

**SANITARY DISTRICT NO. 4 – TOWN OF BROOKFIELD**

645 North Janacek Road (Town Hall), Brookfield, Wisconsin 53045

**Mailing: P.O. Box 1296, Brookfield, WI 53008-1296**

Office: 262.798.8631 Fax: 262.796.0339

**PRIVATE WATER WELLS**

**THIS IS A LIST OF THE MOST FREQUENTLY ASKED  
QUESTIONS AND ANSWERS.**

**Q. May I continue to use my private water well, if it is operational?**

**A.** Yes, you may continue to use the private well on your property only if you renew the well permit. The Sanitary District may issue you a 5-year renewal of the permit if it can be justified that the well is necessary for outside water use (ex: watering of bushes and grass, washing vehicles, etc.). Your private well cannot be connected to the municipal water system within the building (no "cross connections"). In accordance with the District's Well Use and Abandonment Ordinance, which was required by the Wisconsin DNR, **you must either renew the Well Operation Permit or abandon your private well by October 31, 2011.**

**Q. What do I have to submit to the SANITARY DISTRICT OFFICE in order to obtain a renewal of the Well Operation Permit?**

- A.**
1. **One water test** report showing that the water is bacteriologically safe
  2. The completed **Inspection Form**, which is located on the back side of the renewal application OR a letter attached to the application which includes the required well information, and which must be signed by the certified well/pump installer or the DNR-licensed well inspector who performed the inspection
  3. The enclosed **Renewal Application Form**
  4. **Renewal Fee** of \$35.00

**Q. Is there a fee to renew a well permit?**

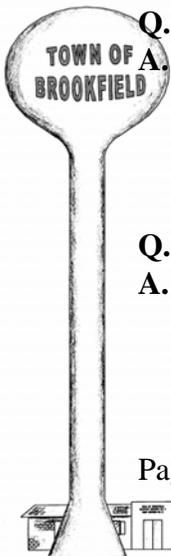
**A.** The Sanitary District charges a fee of \$35.00 to renew a well permit.

**Q. Is an inspection required to obtain a renewal of the permit?**

**A.** An inspection by a certified well/pump installer or DNR-licensed well inspector is required in order to check for compliance with the private well code and for completion of the letter or form, mentioned above.

**Q. Who can I talk to about the water sampling and the required well inspection?**

**A.** Waukesha County Parks & Land Use, Division of Environmental Health, (262) 896-8300, can assist you with questions relating to the well inspection and water sampling. Ask for **Donna Butterfield**, who is the sanitarian for this area. OR, for water sampling, you can look in the Yellow Pages under "Water Analysis".



Well Permit Renewal - Questions & Answers

**Q. Who can I talk to at the DNR if I have questions relating to my private well?**

**A.** Kevin Shurilla, a private water supply specialist for Waukesha County, can assist you with questions relating to your private system. He can be reached at (920) 892-8756.

**Q. If I do not intend to continue using my well, must it be abandoned?**

**A.** Yes.

**Q. Why must my well be abandoned if I am not using it?**

**A.** When a property is served by municipal water system, the State of Wisconsin law requires that certain conditions be met in order to continue using the private well. If those conditions are not met, state law requires that the well be properly abandoned in order to help prevent contamination of the ground water.

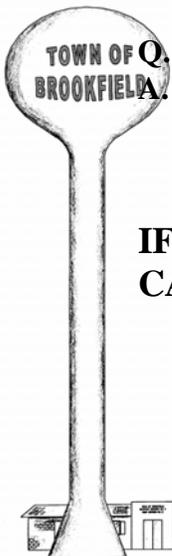
**Q. When must it be abandoned?**

**A.** You must either renew the permit for your well or abandon the well **by October 31, 2011**. A copy of the required **DNR Form 3300-SB**, entitled Well/Drillhole/Borehole Abandonment, **must be submitted to our office**, showing that the well was properly abandoned.

**Q. Who may perform the well abandonment?**

**A.** Although the State allows any person to do well abandonment work, the DNR recommends that registered and licensed well drillers and pump installers be retained to properly fill and abandon private wells. You may find contractors by looking in the Yellow Pages under the following categories:

LABORATORIES - TESTING  
PLUMBING CONTRACTORS  
PUMPS - SERVICE & REPAIR  
WATER ANALYSIS  
WATER WELL ABANDONMENT SERVICE



**Does the well abandonment require a special plumbing permit?**

Yes, your contractor must obtain a special plumbing permit from the Town of Brookfield's Inspection Department. You can contact the Inspection Department at (262) 796-3790.

**IF YOU HAVE FURTHER QUESTIONS, PLEASE DO NOT HESITATE TO CALL OUR OFFICE AT (262) 798-8631.**