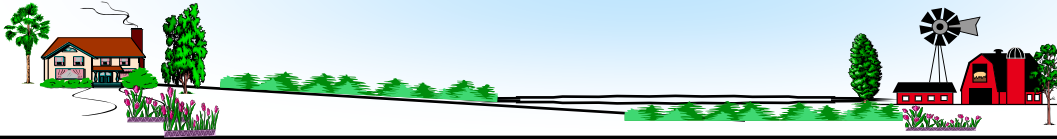


# Town of Sun Prairie Newsletter

5556 Twin Lane Road, Marshall, WI 53559, 608-837-6688



August 2013

Volume 21 Issue 2

## PARKS ADVISORY COMMITTEE NEWS

In recent months the Town of Sun Prairie called for the creation of a Parks Advisory Committee. The primary tasks of the committee include developing a parks management plan, evaluating costs and advising the Board on our findings. Currently, we are in the process of analyzing locations for a new town park while also looking at the possibility of enlarging an existing site, Generations Park.

Our current Master Plan itemizes some desirable qualities we would like to achieve in this new development. These consist of the preservation of natural resources, the potential to support multiple outdoor activities and proper accessibility to name a few. The committee would be interested in a discussion with any town resident that would have a plot of land they think might satisfy the previous qualities.

We are excited to share our progress and encourage residents to attend our meetings at 7:00 p.m. on the second Tuesday of each month. We may be contacting individual residents in the near future to discuss an interest in particular sites. Please contact the Town Hall or the Parks Committee President, Jim Van Pelt ([jimvanpelt@gmail.com](mailto:jimvanpelt@gmail.com)), with any information.

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## CURBSIDE COLLECTION CARTS

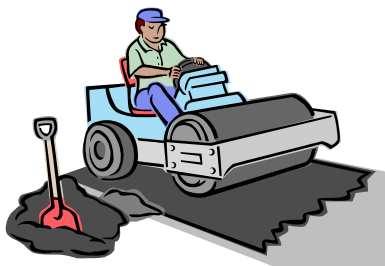
WRITTEN BY CINDY YELK

- **Did you know** that if you are “spilling over” you can get larger garbage and recycle carts? That’s right – if you are still using the 65 gallon carts you can upgrade to a 95 gallon recycle cart at no additional charge. If you feel the need for a 95 gallon garbage cart, it can be requested, but a charge of \$60/year will be billed directly to you by Waste Management. Waste Management can be reached at (608) 273-2500.
- **Did you know** that if you are having trouble keeping your carts upright during windy/stormy weather you can apply one or more of these tricks to help prevent tip over’s? Waste Management has suggested a simple ¼ turn of your cart may keep the wind from catching the lid of your cart forcing it over. Also suggested was applying a piece of masking tape from the lid to the base. Waste Management states it will not hamper the ability of the lid to open once it is turned upside down. You can also bag the materials in your garbage cart so that in the event it does tip over, you only have a few bags to chase, not a scattered array of miscellaneous garbage.
- **Did you know** that on collection day your cart(s) need to be at the end of your driveway, not in the road, and not in front of snow banks? Please place the carts 2 feet away from each other and other fixed objects (mailboxes, etc.) so that the automated arms can have access.

## 2013 ROAD WORK PROJECTS

WRITTEN BY CINDY YELK

It is officially summertime in Wisconsin and we all know what that means.....Road Work! We can see it in our daily commutes back and forth to work and on other road trips while we are running errands or, if we are lucky, vacationing. Whether resurfacing or reconstructing, we see it all summer long (and even in the spring and fall too). The Town of Sun Prairie has a couple projects planned to improve our local roads and make your drive through the Town more pleasant.



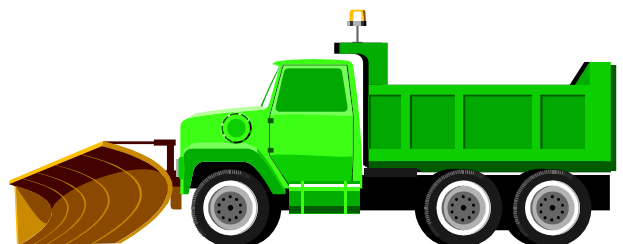
The first project is to slurry seal Savannah Valley (east of Twin Lane Road between CTH T and STH 19). It has been several years

since the road has had any serious maintenance, so the road patrolmen have decided this area could use a little facelift. Seal coating is the process of applying a protective surface layer to an existing roadway which, when used with crack filling, protects the road from further wear and tear and extends the life of the road. The Town will also be seal coating the parking lot around the Town Hall and its' accessory buildings. Slurries are created when manufactured aggregates are mixed with an asphalt emulsion. They are produced in transit mix trucks or specifically designed slurry seal equipment and laid through a drag box with a rubber squeegee strike off. Traffic must be kept off the slurry until it is cured – usually 1 day. This is why they split the roadway in half and do one side one day and the other side the next.

The 2nd project is to apply a brown boiler slag to Twin Lane Road from STH 19 north to the Town line. There is a lot of heavy traffic on this road, so

the boiler slag option was preferred by our Town patrolman on this particular roadway because of its strength and durability. They begin by spraying liquid asphalt on the roadway, and cover it with a product called brown boiler slag which comes from the Portage power plant. This slag is the molten bottom ash collected at the base of slag tap and cyclone type furnaces that is quenched with water. When the molten slag comes in contact with the quenching water, it fractures, crystallizes, and forms pellets. This boiler slag material is made up hard, brown particles that have a smooth, glassy appearance. The road does not have to be closed during this process, but do expect delays when traveling.

With limited funds in the Town budget, choosing what roads can be resurfaced, in what year and by what method can be challenging. The patrolmen do their best to use the budgeted money as wisely as possible. Projects are completed when work crews are in the area completing work for other municipalities, in an effort to maximize efficiency. This is taxpayer money at work, so if you come across road work crews, slow down and obey the signage. Keep off the surfaces if it is their request. Tracking across freshly paved surfaces can ruin them if they are not cured. And more importantly, usually all tracks lead to home, and may end up on your property.



## CREDIT AND DEBIT CARDS NOW ACCEPTED!

WRITTEN BY CINDY YELK



Yes, you read that correctly! We now accept credit and debit cards for payment of anything **in person** at the Town Hall.

There have been many inquiries over the years that I have been treasurer in respect to credit and debit card usage to make payments on taxes, dog licenses, building permits, etc. I wanted to provide a service to our residents, but did not want to budget money to fund the service at the expense of our taxpayers. After much research, I thought the best solution for everyone involved was to contract with GovPayNet to offer this payment option. Here's the catch – the cardholders pay a service fee at the time of their transaction. When I run your debit or credit card, you will pay a service fee directly to GovPayNet, and whatever amount you wish to pay to the Town. There are no charges to our municipality for the service provided by GovPayNet.

We accept MasterCard, Visa, American Express, Discover, and Debit Cards. Fees to card holders are as follows:

### Property Tax Payments

By Credit Card: 3.5% of total, \$3.50 minimum

By Visa Debit Card: \$3.95

### All Other Payments

\$0.00 - \$50.00 = \$1.50

\$50.01 - \$75.00 = \$1.75

\$75.01 - \$100.00 = \$3.00

\$100.01 - \$150.00 = \$5.00

\$150.01 - \$200.00 = \$7.00

for each additional increment of \$50.00, or portion thereof, add \$1.75.

Please note, the Town **does not** set the fee schedule, GovPayNet does. More information can viewed under News Items on the Home Page of the Town website,

[www.townofsunprairie.info](http://www.townofsunprairie.info).

You can also contact me directly at

[treasurer@townofsunprairie.info](mailto:treasurer@townofsunprairie.info),

or by calling 837-6688.

## FROM THE DESK OF COMMUNITY DEPUTY JOHN NELSON...





July 24, 2013 – Criminals are always looking for an easy target, and leaving a vehicle unlocked with valuables inside, is just that. The Dane County Sheriff's Office wants to alert citizens to a recent rash of thefts from vehicles in the northeast part of the county.

On Tuesday, July 23, a deputy working in the town of Burke took four calls in one morning. Over the past two weeks, several thefts from vehicles were reported in the town of Bristol. In each incident, the thieves entered the vehicle through an unlocked door and took small electronics and cash. GPS units seem to be very popular with the thieves. Bristol and Burke seem to be getting hit the hardest but these suspects could very easily move to one of the other townships located in our area. The suspects seem to be targeting rural neighborhoods between the hours of 11pm and 6am.

I am reaching out to the 6 northeast townships asking for help in getting the word out. Even though these crimes took place in northeast Dane County, a reminder to lock vehicles and keep valuables out of sight is something everyone can benefit from. Don't be an easy target for thieves, lock your doors and most likely they'll move on to the person that didn't.

## IS MONEY TIGHT?

FoodShare stretches your budget by depositing money on a debit-like card called the QUEST card once per month to help buy groceries. With one phone call you can see if you might be eligible and make an appointment in your area for free one-on-one application assistance.

<b>ELIGIBILITY</b>	
You may qualify if your household's gross monthly income is less than...	
	<b>\$1,862</b>
	<b>\$2,522</b>
	<b>\$3,182</b>
	<b>\$3,842</b>

**Call Second Harvest Foodbank's  
FoodShare Helpline today!**

**1-855-366-3635**

**Or go to [www.GetAQuestCard.org](http://www.GetAQuestCard.org)**



Check the WI Department of Revenue website for informative publications:

<http://www.revenue.wi.gov/pubs/slf/pb060.pdf>

**2013 Property Tax payment dates are undetermined as of this printing. PLEASE review the newsletter enclosed with your property tax bill for in office payment hours.**

## No More Mulch for 2013—see you next Spring!

### BUILDING PERMIT QUESTIONS ANSWERED

Building Permits are required when your project involves an addition or change in the footprint of your house or accessory building and for any type of electrical, heating or plumbing work. Exterior work permits are required for additions of porches or decks, changes to the size of a window opening, swimming pool installations and construction of new structures. Interior work permits are required to replace your furnace and/or air conditioner, installation of wood stoves or fireplaces, finishing or remodeling of a basement, remodeling of your kitchen or bathroom, and moving of walls. **PRIOR TO APPLYING FOR A BUILDING PERMIT IN THE TOWN OF SUN PRAIRIE, YOU WILL NEED TO HAVE A ZONING PERMIT ISSUED BY DANE COUNTY ZONING (608-266-4266).** Basically anything which extends the footprint of a structure needs a zoning permit. Dane County may also require an erosion control permit, depending on the nature of your project. Building Permits are issued by Independent Inspections, Ltd. Chris Butschke is the Town of Sun Prairie Inspector and can be reached at 1-800-422-5220 or (608)576-6371.

## ORDINANCE 93-1

### TOWN OF SUN PRAIRIE

#### AN ORDINANCE REGARDING BUILDING PERMITS, BUILDING CODE, UNIFORM DWELLING CODE, ELECTRICAL CODE, PLUMBING CODE AND STANDARDS FOR PROPERTY MAINTENANCE.

Yes! The Town of Sun Prairie does have a building code and property maintenance ordinance. Recently the town office has had inquiries of our building codes due to new construction, remodeling and maintenance.

To the right is the content page of Ordinance 93-1, an ordinance referring to building permits, building code, uniform dwelling code, electrical code, plumbing code and standards for property maintenance. Many inquiries dealt with Article D—Standards for Property Maintenance.

Because most inquiries dealt with Article D I have included that section in this newsletter for your information.

The clerk's office is in the process of putting the Town Ordinances online for easy access for residents and prospective property owners but we aren't quite ready.

*(Continued on page 6)*

### HALL RENTAL

Are you planning an event for family, friends or community club? The Town Hall is available to residents and the general public. Rental arrangements are handled through the Clerk/Treasurer's Office at the Town Hall, (608) 837-6688. The rental fee is \$50 for residents and \$125 for non-residents. Stop by the hall and check out the new carpet, parking lot, and canopy (Oct. 2012)!

#### Article A

S 15-1-1  
S 15-1-2  
S 15-1-3  
S 15-1-4  
S 15-1-5  
S 15-1-6  
S 15-1-7  
S 15-1-8  
S 15-1-9  
S 15-1-10  
S 15-1-11

#### Article B

S 15-1-20  
S 15-1-21  
S 15-1-22  
S 15-1-23  
S 15-1-24

#### Article C

S 15-1-40  
S 15-1-41  
S 15-1-42  
S 15-1-43  
S 15-1-44

#### Article D

S 15-1-50  
S 15-1-51

#### Article E

S 15-1-60  
S 15-1-61  
S 15-1-62  
S 15-1-63  
S 15-1-64  
S 15-1-65

#### Building Code

Building Code Established  
Building Permits and Inspection  
State Uniform Dwelling Code Adopted  
Construction Standards; State Code Adopted  
New Methods and Materials  
Disclaimer of Inspections  
Fences  
Swimming Pools  
Basements; Excavations  
Regulations for Moving Buildings  
Reserved for Future Use

#### Electrical Code

State Electrical Code Adopted  
Access to Buildings  
Permits  
Electrical Inspections  
Reserved for Future Use

#### Plumbing Code

State Plumbing Code Adopted  
Definitions  
Compulsory Inspection  
Application and Permits  
Reserved for Future Use

#### Standards for Property Maintenance

Property Maintenance Standards Established  
Reserved for Future Use

#### Permit Fees; Penalties; Definitions

Permit Fees  
Violations  
Penalties  
Conflict of Ordinance  
Definitions  
Reserved Future Use

### 2013—Five New Housing Starts

Is this a sign of a recovering economy?

**Building Code**  
**Building, Electrical and Plumbing Codes**

**ARTICLE D**  
**STANDARDS FOR MAINTENANCE OF PROPERTY**

PROPERTY MAINTENANCE STANDARDS ESTABLISHED

- a. These standards apply to all structures located in a residential zoning area and to all structures and sites used for residential purposes.
- b. It is unlawful for any person to occupy or use or let or hold out to another for occupancy for use any building, structure or premises which does not comply with the requirements of this Code.
- c. FOUNDATIONS, EXTERIOR WALLS AND ROOFS. The foundation shall be substantially water tight and protected against rodents and shall be kept in good condition and repair. The foundation elements shall adequately support the building at all points. Every exterior wall shall be substantially water tight, weather tight, protected against rodents, kept in good condition and repair and shall be free of deterioration, holes, breaks, loose or rotting boards or timber, and any other condition which might admit rain or dampness to the interior portions of the walls or interior spaces of the dwelling. All exterior wood surfaces shall be protected by paint, stain or other water and weather resistant treatment. Every roof shall be water tight, weather tight, kept in good condition and repair, and have no dangerous defects. Roof drainage shall be adequate to prevent rain water from causing dampness in the walls. All cornices, copings, parapets, moldings, belt courses, lintel, sills and similar projections shall be kept in good repair, free from cracks or defects which make them hazardous or dangerous.
- d. WINDOWS, DOORS AND HATCHWAYS. Every window shall be fully supplied with transparent or translucent window panes which are substantially without cracks or holes, shall be substantially tight and shall be kept in good condition and repair. Windows, other than fixed windows, shall be easily opened and shall be held in position by window hardware. Exterior door shall fit substantially tight within its frame and shall be kept in good condition. Window and door frames shall be kept in good condition and shall exclude rain and substantially exclude wind from entering the building or structure. Every basement hatchway shall prevent the entrance of rodents, rain and surface drainage water into the building or structure.
- e. SCREENS. From June 1st to September 15th screens shall be installed on doors or windows when they are required for ventilation. Screening shall be at least a 14 mesh and shall be attached to its frame in such manner which does not leave openings larger than those in the screen itself. Frames shall be in good condition and repair and shall fit tightly into the window or door frame so as not to allow the passage of insects or rodents. Screens shall be provided with positive attachment devices to insure that inserts will not fall from or be dislodged from the door or window frame. A self-closing device shall be provided for screen doors.
- f. STAIRWAYS AND PORCHES. Every exterior stairway and every porch and its supports shall

*(Continued on page 7)*



(Continued from page 6)

- be kept in good and safe condition and repair and shall be free of deterioration with every rail and balustrade firmly fastened and maintained.
- g. CHIMNEYS. Every Chimney and chimney flue shall be in good and safe condition and repair.
- h. GRADING AND DRAINAGE OF LOTS. Every yard, court, driveway or other portion of the lot shall be graded or drained so as to prevent the accumulation of stagnant water on any such surface. Driveways shall be maintained in good condition and repair.
- i. YARDS. Yards shall be kept substantially clear of debris and shall be provided with adequate lawn or ground cover of vegetation, hedges or bushes. All areas not covered by any of the foregoing shall be treated to prevent dust or the blowing or scattering of dust particles into the air. All trees, bushes or vegetation which overhang a public entrance shall be properly trimmed to avoid obstruction of the view and movements of vehicles and pedestrians.
- j. INFESTATION. Every building, structure and all exterior appurtenances on the premises shall be adequately protected against rats, mice, termites, and other vermin. Occupants and operators shall be responsible for the extermination of rodents and vermin from that part of the premises under their exclusive control except where more than one unit is infested at the same time and in this instance the owner shall also be responsible for extermination of the infestation.
- k. EXTERIOR APPEARANCE. Every building and structure shall be kept neat and attractive in appearance. All wooden portions shall be painted, stained or receive other similar treatment as often as necessary to maintain such appearance. Stone, brick or other masonry shall be kept adequately pointed and maintained.
- l. REFUSE, GARBAGE AND RUBBISH. Every building or structure shall have adequate refuse, garbage or rubbish storage facilities. Garbage containers shall all have tight covers and shall be kept in place at all times. No occupant shall accumulate rubbish, refuse, garbage, junk or other materials which may provide harborage for rodents or vermin.
- m. ACCESSORY STRUCTURES. Every accessory structure shall be kept in good condition and repair, shall not obstruct light and air of doors or windows, shall not obstruct a safe means of access to any building or structure, shall not create fire or safety hazards and shall not provide rat or vermin harborage.
- n. MAINTENANCE OF PROPERTY COMPLAINT. Complaints alleging a violation of this ordinance shall be commenced by service of written notice of noncompliance upon the property owner. Maintenance of Property Complaint forms are available from the Building Inspector or the Town Clerk.

## VEHICLE REGISTRATION

WRITTEN BY CINDY YELK

Is your vehicle registered in the correct municipality? The next time you renew your vehicle registration please check to make sure that it is registered in the Town of Sun Prairie. Many times our registration cards say that our vehicles are registered with the villages and city just outside our boundaries. Properly identifying your municipality helps ensure a more accurate population count for our Town, which in turn helps the Town receive its fair share of grants, refunds, revenues, etc. Every little bit helps to keep our municipal taxes from increasing. Thank you for checking.



## Town of Sun Prairie

5556 Twin Lane Road  
Marshall, WI 53559

Phone: 608-837-6688  
Fax: 608-825-4864  
Email: [tspclerk@gmail.com](mailto:tspclerk@gmail.com)

TIME SENSITIVE  
INFORMATION INSIDE

August 2013  
Volume 21 Issue 2



The Town of Sun Prairie Newsletter is a communication service of the Town Board for the residents of the Town of Sun Prairie.

### Contacts

Fire, EMS and Sheriff Emergency	911
Sheriff NE Precinct non-emergency #	266-3456
Lyle Updike, Board Chairperson	837-0069
Vernon Pogue, Board Supervisor	837-6749
Doug Yelk, Board Supervisor	333-3974
Jo Ann Ramsfield Clerk	837-6688
Cindy Yelk, Treasurer	837-6688
Jerry Hahn, Constable	837-9860
Waste Management, trash & recy.	273-2500
Burn Permit (answering machine)	837-5066
Dane County Planning & Development	266-4266
Building Inspector	1-800-422-5220

### BOARD & PLAN COMMISSION MTGS.

The Town Board's regular monthly meetings are on the 2nd and 4th Monday of the month. Meetings begin at 7:00 p.m., at the Town Hall, 5556 Twin Lane Road.

Meeting agenda notices, ordinance adoptions, and other information are posted on the website and three town bulletin boards. The bulletin boards are located at the Town Hall, 4167 CTH N. and Lonely Lane near the intersection with CTH N.

**Building Permits & Ag Site Permits** are issued by the building inspector, Chris Butschke. He has office hours at the town hall on Monday 9-10 a.m., 837-6688. He can also be reached by calling 1-800-422-5220. **Dane County** requires a zoning permit for all new structures and additions. The phone number is 266-4266, Rm 116, City County Building, 210 Martin Luther King Jr. Blvd., Madison.

We're on the Web  
[www.townofsunprairie.info](http://www.townofsunprairie.info)