

**CITY OF NEENAH  
SPECIAL MEETING  
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING  
July 5, 2023 @ 6:30 PM  
City Hall, 211 Walnut Street  
Council Chambers**

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.

**A G E N D A**

1. Public Appearances
2. Preliminary Resolution 2023-14: Installation of 2-Inch Asphalt Mat Overlay for properties within the Freedom Acres Subdivision (Attachment)
3. Preliminary Resolution 2023-15: Installation of 2-Inch Asphalt Mat Overlay for properties within the Homes at Freedom Meadows Subdivision (Attachment)
4. Licenses
  - a. Original Transfer "Class B" Combination Retail Liquor License Application, Sherrytown Station, 432 Sherry Street (Attachment)
  - b. Temporary Extension of Licenses Premises Application, Copperstill Bourbon Bar, 211 E Wisconsin Avenue (Attachment)
5. Announcements/Future Agenda Items
6. Adjournment

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 **City Clerk Office at (920)886-6101** or the **City's ADA Coordinator at (920)886-6106 or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us)** at least 48 hours prior to the scheduled meeting or event to request an accommodation.



**RESOLUTION NO. 2023-14**

**PRELIMINARY RESOLUTION OF INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS BY POLICE POWER UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES AND SECTION 13-1 OF THE NEENAH MUNICIPAL CODE.**

RESOLVED, by the Common Council of the City of Neenah, Wisconsin.

- 1. The Common Council hereby declares its intention to exercise its power under Section 66.0703 Wisconsin Statutes and Section 13-1 of the Neenah Municipal Code to levy special assessments under the police power upon all properties abutting the following improvements in the City of Neenah, Wisconsin:

**Installation 2-Inch Asphalt Mat Overlay for properties served on the following streets within the Freedom Acres Subdivision:**

**1. Honor Street (CTH G to Terminus)**

- 2. The Common Council determines that the above improvements constitute an exercise of the police power and the amount assessed each parcel abutting on the above named street shall be on a reasonable basis as approved by the Common Council which is in effect at the time of installation in accordance with special assessment procedures set forth in provisions of Section 13-1, Neenah Municipal Code.
- 3. The assessments against any parcels of land shall be paid as provided in the City of Neenah Municipal Code, Section 13-2 and 13-3.
- 4. The Public Services and Safety Committee shall with respect to the items mentioned at paragraph 1 above prepare a report consisting of:
  - a. Preliminary or final plans and specifications of the improvements.
  - b. An estimate of the entire cost of the proposed work or improvements.
  - c. A schedule of the proposed assessments as to each parcel of property affected.
  - d. A statement that the properties against which the assessments are proposed are benefited and that the improvements constitute an exercise of the police power.

Upon completion of such report, the Public Services and Safety Committee is directed to file such reports in the City Clerk's office for public inspection.

- 5. Upon receiving a report of the Public Services and Safety Committee, the Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes.

Recommended by:  
Public Services and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Jane Lang, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Char Nagel, City Clerk



**RESOLUTION NO. 2023-15**

**PRELIMINARY RESOLUTION OF INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS BY POLICE POWER UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES AND SECTION 13-1 OF THE NEENAH MUNICIPAL CODE.**

RESOLVED, by the Common Council of the City of Neenah, Wisconsin.

- 1. The Common Council hereby declares its intention to exercise its power under Section 66.0703 Wisconsin Statutes and Section 13-1 of the Neenah Municipal Code to levy special assessments under the police power upon all properties abutting the following improvements in the City of Neenah, Wisconsin:

**Installation 2-Inch Asphalt Mat Overlay for properties served on the following streets within the Homes at Freedom Meadows Subdivision:**

- 1. **Founders Street**
- 2. **Honor Street (Founders to Liberty)**
- 3. **Liberty Avenue**

- 2. The Common Council determines that the above improvements constitute an exercise of the police power and the amount assessed each parcel abutting on the above named street shall be on a reasonable basis as approved by the Common Council which is in effect at the time of installation in accordance with special assessment procedures set forth in provisions of Section 13-1, Neenah Municipal Code.
- 3. The assessments against any parcels of land shall be paid as provided in the City of Neenah Municipal Code, Section 13-2 and 13-3.
- 4. The Public Services and Safety Committee shall with respect to the items mentioned at paragraph 1 above prepare a report consisting of:
  - a. Preliminary or final plans and specifications of the improvements.
  - b. An estimate of the entire cost of the proposed work or improvements.
  - c. A schedule of the proposed assessments as to each parcel of property affected.
  - d. A statement that the properties against which the assessments are proposed are benefited and that the improvements constitute an exercise of the police power.

Upon completion of such report, the Public Services and Safety Committee is directed to file such reports in the City Clerk's office for public inspection.

- 5. Upon receiving a report of the Public Services and Safety Committee, the Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes.

Recommended by:  
Public Services and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Jane Lang, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Char Nagel, City Clerk

## Public Services & Safety Committee

### June 27, 2023 Meeting

#### Original Transfer "Class B" Combination Retail Liquor License Application

Applicant	Trade Name	Address of Business	Agent	Type of License	Effective Date
Sherrytown2, LLC	Sherrytown Station	432 Sherry Street	Shelly Smith	Class B Combination Intoxicating Liquor & Fermented Malt Beverage	07/06/23

#### Temporary Extension of Licenses Premises Application

Applicant	Event Contact	Name of Event	Location	Date(s) of Event	Time of Event
Tony Kuhr	Tony Kuhr	Dan Fritsh Charity Fund Raiser	Copperstill Bourbon Bar 211 E. Wisconsin Ave	Friday, July 14, 2023	4:00-10:00 PM



Dept. of Legal & Administrative Services  
Office of the City Clerk  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6100 • Fax 920-886-6109  
e-mail cnagel@neenahwi.gov  
CHARLOTTE K. NAGEL, WCMC

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## MEMORANDUM

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**DATE:** June 21, 2023

**TO:** Mayor Lang, Members of Liquor License Review Subcommittee,  
Members of Public Services & Safety Committee, Members of the  
Common Council

**FROM:** Char Nagel, City Clerk

**RE:** Application for Regular “Class B” Liquor License – Sherrytown 2, LLC

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The Clerk’s Office received a Transferring License Business to Business, an Original Alcohol Beverage Retail License Application, and an Operations Plan for Sherrytown 2, LLC, d/b/a Sherrytown Station at 432 Sherry Street. The current “Class B” Combination Liquor License is issued to Sherrytown Station, LLC. The bar, Sherrytown Station, is being sold. Part of the sale transaction is the transfer of the liquor license.

A background check has been successfully completed on Sherrytown 2, LLC, with no monies owed to the city. All transfer paperwork is in order. Approving the transfer to Sherrytown 2, LLC, does not impact the liquor license quota.

Staff recommends approval of the transfer of regular “Class B” Combination Intoxicating Liquor and Fermented Malt Beverage License from Sherrytown Station, LLC, to Sherrytown 2, LLC, d/b/a Sherrytown Station at 432 Sherry Street.



**TRANSFERRING LICENSE**  
**BUSINESS TO BUSINESS FORM**

I/We hereby transfer the following licenses to the City of Neenah:

Class B Combination Beer/Liquor/Wine License No. 22-52

Class \_\_\_\_\_ Beer/Liquor/Wine License No. \_\_\_\_\_

Other Amusement License No. 22-52  
(Cigarette, Amusement, etc.)

Other Dance License No. 22-52  
(Cigarette, Amusement, etc.)

Date licenses transferred 7-1-2023, 2023

License(s) are for the following establishment: (PLEASE PRINT)

Business Name: Sherrytown Station, LLC

Doing business as: Sherrytown Station

Business Address: 432 Sherry Street

City/State: Neenah WI 54956

Signatures: Randall C. Steward

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

Print Name: Randall Steward

Sueann Steward

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

Print Name: Sueann Steward

Shelly Smith

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

Print Name: Shelly Smith

Notes: This form must be signed by all members of the Corp/LLC/Partnership/Individual prior to issuance of the new license.

The licenses listed above were surrendered to me on this 15<sup>th</sup> day of June, 2023.

Charlotte Nagel  
Charlotte Nagel, City Clerk

I/We hereby accept the transfer the following licenses to the City of Neenah:

Class B Combination Beer/Liquor/Wine License No. 22-52

Class \_\_\_\_\_ Beer/Liquor/Wine License No. \_\_\_\_\_

Other Amusement License No. 22-52  
(Cigarette, Amusement, etc.)

Other Dance License No. 22-52  
(Cigarette, Amusement, etc.)

Date licenses transferred 7-1-2023, 2023\_\_

License(s) are for the following establishment: (PLEASE PRINT)

License(s) are for the following establishment: (PLEASE PRINT)

Business Name: Sherrytown 2, LLC

Doing business as: Sherrytown Station

Business Address: 432 Sherry Street

City/State: Neenah WI 54956

Signatures: Shelly Smith  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

Print Name: Shelly A. Smith

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

Print Name: Sueann J Steward

Randall C Steward  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

Randall C Steward  
Print Name:

Notes: This form must be signed by all members of the Corp/LLC/Partnership/Individual prior to issuance of the new license.

The licenses listed above were accepted as a transfer license to me on this 15<sup>th</sup> day of June, 2023.

Charlotte Nagel  
Charlotte Nagel, City Clerk

# Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 07-01-2023 ending: 07-07-2024  
(mm dd yyyy) (mm dd yyyy)

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

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

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

Applicant's Wisconsin Seller's Permit Number [REDACTED]	
FEE [REDACTED]	
TYPE OF LICENSE REQUESTED	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	\$
<b>TOTAL FEE</b>	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)  
Shelley Smith Shelly A - Sherrytown 2 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 <u>Smith</u>	(First) <u>Shelly</u>	(Middle Name) <u>Ann</u>	Home Address (Street, City or Post Office, & Zip Code) <u>W 7233 Fir Lane 2 Menasha WI 54952</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
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)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Sherrytown Station Business Phone Number 920-215-3465  
 2. Address of Premises 432 Sherry St Post Office & Zip Code Neenah WI 549

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.)  
Tavern - Upstairs Tavern - Basement Storage

4. Legal description (omit if street address is given above): \_\_\_\_\_  
 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? Sherrytown Station

# 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 Neenah County of Winnebago

The undersigned duly authorized officer/member/manager of Sherrytown Station / Sherrytown LLC  
(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 Sherrytown Station  
(Trade Name)

located at 432 Sherry St, Neenah WI 54950

appoints Shelly Ann Smith  
(Name of Appointed Agent)

W7233 Firelane 2 Menasha WI 54952  
(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? [Redacted]

Place of residence last year W7233 Firelane 2 Menasha WI 54952

For: Sherrytown Station  
(Name of Corporation / Organization / Limited Liability Company)

By: Shelly A Smith  
(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, Shelly Ann Smith, 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.

Shelly Ann Smith 5/8/2023  
(Signature of Agent) (Date)

W7233 Firelane 2 Menasha WI 54952  
(Home Address of Agent)

Agent's age [Redacted]  
Date of birth [Redacted]

### 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)

# Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print)		(last name)	(first name)	(middle name)
		Smith	Shelly	Ann
Home Address (street/route)	Post Office	City		State
W 7233 Fire Lane 2	Neenah	Neenah		WI
Home Phone Number	Age	Date of Birth	Place of Birth	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	

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.
- \_\_\_\_\_ of \_\_\_\_\_  
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

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

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

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

Employer's Name	Employer's Address	Employed From	To
[REDACTED]			

**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)



## 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.

<b>Business Name:</b> <i>Sherrytown Station</i>																													
<b>Address of Premises:</b> <i>432 Sherry St Neenah</i>		<b>Business Telephone Number:</b> <i>920-215-3465</i>																											
<b>Business Mailing Address</b> – if different from address of premises :																													
<b>Business Internet/E-mail Address:</b> <i>Sherrytown2@gmail.com</i>		<b>Business Fax Number:</b>																											
<b>Owner's Name:</b> <i>Shelly Smith</i>		<b>Owner's Phone Number:</b>																											
<b>Owner's Address</b> include city, state, zip code: <i>W7233 Fire Lane 2 Menasha WI 54952</i>																													
<b>Will the agent, a partner of the individual licensee be conducting the day-to-day operations of the business:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If no, list name and address of person who will:																													
<small><i>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.</i></small>																													
<b>Does anyone else have money invested or any other interest in this business?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain:																													
<b>What types of business do you or will you conduct at this location? (Check all that apply):</b> (Other licenses/permits may be required to operate your business.) <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Full Service Restaurant</td> <td><input type="checkbox"/> Café/Coffee Shop</td> <td><input type="checkbox"/> Bed &amp; 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 checked="" 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 &amp; 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 type="checkbox"/> Full Service Restaurant	<input 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 checked="" 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 type="checkbox"/> Full Service Restaurant	<input 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 checked="" 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																													
<b>Briefly detail the type of business you plan to operate, if granted a license:</b> <i>Tavern / Bar</i>																													
<b>What other types of licenses or permits will you or do you hold at this location? :</b>																													
<input type="checkbox"/> Tavern Entertainment	<input type="checkbox"/> Cigarette	<input checked="" type="checkbox"/> Amusement Devices																											
<input checked="" 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 type="checkbox"/> Appetizers	<input type="checkbox"/> Catered Events	<input type="checkbox"/> Full Meals

**What percentage of your total sales will be from the sales of alcohol beverages? \_\_\_\_\_ %**

**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?**

**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?**

**Is this premises currently or ever been licensed?  Yes  No** If yes, list type of license:

**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	6am	2:00AM
Monday	6am	2:00AM
Tuesday	6am	2:00 AM
Wednesday	6am	2:00AM
Thursday	6am	2:00 AM
Friday	6am	2:30 AM
Saturday	6am	2:30AM

**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 _____ (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>0</u>
------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------

**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   
 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.)? \_\_\_\_\_

Subscribed and sworn to before me

this 8<sup>th</sup> day of May, 20 23

Becca Andruschko  
Notary Public, State of Wisconsin

My Commission expires: 09/08/2026

Notary Seal must be affixed

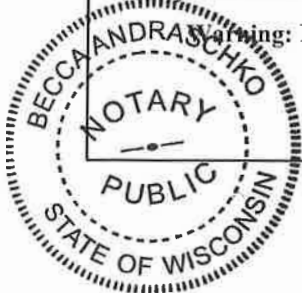
Jully Smith

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.**



Basement

23.4 Ft wide



Roof  
door  
stair  
access

172 Ft long

Bench Storage Soda + Beer  
30 Ft

Bench Storage Beer

12 Ft

Dry Good Storage

Walkin Coolers



10 x 10

sink  
water

Door to Basement

23.4 Ft Wide

72 Ft. Long

Basement Door

12ft Back bar storage

6ft Bottle storage

EXIT  
Rear door

EXIT  
Front Door



# TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

clerk@neenahwi.gov

www.ci.neenah.wi.us

For Office Use Only		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	
Paid:	Date filed:	Deadline:
Map included:	25 days prior to event	

## Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <b>Tony Kuhr</b>	Contact Phone # <b>920.205.1723</b>
Corporation or LLC Name: (if applicable) <b>Copperstill Bourbon Bar</b>	Business/Trade Name:
Business Address: <b>211 E. Wisconsin Ave.</b>	

## Section 2: Event Information

Name of Event: <b>Dan Fritsch Charity Fund Raiser</b>
List Dates & Times (include a.m. or p.m.): <i>Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.</i> <b>Friday July 14 4pm - 10pm</b>

## Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.  
Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

<input checked="" type="checkbox"/> Sidewalk at the <b>East</b> of premise	<input checked="" type="checkbox"/> Parking lot at the <b>South</b> of premise.
<input type="checkbox"/> Street of the _____ of premise	<input checked="" type="checkbox"/> Parking lot at the <b>West</b> of premise.
<input type="checkbox"/> Other: _____	

Check all that apply for the area(s) on the premise where the event will take place.

<input type="checkbox"/> I own	<input type="checkbox"/> I will obtain a special event permit (see information sheet for details)
<input checked="" type="checkbox"/> I lease	<input type="checkbox"/> I have permission from a special event organization

## Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application*  
**USE OF Back Parking Lot + adjacent handicap Walk-up & Entry**

## Section 5: Acknowledgement and Signature

**APPLICANTS FILING AFTER THE DEADLINE:**  
I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

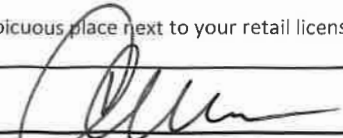
I affirm my understanding that any decision made by the Council is final and not subject to appeal; and

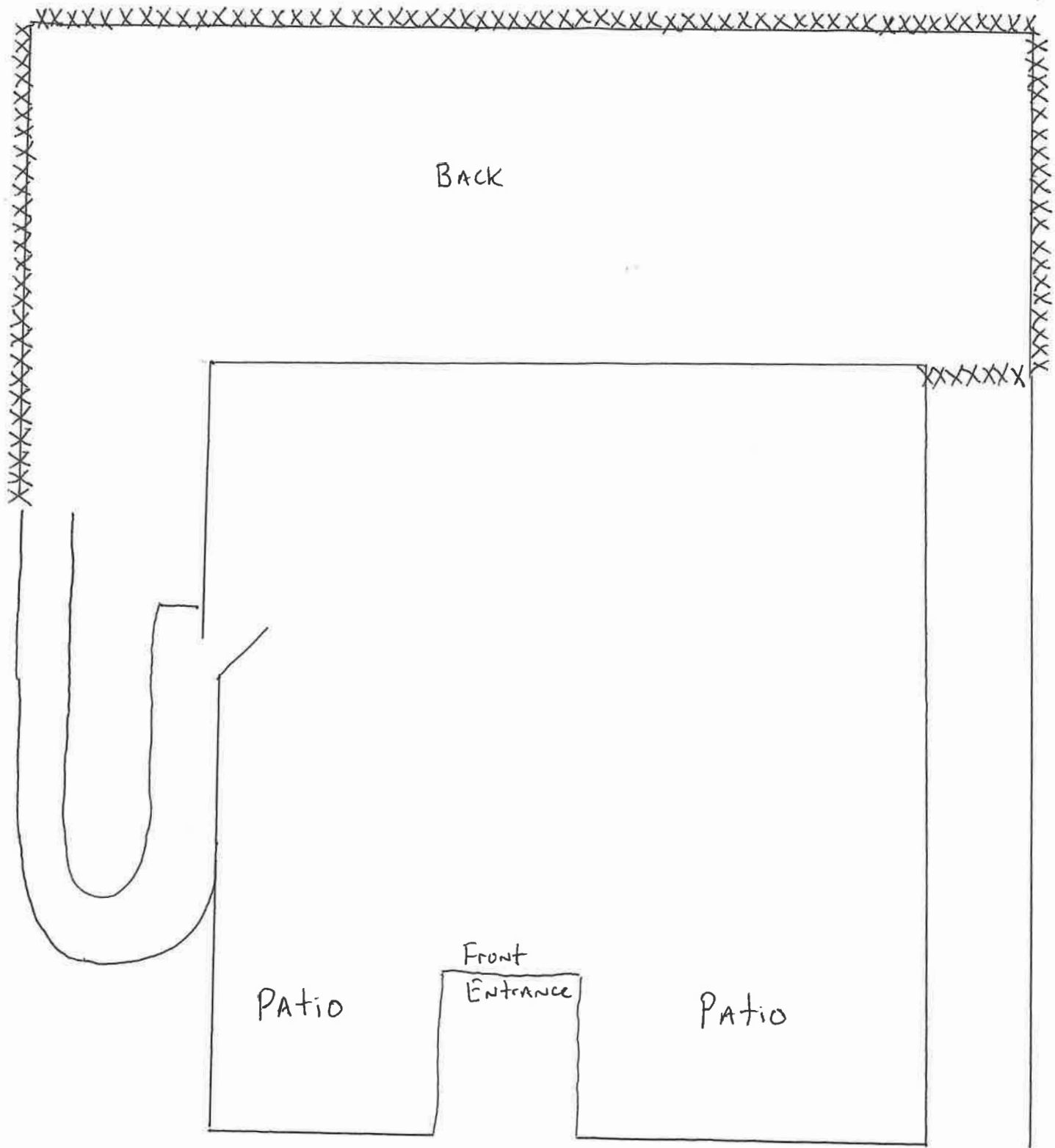
I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

**ALL APPLICANTS:**

I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.

I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.

  
\_\_\_\_\_  
Signature of Sole Proprietor, Partner or Agent



BACK

PATIO

Front  
Entrance

PATIO

MAIN ST

XXXX SNOW fencing

Double line lot