



www.whitewater-wi.gov  
Telephone: (262) 249-6701

Office of Neighborhood Services  
312 W. Whitewater St.  
Whitewater, WI 53190

[INITIAL LETTER]

March 9, 2026

INCORP SERVICES, INC.  
100 WILBURN RD  
STE 100  
SUN PRAIRIE , WI 53590-1478

Dear Property Owner,

This letter serves to inform you that, as the owner of the **Twin Oaks Mobile Home Park**, you are responsible for complying with all applicable ordinance requirements. A copy of the applicable ordinance is enclosed for your review.

As part of these requirements, the Mobile Home Park License expires on **May 1, 2026**. To maintain a valid license, please **fill out and submit the Mobile Home Park License Application through the City's online portal at www.whitewater-wi.gov**.

If you have any questions or need assistance with the application process, please contact our office at (262) 249-6701 or [mcodeenforcement@gmail.com](mailto:mcodeenforcement@gmail.com).

**Right to Appeal:**

Pursuant to Section 20.04.100 of the City of Whitewater Municipal Code, any person affected by any notice or order issued in connection with the enforcement of any provision of this section may request and shall be granted a hearing before the Common Council. Requests for such hearings must be filed with the City Clerk no later than five (5) business days from the date of the final notice of the order.

We appreciate your attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "Allison Schwark".

Allison Schwark  
Code Enforcement Officer  
City of Whitewater

Enclosures