

Date: Tuesday, May 3, 2016

Time: 7:05

Place: City Hall

LICENSE COMMITTEE

A. ROLL CALL

B. CORRECTION OF MINUTES

C. BUSINESS

1. APPLICATION FOR POSSESSION OF LIVE CHICKENS - RYAN LINDSEY

Review and possibly recommend to Council for approval

Individual Requesting Item	City Clerk/DOGG
Expected Length of Discussion	5 min.

Documents: [SKMBT_C35160425170400.pdf](#)

2. APPLICATION FOR POSSESSION OF LIVE CHICKENS - JOHN JEWELL AND KATHLEEN RINEAR

Review and possibly recommend to Council for approval

Individual Requesting Item	City Clerk/DOGG
Expected Length of Discussion	5 min.

Documents: [jewell rinear chicken permit.pdf](#)

3. REQUEST FOR EXTENSIONS OF LICENSED PREMISES FOR LEISURE LANES INC TO ADD OUTDOOR BEER GARDEN IN CONJUNCTION WITH CAR SHOWS AND BEAN BAGS LEAGUE

Review and possibly recommend to Council for approval

Individual Requesting Item	City Clerk/DOGG
Expected Length of Discussion	5 min.

Documents: [SKMBT_C35160425170500.pdf](#)

D. BUSINESS BY MEMBERS

E. ADJOURNMENT

This Committee may take any action it considers appropriate related to any item on this agenda.

Request from persons with disabilities who need assistance to participate in this meeting, including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329-2564 with as much advance notice as possible so that proper arrangements can be made.

Members: Chairperson Richard Thoman, Michael Boyce, Chris Beer, Alt. Tom Miller

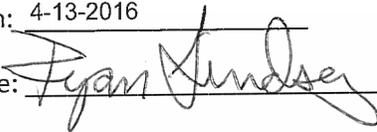
Description cont.

will be attached to the coop for the chickens to lay eggs in. Two wooden rods will be placed above the floor level in the coop for the chickens to roost on. Bottom of the coop will have a slide out tray for easy cleaning the floor area. Chickens will have access into the coop from the bottom that will have a sliding door to house them at night. The chicken run will be 4ftx8ftx20in. Frame will be green treat covered on all sides with galvanized rubber coated wire. Run will have a door on top for feeding.

Some properties may have deed restrictions and/or neighborhood covenants in effect that prohibit the possession of live chickens on the subject property. Have you checked to see if any such restrictions or covenants are in effect at the permit address? Yes No

NOTE: This is a permit application only for the possession of live chickens. No slaughtering is allowed.

Date of Application: 4-13-2016

Applicant Signature: 

The following must be submitted with the application:

- Accurately scaled drawing showing the location of the proposed coop and any chicken run, distances to lot lines and distances to nearest adjoining principal structure, together with dimensions of the coop and chicken run
- Satisfactory evidence that the applicant has registered the proposed location with the Wisconsin Department of Agricultural Trade and Consumer Protection pursuant to section 95.51 of the Wisconsin Statutes and section ATCP 17 of the Wisconsin Administrative Code
- Permit fees as follows:
 - \$50.00 - Initial Review Fee**
 - \$25.00 - Review Fee for changes to construction or size of coop or run or location on premises**
 - \$25.00 - Annual Permit Fee**
- Property Owner's Notarized Signature (required only if the applicant is not the owner of the property for which permit is requested)

This section to be completed by the City of Monroe

Date Paid: 4-13-16 Total Amount Paid: 75.00 (Acct# 5/533)

City Clerk checklist

- Complete application
- Scale drawing included
- Fee collected
- Owner's signature and notary signature
- Covenants or restrictions verified by applicant
- Wisconsin Dept. of Ag registration

Building Inspector checklist

- Coop Construction materials acceptable (resistant to rodents, wild birds and predators)
- Coop provides a humane environment (adequate ventilation, sun, shade and protection from adverse weather)
- Coop interior enclosed area of not less than 4 square feet per chicken and a total enclosed area of not more than 24 square feet
- Run does not exceed in size the greater of 40 square feet or 1% of the rear yard area, but in no case more than 100 square feet
- Run to be constructed in workmanlike fashion of wire normally used for the containment of chickens
- One family dwelling
- Rear yard only
- Coop or run is not located within 10 feet of any lot line unless the rear or side lot is contiguous to an alley in which case the coop or run shall not be within 3 feet of the lot line abutting such alley
- No portion of coop or run located within 25 feet of any principal structure on adjacent lot

Approved by City Clerk: CS Date: 4-13-16

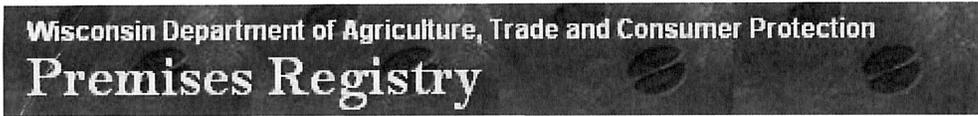
Approved by Building Inspector: RL Date: 4-14-16

Approved by License Committee: _____ Date: _____

Approved by Common Council: _____ Date: _____

_____ Disapproved (reason):

_____ Special Conditions of Approval:



[Home](#) [My Account](#) [Search](#)

User: 201614aa [Help](#) [Logout](#)

Account: Ryan M Lindsey

- Premises**
- Users
- Account Info
- Renewal

Premises Information

PremID	Status	Premises Name/Contact Name	Address/Phone
00MJJVX	Active	Residential within the City of Monroe Ryan Lindsey	2038 RIDGEWAY RD (608) 325-6829

[Register New Premises](#)

[Premises Instructions](#)

[Web Site Use Agreement](#) | [Privacy Policy](#) | [Legal Notices](#)

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CITY OF MONROE
 1110 18th Avenue, Monroe, WI 53566
 Phone (608) 329-2524 FAX (608) 329-2561

Application for Permit for Possession of Live Chickens

The undersigned most respectfully makes application for a permit under section 9-2-22 of the Monroe City Code to possess live chickens subject to all applicable conditions, regulations, and provisions of all state statutes and city ordinances & resolutions regarding issuance of said permit.

Applicant(s): John Jewell and Kathleen Rinear

Phone number: 262-794-6936

Address: 2026 Ridgeway Rd., Monroe, WI 53566
 (Street) (City) (State) (ZIP)

Email address: jewellucc@gmail.com

Number of live chickens to be possessed 4

Permit Address: 2026 Ridgeway Rd., Monroe, WI 53566
 (Street) (City) (State) (ZIP)

Owner of property for which permit is requested John Jewell and Kathleen Rinear

Phone number: 262-794-6936

Address: 2026 Ridgeway Rd., Monroe, WI 53566
 (Street) (City) (State) (ZIP)

Email address: jewellucc@gmail.com

Description of Coop and Run (Including size and proposed construction materials)

Construction grade materials, resistant to rodents, wild birds and predators will be used to construct a 4' x 4' chicken coop and a 4' x 10' chicken run. Predator proof hardware to be used on all coop access doors.

Description cont.

Coop is raised two feet off ground for predator protection. Attached drawing shows framed and completed unit with dimensions.
1/2 inch hardware cloth to be used for all screening. The base of the entire unit will be protected by a predator barrier.

Some properties may have deed restrictions and/or neighborhood covenants in effect that prohibit the possession of live chickens on the subject property. Have you checked to see if any such restrictions or covenants are in effect at the permit address? Yes No

NOTE: This is a permit application only for the possession of live chickens. No slaughtering is allowed.

Date of Application: April 15, 2016

Applicant Signature: 

The following must be submitted with the application:

- Accurately scaled drawing showing the location of the proposed coop and any chicken run, distances to lot lines and distances to nearest adjoining principal structure, together with dimensions of the coop and chicken run
- Satisfactory evidence that the applicant has registered the proposed location with the Wisconsin Department of Agricultural Trade and Consumer Protection pursuant to section 95.51 of the Wisconsin Statutes and section ATCP 17 of the Wisconsin Administrative Code
- Permit fees as follows:
 - \$50.00 - Initial Review Fee**
 - \$25.00 - Review Fee for changes to construction or size of coop or run or location on premises**
 - \$25.00 - Annual Permit Fee**
- Property Owner's Notarized Signature (required only if the applicant is not the owner of the property for which permit is requested)

N/A

OWNER'S CERTIFICATION (if required)

I certify that I am the owner of the property located at _____ and I hereby approve the use of this property for the possession of live chickens in accordance with Monroe City Code Section 9-2-22

Owner Signature: _____

State of Wisconsin

County of Green

This instrument was signed before me on _____
by _____

Notary Signature _____

My commission expires on _____

(seal)

This section to be completed by the City of Monroe

Date Paid: 4-15-16 Total Amount Paid: 75⁰⁰ (Acct# 5/533)

City Clerk checklist

- Complete application
- Scale drawing included
- Fee collected
- Owner's signature and notary signature
- Covenants or restrictions verified by applicant
- Wisconsin Dept. of Ag registration

Building Inspector checklist

- Coop Construction materials acceptable (resistant to rodents, wild birds and predators)
- Coop provides a humane environment (adequate ventilation, sun, shade and protection from adverse weather)
- Coop interior enclosed area of not less than 4 square feet per chicken and a total enclosed area of not more than 24 square feet
- Run does not exceed in size the greater of 40 square feet or 1% of the rear yard area, but in no case more than 100 square feet
- Run to be constructed in workmanlike fashion of wire normally used for the containment of chickens
- One family dwelling
- Rear yard only
- Coop or run is not located within 10 feet of any lot line unless the rear or side lot is contiguous to an alley in which case the coop or run shall not be within 3 feet of the lot line abutting such alley
- No portion of coop or run located within 25 feet of any principal structure on adjacent lot

Approved by City Clerk: CS Date: 4-18-16

Approved by Building Inspector: RL Date: 4-20-16

Approved by License Committee: _____ Date: _____

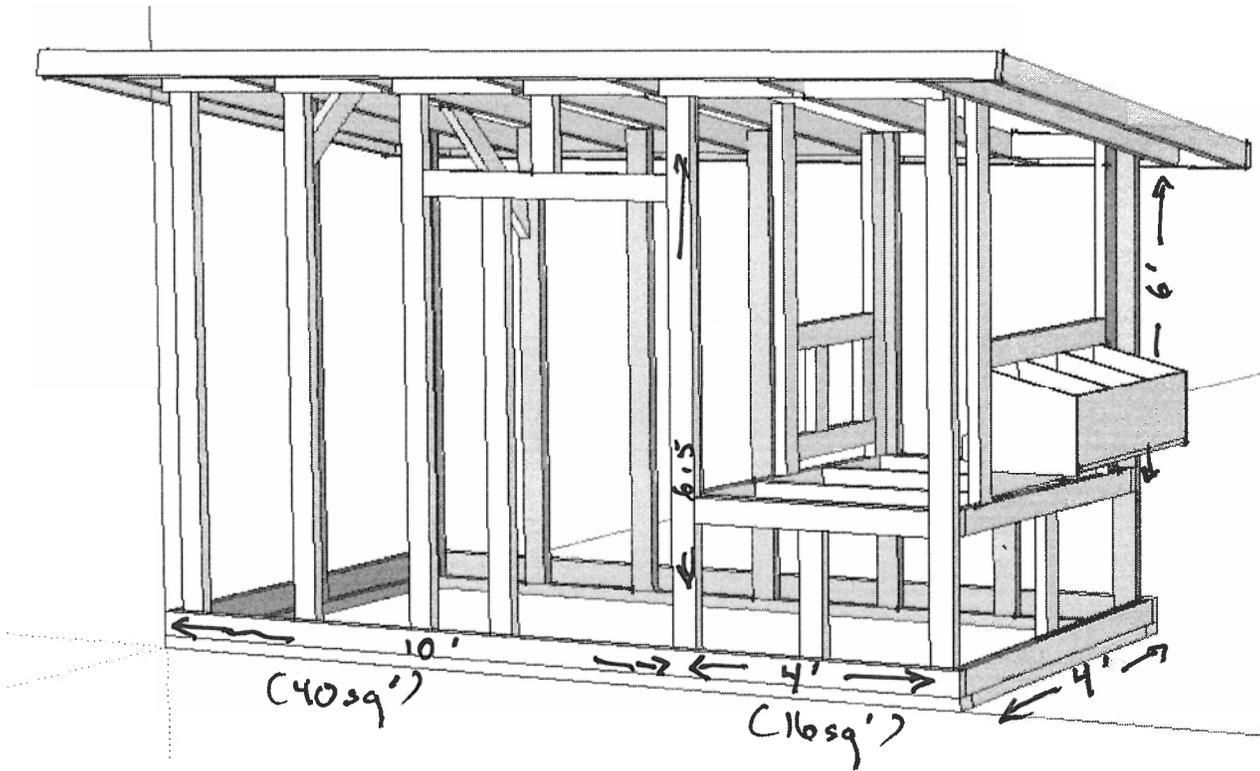
Approved by Common Council: _____ Date: _____

_____ Disapproved (reason):

_____ Special Conditions of Approval:

John Jewell / Kathleen Rinear – Chicken Coop 2026 Ridgeway Rd. Monroe, WI 53566

[Proposed Frame]



[Proposed Finished Coop / Run]



Wisconsin Livestock Premises Registration Card

John P Jewell
2026 RIDGEWAY RD
MONROE, WI 53566-1213



Livestock Premises Code: 00MEUTT

Valid to July 31, 2019

Bend at arrow and peel card.

rates \$88 billion for Wisconsin

9122 • http://datcp.wi.gov/Animals/Premises_Registration/index.a
al opportunity employer

rec'd 4-11-16

CITY OF MONROE APPLICATION FOR OUTDOOR BEER GARDEN

To the License Committee and the Common Council of the City of Monroe:

I/we hereby submit application for approval of an outdoor beer garden in conjunction with a temporary alcohol beverage license or as an extension of the licensed premises of a current regular alcohol beverage license holder as follows, and hereby agree to abide by the attached regulations and standards and to comply with all federal, state, and local laws, resolutions, and ordinances governing beer gardens and alcoholic beverages:

Name of Applicant: Leisure lanes

4pm - 9pm Daily

Current Regular alcohol beverage license holder? Y

Applying for a temporary alcohol beverage license? N

Address of Applicant: 2308 6th Ave

Mailing Address of Applicant: P.O. Box 611

Phone Number of Applicant: 608-328-8135

Requested area is: Permanent _____ Temporary X If temporary, please provide dates of operation: ON BACK CIRCLED

Beer garden area is to be located on Private Property X Public Property _____ or Combination Public/Private _____

Address and detailed description of premises to be licensed for beer garden - Include dimensions and describe fencing, entrances, exits, and other details: 2308 6th Ave Monroe parking lot area. Size of area for license 64' x 176'. 1 entrance to Bar & 2 exits in parking lot. Wood post + rope will block off area w/ no alcohol beyond this point signs.

Dated this _____ day of APRIL, 2016

[Signature]
Signature

Signature

Two signatures of officers required if an organization, corporation, or LLC

Note: Attach a detailed diagram of the proposed beer garden area that specifically describes the dimensions and the relationship to any other licensed area. (required)

Approval:

Police Department
[Signature]
Building Inspector

[Signature]

Fire Department
[Signature]
City Clerk

Approved by License Committee on _____
Approved by Common Council on _____

Guidelines and Requirements for Outdoor Beer Gardens

An outdoor beer garden is defined as an open air, roofed or unroofed area, where beer and/or other alcoholic beverages are served or consumed, whether permanent or temporary, and whether on private or public property

Application is made to the City Clerk and then also reviewed by the Police, Fire, and Building Inspection Departments. The application is then referred to the License Committee for review taking into consideration recommendations made by City staff. The License Committee will then refer and make recommendations to the Common Council for final approval of the application.

Guidelines and Requirements – All:

1. Must attach a detailed diagram of the proposed beer garden area that specifically describes the dimensions and the relationship to any other licensed area.
2. Area must comply with all state and local building and fire codes regarding such things as exits, exit lights and capacity and is subject to inspection by the Fire Inspector.
3. All emergency exits shall have a gate(s) which swing to egress and must swing free and clear of any public sidewalk, unless the special event beer garden or license extension area is temporary and has acceptable, non-gated open exits that have personnel stationed at each. Gates must include approved latch hardware, which shall be mounted only on the inside.
4. Beer garden location must comply with any regulations regarding vision clearance and sight triangles so as not to be a traffic hazard.
5. Beer garden area must be enclosed with no less than 3 feet high chain link, wood, concrete, plastic, rope or wrought iron fencing, or other approved material which forms a barrier that will isolate the alcohol area from non-alcohol areas.
6. Must have adequately displayed signage warning that alcoholic beverages shall not be passed over the area's barrier or be removed from the licensed area.
7. Must have access plan for fire and other emergency services which must be approved by the Fire Chief.
8. License holder is responsible to know the occupancy and capacity limits for the

area and must exhibit a plan with an approved system or device to monitor this.

9. License holder is also responsible to show a plan of responsible service that will prevent service to intoxicated persons as prohibited by Wisconsin Stats 125.07(2).

10. All entry points must be monitored by an adult employee or security personnel. If fire and building code regulations require entry points to be more than (4) feet in width, they must be monitored by at least 2 adult employees or security personnel.

11. Licensed operators must be present at all times to oversee the entire beer garden area. These licensed operators can be stationed inside main bar area of existing premises only if entire beer garden area can at all times be viewed and monitored from this inside area.

12. Other reasonable standards may be required by city officials based on specific situations.

13. Other permits may be required such as dance licenses, amplified sound permits, background music permits, or special event permits. You must submit application for these licenses and permits along with the beer garden application.

Additional Guidelines and Requirements if using Public Property:

1. Must give notice to adjoining property owners located on each side of proposed beer garden and those directly across the street from beer garden location and provide city with proof of notice.

2. Must include a certificate of insurance for \$1,000,000 general liability naming the City of Monroe as additional insured

3. Storm sewer inlets must covered with a permeable material to prevent trash and other materials from falling into the inlet, but allowing for potential precipitation to enter.

4. Must submit fee of \$25.00 per day for use of public property

5. Beer garden area must be no wider than one side (street frontage) of an existing licensed premises if being issued as a temporary extension to a current holder of a regular alcohol beverage license. "L" shaped configurations are discouraged and most likely not approved.

Additional Guidelines and Requirements if Permanent Beer Garden

1. Can only be issued to a current holder of a regular alcohol beverage license

2. Beer garden must be contiguous to currently licensed premises

3. No public property may be utilized unless applying in conjunction with a

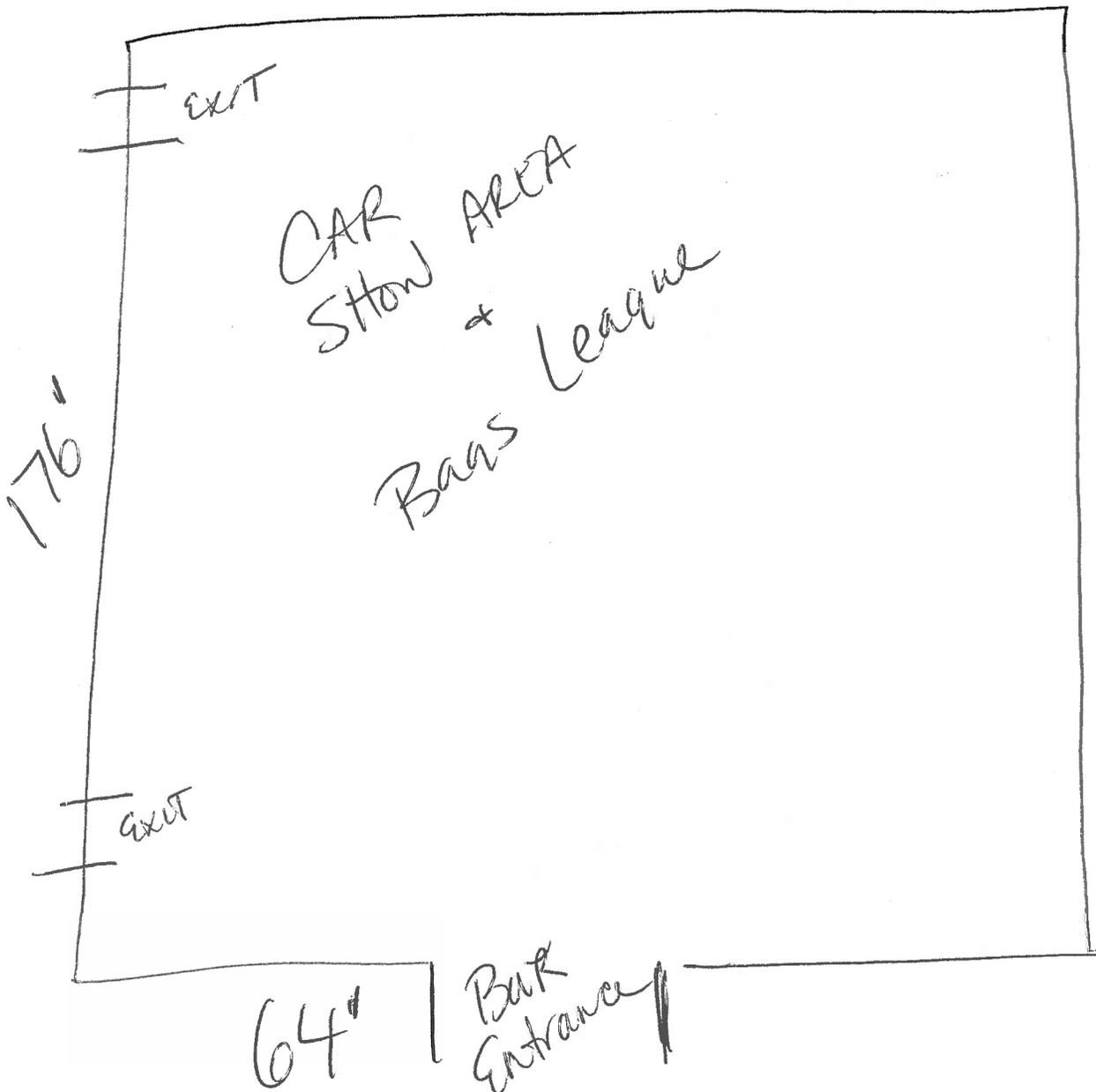
sidewalk café permit allowed only in the downtown area.

Additional Guidelines and Requirements if issued in conjunction with a Temporary Class "B"/"Class B" alcohol beverage retailer's license for picnics or gatherings

1. Must submit application for Temporary Class "B"/"Class B" Retailer's license and follow additional guidelines and restrictions (*See Exhibit A*)
2. Must pay fee of \$10.00 per license per event

Additional Guidelines and Requirements if issued to the current holder of a regular alcohol beverage license

1. Must be direct access into existing premises from beer garden area



June 2016 1ST CAR SHOW MAY 27TH 4pm - 9pm

June 2016							July 2016
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
5			1 BAGS 630	2 BAGS 630	3 5pm-9pm	4	
6	W&C 630	7 LEAGUE 630	8 BAGS 630	9 BAGS 630	10	11	
12	13 W&C 630	14 LEAGUE 630	15 BAG 630	16 BAGS 630	17 CAR SHOW 5pm-8pm	18	
19	20 W&C 630	21 LEAGUE 630	22 BAGS 630	23 BAGS 630	24	25	
26	27 W&C 630	28 LEAGUE 630	29 BAGS 630	30 BAGS 630	Notes:		

July 2016

July 2016							August 2016 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
3					1	2	
4		5 LEAGUE 630	6 BAGS 630	7 BAGS 630	8	9	
10	11	12 LEAGUE 630	13 BAGS 630	14 BAGS 630	15 CAR SHOW 5pm-8pm	16	
17	18	19 LEAGUE 630	20 BAGS 630	21 BAGS 630	22	23	
24	25	26 LEAGUE 630	27 BAGS 630	28 BAGS 630	29	30	
31	Notes:						

August 2016

August 2016							September 2016 ▶
◀ July 2016	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 W & C 630	2 LEAGUE 630	3 BAGS 630	4 BAGS 630	5	6	
7	8 W & C 630	9 LEAGUE 630	10 BAGS 630	11 BAGS 630	12	13	
14	15 W & C 630	16 LEAGUE 630	17 BAGS 630	18 BAGS 630	19 CAR SHOW 5pm-8pm	20	
21	22 W & C 630	23 LEAGUE 630	24 BAGS 630	25 BAGS 630	26	27	
28	29	30	31	Notes:			

