



# TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

**Regular Monthly Board Meeting, Town Hall  
March 11, 2024 – 7:00 pm**

## AGENDA

**OPENING:** Pledge of Allegiance

**APPROVAL:** Town Board Meeting Minutes February 12, 2024

### **TREASURER'S REPORT:**

- **Approve** Treasurer's Report

### **CLERK'S REPORT:**

- Update on April 2, 2024 Election
- Discussion – Deputy Clerk

## MEETING OPEN TO THE PUBLIC

### **COUNTY SUPERVISOR'S REPORT:**

### **CHAIRMAN'S REPORT:**

- **Appointments:**
  - Susan Snyder – Clerk – 2 year term ending 4/26
  - John McDermott – Treasurer – 2 year term ending 4/26
  - Beth Oswald – Board of Appeals – 2 year term ending 4/26
  - Chuck Linde – Sanitary District Chairperson – 3 year term ending 4/27
  - Scott Mateyka – Sanitary District Supervisor – 2 year term ending 4/26
  - Susan Philipp – Sanitary District Treasurer – 2 year term ending 4/26
- **Discussion/Action** – Wisconsin Towns Association (WTA) Town Board Resolution for Towns with Local General Zoning.
- ARPA funding update
- Cell Tower Proposals
- Correspondence

### **SUPERVISOR I REPORT:**

- **Discuss/Action** – Review of March Planning & Zoning Public Hearing, P&Z Committee meeting and Comprehensive Plan Committee Meetings
  - **Discussion/Motion** – Approve Amendment, Section 2.3(d) of the Town Zoning Ordinance regarding Erosion Control and Stormwater as part of MS4 Permitting requirements.
  - **Discussion/Motion** – Ordinance Repealing Ordinance Entitled “Firearms Ordinance”
  - **Discussion/Motion** – Short-Term Rental Licensing Ordinance

### **SUPERVISOR II REPORT:**

- Road Cross Culvert Maintenance Request
- Road Access Requests
- Speed Limit Reduction Request
- Road Reconstruction Request

- Black Wolf Storage Facility neighbor complaint.

**SANITARY DISTRICT REPORT:**

**STORMWATER UTILITY DISTRICT REPORT:**

**CONSTABLE'S REPORT:**

**FIRE DEPARTMENT REPORT:**

**BUILDING INSPECTOR'S REPORT:**

**APPROVAL OF BILLS:**

**ADJOURNMENT - Next Town Board Meeting: April 8, 2024 at 7:00p.m.**

*Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Town Clerk at (920) 688-1404. A quorum of the Sanitary District or other committees may attend, but no official action will be taken by them. Notice was posted on March 8, 2024 at [www.townofblackwolf.com](http://www.townofblackwolf.com), Town of Black Wolf Municipal Building, Condon Oil and Lakeshore Mart.*



# TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

## **Town Board Meeting Minutes February 12, 2024**

Chairman Frank Frassetto called the regular monthly Town Board meeting to order at approximately 7:00 p.m. The meeting opened with the Pledge of Allegiance.

**Members Present:** Supervisor I Mike Pollack, Supervisor II Rob Keller. Others Present: Treasurer John McDermott, Clerk Susan Snyder and Zoning Administrator Tom Verstegen.

**Motion (Keller/Pollack)** to approve Town Board Minutes of January 8, 2024. **CARRIED.**

### **TREASURER REPORT:**

**Motion (Pollack/Keller)** to approve Treasurer Report. **CARRIED.**

### **CLERK'S REPORT:**

Clerk Snyder provided an update on the February and April elections.

**Motion (Keller/Pollack)** to approve the Appointment of Successor Agent for the Oshkosh Country Club Liquor license. **CARRIED.**

### **PUBLIC PARTICIPATION:**

Winnebago County Sheriff Deputy provided a brief report on local events and input regarding their firearms and discharge enforcement utilizing Wisconsin Statutes under 941.20.

Kathy Griese with GOEDC provided a brief presentation on the recent roll out of Winnebago County Revolving Loan Fund Program.

Eric Heywood and Michael Rust, both candidates on February 20, 2024 ballot, provided a brief introduction and presentation for upcoming election.

A Representative from the Oshkosh Chamber was present to answer any questions.

### **COUNTY SUPERVISOR'S REPORT:**

None

### **CHAIRMAN'S REPORT:**

**Motion (Pollack/Keller)** to split the Economic Development funds of \$2,500 between GOEDC and the Oshkosh Chamber – each will receive \$1,250 moving forward. **CARRIED.**

Chairman Frassetto provided a brief update on the MS4 permitting requirements and recent discussion with Chuck Nahn including the need to create a plan to reduce phosphorus in storm water by 80% sometime in the future.

No new information to share on the Landmark cell tower lease buyout proposal which had not yet been received.

**Motion (Keller/Pollack)** to approve the Planning & Zoning Appointments as noted. **CARRIED:**

Rick Bowman – Planning and Zoning – 2 year term expiring 2/26

Sandra Gollhofer – Planning and Zoning – 3 year term expiring 2/27

David Jensema – Planning and Zoning – 2 year term expiring 2/26

Howard Schwartz – Planning and Zoning – 3 year term expiring 2/27

Supervisor I Mike Pollack clarified that once all committee chaired positions complete their terms, all will then transfer to a 3 year term and the term follows the seat and not the individual.

Under correspondence, Chairman Frassetto said he reached out to the County Executive to discuss fire truck funding through use of ARPA funds. The projects need to be identified by end of this year with project completion by end of 2026 so further discussion on timeline is needed.

**SUPERVISOR I REPORT:**

Supervisor I Pollack provided an update of the March Planning and Zoning meeting and Comprehensive Plan.

**Motion (Pollack/Keller)** to approve the re-signing of Linda Rogers previously approved CSM but with a new owner listed. **CARRIED.**

Supervisor Pollack said he spoke to Sheriff Matz regarding the Firearms ordinance, asking how they enforce it and what is referenced. Because the Sheriff Department follows state statute 941.20. No other township has a firearms ordinance with the exception of Fox Crossing who has their own police department for enforcement. He suggested the town adopt the State Statute that Winnebago County uses, and the Clerk will work the Town attorney to draft the final document of repeal/revision.

**Motion (Pollack/Keller)** to repeal the Firearms ordinance and follow State Statute 941.20 enforceable by Winnebago County. **CARRIED.**

The Short Term rental ordinance draft and revisions were reviewed and approved to move to a Public Hearing in March for final approval. It was determined no public hearing is necessary; final approval will take place in March.

The Erosion Control Ordinance is set for a March Public Hearing.

**SUPERVISOR II REPORT:**

No Report

**FIRE DEPARTMENT REPORT:.**

**SANITARY DISTRICT REPORT:**

**CONSTABLE REPORT:** No Report.

**STORMWATER UTILITY DISTRICT REPORT:**

**APPROVAL OF BILLS:** **Motion (Pollack/Keller)** to approve bills. **CARRIED.**

**ADJOURNMENT-** **Motion (Frassetto/Pollack)** to adjourn until March 11, 2024 at 7:00 p.m. **CARRIED.**

Respectfully Submitted: Susan M. Snyder, Clerk

**Town of Black Wolf  
Resolution 2024-03-11**

**A Resolution Requesting Coordination and Collaboration by and between the  
Winnebago County Zoning Department and the Town of Black Wolf.**

**Whereas**, Winnebago County, Wisconsin is 579 square miles and is comprised of 22 local units of government including 15 unincorporated Towns;

**Whereas**, WI Stats. NR115 requires Counties to regulate shorelands in unincorporated areas;

**Whereas**, Winnebago County adopted Chapter 27 Shoreland Zoning Code to regulate shorelands in unincorporated areas within Winnebago County;

**Whereas**, Winnebago County Chapter 27 Shoreland Zoning Code incorporates by reference Winnebago County Chapter 23 Town/County General Zoning Code;

**Whereas**, the incorporation of Chapter 23 Town/County Zoning Code includes the said chapter in its entirety;

**Whereas**, Winnebago County Chapter 23 Town/County Zoning Code Section 23.1-3 states, *“The provisions of this chapter shall only apply in those towns in Winnebago County where such town board has passed a resolution adopting this chapter...”*;

**Whereas**, the Town of Black Wolf has not adopted Winnebago County Chapter 23 Town/County Zoning Code;

**Whereas**, the Town of Black Wolf has adopted its own local general zoning authority pursuant to WI Stats. Section 62.23(7);

**Whereas**, local land use and development is unique to individual communities both in and out of shoreland areas, and as such, local knowledge provides the best insight for zoning decisions;

**Whereas**, the Town of Black Wolf has more local knowledge of their community than the larger, overlying county government unit.

**Whereas**, the Town of Black Wolf wishes to exercise its sovereign general zoning authority in and out of shoreland areas located within its municipal boundaries;

**Whereas**, the local community will benefit from and the Town of Black Wolf desires a coordinated and collaborative working relationship with the Winnebago County Zoning Department relating to the Town’s General Zoning authority and the County’s Shoreland Zoning authority;

**Now therefore, be it resolved**, the Town of Black Wolf requests that Winnebago County recognize that Winnebago County Chapter 27 Shoreland Zoning Code incorporates by reference Winnebago County Chapter 23 Town/County Zoning Code in its entirety including Chapter 23, Section 23-1.3;

**Be it further resolved,** the Town of Black Wolf requests that Winnebago County recognize that the Town of Black Wolf has not adopted by resolution as required and prescribed by Winnebago County Chapter 23, Section 23-1.3, and as such Winnebago County does not hold any general zoning authority in the Town of Black Wolf.

**Be it further resolved,** the Town of Black Wolf requests that Winnebago County recognize the benefits of the local knowledge of the Town of Black Wolf community provided by the local Town officials, and as such, actively seek, establish, and implement Zoning regulation procedures which incorporate coordination and collaboration by and between the Town of Black Wolf as it exercises its general zoning authority and the Winnebago County Zoning Department as it exercises its shoreland zoning authority;

**Be it further resolved,** the Town of Black Wolf also requests that the Towns and County work together to develop a uniform process for the coordination and collaborative association by and between Winnebago County Zoning Department and all 15 unincorporated Towns of Winnebago County for the Zoning Regulation both in and out of shoreland areas.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024

by a vote of \_\_\_\_ Ayes; \_\_\_\_ Nays; \_\_\_\_ Abstain; \_\_\_\_ Absent

\_\_\_\_\_  
Frank Frassetto, Chairperson

\_\_\_\_\_  
Michael Pollack, Supervisor I

\_\_\_\_\_  
Robert Keller, Supervisor II

Attest:

\_\_\_\_\_  
Susan Snyder, Clerk



# TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

## **Minutes - March 4, 2024 Public Hearing & Planning and Zoning Meeting**

Chairman Stenerson called the March 4, 2024 Public Hearing to order at approximately 6:00 p.m. Members present were Eric Youngbauer, Rick Bowman, Howard Schwartz, Johanna Clevenger and Sandra Golliher.

Chairman Stenerson opened with seeking a motion to approve the minutes from the February 5, 2024 Planning and Zoning Meeting. **Motion** (Youngbauer/Golliher) to approve the Minutes. **CARRIED.**

The Amendment to the Zoning Ordinance Regarding Erosion Control and Stormwater for purposes of WDNR MS4 Permitting was opened for Public Discussion or questions. Kay Krause asked if under Section "A", specific to disturbance of soil, how that affects the soil and disturbance of the soil with drainage or filling and whether or not it applies to agricultural issues or is it just pertinent to construction. Chairman Stenerson responded this ordinance has nothing to do with agricultural matters but is specific to construction and the towns requirements for MS4 permitting.

**Motion** (Youngbauer/Bowman) to recommend the Amendment to the Town Zoning Ordinance Regarding Erosion Control and Stormwater, section 2.3(d) move forward to the Town Board for approval. **CARRIED.**

No Further questions.

**Motion** (Schwartz/Youngbauer) to adjourn the Public Hearing. **CARRIED.**

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Chairman Stenerson called the March 4, 2024 Planning and Zoning Meeting to order at approximately 6:15p.m., immediately following the Public Hearing. Members present were Eric Youngbauer, Rick Bowman, Howard Schwartz, Johanna Clevenger, Sandra Golliher, and Secretary Susan Snyder. Also present were Chairman Frank Frassetto and Supervisor I Mike Pollack.

Minutes previously approved.

No discussion under Old Business.

In the absence of Tom Versteegen, the Carvin Blanck proposed 2 lot split and rezone to A2 was tabled for the next meeting.

**Motion** (Youngbauer/Clevenger) to adjourn until April 4, 2024. **CARRIED.**

Respectfully Submitted, Susan Snyder





# TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

## **Minutes of the March 4, 2024 Comprehensive Plan Committee Meeting**

Chairman Stenerson called the March 4, 2024 Comprehensive Plan meeting to order at approximately 6:30 p.m. Members present were Eric Youngbauer, Rick Bowman, Howard Schwartz, Johanna Clevenger, Sandra Gollhofer, Jim Chitwood and Kay Krause. Also present; Chairman Frank Frassetto, Supervisor I Mike Pollack, Zoning Administrator Tom Versteegen and and Secretary Susan Snyder.

**Motion (Youngbauer/Gollhofer)** to approve the February 5, 2024 minutes. **CARRIED.**

The committee reviewed and edited the Land Use Plan document, removing extraterritorial jurisdiction language and editing additional sections in Goal #1, Goal #3, Objectives, Goal #4 and objectives. Chairman Frassetto will follow-up with Martenson & Eisle regarding how much Background Information is required to meet the requirements of the land use plan once written.

The committee had extensive conversation while reviewing the Agricultural, Natural and Cultural Resources document, specifically the Recommendations section, Parcel division within sections that are in the Sanitary Boundary that meet a high density standard and parcel divisions within sections that are outside the Sanitary Boundary that will meet low density standards. The draft included a starting point and further discussion is needed to come to agreement for the final Comprehensive Plan, keeping mind the results of the survey which is what the committee needs to work from. Determining the above factors along with discussion on land split, housing density and acreage, yet preserving rural character within the town is the goal.

The committee discussed the timeline with respect to the Public Hearing to approve the new plan. Chairman Stenerson said June is the goal and the committee agreed with Kay's suggestion to have an additional meeting or two to begin preparing for this deadline. The committee agreed on meeting March 13<sup>th</sup> at 6:00 p.m. Additionally, Chairman Frassetto, Kay Krause, Jim Chitwood and Tom Versteegen will meet on Wednesday March 6<sup>th</sup> to clean up and minimize options for discussion on land split and parcel divisions. Chairman Frassetto will meet with the Sanitary District to obtain clear maps of Sanitary District boundaries.

**Motion (Youngbauer/Bowman)** to adjourn until March 13, 2024 at 6:00 p.m.  
**CARRIED.**

Respectfully Submitted,  
Susan Snyder



TOWN OF BLACK WOLF  
WINNEBAGO COUNTY, WISCONSIN

2.3(d)

**Amendment to the Town Zoning Ordinance Regarding Erosion Control and Stormwater**

The Town Board, upon proper notice with quorum present, and after having received the recommendation of the Town of Black Wolf Planning and Zoning Committee and conducting a public hearing preceded by a Class II legal notice, hereby adopts the following amendments to the Town's Zoning Ordinance:

**Section 2.3(d) is created to read:**

**Section 1. Purpose.**

- A. The purpose of this ordinance is to preserve natural resources; to protect the quality of the waters of the State; and to protect and promote the health, safety and welfare of the people, to the extent practical, by minimizing the amount of sediment and other pollutants carried by runoff or discharge from land disturbing construction activity to lakes, streams and wetlands.
- B. It is also the purpose of this ordinance to set forth long-term, post-construction storm water requirements and criteria which will diminish the threats to public health, safety, welfare, and the aquatic environment due to runoff of storm water from land development and land redevelopment activity.

**Section 2. Jurisdiction.**

The jurisdiction of this chapter shall include all lands and water within the Town of Black Wolf, Winnebago County, Wisconsin.

**Section 3. Compliance**

No structure shall hereafter be used and no structure or part of shall hereafter be located, erected, moved, reconstructed, extended, converted or structurally altered without a zoning permit and compliance with applicable Town, County and State regulations.

**Section 4. Winnebago County Erosion Control and Stormwater Ordinance**

- A. Land and water within the Town of Black, Winnebago County, Wisconsin, is regulated by the Winnebago County Erosion Control and Stormwater Ordinance, Chapter 23.15 of the Town/County Zoning Ordinance.

- B. The Town of Black Wolf incorporates by reference Chapter 23.15, Section A, as amended by the Winnebago County Board.
- C. The Town of Black Wolf incorporates by reference Chapter 23.15, Section B, as amended by the Winnebago County Board.

**Section 5. Severability**

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

**Section 6. Effective Date and Publication.**

This ordinance shall become effective upon adoption and publication as required under Wis. Stat. §60.80.

All other provisions of the Town of Black Wolf's Zoning Ordinance shall remain in full force and effect.

The Town Clerk and Town Attorney are hereby authorized and directed to incorporate this ordinance into the Town's Code of Ordinances.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

TOWN OF BLACK WOLF

By: \_\_\_\_\_  
Frank Frassetto, Chairperson

Attest:

\_\_\_\_\_  
Susan Snyder, Town Clerk

**TOWN OF BLACK WOLF  
WINNEBAGO COUNTY, WISCONSIN**

An Ordinance Repealing Ordinance entitled "Firearms Ordinance"

The Town Board of the Town of Black Wolf do ordain as follows:

**Section 1:** The Town Ordinance entitled "Firearms Ordinance" is hereby repealed.

**Section 2:** This Ordinance shall be in full force and effect from and after its date of enactment inserted below and following notice to the public.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

TOWN OF BLACK WOLF

By: \_\_\_\_\_  
Frank Frassetto, Chairperson

ATTEST:

By: \_\_\_\_\_  
Susan M. Snyer, Clerk



**TOWN OF BLACK WOLF WINNEBAGO COUNTY, WISCONSIN**  
**Short-Term Rental Licensing Ordinance**

Section 1. Purpose.

The purpose of this ordinance is to ensure that the quality and nature of the short-term rentals operating within the Town of Black Wolf are adequate for protecting public health, safety, and general welfare and to protect the character and stability of neighborhoods within the Town.

Section 2. Authority.

The Town Board of the Town of Black Wolf has been authorized to exercise village powers pursuant to Wis. Stats. §§ 60.10(2)(c) and 60.22(3). The Town Board adopts this ordinance under its general village powers authority and Section 66.1014 of the Wisconsin Statutes.

Section 3. Definitions.

The following definitions shall apply to this ordinance:

- a) "Property Manager" means a person who is not the property owner and who provides property management services for one or more short-term rentals and who is authorized to act as the agent of the property owner for the receipt of service of notice of municipal ordinance violations and for service of process pursuant to this ordinance.
- b) "Residential Dwelling" means any building, structure, or part of the building or structure, that is used or intended to be used as a home, residence, or sleeping place by one or more persons maintaining a common household, to the exclusion of all others.
- c) "Short-Term Rental" means a residential dwelling that is offered for rent for a fee and for fewer than 29 consecutive days.

Section 4. Short-Term Rental License.

- a) No person may maintain, manage, or operate a Short-Term Rental more than 10 nights each year without a town short-term rental license issued pursuant to this ordinance.
- b) Licenses shall be issued using the following procedures:
  - 1) All applications for a short-term rental license shall be filed with the Town Clerk on forms provided. Applications must be filed by the property owner. Applications must include a list of properties within 1,000 feet of the property seeking a short-term rental license under this ordinance. No license shall be issued unless the completed application form is accompanied by the payment of the required application fee.

- 2) The Town Clerk shall issue a short-term rental license to all applicants following payment of the required fee, receipt of all information and documentation requested by the application, and Town Board approval of the application.
- 3) A short-term rental license shall be effective for one year and may be renewed for additional one-year periods. All short-term rental licenses, regardless of when they were issued, will be reviewed for renewal yearly on the second Monday in January. A renewal application and renewal fee must be filed with the Town Clerk at least 45 days prior to the license expiration so that the Town Board has adequate time to consider the application. The renewal application shall include any updated information since the filing of the original application. An existing license becomes void and a new application is required any time the ownership of a Residential Dwelling licensed for short-term rentals changes.
- 4) The Town Board may suspend, revoke, or non-renew a short-term rental license following a due process hearing if the Board determines that any of the following have occurred:
  - a. The licensee has failed to comply with any of the requirements of this ordinance;
  - b. The licensee, the licensee's Property Manager or the licensee's renters have been convicted of engaging in illegal activity while on the short-term rental premises on two or more separate occasions within the past 12 months; or
  - c. The licensee has outstanding fees, taxes, or forfeitures owed to the Town in violation of Town ordinance.

#### Section 5. Operation of a Short-Term Rental.

Each Short-Term Rental shall comply with all of the following requirements:

- a) Except as provided in Section 4, sub. a, no Residential Dwelling may be rented for a period of 6 or fewer days.
  - a. A Residential Dwelling may be rented for periods of 6 or fewer days if the Residential Dwelling is also the principal residence of the licensee. For purposes of this section, a person's "principal residence" is the person's true, fixed, and permanent home for at least 183 days in a calendar year and to which, whenever absent therefrom, the person intends to return. Additional characteristics of a primary residence include, but are not limited to, where the person receives mail, claims of residence for purposes of voter registration, and addresses on state- issued identification cards. A person may have only one primary residence.
- b) If a Residential Dwelling is rented for periods of more than 6 but fewer than 29 consecutive days, the total number of days within any consecutive 365-day period that the dwelling may be rented shall not exceed 180 days, which shall run consecutively.

- c) The property owner or Property Manager shall notify the Town Clerk in writing when the first rental within a 365-day period begins.
- d) No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted on site as a means of providing additional accommodations for paying guests or other invitees. Further, parking shall comply with the parking plan that is made part of the license.
- e) Any outdoor event held at the Short-Term Rental shall last no longer than one day occurring between the hours of 8:00 a.m. and 10:00 p.m. At minimum, a seven- consecutive-day interval must occur between outdoor events held at the Short-Term Rental. Any activities occurring at the Short-Term Rental shall comply with other applicable noise regulations.
- f) A local property management contact (either the property owner or an appointed Property Manager) must be on file with the Town at all times and must be located within 10 miles of the Short-Term Rental. The property owner and/or Property Manager must provide the Town with current contact information and must be available 24 hours a day, 7 days a week by telephone. The Town must be notified within 24 hours of any change in contact information.
- g) Each Short-Term Rental shall maintain a register and require all guests to register with their actual names and addresses. The register shall be kept on file for at least two years. The register shall also include the time period for the rental and the monetary amount or consideration paid for the rental.
- h) Each Short-Term Rental shall hold a valid State of Wisconsin Tourist Rooming House License and shall provide proof of such license by attaching a copy to the initial license application and all subsequent renewal applications. Licensees shall at all times comply with the applicable standards of Administrative Code Chapter ATCP 72 and provide a copy of Winnebago County's Health and Safety Establishment License Application along with a completed Winnebago County Tourism Rental Housing (TRH) Checklist.
- i) If the property is served by public sanitary sewer, occupancy is limited to the number of occupants authorized by the State tourist rooming house license issued with the State of

Wisconsin Department of Agriculture, Trade and Consumer Protection in accordance with Administrative Code Chapter ATCP 72. If the property is served by a POWTS, occupancy is limited to the number of occupants for which the POWTS was designed, or the occupancy granted by the State tourist rooming house license, whichever is less.

Section 6. Penalties.

Any person, partnership, corporation or other legal entity that fails to comply with the provisions of this ordinance shall, upon conviction, pay a forfeiture of not less than \$500 nor more than \$1,000, plus the applicable surcharges, assessments, attorneys' fees, and costs for each violation. Each day a violation exists or continues constitutes a separate offense under this ordinance. The Town may also seek equitable relief, including injunctions and abatement orders, in the event of a violation. Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement or costs whether existing under this ordinance or otherwise.

Section 7. Fees

The fee for a short-term rental license shall be \$250.00. The renewal fee shall be \$100.

Section 8. Severability.

Should any portion of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such a decision shall not affect the validity of any other provisions of this ordinance.

Section 9. Effective Date and Publication.

This ordinance shall become effective upon adoption and publication as required under Wis. Stat. §60.80. The Town Clerk and Town Attorney are hereby authorized and directed to incorporate this ordinance into the Town's Code of Ordinances.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024

Attest:

\_\_\_\_\_  
Susan Snyder,  
Town Clerk

TOWN OF BLACK WOLF

\_\_\_\_\_  
Frank Frassetto,  
Town Chairman

**TOWN OF BLACK WOLF  
WINNEBAGO COUNTY, WISCONSIN**

**Short-Term Rental License Application**

**Please complete and submit the following information to the Town of Black Wolf Town Clerk.**

Address of Short-Term Rental Property: \_\_\_\_\_

Tax Parcel Number of Property: \_\_\_\_\_

Number of Bedrooms at Property: \_\_\_\_\_

Number of On-Site Parking Spaces: \_\_\_\_\_

List of Properties within 1,000 feet of the Address of the Short-Term Rental Property  
(attach additional page if needed):

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Property Management Contact Information (name, address, email, phone):

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1. Submit with this application the Town's application fee for a Short-Term Rental License. (Initial fee \$250) (\$100 renewal fee).
2. State of Wisconsin Sale and Use Tax Number: \_\_\_\_\_
3. Attach a copy of the State Sanitary Permit issued for the property.
4. Submit a sample rental contract that includes language ensuring compliance with the standards contained in the Town of Black Wolf Short-Term Rental Licensing Ordinance.
5. Submit a Parking Plan showing allowable parking locations for renters of the property.

6. Submit a copy of the Tourist Rooming House License issued for the property pursuant to Administrative Code Chapter ATCP 72.
7. Submit proof of insurance in the name of the proposed license holder.
8. Submit all questions pertaining to this ordinance and application to the Town Chairman.

I, the undersigned applicant, hereby acknowledge receiving a copy of or am otherwise aware of the Town of Black Wolf Short-Term Rental Licensing Ordinance and agree to comply with the requirements of that Ordinance. I understand that failure to comply with the requirements of the Ordinance may result in revocation or nonrenewal of my license or other penalties as provided in the Ordinance.

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Signature of Applicant

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Date

**\*\*PLEASE NOTE:** Pursuant to the Town of Black Wolf's Short-Term Rental Licensing Ordinance, all short-term rental licenses, regardless of when they were issued, will be reviewed for renewal yearly on the second Monday in January.







