



**CITY OF BROOKFIELD**  
**DEPARTMENT OF INSPECTION SERVICES**  
2000 North Calhoun Road  
Brookfield, WI 53005-5095  
PHONE 262-796-6646 | FAX 262-796-6702

## **5-YEAR WELL PERMIT RENEWAL**

Property Owner:

Per authority of City of Brookfield ordinance sec 15.12.110 (Well abandonment/Operation permit) and Wisconsin Department of Natural Resources (DNR) Chapters 810 & 812, a private well permit **is required** if your property is served by the municipal water system, **and** you would like to continue using the private well on your property. Wells without a valid permit, that are not routinely used, that are in noncompliance with DNR Chapter 812, or wells which test bacteriologically unsafe, *must* be abandoned in accordance with DNR Chapter 812.

**NOTE:** Please contact our office at (262) 796-6646 if **any** of the following situations apply:

- You are not connected to city water.
- You are part of a shared well system with neighboring properties.
- There is not a private well located on your property.

**STEP #1:** Have well water tested and obtain a bacteriologically safe test result. The contractor conducting your inspection may provide this service. Other water testing options:

- Contact Waukesha County Department of Environmental Resources at **(262) 896-8300** DNR website (<http://dnr.wi.gov/topic/drinkingwater/laboratories.html>) for a listing of certified labs.
- Search the internet or Yellow Pages for a certified private contractor/laboratory that provides water testing services.

**The City of Brookfield Inspection Services Department does NOT perform water tests or pump system inspections**

**STEP #2:** Submit the following to the City of Brookfield Inspection Services Department:

- Complete and sign this permit application form (**back side of this letter**).
- Copy of the **safe** water test results.
- Permit fee of \$57.25--cash or check **only** (checks made out to the City of Brookfield)

**OR,** if you are no longer using your well and do not wish to renew your permit, you need to have you well professionally abandoned.

## **WELL ABANDONMENT**

**STEP #1:** Have a licensed professional (registered well driller/pump installer) abandon your well to Wisconsin DNR specifications. You may find an authorized contractor by searching the internet or the Yellow Pages (under the categories of Water Well Abandonment Service, Plumbing Contractors, or Pumps-Service & Repair).

**STEP #2:** Provide a copy of the completed well abandonment form (DNR 3300-005) to the City of Brookfield Inspection Services Department.

Contact Inspection Services Department at (262) 796-6646 if you have any questions.



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## **WELL OPERATION RENEWAL PERMIT APPLICATION**

OWNER NAME: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_(HOME) \_\_\_\_\_(WORK/CELL)

ADDRESS OF WELL: \_\_\_\_\_

Signature of Applicant /Date \_\_\_\_\_

**\*Be sure to include:**

- **Payment**
- **Safe water test results**

FOR OFFICE USE ONLY:

TAX KEY #:

POC#: