



License Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Tuesday, May 5, 2015

7:00 PM

De Pere City Hall Riverview Room

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **License Committee** of the City of De Pere will be held on **May 5, 2015** at **7:00 PM** in the **De Pere City Hall Riverview Room, 335 S. Broadway, De Pere, WI 54115**.

Call to Order

1. Roll Call
2. Election of Chair and Vice-Chair.
3. Approval of the Minutes of the April 21, 2015 License Committee Meeting.
4. Public Comment Period and other Announcements.
5. Operator License Applications.*
6. Application for Temporary Class "B"/ "Class B" Retailer's License submitted by The Celebrate Committee, Inc. for Celebrate De Pere.
7. Application for Temporary Class "B"/ "Class B" Retailer's License submitted by House of Hope Green Bay Inc. For Designers for Hope, May 14, 2015.
8. Application for a Premise Description Change for Ogan Restaurant, LLC.*
9. Adjournment.

Respectfully Submitted,

Shana Defnet, Clerk - Treasurer

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Mayor
Alderspersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
HORNE, TRACY L.
STENGER, NICK E.
DOROW, MONETTE R.
AKE, KATHERINE S.
BERREAU, LYNNETTE A.
BURNARD, DIANE M.
FRENCH, ROBYN M.
HANSEN, CONNIE L.
LEDWITH, MITCHELL P.

MOORE, MELEEK, N.
MOORE, PATRICK J.
ROBINSON, LYNDSEY L.
SEBOLD, ORRIN, E.
NIELSON, ILDEMAN
WIENANDT, SHANNON
CASTELIC, CARL

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: May 5, 2015

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Defnet

SUBJECT: Election of Chair and Vice-Chair.

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: May 5, 2015

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Defnet

SUBJECT: Approval of the Minutes of the April 21, 2015 License Committee Meeting.

ATTACHMENTS:

- 4-21-2015 License Committee Minutes (DOC)



License Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Tuesday, April 21, 2015

7:00 PM

De Pere City Hall Riverview Room

1. Call to Order: The meeting was called to order by Alderperson Bauer.

Attendee Name	Title	Status	Arrived
Kevin Bauer	Alderperson	Present	
James Boyd	Alderperson	Present	
Dean Raasch	Alderperson	Present	

2. Approval of the Minutes of the April 8, 2015 License Committee Meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Alderperson
SECONDER: Dean Raasch, Alderperson
AYES: Kevin Bauer, James Boyd, Dean Raasch

3. Public Comment Period and other Announcements. None,.

4. Operator License Applications.

CITY OF DE PERE -April 21, 2015					
ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator License Applications					
1	KOSTREVA, TONI S.	430 S. JEFFERSON ST.	GREEN BAY	WI	54301
2	STENGER, NICK E.	1218 GEORGE ST.	DE PERE	WI	54115
Temporary Operator License Applications					
1	GROTH, DERALD M.	2006 CHARLES ST.	DE PERE	WI	54115
2	GROTH, JACKIE M.	2006 CHARLES ST.	DE PERE	WI	54115
3	SCHWARTZ, TROY C.	6833 COUNTRY CREEK CT.	GREENLEAF	WI	54126
4	VAN DE KREEKE, DANIEL J.	1770 CRIMSON CT.	DE PERE	WI	54115
5	WENDT, JEROLD W.	1774 CORVALLIS CT.	DE PERE	WI	54115
New Operator License Applications for the 2014-2016 Licensing Period					
1	ANDERSEN, KRISTA A.	1269 VANDERBRAAK ST.	GREEN BAY	WI	54302
2	DE BAUCHE, KYLE J.	1426 MOHICAN CT.	GREEN BAY	WI	54313
3	KOSTIC, SEBINA B.	2087 TELLY LN.	DE PERE	WI	54115
4	MATUSZEK, FAYE A.	713 MAIN AVE.	DE PERE	WI	54115
5	YANG, ANDREA	1810 AUGUST ST.	GREEN BAY	WI	54302

Previously Tabled Operator License Application #1 for Toni S. Kostreva was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to deny the application. Upon vote, motion carried unanimously.

Previously Tabled Operator License Application #2 for Nick E. Stenger was presented. Alderperson Raasch moved, seconded by Alderperson Boyd to table the application. Upon vote, motion carried unanimously.

Temporary Operator License Applications #1-5 were presented. Alderperson Bauer moved, seconded by Alderperson Raasch to approve applications #1-5. Upon vote, motion carried unanimously.

Operator License Applications #1 for Krista A. Andersen was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Alderperson

Bauer moved, seconded by Alderperson Raasch to close the meeting. Upon vote, motion carried unanimously. Alderperson Bauer moved, seconded by Alderperson Raasch to approve Operator License Applications #1-5. Upon vote, motion carried unanimously.

5. Application for Temporary Class "B" Retailer's License submitted by Monday Noon Optimist Club for Celebrate De Pere.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Dean Raasch

6. Adjournment.

Alderperson Bauer moved, seconded by Alderperson Raasch to close the meeting at 7:05 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Defnet, Clerk-Treasurer

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: May 5, 2015
DEPARTMENT: City Clerk-Treasurer
FROM: Vicki Scray
SUBJECT: Operator License Applications.*

ATTACHMENTS:

- 5-05-15 OPERATOR LICENSE LIST (PDF)

CITY OF DE PERE -May 5, 2015

ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator License Applications					
1	HORNE, TRACY L.	1365 MESA DR., #12	GREEN BAY	WI	54304
2	STENGER, NICK E.	1218 GEORGE ST.	DE PERE	WI	54115
Temporary Operator License Applications					
1	DOROW, MONETTE R.	1920 TERRY LN.	DE PERE	WI	54115
New Operator License Applications for the 2014-2016 Licensing Period					
1	AKE, KATHERINE S.	777 MANCHESTER RD.	NEENAH	WI	54956
2	BERREAU, LYNNETTE A.	1380 SCHEURING RD., UNIT 43	DE PERE	WI	54115
3	BURNARD, DIANE M.	1380 SCHEURING RD., UNIT 27D	DE PERE	WI	54115
4	FRENCH, ROBYN M.	882 HUBBARD ST.	GREEN BAY	WI	54303
5	HANSEN, CONNIE L.	671 GREEN BAY RD., APT. 1	DENMARK	WI	54208
6	LEDWITH, MITCHELL P.	826 BUTTE ST.	NEENAH	WI	54956
7	MOORE, MELEEK, N.	2109 RYAN RD.	DE PERE	WI	54115
8	MOORE, PATRICK J.	450 S. WALL ST. LOT 56	DENMARK	WI	54208
9	ROBINSON, LYNDSEY L.	2922 PACKERLAND DR.	GREEN BAY	WI	54313
10	SEBOLD, ORRIN, E.	1133 MORAIN WAY, #4	GREEN BAY	WI	54303

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: May 5, 2015

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Defnet

SUBJECT: Application for Temporary Class "B" / "Class B" Retailer's License
submitted by The Celebrate Committee, Inc. for Celebrate De Pere.

ATTACHMENTS:

- 05-15-15 CELEBRATE COMMITTEE (PDF)

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 4/2/15☐ Town ☐ Village ☒ City of De Pere County of Brown

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.at the premises described below during a special event beginning May 23 and ending May 25 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.1. ORGANIZATION (check appropriate box) ☐ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association(a) Name The Celebrate Committee Inc.(b) Address 905 Georse St. #138 De Pere WI 54115
(Street) ☐ Town ☐ Village ☐ City(c) Date organized 2006(d) If corporation, give date of incorporation 2006(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Brenda Gauger Lost Dauphin Dr. De Pere WI 54115Vice President Carl Castelic 3538 Silverado Tr. De Pere WI 54115Secretary Kristina AmbrosiusTreasurer Gerard Ambrosius 1955 Meadow View De Pere WI 54115

(g) Name and address of manager or person in charge of affair:

Carl Castelic Phone #: 227-3364
(cell)

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number Voyager Park

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. NAME OF EVENT

(a) List name of the event Celebrate De Pere(b) Dates of event and time: May 23 - May 25 12:30 pm to 11:30 pm

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

The Celebrate Committee Inc.
(Name of Organization)Officer Carl Castelic
(Signature/date)Officer _____
(Signature/date)Officer Brenda Gauger - 4/2/15
(Signature/date)Officer _____
(Signature/date)Date Filed with Clerk 4-27-15 R#102173

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: May 5, 2015

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Defnet

SUBJECT: Application for Temporary Class "B"/ "Class B" Retailer's License submitted by House of Hope Green Bay Inc. For Designers for Hope, May 14, 2015.

ATTACHMENTS:

- 05-05-15 HOUSE OF HOPE (PDF)

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10Application Date: 03/05/2015☐ Town ☐ Village ☐ City of De Pere County of Brown

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.at the premises described below during a special event beginning 05/14/2015 and ending 05/14/2015 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.1. ORGANIZATION (check appropriate box) ☐ Bona fide Club ☐ Church ☒ Lodge/Society ☐ Veteran's Organization ☐ Fair Association(a) Name House of Hope Green Bay, Inc.(b) Address 1660 Christiana Street, Green Bay, WI 54303

(Street)

☐ Town ☐ Village ☒ City(c) Date organized 5/28/1991(d) If corporation, give date of incorporation 6/19/1991(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Hope VoigtVice President Nicole Jensky and Michelle AxfordSecretary Shar WithbroeTreasurer Judy Decker(g) Name and address of manager or person in charge of affair: Shannon Wienandt
1660 Christiana St. Green Bay, WI 54303 Phone #:920-884-6740

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 1559 Fox Ridge Ct., De Pere, WI 54115

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? all

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. NAME OF EVENT

(a) List name of the event Designers for Hope(b) Dates of event and time: May 14, 2015 5pm-12am

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

House of Hope Green Bay, Inc.

(Name of Organization)

Officer Nicole Jensky 3/5/15

(Signature/date)

Officer _____

(Signature/date)

Officer _____

(Signature/date)

Officer _____

(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: May 5, 2015

DEPARTMENT: City Clerk-Treasurer

FROM: Vicki Scray

SUBJECT: Application for a Premise Description Change for Ogan Restaurant, LLC.*

ATTACHMENTS:

- 05-05-15 OGAN PREMISE DESCRIP (PDF)
- OGAN ATTACHMENT (PDF)

8.a

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 07/01/15 ending 06/30/16 20 15 20 16

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown County Aldermanic Dist. No. _____ (if required by ordinance)

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☒ LIMITED LIABILITY COMPANY ☐ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name):

OGAN RESTAURANT, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title Name Home Address Post Office & Zip Code
President/Member owner ILDEMAN Nielson 3116 Nicolet Dr. G. Bay 54311
Vice President/Member _____
Secretary/Member _____
Treasurer/Member _____
Agent ILDEMAN R. NIELSON
Directors/Managers _____

3. Trade Name OGAN RESTAURANT LLC Business Phone Number 920.632.6767
4. Address of Premises 100 S BROADWAY, ste 50 Post Office & Zip Code 54115 De-Pere

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 2010 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Dinning Room, Kitchen, Dish Washing, Room,

10. Legal description (omit if street address is given above): Office, Storage Room and Side walk seats
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
(b) If yes, under what name was license issued?

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 17 day of April, 20 15

[Signature]
(Clerk/Notary Public)

My commission expires May 31, 2015

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-17-15</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

ROP submitted 4-17-15

City of De Pere Public Works Department

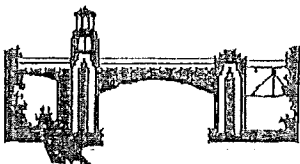
Memo

To: Ken Pabich, Director of Planning & Economic Development
From: Scott J. Thoresen, Director of Public Works
Date: April 30, 2015
Subject: Approval Revocable Occupancy Permit – Ogan Restaurant

This request is a permit to allow outdoor seating on the sidewalk alongside the building as requested by Ildeman Nielson.

The business Ogan Restaurant located at 100 S. Broadway has requested permission to allow outdoor seating on the City's sidewalk for their customers. The request is for proposed seating for three (3) 26" x 26" tables and two (2) 28" diameter tables with three chairs alongside the building. (See attached sketch) Staff has reviewed the request and has determined that the third chair will impact pedestrian traffic therefore the business will only be permitted to have two (2) chairs at each table on the sidewalk as long as they keep the tables and chairs adjacent to the building. As part of the permit, the owner shall be required to make sure at least 48" minimum clear width is kept open at all times for pedestrian traffic. The owner is also required to keep this area clean at all times.

Staff recommends approving the permit with conditions mentioned above.

	CITY OF DE PERE APPLICATION FOR REVOCABLE OCCUPANCY PERMIT	Fee: \$25.00
		Receipt #: _____ Date: _____ Permit valid with updated insurance until revoked

A. Applicant Information:

Name: OGAN RESTAURANT

Address: 100 S Broadway

Phone: 920. 632. 6767

Email Address: ilde.ogan@gmail.com

Location of Encroachment: The same.

Description: Side WALK tables and chairs.

B. Required Information:

☒ Copy of a current Certificate of Insurance, with City of De Pere named as an additional insured. See back for general liability insurance requirement.

☒ A layout, drawn to scale, which accurately depicts the dimensions of the area, and the proposed location of the encroachment. See back for any additional required materials for certain types of occupancies.

C. Signature:

If this application is approved, I hereby agree to abide by all relevant City regulations pertaining to encroachments/obstructions upon City right-of-way; including but not limited to Section 106-6 and 7-3 of the De Pere Municipal Code.

ILDEMAN R. NIELSON 04/17/2015

Applicant Date

D. For Staff Use Only:

Reviewed by: Scott Thoren 4/30/15

Director of Public Works Date

Approved by: _____

Director of Planning & Economic Development Date

Return completed application, supporting documentation, and application fee to: City of De Pere, Director of Planning & Economic Development, 335 S. Broadway, De Pere WI 54115. For assistance, please call (920) 339-4052.

OGAN Restaurant
100 S. Broadway Suite 50
De Pere WI, 54115
920-632-8767

third chair not permitted

