



City of Racine Police Department
Policy and Procedure

Number: 1921

Subject: Processing of Citizen Complaints on Loud Vehicle Stereos		
Date Issued: 5-25-01	Effective Date: 11-24-10	Revision Number: 3

POLICY:

The Racine Police Department works with the citizens of the community in their efforts to enforce the abatement of noise coming from motor vehicles with loud radios or other electric sound amplification devices. The documentation by the citizen complainant and follow-up investigation by Department personnel have a lasting effect on the quality of life within the community. The Department shall make every effort to enforce the applicable statutes and ordinances through the issuance of citations whenever possible.

PROCEDURE:

When a member of the community chooses to report a loud noise violation in accordance with State Statute 346.94(16):

RECORDS/PUBLIC SERVICE COUNTER CLERK:

1. Shall review the Loud Vehicle Stereo Citizen’s Complaint form (RPD PP94) completed by the citizen for completeness and accuracy.
2. Shall ensure that he or she:
 - a. Verify the identification of the complainant.
 - b. Verify the violation occurred within the last 24 hours.
 - c. Obtain a complaint number for the incident and document it on the form along with the date and time received.
 - d. Sign off on the form.
 - e. As soon as practical, forward the completed form to the Traffic Unit mailbox.

TRAFFIC COMMANDER:

Upon receipt of the completed Loud Stereo Citizen’s Complaint Form:

1. Assign the investigation to a Traffic Investigator for follow-up in a timely fashion.
2. Track the investigation to ensure compliance with the time constraints of any applicable statutes.
3. If the investigation results in “no enforcement action taken”, place a notation on the UTC/UMCC # line indicating “None”.
4. Forward the completed reports to Records for filing.

TRAFFIC INVESTIGATOR

Upon receipt of assignment of the Loud Stereo Citizen’s Complaint Form:

1. Attempt to verify the offending vehicle information.
2. Complete an investigation to the extent that a determination is made that a driver can be identified.
 - a. If a driver can be identified, complete the appropriate Uniform Traffic Citation (UTC) citing Racine Municipal Code 94-1 adopting Wisconsin State Statute 346.94(16) and serve it on the driver.
 - b. If a driver cannot be located, complete the appropriate Uniform Traffic Citation (UTC) and serve it on the vehicle owner in accordance with Wisconsin State Statute 346.945(1)(a) adopted under the Racine Municipal Code.
 - c. Record the citation information on the Loud Stereo Citizen’s Complaint Form.
3. Forward the Loud Stereo Citizen’s Complaint form to the Traffic Commander for review, whether the investigation results in enforcement action or not.

RELATED STATUTES:

346.94(16) – Radios or Other Sound Amplification Devices
346.945(1)(a) – Vehicle Owners Liability for Radios or Other Sound Amplification Devices

RELATED PROCEDURES:

[1929 – Issuance of Uniform Traffic Citations \(UTC’s\)](#) [Table of Contents](#)
[913 – Uniform Municipal Court Citations](#)