



## LICENSING BOARD MEETING AGENDA

THURSDAY, NOVEMBER 10, 2022 AT 4:15 PM

WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, ROOM 0041

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**In-Person:** Watertown Municipal Building 106 Jones Street Room 0041

**Virtually:** <https://meet.goto.com/496523101> or by calling: +1 (646) 749-3129

**Access Code:** 496-523-101

### 1. CALL TO ORDER

### 2. REVIEW AND APPROVE MINUTES

- A. Licensing Board minutes from October 12, 2022

### 3. BUSINESS

- A. Application for "Class B" Malt and Liquor License for Little Italy, LLC. located at 1002 W. Main Street, Watertown WI 53098 (Agent, Karla Cortes)
- B. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such a person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held to discuss specific licenses: Reconsider determination regarding Andres Contreras Lopez Operator's License application
- C. Reconvene to open session
- D. Review and take action: Reconsider determination regarding Andres Contreras Lopez Operator's License application
- E. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such a person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held to discuss specific licenses: Application for operator license - Lindsay Ladwig
- F. Reconvene to open session
- G. Review and take Action: application for Operator's License - Lindsey Ladwig
- H. Review Special Events from Clerk's Office
- I. Review Operator's List from Clerk's Office
- J. Review Police Report from Police Department

### 4. ADJOURNMENT

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@CityofWatertown.org](mailto:mdunneisen@CityofWatertown.org), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

# LICENSING BOARD

Wednesday, October 12, 2022

The Licensing Board met on the above date at 4:15 p.m. in person at the Municipal Building 106 Jones St in Room 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Bartz, Ald. Smith, and Cheri Martin. Erin Schroder arrived at 4:18. Staff present were: Police Chief Robert Kaminski, Assistant Police Chief Ben Olson, and City Clerk Megan Dunneisen.

1. **Call to order:** Mayor McFarland called the meeting to order at 4:15 p.m.
2. **Review and approve minutes:** Ald. Bartz moved to approve the minutes of September 6, 2022 and September 14, 2022 as presented, seconded by Martin and carried by unanimous voice vote.
3. **Business:**
  - A. **Review and Approve:** Application for Temporary Class B License by Big Brother Big Sisters of South-Central Wisconsin for CMN Movie Night located at 308 E. Main Street on Dec 6, 2022 from 5:00 p.m. - 10:00 p.m. Ald. Smith moved to approve the application, seconded by Martin and carried by unanimous voice vote.
  - B. **Review:** Special Events report from Clerk's office. A report was provided, Mayor McFarland inquired about the Christmas Tree Lighting event and the status of their application.
  - C. **Review:** Operator's List from Clerk's office. A report was provided and there were no questions.
  - D. **Review:** Police Report from Police Department. The chief provided a report.
4. **Adjournment:** Martin moved to adjourn the meeting, seconded by Ald. Smith, and carried by unanimous voice vote at 4:25 p.m.

Respectfully submitted,

Megan Dunneisen, City Clerk

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

## Original Alcohol Beverage Retail License Application \*

(Submit to municipal clerk.)

For the license period beginning: \_\_\_\_\_ ending: 6/30/2022  
(mm dd yyyy) (mm dd yyyy)To the Governing Body of the: ☐ Town of  
☐ Village of } Water Town  
☒ City of }County of Dodge Aldermanic Dist. No. \_\_\_\_\_  
(if required by ordinance)Check one: ☐ Individual ☒ Limited Liability Company  
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1031157913-04</u>	
FEIN Number <u>92-0563531</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>500.450</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>175.00</u> *
<b>TOTAL FEE</b>	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Little Italy 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>Kortas</u>	(First) <u>Karla</u>	(Middle Name) <u>M</u>	Home Address (Street, City or Post Office, & Zip Code) <u>761 S. River rd Apt 8 53095</u> <span style="color: blue;">owner</span>
Vice President / Member Last Name <u>Kortas</u>	(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 Little Italy Business Phone Number 262)277-6753  
 2. Address of Premises 1002 W Main St Water Town Post Office & Zip Code WI 53098

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.)

Bar area & stored in basement  
locked cabinet.Consume in The bar, Dining Room and out door Tables4. Legal description (omit if street address is given above): Italian Restaurant.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? Deegs

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ..... ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ..... ☐ Yes ☒ No  
**If yes, explain.**
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ..... ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 10/3/22 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ..... ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No  
**If yes, explain.**  
La Cabana Mexican grill (Fork atkinson)  
MATEOS Mexican grill (German Town)
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ..... ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ..... ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ..... ☒ Yes ☐ No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Karla M Cortes</u>	Title/Member <u>Owner</u>	Date <u>10/10/22</u>
Signature <u>Karla M Cortes</u>	Phone Number <u>262-277-6753</u>	Email Address

#### TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

CITY OF WATERTOWN, WISCONSIN  
OFFICE OF CITY CLERK

Section 3, Item A.

October 26, 2022

To: Building Inspector  
Health Inspector  
Fire Inspector  
Police Dept.

The persons, or firms, listed below have filed application for a "Class B" Malt & Liquor License – tavern at the address indicated. A description of the licensed premises is indicated. Please make the inspections and reports required by Section 220-4 (C) of the Municipal Code and return this form to our office so we can properly issue the license.

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APPLICANT  
BUSINESS ADDRESS/DESCRIPTION

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Little Italy LLC  
1002 W. Main Street  
Watertown, WI 53098

Premises Description – Bar area, stored in  
basement locked cabinet, dining room, and  
outdoor tables

Karla Cortes – (262)277-6753

Application for liquor license will be considered by the Licensing Board on November 10, 2022.

No provisional license requested.

Having made the inspections required by the Watertown Municipal Code for the named applicants, I recommend that the regular license(s) be issued except as indicated. *(Please add comments below).*

Signature\_\_\_\_\_ Date\_\_\_\_\_

Title\_\_\_\_\_

**(Please return completed form to the Clerk's office. Thank you.)**

**From:** Sonja Kruesel <[skruesel@vandewalle.com](mailto:skruesel@vandewalle.com)>  
**Sent:** Wednesday, October 26, 2022 5:34 PM  
**To:** Nikki Zimmerman <[nikkiz@CityofWatertown.org](mailto:nikkiz@CityofWatertown.org)>  
**Cc:** Doug Zwieg <[Dougz@CityofWatertown.org](mailto:Dougz@CityofWatertown.org)>  
**Subject:** RE: 1002 W. Main Street?

Hi Nikki,

I reviewed the Neighborhood Business (NB) zoning for this property. Typically outdoor dining areas are handled as “outdoor commercial entertainment”. This land use is not permitted or conditional within the NB zoning district.

It looks like they only have 2 small tables out there right now, but if we are being 100% accurate, outdoor dining areas are technically not allowed under the current code and with the change in occupancy, now is the time to make sure everything is correctly approved. Also, they may be considering an expanded seating area and if so, we would want to know that and review closer. I haven’t seen any plans.

In any case, we could look at a simple code amendment to allow it to be considered as a CUP. I’m also open to any other thoughts I may be missing based on past Watertown approvals. Let me know what you think. My simple code review answer at this time is that it is not allowed.

Sonja

Sonja Kruesel, AICP  
Associate Planner  
**Vandewalle & Associates, Inc.**  
Cell 920-988-2327

**CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete) 2022**

**CITY ATTORNEY**

DATE RECEIVED	DATE OF EVENT	EVENT NAME and ORGANIZATION (Attach Application Here)	Permit #	City Sponsored Event?	Year of Event	ALCOHOL?	TEMP B LICENSE APPROVED?	INSURANCE NEEDED?	LETTER SENT DATE	ANY OTHER PERMITS NEEDED?	TYPE OF OTHER PERMIT	CLERK'S OFFICE NOTES	Appr	Section 3, Item H.	
													Cond	Appr	Denial and Date
8/25/2022	11/24/2022	<a href="#">Run Turkey Run 5k</a>	2022-39	No	11	No	N/A	Yes		No	N/A				
		<a href="#">this is a skipped number</a>	2022-42												
9/16/2022	11/26/2022	<a href="#">Watertown Christmas Parade - WTTN Christmas Parade Committee</a>	2022-43	Yes	25	No	N/A	No	N/A	No	N/A			Approved	City Event No Insurance Needed.
10/18/2022	11/17/2022	<a href="#">Watertown Park&amp; Rec Annual Tree lighting</a>	2022-44	Yes	2	No	N/A	No	N/A	No	N/A				



CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete) 2023													CITY ATTORNEY	
DATE RECEIVED	DATE OF EVENT	EVENT NAME and ORGANIZATION (Attach Application Here)	Permit #	City Sponsored Event	Year of Event	ALCOHOL	TEMP B LICENSE APPROVED	INSURANCE NEEDED	LETTER SENT DATE	ANY OTHER PERMITS NEEDED	TYPE OF OTHER PERMIT	CLERK'S OFFICE NOTES	Approval, Conditional Approval or Denial and Date	Comment
9/16/2022	3/18/2023	<a href="#">Watertown Jig Jog - Educational Foundation of Watertown</a>	2023-001	No	9	No	N/A	Yes		Yes	Food			

## Report Criteria:

License.Type.Description = "Operator's License"

License.License issued date = 10/01/2022-10/31/2022

Business Name	Works At	Mailing Address 1	Mailing City	Mailing State	Mailing Zip	Date of Birth	License Issued Date
Ashley C Nelson	Erins on the Square	413 Baxter St	Watertown	WI	53094	02/09/1990	10/10/2022
Crystal A Bergemann	Dons Pub	1119 Doris St	Watertown	WI	53098	03/15/1970	10/18/2022
Deborah J Nehls	Turner Hall	1230 N 4th St	Watertown	WI	53098	06/20/1964	10/10/2022
Emilio Z Bautista Medina	Marias	N198 Rich Rd	Watertown	WI	53098	07/07/2004	10/10/2022
Heather A Hemenway	WALGREEN CO. dba Walgreens #05136	1153 Boughton St #20A	Watertown	WI	53094	09/09/1987	10/10/2022
Justin M Schwochert	WALGREEN CO. dba Walgreens #05136	202 N Washington St	Watertown	WI	53094	06/11/1990	10/18/2022
Kalyn J Detjen	WALmart	623 N Church St	Watertown	WI	53098	04/02/2001	10/21/2022
Little Italy LLC		1002 W Main St	Watertown	WI	53094		10/21/2022
Meghan June Rose Mueller	Biggs	1304 River Dr	Watertown	WI	53094	06/10/1991	10/10/2022
Rachel Lynn Blase	Local Waters LLC -- dba Local Waters	N1361 Elder Dr	Watertown	WI	53098	09/12/2000	10/21/2022
Trevor Statz	Uptown of Water town LLC--dba The Uptown of Watertown	1340 N 4th St Unit 10	Watertown		53098	07/19/1994	10/21/2022
Victoria R Marshall	Kwik Trip Inc. - dba Kwik Trip #354	N3390 County Rd G	Reeseville	WI	53594	09/11/1989	10/10/2022