

January 10, 2023

Dear Landowner:

The Town of Algoma is required by the Wisconsin Department of Natural Resources (WDNR) to track long-term maintenance of stormwater management systems. Based on Town 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 Town of Algoma before **5 pm, Tuesday, January 23, 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 Town of Algoma, 15 N. Oakwood Road, Oshkosh WI 54904 (post mark on or before Tuesday, January 24, 2023).



To learn more about long-term maintenance of privately-owned stormwater management systems, the Town and McMAHON are hosting a virtual presentation at **3 pm, Wednesday, January 18, 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 Town of Algoma website at <https://townofalgoma.org/>. To access the presentation, select “Our Town” on the top of the home page, then “Water Quality Resources”, 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:
On behalf of the landowner, I confirm the stormwater system was inspected and maintained in 2022.
Signature: _____
Date: _____