



January 2, 2023

Dear Landowner:

The Village of Kimberly is required by the Wisconsin Department of Natural Resources (WDNR) to track long-term maintenance of stormwater management systems. Based on Village records, your parcel contains a privately-owned stormwater management system (e.g. detention pond, biofilter, etc.). As the landowner, you are responsible for inspecting and maintaining your stormwater management system.

The purpose of this letter is to obtain confirmation that your stormwater management system was inspected and maintained during 2022. Please complete and submit this form to the Village of Kimberly before **5 pm, Monday, January 16, 2023**. This form can be submitted using one of two methods:

1. Complete this form after scanning the QR Code. Submit the form electronically.
2. Complete a hard copy of this form. Submit the signed form via US Mail to Village of Kimberly, 515 W. Kimberly Avenue, WI 54136 (post mark on or before Monday, January 16, 2023).



To learn more about long-term maintenance of privately-owned stormwater management systems, the Village and McMAHON are hosting a virtual presentation at **10 am, Wednesday, January 11, 2023**. The presentation will include an overview of stormwater regulations, responsibilities, and maintenance activities. To join the virtual presentation and learn more about stormwater system maintenance, please visit the Village of Kimberly website at [vokimberly.org](http://vokimberly.org). To access the presentation, select “Resources” on the top of the home page, then “Stormwater Management”, and then “Operation and Maintenance”.

Site Name:	
Site Address / Location:	
Parcel No. / Tax Key No.	
Landowner Name (If Different Than Site Name):	
Contact Person:	
Title:	
Phone:	
E-mail:	
Mailing Address:	
<input type="checkbox"/> On behalf of the landowner, I confirm the stormwater system <u>was</u> inspected and maintained in 2022.	
<input type="checkbox"/> On behalf of the landowner, I confirm the stormwater system <u>was not</u> inspected and maintained in 2022 but acknowledge it will be inspected and maintained in 2023 and subsequent years.	
Signature:	Date: