



# 2025 NEWSLETTER

120 Suhrke Rd  
Plymouth, WI 53073

## CONTACT INFORMATION

Phone: 920-893-5713  
Email: [clerk@townofplymouth.wi.gov](mailto:clerk@townofplymouth.wi.gov)  
Website: [townofplymouth.wi.gov](http://townofplymouth.wi.gov)

## TOWN BOARD MEMBERS

### Chairman

Warren Luedke 920-946-9993

### Supervisors

Roger Rortvedt 920-946-1816  
Glen Kruschke 920-912-2512  
Jack Hanke 920-838-1415  
Gary Vanderkin 920-980-6495

### Clerk/Treasurer

Debra Schwind 920-893-5713

### Building Inspector

Brian Witkowski 920-912-0832

### Assessor

Associated Appraisals 920-749-1995

## TOWN BOARD MEETINGS

2<sup>nd</sup> Tuesday of every month at the Town Hall starting at 7:00 pm – unless otherwise posted. All meeting agendas & notices will be posted at: the Town Hall and on the Town's website

## TOWN OF PLYMOUTH ELECTION

Spring Election - April 1, 2025  
(Town Chair & 2 Town Supervisor seats)  
Nomination papers can begin to be circulated December 1, 2024 and are due in the clerk's office January 7, 2025 by 5:00 pm.  
Any Town of Plymouth resident wanting additional information should contact the Town Clerk.  
All elections are held at the Town Hall. Polls are open from 7:00 am - 8:00 pm on Election Day.

## OFFICE HOURS

Tuesday – 8:00 am - 5:00 pm  
(other times are available, by appointment)

## BUILDING PERMIT INFORMATION

### **Permits are required for projects over \$2,000.**

Additions, garages, remodeling, windows, siding, roofs and any other projects or alterations including plumbing, heating. **NOTE:** An Electrical Permit must be taken out no matter the cost of the project.

Building permits are valid for one (1) year.

**PLEASE PLAN AHEAD...**For garages, sheds, barns, other outbuilding or home additions do require Sheboygan County Planning approval first. This process may take some time. Make arrangements **before** you start construction to avoid delays and additional costs. Their number is 920-459-3060. They will let you know what they need. After receiving County approval, you can then apply for your building permit through the Town.

## DRIVEWAY/CULVERT INFORMATION

Driveways and/or culverts require a permit.

If you have any questions, please contact the Clerk.

## LARGE BURN FIRES

Please contact the Sheboygan County Sheriff's Department at 920-459-3112 or the Plymouth Fire Department at 920-893-1331. Doing so will help prevent unnecessary fire department calls.

## 2025 DATES TO REMEMBER

January 7, 2025 - Last day to file nomination papers (must be turned into the Clerk by 5 pm)  
January 31, 2025 - Last day to pay 1<sup>st</sup> installment of Real Estate Taxes  
February 18, 2025 - Spring Primary Election (if required)  
March 31, 2025 - Dog License Deadline  
April 1, 2025 - Spring Election  
April 15, 2025 - Annual Town Meeting  
May 2025 - Watch for Open Book & Board of Review Notices on the website and at the Town Hall  
July 31, 2025 - Last day to pay 2<sup>nd</sup> installment of Real Estate Taxes to Sheboygan County

## **TAX COLLECTION INFORMATION:**

**Full or 1<sup>st</sup> installment due by January 31<sup>st</sup>**

There are different options (see below) to pay your Real Estate Property Taxes.

Include the upper portion of your tax bill with your check made payable to: TOWN OF PLYMOUTH. If you have a check from your mortgage company and it is made out to you and the Town of Plymouth, remember to endorse it. If you are paying in cash, use the bank option.

**If you'd like a receipt, enclose a self-addressed stamped envelope.**

**Payment options are as follows:** Dropbox and Mailed payments are encouraged

**In-Person:** During regular office hours - Tuesday 8:00 am - 5:00 pm

**Mail payments to :** Town of Plymouth, 120 Suhrke Rd, Plymouth, WI 53073

**Dropbox:** Located to the left of the office door (available 24 hours a day, picked up Monday - Friday)

**Hiawatha National Bank** – 777 Walton Dr, Plymouth **Payments will be accepted in the lobby only.**

**Checks must be for the exact amount and you must have your tax bill with your payment.**

**Friendly reminder:** 2<sup>nd</sup> installment Tax Payments must be paid to the Sheboygan County Treasurer by July 31<sup>st</sup>. Make check payable to: Sheboygan County Treasurer, mail your payment to Sheboygan County Treasurer, 508 New York Avenue, Sheboygan, WI 53081.

**By State Statute: the Town Clerk/Treasurer cannot collect the 2<sup>nd</sup> installment payment.**

## **DOG LICENSING INFORMATION**

Neutered/Spayed dogs - \$7    Unaltered dogs - \$14    Late Fee - \$20 per dog

**\*\*Late fees will be charged after April 1st\*\***

To obtain a license please submit a current rabies vaccination certificate (not an invoice), the appropriate fee (checks made payable to Town of Plymouth) and a self-addressed stamped envelope.

**Payment options are as follows:**

**In-Person:** During regular office hours - Tuesday 8:00 am - 5:00 pm

**Mail payments to :** Town of Plymouth, 120 Suhrke Rd, Plymouth, WI 53073

**Dropbox:** Located to the left of the office door (available 24 hours a day and picked up daily)

By State Statute: Any dog kept in the Town of Plymouth, over 5 months old, must be licensed by March 31<sup>st</sup>. An owner acquiring a new dog greater than 5 months of age must obtain a license within 30 days of taking ownership. If your dog has passed away or you no longer have him/her, please contact the clerk's office so the records can be updated. Thank you!

**Please forward this information to any renters you may have.**

## **SNOW REMOVAL SEASON IS HERE!**

**DO NOT** plow snow across the road or into the opposite ditch. Shoveling, blowing or plowing snow from driveways or parking lots into town roads (including pushing snow across the road) can cause serious traffic hazards. Plowing into the public roadway creates unnecessary hazards for motorists and pedestrians and causes increased time and effort into cleaning or re-plowing the roads. This is a safety issue and re-plowing is **NOT** a good use of tax dollars!

If you have any ideas or if there is something you would like to see on the website, email [clerk@townofplymouth.wi.gov](mailto:clerk@townofplymouth.wi.gov) or use the contact us page on the [townofplymouth.wi.gov](http://townofplymouth.wi.gov) website