


**ORDINANCE DESIGNATING MUNICIPAL OFFICIAL TO ISSUE  
OPERATORS' LICENSES**

Ordinance No. 2023-3


1. **AUTHORITY:** Pursuant to § 125.17(1), Wis. Stat., the Town of Roxbury, Dane County, is authorized to designate a municipal official to issue operators' licenses.
2. **MUNICIPAL OFFICIAL AUTHORIZED TO ISSUE:** An operator's license may be issued to an applicant by the Town Clerk upon written application, subject to the provisions of this ordinance.
3. **ELIGIBILITY:** The Town Clerk may issue an operator's license to a person who has submitted a complete operator's license application, paid the requisite fee for such license, and meets the qualifications for a license as set forth under § 125.04(5), Wis. Stat.
4. **STANDARD:** An operator's license shall not be granted if the applicant has provided false information on his/her application; or if the applicant, pursuant to §§ 111.321, 111.322 and 111.335, Wis. Stats., has an arrest or conviction record substantially related to the alcohol licensing activity.
5. **DENIALS:** If an applicant is denied an operator's license, the Town clerk shall provide a written explanation of the reason(s) for denial to the applicant. § 125.12(3m), Wis. Stat. If a license is denied due to a criminal conviction that substantially relates to the licensing activity, the applicant shall be allowed to show evidence of rehabilitation and fitness to engage in the licensed activity pursuant to § 111.335(4)(c), Wis. Stat. Applicants who are able to show sufficient evidence under § 111.335(4)(d), Wis. Stat. shall be issued an operator's license.
6. **SUSPENSIONS, REVOCATIONS AND NONRENEWALS:** The Town Clerk may not suspend, revoke, or non-renew an operator's license. Such actions may be taken by the governing body after the necessary procedures outlined under § 125.12 Wis. Stat. have been followed.

Adopted this 5th day of June, 2023.

By the Town Board of the Town of Roxbury.

  
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Nick Ganser, Town Chairperson

Attested by:

  
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Lisa Meinholz - Town Clerk