



Village Hall, (262) 567-2757
Fax, (262) 567-4115
Highway Dept., (262) 567-2422
Police Dept., (262) 567-1134
Building Inspector, (262) 490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

Welcome to the Village of Summit!

Village Administrative Office's

If we can be of any assistance to you, please do not hesitate to call.

Office hours: 8:00 a.m. – 4:00 p.m.
Monday through Friday

Website: www.summitvillage.org

Enclosed is our 2024 newsletter and planner for your information. It contains almost everything you need to know and provides answers to the most frequently asked questions.

Garbage and Recycling Collection Service

Green for Life (GFL) is the garbage and recycling contractor for the Village of Summit. Contact them directly at 262.367.6040 with questions or comments. <https://gflenv.com/hartland>

To initiate NEW garbage service please visit: <https://summitvillage.org/garbage-service-request-form/>

Yard Waste pick up service runs from April through November and is picked up at the end of your drive at the road. The Calendar on the Village website (and attached) shows the dates of pickup.

A used motor oil dump station including a container for used oil filters; is located southeast of the Village Hall salt shed available for resident use.

Elections

To save you time and avoid lines when voting, please register to vote prior to the next election. You must reside at your Village of Summit residential address for at least 28 consecutive days prior to Election Day. Registration can be done prior to Election Day in the Clerk's office, online at <https://myvote.wi.gov> or by mail. You may also register on Election Day.

The Village of Summit is divided into 6 Wards; all voting is at the Village Hall located at 37100 Delafield Road. Polls are open from 7 am to 8 pm on Election Day.

Elected Officials

The Village of Summit is served by a five-person Village Board; one President and four Trustees. The officials serve at large and are elected for two-year terms. You can find their individual contact information on our website at:

<https://summitvillage.org/village-board-staff/>

Police Department

The Summit Police Department has a staff of 11 full-time officers, including a detective, and a clerk. The Department provides 24-hour police service to both Summit and Dousman. During the summer months, a dedicated lake patrol is staffed by a team of 4 part-time police officers and 3 community service officers. Police Department administrative hours are Monday-Friday, 7:00am to 3:00pm. You can find more information on their website:

<http://summitpd.org/>

Fire Department

The Village of Summit has ownership interest in the Western Lakes Fire District. The district provides efficient and effective fire protection and EMS services to our Village residents. You can find more information on their website: <http://westernlakesfd.org>

Building Permits

The Village of Summit contracts with Municipal Inspectors, LLC for building inspection services. Mike Sindorf is the Village Inspector and his office hours at the Village Hall are: Tues, Weds. & Thurs. 2:00pm – 3:00pm or by appointment. You can find information on the types of permits required and links to the application forms on the Building Inspector page of our website: <http://www.summitvillage.org/building-inspector>

Driveway & Culvert Permits

A Right-of-Way (ROW) Permit is required PRIOR to the commencement of any work that will disturb any public road or right-of-way. There are a number of requirements for driveways and culverts that are outlined in Section 24 of the Village Code of Ordinances, including width, construction material, and location. Prior to installing a new or replacing an existing driveway or culvert, please ensure that the proposed driveway conforms to Village requirements. Questions may be directed to the Public Works Director at pwdirector@summitvillage.org or (262) 567-2757. The online, fillable permit application is located on our website at: <https://summitvillage.org/dpw/>

Planning/Zoning

Looking to start a project? Check in with Planning and Zoning to make sure you understand all of the guidelines and responsibilities. The Village of Summit contracts with Planning & Zoning, LLC for Planning & Zoning Services. Hours are Monday, Tuesday & Thursday 12:00 pm – 3:00 pm. Appointments are recommended, but you can always leave a message or email planner@summitvillage.org.

For additional information visit our website: <https://summitvillage.org/planning-zoning>

Dog License Application (enclosed)

Wisconsin Statutes require any dog over 5 months old to be licensed in the municipality. Annual dog license fee is \$10.00 for altered male or female and \$15.00 for intact male or female. Licenses are due by March 31 or a \$5 late charge per license will be assessed. A **copy of the rabies vaccination certificate must be provided** with the application. Four or more dogs require a conditional use permit.

We look forward to seeing you!

Village of Summit, Wisconsin
Pop. 5,202
262.567.2757
deputyclerk@summitvillage.org

VILLAGE OF SUMMIT

NEWSLETTER

<https://summitvillage.org> 262.567.2757

Settled: 1837

The Village of Summit is located along Interstate 94 in western Waukesha County, Wisconsin. The Village offers the benefits of a quiet, rural and lake country setting near urban amenities. With a population as of January 1, 2023 of 5,202 Summit truly is a special community in the heart of Waukesha County's Lake Country.



VOTER REMINDERS

If you are a new Summit resident and have not registered to vote or would like to request an absentee ballot, please go to: <https://myvote.wi.gov> or contact the Village Hall at 262.567.2757 or email:

deputyclerk@summitvillage.org

Proof of Residence and Photo ID Requirements apply.

2024 ELECTION DATES

February 20, 2024 – Spring Primary (If needed)
 April 2, 2024 – Spring & Presidential Preference
 August 13, 2024 – Partisan Primary
 November 5, 2024 – General Election
 Election Day Polls Open: 7 a.m. – 8 p.m.



FIRE PROTECTION SERVICES FEE

Your 2023 tax bill reflects a change for residential, commercial, institutional and tax-exempt parcels.

The cost of fire services provided by Western Lakes Fire District has been removed from the Village tax levy and is now listed as an itemized amount under Fire Department Services.

The Village's tax levy has been adjusted to reflect this change.

Visit our website at: www.summitvillage.org for more detailed information related to this change.

VILLAGE BOARD

President: Jack Riley

president@summitvillage.org

Trustees: Kraig Arenz, Sr. trustee4@summitvillage.org

Jeff Lee trustee1@summitvillage.org

Justin Phillips trustee2@summitvillage.org

Jim Petronovich trustee3@summitvillage.org

VILLAGE HALL STAFF

Administrator-Clerk/Treasurer: Debbie Michael, WCMC administrator@summitvillage.org

Director of Public Works: Kamron Nash, P.E. pwdirector@summitvillage.org

Deputy Clerk/Deputy Treasurer: Sarah LaValliere deputyclerk@summitvillage.org

POLICE DEPARTMENT

The Village of Summit maintains a police presence 24 hours/day, 365 days/year to protect and serve the Village residents and visitors to the community. During the summer months, the police department maintains a boat patrol on all major lakes. To safely dispose of old or unwanted medications, there is a drug drop box located in the Police Department Lobby.

Hours: Monday – Friday 7 a.m. – 3 p.m.

EMERGENCY VESTIBULE

A secure vestibule is open 24/7 for any person in distress to access. The vestibule has a doorbell inside that rings directly to dispatch and a lockdown button that immediately locks the door so no one else can enter the vestibule. The person can leave on their own once they feel safe or wait for an officer to come assist them.

WINTER PARKING RESTRICTIONS

There is NO parking on the Village Right-of-Way November 1 – April 1 regardless of weather conditions.

OUTDOOR BURNING

Outdoor burning of dry leaves and yard waste is allowed; the fire and resulting smoke must be supervised by an adult at all times. Campfires are allowed in a designated area with a flame not exceeding four feet in height.

SCAM ALERT

There continues to be a variety of scams that target our citizens. You can find information on different scams at: <https://www.consumer.ftc.gov/features/scam-alerts>
The following tactics are sure to be related to a scam:

- Threatening arrest if payment isn't made
- Requesting you to send/wire money
- Over-refunding money and then asking you to send back a portion
- Requesting payment via gift cards
- Threatening that you will be arrested if you contact the police or hang up on them
- Individuals you have never met in person asking for money (internet romance scams)
- Asking you to verify personal information when they called you with a "problem"

If anyone contacts you and engages in these tactics, you should end the contact. If in doubt, call the Summit Police Department before doing anything the person requests, no matter what they threaten over the phone.



CONTACT

Police Chief: Michael Hartert ✉ mhartert@summitpolice.org

Summit Police Dept. Non-Emergency ☎ 262.446.5070

www.summitpd.org

Facebook: [@Summitpolice](https://www.facebook.com/Summitpolice)

Emergency: Dial 911

DEPARTMENT OF PUBLIC WORKS

DRIVEWAY INSTALLATION & RESURFACING REQUIREMENTS

A Right-of-Way (ROW) Permit is required PRIOR to the commencement of any work for the installation or improvement of a driveway within the public right-of-way, except for seal coating of an existing driveway. In addition, any excavation or other type of work that will disturb any public road or right-of-way requires a permit. The public right-of-way is an easement that extends for several feet beyond the improved roadway surface, including sidewalks, parking areas, and grass swales. The ROW permit application is available on the Village of Summit's website and must be submitted to the Public Works Director for review and approval, along with a \$75 fee. Department of Public Works staff will determine if a culvert installation or replacement is required.

There are a number of requirements for driveways that are outlined in Section 24 of the Village Code of Ordinances, including width, construction material, and location. Prior to installing a new or replacing an existing driveway, please ensure that the proposed driveway conforms to Village requirements. Questions may be directed to the Public Works Director, Kamron Nash, P.E., at pwdirector@summitvillage.org or (262) 567-2757.

2024 PROPOSED ROAD PROGRAM

The Village of Summit will be performing a variety of road construction and maintenance activities in 2024. A summary of roads that are planned to be resurfaced in 2024 is listed below. For more information on the Village's preventative road maintenance activities, including crack sealing and seal coating, visit the Village's Department of Public Works website. <https://summitvillage.org/dpw/>
Resurfacing (tentative schedule): S Waterville Road (south of US 18), Elm Street, Sugar Island Road, Hartwell Place, Mariner Circle, N Venice Beach Road, Oak Openings, N Lake Drive, N North Drive, N Peninsula Road

SNOW & ICE CONTROL OPERATIONS

The Village of Summit is ready for winter! During a winter weather event, please remember to drive with caution and give snow plow operators and equipment plenty of space. The goal of the Public Works Department is to maintain Village roads in safe traveling condition. During a winter weather event, Village crews will maintain collector and main streets throughout the Village. Residential, low traffic roads will be plowed once snow or ice accumulation has ended. Bare pavement is not the goal on residential roads, although efforts are made to clear as much snow and ice from the pavement as possible.

VILLAGE OF SUMMIT CEMETERY

Summit Cemetery · 36000 Delafield Rd. ☎ 262.567.2422 ✉ dpw@summitvillage.org

Our cemetery is nestled between rural and urban communities, Est. in 1836, the Village of Summit Cemetery is a historic, beautiful combination of old and new.

Future projects: Upgrade Split Rail Fence - Removal/Marking of old Sandstone Markers

- Additional niches Columbarium -Pet Ossuary - Chapel Restoration

You can help us keep our Cemetery beautiful or leave a legacy.

Make a Donation today!

PLANNING AND ZONING

****Permits and Approvals Needed for Construction Activities and/or Change in Use****

All properties in the Village of Summit are required to comply with the Village's Zoning Code. The Zoning Code provides a regulatory framework for land use and aids in achieving a harmonious and compatible relationship between various uses consistent with the rights of property ownership, the general public welfare, and the established goals for community development and character. In order to do this, the Village restricts lot coverage, use of land population density, size and location of structures. Property owners are required to obtain permits or approvals for various activities, including, but not limited to:

- Change in land use
- Land altering activities
- Change in drainage patterns
- Increase in impervious (hard) surfaces, such as new sidewalks, driveways, patios, & rooftops
- Vegetation removal within 75 ft. of the shore and in natural areas
- Structural improvements, such as additions, new buildings, residences, garages, gazebos, sheds, decks and patios
- Land swap, division, or combination

Please call Amy Barrows, Village Planner at (262) 567-2757, prior to starting any of the above activities. If you live on a lake, pond, river, or stream, please read the article on how shoreland regulations protect our waterways.

For more information please check out our website: <https://summitvillage.org/planning-zoning/>

Office Hours and Contacts

Planner: Amy Barrows M, T, TH 12 p.m. - 3 p.m. ✉ planner@summitvillage.org

Building Inspector: Mike Sindorf T, W, TH 2 p.m. - 3 p.m. ✉ bi@summitvillage.org

Assessor 1st Tuesday of the month 8:30 a.m. - 11 a.m. ✉ natecarlson@catalisgov.com

VILLAGE PARKS

Parks General Information

The Village of Summit owns and maintains four parks that offer a variety of amenities for Village residents and visitors to enjoy. Village parks are open by ordinance from 6:00 a.m. to 10:00 p.m. Park restrooms and facilities are open from April 15 through October 15 each year, depending on weather. Pets are allowed in Village Parks and must be kept on a leash at all times.

Peter Prime Park - 34925 Parkway Dr. · William Jones Subdivision Park - 3325 N Silver Circle Dr.
 Atkins-Olson Memorial Park - 37733 Sunset Dr. · Genesee Lake Road Park* - 37505 Genesee Lake Rd.
 *sledding hill will be open for use during Winter 2023/24 as weather permits.

Village of Summit 2024 Planner

Village Hall • 37100 Delafield Rd • Summit WI 53066 • 262-567-2757

Visit us: www.summitvillage.org

IMPORTANT DATES

UTILITY DISTRICT MEETINGS*	2 nd Thursday 6:00 PM
VILLAGE BOARD MEETINGS*	2 nd Thursday 6:30 PM - Shaded on calendar
PLAN COMMISSION MEETINGS*	3 rd Thursday 5:30 PM - Shaded on calendar
YARD WASTE PICKUP (Y)	CHECK OUT OUR WEBSITE FOR CALENDAR & LATEST INFORMATION
GARBAGE & RECYCLING	Thursday pickup (unless changed due to Holiday)
ELECTIONS (E)**	<ul style="list-style-type: none"> Feb 20 - Spring Primary (if required) • Apr 2 - Spring & Presidential Preference Aug 13 - Partisan Primary • Nov 5 - General
TRICK OR TREAT	Thursday, October 31 6:00 PM - 8:00 PM
VILLAGE HALL OFFICES CLOSED (BOLD)	Village Hall Closed: Jan 1 & 2 • Mar 29 • May 27 • July 4 • Sept 2 • Nov 28 & 29 • Dec 24 & 25 • Dec 31 2024 & Jan 1, 2025
SPECIAL NOTES	<ul style="list-style-type: none"> *Subject to change for special circumstance **Polls open 7:00 AM - 8:00 PM Agendas can be found on website www.summitvillage.org

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE							
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**Please have your carts
ready for collection by
6am**

**2024 Trash and Recycling
Village of Summit**

**GFL Environmental
650 Industrial Dr
Hartland, WI
262.367.6040**

RECYCLING ZONE 1							HOLIDAY	RECYCLING ZONE 2							Hartian 262.367												
January							April							July							October						
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YARD WASTE COLLECTION

HOLIDAY - ONE DAY DELAY WHEN HOLIDAY IS PRIOR TO YOUR SERVICE DAY

VILLAGE OF SUMMIT Dog License Application

****Rabies Vaccination Certificate is required****

PAYABLE TO:

Village of Summit

37100 Delafield Road, Summit WI 53066

PAYABLE TO:

Village of Summit

37100 Delafield Road, Summit WI 53066

Owner's Name:

Phone #

Address:

	Dog # 1	Dog # 2	Dog # 3
Dog's Name			
Breed			
Color			
Choose Applicable Fees:			
MALE \$ 15.00			
Neutered Male \$ 10.00			
FEMALE \$ 15.00			
Spayed Female \$ 10.00			
Late License Fine (per dog)			
Beginning April 1st \$5.00			
Total			

**Four or more dogs
requires a
conditional use
permit.**

Contact:

Village Planner
Amy Barrows for
details.

262.567.2757

Per WI State Statutes, a dog license is required for any dog over 5 months of age.

March 31st is the deadline for obtaining your license.

Beginning April 1st, a \$5.00 late charge per license will be applied

A Rabies Vaccination Certificate is required every year per State Statute 174.07(1)(b)

*****INCLUDE a SELF-ADDRESSED STAMPED ENVELOPE** along with check & rabies certificate to the address above.