

CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description COMMON COUNCIL MEETING

Date: MONDAY, MARCH 18, 2019 Time: 7:00PM Location: MUNICIPAL BUILDING
COUNCIL CHAMBERS - 300 LA CROSSE STREET, WISCONSIN DELLS, WI

MAYOR		COUNCIL MEMBERS		
		FIRST DISTRICT	SECOND DISTRICT	THIRD DISTRICT
Edward Wojnicz		Jesse DeFosse	Mike Freel	Ben Anderson
		Brian Holzem	Terry Marshall	Dan Anchor
OPENING				
1	CALL TO ORDER & ROLL CALL			
2	PLEDGE OF ALLEGIANCE			
3	APPROVAL OF CONSENT AGENDA ITEMS: <ul style="list-style-type: none"> a. February 18, 2019 Common Council Meeting Minutes b. Schedule of Bills Payable dated March 18, 2019 c. Applications for Bartender Licenses 			
AGENDA ITEMS				
4	PUBLIC COMMENT/CITIZEN APPEARANCES FOR ANY NON-AGENDA ITEM			
5	APPLICATION FOR A TEMPORARY CLASS B WINE LICENSE SUBMITTED BY THE DOWNTOWN DELLS COMMITTEE FOR A DOWNTOWN WINE WALK ON FRIDAY, APRIL 26, 2019			
6	APPLICATION FOR AN ORIGINAL CLASS B BEER & CLASS C WINE LICENSE SUBMITTED BY EL ASADOR CORP, OSCAR QUINTERO AGENT, FOR THE EL ASADOR RESTAURANT, 452 BROADWAY, FOR THE LICENSING PERIOD OF MARCH 19, 2019 THROUGH JUNE 30, 2019			
7	APPLICATIONS FOR RENEWAL OF TAXICAB SERVICE LICENSES FOR THE LICENSING PERIOD OF APRIL 1, 2019 THROUGH MARCH 31, 2020 SUBMITTED BY: <ul style="list-style-type: none"> a. ProInvest, LLC, Calin Bobeanu for City Taxi b. Dells Transport LLC, Brent Mlsna for Dells Express Taxi c. Dells Roo, LLC, Jeremy Ringdahl for Kangaroo Taxi d. K2G Inc, Keshia Gregerson for Wisconsin Dells Taxi e. RST Taxi LLC, Khan Quadratullah for RST Taxi f. Richardo Ortega Acosta for Speedy Cab g. Dells Cab Company, Larry K. Volkey for Dells Cab 			
RESOLUTIONS				
8	RESOLUTION AUTHORIZING THE SUBMITTAL OF A WISCONSIN ECONOMIC DEVELOPMENT CORPORATION (WEDC) COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION FOR THE RIVERWOOD EAGLE'S NEST PROJECT AND EXECUTING THE NECESSARY PAPERWORK			
9	RESOLUTION AUTHORIZING THE SUBMITTAL OF A WISCONSIN DNR OUTDOOR RECREATION GRANT APPLICATION FOR MULTI-USE PATH ON TROUT ROAD; AND EXECUTING THE NECESSARY DOCUMENTS			
10	RESOLUTION TO ALLOCATE PARKING BOARD FUNDS TOWARD THE RECONSTRUCTION AND RELATED IMPROVEMENTS TO PARKING LOT 5 (FISHERS LOT) AND PARKING LOT 7 (MUNICIPAL BUILDING AREA)			
11	RESOLUTION TO APPROVE A CONDITIONAL USE PERMIT TO DELLS ADVENTURE DEVELOPMENT IN ORDER TO ALLOW TWO STORAGE CONTAINERS AT 600 TROUT ROAD			

CITY OF WISCONSIN DELLS
APPLICATION FOR OPERATOR'S (BARTENDER) LICENS

ITEM 3c

Per Wis. SS 125.32(2) and 125.68(2) and City Code 16.12(5)
SEE BACK SIDE OF APPLICATION FOR IMPORTANT INFORMATION.

FOR OFFICE USE ONLY

Current Licensing Period: July 1, 2018 to June 30, 2020 Amount Paid: \$ 60.00 Receipt No. 67951
Council Date Granted: _____ Police Dept Verification: 3-7-19 By: JS
License #: _____ Date Issued: _____ Police Chief Recommendation: Approve: X Deny: _____

New \$60 (attach Beverage Server Training Cert.) Renewal \$60 Temp. \$10 (Event Dates: _____)

Name CIGEL CRAIG C
Last First Middle
Home Address 460 PIONEER DR# 310 WISCONSIN DELLS, WI 53965
Street City State Zip

Mail License to (if different from Home Address): _____

Date of Birth: 9/30/59 Drivers License # C240 1035 9350 08 State WI
Street City State Zip

Phone Number: 715 - 610 - 5686

List any other State(s) resided in within the last 5 years: NONE

License to be used at (Name of Wisconsin Dells Business): TBD

Have you been convicted of any felony? (If Yes, per State Statute 125.04(5)(b) a license cannot be issued.) Yes No
Have you been arrested or convicted of any law or ordinance pertaining to alcohol or drugs? Yes No
Have you been arrested or convicted of any State, Federal or Local Laws (other than speeding tickets)? Yes No
Do you currently have any outstanding citations, parking tickets, and/or utilities owed to the City? Yes No

If you answered yes to any of the above questions, please list information below or on a separate page:

Date	Nature of Offense	County	State
<u>4/21/18</u>	<u>OPEN BEER IN PARKING LOT</u>	<u>LANGLADE</u>	<u>WI</u>

Under penalty by law, I, the undersigned, state that I am the person named in this application and that I have read and made complete and truthful answers to each question. I agree to comply with all Federal, State and Local Laws, Resolution and Ordinances regarding the sale of alcohol beverages if a license is granted to me. I have read the back of the application and understand the parameters for denial of this license.

Signature of Applicant: [Signature] Date: 3/7/19

CITY OF WISCONSIN DELLS
APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

Per Wis. SS 125.32(2) and 125.68(2) and City Code 16.12(5)
SEE BACK SIDE OF APPLICATION FOR IMPORTANT INFORMATION.

FOR OFFICE USE ONLY

Current Licensing Period: July 1, 2018 to June 30, 2020 Amount Paid: \$ 60.00 Receipt No. 68000
 Council Date Granted: _____ Police Dept Verification: 3/13/19 By: BS
 License #: _____ Date Issued: _____ Police Chief Recommendation: Approve: [Signature] Deny: _____

New \$60 (attach Beverage Server Training Cert.) Renewal \$60 Temp. \$10 (Event Dates: _____)

Name Wright Jaimie Ann
Last First Middle
 Home Address 925 Parkway drive Wis Dells WI 53965
Street City State Zip

Mail License to (if different from Home Address): _____

Date of Birth: 01/31/1992 Drivers License # WG 23-4219-2531-07 State WI
Street City State Zip
 Phone Number: 608-799-3016

List any other State(s) resided in within the last 5 years: _____

License to be used at (Name of Wisconsin Dells Business): Apple bee's hospitality group

Have you been convicted of any felony? (If Yes, per State Statute 125.04(5)(b) a license cannot be issued.) Yes _____ No X
 Have you been arrested or convicted of any law or ordinance pertaining to alcohol or drugs? Yes _____ No X
 Have you been arrested or convicted of any State, Federal or Local Laws (other than speeding tickets)? Yes _____ No X
 Do you currently have any outstanding citations, parking tickets, and/or utilities owed to the City? Yes _____ No X

If you answered yes to any of the above questions, please list information below or on a separate page:

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

Under penalty by law, I, the undersigned, state that I am the person named in this application and that I have read and made complete and truthful answers to each question. I agree to comply with all Federal, State and Local Laws, Resolution and Ordinances regarding the sale of alcohol beverages if a license is granted to me. I have read the back of the application and understand the parameters for denial of this license.

Signature of Applicant: Jaimie Wright Date: 3/8/19

CITY OF WISCONSIN DELLS
APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

Per Wis. SS 125.32(2) and 125.68(2) and City Code 16.12(5)
SEE BACK SIDE OF APPLICATION FOR IMPORTANT INFORMATION.

FOR OFFICE USE ONLY

Current Licensing Period: July 1, 2018 to June 30, 2020 Amount Paid: \$ 60.00 Receipt No. 67987
 Council Date Granted: _____ Police Dept Verification: 3/8/19 By: KS
 License #: _____ Date Issued: _____ Police Chief Recommendation: Approve: _____ Deny: X

New \$60 (attach Beverage Server Training Cert.) Renewal \$60 Temp. \$10 (Event Dates: _____)

Name Livingston Kaitlyn Marie
Last First Middle
 Home Address P.O. Box 391 Wisconsin Dells WI 53965
Street City State Zip

Mail License to (if different from Home Address): _____
Street City State Zip

Date of Birth: 12/04/1989 Drivers License # W152-5138-9944-04 State WI

Phone Number: (608) 963-3191

List any other State(s) resided in within the last 5 years: _____

License to be used at (Name of Wisconsin Dells Business): Applebee's

Have you been convicted of any felony? (If Yes, per State Statute 125.04(5)(b) a license cannot be issued.) Yes _____ No X
 Have you been arrested or convicted of any law or ordinance pertaining to alcohol or drugs? Yes X No _____
 Have you been arrested or convicted of any State, Federal or Local Laws (other than speeding tickets)? Yes X No _____
 Do you currently have any outstanding citations, parking tickets, and/or utilities owed to the City? Yes _____ No X

If you answered yes to any of the above questions, please list information below or on a separate page:

Date	Nature of Offense	County	State
9-16-14	Possession of THC	Sauk	WI
11-10-14	Operate with Restricted Controlled Substance	Sauk	WI
12-07-16	Small claims	Dodge	WI
7-11-17	Owi	Sauk	WI
8-16-17	no proof of insurance	Sauk	WI
8-16-17	operating while suspended	Sauk	WI
7-18-18	Small claims	Dodge	WI

Under penalty by law, I, the undersigned, state that I am the person named in this application and that I have read and made complete and truthful answers to each question. I agree to comply with all Federal, State and Local Laws, Resolution and Ordinances regarding the sale of alcohol beverages if a license is granted to me. I have read the back of the application and understand the parameters for denial of this license.

Signature of Applicant: [Signature] Date: 3-8-19

<u>Date</u>	<u>Nature of offense</u>	<u>county</u>	<u>state</u>
7-30-18	operating while Revoked	Columbia	WI
9-27-18	unpaid traffic ticket	Milwaukee	WI
2-22-19	no info yet (still pending)	Sauk	WI
2-22-19	no info yet (still pending)	Sauk	WI

Application for Temporary Class "B" / "Class B" Retailer

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

FEE \$ 10.00

Application Date: 3/6/19

Town Village City of Wisconsin Dells

County of COLUMBIA

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 FRI, APRIL 26 5pm and ending SAT, APRIL 27 9pm 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
- Chamber of Commerce or similar Civic or Trade Organization
- Veteran's Organization
- Fair Association

(a) Name DOWNTOWN DELLS COMMITTEE

(b) Address PO BOX 473 WISCONSIN DELLS
(Street) Town Village City

(c) Date organized 2004

(d) If corporation, give date of incorporation NA

(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~~ MARK SWEET, Chairperson

Vice President _____

Secretary _____

Treasurer _____

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

JOHN SCHOENHERR, WineWalk chairman

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: (as provided on separate list)

(a) Street number _____

(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 8th WISCONSIN DELLS WINE WALK

(b) Dates of event FRIDAY APRIL 26

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.

Officer Mark Sweet 3/6/19
(Signature/date)

(Name of Organization)
Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 3-6-19

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

2019 Wine Walk Participants

1. A Homespun Heart
2. Riverfront Terrace
3. Showboat Saloon
4. Swiss Maid Fudge
5. Wisconsin Dells Visitor and Convention Bureau
6. The Frozen Bear
7. Winnebago Gift Shop
8. Ribcurn Cork (former All Times Sport building on Oak Street)
9. Just A Game Fieldhouse
10. Maurer's Market
11. Dells Distillery
12. Drinkers Dock at River Inn
13. Steffen True Value
14. Myrt and Lucy's Chat and Chew
15. San Antonio Mexican Restaurant
16. Great Harvest Bread Company
17. Made With Love (former Sindhaladas location in The Chalit)
18. Deg Tactical Arms
19. Chalit Lanes
20. Carr Valley Cheese

R#67893

ITEM 6

Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning March 19 20 19
ending June 30 20 19

TO THE GOVERNING BODY of the: Town of
 Village of } Wisconsin Dells
 City of

County of Columbia 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): El Asador Corp

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 (Last, First, M.I.)	Home Address	Post Office & Zip Code
President/Member	<u>Raul Quintero</u>	<u>6058 S. 75th Ave</u>	<u>Summit IL 60501</u>
Vice President/Member	<u>Oscar Quintero</u>	<u>610 Commercial Ave.</u>	<u>Wisconsin Dells 53965</u>
Secretary/Member	<u>Rosalba Gonzalez</u>	<u>6058 S. 75th Ave</u>	<u>Summit IL 60501</u>
Treasurer/Member			
Agent	<u>Oscar Quintero</u>	<u>610 Commercial Ave.</u>	<u>Wisconsin Dells 53965</u>
Directors/Managers			

3. Trade Name El Asador Business Phone Number 608 678 2273
4. Address of Premises 452 Broadway Post Office & Zip Code 53965

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 employe 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 _____ and date _____ 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.) _____
10. Legal description (omit if street address is given above): _____
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? Travel Mart Inc.
12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] 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 signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees 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, or one member of a partnership applicant must sign; one corporate officer, one member/manager 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.


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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>3-1-2019</u>	Date reported to council / board <u>3-18-2019</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk <u>Nancy J. Jansen</u>
Date license granted	Date license issued	License number issued	

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town _____
Village of Wisconsin Dells County of Columbia
City

The undersigned duly authorized officer(s)/members/managers of El Asador Corp.
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as El Asador
(trade name)

located at 452 Broadway

appoints Oscar Quintero
(name of appointed agent)

610 Commercial Ave. lot 640
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 1 yrs

Place of residence last year Wisconsin Dells

For: El Asador Corp
(name of corporation/organization/limited liability company)

By: _____
(signature of Officer/Member/Manager)

And: Rutha Curle
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Oscar Quintero, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

610 Commercial Ave. Wisconsin Dells Wis. 53965
(signature of agent) (date) (home address of agent)

Agent's age 28

Date of birth 6/6/1991

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 3/7/19 by _____ Title POLICE CHIEF
(date) (signature of proper local official) (town chair, village president, police chief)

✓ 3/7/19 BS

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Oscar Quintero					
Home Address (street/route)		Post Office	City	State	Zip Code
610 Commercial Ave.			Wisconsin Dells	WI	53965
Home Phone Number		Age	Date of Birth	Place of Birth	
773-653-8139		28	06/06/1991	Chicago	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Agent of EL Asador Corp.
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

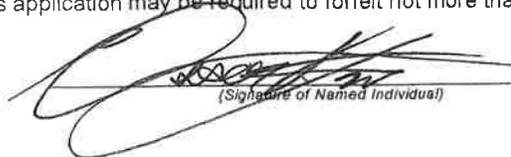
The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? _____
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.) _____
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending. _____
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Nancy Holzem

Subject: FW: liquor license

From: Rich Christensen [<mailto:richc@travelmartinc.com>]

Sent: Friday, March 01, 2019 1:55 PM

To: Nancy Holzem

Cc: 'ewojnicz'

Subject: liquor license

Travel Mart will surrender the liquor license at 452 Broadway as of March 1,2019.

Please let me know if you need more information.

Rich Christensen
Chief Financial Officer
Travel Mart Inc.

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 7a

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 02.21.2019 Amount Paid: \$ 350.⁰⁰ Receipt No. 67753
HS

Name of Applicant (Last, First, MI): Babeanu Calin S

Address of Applicant: 177 Forest Drive Apt #915, Wisconsin Dells, WI

Date of Birth: 09.23.1977 Daytime Telephone Number: 6084322401

Applicant's Drivers License Number: B150-1177-7343-00 State: WI

Business Name: ProForest LLC dba City Taxi Telephone No. 6084481818

Business Address: 177 Forest Drive Apt 915, Wisconsin Dells, WI, 53965

Proposed hours of Operation: Mon - Sun 8am - 2am

Name of Auto Insurance Carrier: (Attach Proof of Coverage): American Business Insurance

Proposed Rate Schedule: \$1.25 flag drop, \$2.50 per person
before midnight, \$1.92 per mile, after midnight \$2.96 per mile

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.


Signature of Applicant

02.21.2019
Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20____ through March 31, 20____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 76

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 2-20-2019 Amount Paid: \$ 225.00 Receipt No. 67736

Name of Applicant (Last, First, MI): MLSNA, BRENT P.

Address of Applicant: 1875 West Pine Street #120, Baraboo, WI 53913

Date of Birth: 01/26/1967 Daytime Telephone Number: 608-448-8044

Applicant's Drivers License Number: M425-0756-7026-00 State: WI

Business Name: Dells Transport LLC / Dells Express taxi Telephone No. 608-448-8044

Business Address: 1875 West Pine Street #120, Baraboo, WI 53913

Proposed hours of Operation: Monday thru Sunday 6:00 am - 3:00 am

Name of Auto Insurance Carrier: (Attach Proof of Coverage): American Business Insurance Services

Proposed Rate Schedule: \$2.25 per person, \$2.00 per mile 6:00am - 11:59pm,
\$2.80 per mile 12:00 am - 3:00 am, special rates for J-1 students,
workers, and local residents

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.

Brent P. Mlsna

Signature of Applicant

2-19-2019

Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20 _____ through March 31, 20 _____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 7c

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New

Renewal

Date Submitted: 3-7-19 Amount Paid: \$ 275.00 Receipt No. 67974
jm

Name of Applicant (Last, First, MI): Ringdahl, Jeremy, Steven

Address of Applicant: P.O. Box 829, Lake Delton, WI. 53940

Date of Birth: 2-27-83 Daytime Telephone Number: 608-432-8307

Applicant's Drivers License Number: _____ State: _____

Business Name: Dells Rod, LLC Telephone No. 608-432-4627

Business Address: 101 Progressive Dr. Lake Delton, WI. 53940

Proposed hours of Operation: Sun-Thur: 8Am-230Am, Fri-Sat-8Am-3Am

Name of Auto Insurance Carrier: (Attach Proof of Coverage): _____

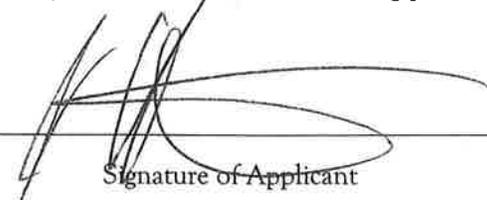
Proposed Rate Schedule: 8Am-1159Am: \$2 per mile + \$2 per person

12Am-4Am (if we stay open later than 3Am): \$3 per mile & \$3 per person

4Am-6Am: \$4 per mile, \$4 per person (pre arranged rides)

\$30/hr wait time / international students: \$64 per job then \$1 per person in town

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.


Signature of Applicant

2-27-19
Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20____ through March 31, 20____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

Note: Incomplete, false, or misleading information on the application form can delay the review process and/or be grounds for denial of permit or license. Rev. 01/14

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 7d.

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 3-1-19 Amount Paid: \$ 350.⁰⁰ Receipt No. 67846
t.m.

Name of Applicant (Last, First, MI): K2G Inc. Gregerson, Keshia, M

Address of Applicant: PO Box 752; Wisconsin Dells, WI 53965

Date of Birth: 03/07/89 Daytime Telephone Number: 608-408-9946

Applicant's Drivers License Number: G626-5138-9587-05 State: _____

Business Name: Wisconsin Dells Taxi @ Telephone No. 608-253-7433 (RIDE)

Business Address: PO Box 752; Wisconsin Dells, WI 53965

Proposed hours of Operation: 7:00am-2:00am (OR LATER)

Name of Auto Insurance Carrier: (Attach Proof of Coverage): See Attached.

Proposed Rate Schedule: Metered Rates: Before Midnight- \$2/person + \$2/mile

After Midnight- \$3/person + \$3/mile

\$10.00 minimum charge applies to all rides. Special Event and hourly rates may apply. Local and Visa Rates
subject to discount. Damage charges and fees may incur. Gratuity not included in all standard rates.

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.


Signature of Applicant

3-1-2019
Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20____ through March 31, 20____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

Taxicab Service Vehicle List

Company Name: Wisconsin Dells Taxi @

Year	Make	Model	VIN Number	License Plate	Capacity	Insp. Date	Insp. Officer	Tag No.	Date & Rpt #
2008	GMC	EXPRESS	1GJHG39K881151901	987WCB	15				R#67846 tm. 3-1-19
2010	GMC	EXPRESS	1GA2G1DG7A1156381	511ZTF	15				
2010	GMC	EXPRESS	1GA2G1DG1A1138488	440YTB	15				
2008	DODGE	CARAVAN	2D8HN44H58R705391	146YPR	7				
2009	DODGE	CARAVAN	2D8HN44E19R627957	273VGZ	7				PENDING
2010	DODGE	CARAVAN	2D4RN4DE8AR265801	309ZWT	7				
2008	DODGE	CARAVAN	1D8HN44H38B125085	311ZWT	7				

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 7e

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 2-18-2019 Amount Paid: \$ 250.00 Receipt No. 608709175

Name of Applicant (Last, First, MI): KHAN QUDRATULLAH

Address of Applicant: 231- Wisconsin Dells Pkwy South Wisconsin Dells WI-53965

Date of Birth: 06-02-1980 Daytime Telephone Number: 608-678-2220

Applicant's Drivers License Number: A-677170387220 State: MN

Business Name: RST TAXI Telephone No. 608-678-2220

Business Address: 231 Wisconsin Dells Pkwy South Wisconsin Dells WI 53965

Proposed hours of Operation: 24 Hours

Name of Auto Insurance Carrier: (Attach Proof of Coverage): GATE WAY INS Co

Proposed Rate Schedule: _____

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.

Qudratullah Khan
Signature of Applicant

02-18-19
Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20____ through March 31, 20____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

Fee: \$150

ITEM 7F.

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 3-8-19 Amount Paid: \$ 225.00 Receipt No. 67992

Name of Applicant (Last, First, MI): Ricardo Ortega Acosta

Address of Applicant: N365 Center Street Wisconsin Dells

Date of Birth: 4/3/85 Daytime Telephone Number: 952-666-0580

Applicant's Drivers License Number: 0632-7208-5123-09 State: WI

Business Name: Speedy Taxi Telephone No. (608) 477-6084

Business Address: N365 Center Street

Proposed hours of Operation: 8 am to 2 am

Sunday to Thursday

Name of Auto Insurance Carrier: (Attach Proof of Coverage): American Business Insurance

Proposed Rate Schedule: \$10 Tourist, \$6 J1 and Locals, Baraboo \$20

Madison \$80 Milwaukee \$250, Chicago and Minnesota \$350

Flat Rate

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.



Signature of Applicant

3/8/19

Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

Background check completed. _____

License Approved: _____ License Valid from _____, 20____ through March 31, 20____

Conditions (if any): _____

Date Denied: _____ Reason(s): _____

CITY OF WISCONSIN DELLS
LICENSE APPLICATION FOR:
TAXICAB SERVICE LICENSE

ITEM 79.

Fee: \$150

(Plus \$50 for first vehicle, \$25 each additional vehicle)

New Renewal

Date Submitted: 3-8-19 Amount Paid: \$ 250.00 Receipt No. 67999 JM

Name of Applicant (Last, First, MI): Volkey, Larry K. Jr.

Address of Applicant: 920 Church St, WI Dells, WI 53965

Date of Birth: 9/10/63 Daytime Telephone Number: 608-432-8118

Applicant's Drivers License Number: V420-5316-3330-04 State: WI

Business Name: Dells Cab Telephone No. 608-434-3166

Business Address: 920 Church St, WI Dells WI 53965

Proposed hours of Operation: Sun-Thur 9a.m-3a.m., Fri-Sat 9a.m-4a.m.

Name of Auto Insurance Carrier: (Attach Proof of Coverage): Gateway Insurance

Proposed Rate Schedule: In Village or City Limits \$5 first person \$2 for each additional, WD to LD. \$10 first person \$2 for each additional, Outside WD and/or LD \$2 per person \$2 per mile \$9 minimum

I hereby certify that the information provided on this application is correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I acknowledge that I have read Wisconsin Dells Taxicab Ordinance 16.21 and am familiar with all appropriate laws and ordinances pertaining to vehicles for hire. I understand that the Police Department will conduct a criminal history and driving record check and those results may be considered in the licensing process.

[Signature]
Signature of Applicant

3/8/19
Date

License subject to compliance with Wisconsin Dells Code Section 16.21.

- Background check completed. _____
- License Approved: _____ License Valid from _____, 20____ through March 31, 20____
Conditions (if any): _____
- Date Denied: _____ Reason(s): _____

ITEM 8

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the Finance Committee from their March 18, 2019 meeting;

IT AUTHORIZES the submittal of a Wisconsin Economic Development Corporation Community Development Investment Grant Application for the Riverwood Eagle's Nest Senior Living Community Development; and if the grant is awarded, IT AUTHORIZES the proper city officials to accept the grant funds and execute all necessary documents.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes, ____ nays ____ abs.
Date Introduced: March 18, 2019
Date Passed:
Date Published:



COMMUNITY DEVELOPMENT INVESTMENT GRANT

BUILDING VIBRANT COMMUNITIES IN WISCONSIN®

The livelihood of our communities is directly linked to quality services and infrastructure that support economic competitiveness. Wisconsin communities that mobilize people and resources inspire positive and substantive local development. The Wisconsin Economic Development Corporation's (WEDC's) **Community Development Investment (CDI) Grant Program** helps transform communities by supporting local development that is as unique as the communities in Wisconsin.

HOW IT WORKS

The CDI Grant Program will support urban, small city and rural community re/development efforts by providing financial incentives for shovel-ready projects with emphasis on, but not limited to, downtown community-driven efforts.

ELIGIBILITY REQUIREMENTS

Grant recipients must demonstrate significant, measurable benefits in job opportunities, property values and/or leveraged investment by local and private partners.

\$250,000

LEARN MORE

For more information about becoming eligible for the Community Development Investment Grant Program, contact a Wisconsin Economic Development Corporation (WEDC) regional economic development director or call 855-INWIBIZ toll free.

You can find the list of regional directors and territories covered at wedc.org/regional.

**CITY OF WISCONSIN DELLS
RESOLUTION NO. _____
OUTDOOR RECREATION GRANT APPLICATIONS**

WHEREAS, the City of Wisconsin Dells is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that the City of Wisconsin Dells has budgeted a sum sufficient to complete the project or acquisition and

HEREBY AUTHORIZES the City Council to act on behalf of the City of Wisconsin Dells to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Wisconsin Dells will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this 18th Day of March, 2019.

I hereby certify that the foregoing resolution was duly adopted by the City Council at a legal meeting on the ____ day of _____, 2019.

SIGNED:

Edward Wojnicz, Mayor

ATTEST:

Nancy Holzem, City Clerk

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the PARKING BOARD from their March 12, 2019 meeting;

IT APPROVES the following:

- Allocation of \$56,500 Parking Board funds for the reconstruction of Lot #5 (Fisher's Lot).
- Allocation of \$236,250 of Parking Board fund for the reconstruction and expansion of Lot #7 (Municipal Building area).
- Allocation of \$51,500 for 3 additional kiosks and parking signage.
- Up to a 10% cost contingency if needed.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays
Date Introduced: March 18, 2019
Date Passed:
Date Published:

Parking Expenditures for Superior/La Crosse Street Improvements

					<i>Estimate</i>
Lot #	Description	# of stalls	Approx.Sq.Ft.	Approx.Sq.Yd.	\$30/SY
5	Fisher's Bar	37	16,909	1878.78	\$ 56,500
7	Area surrounding CH	~ 150 + 8 Bus/RV	71,000	7888.89	\$ 236,250
				3 Kiosk (Installed)	\$ 50,000
	<i>* Estimates include Epoxy Line Stripe</i>			Signage	\$ 1,500
				Total Investment:	\$ 344,250

Surplus Balance - 12/31/2018	\$	580,250
2019 Reserve Budget	\$	70,000
		<u>\$ 650,250</u>

NEW Surplus Balance	\$	<u>306,000</u>
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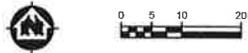
Contributed Capital to Parking Utility

\$ Per Acre, Per: Brady Steel, CG/ \$ 266,885

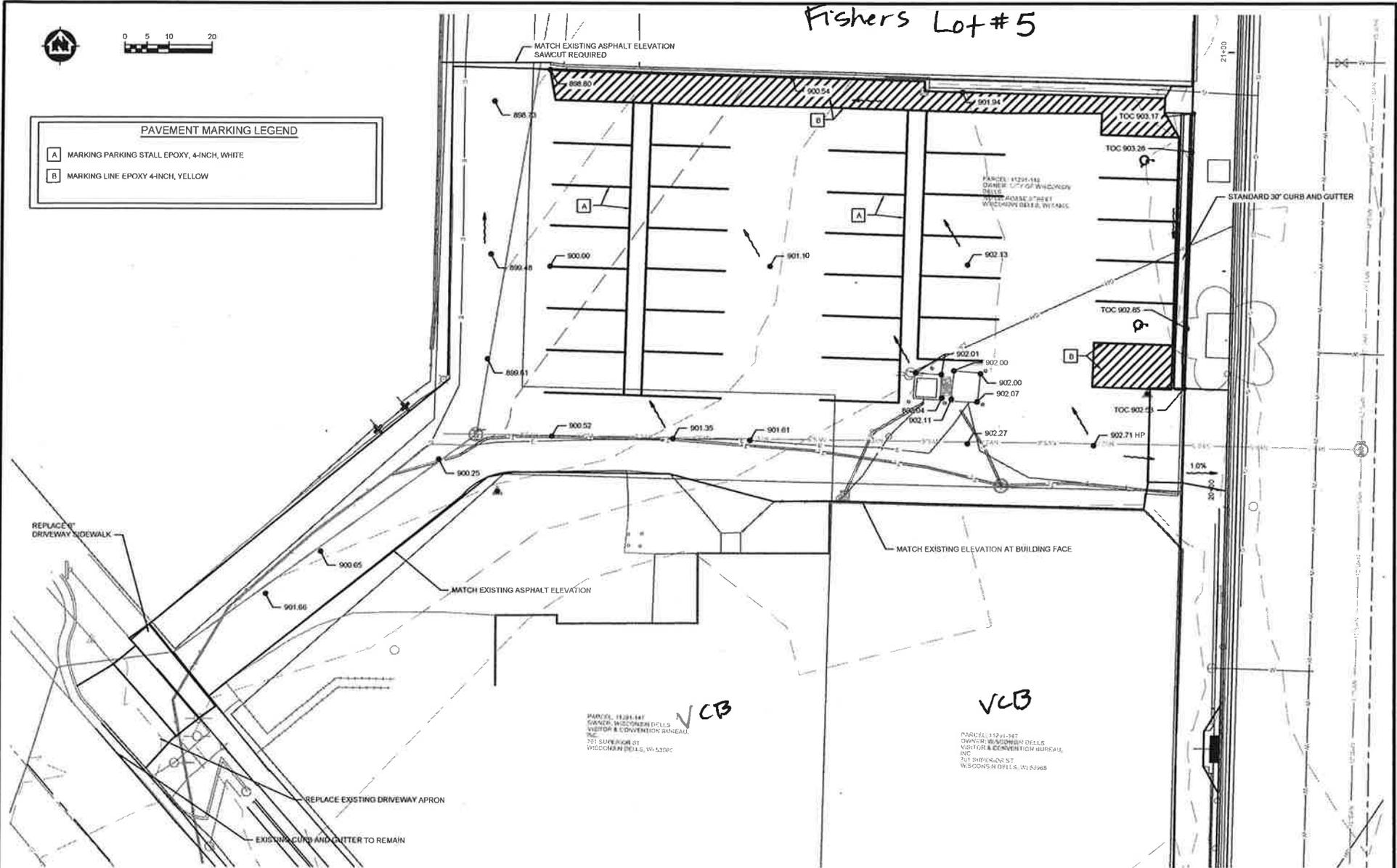
Total Acres - Lot 7 1.63

Total Contribution to Utility \$ 435,022

Fishers Lot #5



PAVEMENT MARKING LEGEND	
A	MARKING PARKING STALL EPOXY, 4-INCH, WHITE
B	MARKING LINE EPOXY 4-INCH, YELLOW



PARCEL: 1828-147
OWNER: WISCONSIN DELLS
VISITOR & CONVENTION BUREAU,
INC.
721 SUPERIOR ST
WISCONSIN DELLS, WI 53587

VCB

VCB

PARCEL: 112-1-187
OWNER: WISCONSIN DELLS
VISITOR & CONVENTION BUREAU,
INC.
747 SHIPLECK ST
WISCONSIN DELLS, WI 53588

PROJECT NO.	DATE	SCALE AS SHOWN	NO.	DATE	REVISION	BY
0005084	MARCH 2018		014			

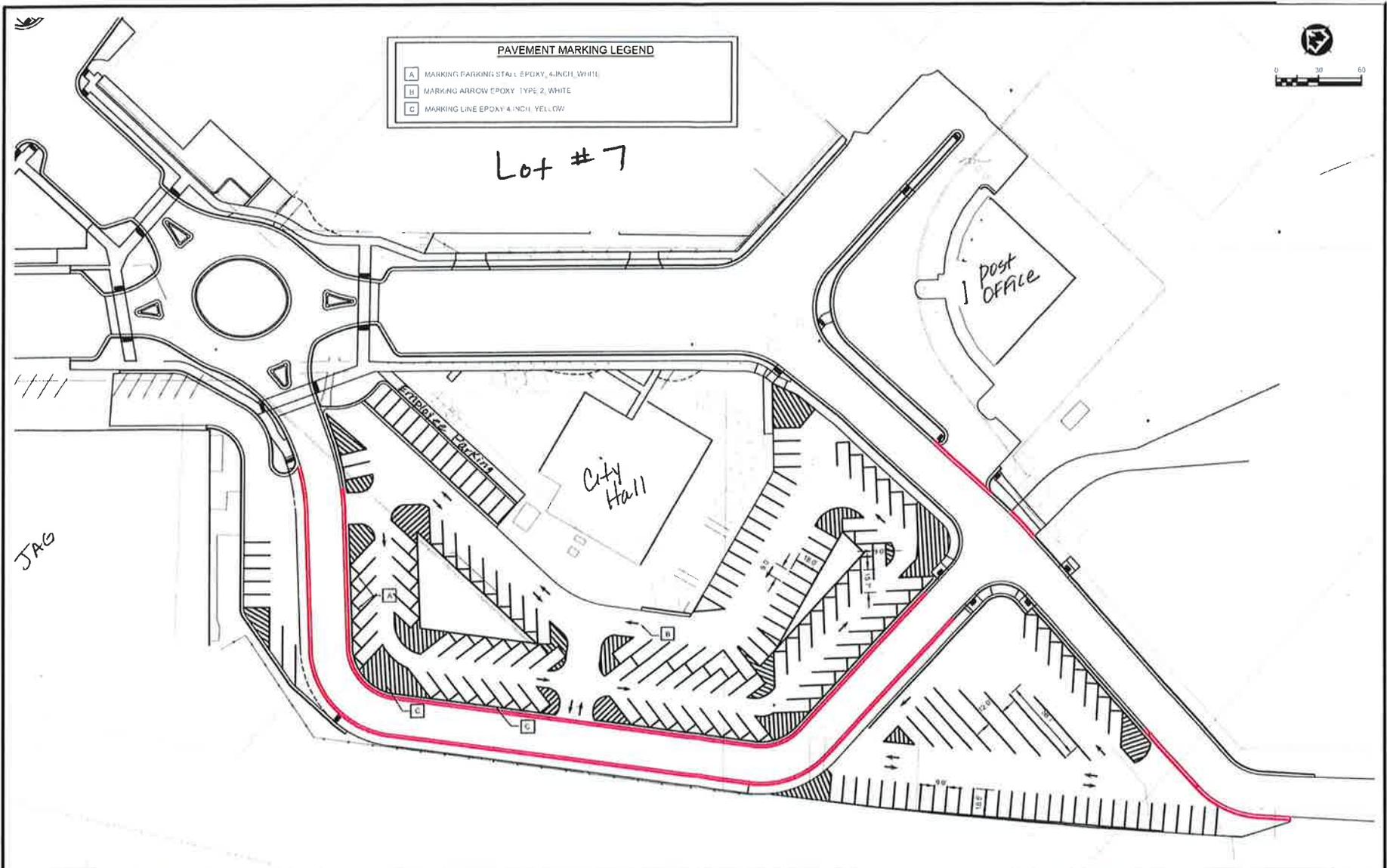


ENGINEERING | ARCHITECTURE | SURVEYING
PLANNING | LANDSCAPE ARCHITECTURE
1330 South Boulevard, Baraboo WI 53818
(608) 736-2771, www.msa-gis.com

SUPERIOR AND LA CROSSE ST
CITY OF WISCONSIN DELLS
COLUMBIA COUNTY, WISCONSIN

MUNICIPAL PARKING LOT #5 DETAILS

PROJECT NO. 0005084
DATE G15



PROJECT NO.	DATE	SCALE	REVISION	BY	DATE

MSA ENGINEERING & ARCHITECTURE & SURVEYING
 PLANNING & ENVIRONMENTAL
 1230 South Boulder and Earlton WA 99111
 (509) 836-2779 www.msa-ga.com

SUPERIOR AND LA CROSSE ST
 CITY OF WISCONSIN DELLS
 COLUMBIA COUNTY, WISCONSIN

MUNICIPAL LOT #7 PAVEMENT MARKING PLAN

00085084
 02/21
 02/25

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their March 11, 2019 meeting;

To APPROVE the application for a Conditional Use Permit submitted by Dells Adventure Development in order to allow two (2) storage containers at 600 Trout Road.

Edward E. Wojnicz, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: _____ ayes and _____ nays
Date Introduced: March 18, 2019
Date Passed:
Date Published:

600 Trout Rd
Conditional Use Permit – Storage Container
Staff Report for Plan Commission, 03/11/19

The Planning & Zoning office has received a Conditional Use Permit application from Dells Adventure Development for two Storage Containers on tax parcel 291-0133-10000.

The applicant was in need of additional storage on their property and has installed two (2) storage containers side-by-side between the riding stable barn and the aquarium on their property located at 600 Trout Rd. These containers are located behind an existing, approximate 6' tall, wooden fence that is 65-70 feet off Trout Road. The owner was unaware that the Zoning code now requires a Conditional Use Permit for the use of a Storage Container as an Accessory Use.

The applicant has submitted photos of the storage containers in place.

The general concern with storage containers is the aesthetic from the public way. As such, some general standards for storage containers include: they not be located in a parking lot, they be located in the back of the lot, and that there be only one container per commercial lot.

The applicant does have two adjoining commercial lots, and operates at least three different businesses on this premise.

It seems some of the general standards apply more to an urban environment. The City has allowed two storage containers in the front of a lot in the industrial park, for Firefighter training.

In this case, a reasonable alternative may be to paint the containers a matching color that also hides the containers from the public view, such as the blue color of the existing fence.

Prepared by:
Dave Leifer

CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
 Version: May 21, 2007

General Instructions Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this file from the zoning administrator.

- Office Use Only -

Initial application fee	\$525.00
Receipt number	67691
Application number	1020209

1. Applicant information

Applicant name Dells Adventure Dulpnt. Inc.
 Street address 600 TROUT RD
 City Wisconsin Dells
 State and zip code WI 53965
 Daytime telephone number 608-432-9528
 Fax number, if any _____
 E-mail, if any _____

2. Subject property information

Street address	<u>600 TROUT RD</u>	
Parcel number	<u>291 0133 -10000</u>	<small>Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.</small>
Current zoning classification(s)	<u>C-4</u>	<small>Note: the Zoning map can be found on the "Planning & Zoning" Department page of the City web-site: www.citywd.org</small>
Describe the current use		

3. Proposed use. Describe the proposed use.

Storage Container

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

Receive during regular operating hours

CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
Version: May 21, 2007

5. **Off-site effects.** Describe any potential nuisances and mitigating circumstances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

Deliveries can pull up to container area, off the Public Road at existing parking lot.

6. **Review criteria.** The plan commission in making its recommendation and the common council in making its decision must consider the factors listed below. Provide a response to each. (See Section 19.373 of the Municipal Code.)

- a. Consistency of the proposed use with the city's comprehensive plan and neighborhood plan or other subarea plan, if any

Accessory use to existing commercial use area.

- b. Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site

OFF Street parking lot - no effect.

- c. The suitability of the subject property for the proposed use *commercial zoning with existing business.*

not affecting use of other properties

- d. Effects of the proposed use on the natural environment

already developed business

- e. Effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances

Hours of operation will not change.

- f. Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the district

within existing development

- g. Effects of the proposed use on the city's financial ability to provide public services

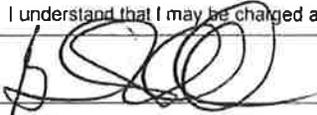
N/A

CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
 Version: May 21, 2007

7. **Project map.** Attach a scaled map showing the information as listed at the end of this application. Use one of the following page sizes as appropriate: 8½" x 11", 11" x 17", or 24" x 36".

8. **Applicant certification**

- ◆ I certify that the application is true as of the date it was submitted to the City for review.
- ◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the agreement below.

	2-13-19
Applicant Signature	Date

Governing Regulations	The procedures and standards governing this application process are found in Chapter 19, Article 4, Division 6, of the City's Municipal Code.
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Reimbursement Agreement for Application Review Costs

A. Payment for Eligible Costs.

By submitting this application for review, the applicant agrees to pay all administrative costs incurred by the City in the processing, study, and review of the application including costs for planning, legal, engineering, and related services, referred to herein as eligible costs.

B. Guarantee of Payment.

To guarantee reimbursement, the applicant shall submit one of the following along with this application:

1. an irrevocable letter of credit in the name of the City in an amount as set by the zoning administrator; or
2. a cash deposit in an amount as set by the zoning administrator.

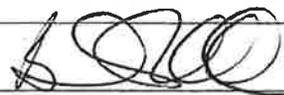
If a cash deposit is used to guarantee reimbursement, the City will periodically deduct from the cash account such amounts necessary to pay for eligible costs and submit a written statement to the applicant. If a letter of credit is used, the applicant agrees to pay such amounts as invoiced within 7 days of the invoice date. An interest rate of 1½ percent shall be charged on invoices not paid within 30 days of the invoice date. The City shall access the letter of credit to pay for overdue invoices, including late penalty charges, and submit a written notice to the applicant.

If remaining monies in the cash account are insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to deposit additional monies into the cash account in an amount as set by the zoning administrator. If the principal amount of the irrevocable letter of credit is insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to submit a second letter of credit in an amount as set by the zoning administrator. The applicant may withdraw this application prior to final action by the City Council by submitting a written letter to the City. Upon such notice, the City shall cease all work related to the review of the application. However, withdrawal of this application does not terminate this reimbursement agreement.

If the applicant does not pay for eligible costs, the City Clerk/Treasurer shall add the outstanding balance to the tax roll as a special assessment against the subject property. In addition, the City may pursue other legal means to obtain the outstanding balance as allowed by law.

C. Termination of Guarantee.

If a cash deposit is used to guarantee reimbursement, the City agrees to reimburse the applicant any unused monies in the cash account, including earned interest, within 60 days of the date when the City Council takes final action on the application. If a letter of credit is used, the City shall send a written letter to the applicant releasing the applicant from the letter of credit when all outstanding invoices have been paid.

	2-13-19
Applicant Signature	Date

Untitled Map

Write a description for your map.

Legend

📍 600 Trout Rd



"Location" to:
A. 85 Feet (Trout Rd)
B. 140 Feet (North lot line)

600 TROUT RD, Wis Dells



Storage container View from parking Lot.

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their March 18, 2019 meeting;

IT APPROVES the Site Plan application submitted by Neira Productions, LLC. to construct a new office building for general services at 613 Broadway, with the following contingencies:

1. Final Site Plan is approved by city staff.
2. Applicant is responsible for any storm water issues that may arise and will cooperate with any corrections required to address them.
3. Removal of the parking space on Broadway shall follow the recommendation of the Parking Board.
4. Design Review Committee approval is required on building and landscape designs.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays
Date Introduced: March 18, 2019
Date Passed:
Date Published:

Site Plan Application – Neira Productions LLC
613 Broadway
Staff Report for Plan Commission, 03/11/2019

The City of Wis. Dells has received a Site Plan Application from Neira Productions LLC to construct a new office building for “General Services”. The use is proposed on Columbia County, City of Wis. Dells parcel 11291-436, which is currently a vacant lot located at 613 Broadway. This area is zoned C-2 Commercial-downtown, which allows “General Services” as Permitted by Right. All new commercial buildings require Site Plan approval.

The main proposed use is an Event Planning business operated by the applicant. The applicant helps with planning and organizing events such as weddings. This space would be utilized as an office and workshop for the planning business. The applicant would utilize a portion of the building to store and prepare decoration at this site, consisting in large part of vases for table settings. The applicant has stated there would be very little public traffic at this site. Clients may meet at this site a couple of times, but primarily the business would working independently at this location to organize/plan the event and prepare the event decorations, The applicant would then transport the decorations from this site to the event site somewhere else. Events are held off-site, and primarily occur on Saturdays. This business would have a couple of employees that would mainly help with the loading and transporting of the decorations on Saturdays. Hours of operation would be Mon-Fri 9-5 and Sat 9-8.

The applicant’s needs for this building involve a fairly large space, but somewhat infrequent use. As such, the applicant would like to construct the building as a shared office workspace, with two (2) 10ft x 10ft offices, three (3) 10f x 15ft offices, and one (1) larger 28ft x 18ft office. The applicant would utilize one (1) of the offices for her business, and the other offices would be rented out to other small businesses. There would be shared common areas, with workspaces, seating, and a kitchenette where coffee would available to the office workers. The idea is that the rental offices would be utilized by people with occupations that would often work out of a home office, such as a realtor, appraiser, seamstress, massage/beauty treatments (not hair or nail salon). This building would provide an affordable, more professional workspace, away from the distractions of a home office, such as children, animals, or household clutter/chores. This new building would, providing a more professional area for a small business to meet with clients. Again, the expectation is that these client meetings are rather rare, so it is not feasible for any one (1) of these small business to maintain their own office/meeting space. The applicant currently runs her business out of her home and meets clients at a coffee shop. The applicant has described this use as very low impact, but more private and professional than meeting clients at a public coffee shop. This space could also be viewed as a small service business incubator. There will be no retail sales at this location, but it will provide a professional atmosphere for a small service business to get started. It seems reasonable that the Dells area has a handful of individuals looking to start up service type businesses that would need access to a professional yet affordable office space.

The building would be a 50ft x 60ft footprint with 10ft walls. The front of the building would have wood siding to comply with the design standards for the C-2 District. The initial request is for metal siding on the sides and back of the building, but that will be subject to DRC approval. The intent is to have a refined industrial look. The building would be split into offices, work areas, and shared areas.

As this request includes the proposed construction of a new commercial building, Site Plan approval is also required. The primary logistical concerns of this Site plan are access, storm water, and parking. As this building will be located in the C-2 Commercial-downtown Zoning District, it is subject to the Design Standards, and must receive approval from the Design Review Committee (DRC).

Although it is noted that business with the C-2 Zoning district are exempt from the parking requirement, this proposal does include 5 parking stalls, one of which will be ADA. The service uses proposed for this site (which includes the applicant's Event planning business) would require one (1) parking stall for every 300 sq ft of building space devoted to office use. The actual offices in this building will occupy a little less than 1200 sq ft, which would require 4 parking spaces. This does not include any accommodation for the shared common space or the storage/work space for the event planning.

Most of the Site plan concerns stem from the actual topographical nature of this property. There is a somewhat unique grade at this site as the property rises significantly from the Broadway curb line (~3ft) up to the sidewalk, and then drops down ~5 ft heading north to the alley. These elevation changes create challenges with the grading of this site for a relatively large building and parking. The grade of this site also appears to make direct access to Broadway somewhat unique, and difficult to provide ADA access. The current plan sets the building first floor elevation (FFE) based on the slopes required to tie into the back alley and allow access from the ADA stall. It appears that the applicant is unable to obtain ADA accessibility from the sidewalk. The current plan proposes steps from the sidewalk to the building, which will require all ADA access to come from the alley.

This plan proposes steps from the sidewalk down to the street level. The applicant is also requesting that one parking stall be removed to provide access to the steps leading to their building.

To help with the grade changes from the curb to their building, the applicant is proposing the removal of the existing sidewalk in front of their property, re-grading the terrace as much as possible without extending beyond their property, and then installing new sidewalk that will be flat along the east of their property (pitched to drain water towards Broadway).

The applicant has had a full Storm water evaluation and management plan completed. They appear to be able to control the peak discharge to not exceed the current conditions. It is noted that this property used to have a buildings and asphalt, so the current conditions are likely less than historical conditions.

Any approval of the Site plan should carry the following conditions.

1. Final Site Plan is approved by City Staff.
2. The applicant is responsible for any storm water issues that may arise. The applicant will cooperate with any corrections required to address storm water issues.
3. Removal of the parking space on Broadway follows the recommended by the Parking Board.
4. The applicant gain DRC approval on the building and landscaping design.

Chris Tollaksen
City of Wis. Dells
3/11/2019

SITE PLAN APPLICATION
Wisconsin Dells, Wisconsin
 Version: February 27, 2008

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this form from the zoning administrator.

- Office Use Only -

Initial application fee	\$300.00
Receipt number	_____
Application number	_____

1. Applicant Information

Applicant name Neira Productions LLC
 Street address PO BOX 624
 City Wisconsin Dells
 State and zip code WI 53965
 Daytime telephone number 6084324624
 Fax number, if any _____
 E-mail, if any fiorellabneira@gmail.com

2. Subject property information

Street address	613 Broadway Ave	
Parcel number	11291-681	Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.
Current zoning classification(s)	C-2	
Describe the current use	open green space	

3. Proposed use. Describe the proposed use.

The proposed development consists of constructing a 3,000 square foot office building, 4 associated parking areas, and storm water features.

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

M-F - 9am-5pm
 Sat - 9am-9pm
 Sun -Closed

5. Potential nuisances. Describe any potential nuisances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

Proposed 4 parking areas. Will utilize street parking as well.

SITE PLAN APPLICATION
Wisconsin Dells, Wisconsin
Version: February 27, 2008

6. **Review criteria.** In making its decision, the Plan Commission must consider five factors as listed below. Provide a response to each. (See Section 19.393 of the Municipal Code.)

a. Consistency of the project with the city's comprehensive plan and neighborhood plan or other subarea plan, if any

The propose development falls in with City Comprehensive Plan.

b. Effects of the project on traffic safety and efficiency and pedestrian circulation, both on-site and off-site

The proposed development will utilize existing City Street parking and provide additional parking

c. Effects of the project on the natural environment

None

d. Effects of the project on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances

None. All surrounding properties are zoned commercial.

e. The overall appearance of the project

See attached plans for the project.

f. If the project is a multi-family real estate development (more than 3 dwelling units), does the project meet the following standards:

1. All setback areas fronting on or visible from an adjacent public street, and all recreation, leisure and open space areas shall be landscaped in accordance with the project plan. Decorative design elements, such as fountains, pools, benches, sculpture, planters, exterior recreational facilities and similar elements may be permitted, providing such elements are incorporated as part of the landscaping plan; and, permanent and automatic irrigation facilities are provided in all planted landscaped area.

N/A

2. Minimum open space is thirty (30%) percent of the net area being developed. The net area shall exclude dedicated or proposed-dedicated public rights-of-way.

N/A

SITE PLAN APPLICATION
Wisconsin Dells, Wisconsin

Version: February 27, 2008

3. Common open space areas are designed and located within the project to afford use by all residents of the project. These common areas may include, but are not limited to: game courts or rooms, swimming pools, garden roofs, sauna baths, putting greens, or play lots.

N/A

4. Active recreation and leisure areas, except those located completely within a structure, used to meet the open space requirement, shall not be located within fifteen (15) feet of any door or window of a dwelling unit.

N/A

5. Private waterways, including pools, streams and fountains, may be used to satisfy not more than fifty (50%) percent of the required open space.

N/A

6. Trash collection areas shall be provided within two hundred and fifty (250') feet of the units they are designed to serve. Such areas shall be enclosed within a building or screened with masonry walls having a minimum height of five feet. Access gates or doors to any trash area, not enclosed within a building, are to be of opaque material.

N/A

7. Project map. Attach a scaled map showing the information as listed at the end of this application. Use one of the following page sizes as appropriate: 8 1/2" x 11", 11" x 17", or 24" x 36".

8. Applicant certification

- I certify that the application is true as of the date it was submitted to the City for review.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the agreement below.

	3-5-19
---	--------

Applicant Signature

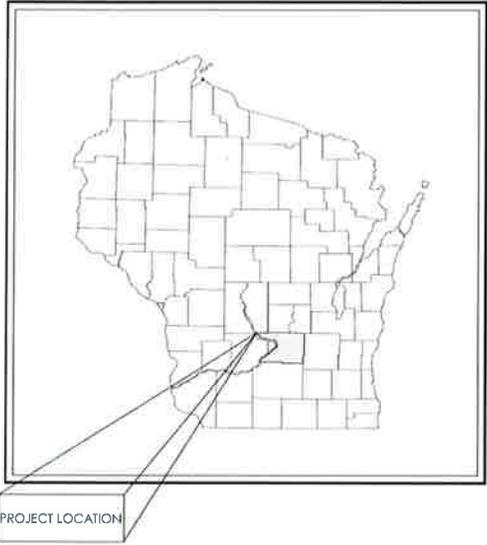
Date

BROADWAY AVE. DEVELOPMENT FIORELLA NEIRA

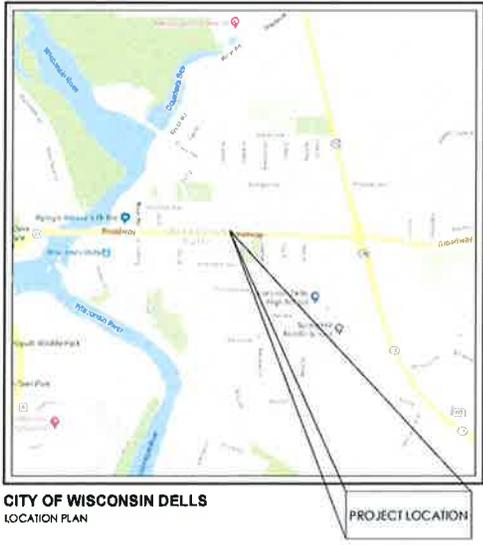
CITY OF WISCONSIN DELLS COLUMBIA COUNTY, WI



General Engineering Company
P.O. Box 405 • 2015 Lincoln Ave. • Sheboygan, WI 53081
608-742-2140 (Phone) 608-742-2402 (Fax)
www.generalengineering.net



NO SCALE



CITY OF WISCONSIN DELLS
LOCATION PLAN

TABLE OF CONTENTS:

GENERAL

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G1.1 LEGEND & NOTES

CIVIL

C1.0 EXISTING SITE PLAN

C2.0 PROPOSED SITE PLAN

C3.0 PROPOSED GRADING PLAN

C4.0 EROSION CONTROL DETAILS

C5.0 CONSTRUCTION DETAILS

C6.0 EROSION CONTROL SPECIFICATIONS

TITLE PAGE
BROADWAY AVE. DEVELOPMENT
FIORELLA NEIRA
CITY OF WISCONSIN DELLS
COLUMBIA COUNTY, WI

REVISIONS	NO	BY	DATE

ENGINEER SEAL:

SCALE

DRAWN BY: J.M.
 REVIEWED BY: BFB
 ISSUE DATE: FEB 2019
 DEC. F.A.E. NO.: 2-1018-4898
 SHEET NO.

G1.0

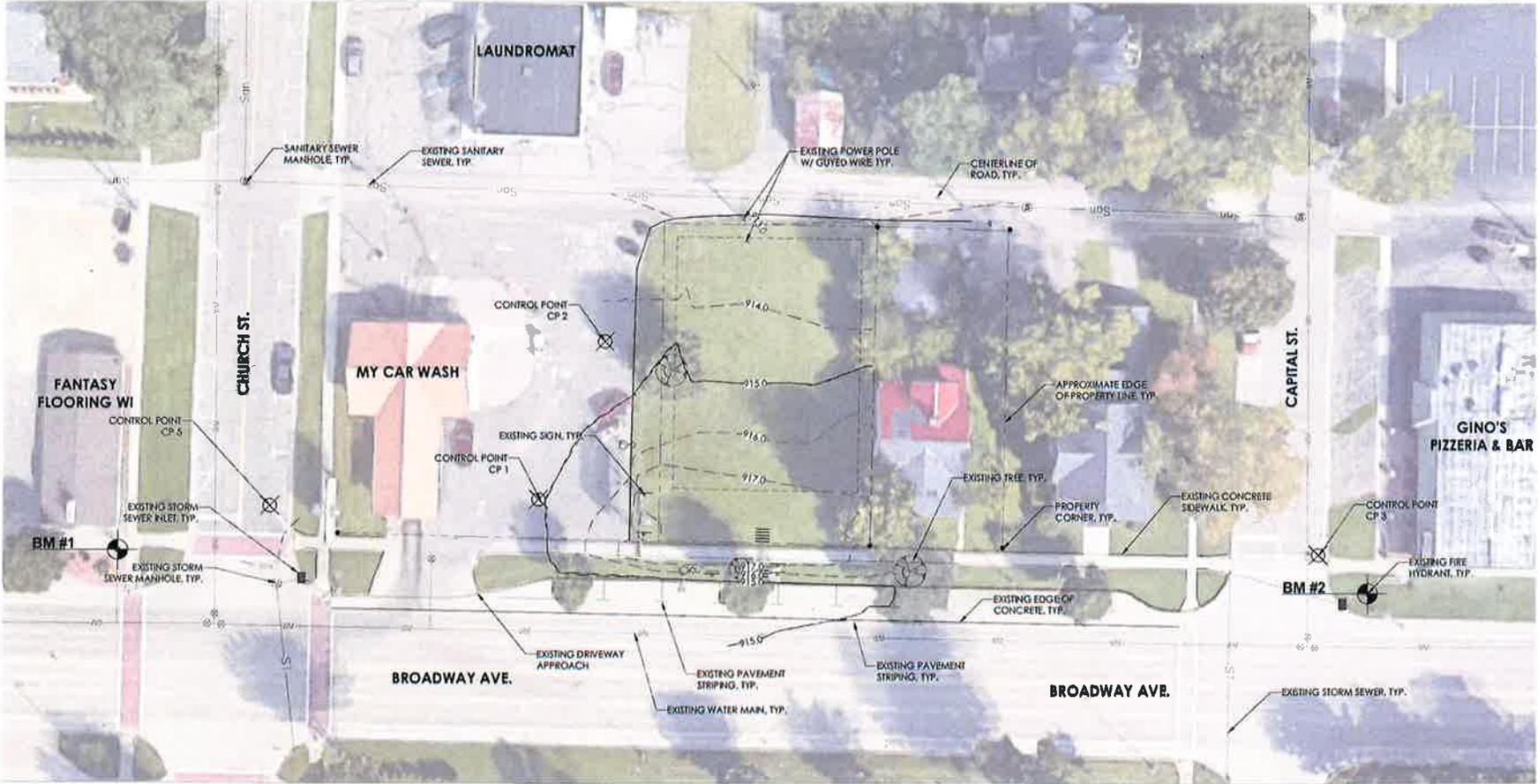


- NOTES:
1. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
 2. ALL GENERAL NOTES FOUND ON SHEET G1.1.



General Engineering Company
 P.O. Box 340 • 916 Silver Lake Dr. • Peaslee, WI 53201
 (262) 742-2100 (Cellular) • (262) 742-2102 (Fax)
 www.generalengineering.com
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EXISTING SITE PLAN
BROADWAY SITE DEVELOPMENT
 FIORELLA NEIRA
 CITY OF WISCONSIN DELLS
 COLUMBIA COUNTY, WI



CONTROL POINT	ELEVATION
CP 1	914.88'
CP 2	914.31'
CP 3	915.41'
CP 5	913.66'

BENCHMARK	DESCRIPTION	ELEVATION
BM #1	TOP NUT ON HYDRANT, NE CORNER OF BROADWAY & CHURCH	915.03'
BM #2	TOP NUT ON HYDRANT, NE CORNER OF BROADWAY & CAPITAL	914.42'

REVISIONS	NO.	BY	DATE



DRAWN BY: A.M.
 CHECKED BY: G.B.
 ISSUE DATE: FEB 2019
 GEC FILE NO: 2-1918-498
 SHEET NO: **C1.0**

PRELIMINARY NOT FOR CONSTRUCTION

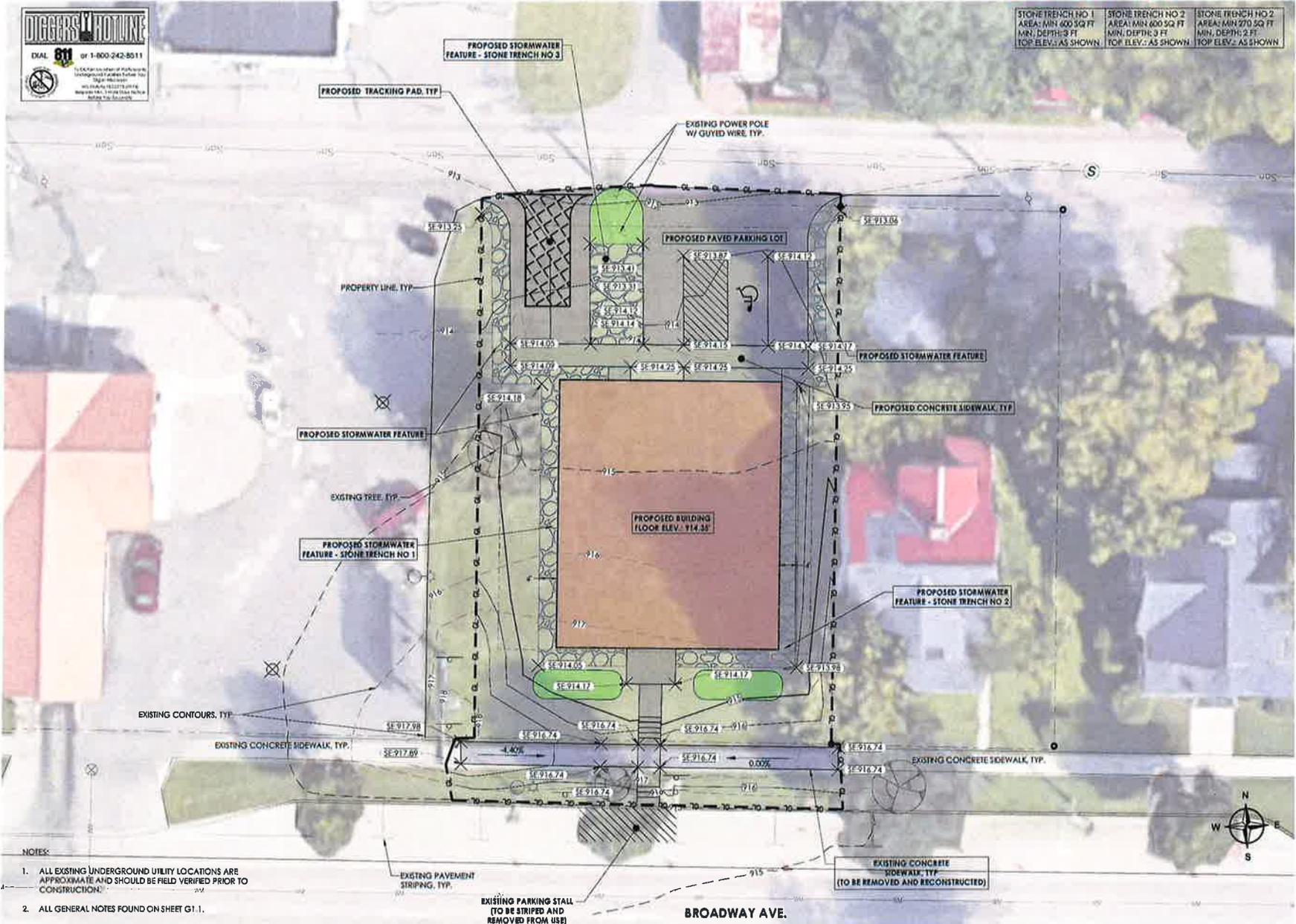
DIGGERS NOTICE
 DIAL 811 or 1-800-242-8011
 Call before you dig. To locate underground utilities, call 811. Digging without calling 811 is illegal and can result in fines and penalties. Call 811 to get the location of underground utilities before you dig.

STONE TRENCH NO 1 AREA: MIN 400 SQ FT MAX DEPTH: 3 FT TOP ELEV.: AS SHOWN	STONE TRENCH NO 2 AREA: MIN 400 SQ FT MIN. DEPTH: 3 FT TOP ELEV.: AS SHOWN	STONE TRENCH NO 2 AREA: MIN 270 SQ FT MIN. DEPTH: 2 FT TOP ELEV.: AS SHOWN
--	---	---



General Engineering Company
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PROPOSED GRADING SITE PLAN
 BROADWAY AVE DEVELOPMENT
 FIORELLA NEIRA
 CITY OF WISCONSIN DELLS
 COLUMBIA COUNTY, WI



- NOTES:
1. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
 2. ALL GENERAL NOTES FOUND ON SHEET G1.1.

REVISIONS	NO.	BY	DATE



DRAWN BY: LAL
 REVIEWED BY: BRB
 ISSUE DATE: FEB 2019
 GEC FILE NO: 2-1018-4990
 SHEET NO:

C3.0

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



608-742-2169 (Office)
608-742-2592 (Fax)
gec@generalengineering.net
www.generalengineering.net

Engineers • Consultants • Inspectors

March 7, 2019

Zoning Administrator/Building Official
City of Wisconsin Dells
Attn: Chris Tollaksen

Re: Broadway Ave Development
City of Wisconsin Dells
Fiorella Neira – Owner
GEC #2-1018-499B

PRELIMINARY

Dear Chris:

The purpose of this letter is to provide a framework for the storm water management for the proposed development located along the Broadway Ave in City of Wisconsin Dells.

The proposed development consists of approximately 3,000 square foot office building, 4 associated parking stalls, and storm water features such as stone trenches. The features will be constructed to provide attenuation of stormwater that will be increased by development on this property.

The runoff from the project site will be directed to stone trenches via building gutters, and grading of the site. The devices will ultimately surface discharge onto alley way in the north section of the property.

The analysis point has been set as the northern discharge point for both the pre-development and post-development conditions. Post-development storm water runoff has been reduced for all the 1, 2, 5, 10, 25, 50 and 100-year storm events below pre-development flows.

A summary of the pre-development and post-development peak flow discharges at the analysis points are shown below. The post-development scenario assumes the storm water management facilities are attenuating storm water, the watershed is completely developed and all disturbed areas have been stabilized.

Year Storm	Pre-Dev. Peak Discharge (cfs)	Post-Dev. Peak Discharge (cfs)
1	0.3	0.1
2	0.4	0.1
5	0.5	0.1
10	0.7	0.10
25	1.0	0.32
50	1.26	0.88
100	1.54	1.54

Portage

Black River Falls

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



A NEW FACILITY FOR:

BROADWAY AVENUE DEVELOPMENT

FIORELLA NEIRA

WISCONSIN DELLS - COLUMBIA COUNTY, WI

A NEW FACILITY FOR:
BROADWAY AVENUE DEVELOPMENT
 FIORELLA NEIRA
 WISCONSIN DELLS - COLUMBIA COUNTY, WI

INDEX OF DRAWINGS

CVR	COVER SHEET, CODE DATA
A1	FLOOR PLAN
A2	ELEVATIONS
S1	SECTION & END WALL FRAMING
S2	FRAMING DETAILS
ADA	ADA DETAILS

STRUCTURAL DESIGN DATA

LIVE LOADS:	100 PSF FLOOR, 35 PSF ROOF
GROUND SNOW LOAD P _g :	35 PSF
DESIGN WIND SPEED:	93 MPH
SEISMIC DESIGN:	SBC II, OCC CATEGORY 2
SOIL BEARING DESIGN:	2000 PSF

BUILDING CODE INFO

BUSINESS USE - FIRST FLOOR ONLY	
APPLICABLE CODES:	2012 INTERNATIONAL EXISTING BUILDING CODE 2012 INTERNATIONAL BUILDING CODE
BUILDING USE GROUP:	B - BUSINESS
CONSTRUCTION TYPE:	5B
BUILDING HEIGHT:	20'-0"
BUILDING AREA:	3000 S.F.
FIRE SUPPRESSION:	NOT SPRINKLERED
ALLOWABLE AREA:	9,000 S.F.

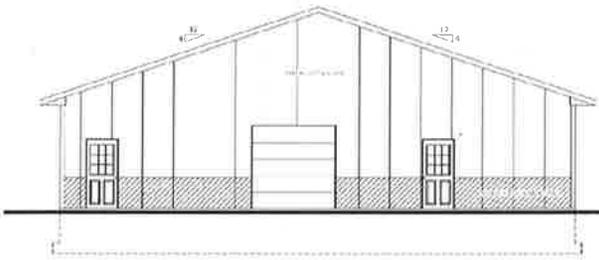
DATE	BY	DESCRIPTION	DATE

COVER

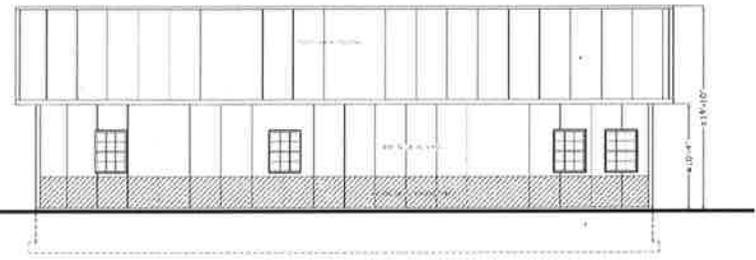
SHEET
CVR

DATE
03/2/2019

A NEW FACILITY FOR:
BROADWAY AVENUE DEVELOPMENT
 FIORELLA NEIRA
 WISCONSIN DELLS - COLUMBIA COUNTY, WI

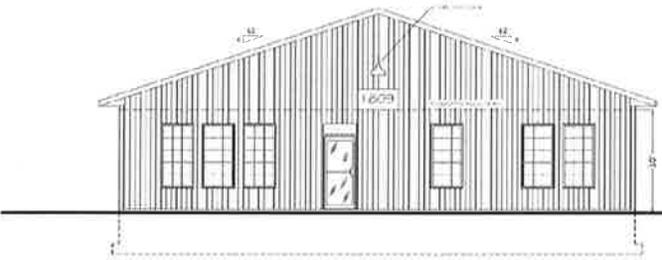


REAR ELEVATION
 1/8" = 1'-0"

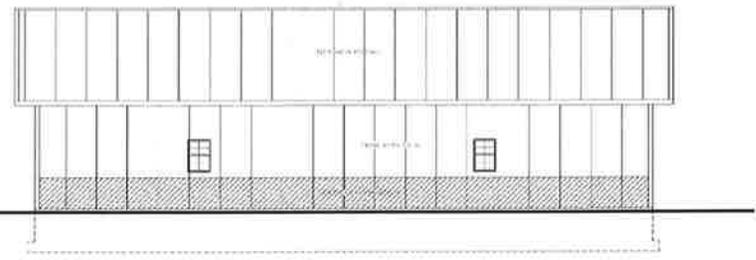


RIGHT SIDE ELEVATION
 1/8" = 1'-0"

GLAZING CALCULATIONS - FRONT ELEVATION
 TOTAL SIDING AREA PER DDS, PAGE 40 = 500 S.F.
 TOTAL GLAZING AREA = 134.37 S.F.
 TOTAL GLAZING PERCENTAGE = 26.87%



FRONT ELEVATION
 1/8" = 1'-0"



LEFT SIDE ELEVATION
 1/8" = 1'-0"

REVISIONS	DATE	BY	DESCRIPTION

[GRAPHIC SCALE BAR]
 1/8" = 1'-0"

[COPYING TABLE]
 This drawing is the property of the architect and is not to be reproduced or used in any way without the written consent of the architect. The architect assumes no responsibility for the construction of the building or for any damage to the building or its contents. The architect is not responsible for any errors or omissions in this drawing. The architect is not responsible for any changes to the drawing after it has been approved by the client. The architect is not responsible for any changes to the drawing after it has been approved by the client.

SHEET
A2
 DATE
 03/2/2019

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their March 11, 2019 meeting;

To APPROVE the application for a Conditional Use Permit submitted by Kyler Royston in order to allow a Farmers Market, Itinerant Sales (Night Market) and Outdoor Vendors at 15-27 Broadway (Parcel 600) with the following contingencies:

1. Farmers Market - no more than 1 per week.
2. Itinerant Sales (Night Markets) - no more than 4 for the year.
3. Outdoor Vending – only retail sales of items available from their brick and mortar facility allowed.
4. Only a small merchandise display is allowed at food cart.
5. Vendors are to collect and report the Premier Resort Tax on taxable sales.
6. All furnishings, including displays, tables, chairs, tents and umbrellas are to be approved by the Design Review Committee prior to installation.
7. Property is to be well maintained, well managed and not allowed to be the source of a nuisance.
8. Applicant cooperates with city on determining what vendor/items are appropriate.
9. Following the rules & regulations as presented for the Farmers Market and the Night Markets.
10. Permit is valid for one (1) year from date of issuance.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: _____ ayes and _____ nays
Date Introduced: March 18, 2019
Date Passed:
Date Published:

15-27 Broadway St

Conditional Use Permit – Farmers Market, and Outdoor Vender/Itinerant Sales

Staff Report for Plan Commission, 03/11/19

The Planning & Zoning office has received a Conditional Use Permit application from Kyler Royston for a Farmers' Market and Outdoor Vendors / Itinerant Sales at the Riverfront Terrace on tax parcel 11291-600. In the spring of 2018 a Conditional Use Permit was granted for Outdoor Commercial food and beverage service from outdoor bars and food vending units on the new Riverfront Terrace that was operated by the applicant. The applicant would now like to add a Farmers' Market and Night Market to their operation.

The Farmers' Market would begin as weekly events on Sunday mornings, and the Night Markets would be a monthly event occurring once in June, July, and August. The weekly markets will only be for a traditional Farmers' Market, using the same vendor guidelines that applied to the City Farmers' Market that took place in the Duchess Plaza last year. Then Night Markets would like to include artisans selling retail items. While the markets will start with a fairly infrequent schedule, there is the potential for them to become more frequent in future years if there is a demand for them.

All Outdoor sales areas must be approved by the Design Review Committee. The applicant has received conceptual approval from the DRC on their branding of the area to date. The applicant will need to bring in final design renderings for the Terrace and the new Markets for DRC approval. The applicant has provided a site map and some example photos to give some idea as to how the markets will be set up. The actual number of vendors at

The City Zoning Code requires a Conditional Use permit for Farmers' Markets and Outdoor vendors / Itinerant sales. Outdoor sales are either accessory to an established brick and mortar business or limited in frequency as Itinerant sales. Approvals were granted last year for the establishment of a primarily outdoor commercial activity, initially focused on the food and beverage sales. This application is looking to expand the outdoor sales to include farmers, artisan retail sales, and possible retail sales accessory to their own brick and mortar business. It is also noted that the applicant intends to invest in the development of a more standard restaurant in the existing permanent building that was used for storage last year and used to house the Cheesy Tomato. The applicant is also exploring obtaining a food cart to operate on the Terrace as an extension of the new brick and mortar restaurant. The Zoning Code allows the food cart as an extension of a brick and mortar restaurant, with the approval of the Design Review Committee only.

This application is to request to adding retail type services to an existing Outdoor commercial food and beverage service facility. Standards for bathrooms are much higher for food and beverage service, therefore this site appears to have adequate bathroom facilities to accommodate this request.

The Farmers' Market seems to be well in line with the River Arts vision for the downtown revitalization. A Craft Market for artisans to sell items they create themselves also seems in line with the River Arts vision, but does appear to start to raise some of the historical concerns with outdoor sales. Although it is noted that many of the same concerns with the original outdoor food and beverage request from last year would apply to the outdoor retail sales. Much of concern with outdoor sales revolves around the limited investment in the property that is normally associated with such requests. This was somewhat mitigated by the not insignificant investment that was required to this site to create the current outdoor terrace area.

Originally, some of the main concerns for the Outdoor Mobile Restaurant in the downtown area included the aesthetics, and the oversight of aesthetics has been placed in the Design Review Committee (DRC). The Design Review Committee updated there standards to address both food vending units (food carts) and outdoor retail sales. Any approval of this request for retail sales would be contingent that all outdoor retail activities and displays would need to be approved by the DRC, and the new standards are included at the end of this report for reference.

Another concern with mobile outdoor uses is the fairness of the outdoor use compared to the increased costs of an indoor use. Businesses that operate inside a permanent building have investments in the building and real tax costs

that mobile outdoor businesses don't have. In the case of the food carts, the standard was implemented that food carts are only allowed if they are operated by local restaurants that have an existing brick and mortar establishment, as will be the case here. As such, the food cart does not require any additional approvals from the Plan Commission, only DRC approval.

The application in front of the Plan Commission now includes the addition of outdoor retail sales from mobile operators, as well as potential outdoor retail sales from existing brick and mortar establishments, which appears to raise an entirely new set of concerns. The primary application is for a Farmers' Market, which seems to be of the least concern. The current proposal for the Night Markets are on a very limited bases of only three (3) market events, once per month in June, July, and August of 2019. The limited market events would seem to mitigate the concern of the use, and the Zoning Code establishes Standards for "Itinerant Sales", limiting them to 5 days in a month. However, it is foreseeable that if the Night Markets are successful, the applicant may wish to expand them to be held on a more frequent basis.

It seems reasonable to also address Outdoor sales of retail items available from the on-site indoor business. This would be similar to the food cart, in that the Outdoor sales would be associated with an existing brick and mortar establishment. Given the outdoor nature of this facility, it seems reasonable that the operator may wish to set-up outdoor displays or sale/vending area. When the indoor restaurant is opened, it seems reasonable it could include some branded retail merchandise. It seems reasonable that the outdoor food cart for the on-site restaurant would also sell some retail merchandise. It would be best to clarify these items, or determine a process for keeping everyone on the same page.

There has already been a not insignificant investment in the real property at this site. Given the location of this property, perched on the cliff over the Wisconsin River, significant design and construction was required just to make the ground space suitable for the outdoor commercial business. While the construction of a structure would obviously entail an even greater investment and subsequent tax base, the uniqueness of this location would seem to put this property owner at a disadvantage to other businesses that sit on solid ground.

A primary concern of any outdoor commercial activity is always the maintenance and management of the outdoor area. Any approval should carry the condition that the area be well maintained and managed.

It appears there are some distinct approval options for this application, each of the below should be clearly addressed:

1. Farmer's Market
 - a. Weekly
 - b. Allow Farmer's market more frequently than 1/wk
2. Itinerant Sales – (Night Market) - Include Farmers and Artisan market
 - a. Standards for what is acceptable retail sale – e.g. only items created by seller
 - b. 1 per month
 - c. ~~1~~ ⁴ per month ^{year}
 - d. More frequently
3. Outdoor Vender
 - a. Retail sales of items available from brick and mortar facility on-site
 - b. ~~Frequency limitation of outdoor sales~~
 - c. ~~Location/size limitation~~ – e.g. only allow small merchandise display at food cart

Suggested Conditional to any approval:

- 1) All furnishings, including displaces, tables, chairs, tents, and umbrellas are approved by the DRC prior to installation.
- 2) The property is well maintained, well managed, and not allowed to be the source of a nuisance.
- 3) Applicant continues to cooperate with the City on determining what vendors/items are appropriate.

Prepared by:

Chris Tollaksen

CONDITIONAL USE APPLICATION

Wisconsin Dells, Wisconsin

Version: May 21, 2007

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this file from the zoning administrator.

- Office Use Only -

Initial application fee	\$525.00
Receipt number	67640
Application number	CUP 1-2019

1. Applicant information

Applicant name Kyler Royston
 Street address 1103 River Rd #108
 City Wis. Dells WI 53965
 State and zip code _____
 Daytime telephone number 608 432-2082
 Fax number, if any _____
 E-mail, if any Kyler@justagamefieldhouse.com

2. Subject property information

Street address	<u>27 Broadway</u>
Parcel number	<small>Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.</small>
Current zoning classification(s)	<small>Note: the Zoning map can be found on the "Planning & Zoning" Department page of the City web-site, www.citywd.org</small>
Describe the current use	<u>Restaurant, beer/lime garden, + entertainment space</u>

3. Proposed use. Describe the proposed use.

Weekly farmers market Sundays 11-4, ^{June 9 -} ^{Oct 13}
Monthly "Night Market" on FBD weeknight likely 6-10
June 19, July 17, Aug 14

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

Live music, positive effect on surrounding businesses, hopefully brings a crowd down town!

CONDITIONAL USE APPLICATION

Wisconsin Dells, Wisconsin

Version: May 21, 2007

5. **Off-site effects.** Describe any potential nuisances and mitigating circumstances relating to street access, traffic visibility, parking, loading exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

Minor traffic disruption during loading + unloading of vendors.

6. **Review criteria.** The plan commission in making its recommendation and the common council in making its decision must consider the factors listed below. Provide a response to each. (See Section 19.373 of the Municipal Code.)

- a. Consistency of the proposed use with the city's comprehensive plan and neighborhood plan or other subarea plan, if any

We're inspired by the Roger Brooks Plan and are aiming to help The River Arts District meet the brand promise laid out in the plan.

- b. Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site

Nothing outside of normal business operations other than the loading + unloading of vendors.

- c. The suitability of the subject property for the proposed use

It's a big concrete slab on Broadway overlooking the river. Perfect.

- d. Effects of the proposed use on the natural environment

None, stop down and buy some veggies.

- e. Effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances

None

- f. Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the district

None

- g. Effects of the proposed use on the city's financial ability to provide public services

N/A

CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
Version: May 21, 2007

7. **Project map.** Attach a scaled map showing the information as listed at the end of this application. Use one of the following page sizes as appropriate: 8½" x 11", 11" x 17", or 24" x 36"

Will provide upon request

8. **Applicant certification**

- ◆ I certify that the application is true as of the date it was submitted to the City for review.
- ◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the agreement below

[Handwritten Signature]

1/21/2019

Applicant Signature

Date

Governing Regulations The procedures and standards governing this application process are found in Chapter 19, Article 4, Division 6, of the City's Municipal Code.

Reimbursement Agreement for Application Review Costs

A. Payment for Eligible Costs.

By submitting this application for review, the applicant agrees to pay all administrative costs incurred by the City in the processing, study, and review of the application including costs for planning, legal, engineering, and related services, referred to herein as eligible costs.

B. Guarantee of Payment.

To guarantee reimbursement, the applicant shall submit one of the following along with this application:

1. an irrevocable letter of credit in the name of the City in an amount as set by the zoning administrator; or
2. a cash deposit in an amount as set by the zoning administrator.

If a cash deposit is used to guarantee reimbursement, the City will periodically deduct from the cash account such amounts necessary to pay for eligible costs and submit a written statement to the applicant. If a letter of credit is used, the applicant agrees to pay such amounts as invoiced within 7 days of the invoice date. An interest rate of 1½ percent shall be charged on invoices not paid within 30 days of the invoice date. The City shall access the letter of credit to pay for overdue invoices, including late penalty charges, and submit a written notice to the applicant.

If remaining monies in the cash account are insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to deposit additional monies into the cash account in an amount as set by the zoning administrator. If the principal amount of the irrevocable letter of credit is insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to submit a second letter of credit in an amount as set by the zoning administrator. The applicant may withdraw this application prior to final action by the City Council by submitting a written letter to the City. Upon such notice, the City shall cease all work related to the review of the application. However, withdrawal of this application does not terminate this reimbursement agreement.

If the applicant does not pay for eligible costs, the City Clerk/Treasurer shall add the outstanding balance to the tax roll as a special assessment against the subject property. In addition, the City may pursue other legal means to obtain the outstanding balance as allowed by law.

C. Termination of Guarantee.

If a cash deposit is used to guarantee reimbursement, the City agrees to reimburse the applicant any unused monies in the cash account, including earned interest, within 60 days of the date when the City Council takes final action on the application. If a letter of credit is used, the City shall send a written letter to the applicant releasing the applicant from the letter of credit when all outstanding invoices have been paid.

[Handwritten Signature]

1/21/2019

Applicant Signature

Date

RIVERFRONT TERRACE 2019 NIGHT MARKET SETUP MAP

- 10x10 vendor stalls - set up lower and upper terrace 15-18 vendor spaces per market
- 10x10 anchored tents are allowed
- Our own food cart on lower terrace



EXAMPLE NIGHT MARKET IMAGES (sourced Madison Night Market)

- 10x10 anchored tents are allowed



Outdoor Retail Sales

INTENT: The City of Wisconsin Dells has determined that such service can create an enjoyable atmosphere for visitors that would serve as a benefit for the community, provided that such service is planned and managed properly.

APPROPRIATE EXAMPLES



SITE DESIGN

Standards

1. Outdoor sales area **shall** meet the City's Code 19.905: Outdoor Vendor.
2. Outdoor sales area **shall not** be on public property and **shall not** be in the front, side or rear setback.
3. Outdoor sales area **shall** maintain a five (5) foot clear and unimpeded path to any and all building entrances.
4. Display furnishings (e.g., carts, racks, shelves, baskets, etc.) **shall** be of commercial grade, and **shall** be constructed primarily of wood and metal.
5. Lightweight chairs and tables are **prohibited**.
6. Display furnishings and displayed merchandise **shall not** encroach beyond the permitted use area or overhang pedestrian circulation paths.
7. Hanging of display items from overhead canopies, porches, doors awnings or other parts of the building (including the facade itself) is **prohibited**, unless conditionally approved by DRC.
8. Free-standing display furnishings and merchandise **shall** be stored indoors outside of business hours.
9. Individual items to be displayed and individual display furnishings **shall not** exceed seven (7) feet in height.
10. Temporary tents are **prohibited**, unless conditionally approved for a special event.
11. Vending carts **shall** have integral roofs or umbrellas. Any roof or covering **shall** be of similar color schema used on the primary building.
12. Umbrellas **shall** use a canvas-type fabric and **shall** provide a minimum of seven (7) foot vertical clearance.
13. Lighting of outdoor displays **shall** be approved by the DRC.



14. Outdoor sales area **shall not** include signs or other forms of advertising, including “sale” signs on boards, balloons, pinwheels, paper, clothing, streamers, or on merchandise affixed to the outdoor display.

15. Outdoor display and storage areas **shall** be screened from view from adjacent residentially zoned property by a minimum of six (6) foot solid fence or wall.

16. **Prohibited** sale items to be displayed outdoors include the following: alcohol, alcohol paraphernalia, drug paraphernalia, tobacco products, firearms, knives, hazardous materials, counterfeit materials, trash or discarded boxes, packing materials, and any other materials prohibited by code.

Recommendations

- A. Display merchandise **should** fit within or upon the display furnishings and **should** not be draped from or hang over the sides.
- B. The use of unstained or unpainted pressure-treated wood is **discouraged**.
- C. Outdoor display and storage areas **should** be partially screened from view of public right-of-way up to four (4) foot in height. Landscaping elements placed between fence and public-right-of-way is **encouraged**.

APPROPRIATE EXAMPLES



SITE DESIGN

2019 Riverfront Terrace Night Markets

Rules and Regulations

1/31/19

2019 Night Market Rules and Regulations

1. All vendors for the Terrace Night Markets will be reviewed and selected at the discretion of Riverfront Terrace.
2. Space is limited.
3. Applications will NOT be reviewed until ALL required documents are submitted. See section 5 of night market application.
4. Applications received after the May 15, 2019 deadline will not be reviewed or screened unless there is space available.
5. All vendor fees must be paid prior to set up.
6. Riverfront Terrace will select a variety of vendors that best meet the overall goals of the Market.
7. Vendor selection is designed to provide a variety of food producers, retailers, artisans
 - a. and craftspersons at the Market. Riverfront Terrace will make its decisions based upon the application, photographic presentation, and/or a personal showing of the product.
8. To ensure a quality, handcrafted Market, the Market requests that the seller is the maker of the products, grower, producer, or owner of the business. Immediate family members (parent, child, siblings, spouse) or partners who participate in the making of your item may sell in your booth. Collectives and co-ops are approved on a case by case basis. NO BOOTH SHARING.
9. Handcrafted/Fair Trade imports and products will be permitted from local area retailers. Other handcrafted imports will be considered at the discretion of Riverfront Terrace. Machine made (factory) imports will be considered. Information of non-handmade or non-seller-made items must be disclosed on applications under description/scope of items.
10. The Market will assign a location to each vendor. Booths are subject to change per the discretion of the Market.
11. Demonstrations of the art or crafting process is encouraged in all spaces.
12. Vendor early-tear down is prohibited and may result in non-approval or revocation of invitation to future markets.
13. Vending space is 10' x 10'. All items must be confined within this space.
14. Vendors must dispose of all waste and remove all garbage from the site, leaving the space the way you found it.
15. Approved vendors are responsible for providing the following:
 - a. All paperwork and payment as detailed in the application.

- b. Tables, chairs, furnishings, backdrops or any other equipment need for inside their booths.
 - c. 10x10 tent or canopy. Tents must be weighted or sandbagged appropriately. Tents not required.
 - d. Lighting inside the booth – twinkle lights or other lighting applications are encouraged!
 - e. Proper disposal of in-booth trash.
 - f. Clearly marked signage with vendor name.
 - g. Notification to and approval by the Market selection committee if scope of items included on application changes.
16. Vendors are required to obtain their own liability insurance listing Riverfront Terrace.
- a. Find affordable event insurance policies: <https://www.actinsurance.com/>
17. Riverfront Terrace's insurance does NOT cover seller's/vendor's activities within the booth spaces.
18. Wholesalers, distributors, and processors of packaged food products will not be considered for participation.
19. Riverfront Terrace will be providing the warm food and all beverage offerings for these events. Food vendors serving desserts or snack/appetizer items will only be considered for these events.
20. Vendors are responsible for their own parking and must remove vehicles immediately after unloading/loading of market.
21. Event is held rain or shine. In the event of severe weather, the night market may be delayed, paused or cancelled. The safety of our vendors and attendees is our highest priority.
22. Vendors must contact Market staff 24 hours prior to event if unable to attend. Vendors who do not attend and do not notify may be removed from future markets and may forfeit all market fees.
23. All fees are non-refundable.
24. Photographs will be taken during the Markets to be used by the Riverfront Terrace for marketing purposes. By signing this agreement, you agree to have your likeness, business, and product used for/in any and all marketing purposes and mediums.
25. No live animals are allowed where food is served or stored, except for service dogs or dogs used by the blind.

SPECIAL Food Vendors Rules

1. All food vendors must adhere to Public Health of Wisconsin and Columbia food safety guidelines.
2. All food vendors must display menus with pricing.
3. Any hot food stations must be equipped with fire extinguishers
4. NO COOKING is permitted under pop up tents.
5. If used, all food vendors must contain and remove all cooking oil.

6. Hot coals, wood or fire are prohibited for vendors at these events.
7. All food vendors must have access to a staff hand washing station.
8. All food vendors must supply own refuse and recycle containers. (This may be dumped in provided waste bins at the close of the Market.)

By signing this document, I acknowledge and agree to the rules of the Riverfront Terrace Night Markets

Print Name _____

Business Name _____

Signature _____

Date _____

Thank you for your interest in becoming a vendor at the Dells Farmers' Market

The Downtown Dells Farmers' Market (DDFM) is proud to serve as a market for the many wonderful farms, nurseries, bakeries, meat, cheese makers & specialty food producers our area has to offer. Every vendor is carefully screened with a commitment to creating a diverse market with the highest quality locally produced products available.

The Downtown Dells Farmers' Market is strictly a producer's only marketplace. We are interested in showcasing locally grown, raised, sourced and produced products. Businesses with value-added products have priority if at least 25% of the ingredients used in the products are sourced directly from Wisconsin farms. DDFM considers local sourcing to be the farm-direct purchasing of locally grown or raised, raw agricultural products, which does not include local distributors.

We will not accept the following items at our market:

- Crafts
- Carnival-like foods such as: cotton candy, candy apples, candied nuts, taffy
- Overly processed and/or fried foods
- Nationally distributed products
- Energy drinks
- Meat and dairy products treated with growth hormones
- Non-sustainably raised fish
- Genetically modified crops
- Businesses that operate under a franchise agreement
- Food items not grown and/or processed by the vendor
- Non-food items not grown and processed by the producer (e.g., flowers, herb tinctures, beeswax candles)

2018 Dells Farmers Market Rules and Regulations

City of Wisconsin Dells ~ (608) 254-2012 ~ citywd.org

Thank you for your interest in the 2018 Dells Farmers Market.

The Dells Farmers Market is a *Wisconsin Producer-Only* market. While we do not require the producer to be present at the market, we do encourage it. Complete the product information check-off section of the application as realistically and accurately based on what you would grow or produce for sale at the market— it is vital to the Dells Farmers Market to maintain a reputation as a well-balanced producers market. The Market Committee will assess product compatibility during the application review.

Completed applications and payment shall be mailed by April 1st, 2018 to the following address:

City of Wisconsin Dells
Dells Farmers' Market
300 LaCrosse St
Wisconsin Dells, WI 53965

Completed application packets include:

- Completed 2018 Application
- Copies of all current, applicable license and permit documents, and labels for processed products.
- Check for 2018 fee (processed upon selection of participation)

If your application is **not accepted** for the 2018 season, your check will be returned to you uncashed. Questions can be addressed to the Market Manager or the city of Wisconsin Dells (see next page for contact information). All approved vendors will be notified via email by **April 15, 2018** of acceptance into the market.

2018 Rules - Dells Farmers Market

Market Location and Time:

The 2018 Market will be located in Duchess Plaza at the intersection of Oak St & Broadway. The 2018 season will run every Sunday, rain or shine, from May 20, 2018 to October 14, 2018 (**excluding** Sunday, September 16, 2018 – Wo-Zha-Wa weekend). Market hours are from 9 am to 1 pm.

Contact Information:

For further information regarding the Market policies and regulations within, or for general inquiries about the market contact our Market Manager at dellsfarmersmarket@gmail.com or check our website for current contact information.

Tolerance:

The Dells Farmers Market does not discriminate against Vendors, or potential Vendors, on the basis of sex, religion, color, national origin, ancestry, age, handicap, marital status, physical characteristics, source of income, arrest record, conviction record, less than honorable discharge, physical appearance, sexual orientation, political beliefs, or student status.

Rule Change Policy:

Please note the procedures listed here may be changed during the Market Season with thirty (15) days written notice to all Vendors.

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1.0 INTRODUCTION

Founding Goals

The Dells Farmers Market is founded to pursue the following goals:

- To give growers and producers of Wisconsin agricultural commodities and other farm-related products alternative marketing opportunities.
- To promote the sale of Wisconsin-grown farm products.
- To improve the variety, freshness, taste and nutritional value of produce available in the surrounding area.
- To provide an opportunity for producers and consumers to deal directly with each other rather than through third parties and to thereby get to know and learn from one another.
- To provide an educational forum for consumers to learn the uses and benefits of quality, locally grown or prepared food products.
- To provide educational opportunities for producers to test and refine their products and marketing skills.
- To enhance the quality of life in the Greater Wisconsin Dells area by providing a community activity that fosters social gathering and interaction.
- To preserve Wisconsin's unique agricultural heritage and the historical role which farmers' markets have played in it; and
- To provide a balance between Vendor profitability and a full product availability to Dells Farmers Market customers.

2.0 VENDOR DUTIES AND PRIVILEGES

Eligibility

Any individual whose goods are in compliance with Market Rules and guidelines who wishes to participate in the Market is eligible to apply to become a Vendor at the Market.

A complete application packet consists of:

1. Completed and signed Market Application.
2. Copies of all current, applicable, required licenses, organic certification, permit documents, proof of insurance and labels for processed products for your business and for products you wish to sell at Dells Farmers Market, and a list of all production locations.
3. Check for your application fee and vendor fee based on full season or individual sessions. (See 6.0 Fee herein, and see Application) Dells Farmers Market, will cash your check when/if the Dells Farmers Market, Committee accepts your application for vending. Denied applicants will have checks returned to you no later than April 1st.

Applicants are responsible for knowing which licenses and permits are required to meet state and local laws. The application for vending, along with rules (this document) is mailed in January to all Vendors in good standing as of end of previous year and to others who express interest in vending. Applications must be postmarked or date stamped by March 1, 2017 to be considered at that time. Mail completed application packets to:

Dells Farmers' Market, 300 La Crosse Street, Wisconsin Dells, WI 53965

Vendors

An Owner/Vendor is not required to be present at the stall during the Market, but anyone selling at the Market for the Vendor must abide by the Market Rules and be listed as a qualified worker on the application.

A Vendor or anyone selling at Market for a Vendor must be 16 years of age, or older, for the Vendor to exercise its rights to vend at a Market. The Market Manager may waive the minimum age upon request if the younger Vendor/co-Vendor or representative is capable of responding to all requests for information by the Market Manager or Market customers, capable of handling any problems that are likely to arise, and that such waiver will not place other Vendors or the Market's customers at undue risk. Marketing cooperatives where Vendors produce products separately and merely market them together are not allowed. Persons who desire to sell product produced by a franchise are not eligible. For purposes of this section "franchise" is defined as a business or operation, which pays compensation for use of another party's system or name for marketing goods or services. Membership privileges include the right to sell at the Market, meeting participation, season stall eligibility. A Vendor in good standing is considered to hold a "stall permit" for the Markets that he/she is approved to vend.

Absences/empty stalls hurt the market.

Regular attendance is expected. Owner/Vendors are expected to notify manager of upcoming absences within four days.

Vendors who vend at any Market must have available for inspection, at each Market by the Market Manager or the public, any licenses or permits required for any product(s) they sell. This is in addition to providing copies of licenses and permits with their annual Application.

Seniority

Each year each Vendor's seniority will be determined at the time their application is accepted. Seniority ranking will be considered when the Market Manager and the Committee evaluate Vendor requests, but in and of itself is not a guarantee. Seniority ranking is determined by the three attendance factors:

1. The number of years Vending out of the total number of years the Market has been running; and
2. The number of sessions vended; and
3. The combined daily attendance since start of vending.
4. Termination due to rule violation(s) will result in seniority on a subsequent application as if a first-time Vendor.

Operating From More Than One Stand

Due to limited space and the Market's desire to provide selling opportunities to as many Vendors as possible, no Vendor may be involved in the operation of more than one stall on any one Market date, unless a Vendor holds a double stall permit. Vendors who operate or have financial interest in more than one stall at any one Market shall be immediately expelled from the Market, with the loss of all vending rights and privileges.

3.0 OPERATIONS

Market Day Vendor Times

The Dells Farmers Market, 2018 location is TBD downtown. The 2018 season will run every Sunday, rain or shine, from May 20, 2018 to October 14, 2018 (excluding Sunday, September 16, 2018 – Wo-Zha-Wa weekend). Market hours are from 9 am. to 1 pm. Vending Vendors use this schedule.

Vendor Set Up

Vendors set up in stalls between **8 a.m. – 8:45 a.m. No Early Sales.**

Parking only for vendors of the Dells Farmers Market. If vendor arrives later than 8:30am Market Manager will assign stall(s) if available.

Vendor Pack Up

Vendors must pack up stalls and exit lot by **2:00 pm.**

This 2:00 pm rule will be monitored and enforced by the Market Manager.

Unscheduled Vending

To vend at Market on a date other than one already applied and accepted for, Vendor must obtain the explicit permission of Market Manager **no later than the Thursday preceding the Market in question.** Only a Vendor may make such a request, and approval is **NOT automatic.** Daily stall permit fees required.

4.0 STALLS

Stall Availability

As the market strives to keep a variety of Wisconsin products in balance, the market maintains **no waiting list.** This, in part, is an effort to prevent the market from being flooded by one type of vendor or another. The result is a dynamic market that has a broad selection of products for our customers, whilst remaining a viable and productive market for our vendors. We encourage all applicants to apply annually.

Stall Location

Attempts will be made to keep vendors in the same location or general area as prior market seasons. However, there is no guarantee that a vendor will receive the same stall location each year. The Market Manager has the power to change Vendors' stall locations in order to create a market product mix that attracts more customers.

Stall Size

Width of a parking stall is 11 feet and width of a single stall vending area is 10 feet (allowing for one-half foot space on either side, for total of one foot between Vendors).

Each single stall shall allow for a 10' market tent.

Each double stall is 22 feet wide.

No stall shall exceed these limits.

The Market Manager and DELLS FARMERS' MARKET Committee will consider various factors in approving a double stall request. All tent, umbrellas, and canopies must be tightly secured and adequately weighted at all times, with **at least 25 pounds per canopy leg.**

Parking

Vendor parking will be determined based on the final decision for the Market location.

5.0 INSURANCE

Sellers are responsible for their own personal liability and product liability insurance. The Market encourages Vendors to obtain personal liability insurance.

6.0 FEES

Vendor Stall Fees – 2018 DELLS FARMERS' MARKET

NOTE: Once the vendor is approved, fees are non-refundable.

May 20 – October 14, 2018 (21 markets/excluding Sept. 16)

- Single Stall/Full Season, \$125
- Single Stall/Daily Fee: \$10

7.0 RULES APPLICABLE TO ALL VENDORS AND PRODUCTS

7.1 Producer Only

Vendors may display, sell, deliver, and take orders for only those Market-approved products they themselves produce. The sale of any goods not grown or produced by the seller, the reselling of goods, or the sale of goods that have been traded or bartered for is not permitted. All sellers must abide by and all products must comply with all applicable federal, state, and local regulations.

- a. Vendor producers are encouraged to be present in their stall but a Vendor is **not required** to be present.
- b. Any pre-orders or CSA sales and displays at the Market must be secondary to public sales and displays. All CSA products distributed at the market must comply with the Market rules.

7.2 Licenses and Permits

It is the responsibility of the Vendor to obtain and provide to the Market Manager copies of all licenses and permits required for the sale of Vendor's products at the market.

7.3 Samples

All samples offered by Vendors must meet the following criteria:

- a. Samples must be stored in rigid containers and covered until serving.
- b. All samples must be pre-cut in a licensed kitchen facility, with facility documentation available at the Market stall each time samples are served.
- c. Sample should be of adequate size and proportionally spaced to minimize customer handling.
- d. All samples must be held and dispensed under clean and sanitary conditions. (i.e. toothpicks provided for sampling).
- e. All Vendors giving free samples must provide a waste container in a prominent place and labeled for use by the public.

7.4 Cross Promotion

Cross promotion among Market Vendors is allowed and encouraged. Monetary transactions among Vendors for cross promotions are prohibited.

7.5 Prohibited Items

The sale of hobby-ware, art objects, all types of crafts, clothing and animals is prohibited. The Market Manager is empowered to interpret the existing Market rules and to approve or disapprove products of craft-like nature.

7.6 Brand Names

Products which are processed and sold under a brand name other than the Vendor's own are not allowed.

7.7 Trash Management

Vendor must not discard refuse of any kind in or around receptacles, must clean up their sales areas completely before leaving, and haul waste home. Leaving stalls with litter or refuse will be considered a procedural violation and the procedures outlined under "Enforcement Of Market Policies" will be followed. **Failure to clean up properly will result in a \$20 fine payable to the Dells Farmers Market for services rendered.**

7.8 Weights and Measures

All produce to be sold in the Market will be sold by legal weights and measures. Vendors are responsible for having their scales certified for compliance annually. The use of a non-certifiable scale at the market is a procedural violation.

7.9 Pets

Sellers must not bring pets into the Market for health and safety reasons.

7.10 Parking

Vendors must discourage (a) sales to people in vehicles or (b) lengthy parking not in slots by customers for picking up purchased items. The practice of customers not parking in designated slots is a potential safety hazard.

7.11 Documentation

Documentation of a product's legitimacy must be submitted upon request.

7.12 Potentially Hazardous Foods

Potentially hazardous foods are so defined by the Department of Health, "Potentially Hazardous food means any food which consists wholly or in part of milk, milk products, eggs, meat, poultry, fish, shellfish, edible crustacean, or other ingredients, and which is capable of supporting rapid and progressive growth of pathogenic, infectious or toxigenic microorganisms." It is the responsibility of the Vendor to abide by the Department of Health regulations concerning the vending of such products.

7.13 Product Temperature

The Vendor is responsible for monitoring and maintaining proper temperatures in accordance with health codes. Vendors who sell foods that must be kept refrigerated or frozen must have an accurate thermometer at the Market.

7.14 Noise and Emissions

No loud or disturbing noises shall be made or action taken on the grounds which will interfere with the rights, comfort or convenience of other Vendors or the public. The running of any gasoline or diesel motors or engines, including all vehicles, is not permitted.

Because of the safety hazard, gas or charcoal grills, or any open flames are prohibited at the Market. **Generators must be at or below XX decibels**

7.15 Organic Labeling

All Vendors using the term "organic" must follow the federal regulations, with appropriate organic certification on file with the Dells Farmers Market and available at the Vendor's stall.

8.0 RULES FOR SALE OF SPECIFIC PRODUCTS

Each variety of a product in these categories (e.g. duck vs. chicken, swiss cheese vs. cheddar cheese) is considered a separate product for product legitimacy purposes.

8.1 Raw Fruits and Vegetables

- (1) Must be grown from cuttings grown by the Vendor or from seeds or transplants, and the final product may not be purchased or bartered. The Market Vendor must have tended perennial crops from leased or rent land for one growing season prior to sale of the product.
- (2) Must not be processed or adulterated. Vendors may sell a mixed bag of produce or vegetables but may not process, including chopping or shredding, the fruits or vegetables without a processing license and approved processing procedures.

8.2 Nuts and Grains

- (1) If cultivated, must be grown from trees, seeds, transplants or cuttings taken by the Vendor and cannot be purchased or bartered.
- (2) If gathered wild, must conform to rule 8.12.
- (3) Must not be processed or adulterated.

8.3 Plants

- (1) Plants grown by the vendor – there is no holding period required for plants grown from seed, or plants grown from cuttings and divisions from mother plants maintained by the vendor.
- (2) Purchased plants transplanted into a larger container:
 - (a) Cuttings, rooted cuttings, small plugs – purchased plant materials must be grown on the Vendor's premises for at least 30 days before they can be offered for sale in the Market. (Small plugs are defined by those fitting 50 or more in a standard 10.5" x 21" tray.)
 - (b) Herbaceous bare root, herbaceous division, large plugs – purchased plant materials must be grown on the Vendor's premises for at least 45 days before they can be offered for sale in the Market. (Large plugs are defined by those fitting fewer than 50 in a standard 10.5" x 21" tray.)
- (3) Purchased plants NOT transplanted to a larger container must be grown on the Vendor's premises for at least 60 days before they can be offered for sale in the Market. (This includes purchased woody bare root plant material, woody divisions and pre-planted material.)
- (4) Plants must be grown in the Vendor's nursery.
- (5) Labeling must be informational and not promote a non-vendor's brand.
- (6) Containers must be utilitarian and not decorative.
- (7) Vendor must have a Nursery and Grower License for woody and perennial plants.

8.4 Flowers and Ornamental

- (1) Must be grown or gathered (see rule 8.12) by the Vendor.
- (2) Must not be treated with any substance other than a clear lacquer spray. If so treated, must be labeled "Not Edible." Dyes and paints are prohibited.

- (3) The value of the arrangements may not be increased by the use of decorative fasteners, hangers, bows, ribbons or containers.
- (4) Decorated circular wreaths that use mixed elements will be allowed. The support frame and all elements must be grown, formed and decorated by the Vendor.
- (5) Braids must be edible. Vendors are allowed to include in the braid more than one material, as long as all of the materials are edible.
- (6) Swags (upside-down bouquets) must follow the same rules as those applying to arrangements. Bales, shocks and bundles may be sold under the same rules applying to arrangements.
- (7) The use of glue is prohibited.
- (8) Potpourris must be 100% of the Vendor's productions, including the oil and fixative.

8.5 Eggs

Must be produced by hens which have been maintained by the Vendor.

8.6 Honey and Beeswax

(If wild gathered, refer to rule 8.12)

- (1) Must be produced by bees kept by the Vendor in the State of Wisconsin.
- (2) Must not be adulterated, except honey sticks, which may be flavored.
- (3) Raw beeswax must not be adulterated with dyes, fragrances, etc.
- (4) Raw beeswax may be formed into blocks, tapers, votive, or cylindrical-type candles only. Specialized molds, forms, honeycomb tapers, or otherwise decorative candles are strictly prohibited.
- (5) Vendor/honey producer must manufacture the candles him/herself.

8.7 Sorghum

May sell no more of the final product than can be processed from the amount of raw materials that the Vendor grows and delivers to the processing plants.

8.8 Juices

- (1) Must be grown and processed by the Vendor OR,
- (2) The Vendor may not sell more juice than could be produced by the amount of fruit Vendor has grown and delivered to the processing plant. All juices must be processed in a licensed plant. All juices processed must meet Federal Regulations for pasteurization.

8.9 Meat, Fish, and Poultry

- (1) All stock held for sale shall have been raised by the Vendor for at least 75% of the live weight or for eighteen months at slaughter.
- (2) For meat products processed by others (for example, sausage) the Vendor must produce the meat ingredients.

8.10 Animal Products

- (1) Must be in their natural state, except as specified below.
- (2) Hides or pelts must be tanned to garment quality and must not be stored or transported in contact with food products.
- (3) Products must be in a sanitary condition. No manures or compost products may be sold.
- (4) Products must be from domesticated animals and may not be wild gathered. Products must come from animals held by the Vendor for one year or from the offspring of those animals.
- (5) Wool/Mohair:
 - (a) 100% of the product must come from the Vendor's own flock.
 - (b) The animals may be professionally sheared.
 - (c) The raw product may be sent out for processing.
 - (d) Only clean wool/mohair, roving, yarn, or batts may be sold. All wool displayed and/or sold must be in its natural color; bleached wool but not dyed wool may be sold.

8.11 Prepared Food Products (other than 8.11)

- (1) The processing Vendor must produce the major ingredient. **Fifty-one Percent (51%) Rule:** If the product is processed other than by the Vendor, the Vendor must raise the first ingredient on the label and raise 51% of the product by weight. Any major recipe changes must be filed with the Market Manager.
- (2) Vendor must have photocopies of all necessary licenses for the production of the processed product and must have them filed with the Market at the time of application.

8.12 Wild Gathered (Non-Cultivated) Items and Maple Syrup

- (1) Vendors selling wild-gathered items must:
 - (a) have an application to sell filed with the Market prior to arrival at the Market and either have proof of land ownership or show written permission from the land owner to gather the item; and
 - (b) must provide the location and amount of land from which items are gathered.
- (2) Items may not be purchased or bartered.
- (3) Vendors who do not adhere to these rules may not sell the item at the Market.
- (4) Maple syrup must be produced by the Vendor from sap that he/she collects.

8.13 General Rules for Exempt Products

Because historically certain products contributed to the foundation of Wisconsin Farmers Markets, they have been exempt from the general "Vendor must grow or produce" rule. These include cheese, cured meat, smoked meat, cased sausage, bakery goods, pasta, candy, and butter.

The following rules apply to these products:

- (1) The Vendor produces the physical product sourcing as many local products as possible (i.e. Wisconsin butter, cream, meats, fruits etc.)
- (2) No Vendor of exempt products may have an ownership or interest in an enterprise other than the Membership enterprise that sells the same category of exempt products.

8.14 Additional Rules for Bakeries

- (a) The Vendor may not sell items made from purchased premade doughs, batters, crusts, or dry ingredient mixes. For example, the shortening (fats and oils), the leavening, and the salt must be added by the vendor to comply with this rule.
- (b) The Vendor may not use pre-made frostings or pre-made cream/fruit fillings.
- (c) The Vendor must use locally sourced/Wisconsin products. (see 8.13 (1) above)
- (c) The Vendor must keep all recipes and receipts for ingredients on file and must be able to produce them at an inspection.

8.15 Additional Rules for Cheese Vendors

- (a) A Vendor must operate the processing plant and must participate on a regular basis in the physical making of the cheese, which he/she sells at the Market. Such Vendors may sell only cheese made from milk produced by contracted milk producers.
- (b) Vendor must be a licensed cheese maker, unless, as with a farmstead cheesemaking operation, the State

Department of Agriculture permits the Vendor to make cheese just from his or her own milk in a licensed plant on the farm to sell directly to customers.

8.16 Additional Rules for Chocolate or Confection Vendors

- (a) All chocolate candy products sold must be made with chocolate tempered at a licensed location.
- (b) Chocolate candies may contain other products, such as nuts, fruits, fondant, or nut butters, as long as the first condition is met.
- (c) The use of coloring in the production is an acceptable practice.
- (d) The use of compound coatings is acceptable, as long as they are melted and molded or mixed with other ingredients at a licensed location.
- (e) All compound coatings (chocolate containing other vegetable fats, not cocoa butter) **must be clearly marked so customer will know the difference.**
- (f) Confections that are judged to be craft-like in nature rather than products primarily intended for consumption are not allowed.

8.17 Additional Rules for Butter Vendors

(a) A Vendor must operate the processing plant and must participate on a regular basis in the physical making of the butter, which he/she sells at the Market. Such Vendors may sell only butter made from the cream produced by the contracted cream producers or as a by-product of cheese making.

(b) One of the Market Vendors must be a licensed butter maker and butter grader.

8.18 Additional Rules for Cured Meat, Smoked Meat & Cased Sausage

(a) Meat used must be sourced from Wisconsin.

9.0 PROCEDURE TO CHANGE RULE TO ALLOW A PRODUCT

9.1 Request to Sell a New Product

Requests for new products that are not currently eligible for sale at the Market must be submitted in writing to the Dells FARMERS' MARKET Committee for consideration. Such requests must be submitted well in advance of the expected sale of the new product. Requests for new products will be reviewed periodically by the the Market Committee .

9.2 Appeal Process Following Denial

In the event the the Market Committee denies a Vendor's request to allow the sale of a new product, the Vendor may appeal the Committee's decision in the following manner:

- (a) The Vendor may request from the Market Manager a written decision from the the Market Committee.
- (b) The Vendor may submit an appeal statement, which shall re-state the Vendor's request for approval of the new product for sale at the Market and any other related materials the the Vendor desires to include for the information of the the Market Committee .
- (c) The Vendor will be notified of the approval or non-approval of the new product within thirty (30) days.

10.0 VENDOR CONDUCT

Vendors shall conduct themselves in a manner that is courteous to other Vendors, Market personnel and the public. Behavior that is threatening, abusive or harassing shall constitute a violation of Market rules. Repeated violation may result in disciplinary action by the Committee.

Committing a criminal act at the Market and/or failure to comply with any regulating agencies may cause the Vendor to be expelled from the Market, which means a termination of vending privileges, seniority and Market Membership.

11.0 INSPECTION

Representatives of the Market shall have the right to conduct an on-site inspection of the production areas of those products sold by a Vendor at the Market. An inspection may include ownership information and any other information relevant to determining product legitimacy. Failure to allow such an inspection will constitute a violation of Market rules, and the procedures outlined under "Enforcement of Market Policies and Rules" will be followed.

12.0 ENFORCEMENT OF MARKET POLICIES AND RULES

Membership Agreement

All Vendors who sell in the Market will complete an "Application For Membership" prior to selling in the Market. This application will constitute an agreement between sellers and the Market to abide by the policies and rules governing the Market. Should any questions arise regarding the observance of Market policies and rules, the procedures outlined below will be followed.

Reporting Violations And Follow-up

A Vendor, Market customer, or the Market Manager may submit to the Market Manager or a Committee Vendor a complaint against a Vendor where there is reason to believe a violation of Market rules exists. The identity of the complainant will not be revealed by the Market. Vendors have the responsibility to report to the Market Manager when they witness and/or suspect an infraction of Market rules. The Market Manager will conduct an initial investigation of any complaint, which could include an on-site inspection. The investigation will include an attempt to obtain detailed information from the complainant, the alleged violator and other witnesses before a determination is made that a violation occurred.

Procedural Violations

Procedural violations include actions such as early parking, violation of maximum stall width, failure to properly license or label, use of a non-certified scale, failure to adequately weigh down tent, and other non-product legitimacy violations. The Market Manager will bring violations to the Vendor's attention for immediate remedy. Continual procedural violations may result in expulsion.

Product Legitimacy Violations

If a Vendor offers a product for sale at the Market and it is determined that the Vendor did not produce the product, the Vendor's Membership and vending privileges will be immediately terminated. A Vendor will not be eligible to re-apply for Membership in the Market until at least 12 months have expired since the date of the final termination determination and then only if the Vendor's application is approved by a two-thirds vote of the Committee.

13.0 RIGHT TO APPEAL

- Any Vendor whose vending and their rights have been terminated may appeal the determination.
- The Vendor will have fourteen (14) days from the date of receipt of the written determination to file a written appeal with the Market Manager.
- The Market Committee, (not including the Market Manger, though he/she may be present) or a committee of at least three Market Vendors appointed by the the Market Committee will hear the appeal within fourteen (14) days of the Market Manager's receipt of the Vendor's appeal request.
- If the determination is reversed on appeal, the Vendor's Membership and vending privileges will be immediately restored.
- In no event shall any person be entitled to recover damages from the Market for being denied vending privileges based on a good

faith enforcement of the Market's rules.

14.0 COVENANT TO HOLD HARMLESS

The Vendor agrees to indemnify and hold the the Dells Farmers Market harmless against and from any and all claims, damages, costs and expenses, including reasonable attorney's fees, arising from the conduct or management of the business conducted by a Vendor at the the Market. A Hold Harmless statement is included in the application; signature is required as part of a complete application.

Resource Contact Information

Weights & Measures, Department of Agriculture, Trade and Consumer Protection (DATCP)

(608) 224-4942, datcpweightsandmeasures@wisconsin.gov

Information on Licensing, Inspections, Food Safety, and Processing

(608) 224-4700, food@datcp.state.wi.us

Wisconsin Department of Revenue – Sellers Permits

(608) 266-2776 DORBusinessTax@revenue.wi.gov

Dells Farmers Market
2018 APPLICATION

VENDOR INFORMATION:

Business Name _____

Name of Vendor Contact _____

(Name used for Dells records.)

Address _____

City _____ State _____ Zip code _____

Primary Phone (_____) _____ Secondary Phone (_____) _____

E-mail _____ Fax _____

English-speaking contact (if necessary): Name: _____ Phone: (_____) _____

Business Website Link _____

Ownership Partners (if applicable): Each person must have proven ownership to be recognized as a partner with the primary the Market approved vendor.

Name Address, if different

Vendor _____

Vendor _____

Qualified Workers:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Documentation of Ownership Partners (IMPORTANT - if you have a business partner.)

Dells Farmers Market Rules require each partner have (a) a proven ownership of the enterprise and (b) substantial participation in production.

The intent is to show that each partner is "at risk" and involved.

1. Please provide **written documentation** of your partnership (other than spousal partnership). Documentation may include a written partnership agreement and other related documentation such as: a joint loan, joint checking account, receipts for production materials, or other evidence of ownership for each claimed partner).

2. Additionally:

-If the business is a federal partnership (1065), submit each Vendor's K-1 form for the previous year.

-If the business is a corporation (includes LLC), provide documentation of the total number of share and the number that each market

Vendor owns.

PRODUCTION INFORMATION:

Location of land or production facility:

Section _____ Town of _____ County _____

AND Address _____

Owner of land or production facility:

If owner is not one of the above listed partners, list complete address and phone number of landowner:

Size of Growing Area if applicable: (please state approximate size in acres) _____ Acres

Location, size, and number of greenhouses (if applicable): _____

Name of processor and location of plant (if applicable): _____

LICENSE, PERMIT, LABELING AND PERMISSION INFORMATION:

Record appropriate license/permit number AND provide copies of licenses and permits issued by regulatory agencies, as required. Provide a copy of the product label for all processed products to be sold.

- Nursery _____ Required if you sell perennials
- Growers _____ Required if you sell perennials
- Processing _____ Required to process food in an inspected facility
(licensed kitchen, meat processing, cheese making, juice processing, etc.)
- Mobile Retail License _____ Required if you sell potentially hazardous food.
- Warehouse License _____ Required if you sell potentially hazardous food.
- WI Retail Sellers Permit _____ Required if you sell any cut flowers, bakery goods,
ornamentals and other taxable items.

Organic Certification, list certifying agency and number _____

Other Issues:

- Liability Insurance – Vendor is responsible for their own personal and product liability insurance.
- Labeling – Vendor is responsible for meeting all labeling requirements. This includes stall signage if a Declaration of Responsibility is not provided on product labels.
- Certified Scale – Vendor is responsible for meeting scale certification requirements.
- Wild gathered items and maple syrup
- Identify the location(s) where items are gathered or tapped and attach permission of property owner where gathered or tapped. (Add additional pages as needed.)

Required Permits/Certifications/License Attached: ____ Yes ____ No Not Required

To learn more about Farmers' Market licensing/permits, please go to Dane County Public Health website:
<http://www.publichealthdnc.com/environmental/food/farmersmarket.cfm>

PRODUCT INFORMATION

This information is important in planning a well-balanced market with a wide variety of items available to customers. Please be as accurate and realistic as possible. Include only what you would grow or produce for Dells Farmers' Market.

Admission to the Market will be partly based on the prospective Vendor providing a product compatible with the Market's needs.

<p>Please check all products that you plan to sell at Dells FARMERS' MARKET:</p> <p><input type="checkbox"/> Nuts</p> <p><input type="checkbox"/> Houseplants</p> <p><input type="checkbox"/> Herb plants (license required if a perennial)</p> <p><input type="checkbox"/> Perennials/wildlings (license required)</p> <p><input type="checkbox"/> Eggs</p> <p><input type="checkbox"/> Maple Syrup</p> <p><input type="checkbox"/> Bedding plants (license required if a perennial)</p> <p><input type="checkbox"/> Herbs (fresh cut)</p> <p><input type="checkbox"/> Nursery stock (license required)</p> <p><input type="checkbox"/> Cut flowers (Required: attach a list of varieties to sell)</p> <p><input type="checkbox"/> Honey</p> <p><input type="checkbox"/> Sorghum</p> <p><input type="checkbox"/> Wild gathered items (attach location & permission of landowner)</p> <p><input type="checkbox"/> Heirloom varieties (attach list of types and varieties)</p> <p><input type="checkbox"/> Animal products other than meat (attach list)</p> <p>Processed Goods</p> <p><input type="checkbox"/> Baked Goods <input type="checkbox"/> Pasta <input type="checkbox"/> Candy <input type="checkbox"/> Cheese <input type="checkbox"/> Pesto <input type="checkbox"/></p> <p><input type="checkbox"/> Jams/Jellies <input type="checkbox"/> Herbal Oils <input type="checkbox"/> Herbal Vinegars <input type="checkbox"/> Pickles and Relishes <input type="checkbox"/> Canned Sauces</p> <p><input type="checkbox"/> Other _____</p> <p>Meat (check all that apply)</p> <p><input type="checkbox"/> Chicken <input type="checkbox"/> Turkey <input type="checkbox"/> Goose <input type="checkbox"/> Rabbit</p> <p><input type="checkbox"/> Pork <input type="checkbox"/> Beef <input type="checkbox"/> Venison <input type="checkbox"/> Lamb</p>	<p><input type="checkbox"/> Duck <input type="checkbox"/> Fish <input type="checkbox"/> Emu <input type="checkbox"/> Ostrich</p> <p>Other _____</p> <p>Raw (unprocessed) Fruit</p> <p><input type="checkbox"/> Apples <input type="checkbox"/> Cherries <input type="checkbox"/> Cranberries <input type="checkbox"/> Pears <input type="checkbox"/> Plums <input type="checkbox"/></p> <p><input type="checkbox"/> Raspberries <input type="checkbox"/> Strawberries <input type="checkbox"/> Blackberries <input type="checkbox"/> Apricots <input type="checkbox"/></p> <p><input type="checkbox"/> Elderberries <input type="checkbox"/> Grapes <input type="checkbox"/> Currants _____ Other _____</p> <p>Raw (unprocessed) Vegetables</p> <p><input type="checkbox"/> Asparagus <input type="checkbox"/> Beans <input type="checkbox"/> Beets <input type="checkbox"/> Bok Choy <input type="checkbox"/> Broccoli <input type="checkbox"/> Brussel Sprouts <input type="checkbox"/> Cabbage <input type="checkbox"/> Cantaloupe <input type="checkbox"/> Carrots <input type="checkbox"/> Cauliflower <input type="checkbox"/> Corn (Sweet) <input type="checkbox"/> Corn (popcorn) <input type="checkbox"/> Corn (Indian) <input type="checkbox"/> Cucumbers <input type="checkbox"/></p> <p><input type="checkbox"/> Eggplant <input type="checkbox"/> Garlic <input type="checkbox"/> Gourds <input type="checkbox"/> Greens <input type="checkbox"/> Kohlrabi <input type="checkbox"/> Leeks <input type="checkbox"/> Lettuce <input type="checkbox"/> Mushrooms <input type="checkbox"/> Okra <input type="checkbox"/> Onions (sweet or storage) <input type="checkbox"/> Onions (Green) <input type="checkbox"/> Peas (shell) <input type="checkbox"/> Peas (snap/pod) <input type="checkbox"/></p> <p><input type="checkbox"/> Peppers <input type="checkbox"/> Potatoes <input type="checkbox"/> Pumpkins</p> <p><input type="checkbox"/> Radishes <input type="checkbox"/> Rhubarb <input type="checkbox"/> Rutabaga <input type="checkbox"/> Soybeans (edible) <input type="checkbox"/></p> <p><input type="checkbox"/> Spinach <input type="checkbox"/> Squash (Summer) <input type="checkbox"/> Squash (Winter) <input type="checkbox"/> Tomatoes <input type="checkbox"/></p> <p><input type="checkbox"/> Turnips <input type="checkbox"/> Watercress <input type="checkbox"/> Watermelon <input type="checkbox"/> Shelled Peas or Beans (dried)</p> <p>Other _____</p> <p>_____</p> <p>_____</p> <p>If you need more space attach any additional sheets.</p>
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FEES

Market Stall Fees: (21 markets/excluding Sept. 16):

- Single Stall/Full Season, \$125.00 (10' stall)
- Single Stall/Daily Fee: \$10

Generators must be quiet and not interfere with the market setting. Electricity is not provided.

If you are unable to vend, you must contact the Market Manager no later than the Thursday (noon) prior to market. Two no shows without notifying the Market Manager are subject to removal of the market.

COVENANT TO HOLD HARMLESS

The Vendor agrees to indemnify and the Dells Farmers Market harmless against and from any and all claims, damages, costs and expenses, including reasonable attorney's fees, arising from the conduct or management of the business conducted by a Vendor at the Dells Farmers Market.

Applicant Signature _____ Date _____

AFFIDAVIT

I have read the Rules, regulations and policies as described for the Dells Farmers' Market and hereby agree to abide by them. Further, I agree to sell at the DELLS FARMERS' MARKET only such items as those listed above. I also acknowledge those products must be of my own production and produced at the locations described on my application. I acknowledge full responsibility for all my activities in the Market (and for those assisting me) throughout the term of this season's permit. I acknowledge the authority of the Market Manager to immediately settle any disputes regarding product legitimacy, procedural and vendor conduct violations subject to appeal under the procedures set forth in the Market Rules. I agree to allow for inspection of my records and of the premises where the products offered for sale are produced. The Market Manager and/or representatives of the Market will carry out these inspections at any time. Failure to allow an inspection will constitute a violation of Market policies. I understand that the DELLS FARMERS' MARKET does not carry any insurance policies to cover individual participants and that I may be required to carry such insurance.

Applicant Signature _____ Date _____

Stall Fee for 2018 enclosed \$ _____ Ck# _____

Make check payable to: Dells Farmers Market

Mail to: 300 La Crosse Street, Wisconsin Dells, WI 53965

Applications must be postmarked or date stamped by March 31st, 2018. Total amount must be included with the application for consideration. If your application is denied, your check will be returned to you. All vendors will be notified of **approval into the market by April 15, 2018.**

If you have questions about the Dells Farmers Market Application or Market Rules, please contact Nancy Holzem, 608-254-2012 x405, dellsfarmersmarket@gmail.com go to dellsfarmersmarket.com for more information.

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

**CITY OF WISCONSIN DELLS
RESOLUTION NO. _____**

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their March 11, 2019 meeting;

IT APPROVES the following amendments to the Downtown Design Standards:

Street Relationship Standards

3. Screening/fencing shall be compatible with the building architecture, including material palette and design elements, as well as other site features.
4. Chain link fencing shall not be allowed.

Edward E. Wojnicz, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays
Date Introduced: March 18, 2019
Date Passed:
Date Published:

Street Relationship

INTENT: To encourage streetscape enhancements that blend the public and private realms, while maintaining a consistent “street wall” (especially on Broadway Avenue).

SITE DESIGN



APPROPRIATE The ADA ramp is incorporated in the stair entrance and meets the needs of all users.



APPROPRIATE Portion of the building is set back from the street, creating a space for outdoor seating and activity without obstructing the sidewalk.



APPROPRIATE This outdoor plaza provides a unique space in downtown Dells that is welcomed by the City. However, continuation of the “street wall” along Broadway is also very important and should be considered when designing a building setback not consistent with the adjacent buildings. Excessively large breaks in Broadway Avenue’s “street wall” is discouraged.



Standards

1. Primary structures **shall** be built to the front property line, unless the setback will be used for an outdoor seating area, a hardscape plaza, or similar usable (accessible) space. See Recommendation “A” for more information.
2. A minimum of one functional building entrance **shall** be provided along the building facade facing the street. Buildings that face multiple streets **shall** provide an entrance facing the more prominent of the streets.
3. Screening/fencing **shall** be compatible with the building architecture, including material palette and design elements, as well as other site features.
4. Chain link fencing **shall not** be used.

Recommendations

- A. Building setback **should** be consistent along Broadway Avenue to continue the existing “street wall” appearance. A small break in the “street wall” is allowed, but loss of significant street frontage can be damaging to the overall feel/look of the downtown and is **discouraged**.
- B. Disabled access **should** be seamlessly incorporated into the building and site design. Facilities **should** be designed to provide inviting access to all users.

**ORDINANCE NO. A-839
(School District Rezoning Request)**

The City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE

The purpose of this ordinance is to amend the zoning of a Sauk County parcel per the request of the Wisconsin Dells School District.

SECTION II: PROVISIONS AMENDED

The zoning map for the City of Wisconsin Dells as set forth in the official map provided for in the Wisconsin Dells Code of Ordinances is hereby permanently amended so as to zone the territory as provided below.

SECTION III: PROPERTY REZONED

Sauk County Tax Parcel 291-0026-12000 (Lot 2 of Certified Survey Map 6737) is rezoned from C-4 Commercial-Large Scale to C-3 Commercial-Highway to accommodate the new high school.

SECTION IV: VALIDITY

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VI: EFFECTIVE DATE

This ordinance shall be in force from and after its introduction and publication as provided by statute.

SECTION VII:

This ordinance becomes a part of Zoning Map for the Wisconsin Dells.

Edward E. Wojnicz, Mayor

Nancy R. Holzem, City Clerk

First Reading Passed: February 18, 2019

Second Reading Passed:

Published: February 28, 2019

City of Wisconsin Dells

(Commercial Pedal Tour Quadricycles)

The City of Wisconsin Dells, Adams, Columbia, Juneau and Sauk Counties, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE

To regulate and license commercial quadricycles.

SECTION II: PROVISION CREATED

Wisconsin Dells Code Sec. 16.37 is created.

SECTION III: PROVISION AS CREATED:

16.37 Commercial Pedal Tour Quadricycles.

(1) Definition. In this section the following terms shall mean:

Commercial Quadricycle.

A vehicle with fully operational pedals for propulsion entirely by human power, that has four wheels, and is operated in a manner similar to a bicycle, that is equipped with at least 12 seats for passengers, that is designed to be occupied by a driver and passengers providing pedal power to the drive train of the vehicle that is used for commercial purposes.

(2) General Regulations.

- (a) Commercial quadricycles operating within the City shall comply with applicable City and State codes and regulations.
- (b) No person shall drive a commercial quadricycle upon any street, sidewalk or other public place in the City without first registering and obtaining a City license for such commercial quadricycle and securing a license/sticker which shall be conspicuously displayed at a uniform location designated by the Chief of Police.
- (c) No person shall park a commercial quadricycle upon any sidewalk or undesignated parking stall.

- (d) No person shall drink from or have in their possession an open container of fermented malt beverage or intoxicating liquor while on a commercial quadricycle.
 - (e) No glass beverage containers shall be carried on a commercial quadricycle while operated on the public way.
 - (f) Hours of operation. No person shall operate a commercial quadricycle except between the hours of 10:00 a.m. to 10:00 p.m. daily.
 - (g) No music or amplified sound shall be played, other than tour-type information relating to the area landmarks, history and amenities. There shall be no yelling or conversation conducted in such a manner that the sound carries to nearby residences or properties and is audible above the level of conversational speech at a distance of 50 feet or more from the point of origin of the sound.
- (3) License and registration required.
- (a) Application for registration and license for a commercial quadricycle shall be made by the owner of the quadricycle, in writing, upon forms furnished by the City. Such application shall be signed by the owner, reviewed by the Legislative Committee and approved by the City Council on an annual basis. The fee for an annual license shall be set by resolution of the City Council and paid to the City prior to issuance of a license. Such license shall be issued on the 1st day of April each year, or thereafter when applied for, and shall expire on the 31st day of March following its issuance.
 - (b) Upon payment of the necessary fees and approval of the City Council, the City may issue or cause to be issued a proper license plate/sticker. Transfer of the license to another person or quadricycle is prohibited.
 - (c) Revocation. A license may be revoked by the City for any of the following reasons:
 - 1. Failure to comply with any of the provisions of this section of the code.
 - 2. Violating any state statutes or City Code violations.

- (d) Any applicant whose license has been denied or revoked under the provisions of this section may appeal said denial or revocation to the Common Council.
- (4) Inspections.
- (a) The City shall require an initial and annual pedal tour quadricycle inspection to be conducted by the Police Department and may designate minimum safety standards for equipment and body defects. Commercial quadricycles that do not meet minimum inspection standards may be identified as "out of service" and shall not operate until such defects have been repaired and approved.
 - (b) The City shall have the right to examine and inspect any licensed commercial quadricycle at any reasonable time in order to ensure compliance with all applicable ordinances, laws and rules.
 - (c) If an inspector finds a commercial quadricycle in operation exhibiting continuing and present safety concerns, the commercial quadricycle may be immediately ordered out of service until necessary repairs are made or the safety concerns are resolved. Qualifying safety concerns may include but are not limited to failure to abide by applicable ordinances, laws or rules, flat tires, inoperable headlights or taillights, or other mechanical or operational issues making the vehicle presently unsafe to operate.
- (5) Equipment Requirements. Commercial quadricycles operating within the City shall be equipped with the following:
- (a) Lighting on the vehicle which shall be the following:
 - 1. A light on the front which shall emit a white light visible from a distance of 300 feet to the front.
 - 2. A taillight mounted on the rear, which when lighted shall emit a red light plainly visible from a distance of 500 feet to the rear.
 - 3. A brake light on the rear which shall emit a red light and which shall be actuated upon application of the service (foot) brake and which may, but need not, be incorporated with a taillight. Every brake light shall be plainly visible and understandable from a

distance of 300 feet to the rear, both during normal sunlight and at nighttime.

- (b) Rear signage which shall conform with those standards and specifications adopted by Wis. Adm. Code Ch. Trans 304, for slow-moving vehicles by the American Society of Agricultural Engineers standard ASAE, S276.3, or shall be an emblem of the same shape and size painted on such vehicle in a bright and conspicuous retro reflective red orange paint. Such emblem shall be mounted on the rear of such vehicles, in the approximate horizontal geometric center of the vehicle, at a height of three to five feet above the roadway, and shall be maintained at all times in a clean and reflective condition.
 - (c) A mirror capable of showing the driver a view of the roadway for a distance of 200 feet to the rear of the vehicle.
 - (d) A braking system, operable by the driver, that is capable of overriding all methods of propulsion and bringing the vehicle to a complete stop.
 - (e) A barrier on both sides of bench seating that restricts sliding beyond seating capacity.
- (6) Insurance. All quadricycles operating for commercial purposes must maintain the following insurance:
- (a) No owner of a commercial quadricycle or any other person shall operate or authorize any other person to operate a quadricycle for commercial purposes within the City unless the owner has in effect a policy of comprehensive general liability insurance issued by an insurance company duly authorized to do business in the State of Wisconsin, which policy provides for the payment of damages for bodily injury, loss of consortium or death of a person, and for injury to or destruction of property of a person or entity, due to the liability of the owner or operator of a quadricycle arising out of the ownership, operation, use, or maintenance of a quadricycle. The policy shall provide coverage with limits in an amount of not less than \$1,000,000.00 per accident. The policy shall provide that the insurer shall give notice to the City of any cancellation or nonrenewal of a policy.

- (b) The owner of a quadricycle shall maintain on file with the City Clerk's office a copy of the current policy of comprehensive general liability insurance required by subparagraph (a) above. Failure to comply with this provision shall result in the immediate suspension of the owner's rights and privileges to operate the quadricycle commercially within the City. Notice of suspension shall be given in writing by the Clerk or Chief of Police.

(7) Operator.

- (a) The operator of a commercial quadricycle must have a valid Wisconsin Driver's license to drive/operate a commercial quadricycle in the City.
- (b) No operator of a commercial quadricycle may consume alcohol while the commercial quadricycle is occupied by passengers.
- (c) No operator may operate a commercial quadricycle while the person has a blood alcohol concentration of more than 0.02; or while impaired by any substance/medication; or while distracted.
- (d) No operator may operate a commercial quadricycle on which any alcohol beverages are carried or consumed.
- (e) The owner or operator of a commercial quadricycle shall advise passengers that they may not consume alcohol on quadricycles and shall conspicuously post a notice of these restrictions upon the commercial quadricycle in a form and manner approved by the Wisconsin Dells Police Chief.

(8) Passengers.

- (a) No passenger may occupy a commercial quadricycle on a seat equipped with a pedal unless such person is physically able to sit upright in the seat and operate the pedals which power the vehicle.
- (b) Every passenger on a commercial quadricycle must have access to protective headgear approved by the American National Standards Institute (ANSI) or the Snell Memorial Foundation.

- (9) Quadricycle route.
- (a) The plan of operation of a licensed commercial quadricycle shall be reviewed by City staff and approved by the Chief of Police. The plan of operation must include the geographic area in which the quadricycle shall routinely operate and shall include a description of procedures for notifying police or other authorities when anticipated operation of a commercial quadricycle deviates from customary routes.
 - (b) Any deviation from this route shall include a description of procedures for notifying police or other authorities when anticipated operation of a quadricycle deviates from customary routes.
- (10) Failure of a licensee to comply with the regulations of this section shall constitute grounds for nonrenewal, suspension or revocation of the license.

SECTION IV: VALIDITY

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VI: EFFECTIVE DATE

This ordinance shall be in force from and after its introduction and publication and as provided by statute.

SECTION VII: PART OF CODE

This ordinance becomes a part of Wisconsin Dells Code, Chapter 16.

Edward Wojnicz, Mayor

Nancy R. Holzem, Clerk

INTRODUCED: _____

PUBLISHED: _____

PASSED: _____

CITY OF WISCONSIN DELLS
ORDINANCE NO. A-841
(BID Committee Structure)

The City of Wisconsin Dells, Adams, Columbia, Juneau and Sauk Counties, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE

The purpose of this ordinance is to reduce the number of Business Improvement District Committee members by one starting with the April 2019 appointments.

SECTION II: PROVISION AMENDED

Wisconsin Dells Code sec. 1.11(3) is amended.

SECTION III: PROVISION AS AMENDED:

1.11 BUSINESS IMPROVEMENT DISTRICT

- (3) The board shall consist of ~~ten (10)~~ **nine (9)** members appointed by the Mayor and confirmed by the Common Council. ~~Nine (9)~~ **Eight (8)** of the members shall serve staggered terms of three years and a member of the Common Council shall be appointed annually. A majority of the board shall own or occupy real property in the district.

SECTION IV: VALIDITY

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VI: EFFECTIVE DATE

This ordinance shall be in force from and after its introduction and publication and as provided by statute.

SECTION VII: PART OF CODE

This ordinance becomes a part of Wisconsin Dells Code, Chapter 1.

Edward E. Wojnicz, Mayor

Nancy R. Holzem, Clerk/Coordinator

First Reading Passed: February 18, 2019

Second Reading Passed:

Publication: February 28, 2019

CITY OF WISCONSIN DELLS
ORDINANCE NO. _____
(Portable Changeable Message Signs)

The City of Wisconsin Dells, Adams, Columbia, Juneau and Sauk Counties, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE

The purpose of this ordinance is to add portable changeable message signs to the sign code.

SECTION II: PROVISIONS RENUMBERED & CREATED

Wis. Dells Code sec. 22.02(26)-(39) is renumbered.

Wis. Dells Code sec. 22.02(26) is created

Wis. Dells Code sec. 22.05(18) is created

Wis. Dells Code sec. 22.09(8)-(14) is renumbered

Wis. Dells Code sec. 22.09(8) is created

SECTION III: PROVISION AS RENUMBERED & CREATED

Wis. Dells Code sec. 22.02(26)-(39) is renumbered to 22.02(27)-(40)

Wis. Dells Code sec. 22.02(26) is created as follows:

(26) Portable Changeable Message Sign – A 100% LED message sign, mounted on a trailer to be temporarily used for special events.

Wis. Dells Code sec. 22.05(18) is created as follows:

(18) Portable Changeable Message Signs that have been approved by the Design Review Committee (DRC) for a particular, temporary use.

Wis. Dells code sec. 22.09(8)-(14) is renumbered to 22.09(9)-(15)

Wis. Dells code sec. 22.09(8) is created as follows:

(8) Portable Changeable Message Signs.

- (a) Sign may be temporary located within a public right-of-way but may not be located so as to interfere in any way with the travel lanes of vehicle, bicycles or pedestrians.
- (b) Sign usage shall be approved on a case-by-case basis by the Design Review Committee.
- (c) Sign shall be primarily used for public benefit, such as event or festival information; and/or for safety or directional information.
- (d) When placed in the D.O.T. right-of-way, sign must comply with State regulations.
- (e) Each message shall remain in a fixed position for at least 6 seconds.
- (f) Display areas may be illuminated only to a degree of brightness that is reasonably necessary for adequate visibility. The Chief of Police, Director of Public Works, Code Enforcement Officer, Zoning Administrator, or their designee may require the brightness of the sign to be reduced if they determine the brightness to be excessive.

- (g) The brightness level of all messages must be uniform
- (h) Flashing, intermittent, or moving lights are prohibited, except those giving public service information, such as time, date, temperature, weather or similar information.
- (i) Sign shall not create a nuisance or safety hazard.
- (j) Maximum sign area shall be 64 square feet (8x8).
- (k) Changeable display area may be 100% of the total area of the portable changeable message sign.
- (l) Sign shall be in use no more than ____ days/hours before the event and shall be removed as soon as possible, but no more than ____ day/hours after the event or need.

SECTION IV: VALIDITY

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VI: EFFECTIVE DATE

This ordinance shall be in force from and after its introduction and publication and as provided by statute.

SECTION VII: PART OF CODE

This ordinance becomes a part of Wisconsin Dells Code, Chapter 22.

Edward E. Wojnicz, Mayor

Nancy R. Holzem, Clerk/Coordinator

First Reading Passed:

Second Reading Passed:

Publication: