



# ***Did You Know?***

Seasonal Solutions  
to  
Everyday Living in Bayside

# *Vision, Mission, & Strategic Values*

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## ***Vision***

Dynamic balance of progressive ideas and traditional values that provides an inviting and premiere community for all.

## ***Mission***

To be a leader in accountable and innovative public service, striving for the continual enhancement in the quality of the Village.

## ***Strategic Values***

**Fiscal Integrity:** Provide sound financial management and future financial stability.

**Community Collaboration:** Maintain equitable, diverse, and inclusive community partnerships.

**Connected Communication:** Provide proactive, reliable, and transparent communications.

**Service Excellence:** Provide solution-based innovative services.

**Sustainable Resilience:** Provide environmental stewardship and promote future resilience.

**Employee Development:** Empower workforce through growth, well-being, and development.

## YEAR ROUND

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# YEAR ROUND

While many of the activities found within this guide are specific to a particular season, some activities occur year round.

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# YEAR ROUND ACTIVITIES

## A QUICK REFERENCE GUIDE



Sec. 38-23

[Collection Guide](#)  
[Fee Schedule](#)

### *Garbage & Recycling Pick Up*

Garbage is collected weekly, recycling is collected bi-weekly. Carts must be out at the edge of the road by 7am on collection day.

Residents must use Village provided carts and must be 3 feet from other carts or structures. Material on top of or next to the bin will not be collected. Residents may pay for a callback for carts not out on time.



[Cart FAQs](#)  
[Fee Schedule](#)

### *Garbage, Recycling, Yard Waste Carts*

Additional carts may be rented or purchased for an additional fee. Only additional garbage carts have a yearly fee that must be paid.

Replacement carts may be purchased for a fee.



Sec. 38-25  
[Special Pickup FAQs](#)  
[Fee Schedule](#)

### *Special Pick Ups*

Special pick ups are available the first and third Thursday of each month. A service request and payment must be made by the day prior. Items must be out curbside, by 7am on the day of collection. Contractor-generated waste is not eligible for special pick ups. Items not eligible for collection must be removed within 3 days of receiving notice. After 3 days, the Village will remove at the owners' expense.

# YEAR ROUND ACTIVITIES

## A QUICK REFERENCE GUIDE



**Sec. 32-48**  
Information Sheet  
Fee Schedule

### *Dumpster/ Port-o-Potty Permits*

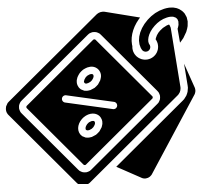
Whether there for a single day or 60 days, a permit must be acquired for port-o-potties, PODS, bagsters, or dumpsters located on a property. The permit and fee is submitted to Village Hall. May not be located on the street, must be in driveway. Port-o-potties must be at least 15ft from any property line.



**Sec. 8-1**  
Municipal Code

### *Dogs on Leashes*

Whenever not on the premises of its owner, dogs must be attached to a leash not more than 6 feet in static length or 20 feet in retractable length.



**Sec. 26-102**  
Permit Form  
Fee Schedule

### *Rummage/ Estate Sales*

All rummage, estate, and garage sales require a permit. The permit and fee are submitted to Village Hall. Signs advertising the sale are not allowed without a permit and payment of a fee. Permission must be obtained from property owners for the placement of signs.

# YEAR ROUND ACTIVITIES

## A QUICK REFERENCE GUIDE



Website Page  
(414) 206-3913

### *Elections*

The only polling location is at Village Hall (9075 N Regent Road). On Election Day, polls are open from 7am to 8pm. In person absentee voting is held at Village Hall 2 weeks prior to any election.



Information Sheet  
(414) 206-3916

### *Drug Take Back Program*

Prescriptions can be dropped off at the Police Department lobby (9075 N Regent Road) in the prescription drug drop box. The Police Department does not accept any illegal drugs or sharps.



Website Page  
(414) 225-2066

### *Household Hazardous Waste*

Certain household wastes are not acceptable for pick up or disposal in the garbage bin. Proper disposal is required of these materials. MMSD provides household hazardous waste collection. Locations and times can be found on their website under hazardous waste collection.

# YEAR ROUND ACTIVITIES

## A QUICK REFERENCE GUIDE

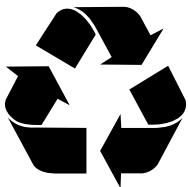


**Sec. 32-48**  
Municipal Code

### *Recreational Vehicle Storage*

A recreational vehicle, trailer, or boat less than 35 feet, that is owned by the property owner, may be parked unenclosed on any paved area/driveway from April 15-October 31 if it has been issued a permit by the Police Department. The recreational vehicle or trailer must comply with all setbacks, be shielded from view, and may not impact traffic.

Snowmobiles on trailers may be parked unenclosed on any paved area/driveway from November 1-April 15 if it is in use during this period and not just stored.



Village Hall Hours

### *Village Hall Recycling Center*

Located in the Village Hall lobby (9075 N Regent Road), individuals may recycle plastic bags, ink cartridges, cell phones, eyeglasses, and paper for shredding. The paper is shredded off-site by a 3rd party.



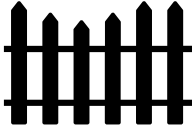
**Sec. 104-153**  
Municipal Code

### *Painting Required*

All buildings shall have their exterior kept in a neat and attractive appearance. Painting and repainting is required as necessary to maintain the same.

# YEAR ROUND ACTIVITIES

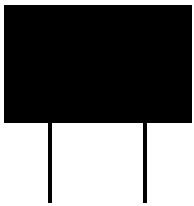
## A QUICK REFERENCE GUIDE



Sec. 104-125  
Municipal Code

### *Fence Maintenance*

Fences, architectural screening devices, walls, driveway gates, and arbors must be kept in a structurally sound condition. Standards and requirements are enforced by the building inspector or their designee.



Sec. 116-8  
Municipal Code  
Fee Schedule

### *Signs*

Temporary signs need a permit, fee, and are valid for not more than 15 days per calendar quarter (unless an extension is granted). Signs are not allowed in the Village right-of-way.

Deteriorated, unsightly signs shall be removed by the property owner. Upon being notified of such violation, it must either be removed or repaired within two days.



Sec. 14-30  
Municipal Code

### *House Numbers*

All buildings shall have the numbers of their address clearly visible on both sides of their mailbox or post. Additionally, 3-inch numbers must be affixed to the front of the building in a contrasting color.

# YEAR ROUND ACTIVITIES

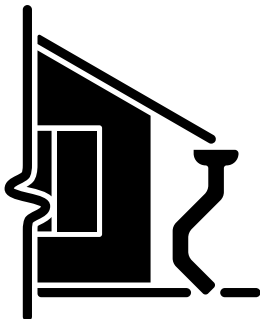
## A QUICK REFERENCE GUIDE



Sec. 47-69  
Municipal Code  
(414) 206-3916

### *Overnight Parking/ Parking Regulations*

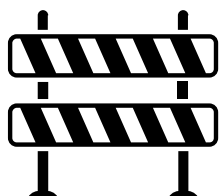
No vehicle can be parked on any street or alley in the Village unless they have been given permission by the Police Department. There shall not be more cars than the number of licensed drivers residing at the residence parked unenclosed. All vehicles are required to display a current license plate, even if they are not used often.



Sec.104-9  
Municipal Code

### *Downspout Discharge*

Any water outfall cannot negatively impact Village infrastructure or utilities, public safety, or neighboring properties. Residents have 10 days to implement corrective action once notified.



Special Event Permit  
Fee Schedule

### *Block Parties/ Barricades*

To request barricades for a block party, the special event permit must be filled out and submitted along with any fees. A myBlue Sector Officer may be requested. Requests shall be made at least a week in advance.

# YEAR ROUND ACTIVITIES

## A QUICK REFERENCE GUIDE



Sec. 38-22  
Sec. 38-65  
[Collection Guide](#)

### *Grass, Dirt, and Other Wrong Materials in Collections*

Grass clippings and dirt/ soil are not accepted in yard waste pick up. Plastic bags and other items like hoses can tangle recycling machines and are prohibited in recycling carts. Recycling carts that contain prohibited items may be tagged and not picked up.



**myBlue**  
[Website Page](#)  
(414) 206-3916

### *myBlue Sector Officers*

The Village is delineated into eight sectors, each assigned a Sector Officer. Officers can provide resources, non-urgent advice, individualized police services, and attend block parties. Residents may report issues directly to their Sector Officer.



Sec.32-55  
[Municipal Code](#)

### *Outdoor Storage*

Storage of items must not be unsightly to the surrounding view as to have an adverse effect on adjoining or neighboring properties, as determined by the Village Manager.



[North Short Municipal Court Website](#)  
(414) 228-1752

### *Municipal Court*

Located in the City of Glendale at 5909 N Milwaukee River Parkway, Glendale WI 53209.

# WINTER

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## November - March

From snow to ice to freezing temperatures, the weather of winter enhances the challenges found throughout the Village. However, if we know and understand how we handle each of these challenges, we can be better prepared for when the weather changes dramatically.

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Snow & Ice Removal  
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# WINTER ACTIVITIES

## A QUICK REFERENCE GUIDE

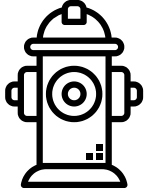


Sec. 41-32

[Website Page](#)

### *Snow & Ice Removal*

It is not the Village's policy to provide "bare pavement" driving conditions at all times and locations during the winter season. Plowing begins when accumulation reaches ~3 inches. Residents may not place snow into the street or their neighbor's property.

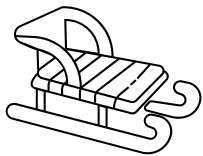


[NSFR Website](#)

(414) 357-0113

### *Fire Hydrants*

Properties with fire hydrants located on them are responsible for clearing snow around them so that the Fire Department can access them.



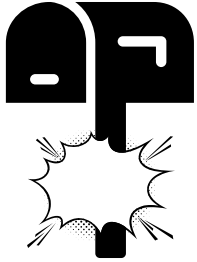
[Website Page](#)

### *Mount Bayside*

Once there is snow on the hill, individuals will start showing up with their sleds! Individuals may park in the sled hill parking lot (located to the West of the hill). Cars may not park along Fairy Chasm Road or Regent Road.

# WINTER ACTIVITIES

## A QUICK REFERENCE GUIDE



[Website Page](#)

### *Damaged Mailboxes*

Mailboxes accidentally damaged by a snowplow and damage to lawns from the Village snowplows, will be repaired or replaced by DPW with a standardized mailbox set forth by the Village. Only damage caused from Village vehicles will be repaired by the Village. Applicable to properties not on the Mailbox Inventory created in Autumn.



Sec. 104-180

[Registration Form](#)  
[Fee Schedule](#)

### *Vacant Premises*

Buildings unoccupied for over 60 days. Registration is required for all vacant premises. The owner is responsible for paying the annual fee. Due on anniversary date of registration.



[Collection Guide](#)

### *Holiday Tree Collection*

In early January, our DPW crews will do a holiday tree collection. Typically, we will offer two collections where residents may leave their holiday tree (bare, not in a plastic bag) by the road and our crews will pick it up. As with all pick ups, they must be out before 7am the day of the collection.

# WINTER ACTIVITIES

## A QUICK REFERENCE GUIDE



Website Page  
(414) 206-3913

### *Property Tax Bills*

Property tax bills are mailed to residents by mid-December of each year. Property tax payments may be paid online (service fees apply), by mail (9075 N Regent Rd), in-person, or at the drop box at Village Hall.

The first installment or the full amount is due by January 31. The second and third installments are due by March 31 and May 31, respectively.



Register Your Home

### *Do Not Solicit List*

The Do Not Solicit List is a list of addresses, maintained by the Police Department, where individuals who are going door to door are not permitted to sell products or services. Valid for 2 years.



**Sec. 8-7**  
Municipal Code  
(414) 649-8640  
Fee Schedule

### *Dog and Cat Licenses*

March is the deadline for pet-owners to renew their dog and cat licenses for the year without an additional fee. While they may renew it later in the year at an increased rate, the license expires on March 31. Rabies vaccination information is required for renewal.

# SPRING

## March - May

With the snow melting and the temperature rising, activity within the Village starts to take new forms. As plants wake up from their winter slumber, yards become a focus of residents and Departments alike.

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Mulch - Delivery & Purchase  
Yard Waste Collections

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# SPRING ACTIVITIES

## A QUICK REFERENCE GUIDE



Sec. 47-35  
Municipal Code

### *Weight Limits on Roads*

Seasonal weight limits are imposed to prevent injury to roadways. Weight limits typically go into effect in March and are lifted in April, but decisions are weather dependent. Certain roads are designated as heavy traffic routes and are exempt. The exempt portions include Regent Road from Fairy Chasm Road to the south and Fairy Chasm Road from Lake Drive to the west.



Website Page  
Fee Schedule

### *Mulch - Purchase & Delivery*

Mulch is recycled from the yard waste the Village collects. Mulch is available for free (a pile is placed at the sled hill parking lot by entering off Fairy Chasm) or can be delivered for a fee within a 5 mile radius of the Village.



Sec. 38-22  
Collection Guide

### *Yard Waste Collections*

Collections occur bi-weekly throughout the Spring, Summer, and Autumn. Only 1 pile per property is allowed and may not be larger than 10'x5'x5'. Contractor generated waste is not collected by the Village.

# SPRING ACTIVITIES

## A QUICK REFERENCE GUIDE



**Sec.104-153**  
Municipal Code

### *Grass/ Yard Maintenance*

Trees, shrubs, and other plantings must be maintained to create a neat and attractive appearance. Yards must be free of noxious weeds. Grass and weeds may never exceed 5" in height.



Collection Guide

### *Clean Up & Recycling Days*

Clean Up Day is held in April, Recycling Days are held on the third Saturday of the month from March through November. The collection guide, produced annually, contains the most updated list of accepted items.



Website Page  
Fee Schedule

### *Adopt-A-Tree Program*

The Village partners with homeowners for the purchase and installation of trees on their property. By purchasing trees in bulk, the Village can pass the saving on to the homeowners and increase the number of trees in the Village. Owners either select a public tree, to be planted in the right-of-way, or a private tree they can plant anywhere on the property. Public trees are planted, staked, and watered.

# SPRING ACTIVITIES

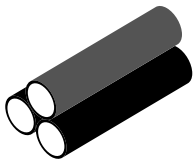
## A QUICK REFERENCE GUIDE



[Website Page](#)  
[Fee Schedule](#)

### *Mailbox Replacement Program*

DPW will replace residential mailboxes with a new box and a standard post. The request is made online and comes with a 1-year warranty from date of purchase.



**Sec. 41-2**  
[Municipal Code](#)

### *Drainage/ Culverts*

The Village utilizes a ditch and culvert operation for stormwater. All rainwater is diverted towards outlets which ultimately lead into Lake Michigan. While some communities have combined stormwater and sanitary sewer systems, Bayside's are completely separate. Residents are responsible for the maintenance and replacement of driveway culverts. A culvert permit is required prior to beginning culvert repair/replacement work.

Water in culverts and ditches is normal.



[Website Page](#)

### *Floods/ Heavy Rain Events*

Ellsworth Park can hold over 2 million gallons of rain and the 621 Pond can hold over 250,000 gallons of rain.

# SUMMER

## May - September

Although Summer may seem like a continuation of Spring, it brings with it a number of unique activities. Most notably, the use of Ellsworth Park and an increase in rain events.

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Fires/ Fireworks  
Rentals at Ellsworth Park

# SUMMER ACTIVITIES

## A QUICK REFERENCE GUIDE



**Sec.104-153**

[Municipal Code](#)

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[Website Page](#)  
[Fee Schedule](#)

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[Website Page](#)  
[Fee Schedule](#)

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# SUMMER ACTIVITIES

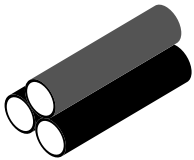
## A QUICK REFERENCE GUIDE



[Website Page](#)  
[Fee Schedule](#)

### *Mailbox Replacement Program*

For a fee, DPW will replace residential mailboxes with a new box and a standard post. The request is made online and comes with a 1-year warranty from date of purchase.



**Sec. 41-2**  
[Municipal Code](#)

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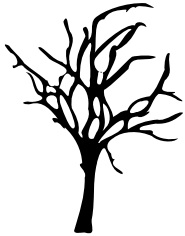
**Sec. 38-22**  
[Collection Guide](#)

### *Yard Waste Collections*

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# SUMMER ACTIVITIES

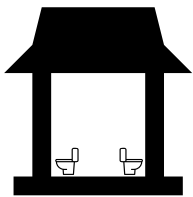
## A QUICK REFERENCE GUIDE



Sec. 104-153  
Municipal Code

### *Dead/ Dangerous Trees*

Living or dead trees, limbs, or shrubs that present a risk of harm to neighbors, neighboring property, or the public at large are required to be removed or cut. Once an owner receives notice, they have 45 days to address the issue; a 30 day extension is available but the request must be made in writing to the Village Manger.



Website Page  
Fee Schedule

### *Pavilion Usage/ Bathrooms*

The bathrooms at Ellsworth Park are open during summer months. Usage of the pavilion is first come first served unless a rental is made.



Website Page  
(414) 206-3913

### *Home Assessments*

The Village contracts with Accurate Appraisal. A yearly revaluation, based on the January 1 value, seeks to maintain 100% of fair market value. Annual notice is sent to impacted homeowners. Property owners have a chance to speak with the Assessor regarding valuations at Open Book. If property owners want to contest valuations, they may do so at the Board of Review. Once values are set, there is not an opportunity to contest an assessment until the following year.

# SUMMER ACTIVITIES

## A QUICK REFERENCE GUIDE



[Website Page](#)

### *Floods/ Heavy Rain Events*

Ellsworth Park can hold over 2 million gallons of rain and the 621 Pond can hold over 250,000 gallons of rain.



Sec. 14-28

Sec. 14-63

[Fire Municipal Code](#)

[Firework Municipal  
Code](#)

### *Fires & Fireworks*

Small bonfires are allowed if confined by a control device designed for such use (ex. fire pit or outdoor fireplace). Must be located more than 25 feet from nearest building, accessory structure, fence, deck, or other combustible surface. Must have readily usable extinguishing equipment (ex. hose, buckets of water).

Fireworks are not permitted in the Village except for sparklers, paper caps, and toy snakes.



[Website Page](#)

[Fee Schedule](#)

### *Rentals at Ellsworth Park*

The tennis/ pickleball courts, soccer field, ball diamond, and pavilion are available for rental. There are 4 courts total, 2 of which have pickleball lines. Refer to the current fee schedule for the prices of rentals. Rentals are available on a first come first served basis.

# AUTUMN

## September - November

The change in season brings about a change in activity within the Village! This is also a time when we take some preventative measures that set us up for success during the winter months.

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Fires/ Burning  
Halloween/ Trick-or-Treating  
Yard Waste/ Leaf Collections

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Crack Sealing  
Recycling Days  
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# AUTUMN ACTIVITIES

## A QUICK REFERENCE GUIDE

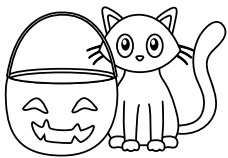


**Sec. 14-28**

Fire Municipal Code

### *Fires/ Burning in the Village*

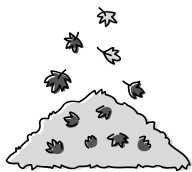
Small bonfires are allowed if confined by a control device designed for such use (ex. fire pit or outdoor fireplace). Must be located more than 25 feet from nearest building, accessory structure, fence, deck, or other combustible surface. Must have readily usable extinguishing equipment (ex. hose, buckets of water).



Website Page

### *Halloween/ Trick-or-Treating*

The Village schedules trick-or-treating the Sunday before or on October 31st from 1-4pm.



**Sec. 38-22**

Collection Guide

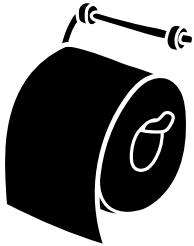
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Collections occur bi-weekly throughout the Spring, Summer, and Autumn. Only 1 pile per household is allowed and may not be larger than 10'x5'x5'. Contractor generated waste is not collected by the Village.

1 leaf pile per property. Leaves should not be bagged, in the road, drainage ditch, or near catch basin grates. Piles may only be leaves.

# AUTUMN ACTIVITIES

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### *Crack Sealing*

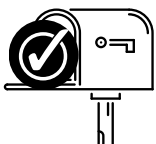
Annually, the DPW crews crack seal the roads. Crack sealing is the process of filling cracks or gaps in the road with tar to prevent water from infiltrating and expediting the deterioration of the road. Once the cracks are sealed, the crews place 1-ply toilet paper over it to prevent tar from sticking to shoes or tires and allows immediate access to the pavement.



[Collection Guide](#)

### *Recycling Days*

Recycling Days are held on the third Saturday of the month from March through November. The collection guide, produced annually, contains the most updated list of accepted items.



[Website Page](#)

### *Mailbox Inventory*

The Village inspects mailboxes to determine if they are straight, stable, and sturdy. If a mailbox is not repaired prior to the winter snow season, and snow from a plow knocks it over, the Village will not replace that mailbox.