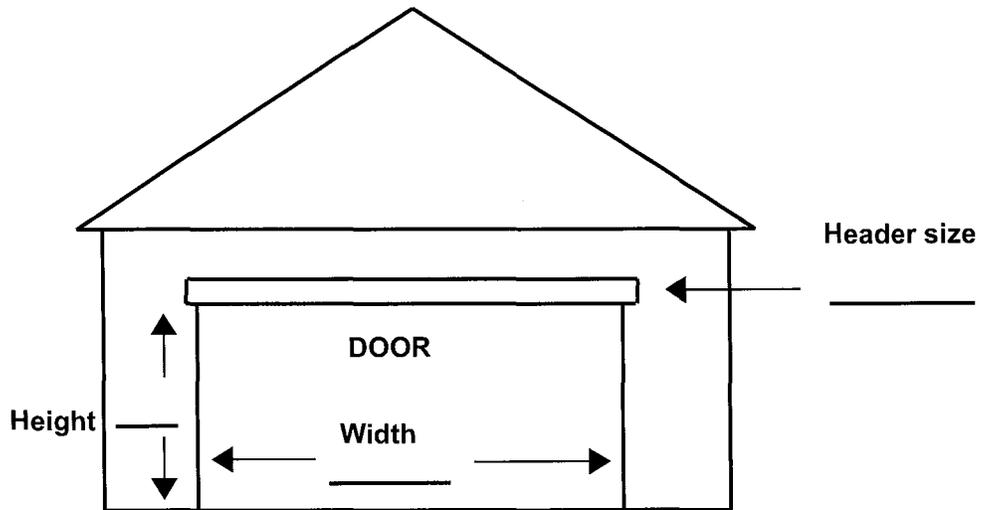
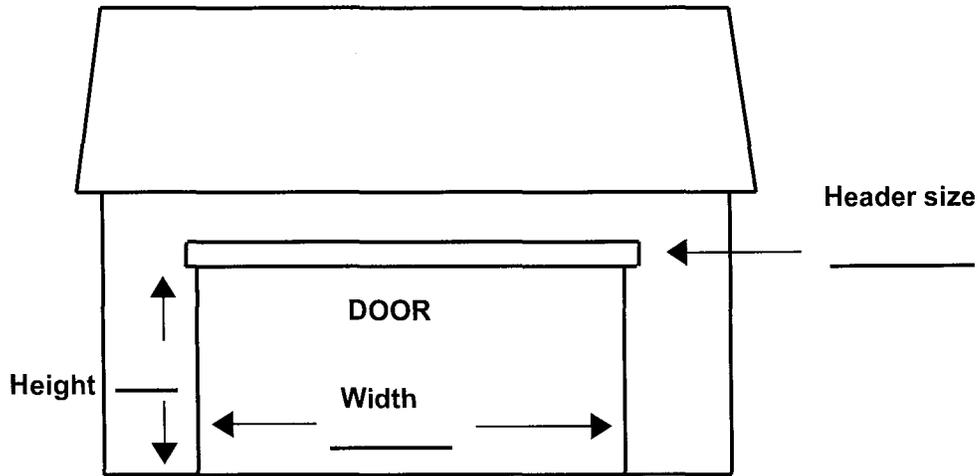
Trusses

Rafters



City of Kenosha

APPLICATION FOR
ACCESSORY PERMIT
Page Four





State of Wisconsin Licensing Requirements for Contractors:

Licenses are available through the Department of Safety and Professional Services (DSPS) at:
<http://dsps.wi.gov/sb/SB-DivCreds.html>

General Contractors of One- or Two-family Dwellings:

Any general contractor that performs work on a one- or two-family dwelling must possess the following two licenses:

- 1) Dwelling Contractor Number: _____ Signature of Designee: _____
 - 2) Dwelling Qualifier Number: _____
- Dwelling Qualifier Licensee Signature: _____ Print Name: _____

General Contractors of Multi-family Dwellings or Commercial Projects:

Any general contractor that performs work on a multi-family dwelling or commercial property must possess the above two licenses
OR:

Building Contractor

Registration (BCR) Number: _____ Signature of Designee: _____

Contractors of Exterior Sewer and Water Laterals or Interior Plumbing Projects:

Any contractor that performs Exterior Sewer and Water Lateral or interior plumbing work must possess the following two licenses:

- 1) Wisconsin Master Plumber's License Number: _____
Licensee's Signature: _____ Print Name: _____
- 2) Building Contractor
Registration (BCR) Number: _____ Signature of Designee: _____

Contractors of Electrical Projects:

Any contractor that performs electrical work must possess the following two licenses:

- 1) Wisconsin Master Electrician's License Number: _____
Licensee's Signature: _____ Print Name: _____
- 2) Wisconsin Electrical
Contractor Certification Number: _____ Signature of Designee: _____
OR
Building Contractor Registration (BCR) Number: _____ Signature of Designee: _____

Contractors of HVAC Projects:

Any contractor that performs HVAC work must possess the following two licenses:

- 1) Wisconsin HVAC Licensee's Print
Qualifier Number: _____ Signature: _____ Name: _____
OR
City of Kenosha Licensee's Print
HVAC License: _____ Signature: _____ Name: _____
- 2) Wisconsin HVAC Contractor Certification Number: _____ Signature of Designee: _____
OR
Building Contractor Registration (BCR) Number: _____ Signature of Designee: _____

Note to Property Owners:

If the owner of the property is listed as the general contractor, a license is not required; however, the attached "Cautionary Statement" must be signed by the property owner.



CITY OF KENOSHA
Department of Community Development and Inspections

CAUTIONARY STATEMENT TO OWNERS OBTAINING BUILDING PERMITS

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit, and the contractor is not bonded or insured as required under S.101.654(2)(a), the following consequences might occur:

- a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.
- b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two-family dwelling code or an ordinance enacted under Sub.(1)(a) because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

**CAUTIONARY STATEMENT TO CONTRACTORS FOR
PROJECTS INVOLVING BUILDING BUILT BEFORE 1978**

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs six (6) sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of Ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call 608.261.6876 or go to <http://dhs.wisconsin.gov/lead/WisconsinRRPRule.htm> for details of how to be in compliance.

WETLANDS NOTICE TO PERMIT APPLICANTS

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

**ADDITIONAL RESPONSIBILITIES FOR
OWNERS OF PROJECTS DISTURBING ONE OR MORE ACRE(S) OF SOIL**

I understand that this project is subject to Ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: _____ Date: _____



ACCESSORY BUILDING INFORMATION SHEET

For Residential Accessory Buildings:

1. The following building setbacks are required, as measured from property lot lines.

Zoning Districts:	Front:	Interior Side:	Side Street Lot Line:	Rear:	Distance From Another Building on Lot:	Suggested Overhang:
TRD-1, TRD-2	70' (Unless otherwise approved by City Development)	4'	15'	4'	5'	8"
RS-1, RM-2, RR-3	70'	4'	20'	4'	5'	16"
RS-2	70'	3'	20'	3'	5'	12"
RD, RM-1	70'	2'	20'	2'	5'	8"
RS-3, RG-1, RG-2	70'	2'	15'	2'	5'	8"

2. Garages in the **RG-1, RG-2, and RS-3** zoning districts shall not exceed the size of the footprint of the house.
3. Any combination of buildings, structures, driveways, aprons, sidewalks, or other surfaces which are impervious to water in lots zoned **RS-1, RS-2, RS-3, RG-1, and RG-2** may not exceed 60% of the total lot area.
4. Any combination of buildings, structures, driveways, aprons, sidewalks, or other surfaces which are impervious to water in lots zoned **RD, RR-1, RR-2, and RR-3** may not exceed 50% of the total lot area.
5. At least three (3) days PRIOR to any digging, call Digger's Hotline at 1.800.242.8511.
6. Maximum allowable building height is sixteen feet (16'), as measured from the grade of the front of the building.
7. The driveway apron (private property) shall maintain a minimum nine foot (9') width, and shall not exceed the width of the driveway approach [Zoning Ordinance 12.0(B)].
8. The total ground area covered by all accessory buildings associated with one- and two-family residential properties, shall not exceed fifteen percent (15%) of the lot area; or, 840 square feet, whichever is less.

Example: Lot width (50') x lot depth (100')
 Total area = 5,000 sq. ft.
 $\times 15\%$
 750 sq. ft. = maximum ground area that can be covered by all accessory buildings.

ACCESSORY BUILDING INFORMATION SHEET – Page Two

RESIDENTIAL CONSTRUCTION STANDARDS:

- Slab: All organic material to be removed, and a minimum thickness of four inches (4") of concrete is required.
- Base Plate: Single two inch by four inch (2" x 4") pressure treated lumber, with anchor bolts, no less than one-half inch (1/2") in width, spaced no more than eight feet (8') apart.
- Top Plate: Double two inch by four inch (2" x 4") construction grade lumber.
- Wall Studs: Two inch by four inch (2" x 4") construction grade lumber with a maximum spacing of twenty-four inches (24"), and a maximum wall height of ten feet (10').
- Rafters: Maximum spacing of twenty-four inches (24"). Rafter size will vary depending on the span.
- Roofs: Tie-down clips are required.
- Collar Ties: Required at every third rafter, with maximum spacing of forty-eight inches (48").

Note: Dimensions and standards listed above are code requirements. Specific structural conditions must be determined by the owner or contractor, and approved by the building inspector.

INSPECTIONS REQUIRED:

- Footing: When footing is excavated and formed; or, slab is formed and sand/gravel cushion and reinforcement is in place.
- Rough-in: For any plumbing, heating, or electrical work that is involved.
- Framing: When all framing is complete and all mechanical is installed, but before insulating. Garages, where framing will not be covered on the inside, do not require a framing inspection.
- Insulation: When all wall insulation is in place and ceiling and wall vapor barriers are in place.
- Final: When all work is complete and before garage is occupied or used for any purpose.

ACCESSORY BUILDING INFORMATION SHEET – Page Three

SURVEY REQUIREMENTS FOR CONSTRUCTION OF ACCESSORY BUILDINGS:

Why is a Survey Required?

A property survey is required for all proposed accessory buildings. Land and its improvements are a major financial investment; therefore, all land ownership boundaries, corners, features, and improvements should be located, monumented, and mapped by a property survey and filed in public records. A survey will verify that planned improvements are in compliance with zoning setbacks and coverage requirements.

What is a Property Survey?

A property survey is a detailed plan of the lot with all existing and proposed improvements shown on the plan. (See Exhibit 1)

Who Prepares the Property Survey?

A property survey must be prepared by a Professional Land Surveyor who is licensed through the Wisconsin Department of Safety & Professional Services. The surveyor will stamp and certify the survey document.

What is Required to be Shown on the Survey?

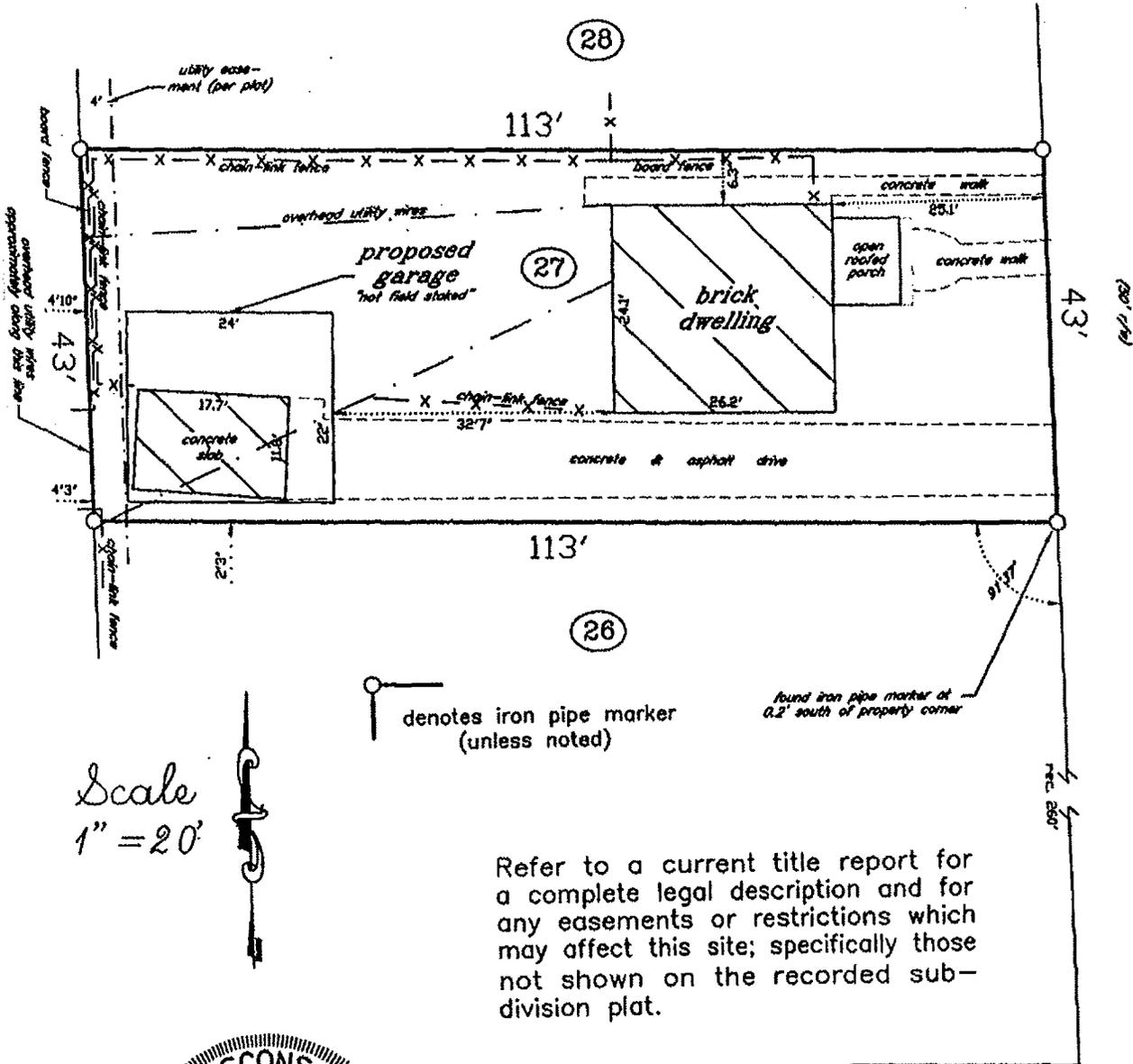
1. The property owner's name, the assessor's parcel number, and the site address.
2. All property lines, all easements (utilities, access, etc.), and site dimensions.
3. Exact location and dimensions of all existing and proposed buildings, distances between existing and proposed buildings, and distances from existing and proposed buildings to all property lines.
4. Lot size and all adjacent public streets, alleys, and roadways.
5. Location of all impervious surfaces on the lot (i.e., patios, sidewalks, existing and/or proposed driveways).
6. Identity of each building by its use (garage, residence, etc.), including decks, retaining walls, etc.
7. Owner must be able to show corner irons on the site to the satisfaction of the building inspector.
8. Proposed drainage patterns and proposed changes to existing yard grade.

This is a guide to the most common questions and problems.
It is not intended, nor shall it be considered, a complete set of requirements.

Department of Community Development and Inspections
625 52nd Street, Room 100, Kenosha, WI 53140
Phone 262.653.4263, Fax 262.653.4254
www.kenosha.org

address:

tax key parcel no.:



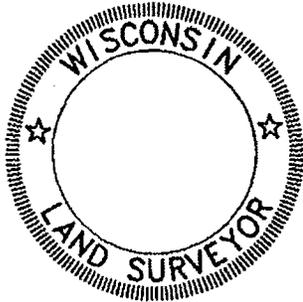
Scale
1" = 20'



denotes iron pipe marker
(unless noted)

found iron pipe marker at
0.2' south of property corner

Refer to a current title report for
a complete legal description and for
any easements or restrictions which
may affect this site; specifically those
not shown on the recorded sub-
division plat.



I hereby certify that
this property was
surveyed under my
direction. This
plat is a true re-
presentation thereof.

Reg. Land Surveyor
Date

Plat of Survey of
LOT
SUBDIVISION
in 1/4 Section
CITY OF KENOSHA
KENOSHA COUNTY, WIS.

-for-
Name