

Village of Almena, WI  
Tuesday, July 30, 2024

## Chapter 167. Licenses and Permits

[HISTORY: Adopted by the Village Board of the Village of Almena as §§ 12.01, 12.02 and 12.06 of the former Village Code. Amendments noted where applicable.]

### § 167-1. Licenses and fees required.

[Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]

Many licenses and permits issued by the Village require a fee. Those fees are as set from time to time by the Village Board and are listed on the current Village Fee Schedule.

- A. Dog licenses.
- B. Intoxicating liquor licenses.
- C. Fermented malt beverage licenses.
- D. Park permit.
- E. Building permit. See § **113-2** of this Code.
- F. Garbage collector's license.
- G. Junkyard permits.
- H. Mobile homes and mobile home parks.
- I. Peddlers, canvassers and transient merchants.

### § 167-2. General provisions as to licenses.

- A. Terms interchangeable. The words "license" and "permit" as used throughout this chapter shall be interchangeable.
- B. License required. No person shall engage in any business or activity enumerated in § **167-1** without a license therefor as provided by this chapter.
- C. Application. Application for a license required by this chapter shall be made to the Village Clerk on a form furnished by the Village and shall contain such information as may be required by the provisions of this chapter or as may be otherwise required by the Village Board.
- D. License fees.
  - (1) Fees to accompany application. License fees imposed under § **167-1** shall accompany the license application. If a license is granted the Village Clerk shall issue the applicant a receipt for his license fee.
  - (2) Refunds. No fee shall be refunded unless the license is denied.
- E. Granting of licenses. Unless otherwise designated, licenses required by this chapter shall be issued by the Village Clerk only with the approval of the Board; except the Village Clerk may issue the

following licenses subject to the standards established by this chapter without prior approval of the Board:

- (1) Mobile homes and mobile home park licenses.
  - (2) Peddlers, canvassers and transient merchants licenses.
- F. Terms of licenses. All licenses issued hereunder shall expire on June 30 in the year of issuance unless issued for a shorter term, when they shall expire at midnight of the last effective day of the license, or unless otherwise provided by these ordinances or state laws.
- G. Form of license. All licenses issued hereunder shall show the dates of issue and expiration and the activity licensed and shall be signed by the Village Clerk.
- H. Records of licenses. The Village Clerk shall keep a record of all licenses issued.
- I. Display of licenses. All licenses hereunder shall be displayed upon the premises or vehicle for which issued or, if carried on the person, shall be displayed to any officer of the Village upon request.
- J. Compliance with ordinances required. It shall be a condition of holding a license under this chapter that the licensee comply with all ordinances of the Village. Failure to do so shall be cause for suspension or revocation of the license.
- K. Transfer of licenses. All licenses issued hereunder shall be personal to whom issued, and no license shall be transferred without the consent of the Board.
- L. Exemptions. No license other than a liquor or beer license shall be required under this chapter for any nonprofit educational, charitable, civic, military or religious organization if the activity which would otherwise be licensed is conducted for the benefit of the members or for the benefit of the public generally.
- M. Renewal of licenses. All applications for renewal of licenses hereunder shall be made to the Village Clerk by April 15.
- N. Consent to inspection. An applicant for a license under this chapter thereby consents to the entry of police or authorized representatives of the Village upon the licensed premises at all reasonable hours for the purposes of inspection and search, and consents to removal from the premises and introduction into evidence in prosecutions for violations of this chapter all things found therein in violation of this chapter or state law.
- O. Revocation and suspension of licenses.
- (1) Except as otherwise provided, any license issued under this chapter may be revoked for cause by the Village Board. No license shall be revoked except upon written verified complaint filed with the Village Board by the Village President, a member of the Village Board, the Chief of Police, the Village Treasurer or a resident of the Village. The licensee shall be served with a written copy of the charges and shall be given an opportunity to be heard before the Village Board. The licensee shall be given notice of such hearing, which shall be not more than 20 nor less than five days after notice, except as otherwise agreed between the parties.
  - (2) At such hearing, the licensee shall be entitled to be represented by counsel, shall have the right to present and cross-examine witnesses and, upon request, may have subpoenas issued by the Village President or presiding officer of the Village Board to compel the attendance of the witnesses.
  - (3) After hearing the evidence, the Village Board may revoke such license or impose a limited period of suspension. The determination of the Board shall be final, subject to review under Ch. 68, Wis. Stats., provided the licensee shall not be entitled to a further hearing unless granted by the Village Board.
  - (4) The Police Department shall repossess any license revoked hereunder.

- (5) If the licensee does not apply for a hearing within the time provided, the license may be revoked by the Village Board.
- (6) The Village President or Village Board may suspend the license of a licensee hereunder without hearing for not to exceed 10 days.

### § 167-3. Building permits.

No building or part thereof shall be erected or altered in any way without a building permit therefor, as specified by provisions of § **113-2** of this Municipal Code.

### § 167-4. Violations and penalties.

In addition to the suspension or revocation of a license issued under this chapter, any person who shall violate any provision of this chapter or any regulation, rule or order made hereunder shall be subject to a penalty as provided by § **1-4** of this Municipal Code.