

ORDINANCE 2023-05

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CREATING CHAPTER 9.37 (REGULATING HOTELS, MOTELS, INNS AND OTHER TRANSIENT LODGING FACILITIES) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN

Purpose: The purpose of this Ordinance is to create uniformity among lodging properties and requiring the necessary information from each lodger/renter within the City of Prairie du Chien.

The Common Council of the City of Prairie du Chien, Crawford County, Wisconsin, does ordain as follows:

Section 1: That Chapter 9.37 (REGULATING HOTELS, MOTELS, INNS AND OTHER TRANSIENT LODGING FACILITIES) of the Municipal Code of the City of Prairie du Chien, Wisconsin be created to read as follows:

REGULATING HOTELS, MOTELS, INNS AND OTHER TRANSIENT LODGING FACILITIES

(1) Any person who owns or operates a hotel, motel, inn or other transient lodging facility shall maintain a hotel register that maintains, at a minimum, records of:

- (a) The name and address of all adult persons renting sleeping facilities in the establishment.
- (b) The room number occupied.
- (c) The date and time of registration and checkout.
- (d) Where maintained by the establishment in the ordinary course of business, the license plate number and state of registration of any motor vehicle parked or kept by the person on the hotel, motel, inn or other transient lodging facility premises.
- (e) A physical signature of each guest, roomer or lodger.

(2) The owner, keeper, proprietor or agent shall verify the credit card signature of each guest, roomer or lodger making payment by way of credit card, with the signature inscribed upon the hotel register. If the signature as inscribed on the register does not appear to reasonably match the signature on the credit card, further identification shall be requested of the type requested of persons paying in cash.

(3) The owner, keeper, proprietor or agent shall require identification of any adult guest, roomer or lodger at the time of registration, and in a valid and current format showing the person's name and date of birth, which may be, but is not limited to, a driver's license, state-issued picture identification card, or such other form as will reasonably assure that the registrant is, the person under whose name such lodging, room or accommodation is, being procured, and shall maintain a photocopy of such identification or transpose the identifying information in the registration ledger. For any guest, roomer or lodger taking occupancy through a prearranged reservation in the name of a corporation, business, association or any other entity, the owner, keeper, proprietor or agent shall request identification of the specific guest, roomer or lodger at the time of registration as will reasonably assure such person to be the person for whom the lodging, room or accommodations have been procured.

(4) The records required to be kept in accordance with subsection (1) and records and billing information maintained by any hotel, motel, inn or other transient lodging facility, including records of telephone calls made from the individual rooms in the establishment, shall be made available for immediate inspection upon the request of any law enforcement

officer of the City.

(5) The register and records required to be kept in accordance with this section shall be retained for one year after the date of a guest, roomer or lodgers rental.

(6) Any person convicted of violating any provision of this section shall be subject to a penalty as provided in §25.04 of the Code of General Ordinances of the City of Prairie du Chien.

Section 2: Any Ordinance or parts thereof, inconsistent herewith are hereby repealed.

Section 3: This Ordinance shall be published as required by law after passage by the Common Council.

Passed and approved this ____ day of June, 2023.

David Hemmer, Mayor

ATTEST:

Chad Abram, City Administrator

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Certification

I, Tina Fuller, am the duly qualified and acting City Clerk of the City of Prairie du Chien, Crawford County, Wisconsin. I hereby certify that the aforementioned is a true and exact reproduction of the original ordinance or resolution adopted by the Common Council.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on the __ of June, 2023.

(SEAL)

Tina Fuller
City Clerk