



# Village Resident Guidebook



## Contact Information

**Village of Union Grove  
Union Grove Municipal Center**  
925 15th Ave. Union Grove, WI 53182  
(262) 878-1818 ·  
[info@vi.uniongrove.wi.gov](mailto:info@vi.uniongrove.wi.gov) · [uniongrove.wi.gov](http://uniongrove.wi.gov)  
Office Hours: Monday-Friday,  
8 a.m. to 4:30 p.m.

**Waste Management of Wisconsin, Inc**  
888-960-0008, or 262-251-4000 · [home.wm.com/muni](http://home.wm.com/muni)

**Union Grove-Yorkville Fire Department**  
700 Main St. Union Grove, WI 53182  
For emergencies dial 9-1-1  
Non-Emergency Dispatch: (262) 886-2300  
Office: (262) 878-4181 · [department.ugyfd@gmail.com](mailto:department.ugyfd@gmail.com)

**Racine Co. Sheriff's Office**  
717 Wisconsin Ave. Racine, WI 53403  
For emergencies dial 9-1-1  
Non-Emergency Dispatch: (262) 886-2300  
Office: (262) 636-3822 · Fax: (262) 637-5279  
[RCSheriff@racinecounty.com](mailto:RCSheriff@racinecounty.com)

**Graham Public Library**  
1215 Main St. Union Grove, WI 53182  
(262) 878-2910 · [www.uniongrove.lib.wi.us](http://www.uniongrove.lib.wi.us)  
Hours: Monday-Thursday 9 a.m. to 8 p.m.,  
Friday 9 a.m. to 5 p.m., Saturday 9 a.m. to 3 p.m.  
Sunday Closed

*For a listing of individual contact information, pick up a copy of the Village Officials Directory brochure or visit [uniongrove.net](http://uniongrove.net).*

# About This Guidebook

Whether you are a long-time community member or you are new to Union Grove (welcome!), we hope you will find this guidebook as a handy source for information about all of the municipal services and amenities our community has to offer.

The information contained in this guidebook is intended to serve as an abbreviated guide and it may not contain the most complete or up-to-date information on a particular topic. Updated versions of this guidebook will be published from time-to-time (the revision date can be found on the front cover). Contact the Village Office for questions at (262) 878-1818 or [info@vi.uniongrove.wi.gov](mailto:info@vi.uniongrove.wi.gov) · [uniongrovewi.gov](http://uniongrovewi.gov)

If you reside within a homeowner's association, be sure to check with your association's rules and bylaws which may be more restrictive than the Village in certain areas. Also note there are some areas outside of Union Grove Village boundaries that also share a "Union Grove" postal address – property owners in these areas should check with their municipality (Village of Yorkville, Town of Dover or Town of Paris) for specific information that applies to them. A map of the Village of Union Grove boundaries can be found later in this guidebook.

We want to thank you for reading this guidebook and we welcome your feedback for additional topics or information that you would find helpful in future editions!



# Topics A-Z

Address Numbers.....	1
Businesses.....	1
Channel 25 .....	<b>Error! Bookmark not defined.</b>
Churches.....	1
Community Events .....	2
Fences .....	3
Garbage, Recycling & Yard Waste.....	4
History.....	7
Home Improvements.....	8
Home Occupations .....	9
Library.....	10
Map .....	11
Newsletters.....	11
Outdoor Burning .....	12
Parks.....	13
Parking & Vehicle Storage .....	15
Pets & Animal Control.....	16
Pools.....	20
Property Assessments .....	21
Property Drainage.....	22
Property Maintenance .....	22
Public Right-of-Ways.....	25
Public Safety.....	26
Recreation Programs .....	27
Rummage Sales .....	27
Schools .....	28
Service Clubs.....	28
Sheds & Other Accessory Buildings .....	30
Signs .....	30
Snow & Ice Control .....	31
Taxes .....	32
Village Government.....	33
Voting.....	34
Water & Sewer Utilities.....	35
Wildlife.....	37

## A ddress Numbers

It is critical that in an event of an emergency, crews are able to easily identify the address of a home or business (not to mention the pizza delivery guy appreciates it too). Be sure your address number is clearly displayed on your building or near the entrance of your property, such as on the mailbox, a tree or separate post. Address numbers should be a contrasting color at least three inches in height.

## B usinesses

We are proud of the diverse assortment of businesses that call Union Grove home – from the shops, restaurants and offices that line our main corridors, to the manufacturers and companies that make up our industrial park. We encourage residents to shop local and support small businesses, as these businesses employ our residents and many also give back to various causes and events in the community.

If you are a business owner looking to locate (or relocate) to Union Grove, we invite you to contact our partners at Racine County Economic Development Corporation at (262) 898-7400, who can point you to available sites in Union Grove and can walk you through financing tools available in our area.



Since 1915, the Greater Union Grove Area Chamber of Commerce has served as a membership-based, nonprofit business organization that works to market, advocate, network, and educate its members to further enhance the economic well-being of the local economy and cultivate a sense of community. Learn more at [uniongrovechamber.org](http://uniongrovechamber.org) or call (262) 878-4606.

## C hurches

Our churches are not just places of worship, but gathering spots for fellowship and special events, like community meals, rummage sales and children's programs:

- Congregational United Church of Christ – 1106 11<sup>th</sup> Ave.
- First Assembly of God Union Grove – 1845 Main St.
- St. Robert Bellarmine Catholic – 3320 S. Colony Ave.
- St. Paul’s Lutheran Church – 1610 Main St.
- Trinity Evangelical Lutheran – 2908 S. Colony Ave.
- Union Grove United Methodist – 906 12<sup>th</sup> Ave.
- Union Grove Baptist Church – 417 15<sup>th</sup> Ave.

## Community Events

Union Grove has a tradition of family-friendly fairs, parades and holiday events that bring friends and neighbors together to celebrate the seasons. Following is a sampling of popular events:

### Union Grove Public Market

From produce and baked goods to specialty crafts and collectibles, the Union Grove Public market has a little something for everyone! The market is open every Sunday from 11am-3pm, June-September, **Village Square located on Main Street**

### 4<sup>th</sup> of July Parade

Visitors come to Union Grove from all around to celebrate Independence Day and show appreciation to military members and veterans. The parade starts at the Racine County Fairgrounds parking lot, turns east onto 15<sup>th</sup> Ave. and heads north through downtown on Main St. **The parade is organized by the Greater Union Grove Area Chamber of Commerce.**



### Racine County Fair

Located just outside of the borders of Union Grove, the Racine County Fairgrounds is host to fairs and expos throughout the year – none bigger than the annual Racine County Fair. The fair is held over a five-day period in late July of each year and offers family-friendly attractions and activities. <https://www.racinecountyfair.com/>

### Union Grove Fall Fest

Union Grove Fall Fest is an annual community celebration held each fall in Village Square and along Main Street. This family-friendly event features kids' activities and crafts, a community scavenger hunt, live entertainment,

great food, local shopping, and vendor booths. Event favorites include a pie-eating contest, interactive performances, and creative scarecrow displays, with attendees invited to vote for their favorite. Fall Fest is hosted in partnership with the Greater Union Grove Area Chamber of Commerce and brings together local businesses, organizations, and volunteers.

### **Christmas Comes to Union Grove**

Annual festivities include public tree lighting, hot chocolate and a visit from Santa himself. Christmas Comes to Union Grove is held at Village Square on the first Thursday evening in December.

## **Fences**

A permit is needed from the building inspector for all new fences prior to beginning any work. Keep in mind that Village ordinances require all fences to be maintained to avoid noticeable leaning, missing sections, broken supports and non-uniform heights.

### **Height**

Fences in the rear or side yard may not exceed 6 feet. Fences in the street yard may not exceed 3½ feet. Corner lot side yard fences may be increased to a maximum of 6 feet but must be set back a minimum of 10 feet from the lot line. A supporting fence post that is set into the ground may exceed the heights specified above by 6 inches. Fences cannot exceed 2½ feet in height when located within a vision clearance triangle unless approved by Plan Commission.

### **Location**

Fences may typically be located on the lot line and within the building setbacks established for each zoning district.

### **Aesthetics**

The “good” (finished) side of a fence shall face toward the adjoining property and toward the public road right-of-way. Fence posts shall be placed on the inner side of the fence. Metal fence posts shall be set in concrete bases.

### **Prohibited Materials**

No barbed wire, creosote-covered materials, electrified wire (except for underground dog containment electrical fences), or other injurious materials within a residentially zoned district. Such materials are also not

allowed in non-residential districts, unless approved by a conditional use permit and site plan review.

## **G**arbage, Recycling & Yard Waste

Under a contract with the Village of Union Grove, Waste Management provides residential garbage, recycling, bulk item and yard waste collection services to residential properties. These services are funded 100% by property taxes and are not billed to residents as a special charge on the tax bill or utility bill.



Each residence is provided with a 95-gallon green garbage cart for garbage collection and a 95-gallon green and yellow cart for recycling collection. If a replacement cart, or a smaller cart, is needed please contact the Village. For service questions, scheduling, and account requests, residents should contact Waste Management directly using one of the following options:

**Online (recommended):**

Visit [home.wm.com/muni](http://home.wm.com/muni) and enter your address to view your pickup schedule, request cart repairs or replacements, schedule bulk pickups, and submit service requests.

**Phone:**

888-960-8100 or 262-251-4000

**Email:**

wmeservice@wm.com

**Garbage Collections**

- Trash will be collected weekly on Thursday or Friday depending on your service area.
- Please bag your trash and tie the bags tightly before placing them inside your cart. All items must fit inside your cart with the lid closed. Loose bags or extra items outside your cart can't be collected.

## Recycling Collections

- Recycling will be collected every other week on Thursday or Friday.
- Do not bag your recyclables - please place recyclables directly into your cart.
- All items must fit inside your cart with the lid closed. Items outside your cart can't be collected.
- Keep loose plastic bags out of your cart and flatten all cardboard and paperboard. For more recycling tips, visit [wm.com/recycleright](http://wm.com/recycleright).



## Cart Placement:

- Please place your carts out by 6 a.m. or the night before for collection.
- Place your carts at least 3 feet apart and 3 feet away from obstacles to allow the automatic arm to lift and empty the cart. Place the wheels of the cart toward your house.

## Seasonal Yard Waste Collection:

- Seasonal yard waste is collected weekly from April 1 through November 30 on your collection day.
- Use compostable bags or 32-gallon or smaller bins (Must weigh less than 50 pounds). Do not use plastic bags for yard waste.
- Brush: must be less than 6 inches in diameter and 4 feet in length and bundled. Stack bundles no higher than 4 feet high and 10 feet in length. Limit: One (1) pile per pickup.
- Please keep dirt, sand, rocks, concrete, sod, tree stumps, and similar materials out of your yard waste.
- Please place your yard waste at the curb by 6 a.m. or the night before for collection.

## Bulk/Large Item Collection

- You may set two (2) bulk items on your collection day.
- Bulk items include the following:
  - Appliances – Freon must be removed by a certified technician and the item tagged
  - Carpet – must be cut, rolled and tied in lengths no greater than 4 feet and weigh no more than 40 pounds
  - Furniture – couch, table, chairs, dressers (cloth/fabric furniture must be wrapped in plastic and

- sealed with duct tape)
- Mattresses and box springs (must be wrapped in plastic and sealed with duct tape)

## **Observed Holidays**

New Year's Day | Memorial Day | Independence Day | Labor Day  
Thanksgiving Day | Christmas Day

If a holiday falls on or before your collection day, pickup will be delayed by one day for that week only.

## **Brush (Branches) Collection**

- Brush collections by Union Grove Public Works take place the last full week (Monday-Friday) of each month, April through October.
- Brush collections are for branches with a maximum 6 inches in diameter with a preferred length of at least 6 feet.

## **Leaf Collections**

- Leaf collections by Union Grove Public Works take place beginning around mid-October of each year and ending the week before Thanksgiving.
- Rake leaves to the edge of the road starting in mid-October for pick-up.
- Please set out leaves only, as branches and other matter can damage the leaf collection equipment.



## **Electronics (E-Waste) Disposal**

- Many household electronic items are banned from Wisconsin landfills and are not collected by Waste Management as part of regular garbage collection. These include computers, printers, monitors, TVs, DVD players, VCRs, fax machines, cell phones, mice and keyboards, and other computer accessories.
- The Village typically arranges at least one E-Waste collection event per year at the Village Hall - look for information in the Village newsletters about these events.
- The Wisconsin DNR provides a list of electronics' collection sites on its website.

## Household Hazardous Waste Disposal

The Village partners with the City of Burlington and other area communities to offer an annual “Clean Sweep” for collection of household hazardous waste items. Look for information about the annual clean sweep in the Village newsletters or on City of Burlington’s website. Private waste disposal companies in the area may also offer hazardous waste disposal services.



placing them out. Collections are for natural trees only. You do not need to call for a pickup, but please call if your tree has not been collected within 10 days.

## Medicine Disposal

Most unwanted medicine can be properly disposed using the collection box at the Union Grove Municipal Center. Remove all packaging and bring pills in a clear plastic bag. Sharps or biohazardous material will not be accepted in the collection box.

## Christmas Tree Disposal

Union Grove Public Works Department picks up Christmas trees left at the edge of the road during the month of January. Please remove lights, ornaments and other items before

## History

The first settler here was John E. Dunham, who in 1838 built a frame house on what is now Main Street. In 1854, agents from the Racine, Janesville & Mississippi Railroad Co. began buying up right-of-way land just north of Mr. Dunham's land. Apparently not very pleased about the new railroad, Mr. Dunham sold his land to P. P. Faber, who opened the first store about the time the railroad was built. William H. Reid was also engaged in merchandising and was one of the early postmasters. Growth and commerce continued in the area immediately around the railroad.



On January 26, 1856, a mass meeting of the citizens was held and an association formed for the purpose of laying out a town. Of this association Dr. A. P. Adams was president; James Russell, vice-president; Gideon Morey, secretary, and S. H. Skewes, treasurer and sales agent. C. M. Sprague was employed to make a survey and plat and he completed his work on February 21, 1856. On March 18, 1856, the Union Grove Company was incorporated by act of the Legislature, with an authorized capital stock of \$50,000. The Village got its name from



Governor Dodge, who combined the school's name ("Union School") with "grove" for the beautiful grove of burr oak trees on the west side of Highway 45.

By 1950, Union Grove's population was 1,358 and it has steadily grown over the decades to just over 5,000 by 2020. Although the railroad was removed in 2014, Union Grove is a well-traveled area due to its location at Hwy. 45 and Hwy. 11 and proximity to I-94. The Village maintains its small-town charms and prides itself as a high-quality place to live, work and raise a family.

A great way to learn more about the history of the Union Grove Area and to get involved in historic preservation is by becoming a member of the Union Grove Area History Seekers. For more information, visit [historyseekers.org](http://historyseekers.org).

## **H**ome Improvements

From re-roofing to remodeling, a permit is required for a wide variety of building, electrical, plumbing, heating and air-conditioning projects. The Village enforces building and zoning codes to protect the safety of residents and ensure that work meets national, state and local standards. Please contact the building inspector to discuss permit requirements and fees *before* starting your project. Although contractors are usually hired to complete home improvements, it is ultimately the homeowner's responsibility to ensure that permits were properly obtained prior to starting the work. The fees are doubled for



permits obtained after work has started; work conducted without permits may be subject to forfeitures. To reach the building inspector, contact the Village Office at (262) 878-1818.

## **H**ome Occupations

Village ordinances allow certain types of home occupations with conditions to ensure they do not have a negative effect on the surrounding neighborhood or require more public services than a typical residential use.

### **Allowed Home Occupations**

Accounting, tax preparation, bookkeeping and payroll	Artists, sculptors, and composers not selling their product on the premises	Baking, cooking and catering
Child care (max. of 3 children who are unrelated/not legal wards of the caregiver)	Computer systems design, training, data processing and related computer services	Craft work, such as jewelry-making and pottery, with no sales on the premises
Drafting services	Engineering, architecture and landscape architecture	Financial planning and investment services
Fine arts studio	Hair salon, barbering, hairdressing, and other personal care services	Home offices with no client visits to the home permitted
Insurance sales	Interior decoration	Legal services
Mail order business	Musical instruction, voice, or instrument	Musical instrument tuning and repair
Offices for professional, scientific or technical services or administrative services	Photographic services	Real estate services and appraisal
Teaching of crafts and sale of supplies to students	Telephone answering and message services	Tutoring

### **Prohibited Home Occupations**

Medical/dental office	Motor vehicle and engine repair	Outdoor recreation activities
Medical/cosmetic facilities for animals, including animal care or boarding facilities	Body piercing and/or painting tattoos, or any type of physical therapy or psychotherapy	Machine shop/metal working
Contractors shops	Mortuaries Retail sales	Medical procedures

### **Home Occupation Regulations**

- ✓ The business must be secondary to residential occupancy, with <50% of the gross floor area used for the occupation, not to exceed 400 sq. feet.
- ✓ The use shall be conducted entirely within the interior of the residence.

- ✓ No more than one nonresident employee.
- ✓ Not more than 12 client visits per day, allowed only between the hours of 8 a.m. and 8 p.m., and parking shall be provided in the driveway only.
- ✓ Storage of goods and materials shall be inside and shall not include flammable, combustible, explosive, or otherwise hazardous materials. No outside storage of heavy equipment or material.
- ✓ No truck or van utilized in conjunction with the home occupation with a payload rating more than 1 ton can be parked on the site or in front of the site on a regular basis.
- ✓ Mechanized equipment used only in a completely enclosed building.
- ✓ Amplified sounds not audible from adjacent properties or public streets.
- ✓ No generation of dust, odors, noise, vibration, or electrical interference or fluctuation shall be perceptible beyond the property line.
- ✓ Deliveries and pickups shall not block traffic circulation, and can only between 8 a.m. to 8 p.m., Monday through Saturday.
- ✓ Accessory buildings cannot be used for home occupation.

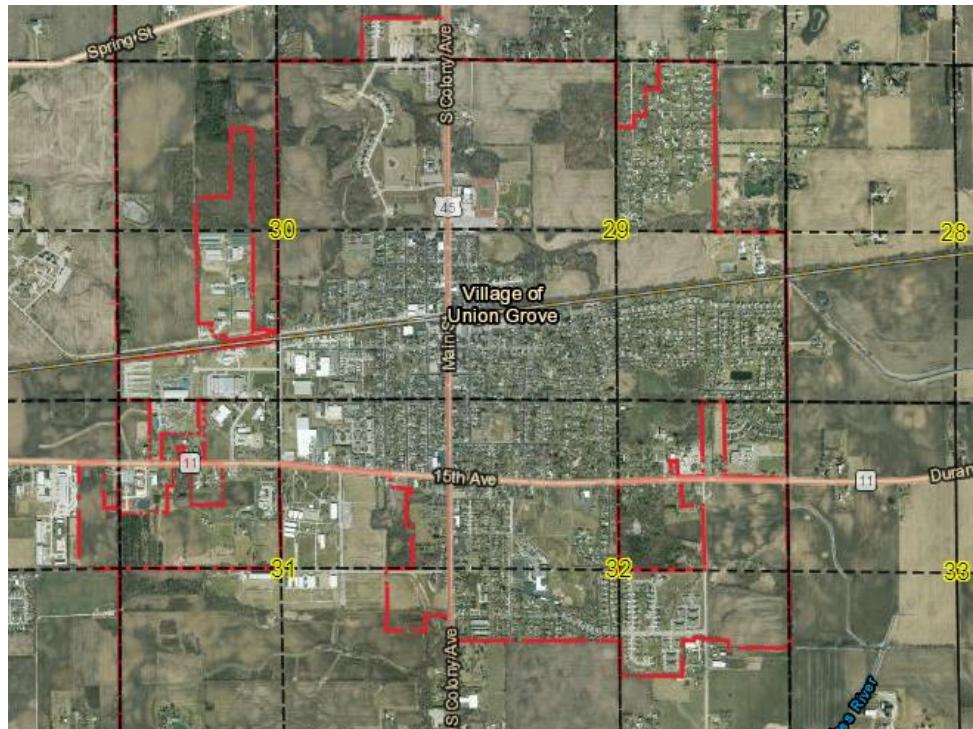
## **L**ibrary

Union Grove is proudly served by the Graham Public Library, 1215 Main St. Our library serves the information and recreation needs of Union Grove and its surrounding area. Any Wisconsin resident may register for a library card to access the Library's collection of 35,500 items and materials from Racine, Kenosha, Walworth, and Rock County libraries, including electronic databases and e-books. The Library hosts events for all ages such as book clubs, story times, and speakers. The Library also offers Wi-Fi, computers, printers, and a photocopier for public-use, as well as fax service. Have a question? We're here to help! For more information visit [www.uniongrove.lib.wi.us](http://www.uniongrove.lib.wi.us) or call the library at (262) 878-2910.



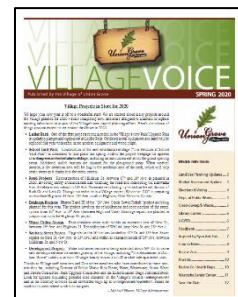
# Map The

**M** The map below displays the boundaries of Union Grove. An interactive version of this map can be found on the Racine County website. <https://www.racinecounty.gov> Under Register of Deeds



# Newsletters

Updates about Village services and events are provided in a quarterly newsletter mailed to residents of Union Grove ("Village Voice"). The Village Voice contains in-depth news from community organizations. Sign up to receive these newsletters on the Village's website at <https://www.uniongrovewi.gov/> or call the Village Office.



# O utdoor Burning

While the Village encourages use of the collection's services, open burning of leaves, brush, clean wood, and other vegetative debris is allowed under certain circumstances: For questions about open burning, contact the Union Grove/Yorkville Fire Department



- Except for campfires and permitted bonfires, open burning can only be conducted between 9 a.m. and the earlier of Sunset or 7 p.m.
- All recreational fires must be out by 12 a.m.
- Open burning must be at least 25 feet from any structure and 10 feet from any property line.
- Open burning needs to be supervised by a competent person with fire extinguishing equipment until the fire is extinguished and cold.
- Fires shall not be ignited with flammable or combustible liquids, such as gasoline, kerosene, fuel oil, diesel fuel, etc.
- No materials may be burned upon any street, curb, gutter, or sidewalk or on the ice of a lake, pond, stream or water body.
- Conduct open burning in a safe and nuisance-free manner, when wind and weather conditions are such as to minimize adverse effects and not create a health hazard or a visibility hazard on roadways.
- Except for barbecue, gas, and charcoal grills, no burning shall be undertaken within 25 feet from any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the fire chief.
- Except for barbecue, gas, and charcoal grills, no open burning shall be undertaken during periods when either the fire chief or the state department of natural resources has issued a burning ban applicable to the area.
- No open burning may be conducted on days when the department of natural resources has declared an ozone action day applicable to Racine County.
- Open burning shall be conducted only on the property on which the materials were generated or at a facility approved by and in accordance with provisions established by the department of natural resources and the fire chief.

- Burning of trees, limbs, stumps, brush, or weeds for clearing or maintenance of rights-of-way is allowed if approved by the fire chief.

## Parks

Union Grove is proud to have to a well-rounded system of family-friendly parks and open spaces – from neighborhood and pocket parks to sports fields and nature preserves. Several of our parks offer picnic shelters that are available to rent for family get-togethers and special events, including School Yard Park, Mo/Young Park and Leider Park. A reservations calendar is viewable on the Village website. Contact the Village Office for more information.



### **American Legion Park**

Located on Main St. between Union Grove High School and downtown, American Legion Memorial Park is 10 acres in size with a parking lot on site and home to the Village's dog park. Park amenities: dog park, baseball field and small playground.

### **Bufton Park**

This popular neighborhood park is located near 12th Ave. and Elizabeth St., two blocks east of Main St. Street parking available. Park amenities: playground, basketball court and small picnic shelter with two tables.

### **Indian Trail Park**

A small neighborhood park located on New St., south of 17th Ave. Street parking available. Park amenities: small playground.

### **School Yard Park**

Located a short walk from downtown Union Grove and two blocks from the intersection of Hwy. 45 and Hwy. 11, School Yard Park is the former site of the Union Grove Grade School. It is now home to playgrounds, sports fields and gathering spaces. It is the host site for T-Ball, Coach Pitch, flag Football

and Soccer leagues. Park amenities include: two baseball fields, soccer fields, playgrounds, walking path, fitness area, picnic shelter with tables, entertainment stage (“Pavilion at School Yard Park”) and concession stand with restrooms.



### **Leider Park**

Located on High St. at 8th Ave., Leider Park is a 3.5-acre area with parking available on-site and amenities for holding a gathering or event. Park amenities: Splash Pad, picnic shelter with tables, playground, soccer field and restrooms.

Lauer Wildlife Preserve is a 13-acre conservancy area located in the northeastern portion of the Village. The site includes six acres of secondary environmental corridor consisting of wetlands and a pond, which may be used for fishing, located along the West Branch of the Root River.

### **Lincoln Woods Memorial Nature Walk**

Approximately 18 acres in size, Lincoln Woods is located at the northern end of Commerce Drive. A path off of Commerce Drive leads to a nature trail through this natural area. It was dedicated to the Union Grove Parks System in 2004 by Nancy and M. Graham Molitor.

### **Ryan Moe/Michael Young Memorial Park**

A 3.5-acre park located on 67th Dr., just north of Mill Ave. “Moe/Young Park” is dedicated to Ryan Moe, Michael Young and the memory of all children and young adults of the greater Union Grove Area who have lost their lives. A “wall of love” memorial is located in the park along with numerous amenities. Parking available on-site. Park amenities: picnic shelter with tables, playground and soccer field.



### **Village Square Park**

Located on Main St. in downtown Union Grove, Village Square is an approximately 17,000-square foot pocket park used for public gatherings like the annual

Christmas Comes to Union Grove. Nearby street parking is available. Park amenities: gazebo and benches.

# **P**arking & Vehicle Storage

## **Alternate Side Parking**

Between November 15 and March 15, overnight parking is allowed only on one side of the street between 2 a.m. to 6 a.m. On nights bearing an even calendar date (after midnight), parking can only be on the even-numbered side of the street. On nights bearing an odd calendar date (after midnight), parking can only be on the odd-numbered side of the street. Note there are occasions which require parking on the odd-numbered side of the street on consecutive nights (such as December 31–January 1).

Alternate side parking is enforced on all Village streets, except Main St. where there is no overnight parking. Motorists who fail to observe these regulations may be fined, and their vehicles may be towed.

## **24-Hour Parking Limits**

Vehicles may not be parked in any public street or public parking lot for a period of more than 24 consecutive hours.

## **Snow Emergencies**

A snow emergency (or winter storm emergency) may be declared by the Village due to snow accumulation of 3 inches or more or ice accumulation of 1/8 inch or more during any 24 hour period. Snow emergencies are announced on the Village website and local television news outlets. When a snow emergency has been declared, no person may park, stop, or leave standing any vehicle upon any public street, highway, or alley within the Village for the duration of the snow emergency, except for vehicles loading or unloading passengers or property for a period not to exceed 15 minutes and provided that no other parking restriction is violated thereby. This paragraph does not apply to physicians on emergency calls. Any vehicle parked on any public right-of-way during a winter storm emergency may be towed and the vehicle's owner will be responsible for the costs of towing and storing the vehicle. Additionally, or in lieu of towing, the vehicle's owner may be cited, with all towing and storage costs, if any, added to the forfeiture.

## **Abandoned Vehicles**

No person may leave unattended any motor vehicle, trailer, semitrailer or mobile home on any public street or highway or public or private property, for such time and under such circumstances as to cause the vehicle to

reasonably appear to have been abandoned. When any such vehicle has been left unattended within the Village for more than 48 hours, the vehicle is deemed abandoned and constitutes a public nuisance.

### **Trailers & Recreational Vehicles**

Village ordinances recognize recreational vehicles as boats and trailers, snowmobiles and their trailers, minibikes or trailbikes and their trailers and unoccupied tent-campers, motor homes and travel trailers. These items may only be kept in the rear or side yard of the property (or indoors). No other vehicular equipment of a commercial or industrial nature, can be parked or stored for more than two consecutive hours and four accumulated hours during any 24-hour period on any lot in any zoning district, except business and industrial districts.

### **Agricultural Equipment**

Equipment used in a farm operation, such as farm tractors, plows, farm plows, seeders, combines, cultivators, trucks owned and used by the farmer in the operation of the farm, etc., may be parked or stored outdoors in the A-1 Agricultural zoned district.

## **Pets & Animal Control**

We love our precious pets, but it is important for all pet owners to be respectful of their neighbors and mindful of regulations relating to animals.

### **Annual Dog and Cat Licenses**

- State law and local ordinances require dog and cat owners to obtain an annual license from the Village of Union Grove.
- Stop by the Village Office during normal business hours or request licenses by mail.
- The fee for the license is \$10.00 per neutered/spayed animals and \$20.00 for un-neutered/un-spayed animals.
- Three or four pets in any one household requires a Pet Fancier's License which costs \$10.00 in addition to the individual licenses.
- A Kennel License is required for more than four pets; contact the Village Office for more information on the Kennel License.
- Proof of rabies vaccinations and a pet license application is required for all cats and dogs.



- If you have licensed your pet in the past, and the rabies vaccination is still good, you do not need to submit proof – we have it on file. However, if this is a new license, or if your animal was vaccinated in the last year, please provide the certificate from the veterinarian.
- All animal licenses are due no later than April 1. After that, a \$5.00 penalty will be assessed for each animal, and added to the license fee.
- The owner shall securely attach the license and rabies vaccination tags to a collar, and a collar with the tags attached shall be kept on the dog for which the license is issued.

### **Number Limited**

No individual or family unit living together, firm, or corporation shall keep more than two dogs or cats or combination thereof in or upon one residential unit. However, a litter of pups or kittens or a portion of a litter may be kept for a period of time not exceeding five months from birth, unless the premises is licensed as a kennel or unless a resident has obtained a pet fancier's license.

### **Parks and Playgrounds**

No dog or cat shall be allowed at Leider Park at any time throughout the year. Leashed dogs are allowed at all other Village Parks.

### **Leashing**

Owners must keep their dog on a leash when outside of their property. It is unlawful for any person owning or possessing a dog or cat to permit such dog or cat to go unleashed upon any sidewalk, parkway or private lands, or premises without the permission of the owner of such premises and break, bruise, tear up, crush, injure, or defecate or urinate on any lawn, flower bed, plant, shrub, tree, or garden in any manner whatsoever. It is also unlawful for any person owning or possessing any animal to permit the animal to run at large.



### **Pet Waste**

In order to keep the Village clean and sanitary for everyone, dog owners are required to pick up after their dogs when walking them. Please remember to bring a scooper, bag, or other method for clean up when walking your pet.

### **Habitual Barking/Noise Prohibited**

Dogs that habitually bark, howl, yelp, or otherwise disturb the peace, may be required to be removed from the Village by the owner within 72 hours after service of a written notice by the Sheriff's Department. Upon failure to remove such dog, each day subsequent thereto may be deemed a separate offense, and the owner of such dog may be subject to daily fines.

### **Food and Drink**

No person owning or responsible for confining or impounding any animal may refuse or neglect to supply the animal with a supply of food and water sufficient to maintain all animals in good health. If potable water is not accessible to the animals at all times, it shall be provided daily and in sufficient quantity for the health of the animal.

### **Minimum Standards for Sheltering Pets**

No person owning or responsible for confining or impounding any animal may fail to provide the animal with proper shelter:

- Minimum indoor standards of shelter shall include ambient temperature compatible with the health of the animal and shall be adequately ventilated by natural or mechanical means to provide for the health of the animal.
- Minimum outdoor standards of shelter shall include shelter from sunlight when such is likely to cause heat exhaustion or other ill effects. Natural or artificial shelter appropriate to the local climatic conditions for the species shall be provided as necessary for the health of the animal.
- Minimum indoor and outdoor standards for enclosures shall be constructed and maintained so as to provide sufficient space to allow adequate freedom of movement for the health of the animal.
- Minimum sanitation standards for both indoor and outdoor enclosures shall include daily cleaning to remove excreta and

- other waste materials, dirt, and trash so as to minimize health hazards.
- No person may intentionally abandon any animal.

## **Stray Dogs and Animal Sheltering**

The Village contracts with Jodie Hoffmann of Woof Gang Rescue, Inc. for dog catching services. If you encounter a stray dog, contact Jodie at (262) 930-4495. Stray dogs are sheltered at the Safe Harbor Humane Society in Kenosha, which can be reached at (262) 694-4047.

## **Chickens**

Residents in single-family neighborhoods may keep hens on their property with a Village permit. Roosters are not allowed, and chickens may only be kept for personal use. Commercial activity such as selling eggs, birds, or meat is not permitted.

Up to six hens are allowed on parcels four acres or smaller. All hens must be kept in a coop and enclosed run that meet Village standards for space, cleanliness, ventilation, and safety. Coops and runs must be located in the rear yard and must be properly set back from property lines and neighboring homes.

A Village permit is required, and all chicken keeping is subject to ongoing compliance with Village standards.

## **Livestock Prohibited**

Village ordinances provide that no person shall keep or maintain in any zoning district any pigeons or fowl, or any animal raised for fur bearing purposes, or any livestock, including, but not limited to horses, cattle, sheep, goats, pigs, or swine, whether or not such animal is domesticated, tamed, or a pet.

## **Wild and Exotic Animals Prohibited**

Per Village ordinances, no person shall keep, maintain, or have in such person's possession or under such person's control any poisonous reptile, dangerous or wild animal or insect. These prohibitions do not include captive-bred species of caged birds, rodents, turtles, fish, and non-poisonous, non-constricting snakes.

# Pools

All private swimming pools require a building permit and application for permits shall be accompanied by plans, before construction commences. Following is an overview of Village regulations relating to swimming pools:

- Every swimming pool needs to be constructed to facilitate cleaning and shall be maintained to be clean and sanitary at all times.
- Any lights illuminating such swimming pool shall eliminate direct rays and minimize reflected rays of light onto adjoining properties and roadways.
- Except as provided below, a fence with a minimum height of 48 inches shall completely surround all swimming pools. There shall be no opening in said fence larger than six inches square. All gates or doors opening through such enclosure shall be kept securely closed at all times while unattended and shall be equipped with a self-closing and self-latching device capable of keeping such door or gate securely closed. Such fences shall be erected in such manner that there shall be an apron of level surface at least three feet in width surrounding all sides of the pool and conform to the side yard requirements for accessory buildings.
- A fence is not required around an above-ground swimming pools where the pool wall is at least 48 inches in height above grade for the full pool perimeter, and provided that all ladders, steps or other means of access to the pool are removed and/or designed to prevent access when the pool is unattended.
- The Plan Commission may also waive the fencing requirement for any pool with an approved safety pool cover that also complies with any site-specific safety and/or nuisance-related conditions placed upon such approval.
- All swimming pools must be equipped with an adequate self-contained filtration and recirculating system detached from any potable water supply or waste disposal system.
- Pools shall not drain into sanitary sewers, roadside ditches or neighboring properties. Pool waste water may be used for irrigation by surface or subsurface spreading providing no hazard, nuisance or unsanitary condition will occur in the opinion of the health officer, building inspector or the Public Works Supervisor.

Swimming pool regulations do not apply to storable children's swimming or wading pools, with a maximum dimension of 15 feet and a maximum wall height of 15 inches and which are so constructed that they may be readily disassembled for storage and reassembled to their original integrity.

## **P**roperty Assessments

An assessment is the value placed upon your property by the Village Assessor. This value determines what portion of the local property tax levy will be borne by your property.

### **How do I obtain assessment information for a property?**

Property Assessment information is available online on the Racine County land records webpage or by contacting the Village Assessor.

### **Who is the Village Assessor, and how do I contact them?**

The Village Assessor is Dan McHugh (Affiliated Property Valuation Services) and he can be reached at [dmchugh@apvswi.com](mailto:dmchugh@apvswi.com).

### **Will I be notified if there is a change in my assessment?**

Whenever the assessment changes, the owner must be notified in writing and mailed prior to the Board of Review meeting.



### **What is a “revaluation” and when does it take place?**

A revaluation is done by the assessor when the property records are outdated or inaccurate, assessment uniformity is poor, a full revaluation hasn't been done for 10 years, or reassessment is required under state law. A full revaluation includes on-site inspections (interior and exterior), measuring all buildings and taking photos.

### **More Information**

For more information on assessment procedures in the State of Wisconsin, the State publishes a comprehensive document titled "Guide for Property Owners" which is available on the Wisconsin Department of Revenue website: [www.revenue.wi.gov](http://www.revenue.wi.gov).

## **P**roperty Drainage

### **Sump Pump Discharge**

Clear water shall be conveyed to the front or rear yard by means of an electrically driven pump. No side yard discharge of water is allowed. The clear water pump shall be located a minimum of 20 feet from the nearest floor drain and from any sanitary sump pit. The discharge pipe or extension or drain system of each clear water sump pump shall be extended no closer than 15 feet from any property line. The clear water waste shall be conveyed above ground by gravity flow and by natural means to the point of disposal. The clear water sump pump may be connected underground to the storm sewer system, at the owner's expense, upon written approval of the Director of Public Works.

### **Roof Drains**

All residential roof drains shall be discharged no closer than six feet from any lot line and above grade. Roof drains that are installed to discharge below grade shall be removed and shall be so reconstructed as to discharge above the ground level grade.

## **P**roperty Maintenance

The Village of Union Grove aims to maintain property values and promote safe, high-quality neighborhoods by enforcing the following property maintenance requirements.

### **Lawn Maintenance**

Village Code requires lawns to be kept below 9 inches in height. If grass gets above this height, the Village may have the lawn mowed and billed to the property owner. The property owner can also be issued a citation. Residents are responsible for maintaining lawns in public right-of-way areas adjacent to their property.

### **Disposal of Yard Waste or Grass Clippings in the Streets Prohibited**

No person shall use the public streets or any other public property as a place for disposal of yard waste or grass clippings. The Village may cause the debris to be removed and the expense billed to the owner, occupant or person in charge.

### **Sidewalks**

Property owners are responsible for the repair or replacement of public sidewalks adjacent to their property. In accordance with the Village's sidewalk inspection program, the Union Grove Public Works Department may identify hazardous sidewalks or conditions which, if not addressed, could develop into a hazard that could endanger public safety. The following are examples of sidewalk hazards or conditions that could develop into hazards:



- A difference in height at the joint of greater than 0.5 inch in elevation of adjacent sidewalk squares.
- The pitch of a sidewalk is greater than 1 inch per foot.
- Existence of cracking and/or deterioration which has resulted in any of the following:
  - A crack that is greater than  $\frac{3}{4}$  inch wide.
  - A difference in height greater than  $\frac{1}{2}$  inch, within a sidewalk section, separated by a longitudinal crack or cracks, or 1 inch where separated by a transverse crack or cracks. Where it cannot be reasonably determined, whether a crack or joint is transverse or longitudinal, the stricter criteria shall be applied.
  - Loose or spalled concrete, resulting in surface irregularities greater than  $\frac{1}{2}$  inch depth relative to the sidewalk surface.
  - A depression greater than  $\frac{3}{4}$  inch within a sidewalk square.

When sidewalk hazards have been identified, a notice will be issued to the property owner. According to Village ordinances, the property owner will have the option of completing the repair or replacement themselves within 30 days. If the work is not completed within that timeframe, the Village will have the work completed by a third-party contractor. The property owner will be billed 100% of the cost plus a 15% administrative fee. If the cost of the work is under \$300, the bill shall be paid within thirty (30) days of invoicing and if not paid the amount shall be entered by the Clerk in the tax roll as a special charge against the property.

Replacement sidewalks must be made of concrete, match the width of adjacent squares, and be a minimum thickness of 4 inches. Sidewalks through a residential driveway shall be a minimum thickness of 6 inches and through a non-residential driveway shall be a minimum of 8 inches.



## **Tree Trimming**

Trees standing in and upon any public street or place or upon any lot or land adjacent thereto shall be pruned and trimmed by the owner or occupant of the property on or in front of which such trees are growing, so that the lowest branches projecting over the public street or alley will provide a clearance of no less than 14 feet and a clearance of not less than 10 feet over any public place and so that no dead, broken or otherwise hazardous branches shall be likely to fall and do injury to the public. When the Public Works Supervisor deems a tree to be hazardous, a notice is issued to the property owner with a time period to address the tree. If the tree is not addressed within the time period, the Village will have the tree trimmed, pruned or removed and the cost will be billed to the property owner.

## **Public Nuisances**

The following property conditions may be declared public nuisances by the Village of Union Grove, requiring action by the property owner:

- All trees, hedges, billboards or other obstructions that prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk.
- All limbs of trees that project over and less than 14 feet above the surface of a public sidewalk or street or less than ten feet above any other public place.
- All buildings or structures so old, dilapidated or out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human use.
- All open and unguarded pits, wells, excavations or unused basements freely accessible from any public street, alley or sidewalk.
- Carcasses of animals, birds or fowls not intended for human consumption or food which are not buried or otherwise disposed of in a sanitary manner within 24 hours after death.
- Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal or any material whatsoever in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed.

- All stagnant water in which mosquitoes, flies or other insects can multiply.
- All noxious weeds and other rank growth of vegetation.
- The escape of smoke, soot, cinders, noxious acids, fumes, gases, flying ash, industrial dust or other atmospheric pollutants within the Village limits or within one mile therefrom in such quantities as to endanger the health of persons of ordinary sensibilities or to threaten or cause substantial injury to the property in the Village.
- Any use of property, substances or things within the Village and within one mile from the Village limits emitting or causing any foul, offensive, noisome, nauseous, noxious or disagreeable odors, gases, effluvia or stenches extremely repulsive to the physical senses of ordinary persons that annoy, discomfort, injure or inconvenience the health of any appreciable number of persons within the Village.
- All abandoned wells not securely covered or secured from public use.
- Any use of property that shall cause any nauseous or unwholesome liquid or substance to flow into or upon any street, gutter, alley, sidewalk or public place within the Village.

## **P**ublic Right-of-Ways

The public right-of-way includes public roads and areas of land between private property and the edge of the road. Sidewalks and driveway aprons are typically located within the public right-of-way. If you have a drainage ditch, it is also most likely within the right-of-way.

To determine the location of property lines and right-of-ways, you can reference a plat of survey or the Racine County GIS map found on the County's website.

### **Right-of-Way Permit**

Any proposed work or excavation within the right-of-way requires a permit issued by the Village. To apply for permit, submit a Right-of-Way Permit application form, fee and necessary attachments to the Village Office. Contact the Public Works Supervisor for any questions.

### **Driveways**

Residents intending to make changes to a driveway that extends into a public right-of-way are required to obtain a permit from the building inspector. Driveways within a public right-of-way must be constructed with a minimum gravel base of 6 inches compacted and concrete at a depth no

less than 6 inches for one and two family applications and 8 inches of gravel and 8 inches of concrete for all other applications.

## **Signs in the Right-of-Way**

No sign may be located within a public right-of-way or on public lands without written permission of the public body having jurisdiction. Signs erected in violation of the regulations in this section may be removed without notice.

# **P**ublic Safety

## **Police Services**

The Village contracts with the Racine County Sheriff's Department to provide dedicated, professional police protection services. For questions or concerns, contact the Sheriff's Department non-emergency line at (262) 886-2300. As always, for emergencies dial 9-1-1.



## **Municipal Court**

The Village of Union Grove holds Municipal Court on a monthly basis, typically on the third Wednesday of the month. The Court has jurisdiction over traffic and non-traffic ordinance violations that occur in the Village. A Municipal Judge is elected to a four-year term and Court is administered by the Court Clerk at the Village Office.

## **Fire & EMS Services**

Fire and Emergency Medical Services are provided by the Union Grove-Yorkville Fire Department (UGYFD). The department responds to an area of

approximately 36 square miles consisting mostly of suburban and rural districts. UGYFD covers north to Two Mile Rd., south to Hwy. KR, east to Interstate 94 north and south bound, and west to Raynor Ave. One station, located at 700 Main St., Union Grove, covers this area.



UGYFD members proudly serve this volunteer paid per call organization. Members receive minimal compensation for responses, training and education. For more information about the department or how to join as a volunteer, visit the UGYFD website or call (262) 878-4181. In an emergency, dial 9-1-1.

## R<sup>e</sup>creation Programs

The Village of Union Grove offers a variety of recreation programs for residents of all ages throughout the year. Ongoing classes and activities are held regularly at the Union Grove Municipal Center, while additional seasonal programs take place at Village facilities and local sports fields. Some programs are offered on a first-come, first-served basis, and others require advance registration during designated registration periods.



For the most up-to-date program information, visit the Recreation page on the Village website and follow the Union Grove Recreation Department on Facebook.

## R<sup>u</sup>mmage Sales

Yard, garage, and rummage sales offer a great way to prevent old items from going to waste. There are some rules to consider, though. First, you are only allowed to sell your own personal property. Second, no person or party is allowed to hold a sale on more than nine calendar days throughout the year, regardless of whether or not the days are consecutive. And third, these sales are not permitted between the hours of 8 p.m. and 8 a.m. on any day.

Types of sales that are not included in this category and therefore do not have the same applicable rules are things such as: farm produce and farmers markets, juvenile beverage stands (lemonade stands and the like), and single article sales (for things like a single car, boat, snowmobile, bicycle, snow blower, etc.).

# Schools

We are proud of our wonderful schools in Union Grove! Our schools are rated well among other districts in the southeastern Wisconsin area. Union Grove is home to both Union Grove Elementary School (Home of the Ponies) and Union Grove High School (Home of the Broncos). We are grateful for our exceptional staff, after-school activities, athletics, facilities, and of course student body.

## **Union Grove Elementary School (1745 Milldrum St.)**

Offers course work for grades Kindergarten through 8<sup>th</sup> grade.

Approximately 800 children attend Union Grove Elementary and the school employs about 50 teachers. According to schooldigger.com, Union Grove Elementary ranks in the upper 25% in the State of Wisconsin. The school was rated as "Exceeds Expectations" in the Wisconsin Department of Public Instruction 2018-19 School Report Card.

## **Union Grove High School (3433 S. Colony Ave.)**

Offers course work for grades 9 through 12.

The school has approximately 1,000 students and they currently employ about 55 teachers. A few of the classes offered also qualify for college credits. The school was rated as "Exceeds Expectations" in the Wisconsin Department of Public Instruction 2018-19 School Report Card.



# Service Clubs

Union Grove is served by several long-standing service clubs and organizations that promote fellowship among residents and regularly contribute to the good of our community. These clubs are always looking for new members to get involved.

## **Bixby-Hansen American Legion**

Bixby-Hansen Post 171 is fully active in all aspects of the American Legion's, which is the nation's largest wartime veterans service organization, committed to mentoring youth and sponsorship of wholesome programs in our communities, advocating patriotism and honor, promoting strong national security, and continued devotion to our fellow servicemembers and veterans.

### **Union Grove Kiwanis Club**

The Union Grove Kiwanis Club was chartered in 1968 to make a positive impact through local events, leadership development and contributions to youth programs. The Kiwanis Club also donates time and talent toward enhancing our local parks.



### **Union Grove Lions Club**

Formed in 1949, the Union Grove Lions Club is known for its involvement in events and fundraisers, and its services to the community, such as providing vision screenings at local schools and events.

### **Union Grove Lodge #288 Free/Accepted Masons of Wisconsin**

Free/Accepted Mason's is oldest, largest/most widely known fraternal organization in the world. "Brotherly Love, Relief & Truth" help make good men better by strengthening character/improve moral/spiritual outlook.

### **History Seekers of the Union Grove Area**

The History Seekers promote an understanding of local history by collecting, preserving and exhibiting its collection for the benefit of present & future generations.

# S heds & Other Accessory Buildings

Accessory building means a building such as a garage, playhouse or greenhouse, which is an accessory to the main building already existing on the same lot. Any accessory structure with a roof is considered an accessory building. Accessory buildings with footprints equal to or greater than 240 square feet are qualified as detached garages. Accessory buildings with footprints less than 240 square feet shall constitute a shed. Lots less than 2.5 acres in size can have one detached garage and one shed; lots 2.5 acres or more can have up to two detached garages and one shed. Contact the Village Office prior to construction to obtain necessary permits for an accessory building. Accessory structures are permitted in the rear and side yards and must comply with the following:



- Cannot be closer than 10 feet to the principal structure.
- Accessory uses and detached accessory structures shall not exceed 16 feet in building height, without approval by the Plan Commission. The Plan Commission may authorize a higher height.
- Accessory uses and detached accessory structures shall not exceed 1500 square feet, without the approval of the Plan Commission. The Plan Commission may authorize up to 3000 square feet upon application.
- Accessory structures cannot occupy more than 30% of the rear yard.
- Cannot be utilized for residential living space.

# S igns

In order to limit visual clutter and preserve the character of the community, the Village has regulations relating to the size and location of signage. General information about signs that are allowed in residential areas is provided in the table below:

Type of Sign	Size Limit	Additional Information
Election Signs	Maximum 11 sq. feet on each side, unless on a county or state trunk highway or Village arterial street, where maximum sign area is 16 sq. feet; may not exceed 6 feet in height; and, may not exceed a total of 16 sq. feet per lot.	Signs that are more than 4 sq. feet must be 30 feet from other similar signs. Allowed during election period and removed within 7 days following the election.

<b>Real Estate Signs</b>	Maximum 4 sq. feet on each side.	Sign must be removed no later than 15 days after the closing.
<b>Temporary Signs (including Rummage Sale Signs)</b>	Maximum 4 sq. feet on each side.	Limited to no more than 7 days, whether or not consecutive, within any calendar month. Limited to 2 signs per 0.25 acres.
<b>Name and Warning Signs</b>	Maximum 2 sq. feet	These include signs with family names or caution signs like security signs, "Beware of Dog," or "No Trespassing."

For information about signs on businesses or institutional properties, please contact the Village Offices.

## **Snow & Ice Control**

Union Grove Public Works strives to remove snow and ice in an expeditious and orderly manner. During a storm, main streets and school zones receive priority and are salted and/or plowed first. Residential streets are started after, and maintained in conjunction with, the main streets. As salt inventory permits, salt is applied to these streets at each intersection and on hills and curves. Plowing is provided to keep these streets passable to normal vehicular traffic.

### **Sidewalks**

The owner, occupant, or person in charge of each and every building or structure or unoccupied lot in the Village fronting or abutting any street shall clean, or cause to be cleaned, the sidewalk in front of or adjoining such home, building, or unoccupied lot, as the case may be, of snow or ice to the width of such sidewalk within 24 hours after the end of the snowfall. If snow or ice is not cleared, the Village will clear the sidewalk. The owner, occupant, or person in charge shall be sent a statement for the actual labor cost of removal by the Village. Any snow or ice clearance charge that is unpaid by the due date set forth in the statement shall be delinquent and shall be collected via the benefited parcel's next tax bill as a special charge.

### **Disposal of Snow in the Streets**

No person shall use the public streets or any other public property as a place for disposal of snow from private property. Pushing, dumping, blowing, throwing, or otherwise transferring snow from private property to a public street or any other public property is prohibited. Provisions of this section shall not apply to snow removal under the direction of the Department of Public Works by Village Employees or contractors performing work under contract with the Village. If the occupant, owner, or person acting on behalf of the occupant or owner does not comply with

this section, the Village may cause the work to remove the snow to be done and the expense billed to the owner, occupant, or person in charge utilizing the procedure.

## **Mailboxes**

Make sure your mailbox is winter-ready by ensuring it is straight, sturdy, and stable and meets US Postal Service installation and maintenance requirements: 41 to 45 inches off the ground, 6 to 8 inches back from the curb or edge of the pavement, buried 24 inches in the ground and able to safely break away if struck by a vehicle. If your mailbox does not meet these requirements and is damaged during snow removal operations, repair/replacement will be at the property owner's cost.

## **Fire Hydrants**

Property owners are responsible for clearing snow around fire hydrants that are adjacent to their property. If a fire hydrant is lost or buried in the snow, firefighters can lose valuable time trying to locate and dig out the hydrant when they arrive. Clear the snow three feet all around the hydrant so firefighters have enough room to connect a hose.



# **T axes**

Annual property tax bills are mailed out approximately the second week of December each year and can be found online on Racine County's "My Tax Bill" website. Bills are mailed to the property owner address on file with Racine County – for instructions on how to request a mailing address change, visit the Racine County website <https://www.racinecounty.com/>

## **Property Tax Payments**

Through January 31, make a full payment or a partial payment to the Village of Union Grove using one of the payment options listed on the tax bill insert. After January 31, tax payments must go to the Racine County Treasurer's Office – 703 Wisconsin Ave, Racine, WI 53403

## **Property Tax Refunds**

If your taxes are paid by your mortgage company and the escrow amount is greater than the full tax payment, the Village will issue you a refund check in approximately 4-6 weeks.

### **Where do my property taxes go?**

Annual property tax bills include tax amounts assessed by several different jurisdictions, including Racine County, Union Grove Union High School, Union Grove Elementary School, Gateway Technical College and Village of Union Grove. A breakdown of tax amounts is provided on the property tax bill, along with a list of any referendums printed near the middle of the page. About 27% of the annual tax bill goes to the Village of Union Grove for services like public safety, road maintenance, garbage/recycling collections and other local services.

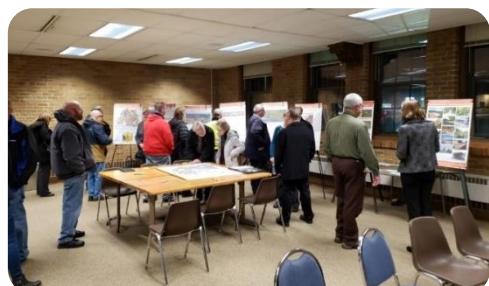
### **Lottery Credit**

The Lottery and Gaming Credit is a credit that provides direct property tax relief to qualifying taxpayers on their property tax bills. To qualify for the Lottery and Gaming Credit, you must be a Wisconsin resident, own a dwelling and use it as your primary residence as of the January 1 certification date of the year the property taxes are levied. To receive the credit, an eligible property owner must file an application with the county treasurer where the property is located.

## **Village Government**

The Village is governed by a seven-member Board of Trustees who are elected by Union Grove electors to staggered, two-year terms. The Village President is a part-time office that presides at all board meetings, and signs all ordinances and resolutions. The president votes on all matters that come before the board. Additionally, the president has a leadership role in coordinating the inter-network of Village government, responding to citizens, and representing the Village at state and local events. The board is also made up of six trustees who, like the president, are part-time offices elected at large and represent all Village residents. Village Board

members make policy decisions, enact laws, approve an annual budget and act for the overall benefit and best interest of the Village. Regular Village Board meetings are held on the second and fourth Mondays of each month at 6 p.m. and special meetings are scheduled as needed. Each Village Board



Trustee is assigned to serve on about 3-5 committees that each typically meet on a monthly basis or as-needed, as well as the Board of Review which meets at least once annually. The Village Board appoints other citizens to serve on other boards, committees and commissions of the Village. Following is a listing of Village boards, committees and commissions:

Body	Composition	Meeting Schedule
Administration Committee	Village Trustees (3)	1 <sup>st</sup> Monday of the Month Combined with Finance
Board of Review	Village President, Trustees (6) and Clerk	Annually
Building Board	Village Trustees (3)	As Needed
Community Development Authority	Village Board members (2) and residents (5)	As needed
Emergency Government Committee	Village President and Trustees (3)	As Needed
Finance Committee	Village Trustees (3)	1 <sup>st</sup> Monday of the Month Combined with Finance
Fire Commission	Village Board members (3) from each Union Grove and Yorkville	2 <sup>nd</sup> Wednesdays
Joint Review Board	Village Board member (1), Schools designees (2), Gateway designee (1), County designee (1) and resident (1).	Annually/As Needed
Library Board	Village Board member (1), School designee (1), Village designees (3) and County designees (2)	2 <sup>nd</sup> Wednesdays
Personnel Committee	Village President and Trustees (2)	As Needed
Plan Commission	Village President, Village Trustees (2) and residents (4)	1 <sup>st</sup> Monday of the Month
Recreation & Parks	Village Trustees (3)	2 <sup>nd</sup> Monday of the Month
Sex Offender Residency Appeals Board	Residents (3)	As Needed
Village Board	Village President and Trustees (6)	2 <sup>nd</sup> and 4 <sup>th</sup> Mondays
Water, Wastewater, Storm Water & Streets	Village Trustees (3)	3 <sup>rd</sup> Mondays
Zoning Board of Appeals	Residents (5)	As Needed

All meetings are publicly noticed by the Village clerk at least 24 hours prior to the meeting time; notices are public on the bulletin board at the Municipal Center and on the Village website. For information on getting involved in your Village government, contact the Village Clerk.

## Voting

All elections in the Village of Union Grove are held at the Union Grove Municipal Center, 925 15th Ave., in the first floor Community Center. The Spring Election is held annually on the first Tuesday in April, with a primary (if necessary) on the third Tuesday in February. Fall Elections are held on even-numbered years on the first Tuesday in November, with a primary on the second Tuesday in August.

## **Other Election Information**

For more information on voting in Wisconsin:

- Wisconsin Voter Information – <http://myvote.wi.gov>
- Wisconsin Elections Commission – <http://elections.wi.gov>
- Union Grove Village Clerk – (262) 878-1818

## **Water & Sewer Utilities**

**W** The Union Grove Water, Sewer and Storm Water Utilities are self-financing enterprises owned by the Village of Union Grove and regulated by the Public Service Commission of Wisconsin, the EPA and the Wisconsin Department of Natural Resources. Day-to-day operations of the utilities are carried out by four utility operators, managed by the Director of Public Works with oversight from the Water, Wastewater, Storm Water and Streets Committee and Village Administrator.

### **Making Payments**

Utility bill payments are accepted using any of the following methods:

- By debit/credit card or e-check (processing fee applies). Go to [uniongrove.wi.gov](http://uniongrove.wi.gov) and click on “Pay a Utility Bill.”
- Mail a check or money order to the Village of Union Grove, 925 15th Ave., Union Grove, WI 53182.
- In-person at the Union Grove Village Office, 925 15th Ave., with cash, check money order or debit/credit card (processing fee applies) during office hours, Monday-Friday, 8 a.m. to 4:30 p.m.
- Automatic (ACH) payments transferred directly from your bank account. Enroll by submitting an ACH enrollment form.
- Drop-box located near the entrance of the Union Grove Municipal Center (no cash).
- Pay at Community State Bank (on or before due date only).

### **Billing Periods**

Utility billing periods are from the first day of each quarter to the last day of each quarter. Bills are typically mailed out by January 10, April 10, July 10 and October 10. Payments are due by the 30th or 31st of the billing month.

### **Service Fees**

Quarterly service charges are set by the Village of Union Grove (water rates are regulated by the Wisconsin Public Service Commission). A listing of the current utility rates is provided on the back of the utility bill. Please note the utility cannot make rebates for water lost due to leaks on the customer's premises.

## **Lawn Establishment/Irrigation Credit**

Residential property owners may be eligible for a lawn establishment/irrigation credit. A sewer deduct meter is required to receive a credit. Credit applications and our current policy is found <https://www.uniongrovewi.gov/residents/water-sewer-storm-utilities/>.

## **Credit for Filling New Swimming Pool or Liner Replacement**

Property owners who need to fill a new swimming pool, or re-fill a swimming pool to replace a liner, may be eligible for a credit on sewer portion of their utility bill. Please contact the Village Office prior to the use of water to make arrangements and receive instructions on the swimming pool credit application. Note that a receipt will need to be submitted for proof of a liner replacement. The sewer credit is not available for topping off or re-filling an existing pool due to other circumstances.

## **Past Due Accounts**

A late fee of 3% is applied to any utility payments received after the due date.

## **Cross-Connection Control**

In accordance with the Village's "cross connection control program" as mandated by the Wisconsin Department of Natural Resources, the Utility provides periodic inspections for "cross connections" of the water supply. The purpose of the inspection is to identify any connections or potential connections of contaminant sources with the water system in your home.

## **Consumer Confidence Report**

The U.S. Environmental Protection Agency (EPA) requires drinking water utilities to provide an annual Consumer Confidence Report to help consumers understand where their drinking water comes from so they can make informed decisions about their health and protection of the environment. We're pleased to report that our drinking water is safe and meets Federal and State requirements. To view the most recent Consumer Confidence Report, visit <https://www.uniongrovewi.gov/residents/water-sewer-storm-utilities/drinking-water-quality/>

## Wildlife

You may see all kinds of wildlife in Union Grove, including deer, coyotes, and foxes. Please keep in mind the Village of Union Grove does not allow the discharge of firearms or bow and arrows within the Village for the purpose of hunting animals such as coyotes. Residents may trap coyotes if they hire their own licensed, private contracting service to carry out the trapping activities on their own property.



**Village of Union Grove  
Union Grove Municipal Center**

925 15th Ave.. Union Grove, WI 53182  
(262) 878-1818

[info@vi.uniongrove.wi.gov](mailto:info@vi.uniongrove.wi.gov) · [uniongrovewi.gov](http://uniongrovewi.gov)  
Office Hours: Monday-Friday,  
8 a.m. to 4:30 p.m.