

Title 12 Chapter 1

Building Control Permits

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Sec. 12-1-1 Title/Purpose

The title of this Chapter is Building Control Permits. The purpose of this Chapter is for the Town to control and permit the installation, repair, construction, reconstruction, relocation, maintenance, and remodeling of certain buildings and structures in the Town.

Sec. 12-1-2 Authority

The Town Board has the specific authority under ss. 60.61, 62.17, 101.65, 101.76, and 101.86, Wis.: stats, and general authority under its Village Powers to adopt this Chapter, subject to the requirement that towns shall submit ordinances to the State Department of Commerce for review if the Town intends to enforce the Uniform Dwelling Code.

Sec. 12-1-3 Applicability - Generally

REGARDLESS OF ANY PROVISION OF THIS CHAPTER OR ANY PERMIT ISSUED UNDER THIS CHAPTER, ANY ONE-OR 2-FAMILY DWELLING BUILT OR MODIFIED AFTER JUNE 1, 1980, SHALL COMPLY WITH THE UNIFORM DWELLING CODE AND CHAPTER COMM. 20-25 OR THE WISCONSIN ADMINISTRATIVE CODE. THE TOWN SHALL SUBMIT THIS CHAPTER TO THE DEPARTMENT OF COMMERCE FOR REVIEW IF THE TOWN INTENDS TO ENFORCE THIS WISCONSIN UNIFORM DWELLING CODE.

Sec. 12-1-4 Definitions

In this Chapter:

(A) "Building or structure" means any building or structure, and any installation, construction, remodeling, enlargement, alteration or relocation to it.

(B) "Building Inspector" means a Building Inspector retained or employed by the State, County, or Town. If the Building Inspector is to enforce the State Uniform Dwelling Code, he or she shall be certified for inspections by the State of Wisconsin and approved to inspect one and two family dwellings in the Town under the current Wisconsin Uniform Dwelling Code or its successor code. A Town Building Inspector appointed by the Town Board may be retained or employed by the Town.

(C) "Camping unit" means any portable device, no more than 400 square feet in area, used in the Town as a temporary or seasonal dwelling, including but not limited to a camping trailer, motor home, bus, van, pick-up truck or tent.

(D) "Closed construction" means any building, building component, assembly, or system manufactured in a manner so that it cannot be inspected before installation at the building site without disassembly, damage, or destruction.

(E) "Dwelling unit" means a structure or that part of a structure that is used or intended to be used as a home, residence, or sleeping place by one person or by 2 or more persons maintaining a common household, to the exclusion of all others.

(F) "Manufactured dwelling" means any structure or component of a structure that is intended for use as a dwelling and:

(1) Is of closed construction and fabricated or assembled on site or offsite in manufacturing facilities for installation, connection or assembly and installation at the building site; or

(2) Is a building of open construction, which is made or assembled in manufacturing facilities away from the building site for installation, connection, or assembly and installation on the building site and for which certification is sought by the manufacturer.

The term manufactured dwelling does not include a building of open construction that is not defined under par 2. A single or double width manufactured or mobile home is not considered a manufactured dwelling.

(G) "Manufactured home" means any of the following:

(1) A structure manufactured or assembled before July 15, 1976, but which is transportable in one or more section and which in the traveling mode is 8 body feet or more in width or 40 body feet or more in length or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent

foundation when connected to the required utilities.

(2) A structure which meets all the requirements of par. (1), except the size requirements, and with respect to which the manufacturer voluntarily files a certification required by the secretary of housing and urban development and complies with the standards established under 42 USC 5401 to 5425.

(H) "Mobile home" means any mobile home manufactured or assembled before July 15, 1976, which is or was originally constructed and designed to be transported by any motor vehicle upon a public highway and designed, equipped and used primarily for sleeping, eating and living quarters, or is intended to be so used; and includes any additions, attachments, annexes, foundations and appurtenances.

(I) "One- or 2-family dwelling unit" means any building that contains one or 2 dwelling units.

(J) "Open construction" means any building, building component, assembly or system manufactured in such a manner that it can be readily inspected at the building site without disassembly, damage, or destruction.

(K) "Owner" means

(1) Any person having a legal or equitable interest in a dwelling unit.

(2) "Owner" does not include any person whose legal or equitable interest in a dwelling unit is a security interest derived solely from the extension of credit to permit construction or remodeling of the dwelling or purchase of the dwelling unit by a third party.

(L) "Subdivision" means a division of land as defined by the Town's Land Division and Subdivision Ordinance.

(M) "Temporary or seasonal dwelling" means

(1) Any dwelling, cabin, shack, cottage, manufactured home, manufactured dwelling, mobile home, camping unit, or similar structure constructed, installed, parked, or maintained on a parcel of land in the Town for temporary or seasonal human habitation, sleeping, lodging, shelter, or living quarters for recreational, camping, hunting, fishing, or travel on a temporary or seasonal basis.

(2) "Temporary or seasonal dwelling" does not include any of the following:

a. A structure or dwelling unit that has proper and lawful septic or sewage, water and electrical connections attached to the dwelling to properly service the projected occupants.

- b. A manufactured dwelling, mobile home, manufactured home, or camping unit that is used for permanent and year-round habitation, sleeping, lodging, shelter, or living quarters.
- c. Any hotel, tourist rooming house, motel, inn, or bed and breakfast as defined in s. 254.61, Wis. Stats.
- d. Any structure or dwelling constructed or installed and in compliance with the One- or Two Family Dwelling Code adopted under Chapter 101, Wis. Stats.
- e. A multi-family dwelling unit, including any apartment, town house, condominium, row house, nursing home, jail, prison, or community based residential facility that has installed, conducted, and maintained sufficient and proper and lawful septic or sewage, water, and electrical connection to properly service the projected occupants of these facilities, as determined in writing the Town Board of the Town and with sufficient and proper minimum sleeping room square footage and total square footage to properly service the projected occupants as determined by the Town Board of the Town or its designee.
- f. Any dwelling unit used for temporary or seasonal habitation less than 90 days in any calendar year.

(N) "Town" means the Town of Arlington, Columbia County, Wisconsin and includes the Town's, officers, employees, and agents, including any Town Building Inspector, where appropriate.

(O) "Town Board" means the Board of Supervisors for the Town of Arlington, or any person designated to act for the Town Board.

(P) "Town Clerk" means the Clerk of the Town of Arlington or his or her deputy or agent.

(Q) "Wis. Stats." means the Wisconsin Statutes, including successor provisions.

Sec. 12-1-5 Exemptions from Permit

All of the following are exempt from the requirements for obtaining a permit under this Chapter:

(A) Any private agricultural building or structure.

(B) Any commercial or industrial building or structure for which the costs and expenses, including labor costs, of construction, alteration, installation, repair, reconstruction, relocation or remodeling shall not exceed \$30,000 dollars within a

twelve (12) month period.

(C) Any public or quasi-public building for which the costs and expenses, including labor costs, of construction, repair, reconstruction, alteration, relocation, installation, or remodeling shall not exceed \$30,000 dollars-within a twelve (12) month period. This shall include labor costs.

(D) Any residential building or structure, including apartments and other multifamily residence buildings or structures, where the costs and expenses, including labor costs, of construction, repair, reconstruction, relocation, installation or remodeling shall not exceed \$30,000 dollars within a twelve (12) month period. This shall include labor costs.

(E) Any mobile home, camping unit, or manufactured home installed or parked inside a licensed Mobile Home Park or Campground approved by the Town Board or would have received an Annual Permit or Occupancy Permit issued by the Town Board for habitation occupancy in the Town under the Town Mobile Home, Camping Unit or Manufactured Home Ordinance.

(F) Any temporary or seasonal dwelling residential unit occupied for habitation in the Town with less than 100 square feet or any temporary or seasonal dwelling residential unit parked, installed, and maintained less than 90 days in any calendar year.

(G) Any public or private building or structure not otherwise specifically exempted under this section specifically waived in writing by the Town Board, if the Town Board determines the character of the building or structure has been adequately described in application for which the costs and expenses, including labor costs, for the construction, repair, reconstruction, relocation, installation or remodeling shall not exceed \$30,000.

(H) Any public or private building or structure exempted or preempted by State or Federal law or regulation, or by any County or extraterritorial ordinance from any Town ordinance, jurisdiction, or control.

(I) The construction, installation, relocation, reconstruction, repair, or remodeling of any of the following buildings or structures in the Town:

- (1) Public or private driveways (Permit is required for Driveways per Sec. 13-2.)
- (2) Public roads, highways, bridges, or culverts.
- (3) Public sewer or water systems.
- (4) Public or quasi-public electrical, telephone, cable, or other telematic structures.

(5) Buildings or structures ordered to be constructed, reconstructed, relocated, installed, repaired, or remodeled by a state or federal court or by any federal, state, county, or Town administrative agency order.

(J) Outbuildings used exclusively for agricultural purposes.

(K) Children's play structures, dog kennels and storage sheds of less than 120 square feet in area.

Sec. 12-1-6 General Provisions

(A) Any person, unless exempt under this Chapter, who constructs, installs, repairs, reconstructs, relocates, or remodels any public or private building or structure in the Town, including building, heating, ventilating, plumbing or electrical work or service, or who causes the same to occur, shall seek and obtain from the Town a Town Building Permit prior to commencing, or causing the commencement of, construction, relocation, installation, repair, reconstruction or remodeling project. This shall include the following:

(1) New buildings.

(2) Additions that increase the physical dimensions of a building including decks.

The requirement for a permit under this subsection specifically includes any public building or structure, including any building or structure of any city, village, county, or school district. Upon proper completion of such project, the person shall seek and obtain an Occupancy Permit from the Town.

(B) The following provisions of the Wisconsin Administrative Code are adopted by reference and made part of this Chapter: Ch. Comm. 16-17; Ch. Comm. 20-25; Ch. Comm. 28; Ch. Comm. 61-65; Ch. Comm. 70; Ch. Comm. 75-79; Ch. Comm. 80-86, all applicable provisions of the Wisconsin Enrolled Building Code, and all applicable provisions of the NFPA 1 Fire Code. A violation of these above noted provisions shall constitute a violation of this Chapter.

(C) This Chapter regulates, provides for inspections of, and controls the construction, installation, repair, reconstruction, relocation and remodeling projects specifically for the following types of buildings under this Chapter:

(1) Residential permanent dwellings, including manufactured homes, manufactured dwellings and mobile homes and outbuildings, garages and storage buildings.

(2) Apartments, duplexes or other multi-family units used exclusively as

permanent residences for not more than two (2) families.

(3) All other public and private buildings and structures shall comply in the construction, installation, repair, and remodeling projects with the Wisconsin Administrative Code as adopted by reference, including any inspection requirements.

(D) Notwithstanding Ch. Comm. 20.05, the scope of the Wisconsin Uniform Dwelling Code is revised to include for the purposes of this Chapter:

(1) Additions, alterations and major equipment replacements for one (1) and two (2) family dwellings built prior to June 1, 1980. Because such projects are not under State jurisdiction, petitions for variance and final appeals under Chs. Comm. 20.19 and 20.21, respectively, shall be decided by the Town Board of Appeals. Petitions for variance shall be decided per Ch. Comm. 20.19(intro) so that equivalency is maintained to the intent to the rule being petitioned. As the Town Board of Appeals approves petitions for variance, the Town Building Inspector is granted the power to apply the results to similar circumstances by precedent.

(2) Detached garages serving one (1) and two (2) family dwellings and any heating, electrical or plumbing systems therein, shall comply with the Uniform Dwelling Code. Petitions for variance and appeals shall be handled as in the previous paragraph.

(E) The Town Board shall appoint a Town Building Inspector on the conditions as noted herein:

(1) Creation and Appointment. There is hereby created the office of Town Building Inspector. The Town Building Inspector shall be appointed by the Town Board and shall be an official of the Town. The Town Building Inspector may be retained or employed by the Town. The Town Building Inspector, if he or she is to enforce the State Uniform Dwelling Code, shall be certified for inspection purposes by the State in the required categories specified under Ch. Comm. 5, Wisconsin Administrative Code, by the State of Wisconsin.

(2) Subordinates. The Town Building Inspector may appoint, as necessary, subordinate inspectors. Any subordinate retained to inspect buildings under the State Uniform Dwelling Code shall be certified as necessary under Ch. Comm. 5, Wisconsin Administrative Code, by the State of Wisconsin.

(3) Duties. The Town Building Inspector shall administer and enforce all provisions of this Chapter.

(4) Powers. Within the limits of the law, the Town Building Inspector may at all reasonable hours enter upon any public or private premises for inspection

purposes, and any require the production of the permit for any building, plumbing, electrical or heating work.

(5) Records. The Town Building Inspector shall perform all administrative tasks required by the applicable codes and this Chapter. In addition, the Town Building Inspector shall keep a record of all applications for Town Building Permits in a book for such purpose and shall regularly number each permit in the order of its issuance.

(F) Two sets of building plans shall be submitted to the Town Clerk or, if appointed, to the Town Building Inspector for any work valued over [\$] dollars, any work which expands the size of a building, any new building, or as required by the Town Building Inspector. If a new building or building addition is proposed, than a plot plan showing such proposed work, and existing buildings and property lines shall be submitted.

(G) The Town Building Inspector shall issue the requested permit after all State, County and local submission requirements are satisfied. If a permit card is issued, it shall be posted at the job site in a visible location. Permits are valid for two (2) years.

(H) If no non-compliances are found by the Town Building Inspector, then the Town Building Inspector shall allow occupancy. If minor non-compliances other than health or safety items are in existence, the inspector may allow temporary occupancy for a specified term. Occupancy may not be taken until occupancy is allowed by the Town Building Inspector.

(I) All buildings shall have a weather-resistant, uniform and neighborhood-compatible exterior finish. Tar paper or similar material is not acceptable.

(J) All buildings shall be maintained so that they do not lose value or become non-complying with applicable codes.

(K) Before, during, or subsequent to construction, yards in the Town shall be kept free of weeds and trash and the Town Board may order action to remove these weeds and trash.

(L) At the time of Town Building Permit application, the applicant shall pay fees as established periodically by the Town Board. If work commences prior to permit issuance, double fees may be charged by the Town Building Inspector, if appointed.

(M) The Town Board or the Town Building Inspector, if appointed, may issue a stop work order against a project to prevent further non-complying work.

(N) This Chapter shall not be construed as an assumption of liability by the municipality or inspector for damages because of injuries sustained or property destroyed by any defect in any installation or on any premises.

(O) The Wisconsin Uniform Dwelling Code, Chs. Comm. 20-25 of the Wisconsin Administrative Code, and all amendments thereto, is adopted and incorporated by reference and shall apply to all buildings within the scope of this Chapter.

Sec. 12-1-7 Minimum Building and Structural Provisions

(A) No public or private building or structure of any type shall be constructed, repaired, relocated, reconstructed, remodeled, or installed, without Town Board written approval or a proper permit issued by the Town Board or its agents, including the Town Building Inspector, if appointed and in compliance with any applicable setbacks established by law.

(B) No public or private building or structure of any type shall be constructed, repaired, reconstructed, relocated, remodeled or installed, without Town Board written approval or a proper permit issued by the Town Board or its agents, including the Town Building Inspector, if appointed, within the setbacks and/or sideyards as applicable to the land division requirements in which the improvement is located and as applicable to the requirements for setbacks and/or sideyards in the time that the land division was last approved in the Town.

(C) No public or private building or structure of any type shall be constructed, repaired, reconstructed, remodeled, relocated or installed in any Subdivision without compliance with all of the following:

(1) Chapter 236, Wis. stats.

(2) Any County, extraterritorial, or State requirements adopted under Chapter 236, Wis. stats.

(3) Any Town Subdivision Ordinance enacted under Chapter 236, Wis. stats.

(4) Obtaining prior written approval by the Town Board under Chapter 236, Wis. stats.

(D) No public or private building or structure of any type shall be constructed, repaired, relocated, reconstructed, remodeled or installed in any land division, as created under a town land division ordinance enacted under Chapter 236 Wis. Stats and as defined in the Town Land Division and Subdivision Ordinance, without compliance with that Ordinance and without prior written approval by the Town Board or a permit, by the Town Board or its agents, including the Town Building Inspector, if appointed.

(E) No public or private building or structure of any type shall be constructed, installed, relocated, remodeled, reconstructed, repaired, or maintained without compliance with all appropriate and relevant State and federal laws and regulations,

County ordinances, extraterritorial ordinances and Town ordinances including compliance with all applicable Town and county plans, approvals, permits, licenses, plats, and all Town, County or extraterritorial comprehensive wetland, shoreland, construction site erosion control, and storm water management zoning laws and regulations.

(F) No one- or 2-family residential dwelling units or other building or structure, not exempt from the permit requirement under this Chapter, shall be constructed, repaired, relocated, reconstructed, remodeled, installed, occupied, or used without compliance with this Chapter and without specific timely receipt of both a proper and lawful Town Building Permit issued by the Town Board or its agents, including the Town Building Inspector, if appointed, and, when necessary, an Occupancy Permit timely and properly sought by the owner and issued by the Town Board or its agents, including the Town Building Inspector, if appointed.

(G) No Town Building Permit shall be issued for any one- or 2-family dwelling units by the Town to a person who is required to be certified under the State contractor financial responsibility certification statute, s. 101.654, Wis. stats, unless that person produces a certification of financial responsibility under s. 101.65, Wis. stats. No building or structure, public or private, unless exempt, in the Town shall be relocated by the owner or occupant of the land or the building without written approval of the Town Board of the Town or a permit issued by the Town Board or its agents, including the Town Building Inspector, if appointed and in compliance with any conditions for relocation as established by the Town.

(H) No public or private building shall be used as a dwelling unit in the Town without a functional smoke detector in the basement and on each floor level, except the attic or storage area of such dwelling, as required in s.101.645 Wis. Stats. The Town by the Town Board or its agents, including the Town Building Inspector, if appointed, may inspect new dwellings, common areas, or other areas with approval of the landowner pursuant to s. 101.645, Wis. stats.

(I) All public and private buildings and structures shall remain in full compliance with all appropriate fire controls, public nuisance regulations, waste disposal, treatment, and storage regulations, and hazard regulations under any state or federal laws and rules or under any county, Town or extraterritorial ordinances applicable to these buildings or structures in the Town, including any Town inspection, approval, permit, license, and other regulations.

(J) All public and private buildings and structures, unless exempt, shall be timely and properly constructed, repaired, relocated, reconstructed, remodeled, installed, and maintained in proper occupancy, use, and habitation conditions to prevent any public nuisances or to prevent substantial hazards to the public health or safety in the Town.

Sec. 12-1-8 Special Provisions

(A) The Town Building Permit and Occupancy Permit shall be issued to the owner or agent of owner by the Town Clerk, the Town Building Inspector, if appointed, or other Town officer designated from time-to-time by the Town Board to issue Town building permits, including the standard State Building Permit form provided.

(B) The authority to make inspections authorized and required under this Chapter and to identify and report violations of this Chapter and the Wisconsin Administrative Codes adopted under this Chapter is vested in the Town Board or its agents, including the Town Building Inspector, if appointed, or other persons designated from time-to-time by the Town Board.

(C) Any owner or occupant of any building or structure in the Town shall allow the Town Board, the Town Building Inspector, if appointed, or any other person designated by the Town Board, access to the building or structure in case of emergency, for inspection purposes. In cases where there is no emergency, as determined by the Town Board, the Town Building Inspector, if appointed, or the person designated by the Town Board, and the owner or occupant denies access to the building or structure, the Town Board, Town Building Inspector, or other person designated by the Town Board may seek a special inspection warrant from the Circuit Court under for the County under s. 66.0119, Wis. stats. In this subsection, "inspection purposes" includes such purposes as building, housing, electrical, plumbing, heating, gas, fire, health, safety, environmental pollution, water quality, waterways, use of water, food, zoning, property assessment, and meter.

(D) Application for a Town Building Permit and Occupancy Permit shall be made to the Town through the Town Clerk or the Town Building Inspector, if appointed, by the owner of the land, or the owner's agent, in writing on a form provided by the Town Clerk. The form, at minimum, shall require.

(1) The applicant's (and owner's if different) name, address, telephone number, facsimile number, and E-mail address.

(2) The name of contractor (if different). If agent for owner, cite name and address of agent.

(3) The address for the building or structure.

(4) The legal description of the land where the building or structure is, or is to be, located and the type of building or structure to be built, constructed, or remodeled.

(5) The estimated cost of all improvements, repairs, and reconstruction, including for the building, structure, and associated improvements, including construction, relocation, installation, remodeling, repair, and reconstruction costs, including labor costs.

(6) Any other information determined as relevant by the Town Board, the

Town Clerk or the Town Building Inspector, if appointed, including building or structure plans, plats and any permits, licenses or approvals obtained or to be obtained.

(E) The Town Building Permit and Occupancy Permit administrative and inspection fees and costs shall be as provided by yearly resolution adopted by the Town. A schedule of fees is available at the office of the Town Clerk, or as publicly posted at the Town Hall.

(F) The Town Building Permit fees shall be timely paid to the Town Clerk of the Town with the filing of the Building Permit application. Any Occupancy fee or inspection fee shall be timely paid to the Town Clerk upon demand by the Town Clerk or upon determination of completeness of the project by the Town. No permit shall be issued until the appropriate fee for that permit has been paid in full.

(G) The Town Clerk will determine for the owner or applicant for the building or structure whether the application is complete, the amount of fees and costs due, whether the project is complete for purposes of this Chapter and whether all the proper fees have been paid. The Town Clerk may delegate this responsibility to the Town Building Inspector. The Town Clerk or Town Building Inspector, if appointed, shall issue the Town Building Permit or Occupancy Permit to the owner of the building or structure only upon assurance by the owner and the proper Town officials, employees or agents that the building or structure, as proposed in the application, is in compliance with all Federal and State laws and regulations and all County, extraterritorial, and Town ordinances and any and all necessary permits, licenses, and approvals.

(H) The Town Building Permit shall lapse and be void after two (2) full years following the date of issuance of the Permit. If the building or structure project is not complete, the owner, or the owner's agent, may seek an extension prior to the expiration date, at no cost, from the Town Clerk. The extension shall be allowed for an additional 90 days. Failure to timely file for an extension will require full payment of a new Building Permit fee and will require reapplication for a Building Permit.

(I) The owner or agent of the building or structure shall notify the Town Clerk of the completion of the project within 30 days of the completion of the project and shall return the Building Permit and shall seek an Occupancy Permit issued by the Town Clerk or Town Building Inspector, if appointed. No Occupancy Permit shall be issued by the Town Clerk or Town Building Inspector if the owner of the building or structure has not fully complied with all Federal and State laws and regulations and with all County, extraterritorial or Town regulations, requirements, or Ordinances, including this Chapter. No person shall occupy the building or structure without an Occupancy Permit for the building or structure having been issued. The Town Clerk or Town Building Inspector, if appointed, may require the owner to execute a statement of full compliance with Federal and State laws and regulations and any County, extraterritorial, and Town regulations, ordinances, permits, licenses, plans, and plats issued or ordered prior to issuance of the Occupancy Permit.

(J) If the Town Board, after consultation with the Town Building Inspector, if appointed, Town Clerk or other Town employees or agents, finds in writing non-compliance by the owner with any Federal, State, or local laws, regulations, permits, licenses, approvals, or ordinances, including this Chapter, or any submitted applications, plats, or plans and the owner refuses to comply as requested in writing, the Town Board may, after a public hearing with a Class II Notice of such hearing, refuse any such Town Building Permit or Occupancy Permit or revoke by written order any existing Town Building Permit or any Occupancy Permit issued in writing. The Town Board shall post the written order notice at the building or structure, at the last known address, or by service upon the owner of the building or structure, or both. Upon posting of the written order notice, no further work nor occupancy may occur by the owner or any person at the building or structure site, except as authorized by the written order notice or until the Town Board determines, after hearing and in writing, that the owner of the building or structure can and will fully comply with the appropriate laws, regulations, permits, licenses, approvals, plats, plans, and ordinance. Upon such written determination order, the owner may complete the work or occupy the building or structure upon the conditions of the written determination order of the Town Board. The hearing shall provide the applicant or permittee the right at the hearing to submit evidence, including witnesses to the Town Board. The applicant or permittee may be represented at the hearing by an attorney who may examine and cross-examine witnesses, submit argument, submit testimony of witnesses for applicant or permittee under oath and cross-examine witnesses for the Town.

(K) The Town Clerk shall keep a record of the receipt and issuance of all applications, plans, plats, licenses, permits, approvals, fees, inspections, notices, and orders and shall make an annual report in April to the Town Board of the number of Town Building and Occupancy Permits applied for, issued, and revoked, the fees collected, the plats or plans received, the notices, permits, licenses, approvals and orders issued, and the Building Inspections, if any, commenced and completed. A copy of all Building Permits issued shall be timely forwarded to the Town Assessor. The Town Building Inspector, if appointed, shall comply and cooperate with the Town Clerk in keeping the noted records.

Sec. 12-1-9 Penalty Provisions

Any person, partnership, corporation, or other legal entity that fails to comply with the provisions of this Chapter shall, upon conviction, be subject to a forfeiture as provided in Sec. 9-3-4 of this Code. Each day a violation exists or continues shall be considered a separate offense under this Chapter. Violations discovered by the Town Clerk or the Town Building Inspector, if appointed, shall be corrected after notice within thirty (30) days or more if allowed by the inspection after written notice is given. In addition, the Town Board may seek injunctive relief from a Court of record to enjoin further violations.