



414-425-7500

**License Committee
Agenda***

**Franklin City Hall Health Wing
9229 W. Loomis Rd
Franklin, WI
February 20, 2023 – 5:30 p.m.**

1.	Call to Order & Roll Call	Time:		
2.	Citizen Comment			
3.	Approval of Minutes for Regular License Committee Meeting of February 7, 2023.			
4.	License Applications Reviewed	Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Extraordinary Entertainment & Special Event 5:35 p.m.	Mulligan’s Irish Pub & Grill – St. Patrick’s Day Party Person in Charge: Brian Francis Location: 8933 S 27 th Street Date of Event: 3/17/2023			
Operator 2022-2023 New	Cihler, Nicholas A On The Border			
Operator 2022-2023 New	Stankowski, Nicole L Bowery Bar & Grill			
“Class B” Beer & Liquor Change of Agent 2022-2023	Hudson Burger LLC DBA – Milwaukee Burger Company 6421 S 27 th St Jessica Cullen			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Lioness Lions Club – St Martin’s Fair Fee Waivers: St Martin’s Fair Permit, Temporary Class “B” Beer and Wine License and Operator Licenses Dates of Event: 9/3/23 – 9/4/23 Location: St Martin’s Labor Day Fair			
5. Fireworks Display Process	Fireworks Display Process for License Committee Consideration and Discussion for Recommendation to the Common Council			
6. Extraordinary Events	7a – Continuation of review for the extraordinary events 7b – Present possible duties of a review committee 7c – Direct the clerk’s office to include the extraordinary applications in the online & printed packets			
7.	Adjournment	Time:		

*Notice is given that a majority of the Common Council may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Common Council per State ex rel. Badke v. Greendale Village Board, even though the Common Council will not take formal action at this meeting.



414-425-7500

**License Committee
Minutes***

**Franklin City Hall Hearing Room
9229 W. Loomis Rd
Franklin, WI
February 07, 2023 – 5:00 p.m.**

1.	Call to Order & Roll Call – Alderwoman Eichmann & Alderwoman Hanneman Present; Alderwoman Wilhelm Not Present	Time: 5:02 p.m.
2.	Citizen Comment	
3.	Approval of Minutes for Regular License Committee Meeting of January 03, 2023. Alderwoman Eichmann moved and Alderwoman Hanneman seconded. All voted Aye; motion carried.	
4.	Approval of Minutes for Special License Committee Meeting of January 19, 2023. Alderwoman Eichmann moved and Alderwoman Hanneman seconded. All voted Aye; motion carried.	
5.	License Applications Reviewed	Recommendations

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2022-2023 New	Gagliano, April Bowery Bar & Grill	√		
Operator 2022-2023 New	McCown, Jacob The Rock Sports Complex/Dog Haus	√		
Operator 2022-2023 New	Rendall, Amy J Bowery Bar & Grill	√		
"Class A" Beer & Liquor Change of Agent 2022-2023	Kwik Trip, Inc DBA – Kwik Trip #857 10750 W Speedway Dr Michael Roberts	√		
Day Care 2022-2023 Renewal	KinderCare Education LLC DBA KinderCare 6350 S 108 th St Theresa Castronovo, Manager	√		
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Police Department – National Night Out Fee waivers: Temporary Entertainment & Amusement, Food License Date of Event: 8/7/2023; 6 to 9 p.m. Location: Franklin Public Library, 9151 W Loomis Rd	√		

Type/ Time	Applicant Information	Approve	Hold	Deny
Amendment to Public Grant Application for Opening Hours of Civic Celebration Event	Change of Civic Celebration Event Operating Hours on Saturday, July 1, 2023 Changing Opening Hour from 3 p.m. to noon (Operating Hours will be noon to 11 p.m.) John Bergner, Chairman of Civic Celebration Commission	√		
Temporary Entertainment & Amusement	Rainbow Valley Rides, Inc – Fourth of July Festivities Person in Charge: Ronald Kedrowicz Location: 9229 W Loomis Rd Dates of Event: 6/30 through 7/2/2023	√		
Temporary Entertainment & Amusement	Civic Celebration Committee – Independence Celebration Person in Charge: John Bergner Location: 9229 W Loomis Rd Dates of Event: 6/30 through 7/2/2023	√ Fireworks to be permitted thru FPD		
Temporary "Class B" Beer & Wine	Civic Celebration Committee – Independence Day Celebration Person in Charge: John Bergner Location: 9229 W Loomis Rd Dates of Event: 6/30 through 7/2/2023	√		
6. Fireworks Display Process	Fireworks Display Process for License Committee Consideration and Discussion for Recommendation to the Common Council		√ Hold until next meeting	
7. Extraordinary Events	7a – Continuation of review for the extraordinary events 7b – Present possible duties of a review committee 7c – Direct the clerk's office to include the extraordinary applications in the online & printed packets		√ Hold until next meeting	
8.	Adjournment	Time: 5:42 p.m.		

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DRAFT - License Committee Recommendation to Council - DRAFT
Working Document

The License Committee held a special meeting on January 19, 2023 for the discussion of extraordinary events in the City of Franklin, the approval process, and to receive communication and citizen comments alleging multiple unpermitted events and code violations of said events. The Committee has been asked by residents to research unpermitted events, including any code violations, issue citations as provided by the Municipal Code; and to revise the application process to provide for greater clarity and transparency to properties abutting and surrounding the event.

It appeared during the Committee meeting that there are inconsistencies among what the code prescribes for extraordinary events, exemptions to the code, and what has been approved within individual Planned Development Districts. The Committee recommends that a report be prepared to identify the inconsistencies, and recommend necessary amendments to improve consistency and equitability in the approval process.

The License Committee concluded that a full review of this magnitude is beyond the scope of the duties of the committee as ordained by the Municipal Code. The Committee recommends that the item be referred to staff, with a review and opinion from the Plan Commission; or, an ad-hoc work committee be appointed to work with staff and make a recommendation.

The License Committee recommends these points be considered within the scope of this work:

- Clarify Ch. 121-3 of the Municipal Code and how it relates to Chapter 121-9 ssD(1), and with the extraordinary event provisions in PPD 37.
- Investigation of unpermitted events need to be investigated and reported on the License Committee and Common Council as a separate agenda item.
- Details and explanation of what action including citations will be issued for any events found to have occurred without a permit.
- Clarification and revision of the application process for extraordinary entertainment special events.
- A disclaimer to be added to the application and ordinance regarding events that are advertised before permits are approved will be at the operator's own risk and applications must be submitted a minimum of 30 working days prior to the event and actually enforce this existing part of the application
- Applications that include a series of events that span over several weeks or months require a separate review prior to each additional month or bi-weekly to evaluate compliance with ordinances, presentations, permits, regulations and to mitigate noise disturbances or issues that need to be addressed.

- Full applications and documentation related to Extraordinary Entertainment / Special Events to be included on the License Committee and Common Council packet, as opposed to the current practice of reviewing the folder/application at time of the meeting
- Allowance for public comment during License Committee agenda items for Extraordinary Entertainment / Special event/ Fireworks applications.
- Audio for the Extraordinary Entertainment Special Event portions of the License Committee need to be included on the Franklin website.
- Requirement for an applicant to notify neighbors of their event no later than 5 days prior.