

# CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description: COMMON COUNCIL MEETING

Date: MONDAY, DECEMBER 16, 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
<b>OPENING</b>				
1	Call to Order & Roll Call Attendance			
2	Pledge of Allegiance			
3	Approval of Consent Agenda Items: <ul style="list-style-type: none"> <li>a. November 18, 2019 Common Council Meeting Minutes</li> <li>b. Schedule of Bills Payable dated December 16, 2019</li> <li>c. Applications for Bartender Licenses</li> </ul>			
<b>AGENDA ITEMS</b>				
4	Citizen Appearances/Public Comment for Any Non-Agenda Item			
5	Application for a Special Events Permit Submitted by Wisconsin Dells Festivals Inc. for Automotion 2020 to be held in the Mt Olympus Parking Lot May 16-17, 2020			
6	Application for an Original Class B Beer & Class B Liquor License Submitted by Myrt and Lucy's Chat & Chew LLC, Marijo Zietlow Agent, for Myrt and Lucy's Chat & Chew Restaurant, 701 Broadway, for the Licensing Period of December 17, 2019 Through June 30, 2020 (Contingent upon sale of property and Skybox LLC surrendering their current license for this location)			
<b>RESOLUTIONS</b>				
7	Resolution to Approve Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC and Proceed with New General Obligation Notes to Fund TIF District #2 Projects			
8	Resolution to Approve 2020-2021 Election Workers and Chief Election Inspectors			
9	Resolution to Combine Columbia County Wards into One Reporting Unit for August and November 2020 Election Reporting Purposes, as Allowed by Wis. Statute 5.15(5)(b)			
10	Resolution to Approve First Amendment to Development Agreement with Concept Attractions of Wisconsin, Inc			
11	Resolution to Approve Updates for Roadway Functional Classification and Boundary Changes in Urban Areas as Requested by the Wisconsin Department of Transportation			
12	Resolution to Approve Site Plan Application Submitted by Horn Plastics Inc for Construction of an Additional Warehouse and Office Building at Their Existing Location of 825 Business Park Road			
<b>ORDINANCES</b>				
13	Second Reading of Proposed Ordinance to Amend the Sign Code Regarding Monument Signs, Roof Signs, Portable Signs, Projecting Signs; and to Match Language on Off-Premise Signs in C-1 and C-2 Districts			
14	First Reading of Proposed Ordinance to Make Various Amendments to the Zoning Code			

**CLOSING**

**15 Business for Referral to Subsequent Meetings**

**16 Adjourn**

**Nancy R. Holzem  
City Clerk/Coordinator  
Posted: December 13, 2019**

**Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.**

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. 71065

Council Date Granted: \_\_\_\_\_ Police Dept Verification: 11/26/19 By: [Signature]

License #: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Police Chief Recommendation: Approve: [Signature] Deny: \_\_\_\_\_

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

Name: Leifer Shalyn Marie  
Last First Middle

Home Address: 51425 Coon Bluff Road Wisconsin Dells WI 53965  
Street City State Zip

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

Date of Birth: 10/28/1997 Drivers License # L160-7939-7888-03 State WI

Phone Number: (608) 678-0750

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

License to be used at (Name of Wisconsin Dells Business): Woodside Sports Complex

Have you been convicted of a felony? 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:

Date	Nature of Offense	County	State

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: 11/22/2019

**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. 70982  
Council Date Granted: \_\_\_\_\_      Police Dept Verification: 11-15-19 By: JS  
License #: \_\_\_\_\_      Date Issued: \_\_\_\_\_      Police Chief Recommendation: Approve:  Deny: \_\_\_\_\_

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

Name Martinez - Olivares Luis A.  
Last First Middle  
Home Address 415 6th Ave Baraboo WI 53913  
Street City State Zip

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

Date of Birth: 09/29/2001      Drivers License # M635-5210-1349-08      State WI  
Phone Number: 608 448-9049

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

License to be used at (Name of Wisconsin Dells Business): San Antonio Mexican Restaurant

Have you been convicted of a felony?      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:

<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: [Signature]      Date: 11/11/2019







CITY OF WISCONSIN DELLS  
APPLICATION FOR  
SPECIAL EVENT and /or STREET CLOSING PERMIT

- Date Application Submitted: 11-18-2019 Application Fee \$ — Receipt No. N/A
- Application must be submitted to City Clerk no less than 10 days before the next Common Council meeting.
- Applications may not be amended after approval, unless done so by the Police Chief or designee.

**1. Applicant Information**

Applicant's Name Jenifer Dobbs  
 Organization/Business (if any) Wisconsin Dells Festivals, Inc.  
 Address (include city/zip) 701 Superior St, Wisconsin Dells, WI 53965  
 Contact Phone Number 608.254.9879 or 608.516.7101 Email Jenifer@wisdells.com

**2. Event Purpose**

Event Name or Title: Automotion 2020 Repeat Event?  Yes  No  
 Organization Associated with Event (if applicable) Wisconsin Dells Festivals, Inc. Non-profit Event?  Yes  No  
 Purpose of Event (Include detailed description of event/activities) Classic Car Show, Swap Meet, Car Corral, Live Entertainment & Kids Activities

**3. Event Information & Assembly**

Date(s) of the Actual Event 5/16/2020 & 5/17/2020 Mt. Olympus Parking lot  
 Date/Time event will assemble 5/14/2020 Date/Time event will begin 5/16/2020 - 7 am  
 Time event will end 5/17/2020 5:30 PM Time event will disband 5/18/2020 - 4 pm  
 Event website (if any) www.wisdells.com  
 Name of contact person on day of event Jenifer Dobbs Cell 608.516.7101

LIST STREETS/AREA TO BE CLOSED - ATTACH MAP OF PROPOSED CLOSURES & INDICATE PROPOSED USES:  
No street closures.

Number of Barricades Needed & Locations (if applicable) No barricades will be needed.  
Will this event include: Fireworks?  Yes  No If yes, a Fireworks Display Permit is needed.  
 Beer/Wine Sales?  Yes  No If yes, a Temporary Class B Beer/Wine License is needed.  
 If yes, please list who will be obtaining those permits/licenses: Lake Delton Lions Club

\*Approximate maximum number in attendance at one time Est 20,000 visitors to event  
 Attendance estimate based on? Research

**4. Entertainment/Amplified Music**

Any amplified music or announcing:  Yes  No  
 Describe entertainment area/location (if applicable):  
 Music provided by Wisconsin Hotrod Radio from 7 am to 5 pm both days in the lower parking lot.

## 5. Public Safety

Traffic Assistance Needed:  Yes  No If yes, location and time(s): Will work with both police departments to get show cars and spectators in and out of lot.

Police/Security Needed (may be assigned based on event details): No, we have hired on-site security.

EMS / Fire Dept. Needed (may be assigned based on event details) Yes – we contract an ambulance to be onsite.

## 6. Sanitation & Utilities

Temporary Electric Service needed:  Yes  No

Number of bathroom stall accommodations, if required: 70 Unisex 6 Handicapped Accessible in addition to permanent facilities.

## 7. Vendors

Merchandise and/ or Food Vendors: Yes, approx. 3 food vendors.

## 8. Parking Impact

List the number of parking stalls, and/or what parking lot(s) that will be affected and during what time:

No city lots will be affected.

## Municipal Code Chapter 24 – Special Events Regulations

### 24.01 DEFINITIONS

- A. Parade means any parade, march or procession of any kind and the assembly areas therefore.
- B. Highway has the meaning set forth in Sec. 340.01(22), Wis. Stats., and also includes areas owned by the City which are used principally for pedestrian or vehicular traffic.
- C. Special event shall be defined as any event whether for profit or not for profit which is to be held on any property within the control of the City of Wisconsin Dells.

### 24.02 PERMIT REQUIRED

No person shall form, direct, marshal, lead or participate in any parade on any highway under the jurisdiction of the City of Wisconsin Dells or hold a special event unless a permit has been obtained in advance as provided in this section; provided that, upon notification to the Chief of Police a parade on sidewalks and footways, in which persons move not more than two abreast and which does not substantially hinder normal use of the sidewalk or footway and conforms with traffic control devices and other traffic regulations may be conducted without a permit.

### 24.03 EXEMPTIONS FROM PERMIT REQUIREMENT

A permit is not required for assembling or movement of a funeral procession or Military Convoy. Any parade or special event sponsored by any agency of the Federal or State government, acting in its governmental capacity within the scope of its authority, shall be required to obtain a permit; however, shall be exempt from the parade permit fee contained in Section 11 of this section.

### 24.04 WHEN APPLICATION MUST BE MADE

A written application for a permit for any parade or special event shall be made by one of the organizers to the City Clerk on a form provided by the Clerk no less than 10 days in advance of the last regularly scheduled council meeting prior to the proposed event.

### 24.06 RECOMMENDATIONS OF GOVERNMENTAL AGENCIES

The Clerk shall submit a copy of the application to the Chief of Police and the Director of Public Works as well as any other affected departments. These departments shall report their findings to the Council at the next regularly scheduled Council meeting.

### 24.11 FEE

There shall be paid at the time of filing the application for a parade or special event permit a fee as established by resolution adopted pursuant to section 2.05.

### 24.12 CHARGE FOR INCREASED COSTS

Where the Police Chief and/or the Director of Public Works determines that the cost of municipal services incident to the staging of the parade or special event will be increased, the Council may require the permittee to pay an additional fee in the amount equal to the increased cost for the municipal services.

### Additional Items Provided with Application

**Additional Regulations for Large Special Events.** Special Events where it is reasonably expected that more than 400 people will be present on Public Rights-of-Way at any given time shall be subject to the following regulations:

- (a) **Insurance.** The Applicant shall obtain, at Applicant's sole expense, a policy of public liability insurance from an insurer licensed to issue policies in the State of Wisconsin, with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, with an endorsement naming the City of Wisconsin Dells as an additional insured and loss payee. The Applicant shall file with the City Clerk a certificate of insurance showing such coverage for the Special Event. Failure to file a certificate of insurance shall result in a revocation of the permit.
- (b) **Toilets and Sanitation Facilities.** The Applicant shall ensure that adequate toilet and sanitation facilities are available to all attendees during the Special Event, at the Applicant's sole expense.
  - (i) The required number of toilets may be met with toilets in private or public restrooms, with portable toilets, or any combination. Toilet facilities must comply with ADA requirements for accessibility.
  - (ii) If private restrooms are to be used to satisfy the toilet and sanitation requirement, then the following requirements must be met: (1) There must be a written agreement from the owner, agreeing to make the restrooms available to the public free of charge at all times that the event is underway, with a copy provided to the City; (2) the restrooms must be within 200 feet of the boundaries of the event area, (3) the location of the restrooms must be clearly indicated with signs.
  - (iii) If food will be consumed at the event, then hand-washing facilities must be available. If any number of the toilet requirement is met by portable toilets, then a portable hand-washing station must be provided, at least 1 for every 6 portable toilets.
- (c) **Waste and Recyclables.** The Applicant shall provide adequate solid-waste and recyclables collection and disposal, at the Applicant's sole expense. Applicant may not rely on City waste containers to meet this requirement.
  - (i) Adequately-sized trash and recyclable receptacles shall be positioned within the event area so that no attendee has to move more than 75 feet to reach them. Applicant shall be responsible for disposing of trash and recyclables at Applicant's expense and according to law, promptly upon conclusion of the Special Event. Receptacles must be marked to indicate waste or recyclables, reasonably sufficiently to prevent recyclables from being put into waste receptacles.
  - (ii) The required size and number of solid-waste and recyclables receptacles shall be according to standards determined by the Department of Public Works.
- (d) **Health, Safety and Security.** Applicants shall be responsible, at Applicant's sole expense, for ensuring that facilities are available for contacting emergency services, for crowd control, and for pedestrian safety, according to the following standards:
  - (i) Applicant shall be responsible for ensuring that activities conducted at the Special Event comply with all applicable health and safety laws. Applicant must ensure that there is adequate access for emergency vehicles. Applicant must provide communications facilities and assigned personnel within the event area for communicating with police, fire and emergency medical services. Applicant's plans for health and safety, submitted with their permit applications, will be reviewed by the Police and Fire Department for determination of adequacy on a case-by-case basis. Fire Department review shall include, but not be limited to, the requirements of International Fire Code Sections 403 and Chapter 24. Applicant shall comply with all Police and Fire Department directions for health and safety requirements.
  - (ii) Crowd control and pedestrian safety measures will be dependent on the circumstances of the particular event. Applicants shall submit a proposed crowd-control and pedestrian safety plan with their permit applications, which will then be reviewed by the Police Department for adequacy in light of all circumstances. Applicants shall provide information in addition to that provided on the application, as the Police Department reasonably requests.
  - (iii) If the Police Department determines that the crowd control and pedestrian safety requirements of the Special Event exceed the Police Department's capacity, in the Police Department's sole discretion, then the Applicant shall provide, at Applicant's sole expense, private security personnel that are employed by a firm that is approved by the Police Department.
  - (iv) Depending on circumstances, the City may require that additional sanitation, health, safety and security measures be provided by the Applicant. All additional measures shall be provided at the Applicant's sole expense.
  - (v) Applicant shall indemnify the City from, and shall reimburse the City for, all expenses incurred by the City in providing necessary health, safety and security services that are the responsibility of the Applicant under this Section.

### Applicant Signature

I hereby make an application for a Special Event and/or Street Closing Permit as detailed above. I agree to abide by the requirements of all City Ordinances and State Laws.

Print Name

Jenifer Dobbs

Signature James Dobb Date 11/13/19

**FOR OFFICE USE ONLY:**

Date Application Received by City Clerk: \_\_\_\_\_ Clerk's Initials \_\_\_\_\_

Map provided  Amount Due \_\_\_\_\_ Date Paid: \_\_\_\_\_

**Department Routing:**

Police \_\_\_\_\_  Fire \_\_\_\_\_  DPW \_\_\_\_\_  EMS \_\_\_\_\_

Common Council Meeting Date \_\_\_\_\_  Approved  Denied

# Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 12-17-2019 ending: 06-30-2020  
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the:  Town of } Wisconsin Dells  
 Village of }  
 City of }

County of Columbia Aldermanic Dist. No. \_\_\_\_\_  
 (if required by ordinance)

Check one:  Individual  Limited Liability Company  
 Partnership  Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456102902971502</u>	
FEIN Number <u>475425352</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>pd</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>pd</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>14.00</u>
<b>TOTAL FEE</b>	\$ <u>14.00</u>

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)  
Myrt and Lucy's Chat & Chew LLC

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

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Zietlow</u>	<u>Marjo</u>	<u>Jean</u>	<u>1017 Race St, Wisconsin Dells WI 53965</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Zietlow</u>	<u>Matthew</u>	<u>Duane</u>	<u>1017 Race St Wisconsin Dells WI 53965</u>
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Zietlow</u>	<u>Marjo</u>	<u>Jean</u>	<u>1017 Race St Wisconsin Dells WI 53965</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Myrt and Lucy's Chat & Chew Business Phone Number 608 253 0888

2. Address of Premises 701 Broadway Post Office & Zip Code Wisconsin Dells WI 53965

3. 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.)

701 Broadway  
Bar and dining room, outdoor patio  
kitchen, waitress area, closets, walk-in coolers, basement

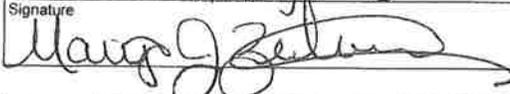
4. Legal description (omit if street address is given above): Bar Restaurant, patio-outdoor

5. (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? skybox llc

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain**  Yes  No
7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? **If yes, explain.**  Yes  No
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain**  Yes  No
9. (a) **Corporate/limited liability company applicants only:** Insert state Wisconsin and date 11-2015 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain**  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? **If yes, explain.**  Yes  
Active agent for Myrt and Lucy's at 414 Broadway WI DeLS  
moving locations to 701 Broadway WI DeLS
10. 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
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
12. 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.

Contact Person's Name (Last, First, M.I.) <u>Zietlow Marijo J</u>	Title/Member <u>President</u>	Date <u>11-26-19</u>
Signature 	Phone Number <u>6084323275</u>	Email Address <u>myrtandlucy@gmail.com</u>

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>11-26-2019</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

# Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Zietlow		Marijo		Jean	
Home Address (street/route)		Post Office	City	State	Zip Code
1017 Race St			Wisconsin Dells	WI	53965
Home Phone Number		Age	Date of Birth	Place of Birth	
608432.3275		33	05-30-1986	Rhinelander, WI	

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 Marijo Zietlow of Myrt and Lucy's  
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

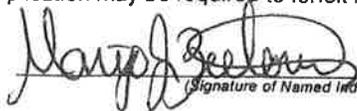
The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 33 years
- 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. Agent at 404 Broadway Wisconsin Dells  
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee 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
Myrt and Lucy's	404 Broadway WI Dells	11-2015	Present
Taste of New Orleans	901 Broadway WI Dells	06-2012	09-2014

**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)

# 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 an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

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

The undersigned duly authorized officer/member/manager of Myrt and Lucy Chat 3 Chew  
(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 \_\_\_\_\_  
(Trade Name)

located at 701 Broadway Wisconsin Dells WI 53965

appoints Marijo Jean Zietlow  
(Name of Appointed Agent)

1017 Pace St Wisconsin Dells WI 53965  
(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? 33 years

Place of residence last year 1017 Pace St Wisconsin Dells WI 53965

For: Myrt and Lucy's  
(Name of Corporation / Organization / Limited Liability Company)

By: Marijo Zietlow  
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

### ACCEPTANCE BY AGENT

I, Marijo Jean Zietlow, 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.

Marijo Zietlow 11-26-19 Agent's age 33  
(Signature of Agent) (Date)  
1017 Pace St Wisconsin Dells WI 53965 Date of birth 05-30-86  
(Home Address of Agent)

### 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 \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

original to police Dept 11-26-19

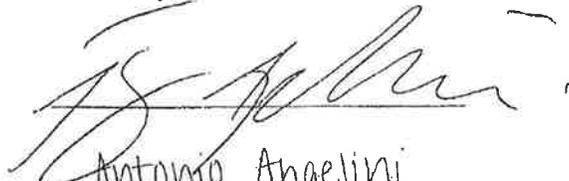
**Nancy R. Holzem  
City Clerk/Coordinator  
City of Wisconsin Dells**

**RE: Skybox LLC  
Liquor License Surrender  
701 Broadway Avenue  
Wisconsin Dells Wi 53965**

To Whom it May Concern,

This letter is to confirm that as owner of Skybox LLC located at the above referenced address, it is my intention to surrender my Class B Liquor License and Class B Beer License contingent on the sale of this property. It is also contingent on new Licenses being approved and issued to the Buyers Matthew and Marijo Zietlow doing business as Mryt and Lucy's Chat and Chew LLC. Thanks for your time and attention to this matter.

Sincerely,

  
Antonio Angelini

---

**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 Finance Committee from their December 16, 2019 meeting; it

Approves the Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC.; and to proceed with General Obligation Promissory Notes and Taxable General Obligation Promissory Notes to Fund TIF District #2 Projects.

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Attest:

\_\_\_\_\_  
Nancy R. Holzem, City Clerk/Coordinator

Vote: \_\_\_\_\_ ayes; \_\_\_\_\_ nays; \_\_\_\_\_ abs

Date Introduced:

Date Passed:

Date Published:



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC  
1025 SOUTH MOORLAND ROAD, SUITE 504  
BROOKFIELD, WI 53005  
414-434-9644  
FAX: 414-226-2014

## Municipal Advisory Agreement

### City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin

**\$4,750,000\* General Obligation Promissory Notes – 2020**  
**\$1,540,000\* Taxable General Obligation Promissory Notes - 2020**

Wisconsin Public Finance Professionals, LLC (“WFPF”) is a “municipal advisor” as defined by the Securities and Exchange Commission (“SEC”) Final Rule adopted September 18, 2013. WFPF is registered and regulated by the SEC and the Municipal Securities Rulemaking Board (“MSRB”). The City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin (“City”), hereby retains WFPF to serve as its “Municipal Advisor” in accordance with the terms and conditions of this Municipal Advisory Agreement (“Agreement”) effective the date of execution (the “Effective Date”). As Municipal Advisor, WFPF will have fiduciary duties, including a duty of care and a duty of loyalty. WFPF is required to act in the City’s best interests without regard to its own financial and other interests.

#### **MSRB Rule G-10 and G-42 Notifications, Disclosures of Conflicts of Interest and Other Information**

As a Municipal Advisor registered with the MSRB and the SEC, WFPF is required to provide certain notifications, disclosures and information to the City, in writing, no less than once each calendar year. Included on the last page of the Agreement are notifications and disclosures in accordance with MSRB Rule G-10 regarding a brochure available on the MSRB’s website at [www.msrb.org](http://www.msrb.org) that describes the protections available under MSRB rules and how to file a complaint with an appropriate regulatory authority; and, disclosures in accordance with MSRB Rule G-42 related to conflicts of interest and other information. All municipal advisory services are performed by employees of WFPF. WFPF has no relationships with other firms, or employees of the City, that could present a real or perceived conflict of interest. Carol Ann Wirth is the responsible party for WFPF in its relationship with the City.

#### **Scope of Municipal Advisory Services**

WFPF is engaged by the City as its Municipal Advisor to provide services with respect to the issuance of \$4,750,000\* General Obligation Promissory Notes and \$1,540,000\* Taxable General Obligation Promissory Notes, collectively referred to as the “Issues”), as follows:

##### **(a) Services to be Provided:**

1. Evaluate options or alternatives with respect to the proposed new Issues
2. Review financial and other information regarding City, the proposed Issues and any source of repayment of or security for the Issues
3. Consult with and/or advise City on actual or potential changes in market place practices, market conditions, regulatory requirements or other matters that may have an impact on the City and its financing plans, or related to its outstanding issues
4. Assist City in establishing a plan of financing - establish the structure, timing, terms and other similar matters concerning the Issues

\*Preliminary, subject to change.

5. Prepare the financing timeline
6. Consult and meet with representatives of City and its agents or consultants with respect to the Issues
7. Attend meetings of City's governing body, as requested
8. Advise City on the manner of sale of the Issues
9. For Issues to be sold at negotiated sale, assist City in the selection of an underwriter with the preparation of an RFP; participate in pricing discussions; and, advance City on the acceptability of the underwriter's pricing and offer to purchase.
10. For Issues to be sold at competitive sale, conduct steps necessary for the pricing and sale of the Issues, including preparation of the Official Notices of Sale and Bid Forms, advertise the sale of the Issues; assist potential bidders with submitting bids, verify bids received, recommend suitability of interest rates based on compliance with Official Notice of Sale and current market conditions.
11. Provide City with relevant data on comparable issues recently or currently being sold nationally and by comparable municipalities
12. Assist in the gathering of information with respect to financial, statistical and factual information relating to City in connection with the preparation of the Preliminary and Final Official Statement
13. Obtain CUSIP numbers and distribute an electronic version of the Preliminary and Final Official Statements
14. Advise City with regard to any continuing disclosure undertaking required to be entered into in connection with the Issues
15. Respond to questions from bidders, underwriters or potential investors
16. Prepare materials for, and participate in, presentation to rating agency
17. Work with bond counsel and other transaction participants to prepare and/or review necessary authorizing documentation of City and other documents necessary to finalize and close the Issues, and to issue an unqualified opinion approving the legality and tax status of the Issues
18. Coordinate closing, delivery of the new Issues and transfer of funds
19. Prepare a closing memorandum or transaction summary, together with general guidance for City with respect to the use of the Issues' proceeds and the payment of debt service; prepare final amortization schedules
20. Provide such other usual and customary municipal advisory services as may be requested by City including services related to debt management and preliminary structuring of potential future issues, credit management and continuing disclosure requirements
21. Advise City on potential refinancing opportunities of its outstanding issues
22. Advise City on potential exercise of optional call rights for outstanding issues

**(b) Limitations on Scope of Municipal Advisory Services.** The Scope of Municipal Advisory Services is subject to the following limitations:

(i) The scope of services is limited solely to the services described herein and is subject to any limitations set forth within the description of the Scope of Municipal Advisory Services.

(ii) Unless otherwise provided in the Scope of Municipal Advisory Services described herein, Municipal Advisor is not responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about Municipal Advisor provided by Municipal Advisor for inclusion in such documents.

(iii) The Scope of Municipal Advisory Services does not include tax, legal, accounting or engineering advice with respect to any Issue or in connection with any opinion or certificate rendered by counsel or any other person at closing; and, does not include review or advice on any feasibility study.

### **( c) Amendment to Scope of Municipal Advisory Services**

The Scope of Municipal Advisory Services may be changed only by written amendment or supplement to the Scope of Municipal Advisory Services described herein. The parties agree to amend or supplement the Scope of Municipal Advisory Services described herein promptly to reflect any material changes or additions to the Scope of Municipal Advisory Services

### **Municipal Advisor's Regulatory Duties When Servicing City**

MSRB Rule G-42 requires that Municipal Advisor make a reasonable inquiry as to the facts that are relevant to City's determination whether to proceed with a course of action with a course of action or that form the basis for and advice provided by Municipal Advisor to City. The rule also requires that Municipal Advisor undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. Municipal Advisor is also required under the rule to use reasonable diligence to know the essential facts about City and the authority of each person acting on City's behalf. The City agrees to cooperate, and to cause its agents to cooperate, with Municipal Advisor in carrying out these regulatory duties, including providing to Municipal Advisor accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties.

### **Term of this Engagement**

The term of this Agreement begins on the Effective Date and ends, unless earlier terminated as provided below, on December 31, 2022. This Agreement may be terminated with or without cause by either party upon the giving of at least sixty (60) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. In the event of termination, the Municipal Advisor shall be paid in full for any services performed to the date of that termination at the normal hourly rates (\$160/hour professional staff, \$90/hour support staff) for time actually spent. WFPF may not assign this Agreement without the City's prior written consent. The laws of the State of Wisconsin shall apply to this Agreement.

### **Compensation - Fees and Expenses**

WFPF's fee for services performed under this Agreement shall be \$18,750 for the \$4,750,000 General Obligation Promissory Notes and \$16,750 for the \$1,540,000 Taxable General Obligation Promissory Notes. WFPF's fee includes all necessary in-state travel and general out-of-pocket expenses i.e. supplies and copying. WFPF's fee is due and payable upon the closing of the Issues. The City shall pay the fees and expenses determined by each respective financing team participant (i.e. bond counsel, rating agency, fiscal agent, underwriter), and costs associated with the printing and distribution of Official Statements (\$1,000). If WFPF performs services under this Agreement, and, a financing is not consummated, WFPF shall be compensated at our normal hourly rates (\$160/hour professional staff, \$90/hour support staff) for time actually spent.

### **Limitation of Liability/Insurance**

In the absence of willful misconduct, bad faith, or reckless disregard of obligations or duties hereunder on the part of Municipal Advisor, Municipal Advisor shall have no liability to City for damages for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, or for any financial or other damages

resulting from City's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Municipal Advisor to the City. No recourse shall be had against Municipal Advisor for loss, damage, liability, cost or expense (whether direct, indirect or consequential) of City arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with the Issues or otherwise relating to the tax treatment of the Issues, or in connection with any opinion or certificate rendered by counsel or any other party. Notwithstanding the foregoing, nothing contained in this paragraph or elsewhere in this Agreement shall constitute a waiver by the City of any of its legal rights under applicable U.S. federal securities laws or any other laws whose applicability is not permitted to be contractually waived, nor shall it constitute a waiver or diminution of Municipal Advisor's fiduciary duty to City under Section 15B(c)(1) of the Securities Exchange Act of 1934, as amended, and the rules thereunder.

WFPF shall maintain, throughout the term of this Agreement, professional general liability insurance in the amount of \$1,000,000 per occurrence, having a \$5,000 deductible.

The City acknowledges that the City is responsible for the contents of Preliminary and Final Official Statements prepared for the Issues, and, is subject to, and may be held liable under, federal or state securities laws for misleading or incomplete disclosure.

**Authority**

The undersigned represents and warrants that he/she has full legal authority to execute this Agreement on behalf of the City. The following individual has the authority to direct Municipal Advisor's performance of its activities under this Agreement: Karen Terry, City Treasurer.

WISCONSIN PUBLIC FINANCE  
PROFESSIONALS, LLC

By *Carol Ann Wirth*  
Carol Ann Wirth, President

CITY OF WISCONSIN DELLS, WISCONSIN

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Wisconsin Public Finance Professionals, LLC

### MSRB Rule G-10 Disclosure - Notifications

- Wisconsin Public Finance Professionals, LLC (“WPFP”) is a Municipal Advisor registered with the Municipal Securities Rulemaking Board (“MSRB”) and the Securities and Exchange Commission (“SEC”).
- The MSRB’s website address is as follows: [www.msrb.org](http://www.msrb.org).
- A brochure is available on the MSRB website that describes protections available under MSRB rules and how to file a complaint with an appropriate regulatory authority.

### MSRB Rule G-42 Disclosure

1. Wisconsin Public Finance Professionals, LLC (“WPFP”) is an MSRB Registered Municipal Advisor that conducts all municipal advisory activities subject to the fiduciary standards of conduct.
2. The Form MA of WPFP along with the most recent Form MA-I for each MSRB associated person is posted in the Edgar Database located on the US Securities and Exchange Commission website ([www.sec.gov/edgar/searchedgar/companysearch.htm](http://www.sec.gov/edgar/searchedgar/companysearch.htm)) searching under the name “Wisconsin Public Finance Professionals, LLC.” If you require a hard-copy of any of these forms, please send a written request to the Firm’s Chief Compliance Officer’s attention at the address below.
3. To the best of our knowledge and belief, neither WPFP nor any Associated Person has any material undisclosed conflict of interest.
  - A. WPFP has no financial interest in, nor does WPFP receive any undisclosed compensation from, any firm or person that WPFP may use in providing any advice, service, or product to or on behalf of any WPFP client.
  - B. WPFP does not pay MSRB registered solicitors or other MSRB Registered Municipal Advisors directly or indirectly in order to obtain or retain an engagement to perform municipal advisory services for any municipal entity.
  - C. WPFP does not receive any payments from a third party to enlist WPFP’s recommendation of services, municipal securities transactions, or any municipal financial product or service.
  - D. WPFP does not have any undisclosed fee-splitting arrangements with any provider of investments or services to any municipal entity.
  - E. WPFP does not have any conflicts of interest arising from compensation for municipal activities to be performed that are contingent on the size or closing of any transaction for which WPFP is providing advice.
  - F. There is no other actual or potential conflict of interest that could reasonably be anticipated to impair WPFP’s ability to provide advice to any municipal entity in accordance with the standards of fiduciary conduct.
4. WPFP (“the Firm”) nor any of its Associated Person are not currently subject to or have been subject to any legal or disciplinary event that could be material to a client’s evaluation of the Firm or the integrity of its management or Associated Persons.

1025 South Moorland Road, Suite 504, Brookfield, WI 53005

CITY OF WISCONSIN DELLS  
RESOLUTION NO. \_\_\_\_\_

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that the following be approved as 2020-2021 Election Workers and Chief Election Inspectors for the City of Wisconsin Dells:

**District 1**

(Wards 1, 4, 7, 8, 10, 11, 12)

Betty Crum (Ward 1)  
227 Capital Street

Pat Hoesly (Ward 1)  
343 Glenwood Lane

**District 2**

(Wards 2, 5 & 9)

Lisa Kurz (Ward 2)  
1010 Bowman Road

Karen Wakefield (Ward 5)  
975 S. Grouse Lane

**District 3**

(Wards 3 & 6)

Clare Gaston (Ward 3)  
1601 Valley Drive

Gail Jermier (Ward 3)  
915 Broadway

Mary Alice Koch (Ward 3)  
836 Cynthia Lane

\*Joanne VanWie (Ward 3)  
1018 Weber Avenue

\*Marla White (Ward 3)  
1022 Crest Court

\*Chief Inspectors

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Attest: \_\_\_\_\_  
Nancy R. Holzem, City Clerk

Vote: \_\_\_\_\_ ayes \_\_\_\_\_ nays  
Date Introduced: December 16, 2019  
Date Passed:  
Date Published:

CITY OF WISCONSIN DELLS  
RESOLUTION NO. \_\_\_\_\_

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin,

WHEREAS, Wis. State Statute Sec. 5.15(6)(b) allows municipalities to combine wards for election reporting purposes if the municipality adopts an authorizing resolution,

WHEREAS, the **Columbia County portion** of the city has Wards 1, 2, 3, 6, 11 and 12;

WHEREAS, the City of Wisconsin Dells has a current population of 2788 and only one polling location;

WHEREAS, the combining of wards creates efficiencies in the election process and for the poll workers and electors on Election Day;

WHEREAS, all the necessary information as to the ward of each voter is still included in the combined poll book and is available if needed,

**NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wisconsin Dells, that pursuant to Wisconsin State Statutes 5.15(5)(b), for the August 11 and November 3, 2020 Elections there shall be one reporting unit for Columbia County Wards 1, 2, 3, and 6.**

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Attest: \_\_\_\_\_  
Nancy R. Holzem, City Clerk

Vote: \_\_\_ ayes, \_\_\_ nays, \_\_\_ abs.

Date Introduced:

Date Passed:

Date Published:

**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 December 16, 2019 meeting;

IT APPROVES the First Amendment to the City of Wisconsin Dells – Concept Attractions of Wisconsin Inc. Development Agreement dated September 16, 2019.

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Attest: \_\_\_\_\_  
Nancy R. Holzem, City Clerk

Vote: \_\_\_\_ ayes, \_\_\_\_ nays \_\_\_\_ abs.  
Date Introduced: December 16, 2019  
Date Passed:  
Date Published:

**First Amendment to  
City of Wisconsin Dells-Concept Attraction of Wisconsin, Inc.  
Development Agreement**

The Development Agreement dated September 16 2019 is amended as follows:

- 1.) City of Wisconsin Dells ("City") hereby consents to Concept Attractions of Wisconsin, Inc.'s ("CAW") collateral assignment of the Developer's Agreement between the City and CAW dated September 16, 2019 in favor of WBD, Inc. and/or the U.S. Small Business Administration ("SBA") for the purpose of securing payment of an SBA guaranteed loan to CAW.
  
- 2.) Concept Holding, LLC ("Concept Holdings") is made a party to the Development Agreement and to all related agreements including, without limitations, the Forgivable Loan Agreement and Promissory Note and the Encroachment Agreement, and Concept Holdings is jointly and severally the Developer with CAW.

CITY OF WISCONSIN DELLS

Dated: December \_\_\_\_, 2019

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Dated: December \_\_\_\_, 2019

\_\_\_\_\_  
Nancy R. Holzem, City Clerk

CONCEPT ATTRACTIONS OF WISCONSIN, INC

Dated: December \_\_\_\_, 2019

\_\_\_\_\_  
By:

CONCEPT HOLDINGS, LLC

Dated: December \_\_\_\_, 2019

\_\_\_\_\_  
By:

CITY OF WISCONSIN DELLS  
RESOLUTION NO. \_\_\_\_\_

ITEM 11

**Approval of Updates for the Functional Classification and Boundary Changes in Urban Areas**

**WHEREAS**, a comprehensive functional classification system and boundary review is conducted across the state of Wisconsin after the decennial census update; and

**WHEREAS**, the Village of Lake Delton and City of Wisconsin Dells area have been upgraded from a Rural Area to and Urban Area, and

**WHEREAS**, The City of Wisconsin Dells is a major stakeholder in the Urban Area, having the responsibility to direct, coordinate and administer federal continuing, comprehensive and coordinated transportation planning throughout the designated Urban Area, and

**WHEREAS**, the Federal Highway Administration has issued guidance related to the development of functional classification systems; and

**WHEREAS**, the Wisconsin Department of Transportation (WisDOT) has submitted changes to the functional classification system within the Village of Lake Delton/City of Wisconsin Dells Urban Area for review and approval; and

**WHEREAS**, said recent changes have been presented to the City of Wisconsin Dells Public Works Committee; and

**WHEREAS**, the changes proposed to the functional classification system are as attached as Exhibit A and the proposed change map is attached as Exhibit B; and

**WHEREAS**, the Wisconsin Dells Common Council has reviewed the proposed updates and, to the best of their knowledge, finds:

1. The proposed updates are consistent with the Federal Highway Administration's guidance;
2. The proposed updates are consistent with the Wisconsin Department of Transportation's recommendations and justifications;

**NOW, THEREFORE, BE IT RESOLVED** that the Wisconsin Dells Common Council approves updates to the Functional Classification system in the Village of Lake Delton/City of Wisconsin Dells Urban Area as outlined in the attached table and draft change map and the City Clerk is to transmit this Resolution to the appropriate State and Federal officials.

This resolution is hereby adopted by the Common Council of the City of this 16<sup>th</sup> day of December, 2019.

---

Edward E. Wojnicz  
Mayor

---

Nancy R. Holzem  
City Clerk/Coordinator

Proposed Functional Classification:

**Lake Delton - Wisconsin Dells**

No.	Route	Limits	From	To	Reason
1	STH 13	I-90 - STH 13	rMA	to uPA	ADT 5200-17100, spacing, landuse
2	STH 13	STH 23 - Chula Vista Pkwy	rMA	to uPA	ADT 3700-5900, spacing
3	River Road	STH 13 - STH 13	rMAC	to uMA	ADT 6600-7700
4	Superior/Oak/Elm/Cedar St	Wisconsin Ave - Washington Ave	rMIC	to uCOL	ADT > 750, CBD
5	La Cross St/Washington Ave	STH 13 - Vine St	rMIC	to uCOL	ADT 1800-3400, CBD
6	Wisconsin Ave	River Road - Cedar St	rMIC	to uCOL	ADT 1200-1400, CBD
7	Vine St	Washington Ave - STH 13	rMIC	to uCOL	ADT 1700, High School, Middle School
8	USH 12	I-90 - STH 13	rMAC	to uMA	ADT 3600-3800 (Close to PA but parallels I-90)
9	USH 12	STH 13 - Wis Dells Pkwy	rMA	to uPA	ADT 7300-9300
10	CTH N	60th St - USH 12	rMAC	to uCOL	Rural-Urban Interface, continuity, ADT 420
11	60th St	CTH N - USH 12	rMIC	to uLOC	ADT 200
12	CTH H	I-90/UAB - STH 13	rMAC	to uMA	ADT 2700 (Make CTH H all MA or all MAC/COL), continuity
13	Trout Rd	Lake Shore Dr - STH 13	rLOC	to uCOL	Est ADT > 750 (WISLR linework needs to be updated at Lake Shore), connects to PA
14	Berry Ln/Birchwood Rd/Commerce St	Lake Shore Dr - Xanadu Rd	rLOC	to uCOL	Est ADT > 750 (WISLR linework needs to be updated at Lake Shore), connects to PA
15	Ishnala Rd/Fern Dell Rd/Buritt Ave	STH 23 - USH 12	rMA	to uCOL	ADT 1100, spacing, connects to PA
16	Gasser Rd	Ishnala - Kalahari Dr	rLOC	to uCOL	Est ADT > 750, Landuse, serves Kalahari
17	CTH A	CTH T - USH 12	rMAC	to uMA	ADT 3700 (Make CTH A all MA or all MAC/COL), continuity
18	Canyon Rd	STH 23 - CTH A	rMIC	to uCOL	Est ADT > 750 (Route around Lake Delton)
19	Hiawatha Dr	USH 12 - CTH A	rMIC	to uCOL	Est ADT > 750 (Route around Lake Delton)
20	Chula Vista Prky	River Rd - STH 13	rMIC	to uCOL	Est ADT > 750, land use, serves gold course & Chula Vista Resort
21	Lake Shore Dr/Berry Lane	Birchwood Rd - Trout Rd	rLOC	to uCOL	Est ADT & continuity
22	Kalahari Dr	Gasser Rd	rLOC	to uCOL	Est ADT > 750 and serves Kalahari Complex

# LAKE DELTON - WISCONSIN DELLS

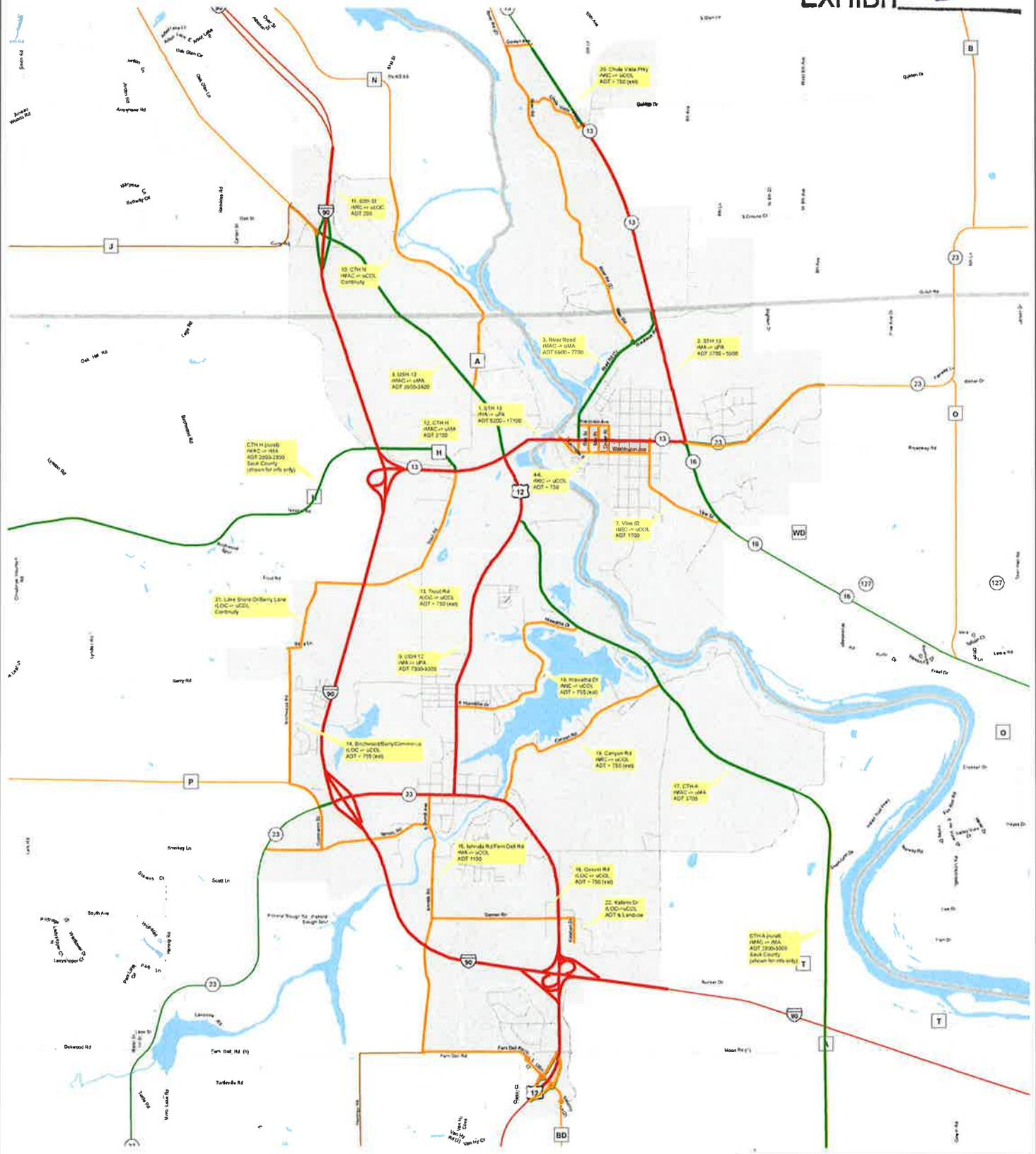
Functional Classification

DRAFT

EXHIBIT

B

LAKE DELTON - WISCONSIN DELLS



**Legend**

Existing Planned*		Other	
<span style="color: red;">—</span>	Principal Arterial		Railroads
<span style="color: orange;">—</span>	Minor Arterial		Lakes, Rivers, Streams
<span style="color: yellow;">—</span>	Collector		City/Village Boundary
<span style="color: green;">—</span>	Local		Urban (zoned) Area
			Other surrounding urban (zoned) area
			Rural Area
			County Boundary

\*NOTE: All planned route activities are approximations only.

The information on these maps and produced from these maps are created for the official use of the Wisconsin Department of Transportation (WisDOT). Any other use, while not prohibited, is the sole responsibility of the user. WisDOT expressly disclaims all liability regarding the use of the information for other than official WisDOT business.

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 City Plan Commission from their December 9, 2019 meeting;

IT APPROVES the Site Plan Application submitted by Horn Plastics Inc. for the construction of an additional warehouse and an office building at their current location at 825 Business Park Road, Columbia County Parcel 11291-1497.12, with the condition that the applicant cooperate with any corrections required to address storm water issues created by this new construction.

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

Attest: \_\_\_\_\_  
Nancy R. Holzem, City Clerk

Vote: \_\_\_\_ ayes, \_\_\_\_ nays \_\_\_\_ abs.  
Date Introduced: December 16, 2019  
Date Passed:  
Date Published:

# 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
Receipt number	71074
Application number	SP 16-2019

**1. Applicant Information**

Applicant name Horn Plastics Inc

Street address 825 Business Park Rd

City Wisconsin Dells

State and zip code WI 53965

Daytime telephone number 701-552-7527 / 608-253-6848

Fax number, if any \_\_\_\_\_

E-mail, if any jhaarstick@superslide.com

**2. Subject property information**

Street address	<u>825 Business Park Rd</u>	
Parcel number	<u>1497.12</u>	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)	<u>I-1 industrial</u>	
Describe the current use	<u>Wholesale distribution of high wear, non-stick engineered plastic.</u>	

**3. Proposed use.** Describe the proposed use.

Expand warehouse facilities and additional indoor storage.

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

No change to hours of operations, Monday-Friday 8AM-5PM.  
More product will be stored indoors.

**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.

Additional driveway to street added.  
Loading dock attached to new building for faster and safer loading and unloading of trailers.



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

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.

	11/14/19
Applicant Signature	Date

Site Plan Application – Horn Plastics Inc  
825 Business Park Rd  
Staff Report for Plan Commission, 12/09/2019

The City of Wis. Dells has received a Site Plan Application from Horn Plastic Inc to construct a new building for their existing “Industrial, light” use in the Business Park located at 825 Business Park Rd, which is located on City of Wis. Dells parcel 11291-1497.12. This area is zoned I-1 Industrial, which allows “Industrial, light” as a use Permitted by Right. All new commercial buildings require Site Plan approval.

The existing use operates out of a large building and requires there bulk product to be store outdoors. They would like to add an additional building to allow more project to be stored inside and include a loading dock accessed by a new drive. The operating hours at this facility would remain the same, Monday – Friday 8am-5pm. This expansion does not involve any increase in employees, so additional parking is not required.

The warehouse building would be approximately 50ft x 120ft. It appears the total construction site will be approximately 0.5 acre, which is less than the 1 acre threshold to require a DNR storm water permit. This is an approximately 4 acre site, so the storm water should run across a far amount of grass to the street storm water system. A swale should be graded into the site to ensure the storm water will not run off onto any neighboring properties.

There appears to be close to a 10 ft drop in grade from the building site down to Business Park Rd. The applicant will pave 50 ft in from Business Park Rd., but is trying to determine if they can include some gravel in the driveway after that. Being in the Business Park, maintaining some gravel is not prohibited, but given the grade drop down the drive, the applicant must ensure gravel isn’t washed off the site and/or onto the street. The 50 ft paved area should help, but the gravel should be graded to prevent channeling and get the water off to the side onto the grass. If graded property, with grass swales and potentially some retention, the storm water make not be an issue. The applicant has been made aware that if a storm water issue does arise, they will be responsible to address it. The applicant would consider paving the whole drive, which should eliminate the washout concern. However, the increase impervious area and increase peak flows, and there is still the possibility of storm water issues. The applicant has stated they understand they will need to address any storm water issues that may arise. This could include paving the entire driveway and ensuring there are not flooding issues downstream.

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

1. The applicant will cooperate with any corrections required to address storm water issues created by this new construction.

Chris Tollaksen  
City of Wis. Dells  
12/06/2019

**Final Submittal**



**Initial Submittal**



CITY OF WISCONSIN DELLS  
ORDINANCE NO. A-848  
(Sign Code Updates)

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 update the sign code pertaining to monument signs, roof signs, portable signs, projecting signs and off-premise signs.

SECTION II: PROVISIONS AMENDED

Wisconsin Dells Code sec. 22.02, 22.05, 22.09 AND 22.10

SECTION III: PROVISIONS AS AMENDED:

Section 22.02 Definitions

- (18) Monument Sign: a detached, self-supporting sign mounted or incorporated into a solid base. *(In certain cases the base may have two (2) separate legs that are no taller than the width of the base, with approval of the DRC).*
- (33) Roof Sign: any sign erected, constructed or maintained wholly upon or above the roof of any building with the principal support attached to the roof structure. The Design Review Committee may consider signs technically attached to the roof of a structure a "Wall Sign" if such sign is within eighteen (18) inches of the building wall and projects no more than 5 feet above the roof line of the building

Section 22.05 Exemptions

The following signs are exempt from the permit requirements of this ordinance:

- (16) Sandwich boards, "A" frame and Pedestal Signs in the C-1 or C-2 District, following the downtown design standard and subject to review of the Design Review Committee (DRC).

Section 22.09 General Sign Regulations

- (9) Portable Signs.
- (a) Location. The sign shall be located within ten (10) feet of the business entrance, but shall not be placed in a location where the public paved area for passage is reduced to less than six (6) continuous feet in width or within twelve (12) feet of an intersection, driveway, public stairwell or crosswalk. Where possible, portable signs shall be located on private property. *C-1 and* C-2 Zoning District. The Design Review Committee may approve signs on public property in the *C-1 and* C-2 Zoning District. Where possible the signs are to be located in the dedicated terrace area, which is delineated from the public walking path as colored and stamped concrete or pavers that separates the walking path from the vehicle lanes.
- (b) Usage. The sign shall only be used during business hours.

(c) Material. The sign shall be made of a durable material such as wood or metal.

(10) Projecting Signs.

- (a) Area Limitations. Projecting signs shall not exceed three hundred (300) square feet on each side, or as defined in Code Sec. 22.10, whichever is stricter.
- (b) Projection over Public Property. Every projecting sign shall be placed at least ten (10) feet above the public sidewalk over which it is erected. No projecting sign shall project more than four (4) feet, six (6) inches into the public way. *Off-Broadway Exception: The Design Review Committee may allow a projecting sign that is NOT ON BROADWAY to project up to six (6) feet into the public way. Following notification of property owners & business operators within 50 feet of the subject parcel, the Design Review Committee shall determine that such projection would not cause undue hardship to a neighboring business.*
- (c) Height. The highest point of a projecting sign shall be no more than ten (10) feet above the roof line of the building upon which the projecting sign is placed, or as defined in Code Sec. 22.10, whichever is stricter.
- (d) Content. Projecting signs shall promote or relate only to on- premises goods, services or activities.
- (e) Placement. Projecting signs shall be a minimum of forty (40) feet apart; except that each building or business may have a projecting sign.
- (f) Declaration of Policy. The erection of a projecting sign over the public right-of-way is declared to be a privilege granted by the City of Wisconsin Dells. There is no guarantee that all applications for projecting signs will be approved or that all designs will be permitted. Applications will be considered on a case by case basis and evaluated on their contribution to downtown Wisconsin Dells.

Section 22.10 Specific Sign Requirements, per Zoning District

(4) C-2 Downtown Commercial Zoning District.

- (a) Total Allowable Sign Area. The total sign area permitted (i.e. all sign areas within a facade combined) shall not exceed five (5) square feet per one (1) lineal foot of business frontage with the minimum of 144 square feet and a maximum of 300 square feet allowed.
- (b) Permitted Signs. The following signs or other advertising structures are permitted: Directional signs; Marquee/Awning/Canopy Signs; Monument signs; *Portable Signs*, Projecting and Blade signs; Temporary signs; Wall signs; and, Window Signs. See Table (E) for restrictions on these permitted signs.
- (c) Off-Premise Signs. Off-premise signs are prohibited; meaning content of signs is limited to the business, service, and activity available or conducted on the subject lot, except in the following condition.
  - (i) When a business or service does not have direct access to a public street, signs directing traffic to the subject business or service may be located off premises at the nearest point of access. Such signs are counted as part of the total allowable sign area.

- (5) C-1 Neighborhood Commercial, C-3 Highway Commercial, C-4 Large-scale Commercial, and M-1 Mixed Use Zoning Districts.
- (a) Permitted Signs. The following signs or other advertising structures are permitted: Directional signs; Marquee/Awning/Canopy Signs; Monument signs; Pole signs; *Portable Signs*; Projecting and Blade signs; Roof signs; Temporary signs; Wall signs; Wind signs; and, Window Signs.
- (b) Off-Premise Signs. Off-premise signs are prohibited; meaning content of signs is limited to the business, service, and activity available or conducted on the subject lot, except in the following condition.*
- (i) When a business or service does not have direct access to a public street, signs directing traffic to the subject business or service may be located off premises at the nearest point of access. Such signs are counted as part of the total allowable sign area.*

~~*(b) Prohibited Signs. Off-premise signs are prohibited in the C-1 Commercial neighborhood Zoning 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 22.

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Edward E. Wojnicz, Mayor

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Nancy R. Holzem, Clerk/Coordinator

First Reading Passed: November 18, 2019

Second Reading Passed:

Publication: November 28, 2019

ORDINANCE NO. \_\_\_\_\_  
(Zoning Code Updates)

ITEM 14

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

SECTION I: PURPOSE

To make several zoning code changes based on the recommendation of the City Plan Commission from their Public Hearing on December 6, 2019.

SECTION II: PROVISIONS AMENDED AND CREATED

- A. Exhibit 5-1 Principal Uses by District is amended
- B. Exhibit 5-2 Accessory Uses by District is amended
- C. Code Sec. 19.110 is amended
- D. Code Sec. 19.674 is amended
- E. Code Sec. 19.677 is created
- F. Code Sec. 19.678 is created
- G. Code Sec. 19.710(3) is created
- H. Code Sec. 19.803(1) is amended
- I. Code Sec. 19.823 is amended

SECTION III: PROVISIONS AS AMENDED AND CREATED

Amendments and Creations as attached as Exhibit A.

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 19

\_\_\_\_\_  
Edward E. Wojnicz, Mayor

\_\_\_\_\_  
Nancy R. Holzem, Clerk/Coordinator

First Reading:

Second Reading:

Published:

5-1. Principal uses by district - continued

8.0	General Services	A-1	A-2	D-1	R-1	R-2	R-3	R-5	R-9	C-1	C-2	C-3	C-4	M-1	I-1	Special Standards
8.1	Administrative services	-	-	-	-	-	-	-	-	C	P	P	P	P	-	
8.2	Body-piercing establishment	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.712
8.3	Commercial kennel	-	-	-	-	-	-	-	-	-	-	C	-	-	C	19.713
8.4	Financial services	-	-	-	-	-	-	-	-	P	P	P	-	P	-	
8.5	Funeral home	-	-	-	-	-	-	-	-	C	P	P	-	C	-	
8.6	General services	-	-	-	-	-	-	-	-	C	P	P	-	C	-	
8.7	Professional services	-	-	-	-	-	-	-	-	C	P	P	-	P	-	
8.8	Sexually-oriented business	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.714
8.9	Tattoo establishment	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.715
8.10	Veterinary clinic, large animal	C	C	-	-	-	-	-	-	-	-	P	-	-	P	19.716
8.10	Veterinary clinic, small animal	C	C	-	-	-	-	-	-	C	-	P	-	C	P	19.717
8.11	Skilled trade services	-	-	-	-	-	-	-	-	C	-	C	-	C	P	
<b>9.0 Rental and General Repair</b>																
9.1	General repair	-	-	-	-	-	-	-	-	C	-	P	-	-	P	
9.2	Large equipment rental	-	-	-	-	-	-	-	-	-	-	P	-	-	P	
9.3	Small equipment rental	-	-	-	-	-	-	-	-	-	-	P	-	-	P	
<b>10.0 Vehicle Trade and Service</b>																
10.1	Specialty vehicle sales and rental	-	-	-	-	-	-	-	-	-	-	P	-	-	P	
10.2	Vehicle fuel sales	-	-	-	-	-	-	-	-	C	C[5]	P	C	C	-	
10.3	Vehicle repair	-	-	-	-	-	-	-	-	-	C	P	C	-	P	19.718
10.4	Vehicle sales and rental	-	-	-	-	-	-	-	-	-	-	P	-	-	C	19.719
10.5	Vehicle services	-	-	-	-	-	-	-	-	C	C	P	-	C	-	
<b>11.0 General Storage</b>																
11.1	Agricultural commodity storage facility	P	P	-	-	-	-	-	-	-	-	-	-	-	P	
11.2	Fuel tank farm	-	-	-	-	-	-	-	-	-	-	-	-	-	C	
11.3	Mini-storage facility	-	-	-	-	-	-	-	-	-	-	C	-	-	P	19.720
11.4	Truck terminal	-	-	-	-	-	-	-	-	-	-	-	-	-	P	
11.5	Warehouse	-	-	-	-	-	-	-	-	-	-	-	C	-	P	
<b>12.0 Recreation / Sports / Entertainment</b>																
12.1	Amusement ride	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19.721
12.2	Animal menagerie	-	-	-	-	-	-	-	-	-	-	C	-	-	-	19.722
12.3	Casino	-	-	-	-	-	-	-	-	-	C	P	P	P	-	
12.4	Indoor entertainment	-	-	-	-	-	-	-	-	-	P	P	P	C	C	
12.5	Indoor recreation	-	-	-	-	-	-	-	-	C	P	P	P	C	-	
12.6	Golf course / driving range	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
12.7	Miniature golf	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
12.8	Outdoor entertainment	-	-	-	-	-	-	-	-	-	-	C	C	-	C	
12.9	Park	P	P	P	C	C	C	C	C	C	C	C	C	C	C	
12.10	Recreational trail	P	P	P	C	C	C	C	C	C	C	C	C	C	C	
12.11	Sports/fitness	-	-	-	-	-	-	-	-	C	P	P	P	P	-	
<b>13.0 Community Services / Uses</b>																
13.1	Administrative governmental center	-	-	-	C	C	C	C	-	C	P	-	-	C	-	
13.2	Animal shelter	C	C	-	-	-	-	-	-	-	-	-	-	-	C	19.723
13.3	Cemetery	P	P	-	P	P	P	-	-	-	-	P	-	-	-	19.724
13.4	Civic use facility	-	-	-	-	-	-	-	-	-	-	P	C	-	-	
13.5	Community center	-	-	-	C	C	C	C	-	C	P	P	-	-	-	
13.6	Community cultural facility	-	-	-	C	C	C	C	-	C	P	P	-	-	P	
13.7	Community garden	P	P	-	C	C	C	C	C	-	C	P	-	-	P	
13.8	Public safety facility	-	-	-	-	-	-	-	-	C	P	P	-	-	C	
13.9	Worship facility	-	-	-	C	C	C	C	-	C	P	P	-	-	C	

5-1. Principal uses by district - continued

14.0	Health Care	D-1											Special Standards			
		A-1	A-2	[1]	R-1	R-2	R-3	R-5	R-9	C-1	C-2	C-3		C-4	M-1	I-1
14.1	Health care office	-	-	-	-	-	-	-	-	C	P	P	-	P	-	
14.2	Health care center	-	-	-	-	-	-	-	-	-	-	P	-	C	-	
<b>15.0 Education</b>																
15.1	Commercial education facility	-	-	-	-	-	-	-	-	C	P	-	C	-		
15.2	Educational facility (K-12)	-	-	-	C	C	C	C	-	C	-	P	-	C	-	
15.3	Educational facility (higher education)	-	-	-	-	-	-	-	-	-	-	P	-	C	-	
15.4	Instructional facility	-	-	-	-	-	-	-	-	C	P	P	C	C	-	
<b>16.0 Solid Waste Management</b>																
16.1	Composting facility	P	P	-	-	-	-	-	-	-	-	-	-	-	C	19.725
16.2	Recycling center	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.726
16.3	Solid waste transfer station	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.727
<b>17.0 Telecommunications and Utilities</b>																
17.1	Concealed telecommunications antennae	P	P	-	-	-	-	-	-	P	P	P	P	P	P	19.728
17.2	Unconcealed telecommunications antennae	C	C	-	-	-	-	-	-	-	-	-	-	-	C	19.728
17.3	Utility installation	C	C	C	C	C	C	C	C	C	C	C	C	C	P	
<b>18.0 Transportation</b>																
18.1	Bus/rail transit terminal	-	-	-	-	-	-	-	-	-	P	P	P	C	-	
18.2	Marina	C	C	-	-	-	-	-	-	C	C	C	C	C	C	
18.3	Parking lot, off-site	-	-	-	-	-	-	-	-	C	C	C	C	C	C	
18.4	Parking structure	-	-	-	-	-	-	-	-	C	C	C	C	C	C	
18.5	Railroad line	C	C	C	C	C	C	C	C	C	C	C	C	C	C	
18.6	Street	P	P	-	P	P	P	P	P	P	P	P	P	P	P	
18.7	Taxi cab dispatch terminal	-	-	-	-	-	-	-	-	C	C	C	C	C	-	
<b>19.0 Industrial</b>																
19.1	Artisan shop	-	-	-	-	-	-	-	-	P	P	P	P	C	P	
19.2	Contractor yard	-	-	-	-	-	-	-	-	-	-	-	-	-	P	19.729
19.3	Industrial, heavy	-	-	-	-	-	-	-	-	-	-	-	-	-	C	
19.4	Industrial, light	-	-	-	-	-	-	-	-	-	-	-	-	-	P	

Key to table:

- The use is not permitted in the district
- C The use is allowed through the conditional use process
- P The use is permitted provided the standards are met, if any

Notes:

1. Non-residential buildings and structures may be allowed in this district through the conditional use process when used in conjunction with a permitted use.
2. In this district, one two-family residence is permitted, subject to site plan approval, on those lots denoted for such use on the face of final subdivision plat or certified survey map as approved by the common council after May 21, 2007.
3. Refer to Section 19.636 for special provisions that may apply
4. Refer to Section 19.637 for special provisions that may apply
5. This use is limited to lands East of Church Street.

**5(e)**

**Exhibit 5-2. Accessory uses by district**

20.0	Accessory Use	A-1	A-2	D-1	R-1	R-2	R-3	R-5	R-9	C-1	C-2	C-3	C-4	M-1	I-1	Special Standards
20.1	Adult family home	-	-	-	P	P	P	P	P	P	-	-	-	P	-	19.800
20.2	Amateur radio station	-	-	-	P	P	P	P	P	-	-	-	-	P	-	19.801
20.3	ATM, exterior	-	-	-	-	-	-	-	-	C	P	P	P	P	-	19.802
20.3	ATM, interior	-	-	-	-	-	-	-	-	C	P	P	P	P	-	19.802
20.4	Bed and breakfast	-	-	-	C	C	C	-	-	C	C	C	C	C	-	19.803
20.5	Boat dock	C	C	C	C	C	C	C	C	C	C	C	C	C	C	19.804
20.6	Drive-up service window	-	-	-	-	-	-	-	-	C	C	C	C	C	C	19.804
20.625	Exterior Activity Area	P	P	-	C	C	C	C	C	P	P	P	P	C	P	19.8045
20.7	Family day care home	-	-	-	P	P	P	P	P	P	-	-	-	P	-	19.805
20.8	Fence	P	P	P	P	P	P	P	P	P	P	P	P	P	P	19.806
20.9	Foster home and treatment foster home	P	P	-	P	P	P	P	P	P	-	-	-	P	-	19.807
20.10	Garage, nonresidential	P	P	-	-	-	-	-	-	C	C	C	C	C	C	19.808
20.11	Garage, residential	-	-	-	P	P	P	P	P	P	-	-	-	P	-	19.809
20.12	Home occupation	-	-	-	C	C	C	-	-	C	-	-	-	C	-	19.810
20.13	LRG Scale Private outdoor food & bev. service	-	-	-	-	-	-	-	-	C	C	C	C	C	-	19.811A
20.135	SM Scale Private outdoor food & bev. service	-	-	-	-	-	-	-	-	C	F	F	F	C	-	19.811B
20.14	Outdoor display incidental to indoor sales	-	-	-	-	-	-	-	-	-	P	P	P	C	-	19.812
20.15	Outdoor furnace	P	P	C	C	C	C	-	-	C	-	C	C	-	C	19.813
20.16	Parking lot, on-site	P	P	C	-	-	P	P	P	P	P	P	P	P	P	19.814
20.17	Play structure (residential)	P	P	-	P	P	P	P	P	P	-	-	-	P	-	19.814
20.18	Private kennel	P	P	-	P	P	P	P	P	P	-	-	-	P	-	19.815
20.19	Private stable	P	P	-	-	-	-	-	-	-	-	-	-	-	-	19.816
20.20	Roadside produce stand	P	P	-	-	-	-	-	-	-	-	-	-	-	-	19.817
20.21	Standby electrical power generator	P	P	P	P	P	P	P	P	P	P	P	P	P	P	19.818
20.22	Storage container	-	-	-	-	-	-	-	-	-	-	C	C	-	P	19.819
20.23	Swimming pool (residential)	P	P	-	P	P	P	P	P	P	-	-	-	P	-	19.820
20.24	Upper-floor residential	-	-	-	-	-	-	-	-	-	C	-	-	C	-	19.821
20.25	Walk-up service window	-	-	-	-	-	-	-	-	-	C	C	C	C	-	19.821
20.26	Wharf	C	C	C	C	C	C	C	C	C	C	C	C	C	C	19.822
20.27	Wind energy system	P	P	C	C	C	C	C	C	C	C	C	C	C	C	19.822
20.28	Yard shed (residential)	P	P	-	P	P	P	P	P	P	-	-	-	P	-	19.823
20.29	Industrial District Retail	-	-	-	-	-	-	-	-	-	-	-	-	-	C	19.825
20.30	Short Term Rentals	P	P	P	P	P	P	P	P	P	P	P	P	P	P	19.826

Key to table:  
 - The use is not permitted in the district  
 P The use is permitted provided the standards are met, if any  
 C The use is allowed through the conditional use process

**Exhibit 5-3. Temporary uses by district**

21.0	Temporary Use	A-1	A-2	D-1	R-1	R-2	R-3	R-5	R-9	C-1	C-2	C-3	C-4	M-1	I-1	Special Standards
21.1	Circus	-	-	-	-	-	-	-	-	-	P	P	P	-	-	19.901
21.2	Farmers' market	C	C	-	-	-	-	-	-	P	C	C	C	C	-	19.902
21.3	Itinerant sales	-	-	-	-	-	-	-	-	C	C	C	C	C	-	19.902
21.4	On-site construction office	-	-	-	-	-	C	C	-	-	C	C	C	C	-	19.903
21.5	On-site real estate sales office	-	-	-	C	C	C	C	-	-	-	-	-	C	-	19.904
21.6	Outdoor vendor	-	-	-	-	-	-	-	-	-	C	C	C	C	-	19.905
21.7	Seasonal product sales	P	P	-	-	-	-	-	-	C	-	P	P	C	P	19.906
21.8	Public Sidewalk café	-	-	-	-	-	-	-	-	C	P	-	-	C	-	19.907
21.9	Snow disposal site	P	P	-	-	-	-	-	-	-	P	-	-	-	P	19.908
21.10	Street performance	-	-	-	-	-	-	-	-	-	C	-	-	-	-	19.909

Key to table:  
 - The use is not permitted in the district  
 C The use is allowed through the conditional use process

C

5(c)

Camping Unit A structure, including a tent, camping cabin, yurt, recreational vehicle, mobile home, or manufactured home, bus, van, or pickup truck. [from State Admin ATCP 79.03(6) – Tent previously defined in Campground Ordinance as part of RV definition]

CFR An acronym for Code of Federal Regulations.

City attorney The position of city attorney for the city of Wisconsin Dells.

City clerk The position of city clerk for the city of Wisconsin Dells.

City engineer The position of city engineer for the city of Wisconsin Dells.

Common council The governing body of the city of Wisconsin Dells.

Commercial zoning district A zoning district established by this code that has a "C" followed by a number as its abbreviation (e.g., C-1).

Comprehensive plan The document the common council has adopted consistent with sec. 66.1001, Wis. Stats.

Conditional use See land use, conditional

Conditional Use Permit A permit authorizing establishment of a conditional use consistent with the provisions of this code.

Condominium A form of ownership with unrestricted right of disposal of one or more units in a multiple unit project with the land and all other parts of the project held in common ownership or use with owners of the other units.

Cone of depression The area around a well, in which the water level has been lowered at least one-tenth of a foot by pumping of the well.

Conservancy zoning district A zoning district established by this code that has a "D" followed by a number as its abbreviation (e.g., D-1).

Covenant A legally binding agreement contained in a deed, declaration, or other legal document or on the face of a plat that restricts or regulates the use of specified real property.

Curb The barrier used to separate roads and other vehicle use areas from the surrounding environs.

D

Date of completeness The date an application is deemed complete by the city.

Deck An above-ground, unroofed platform extending from a building and intended for outdoor living.

Development standards Regulations that govern the initial development of a parcel of land, including the construction of structures and infrastructure.

District See zoning district.

Dwelling unit A single building or portion thereof providing complete, independent living facilities for one family, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

E

Establish To construct, place, insert, or excavate.

**F**

Family An individual living alone in a dwelling unit, or 2 or more individuals related by blood, marriage, adoption, or other legal means, or a group of not more than 4 individuals who are not so related who live together as a single housekeeping unit in a dwelling unit.

Finding A written conclusion or determination considered in reaching a decision.

Five-year time of travel The recharge area upgradient of the cone of depression, the outer boundary from which it is determined or estimated that groundwater will take five years to reach a pumping municipal well.

Floor area The total horizontal area contained within the outside perimeter of a building.

Fugitive dust The solid airborne particulate matter resulting from any activity conducted on a parcel zoned, or used, for industrial purposes.

**H**

**5(b)**

Hawking The act of calling out or otherwise attempting to attract attention to a business enterprise. To make or cause to be made for the purpose of advertising or announcing his vocation or presence, or in connection with the buying or selling of any goods, wares, merchandise, services or any thing whatsoever, or with the carrying on of any trade, occupation, vocation or profit making activity, an immediate or excessive use of the voice, or of any bell, gong, horn, instrument, article or device.

Hazard Any condition, whether man-made or natural, that presents a tangible danger to the public health, safety, and general welfare.

Hazardous substance Any material regulated by the Emergency Planning and Community Right-to-Know Act of 1986 42 USC 1101-11050, as may be amended.

Hazardous waste A waste or combination of wastes that because of its quantity, concentration, or physical, chemical, or infectious characteristics, may (1) cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness; or (2) pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, or disposed of or otherwise managed.

Height A line of measurement between two given points contained in a plane that is perpendicular to ground level.

**I**

Impervious surface The portion of a lot that substantially reduces or prevents the infiltration of stormwater into the ground. It includes areas of compacted soil and surfaces such as buildings, sidewalks, parking lots, driveways, and similar features.

Industrial zoning district A zoning district established by this code that has an "I" followed by a number as its abbreviation (e.g., I-1).

**L**

Land development Any activity that must comply with the provisions of this code.

Land use As the context indicates (1) the development that has occurred on the land; (2) development that is proposed for the land; or (3) the use permitted for the land under this code.

Permit A written governmental authorization allowing the holder to take action not otherwise allowed.

Permitted use See land use, permitted by right.

Person Any individual, corporation, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint or common interest, or any other legal entity.

Planned development district (PDD) A zoning district established by this code that has "PDD" followed by a number as its abbreviation (e.g., PDD-1).

Plan commission The plan commission created by the common council pursuant to state law.

Playhouse A small, freestanding accessory building, either at ground level or elevated, used exclusively by children for play.

Pollution or pollutants The presence in the outdoor atmosphere, ground, or water of any substance, contaminant, noise, or any other manmade or man-induced alteration of the chemical, physical, biological, or radiological integrity of air, soils, or water, in quantities or at levels which are or may be potentially harmful or injurious to human health or welfare, animal or plant life, or property, or unreasonably interfere with the enjoyment of life or property.

Porch A part of a building with a roof of its own that covers an entrance.

Principal building The primary building or structure on a lot housing a principal use.

Principal land use See land use, principal

Public notice The way in which a government uses or is required to use to formally notify people of a proposed governmental hearing or action.

R

5(c)

Recharge area The area which encompasses all areas or features that, by surface infiltration of water that reaches the zone of saturation of an aquifer (i.e., supplies groundwater to a well).

Recreational vehicle A vehicular type unit primarily designed as a temporary living quarters for recreational, camping, or travel use that either has its own motor power or is mounted on or drawn by another vehicle. This can include a Private RV, Travel Trailers, Pop-up Trailers, Pickup Coaches, Motor Homes, and/or Camping Trailers.

Recreational vehicle park A tract of land available to and principally used by the public for camping, where people can park recreational vehicles for camping and sleeping purposes.

Recreational vehicle space A designated portion of a recreational vehicle park designed for the placement of a single recreational vehicle for the exclusive use of the occupants.

Regulated substances A chemical or chemical mixture that is a health hazard. Health hazards for chemicals and chemical mixtures are typically identified on Material Safety Data Sheets (MSDS) available from the substance manufacturer or supplier. Substances packaged for consumption for humans or animals are not considered regulated substances. Regulated substances include (1) chemicals for which there is scientific evidence that acute or chronic health effects may result from exposure including carcinogens, toxic and highly toxic agents, irritants, corrosives, sensitizers, hepatotoxins, agents that act on the hematopoietic system, reproductive toxins, and agents which damage the lungs, skin, eyes, or mucous membranes as defined in 29 CFR 1910.1200, Appendix A, Health Hazard Definitions (Mandatory); (2) mixtures of chemicals which have been tested as a whole and have been determined to be a health hazard; (3) mixtures of chemicals which have not been tested as a whole but which contain any chemical which has been determined to be a health hazard and comprises 1.0 percent or greater of the composition on a weight per unit weight basis; (4) mixtures of chemicals which include a carcinogen if the concentration of the carcinogen in the mixture is 0.1 percent or greater of the composition on a weight per unit weight basis; (5) ingredients of mixtures prepared within the groundwater protection overlay district in cases where

street right of way and the opposing side lot line from the rear lot line to the rear of the building. A minimum rear yard depth may be specified for the district in which the lot is located. (Exhibit 2-1)

Yard, side A yard as described for each of the following types of lots (1) interior lot, the area that extends between the front and rear yards from the side lot line to the side of the building. A minimum side yard depth as may be specified for the district in which the lot is located; and (2) corner lot, the area as described for an interior lot, except when a side yard abuts a street right of way, the side yard extends between the front yard and the rear lot line from the side lot line to the side of the building. A minimum side yard depth may be specified for the district in which the lot is located. (Exhibit 2-1)

Z

Zone of saturation The area of unconsolidated, fractured, or porous material that is saturated with water and constitutes groundwater.

Zoning district A geographic area as delineated on the zoning map that identifies a base zoning district.

Zoning permit A permit issued prior to the issuance of a building permit to ensure that the proposed use is consistent with the allowable uses within the district in which it is to be located.

#### 19.111 Land use definitions

For the purpose of this code, certain land uses are defined below and shall have the meaning ascribed to them.

### 1.0 AGRICULTURAL USES

- 1.1 Agriculture, horticulture A place and/or building, or portion thereof, used or is intended for growing fruit, vegetables, flowers, agricultural crops, and other plants typically grown on farming operations in the region.
- 1.2 Agriculture, livestock A place and/or building, or portion thereof, used to raise livestock of all types. Examples of livestock include cattle, horses, mules, llamas, pigs, goats, ostriches, and sheep.
- 1.3 Greenhouse A place and/or building, or portion thereof, used or is intended for growing and selling fruit, vegetables, flowers, and other types of plants within an enclosed building, whether using sunlight or artificial lighting.

### 2.0 RESOURCE-BASED USES

- 2.1 Aggregate extraction operation A place used or is intended to remove any aggregate resource from the ground in any manner, or to stockpile or process any aggregate resource for sale as an industrial or commercial product by either retail, wholesale, contract purchase or other considerations, including uses by a governmental agency. The term does not include on-site leveling, grading, filling, or removing of earth materials in conjunction with a farm use, road construction, or for on-site construction projects.
- 2.2 Forest management The harvesting, thinning, and planting of trees including all associated forest management activities whether for commercial or noncommercial purposes. The term includes temporary skidding yards necessary to store and sort logs harvested on the premises. The term does not include processing, permanent skidding yards, and the like.
- 2.3 Game farm A place and/or building, or portion thereof, used or is intended for purposes of obtaining, rearing in captivity, keeping, and selling game farm animals or parts thereof as authorized by state law.
- 2.4 Hunting and fishing preserve A place used or is intended primarily for hunting and/or fishing and may or may not be open to the public for a fee. The term includes shooting preserves and duck clubs. The term does not include lands that are leased for private individual use.

5(g)

~~2.5 Industrial Retail. Retail sales and activities related to the products manufactured on premises.~~

### 3.0 RESIDENTIAL USES

**Division 5  
GENERAL STANDARDS**

**Sections:**

19.670	Licensing with the city	19.673	Outdoor speakers
19.671	Licensing with state agencies	19.674	Special provisions for residential premises
19.672	Cart returns	19.675	Permanent structure with washroom

**19.670 Licensing with the city**

In addition to meeting the requirements contained in this article, specified land uses and activities shall also meet the regulations for licensing with the city which may now exist or may be adopted. (See chapter 16 of the municipal code.)

**19.671 Licensing with state agencies**

If a land use or any related activity requires a license from the state, or its agent, such license shall be obtained prior to the establishment of such use or activity and shall be maintained for the life of the use or activity, so long as required by the state or its agent.

**19.672 Cart returns**

- (1) **Applicability.** Each retail project that provides on-site parking in excess of 100 vehicle parking spaces shall provide shopping cart returns as provided in this section.
- (2) **Number.** A least one cart return shall be provided for each 100 parking spaces.
- (3) **Specifications.** The cart return shall be at least 170 square feet in area and be constructed of durable materials that are compatible with the building and outdoor lighting standards.
- (4) **Placement.** No cart return shall be located within 25 feet of the building entrance, unless there is no other practicable location.

**19.673 Outdoor speakers**

Sound emanating from an outdoor speaker associated with any non-residential establishment shall not be audible from a lot in a residential zoning district.

**5(c)**

**19.674 Special provisions for residential premises**

- (1) **Occupancy of a dwelling unit.** A dwelling unit shall be occupied by no more than one family.
- (2) **Short-term rental.** Except as provide din this codeA -a dwelling unit shall not be leased, rented, or otherwise occupied for a period of time shorter than 4 months, except for managed condominium projects.
- (3) **Use of recreational vehicle or camping unitfor occupancy.** A recreational vehicle shall not be used for occupancy while on a residential premises, except for guests not exceeding 5 days in a calendar month. No camping unit that is a temporary structure, such as a tent, may remain when not occupied as allowed under this section.
- (4) **Firewood storage.** No more than two cords of firewood shall be stored out of doors on the parcel.

**19.675 Permanent structure with washroom**

All commercial activities shall be conducted within or on a premises having a permanent building equipped with a washroom having hot and cold running water, wash basins, towels or equivalent, and a toilet. The common council may waive this requirement pursuant to the procedures for acting on a conditional use permit application.

**19.676 Design Review Approval**

All projects that involve construction, maintenance, and/or any item addressed in the adopted Design Standards in the C-2 Commercial Downtown Zoning District Standards shall obtain a Certificate of Appropriateness per the adopted Design Standards. In addition, all signage throughout the city is subject to review and approval by the Design Review Committee.

**5(c)**

**19.677 Camping Units restricted outside of Licensed Campground.** It shall be unlawful, except as provided in this code or by special permission from the City, for any person to park any recreational vehicle, or establish any camping unit, outside of an approved campground or campground resort. The parking of only one unoccupied recreational vehicle in an accessory private garage building or in a rear yard (in compliance with motor vehicle set-backs) is permitted, providing no living quarters shall be maintained or any business practiced in said recreational vehicle while such is so parked or stored.

Exceptions: A Camping Unit on a private residential premises may be occupied by non-paying friends or relatives for no more than five (5) days in a calendar month. No camping unit that is a temporary structure, such as a tent, may remain when not occupied as allowed under this section.

**19.678 Hawking Prohibited. 5(b)**

No person, firm or corporation shall make or cause to be made for the purpose of advertising or announcing his vocations or presence, or in connection with the buying or selling of any goods, wares, merchandise, services, or anything whatsoever, or with the carrying on of any trade, occupation, vocation, or profit making activity, an immediate or excessive use of the voice, or of any bell, gong, horn, instrument, article, or device.

No person shall call out to persons on public property or neighboring private property for the purpose of attracting attention to their business.

**19.679 to 19.699 reserved**

**Division 6  
SPECIAL STANDARDS FOR PRINCIPAL USES**

**Sections:**

19.700	Mobile home park	19.717	Veterinary clinic, small animal
19.701	Residence, single-family detached	19.718	Vehicle repair
19.702	Residence, two-family	19.719	Vehicle sales and rental
19.703	Residence, multi-family	19.720	Mini-storage facility
19.704	Residence, townhouse	19.721	Amusement ride
19.705	Adult family home	19.722	Animal menagerie/zoo
19.706	Community living arrangements	19.723	Animal shelter
19.707	Foster home and treatment foster home	19.724	Cemetery
19.708	Campground	19.725	Composting facility
19.709	Group camp	19.726	Recycling center
19.710	Seasonal Workforce Housing	19.727	Solid waste transfer station
19.711	Tavern	19.728	Telecommunication facility
19.712	Body-piercing establishment	19.729	Contractor yard
19.713	Commercial kennel		
19.714	Sexually-oriented business		
19.715	Tattoo establishment		
19.716	Veterinary clinic, large animal		

**19.700 Mobil home park**

- (1) **Generally.** Mobile home parks shall comply with the provisions of this part and applicable state law.
- (2) **Minimum size.** The minimum size of a mobile home park shall be 5 acres.
- (3) **Uses.** Recreational vehicles may not be used for dwelling purposes. The following are permitted:
  - (a) one mobile home or manufactured home per designated space;
  - (b) one single-family dwelling for the operator or caretaker;

**19.710 Seasonal Workforce Housing facility**

- (1) **Use restrictions.** No portion of an overnight lodging facility may be used as a Seasonal Workforce Housing facility, except for those individuals that are employed at the overnight lodging facility.
- (2) **Local licensing.** Prior to establishment of this use and every year thereafter, the operator shall obtain a license from the city consistent with chapter 16 of the municipal code.
- (3) **Restrictions on Arterial or Collector Streets.** New Seasonal Workforce Housing facilities fronting on Arterial or Major Collector Streets (as designated by the Zoning map) should not be allowed unless the applicant can demonstrate extenuating circumstances. The conversion of existing "Overnight Lodging" facilities are of particular concern, and should not be allowed on Arterial or Major Collector Streets and are subject to increased scrutiny on Minor Collector Streets. New construction of facilities that are planned, designed, and constructed for Seasonal Workforce Housing (with a sprinkler system), with adequate buffering between the buildings and the street may be considered.
  - (a) **Exemption:** That area of Vine St. designated in the Comprehensive Plan as "Targeting Seasonal Employee Housing" (South of Broadway) is exempted from this restriction on Arterial or Collector Street.

~~(2)~~

**19.711 Overnight Lodging**

- (1) **Extended Stay in Overnight Lodging Facilities.** For the purposes of this section, extended stay means guests staying at an Overnight Lodging Facility for more than twenty-one (21) days in any sixty (60) consecutive days.
- (2) Any owner or operator that allows a person to occupy a hotel or motel room for more than twenty-one (21) consecutive days shall prepare a completed extended-stay record with the following information:
  - (a) Name and address of each person.
  - (b) Dates of occupancy.
  - (c) Make and license plate information of vehicle.
  - (d) The owner or operator of an Overnight Lodging Facility shall retain a copy of the extended stay record on file for one (1) year from the last date of occupancy.
  - (e) Any owner or operator of an Overnight Lodging Facility offering extended stays for guests shall post a notice to all guests of the restrictions on stays for more than thirty (30) days in any sixty (60) consecutive days.
- (3) **Maximum Length of Stay in Overnight Lodging Facilities.** No person shall reside in any Overnight Lodging Facility for more than thirty (30) days in any sixty (60) consecutive days.
- (4) **Exemptions.** Length of stay restrictions do not apply to:
  - (a) The owner/operators of the facility
  - (b) Full time employees of the facility residing as a "family" (as defined in this code) within a "dwelling unit" (as defined in this code) within a "dwelling unit" (as defined in this code).
  - (c) Employees of the facility residing in permitted and licensed Seasonal Workforce Housing quarters.
  - (d) Guests who stay in the facility for five (5) days or less in any seven (7) consecutive days.

**19.712 Tavern**

- (1) **General standards.** Taverns shall comply with locational standards as may be adopted by the state.
- (2) **Local licensing.** Prior to establishment of this use and every year thereafter, the operator shall obtain a license from the city consistent with chapter 16 of the municipal code.

**19.713 Body-piercing establishment**

- (1) **Locational standards.** A body-piercing establishment shall not be located within 600 feet of another body-piercing establishment or a tattoo establishment. For the purpose of this section, such distance shall be measured in a straight line, without regard to intervening structures or streets, from the property line of the parcel with the body-piercing establishment to the property boundary line with the other specified use.
- (2) **Sale of alcohol.** A body-piercing establishment shall not also sell, distribute, or allow consumption of alcoholic beverages on the premises.
- (3) **Building standards.** A patron who is being pierced shall not be visible from the exterior of the building through any window or entrance to the building.
- (4) **State licensing.** Prior to establishment of this use and at periodic intervals which may be required thereafter, the operator shall obtain and maintain a license as required by state law. In addition, each practitioner shall obtain and maintain a license as required by state law.

**Division 7**  
**SPECIAL STANDARDS FOR ACCESSORY USES**

**Sections:**

19.800	Adult family home	19.813	Outdoor furnace
19.801	Amateur radio station	19.814	Play structure
19.802	Automated teller machine, exterior	19.815	Private kennel
19.803	Bed and breakfast	19.816	Private stable
19.804	Drive-up service window	19.817	Roadside produce stand
19.8045	Exterior Activity Area	19.818	Standby electrical power generator
19.805	Family day care home	19.819	Storage container
19.806	Fence	19.820	Swimming pool
19.807	Foster home and treatment foster home (operated as an accessory use)	19.821	Walk-up service window
19.808	Garage, nonresidential	19.822	Wind energy system
19.809	Garage, residential	19.823	Yard shed
19.810	Home occupation		
19.811	Outdoor commercial food and beverage service		
19.812	Outdoor display incidental to indoor sales		

**19.800 Adult family home**

Prior to establishment of this use, and as often as required thereafter, the operator shall obtain a state license.

**19.801 Amateur radio station**

Amateur radio stations may be installed, erected, maintained, and/or operated in any residential zoning district or mixed-use zoning district, except historic districts, without benefit of a building permit or other entitlement process, so long as all the following conditions are met:

- (a) The antenna is operated by a federally licensed amateur radio operator as part of the Amateur Radio Service and is less than 80 feet in height.
- (b) The antenna use involved is accessory to the primary use of the property that is not a telecommunications facility.
- (c) The premises contains no more than 3 antenna support structures.
- (d) Sufficient anti climbing measures have been incorporated into the facility, as needed, to reduce potential for trespass and injury.
- (e) The antenna is not located in the front yard.

**19.802 Automated teller machine, exterior**

- (1) **Security.** An ATM shall be located in a location that is readily visible.
- (2) **Lighting.** Proper lighting levels shall be maintained 24 hours a day for security purposes.
- (3) **Location.** An ATM shall be located at least 5 feet from public property.

**5(e)**

**19.803 Bed and breakfast**

- (1) **Type of dwelling.** A bed and breakfast shall only occur within a single-family detached dwelling.
- (2) **Number of allowable guest rooms.** No more than 6 guest rooms shall be offered.
- (3) **Residency requirement.** The operator of the bed and breakfast shall reside within the single family dwelling on a permanent basis.
- (4) **Exterior character of the dwelling unit.** The exterior appearance of the building shall not be altered from its single-family appearance.
- (5) **Food preparation.** No food preparation or cooking shall be allowed in guest rooms.
- (6) **Meals.** Meals shall only be offered to overnight guests.
- (7) **Local licensing.** Prior to establishment of this use and every year thereafter, the operator shall obtain a license from the city consistent with chapter 16 of the municipal code.

**19.818 Standby electrical power generator**

A standby electrical power generator shall not generate an average sound level of more than 65 dBA as measured at the property boundary line. Manufacturer test results may be used as a basis for determining the distance a unit would have to be placed from a property boundary line to meet this standard.

**19.819 Storage container**

- (1) **Location.** A storage container on a commercially-zoned parcel shall:
  - (a) not be located in a parking area required by this chapter;
  - (b) only be located between the back of the building and rear lot line;
  - (c) observe the setback requirements for the district in which located; and
  - (d) not be located in a buffer as may be required by this code.
- (2) **Number.** No more than one storage container shall be located on a commercially-zoned parcel.
- (3) **Character.** A storage container shall be structurally sound and in good repair.
- (4) **Signage.** A storage container may not be used for signage.

**19.820 Swimming pool**

- (1) **Location.** A swimming pool shall not be located in a front yard.
- (2) **Decking.** Decking is considered an integral part of the swimming pool and shall comply with all setback requirements.
- (3) **Drainage.** Water that is drained out of a swimming pool shall not be allowed to flow onto adjoining property or into a city sewer without the approval of the public works director for the city.
- (4) **Area.** The area occupied by a swimming pool shall not exceed 30 percent of the required yard area.
- (5) **Outdoor lighting.** Outdoor lighting shall not shine onto adjoining property.
- (6) **Design specifications.** A swimming pool shall meet the most current standards published by the National Spa and Pool Institute (NSPI) and the American National Standards Institute (ANSI) including those for plumbing, electrical service, sanitation, fencing, security, and safety.

**19.821 Walk-up service window**

A walk-up service window shall not be located within 8 feet of a required yard area, except as provided herein. In the Downtown Commercial District (C-2) along Broadway Avenue between the Wisconsin River and Church Street, a walk-up service window may front directly on a public sidewalk.

**19.822 Wind energy system**

- (1) **Use.** A wind energy system shall be used primarily to produce electricity for on-site use.
- (2) **Minimum lot size.** A wind energy system shall be located on a lot that is 3 acres or larger.
- (3) **Placement.** The base of the unit shall be placed no closer to a property boundary line than two times the height of the unit. For example, a 75-foot high unit needs to be at least 150 from any property boundary line.

**19.823 Yard shed** 5(f)

- ~~(1) **Location.** A yard shed shall not be located in a front yard.~~
- ~~(2) **Size.** A shed large enough to house a street legal vehicle would be considered a garage.~~
- ~~(3) **Type of construction.** Soft-sided structures and canopies are specifically prohibited.~~

~~A yard shed shall not be located in a front yard.~~

**19.824 Reserved**

**19.825 Industrial District Retail**

The retail sales and activities shall be ancillary and related to the products manufactured on premises and subject to such conditions as imposed by the city, including without limitation, are of retail space, hours of operation, parking and traffic flow. Any use accessory to the Industrial District Retail use, such as outdoor commercial activities, will be required to obtain permits or other approvals consistent with the requirements in the C-4 Commercial-Large Scale Zoning District.

**19.826 Short Term Rentals**

Short Term Rentals shall be subject to the provisions of City Ordinance Chapter 16.35.

- (3) **Change in use.** When an existing use is changed to a new use, facilities required in this article shall be provided as required for such new use. However, if the building or structure housing the new use was erected prior to the effective date of this chapter, facilities required in this article shall be provided in the amount to account for the difference between the new and old use.
- (4) **Restriping.** When a parking area is restriped, accessible parking spaces as required shall be marked and designated consistent with this article.

**19.1003 Calculations**

When a calculation results in a fraction, the minimum shall be rounded up to the next whole number.

**19.1004 to 19.1099** reserved

**Division 2  
VEHICLE PARKING**

**Sections:**

19.1100	General requirements	19.1105	Shared parking
19.1101	Minimum off-street parking requirements	19.1106	Accessible parking and passenger loading
19.1102	Construction and maintenance requirements	19.1107	Passenger loading zone
19.1103	Design requirements		
19.1104	Payment in lieu of parking		

**19.1100 General requirements**

- (1) **Location of parking.** All parking spaces provided pursuant to this article shall be on the same lot or an adjoining lot with the building, except that the zoning administrator may permit the parking spaces to be on a lot within 400 feet of the lot served by the parking lot if he determines that it is impractical to provide parking on the same or adjoining lot.
- (2) **Off-site parking agreements.** If required parking is to be provided off-site, the use of such a site for parking shall be secured with a long-term agreement acceptable to the city attorney and recorded with the county clerk. The city shall be named in that agreement as one of the parties with rights of enforcement.
- (3) **Change in use.** Any area once designated as required parking shall not be changed to any other use unless and until equal facilities are provided elsewhere, in accordance with this article.
- (4) **Accessibility.** All parking spaces shall be accessible at all times, from a street, alley, or driveway intended to serve such parking.
- ~~(5)~~ **Use of parking spaces.** The required off-street parking shall be for occupants, employees, visitors, and patrons. The storage of merchandise, supplies, motor vehicles for sale, or the repair of vehicles on such parking area is prohibited. In addition, the use of a parking lot for overnight camping, including recreational vehicle camping, is prohibited.
- ~~(5)(6)~~ **Restrictions on Recreational Vehicles.** It shall be unlawful, except as provided in this Code, for any person to park any recreational vehicle which is situated outside an approved campground or camping resort. The parking of only one unoccupied recreational vehicle in an accessory private garage building or in a rear yard (in compliance with 5 foot set-back from property line) is permitted, provided no living quarters shall be maintained or any business practiced in said recreational vehicle while such is so parked or stored.
- ~~(6)(7)~~ **Exception.** Parking requirements do not apply to the C-2 Downtown Commercial zoning district.

**19.1101 Minimum off-street parking requirements**

- (1) **Minimum number of spaces.** The number of off-street parking spaces required shall be no less than as set forth in exhibits 6-1, 6-2, and 6-3, except as otherwise provided for in this article.
- (2) **Maximum number of spaces.** The number of parking spaces provided in a ground surface parking lot may not exceed the minimum number by more than 20 percent. However, there shall be no limitation on the number of parking spaces provided when the spaces exceeding the minimum are located in a parking garage or similar structure. Any additional ground parking spaces above 20 percent shall be allowed only as a conditional use and shall be granted upon a finding that additional spaces are needed for that particular use and/or location.
- (3) **Unspecified uses.** For uses not specifically listed in this table, parking requirements shall be based on the most comparable use.