



ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

**THIS TAG IS A COURTESY NOTIFICATION THAT A CITATION HAS BEEN ISSUED TO THE PROPERTY OWNER FOR FAILURE TO REMOVE SNOW/ICE FROM THE PUBLIC SIDEWALK.**

Snow removal is regulated by Madison General Ordinance 10.28 (1), which can be found on the reverse side of this tag. The City of Madison maintains a no-warning policy regarding snow/ice removal as a matter of public safety. The formal citation will be sent in the mail to the owner's address on file with the City Assessor and should be received within 6-10 days.

Additionally, the sidewalk will be re-evaluated for compliance with MGO 10.28(1) tomorrow morning. If the sidewalk is determined to still be out of compliance, the City will cause the sidewalk to be cleared as designated in MGO 10.28(1). If the sidewalk is cleared by the City, the cost of this work and an administrative fee will be billed to the property owner as a special assessment. This special assessment is separate from, and in addition to, the penalty of the citation.

This card is being left as a courtesy and to provide you the opportunity to avoid incurring the additional cost of snow removal by the City. If you are not responsible for sidewalk maintenance at this address, please notify the appropriate person immediately. For more information, you may call the Building Inspection Division at (608) 266-4551.

(over)

**10.28 SNOW & ICE TO BE REMOVED FROM SIDEWALKS**

- (1) The owner of each lot or part of lot shall remove all snow and ice upon the sidewalk abutting the premises which he or she owns not later than 12:00 noon of the day after the snow or ice has accumulated, on the sidewalk. The owner of property abutting sidewalks on two intersecting streets shall remove all snow and ice from the sidewalks of both streets, including that portion of the sidewalks bordering the crosswalk, including the curb ramp, if any, regardless of the source of the snow accumulation.

Provided that when ice has so formed upon any sidewalk that it cannot be removed, then the owner shall keep the same effectively sprinkled with sand or other suitable substance in such manner as to prevent the ice from being dangerous, until such time as it can be removed, and then it shall be promptly removed. Any person violating any of the provisions of this section shall be subject to a forfeiture. . . Each day any violation of this ordinance continues shall constitute a separate offense.

- (2) The Neighborhood Preservation & Inspection Division shall cause all sidewalks which shall not have been cleared of snow and ice as above described, to be cleared upon default of the person whose duty it shall be to clear the same. The said Neighborhood Preservation & Inspection Division shall keep an accurate account of the expense thereof and report the same to the City Comptroller, who shall annually prepare a statement of the expense so incurred in front of each lot or parcel of land and report the same to the City Clerk, and the amount therein charged to each lot or parcel of land shall be by said Clerk entered in the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate. Prosecution under Subsection (1) of this ordinance shall not bar the City for proceeding under Subsection (2) of this ordinance, nor shall proceeding under Subsection (2) bar prosecution under Subsection (1).

(over)