



City of Neenah
Liquor Licensing Review Subcommittee
(of the Public Services & Safety Committee)

Agenda
Tuesday, June 25, 2019, 1:00 p.m.
Hauser Room

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

- I. Approval of minutes of August 28, 2018 and June 11, 2019. (Minutes can be found on the City web site)
- II. Appearances.
- III. Unfinished Business.
- IV. New Business.
 - A. Potential amendments to Policy 2018-01 Awarding Class B Licenses.
 1. Add Section C: In addition to the provisions above, the City has enacted two provisions which affect Class B licenses:
 - a) Code Sec. 4-100(6) Abandonment of Premise
 - b) Code Sec. 4-97 (a) Ownership
 - B. Original Alcohol Beverage Retail License Application:
 1. David J. Pyszora, Individual, d/b/a Pappa's Café, 1360 S. Commercial Street, Neenah WI 54956.
- VI. Any announcements/questions for the Committee.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or the **City's ADA Coordinator at (920) 886-6106 or e-mail attorney@ci.neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**Minutes of the Liquor Licensing Review Subcommittee
of the Public Services & Safety Committee
Tuesday, August 28, 2018 – 5:30 p.m.
Hauser Room**

MEMBERS PRESENT: Police Chief Olson, Assistant Fire Chief Green, City Attorney Godlewski, Director of Community Development & Assessment Haese, City Clerk Sturn, Deputy Clerk Goffard and Alderman Bates. Alderman Stevenson was excused.

ALSO PRESENT: Mayor Kaufert, Jonathan Horan and Sean Hathaway-Casey representing Town Council Kitchen & Bar.

Alderman Bates called the meeting to order at 5:36 p.m.

Nomination of a Chairman: City Attorney Godlewski asked for the nomination of one member to act as Chairman to the Liquor Licensing Review Subcommittee. **MS Godlewski/Green to nominate Alderman Bates as Chairman of the Liquor Licensing Review Subcommittee. MSC Godlewski/Olson to close nominations and cast a unanimous ballot to elect Alderman Bates as Chairman to the Liquor Licensing Review Subcommittee for a one year term to expire April 2019, all voting aye.**

Nomination of a Vice Chairman: City Attorney Godlewski asked for the nomination of one member to act as Vice Chairman to the Liquor Licensing Review Subcommittee. **MS Godlewski/Green to nominate Alderman Stevenson as Vice Chairman to the Liquor Licensing Review Subcommittee. MSC Godlewski/Green to close nominations and cast a unanimous ballot to elect Alderman Stevenson as Vice Chairman to the Liquor Licensing Review Subcommittee for a one year term to expire April 2019, all voting aye.**

This committee will meet on call.

APPEARANCES: None.

NEW BUSINESS:

The Committee briefly reviewed Policy No. 2018-01 providing a procedure for determining how scarce Class B licenses are awarded. Clerk Sturn advised that we currently have 36 of our 38 quota of "Class B" Malt & Liquor Licenses issued. We also have 2 of our 10 Reserve "Class B" Malt & Liquor Licenses issued. The two current Reserve license holders are seeking to obtain a Regular "Class B" license. Their Plan of Operation for Alcohol Beverage License Applications including a floor plan were provided to the Committee.

Clerk Sturn stated that this subcommittee will meet on call when a new application for a liquor license is filed in the Clerk's Office. Quotas were calculated and set using a formula provided by the Department of Revenue in 1997. After that quota was established, a

municipality may obtain one more reserve license for every 500 people increase in the population. The quota for "Class B" liquor licenses in the City of Neenah is currently at 38 Regular and 10 Reserves. Dir. Haese asked why there is a limit on the number of the licenses that can be held by the city. City Atty. Godlewski advised that this was initiated by the Tavern League. The Committee was advised that Lion's Tail Brewery currently holds one of the city's "Class B" liquor licenses. There is no quota on Class "B" beer licenses. An "Above Quota" license can be issued only if a municipality has issued all available Regular and Reserve licenses. This license is limited to: a full service restaurant that has a seating capacity of 300 or more persons; a hotel that has 50 or more rooms of sleeping accommodations and that has an attached restaurant with seating capacity of 150 or more persons or a banquet room in which banquets attended by 400 or more persons may be held; or an opera house or theater for the performing arts operated by a non-profit organization.

Dir. Haese stated that both the Town Council and Wobbly Painter did apply for and received their \$10,000 Reserve License fee back through the economic development grant process. Reserve licenses stay with the business and cannot be used by the next business owner without paying an additional \$10,000. City Attorney Godlewski stated that there are 9 parameters in the policy that should be considered in determining whether to approve or deny the request to change from a reserve license to a regular license.

Without objection from the Committee Chairman Bates moved up consideration of the Regular Licenses Application for Town Council Kitchen & Bar due to the owners being present.

The Committee reviewed the application by Charctails, LLC d/b/a Town Council Kitchen & Bar, 133 W. Wisconsin Avenue for one of the remaining "Class B" Malt & Liquor Licenses. Jonathan Horan and Sean Hathaway-Casey were present to answer questions. The Committee reviewed the Plan of Operation including the floor plan. They inquired as to the years of management experience the owners have. Jonathan Horan from Town Council stated between himself and Sean Hathaway-Casey they have over 20 years-experience in restaurant management. They employ six full-time and six part-time employees and can seat 45 customers. Clerk Sturn noted that they are only open during the dinner hours and asked if they would expand into the lunch hour business. Mr. Horan said they have looked at that and expanding to include the lunch hour would involve more time and most likely less profits. Police Chief Olson stated that he has no concerns with the police department. Typically they receive less calls from the downtown area and have more issues with the bars outside the downtown area. Assistant Fire Chief Green mentioned that there were no issues with ventilation which could create a fire hazard. **MSC Haese/Godlewski to recommend the Public Services & Safety Committee approve the regular liquor license application for Town Council Kitchen & Bar, 133 W. Wisconsin Avenue, as they meet the criteria stated in Policy 2018-01, all voting aye.**

Mayor Kaufert entered the meeting.

The Committee reviewed the application by the Wobbly Painter, LLC, d/b/a the Wobbly Painter, 112 E. Bell Street, for one of the remaining "Class B" Malt & Liquor Licenses. There was no representative present for the Wobbly Painter. The Committee reviewed their Plan of Operation including the floor plan. Zoning, traffic impact and parking for this establishment meet the parameters of the policy. Both Police and Fire indicated there are no concerns with this establishment. Dir. Haese raised concern over the economic impact the business has on the City. With no representative present, the Committee could not question the management experience of the owner / operator of the establishment.

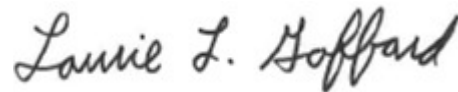
REPORT

MSC Godlewski/Olson to recommend the Public Services & Safety Committee deny the regular liquor license application for the Wobbly Painter, 112 E. Bell Street, as they did not sufficiently meet the criteria as stated in Policy 2018-01 for economic impact to the city, all voting aye.

Mayor Kaufert advised the Committee that there is a new brewery moving in on S. Commercial that may be applying for a "Class B" Liquor License in the near future.

MSC Godlewski/Olson to adjourn at 6:26 p.m., all voting aye.

Respectfully Submitted,



Laurie L. Goffard
Deputy Clerk

**Minutes of the Liquor Licensing Review Subcommittee
of the Public Services & Safety Committee
Tuesday, June 11, 2019 – Noon
Council Chambers**

MEMBERS PRESENT: Police Chief Olson, Assistant Fire Chief Green, City Attorney Godlewski, Director of Community Development & Assessment Haese, City Clerk Sturn and Ald. Bates and Stevenson.

ALSO PRESENT: Mayor Kaufert.

Chairman Bates called the meeting to order at 12:06 p.m.

APPEARANCES: None.

MINUTES: The Committee asked that approval of the minutes of August 28, 2018 be moved to the next meeting.

NEW BUSINESS:

Original Alcohol Beverage Retail License Application for Ballroom at the Reserve: The Committee reviewed the Original Alcohol Beverage Retail License Application by Ballroom at the Reserve, LLC d/b/a Ballroom at the Reserve, 116 S. Commercial Street, Justun Hart, agent. Clerk Sturn advised that Justun & Julie Hart (Ballroom at the Reserve, LLC) are purchasing the business from the Reserve, LLC, Umer Sheikh and hope to take over July 1. Umer has surrendered his license. Clerk Sturn further clarified that there is one "Class B" license remaining in the City's (38) quota for licenses plus ten Reserve licenses and this action will not affect that quota. The committee discussed Policy 2018-01 and directed City Atty. Godlewski to amend the policy to include the wording in Code Sec. 4-100(6) *Abandonment of premises*. Any licensee holding a license to sell alcohol beverages under this article that abandons such business shall forfeit any right or preference the licensee may have to the holding of or renewal of such license. Abandonment shall be sufficient grounds for revocation or nonrenewal of any alcohol beverage license. In this section "abandon" and "abandonment" shall mean a continuing refusal or failure of the licensee to use the license for the purpose or purposes for which the Common Council granted the license for a period of six months and Code Sec. 4-97 (a) *As to ownership*, In the event the "Class B" quota has been met and an existing "Class B" licensee goes out of business or relocates out of the City of Neenah, the new owner or tenant holds the right to that regular "Class B" license provided the new owner applies for that license within 60 days. If a new owner or tenant has not applied for said license within 60 days, that license will be added back into the quota for regular "Class B" licenses. That policy will be changed and brought back for approval. **MSC Haese/Stevenson to recommend the Public Services & Safety Committee approve the regular liquor license application for Ballroom at the Reserve, LLC, d/b/a Ballroom at the Reserve, 116 S. Commercial Street, all voting aye.**

MSC Godlewski/Stevenson to adjourn at 12:16 p.m., all voting aye.

Respectfully Submitted,



Patricia A. Sturn, WCPC, MMC
City Clerk



P O L I C Y

DATE: 6/25/2019 **EFFECTIVE DATE** Immediately **POLICY NO:** 2018-01
6/8/2018 Updated

TITLE: Awarding Class B Licenses
ISSUER: City Clerk as approved by the Common Council,
COVERAGE: Citywide
AUTHORITY: Neenah Municipal Code Ch. 4, Art. IV; Wis. Stat. ch. 125
DURATION: Indefinite
SYNOPSIS: Provides a procedure for determining how scarce Class B Licenses are awarded

INTRODUCTION

The City of Neenah believes the safety and welfare of its citizens and neighborhoods are of the highest priority and the judicious dispensing of alcohol supports this priority. The possession of a beer or liquor license in the city is a privilege and not a right. This is a privilege that must not be taken for granted but rather must be continually reaffirmed by the holder's adherence to the applicable laws and regulations.

POLICY

All licenses granted and issued for the sale of fermented or intoxicating liquors shall be carried out under the provisions of Chapter 125 of the Wisconsin State Statutes and Neenah Municipal Code Chapter 4, Art. IV for the benefit of the City and its residents. To implement this policy, there is created a Liquor Licensing Review Subcommittee of the Public Services and Safety Committee (hereinafter, the "Review Subcommittee"), consisting of the chief of police, or his/her designee, the city attorney or his/her designee, the fire chief, or his/her designee, the Director of Community Development and Assessment, or his/her designee, city clerk, deputy clerk and two members of the Public Services and Safety Committee.

A. New License Applicants

When an alcohol license subject to a quota under state law or local ordinance (a "Quota License") becomes available the Clerk will set up a Review Subcommittee meeting to review applications for the Quota License.

The Review Subcommittee will make recommendations regarding the granting of alcoholic beverage licenses to the Public Services and Safety Committee. In performing its review and preparing its recommendation for approval or disapproval, the Review Subcommittee will use the following criteria on which to make recommendations to the committee:

1. ***Neighborhood compatibility.*** The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development.
2. ***Zoning requirements.*** The proposed use conforms to the underlying zone district purpose and development standards and is in harmony with the general purposes and intent of the Neenah zoning ordinance. When there is an existing nonconforming structure, the development standards may be waived by the Common Council.
3. ***Traffic impact and parking availability.*** Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
4. ***Economic impact.*** To the neighborhood and City in general.
5. ***Management experience.*** Of the owners and operator of the establishment.
6. ***Background Checks.*** Results of the criminal history and background check by the Neenah Police Dept.
7. ***Density of Licensees.*** Density of other alcohol serving establishments within the surrounding neighborhood.
8. ***Distance to Sensitive Uses.*** Distance of establishment location to nearby school, churches, or hospitals.
9. ***Historical experience.*** Results of past inspection reports by Neenah Police and Fire Departments and Building Inspections.

B. Existing Reserve “Class B” Licensees

Existing Reserve “Class B” licensees may maintain a regular “Class B” application on file with the City Clerk’s office, to be considered, along with other applications, when a regular “Class B” license becomes available. Existing Reserve “Class B” licensees shall pay the nonrefundable publication fee at the time the regular “Class B” license application is filed. In order to maintain the regular “Class B” license application on file in the City Clerk’s office, the Reserve “Class B” licensee shall annually update the licensee’s regular “Class B” application or file a statement of no change, during the license renewal period beginning March 10 until April 15 (or the first business day following March 10 and April 15 if those dates fall on a weekend), along with the nonrefundable publication fee. In addition, existing Reserve “Class B” license holders with a regular “Class B” application on file shall update their regular “Class B” application at the time it is considered for a regular “Class B” license.

C. Abandonment of Premise / Change in Ownership of Premise

~~C.~~ In addition to the provisions above, the City has enacted two provisions which affect Class B licenses:

City of Neenah Code Sec. 4-100(6) *Abandonment of premises*. Any licensee holding a license to sell alcohol beverages under this article that abandons such business shall forfeit any right or preference the licensee may have to the holding of or renewal of such license. Abandonment shall be sufficient grounds for revocation or nonrenewal of any alcohol beverage license. In this section "abandon" and "abandonment" shall mean a continuing refusal or failure of the licensee to use the license for the purpose or purposes for which the Common Council granted the license for a period of six months.

City of Neenah Code Sec. 4-97 (a) *As to ownership*, In the event the "Class B" quota has been met and an existing "Class B" licensee goes out of business or relocates out of the City of Neenah, the new owner or tenant holds the right to that regular "Class B" license provided the new owner applies for that license within 60 days. If a new owner or tenant has not applied for said license within 60 days, that license will be added back into the quota for regular "Class B" licenses.

PROCEDURE

The clerk will publish a notice in the newspaper indicating the availability of the license, publish on the city website, and notify the Winnebago County Tavern League by first-class mail.

The potential applicants will then have twenty (20) business days to submit the following for consideration by the Liquor Licensing Review Subcommittee:

1. An application consisting of State of Wisconsin mandated forms
2. A City of Neenah supplemental application form
3. A City of Neenah proposed business plan form (including floor plan)

The Liquor Licensing Review Subcommittee reviews all the application forms and will make a recommendation to the Public Services and Safety Committee, based on who best meets the stated purpose of the City of Neenah's alcohol beverage licensing ordinances.

The Public Services and Safety Committee shall consider the application at a public meeting at which all interested parties will be given an opportunity to be heard. The committee will, by a majority vote of those present, make a recommendation to the Common Council which shall consider the application at its next regularly scheduled meeting.

Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning 2019 ending 2020

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

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

1. The named ☒ Individual ☐ Partnership ☐ Limited Liability Company ☐ Corporation / Nonprofit Organization

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

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

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

Title	Name (Last, First, M.I.)	Home Address	Post Office & Zip Code	Date of Birth
President/Member				
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent	<u>David Jan Ryszora</u>			
Directors/Managers				

3. Trade Name Pappa's Cafe Business Phone Number 920-709-1970
 4. Address of Premises 1360 Commercial St Norwich WI Post Office & Zip Code 54956

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

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

10. Legal description (omit if street address is given above): _____
 11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No
 (b) If yes, under what name was license issued? _____
 12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277]. ☒ Yes ☐ No
 13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. ☒ Yes ☐ No
 14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No
 15. Does the applicant owe any delinquent taxes, assessments or other claims in whole or part to the City or any delinquent forfeitures resulting from a violation of any City Ordinance? ☐ 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.

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6/17/19</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk <u>[Signature]</u>
Date license granted	Date license issued	License number issued	

Receipt # 35953 \$65

Applicant's WI Seller's Permit No. <u>450-020503334</u>	FEIN Number <u>39-1989530</u>
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>65.00</u>
TOTAL FEE	\$

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Pyszora</u>		(first name) <u>David</u>		(middle name) <u>Jon</u>	
Home Address (street/route) <u>1362 S Commercial St</u>		Post Office		City <u>Neenah</u>	State <u>WI</u> Zip Code <u>54956</u>
Home Phone Number <u>920.205-8475</u>		Age <u>48</u>	Date of Birth <u>10/10/70</u>		Place of Birth <u>Neenah</u>

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.

☐ D. Pyszora of Pappa's Cafe
(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:

1. How long have you continuously resided in Wisconsin prior to this date? 48 years
2. 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.)

3. 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.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify.

(Name, Location and Type of License/Permit)

5. 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 <u>David Jon Pyszora</u>	Employer's Address <u>1360 S Commercial St Neenah WI 54956</u>	Employed From <u>1987</u>	To <u>Present</u>
Employer's Name <u>Pappa's Cafe</u>	Employer's Address	Employed From	To

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

D. Pyszora
(Signature of Named Individual)



Plan of Operation for Alcohol Beverage License Application

OFFICE OF THE CITY CLERK
211 Walnut Street • Neenah, WI 54956
(920) 886-6100

Your application will be returned for failure to fill out this form completely, correctly, and submit the required Detailed Floor Plan as outlined.

Business Name: Pappa's Cafe																													
Address of Premises: 1360 S Commercial St		Business Telephone Number: 920-729-1970																											
Business Mailing Address – if different from address of premises :																													
Business Internet/E-mail Address: dpyszora@yahoo.com		Business Fax Number: —																											
Owner's Name: David Pyszora		Owner's Phone Number: 920-205-8475																											
Owner's Address include city, state, zip code: 1362 S. Commercial St Neenah WI 54956																													
Will the agent, a partner of the individual licensee be conducting the day-to-day operations of the business: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, list name and address of person who will:																													
<small>Class B Applicants: If the agent, a partner or the individual licensee will not be conducting the day-to-day operations of the business, the person listed above must obtain a Class B Manager's license.</small>																													
Does anyone else have money invested or any other interest in this business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain:																													
What types of business do you or will you conduct at this location? (Check all that apply): (Other licenses/permits may be required to operate your business.) <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> Full Service Restaurant</td> <td><input checked="" type="checkbox"/> Café/Coffee Shop</td> <td><input type="checkbox"/> Bed & Breakfast</td> </tr> <tr> <td><input type="checkbox"/> Grocery Store</td> <td><input type="checkbox"/> Convenience Market</td> <td><input type="checkbox"/> Hotel</td> </tr> <tr> <td><input type="checkbox"/> Liquor Store</td> <td><input type="checkbox"/> Indoor Golf Facility</td> <td><input type="checkbox"/> Private Sports Club</td> </tr> <tr> <td><input type="checkbox"/> Theater</td> <td><input type="checkbox"/> Wine Tasting Room</td> <td><input type="checkbox"/> Veterans Club</td> </tr> <tr> <td><input type="checkbox"/> Brew Pub</td> <td><input type="checkbox"/> Tavern</td> <td><input type="checkbox"/> Fraternal Club</td> </tr> <tr> <td><input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required)</td> <td><input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed)</td> <td><input type="checkbox"/> Video Game Center-6 or more games</td> </tr> <tr> <td><input type="checkbox"/> Bar & Grill</td> <td><input type="checkbox"/> Night club</td> <td><input type="checkbox"/> Bowling Center</td> </tr> <tr> <td><input type="checkbox"/> Comedy Club</td> <td><input type="checkbox"/> Recreational Paint Studio</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Billiard Center</td> <td></td> <td></td> </tr> </table>			<input checked="" type="checkbox"/> Full Service Restaurant	<input checked="" type="checkbox"/> Café/Coffee Shop	<input type="checkbox"/> Bed & Breakfast	<input type="checkbox"/> Grocery Store	<input type="checkbox"/> Convenience Market	<input type="checkbox"/> Hotel	<input type="checkbox"/> Liquor Store	<input type="checkbox"/> Indoor Golf Facility	<input type="checkbox"/> Private Sports Club	<input type="checkbox"/> Theater	<input type="checkbox"/> Wine Tasting Room	<input type="checkbox"/> Veterans Club	<input type="checkbox"/> Brew Pub	<input type="checkbox"/> Tavern	<input type="checkbox"/> Fraternal Club	<input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required)	<input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed)	<input type="checkbox"/> Video Game Center-6 or more games	<input type="checkbox"/> Bar & Grill	<input type="checkbox"/> Night club	<input type="checkbox"/> Bowling Center	<input type="checkbox"/> Comedy Club	<input type="checkbox"/> Recreational Paint Studio		<input type="checkbox"/> Billiard Center		
<input checked="" type="checkbox"/> Full Service Restaurant	<input checked="" type="checkbox"/> Café/Coffee Shop	<input type="checkbox"/> Bed & Breakfast																											
<input type="checkbox"/> Grocery Store	<input type="checkbox"/> Convenience Market	<input type="checkbox"/> Hotel																											
<input type="checkbox"/> Liquor Store	<input type="checkbox"/> Indoor Golf Facility	<input type="checkbox"/> Private Sports Club																											
<input type="checkbox"/> Theater	<input type="checkbox"/> Wine Tasting Room	<input type="checkbox"/> Veterans Club																											
<input type="checkbox"/> Brew Pub	<input type="checkbox"/> Tavern	<input type="checkbox"/> Fraternal Club																											
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<input type="checkbox"/> Bar & Grill	<input type="checkbox"/> Night club	<input type="checkbox"/> Bowling Center																											
<input type="checkbox"/> Comedy Club	<input type="checkbox"/> Recreational Paint Studio																												
<input type="checkbox"/> Billiard Center																													
Briefly detail the type of business you plan to operate, if granted a license: Serve beer, screwdriver, Bloody Marys + Mimosa (for breakfast)																													
What other types of licenses or permits will you or do you hold at this location? :																													
<input type="checkbox"/> Tavern Entertainment	<input type="checkbox"/> Cigarette	<input type="checkbox"/> Amusement Devices																											
<input type="checkbox"/> Dance Hall	<input checked="" type="checkbox"/> Food (though Health Dept.)	<input type="checkbox"/> Other(s)																											

If applying for a Class B or C license, what type of food service will you have? (check all that apply):

<input type="checkbox"/> None	<input type="checkbox"/> Prepackaged Foods	<input type="checkbox"/> Snacks
<input checked="" type="checkbox"/> Appetizers	<input type="checkbox"/> Catered Events	<input checked="" type="checkbox"/> Full Meals

What percentage of your total sales will be from the sales of alcohol beverages? 7 %

Is there at least 300 feet between the building and any church, school or hospital? ☒ Yes ☐ No

How many alcohol serving premises are within a 4 block radius of your business? 4

Do you have any future plans for other businesses, licenses or permits at this location? ☐ Yes ☒ No

If yes, explain:

Is this premise under construction? ☐ Yes ☒ No If yes, list estimated completion date:

Is this a franchise? ☐ Yes ☒ No

What was the previous name & nature of the business operating at this location, if applicable? N/A

Is this premises currently or ever been licensed? ☒ Yes ☐ No If yes, list type of license: Class B

Is the current licensee operating? ☐ Yes ☒ No If no, list date closed:

If alcohol sales are a new use in this building, please contact the Neenah Police Department at (920) 886-6000 to meet with Chief of Police to review regulations/ordinances.

What is the zoning classification for this premise?

HOURS OF OPERATION FOR ALCOHOL BEVERAGE SALES/SERVICE ONLY		
Day of the Week	Proposed Hours of Operation:	
	Open	Close
Sunday	7am	2pm
Monday	7am	7pm
Tuesday	7am	2pm
Wednesday	7am	7pm
Thursday	7am	7pm
Friday	7am	7:30pm
Saturday	7am	7pm

PROHIBITED HOURS OF OPERATION:
 Class A: 9:00 PM to 8:00 AM; Class B/C: Monday thru Friday 2:00 AM - 6:00 AM;
 Class B/C: Saturday thru Sunday 2:30 AM - 6:00 AM

Legal Capacity/Occupancy of Premises: Inside <u>100</u> Outside <u>0</u> (does not include Class A) Call (920) 886-6130 if you have questions.	Number of Parking Spaces on the premises, not including street parking: <u>20</u>
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LITTER/GARBAGE:
What are your plans to keep the grounds clean (check all that apply):
 Sweep Pressure Wash Pick Up Litter Hired Maintenance Garbage Cans Outside (Dumpster)
 Other:

Who is responsible to keep the grounds clean? Licensee Building Owner Employees
 Hired Maintenance Other:

NOISE: How will issues be addressed? (check all the apply): Security Manager approaches customer(s) Call police Signs posted Other:

DETAILED FLOOR PLAN

Please read all instructions before preparing the floor plan.

- A detailed floor plan must be submitted with this application.
- Even if the premises has been previously licensed and a floor plan submitted, a new floor plan must be submitted with this application.
- The floor plan must be filed on 8 1/2 x 11 inch sized paper. Plans do not need to be architectural drawings and need not be to scale. Handwritten plans are acceptable.
- A separate sheet of paper should be filed for each floor where alcohol will be stored, displayed, sold, given away and/or consumed.

The floor plan must include all of the following items:

1. Dimensions and total square feet of the premises (length x width = square feet)
2. Label all entrances and exits
3. Label and provide dimensions (length & width) of all alcohol storage areas (coolers, stock room, basement, etc.)
4. Label and provide dimensions (length x width) of all alcohol display areas (behind the bar, shelves, etc)
5. Class B & C Applicants only: Label and provide dimensions (length x width) of all outdoor areas used for the sale or service of alcohol beverages (for example, patios, beer gardens, sidewalk cafes)
6. Class B & C Applicants only: Label all seating areas, bars, and food preparation areas (kitchen)
7. Label and provide dimensions (length x width) for the first floor showing the relation of all parking areas on the premises to the building, not including street parking.
8. On each page mark the following: North ↑, Date, Business name & address

ALL NEW & TRANSFER APPLICANTS:

Submit Proof of Ownership, Lease or Offer to Purchase the Building with this application.

A Lease or Offer to Purchase must:

1. Be in the same legal entity names as those applying for the license
2. Reflect the same address as the premises address on this application
3. Reflect current dates and
4. Be signed by the lessor/seller and lessee/buyer

Lease or Offer to Purchase may be contingent upon the license being granted.

Do you own or lease the building? Check one: ☒ Own ☐ Lease

Who owns the fixtures (i.e. Coolers, etc.)? owner

Subscribed and sworn to before me

this 17th day of June, 20 19

Patricia A. Starn

Notary Public, State of Wisconsin

My Commission expires: 7/23/21

Notary Seal must be affixed

[Signature]
Signature of Individual/Partner/Officer

Signature of Partner/Officer

Warning: Penalty provided for submitting false statements and affidavits with this application.

Your application will be returned for failure to fill out this form completely and correctly, and submit a detailed floor plan as indicated.

DECLASSIFICATION

1. This document contains information that is exempt from automatic declassification under the provisions of the President John F. Kennedy Library Act, 50 U.S.C. 3605(a)(2)(A), and the President John F. Kennedy Library Act, 50 U.S.C. 3605(a)(2)(B).

2. The information in this document is being withheld from automatic declassification because it is determined that the release of this information could be detrimental to the national defense.

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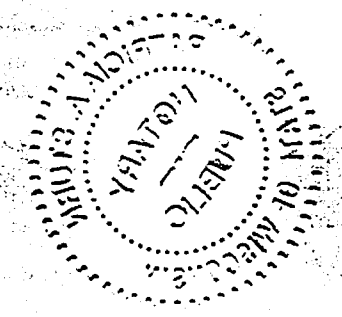
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Pappa's Cafe - 1360 S. Commercial Street

Parking Lot

Back Door

Back Room

Parking Lot

Kitchen

Dish Room

Booth

Women's

Mens

Front Dining Room

Front Room

Front Door

S. Commercial Street