

TABLE OF CONTENTS

Town of West Bend

Town Hall/Community Center.....	1
Public Works Department & Recycling Center.....	1

Town Officials, Employees & Representatives

Town Board.....	1
Town Representatives on County Board.....	3
Clerk's Hours.....	1
Voter Registration/Election Information.....	3
Zoning and Building Permits.....	3
Meetings, Monthly & Annual.....	14
Polls.....	3
Zoning.....	3
Roadway Easements/Road Right-Of-Way.....	4
Mail Box Installations.....	4
Utility Installation.....	4
Recycling.....	5
Non-recyclable.....	5
Garbage Service.....	5
Drain Oil.....	6
Brush, Yard Waste, Leaves & Grass Clippings.....	6
Christmas Trees.....	7
Burning.....	7
Town Fire Departments.....	7
Town of West Bend Planning Commission.....	7
Long Term Land Use Planning Committee.....	8
Town of West Bend Zoning Board of Appeals.....	8

Washington County

Washington County Highway Department.....	9
Washington County Sheriff's Department.....	10

Town of West Bend Lake Districts

Big Cedar Lake

Big Cedar Lake PRD.....	10
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Little Cedar Lake

Little Cedar Lake PRD.....	11
----------------------------	----

Silver lake

Silver Lake PRD.....	12
Silver Lake Sanitary District.....	12

TOWN HALL & COMMUNITY CENTER

6355 County Hwy Z, West Bend, WI 53095-9201

Phone: (262) 338-3417 Fax: (262) 338-0427

Website: www.townofwestbend.com

CLERK'S HOURS

The Clerk will be at the Town Hall on Mondays from 10:00 a.m. to 3:00 p.m., Wednesdays from 9:30 a.m. - 3:00 p.m., & Thursday from 10:00 a.m. to 2:00 p.m.

ZONING & BUILDING PERMITS

Applications & Approved Zoning & Building Permits are available from Mary Smith, Zoning Secretary, at the Town Hall Mon., Tues., Wed. and Thurs. from 8:00 a.m. to 3:00 p.m. & Fri. from 8:00 a.m. to 10:30 a.m. Closed Holidays.

An answering machine with an instructional message is used during closed hours. Building permit applications are available on the Town Web Site.

PUBLIC WORKS DEPT. & RECYCLING CENTER

6355 County Hwy Z, West Bend, WI 53095

Phone: (262) 338-1795 Fax: (262) 338-0427

April 1 to Nov 1; Recycling Hours: Wednesdays 3:00 p.m. - 7:00 p.m.; Saturdays 7:00 a.m. - Noon;

Nov. 1 to April 1; Wednesdays 3:00 p.m. - 6:00 p.m.;

Saturdays 8:00 a.m. - Noon - Closed Holidays

An answering machine with an instructional message is used during closed hours.

Leaf and Yard Waste Facility located on Sleeping Dragon Road is open every Saturday in May, October and November and the first and third Saturday in June, July, August and September from 8:00 a.m. to Noon.

TOWN OFFICIALS, EMPLOYEES & REPRESENTATIVES

TOWN BOARD

Chairman - Paul Rice

5345 Quaas Drive, West Bend, WI 53095

MONTHLY MEETINGS:

1st Monday of each month

Little Cedar Lake PRD

Meeting is held at the Town Hall 7:00 p.m.

2nd Wednesday of each month

Town Board

Meeting is held at the Town Hall, 7:30 p.m.

Big Cedar Lake PRD

Meeting is held at the Sanitary District building 7:30 p.m. the second Thursday of each month from April through October and every other month from November through March.

3rd Monday of each month

Silver Lake Sanitary District

Meeting is held at the Town Hall 7:00 p.m.

3rd Tuesday of each month

Silver Lake PRD

Meeting is held at the Town Hall 6:30 p.m.

4th Thursday of each month

Plan Commission

Meeting is held at the Town Hall 7:00 p.m.

Julius Helmle, Chairman
5523 Silver Lake Drive, West Bend, WI 53095
Phone: (262) 338-7716
John Behrens, Secretary & Treasurer
3482 Hwy. NN, West Bend, WI 53095
Home: (262) 334-5132 Office: (262) 284-5221
David Berganini, Commissioner
5314 Woodland Dr. West Bend, WI 53095
Phone: (262) 306-1560

Home Office: (262) 338-8826, Fax: (262) 334-3237

Supervisor 2– James Heipp
3408 Quaas Dr. West Bend, WI 53095
Home Phone: 262-338-3455

Supervisor 1– Lee Krueger
3976 CTH NN, West Bend, WI 53095
Home Office: (262) 338-0539

Clerk – Rebecca Schuster
6355 CTH Z, West Bend, WI 53090
Office Phone Number –262-338-3417
e-mail address: clerk@townofwestbend.com

Treasurer – Dianne Kramer Home Office: (262) 306-3480
e-mail address: treasurer@townofwestbend.com

Town/Zoning Administrative Assistant & Deputy Clerk
Mary Smith
6355 CTH Z, West Bend, WI 53095 Office: (262) 338-3417
e-mail address: deputyclerk@townofwestbend.com

Building Inspector – Walter Grotelueschen
6355 CTH Z, West Bend, WI 53095
Home Office: (262) 675– 0909

Zoning Administrator – Gordon Hoffman
2726 Maple Road, Jackson, WI 53037
Home Office (262) 677-2270

Planning Commission Chairman—Michael Holz
4727 Hillcrest Drive, West Bend, WI 53095

Assessor - Mike Grota
N89 W16790 Appleton Avenue, Menomonee Falls, WI 53051
Office: (262) 253-1142 or (262) 253-1143.

Town Chief of Police - Daniel Carroll
4480 Gonring Dr., West Bend, WI 53095
Office: (262) 629-9322, Cell: (414) 745-5854

Director of Public Works Department - John Smith
6355 County Hwy. Z, West Bend, WI 53095,
Office: (262) 338-1795, Fax: (262) 338-0427

Washington County Planning & Parks Department -
David Lindner - 333 East Washington St., West Bend, WI
53095, Office: (262) 335-4445

TOWN REPRESENTATIVES ON COUNTY BOARD

Jeff Geib
3829 Thoma Park Drive, West Bend, WI 53095
Phone number: (262) 677-9089

VOTER REGISTRATION - ELECTION INFORMATION

Applications for Absentee Ballots are available on the Town
Website.
Residents may register to vote at the Town Hall during
Clerk's hours or on Election Day.

POLLS

Polls are open on Election Day from 7:00 a.m. - 8:00 p.m. at
the Town Hall. Residents may register to vote at the Town
Hall during the Clerk's hours or on Election Day.

ZONING

To insure the safety and welfare of town residents, building
permits are required for construction or remodeling in the
Town. To insure proper drainage and safety, Driveway
Access/Culvert permits are required. Permits are required to
prevent costly mistakes. All permits and applications can be
obtained at the Town Hall, Monday, Tuesday, Wednesday

Ron Spears, Treasurer
5229 Little Cedar Lane, West Bend, WI 53095
Phone: (262) 677-4633
Doug Stark, Secretary
West Bend, WI 53095
Phone: (414) 359-8895
James Heipp, Town Representative
3408 Quaas Drive, West Bend, WI 53095
Phone: (262) 338-3455
Jeff Geib, County Representative
3829 Thoma Park Dr., West Bend, WI 53095
Phone: (262) 677-9089

SILVER LAKE PRD

Meetings are held at the Town Hall the 3rd Tuesday of each
month at 6:30 p.m.

James Ketter, Chairman.
5581 Peters Drive, West Bend, WI 53095
Phone: (262)353-3399
John Behrens, Sec.
3482 Hwy. NN, West Bend, WI 53095
Home: (262) 334-5132 Office: (262) 284-5221
Matthew J. Kraus, Treas.
5328 Woodland Drive, West Bend, WI 53095
Phone: (262) 335-3305
Paul Rice, Town Representative
5345 Quaas Drive, West Bend, WI 53095
Phone: (262) 338-8826 Fax: (262) 334-3237
Jeff Geib, County Representative
3829 Thoma Park Dr. West Bend, WI 53095
Phone: (262) 677-9089

SILVER LAKE SANITARY DISTRICT

Meetings are held at the Town Hall the 3rd Monday of each
month at 7:00 p.m.

In case of an emergency call (262) 305-9396

Rick Gundrun
301 Winter Lane, Slinger, WI 53086
Phone (262) 644-7002
Lee Krueger, Town Representative
3976 CTH NN, West Bend, WI 53095
Home: (262) 338-0539
Dan Carroll
4480 Gonring Dr., WI 53095
Shop: (262) 629-9322

BIG CEDAR LAKE PROPERTY OWNER ASSOCIATION

Private Organization. An annual meeting is held the first Saturday of June as well as monthly meetings in summer and three meetings in winter. Meeting dates are determined at the previous meeting. Big Cedar Lake Residents please contact a member for the next meeting date and time.

Tod Maclay, President
5347 Oak Lodge Road, West Bend, WI 53095
Phone: (262) 338-1960
David Baldus, Vice President
4841 Mueller Lane, West Bend, WI 53095
Phone: (262) 644-5702
Jim Mann, Secretary
2112 Queens Court, Waukesha, WI 53095
Phone: (262) 547-2965
John Wiza, Treasurer
4751 Fontana Beach Road, West Bend, WI 53095
Phone: (262) 644-5131

LITTLE CEDAR LAKE PRD

www.lclprd.org
Meeting dates are normally the 1st Monday of the each month at 7:00 p.m. at the West Bend Town Hall.

Bob Ramsthal, Chairman
4697 Hickory Lane, West Bend, WI 53095
Phone: (262) 335-7411

and Thursday from 8:00 a.m. to 3:00 p.m. & Fridays from 8:00 a.m. to 10:30 a.m. Closed Holidays. All zoning costs are user fees, so not to become a tax burden.

ROADWAY EASEMENTS and/or ROAD RIGHT-OF-WAY

Easements and Road Right of Way extend well beyond the paved areas. Within the Right-of-way there are a number of facts the bordering property owners should know. Most importantly the property is owned and controlled by the Town. It can be used for roads and other maintenance including widening the roads during snow removal. Any landscaping in these areas is therefore vulnerable to periodic disruptions and the Town is not responsible for reseeding any portion of the right of way that residents have taken upon themselves to seed or landscape. Shouldering along the right of ways will be done periodically especially when roads have been recently paved. The normal width of road and Right of Way is 66 feet. Asphalt is usually 24 feet with the rest (21 feet on each side of the asphalt) being the right of way. Any building of fences or concrete driveway approaches in road right-of-way is prohibited. Encroachments or obstructions is strictly prohibited per Municipal Code Section 8.02.

MAIL BOX INSTALLATIONS

Mailbox installations must comply with Post Office requirements, these requirements are available from your local Post Office. The box itself may be in the road right-of-way, but must be a minimum of one foot away from the road surface and be sturdy enough to withstand snow loads from snowplowing. Any damage done to mailboxes from snow load is not the responsibility of the Town. The mailbox and post may not cause a safety hazard for road traffic.

UTILITY INSTALLATION

The Town of West Bend does not have anything to do with customer service, billing, installation, outage, etc. Please

contact the following companies directly in the case of any problems that may arise.

Charter Cable, Customer Care Center
800-581-0081
Wisconsin Electric, Customer Service
800-242-9137

RECYCLING

Located south of the Town Hall & Community Center. Recycling Hours Summer: April 1 to October 1- Wednesdays 3:00 p.m. - 7:00 p.m.; Saturdays 7:00 a.m. - Noon; Winter hours; October 1, to April 1 – Wednesdays -3:00 p.m. to 6:00 p.m. and Saturdays 8:00 a.m. to noon. Closed Holidays.

If you have any questions, see a recycling attendant. The Town does not accept any items with Freon or capacitors. See attendants for information or “How To” sheets. No items are to be dropped off by recycling building other than during open hours! This is considered littering and subject to fines.

Non-recyclable (not accepted at Town’s Recycling Center)

Disposal of items containing Freon, or household items such as TV’s, microwaves, carpets, wood, tires, etc. may be taken to the following places. There will be a charge for disposal. ADVANCED DISPOSAL, Inc. 803 N. River Road, West Bend, Phone (262) 334-5618
Hours: Monday - Friday 7:00 a.m. - 3:00 p.m.; 1st and 3rd Saturday 7:00 a.m. - 11:00 a.m.; Closed Holidays.

GARBAGE SERVICE

All sanitary districts have pick up included in the Lake District taxes (except Little Cedar Lake, see below). Anyone not living within a lake district, contracts their own pick up privately. Residents within a lake district should check with their district to see who is contracted in their area. Following is a list of districts and telephone numbers of who to

WASHINGTON CO. SHERIFF’S DEPARTMENT

For Emergencies, Dial 911
For Burning Notice 335-4378
500 North Schmidt Rd., P.O. Box 1986
West Bend, WI 53095

Non-Emergency Calls
Phone: (262) 335-4378, TTY: (262) 335-4722

WASHINGTON COUNTY PLANNING & PARKS DEPT.

333 E. Washington Street, West Bend, WI 53095
(262) 335-4445

TOWN OF WEST BEND LAKE DISTRICTS...

BIG CEDAR LAKE PRD

www.bigcedarlakeprd.org
Meetings are held at the Sanitary District Building the 2nd Thursday of each month from April through October and every other month from November through March at 7:30 p.m.
Building Phone: (262) 629-9322 Cell Phone: (414) 333-0040

Roger Walsh, President
5374 Cedardale Drive, West Bend, WI 53095
Home: (262) 644-8923 Office: (414) 225-1440
Fax: (414) 276-9369
Paul Sacotte, Secretary
4732 Yacht Club Dr., Hartford, WI 53027
Phone: (262) 644-0672
Christopher Genthe, Treas.
6302 Hwy 144, West Bend, WI 53095
Phone: (262) 629-5847
James McGath,
6051 Artist Bay Road, West Bend, WI 53095
Home: (262) 334-0438
Mike Burns
4620 Lakeview Dr., Slinger, WI 53086
(262) 644-5979

unbiasedly, therefore, possibly disqualifying them from serving.

Janice Gesch
5550 W. Lake Road, West Bend, WI 53095
Dick Cooley
5637 Peters Dr., West Bend, WI 53095
Larry Phillips
5372 Cedardale Dr. West Bend, WI 53095
Arland Stellmacher
5010 Hwy 144, Hartford, WI 53027
David Berganini
5314 Woodland Dr., West Bend, WI 53095

1st Alternate—John Plant
3817 Thoma Park Dr., West Bend, WI 53095
2nd Alternate—John Stern
5824 W. Lake Dr., West Bend, WI 53095

TOWN OF WEST BEND EMERGENCY GOVERNMENT COMMISSION

Edward Marynik
4839 wood Duck Way, West Bend, 53095
Phone No.: (262) 644-0295
Ted Kugler
5855 CTH Z, West Bend, WI 53095
Phone No: (262) 338-8013
John Smith- Director,
4301 Paradise Dr., West Bend, WI 53095
Phone: (262) 335-3435

WASHINGTON COUNTY...

WASHINGTON CO. HIGHWAY DEPARTMENT
900 Lang Street, West Bend, WI 53095
Phone: (262) 335-4435
Highway Commissioner

contact:

Big Cedar Lake PRD
Big Cedar Lake District Office
Daniel Carroll (262) 629-9322
Little Cedar Lake PRD
Residents are required to contract privately.
Silver Lake Sanitary District
Emergency & Contact - (262) 305-9396 or
John Behrens - (262) 334-5132

Drain Oil

(Not Accepted at Town's Recycling Center, Oil Containers Cannot Be Recycled) - Please place with your trash
The following companies will accept drain oil from Town residents during regular business hours only:
Kwiky Lube Plus 2355 W. Washington, West Bend
Hours: Monday 8:00 a.m. - 7:00 p.m.; Tuesday -Friday 8:00 a.m. - 6:00 p.m.; Saturday 8:00 a.m. - 4:00 p.m. (Oil must be placed in plastic milk jugs)

Brush, yard waste, leaves & grass clippings.

Town residents may bring brush, yard waste, leaves and grass clippings to the supervised Leaf & Yard Waste Facility located on Sleeping Dragon Road between Hillside and County Highway NN between the hours of 8:00 & Noon on every Saturday in May, October & November and on the first and third Saturdays of the months of June, July, August & September. This service is intended for light yard clean up, not for tree cutting. Branches should be no longer than 10 ft., and 4 inch diameter. No building materials can be dropped off at this site. Chips will also be available for residents to pick up at this location during operative hours. All containers or bags must be removed.
The following tree services do brush chipping and tree cutting if residents wish to contact privately:

Paradise Gardens (Ratzburg Tree Service)
Phone: (262) 338-8316

Mueller's Tree Service
Phone: (262) 334-8106
Kissel Tree Service
Phone: (262) 338-4051
Robert Stark
Phone: (262) 644-8190

Christmas Trees

During **January**, the Town will accept Christmas Trees, Wednesday or Saturday during the recycling hours. An attendant will indicate the disposal area. All trimmings must be removed. All wire must be removed from wreaths.

Burning

The Town is in a Department of Natural Resources Air Quality Controlled Area. The Town of West Bend does not issue burning permits. IF burning within the Town of West Bend you SHALL contact the Washington County Sheriff's Department and the fire department before you burn and inform them of the type of materials being burned, place of the burn and time of your burn. The Town will seek reimbursement of fire alarms produced by illegal burning, more than one alarm malfunction to which a fire truck had been dispatched, all false alarms (water sprinkler malfunction, smoke scare etc.) to which a fire truck has been dispatched. The cost by Ordinance for these types of calls is \$9,084.00. The Town of West Bend's fire protection cost is 60% of the Town budget. You will be charged the \$9,084.00.

TOWN FIRE DEPARTMENTS

For Emergencies, Dial 911
Allenton - Non-Emergency Calls Phone: (262) 629-5413
Slinger - Non-Emergency Calls Phone: (262) 644-5331
West Bend - Non-Emergency Calls Phone: (262) 335-5054

TOWN OF WEST BEND PLANNING COMMISSION

Meetings are held at the Town Hall /Community Center the fourth Thursday of every month at 7:00 p.m.

Chairman – Michael Holz
4727 Hillcrest Drive, West Bend, WI 53095
Phone: (262) 629-5491

David Moore
6043 Artist Bay Rd., West Bend, WI 53095
Phone: (262) 339-9362

Robert Werner
4211 German Village Road, West Bend, WI 53095
Phone: (262) 338-0777

John Behrens
3482 County Rd. NN, West Bend, WI 53095
Phone: Office (262) 284-5221

Tod Maclay
5300 Oak Lodge Road, West Bend, WI 53095
Phone: 262-338-1960

LONG TERM PLANNING CONSULTANT:

Lawrence Witzling PhD.

PDI/Graef - P.O. Box 88465, Milwaukee, WI 53288-0465
Phone: (414) 271-2545 Fax: (414) 271-2542

TOWN OF WEST BEND ZONING BOARD OF APPEALS

Zoning/Town Secretary & Deputy Clerk
Mary Smith
4301 Paradise Dr., West Bend, WI 53095
Office: (262) 338-3417

ZONING BOARD OF APPEALS - FOR PUBLIC DISCLOSURE ONLY

Public contact is discouraged due to the quasi-judicial status of this board, direct public contact regarding variances could jeopardize members ability to perform their duties