

VILLAGE OF  
**HOBART**  
GREATNESS IS GROWING



Village of Hobart – [www.hobartwi.gov](http://www.hobartwi.gov)  
Village Office - 2990 South Pine Tree Road, Hobart, WI

Notice is hereby given according to State Statutes that the VILLAGE BOARD of the Village of Hobart will meet on Tuesday March 4<sup>th</sup> 2025 at 6:00 P.M. at the Village Office (2990 South Pine Tree Road). NOTICE OF POSTING: Posted this 28<sup>th</sup> day of February, 2025 at the Hobart Village Office and on the village website.

## **MEETING NOTICE – VILLAGE BOARD (Regular)**

Date/Time: Tuesday March 4<sup>th</sup> 2025 (6:00 P.M.)

Location: Hobart Village Office (2990 South Pine Tree Road)

Village Board of Trustees: Richard Heidel (President), David Dillenburg, Vanya Koepke, Tammy Zittlow, Melissa Tanke

### **ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call.
2. Certification of the open meeting law agenda requirements and approval of the agenda
3. Pledge of Allegiance

### **4. PUBLIC HEARINGS**

**5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)**

**A. Payment of Invoices (Page 3); B. VILLAGE BOARD: Minutes of February 19<sup>th</sup> 2025 (Regular) (Page 6); C. SITE REVIEW COMMITTEE: Minutes of October 16<sup>th</sup> 2024 (Page 7)**

### **6. ITEMS REMOVED FROM CONSENT AGENDA**

**7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)**

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS (Page 9)**

### **9. COMMITTEE REPORTS AND ACTIONS**

**A. INFORMATION - Request for new freestanding sign and wall signage located at 4275 Hillcrest Drive (La Petite Acadamy, HB-713) (Site Review Committee) (Page 15)**

La Petite Acadamy, located at 4275 Hillcrest Dr., is an operating day care facility (formerly Shining Stars Children and Education Center) and is submitting for review and action of a proposed freestanding and a wall sign.

**B. INFORMATION - Request for new freestanding sign located at 4999 Founders Terrace (Folkman Plaza, HB-524-2) (Site Review Committee) (Page 18)**

Folkman Plaza, located at 4999 Founders Terrace, is currently under construction and is submitting for review and action of a proposed freestanding sign. During the original site review back in May 2024, signage was not finalized and therefore not submitted at that time. The developer has since finalized the freestanding signage and is requesting review of said signage.

**C. INFORMATION - Request for a 3,595 sf., building addition and associated site improvements (1396 Plane Site Blvd., HB-949-3) (Site Review Committee) (Page 21)**

This property located at 1396 Plane Site Blvd. is currently developed and utilized as a contractor office and shop facility. The property owner is proposing a 3,595 square foot addition and the site improvements to serve the building expansion.

### **10. OLD BUSINESS**

**A. DISCUSSION AND ACTION – Ordinance 2025-01 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 250 (REGULATION OF SPECIAL EVENTS) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) (Page 31)**

The purpose of this Ordinance is to amend the current Special Events Ordinance (Chapter 250) to improve the application process, and bring the Village Board into the process. This is the second and final reading of the proposed ordinance.

**11. NEW BUSINESS**

**A. DISCUSSION AND ACTION – Ordinance 2025-03 (AN ORDINANCE TO REPEAL AND RECREATE SECTION 9 (REQUIREMENTS FOR LICENSE; VILLAGE DISCRETION) AND SECTION 16 (OPERATOR'S LICENSE) OF ARTICLE I (LICENSING AND REGULATION) OF CHAPTER 189 (INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) (Page 45)**

The purpose of this Ordinance is to amend the current Ordinance to make it conform with Wisconsin State Statute. Staff would recommend a second and final reading at the March 18<sup>th</sup> Board meeting.

**B. DISCUSSION - Items for future agenda consideration or Committee assignment**

**C. ADJOURN to CLOSED SESSION:**

1. Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale or Purchase of Property/TID Projects/Development Agreements
2. Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation

**D. CONVENE into open session**

**E. ACTION from closed session**

**12. ADJOURN**

---

Aaron Kramer, Village Administrator

**UPCOMING BOARD MEETINGS**

- Tuesday March 18<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)  
\* Wednesday April 2<sup>nd</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)  
Tuesday April 15<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

\* - Rescheduled from Tuesday April 1<sup>st</sup> due to the Spring General Election.

NOTE: Page numbers refer to the meeting packet. All agendas and minutes of Village meetings are online: [www.hobartwi.gov](http://www.hobartwi.gov). Any person wishing to attend, who, because of their disability, requires special accommodation, should contact the Village Clerk's office at 920-869-1011 with as much advanced notice as possible. Notice is hereby given that action by the Board may be considered and taken on any of the items described or listed in this agenda. There may be Board members attending this meeting by telephone if necessary.

2/26/2025

9:47 AM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 3/04/2025

From Account:

Thru: 3/04/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
60473	3/04/2025	ALPHA HYDRAULICS LLC PARTS & LABOR TO RESEAL MOTOR	658.35
60474	3/04/2025	BAYSIDE PRINTING LLC FIRE DEPARTMENT SHIRTS	651.90
60475	3/04/2025	BOBCAT PLUS REPAIR	2,880.25
60476	3/04/2025	BRIAN RUECHEL JAN ACCTING TRANSACTIONS / AUDIT / DEBT	7,850.00
60477	3/04/2025	DIVERSIFIED BENEFIT SERVICES INC. FSA 125-FSA ADMIN SERVICES	105.00
60478	3/04/2025	DOOSAN BOBCAT NORTH AMERICA INC SWEEPER BUCKET 60' #7418328	5,201.37
60479	3/04/2025	FEAKER & SONS COMPANY INC. GATEWAY FINAL PAYMENT 2320-23-02	193,502.65
60480	3/04/2025	FOX VALLEY TECHNICAL COLLEGE STUDENT SPONSOR CONTRACT SP1373	295.00
60481	3/04/2025	GAT SUPPLY INC. MULTIPLE INVOICES	242.64
60482	3/04/2025	GSB -GLATFELTER SPECIALTY BENEFITS FIRE DEPT LIFE PREMIIUM CUST#C80444	1,224.24
60483	3/04/2025	HAWKINS INC. CHLORINE CYLINDERS - WATER TREATMENT	30.00
60484	3/04/2025	IAMRESPONDING ANNUAL SUBSCRIPTION 1/18/2025-1/17/2026	809.00
60485	3/04/2025	JOE'S POWER CENTER INC ZERO TURN BLADES -15	494.85
60486	3/04/2025	N & M SERVICE & REPAIR LLC MULTIPLE INVOICES TRUCK SERVICE & REPAIR	6,612.26
60487	3/04/2025	NELSON TACTICAL & ASSOCIATES MULTIPLE INVOICES T. ALLEN	204.99
60488	3/04/2025	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC POSTAGE METER LEASE	222.06
60489	3/04/2025	PSYCHOLOGIE CLINIQUE S.C. EVALUATION LIEUTENANT CANDIDATE 1-17-25	650.00
60490	3/04/2025	UNIFORM SHOPPE MULTIPLE INVOICES POLICE DEPT	646.70
60491	3/04/2025	VILLAGE OF ASHWAUBENON OFFICER ALLEN VEST PURCHASE	285.00

2/26/2025 9:47 AM

Check Register - Quick Report - ALL

Page: 2

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 3/04/2025

From Account:

Thru: 3/04/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
60492	3/04/2025	VILLAGE OF HOWARD ANIMAL CONTROL CALLS JANUARY	492.20
60493	3/04/2025	WI ELECTIONS COMMISSION WEC CONF A WANGERIN 9-30 & 10-1-25	95.00
60494	3/04/2025	WI HUMANE SOCIETY ANIMAL IMPOUND SERVICES HANUARY 2025	500.00
CINTAS	3/04/2025	CINTAS CORP	33.55
	Manual Check	FLOOR MATS AT OFFICE	
WPSGOLDENLN	3/04/2025	WPS	242.29
	Manual Check	UTILITES AT 951A GOLDEN LANE	
		Grand Total	223,929.30



2/26/2025 9:47 AM

Check Register - Quick Report - ALL

Page: 3

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 3/04/2025

From Account:

Thru: 3/04/2025

Thru Account:

Amount

---

Total Expenditure from Fund # 001 - General Fund	17,500.42
Total Expenditure from Fund # 002 - Water Fund	1,338.34
Total Expenditure from Fund # 003 - Sanitary Sewer Fund	1,308.33
Total Expenditure from Fund # 004 - Capital Projects Fund	5,201.37
Total Expenditure from Fund # 007 - Storm Water Fund	2,461.53
Total Expenditure from Fund # 008 - TID #1 Fund	1,308.33
Total Expenditure from Fund # 009 - TID #2 Fund	194,810.98
Total Expenditure from all Funds	223,929.30



## MEETING MINUTES – VILLAGE BOARD (Regular)

**Date/Time: Wednesday February 19<sup>th</sup> 2025 (6:00 P.M.)**

**Location: Hobart Village Office (2990 South Pine Tree Road)**

NOTE: The meeting was rescheduled from Tuesday February 18<sup>th</sup> due to the Spring Primary.

### ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call. The meeting was called to order by Rich Heidel at 6:04 pm. Dave Dillenburg, Vanya Koepke, Melissa Tanke, Tammy Zittlow, and Rich Heidel were present.
2. Certification of the open meeting law agenda requirements and approval of the agenda - ACTION: To certify the open meeting law agenda requirements and approve the agenda. MOTION: Heidel SECOND: Koepke. VOICE VOTE: 5-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

### 4. PUBLIC HEARINGS – None.

### 5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)

**A. Payment of Invoices; B. VILLAGE BOARD: Minutes of February 4<sup>th</sup> 2025 (Regular); C. PUBLIC UTILITIES AND ADVISORY COMMITTEE: Minutes of January 13<sup>th</sup> 2025; D. PLANNING AND ZONING COMMISSION: Minutes of November 13<sup>th</sup> 2024**

ACTION: To approve the Consent Agenda as presented. MOTION: Koepke SECOND: Dillenburg. VOICE VOTE: 5-0.

### 6. ITEMS REMOVED FROM CONSENT AGENDA – None.

### 7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes) - No one spoke.

**A. SWEARING IN – Amanda Wangerin as Deputy Clerk for the Village of Hobart** – Deputy Clerk Amanda Wangerin was sworn in by Clerk Vanden Heuvel.

**B. SWEARING IN – Tim Allen as Hobart-Lawrence Police Department Lieutenant** – Lieutenant Allen was sworn was sworn in by Clerk Vanden Heuvel.

### 8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

#### A. INFORMATION

1. Hobart-Lawrence Police Department December 2024 Monthly Report – Captain Crocker reviewed the December Report with the Board.
2. January 2025 Village Investment Report – Administrator Kramer highlighted the Investment Report for the Village Board.

- Phone system upgrade is complete.
- Auditors were here last week.
- The sewer rate adjustment formula is being worked on.
- The Spring Primary Election went well.
- Aaron met with Rep Joy Goeben last week.
- Health insurance has been consolidated with the McClone Agency.

- Thanks to our Public Works Department for Being efficient, smart, and cognizant of the taxpayers' dollars. When a plow snapped during the first snow storm, Kyle Ambrosius found a replacement at a reduced cost to get us through the last storm. Thanks to our DPW team for all their hard work removing the snow.

## **9. COMMITTEE REPORTS AND ACTIONS –**

Site Review was today.

The H2ALOS meeting was held on Tuesday, February 18.

Planning and Zoning was last week that generated public hearings to schedule later in this meeting.

Public Works was held last week.

## **10. OLD BUSINESS** - None

## **11. NEW BUSINESS**

### **A. DISCUSSION AND ACTION – Ordinance 2025-01 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 250 (REGULATION OF SPECIAL EVENTS) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN)**

The purpose of this Ordinance is to amend the current Special Events Ordinance (Chapter 250) to improve the application process, and bring the Village Board into the process. Staff would recommend a second reading (March 4<sup>th</sup>).

This was the first reading of Ordinance 2025-01.

### **B. DISCUSSION AND ACTION – To set a Public Hearing to consider a Conditional Use Permit allowing a maximum of 10 animal units, exceeding the 5 units permitted in the ER: Estate Residential District (HB-210-2, 2264 S. Pine Tree Road)**

Staff would recommend the Public Hearing be held at the March 18<sup>th</sup> Board Meeting.

ACTION: To set a Public Hearing to consider a Conditional Use Permit allowing a maximum of 10 animal units, exceeding the 5 units permitted in the ER: Estate Residential District (HB-210-2, 2264 S. Pine Tree Road) for the March 18, 2025 Board Meeting. MOTION: Heidel SECOND: Zittlow VOICE VOTE: 5-0.

### **C. DISCUSSION AND ACTION – To set a Public Hearing to consider Ordinance 2025-02 (Modifications/Amendments to the Zoning Ordinance, Chapter 295, Section 295-17, Swimming Pools)**

Staff would recommend the Public Hearing be held at the March 18<sup>th</sup> Board Meeting.

ACTION: To set a Public Hearing to consider Ordinance 2025-02 (Modifications/Amendments to the Zoning Ordinance, Chapter 295, Section 295-17, Swimming Pools) for the March 18, 2025 Board Meeting. MOTION: Heidel SECOND: Koepke VOICE VOTE: 5-0.

### **D. DISCUSSION - Items for future agenda consideration or Committee assignment**

NFL Draft discussion.

ACTION: To recess prior to going into closed session (6:51 PM). MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 5-0.

**E. ADJOURN to CLOSED SESSION (7:05 PM):** ACTION: To go into closed session 1) Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale or Purchase of Property/TID Projects/Development Agreements, and 2) Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation MOTION: Heidel SECOND: Dillenburg ROLL CALL VOTE: 5-0.

F. CONVENE into open session (8:20 PM) – MOTION: Heidel SECOND: Zittlow ROLL CALL VOTE: 5-0.

G. ACTION from closed session - None

**12. ADJOURN (8:21 PM)** - MOTION: Heidel SECOND: Zittlow VOICE VOTE: 5-0.

Respectfully submitted by Lisa Vanden Heuvel, Village Clerk



1. **Call to Order, Roll Call:** The meeting was called to order by Dave Dillenburg at 5:30 pm. Roll call: Dave Baranczyk, Steve Riley, Tom Tengowski, and Dave Dillenburg were present. Excused: Rick Nuetzel, Peter Zobro, and Tammy Zittlow.
2. **Verify/Modify/Approve Agenda:** Motion by Dave Dillenburg, seconded by Steve Riley to approve the agenda as presented. Motion carried 4-0.
3. **Approval of Site Review Minutes:** Motion by Dave Dillenburg, seconded by Dave Baranczyk to approve the September 25, 2024 minutes. Motion carried 4-0.
4. **Public Comment on Non-Agenda Items:** None.

**ACTION ITEMS**

**5. DISCUSSION AND ACTION - Request for new freestanding signage located at 3849-3851 W. Mason St. (HB-1395-1) (Page 3)**  
Nearby Storage, located at 3849-3851 W. Mason St., is currently under construction and is submitting for review and action of a proposed freestanding sign. During the original site review back in June 2023, signage was not finalized and therefore not submitted at that time. The developer has since finalized the signage and is requesting review of the proposed freestanding sign.

Motion by Tom Tengowski to approve the proposed 96 square foot ground mount sign to be located in front yard at 3849-3851 W. Mason St. as submitted subject to the following condition(s):

1. Sign shall maintain a minimum 10-foot setback from front property line (street right-of-way) and any driveway
- Seconded by Dave Baranczyk. Motion carried 4-0.

5. **Adjourn:** Motion by Dave Baranczyk to adjourn at 5:49 pm, seconded by Steve Riley. Motion carried 4-0.

Respectfully submitted by Lisa Vanden Heuvel, Village Clerk

HIGHWAY DEPARTMENT

*Brown County*



2198 GLENDALE AVENUE  
GREEN BAY, WI 54303  
PHONE (920) 662-2170 FAX (920) 434-4576

CHRIS HARDY, P.E.  
HIGHWAY COMMISSIONER

February 17, 2025

RE: Project ID 9277-03-72  
Brown Co, County EE  
Navigator Way to Quarry Park Dr  
Brown County

You are invited to attend a public meeting to discuss the proposed intersection improvements at County EE and County EB. Please refer to the map on the back of this letter. The meeting will be an open house format (no formal presentation will be given).

**5:00 pm to 6:30 pm Thursday, March 6, 2025**  
**Lawrence Town Hall Community Room**  
**2400 Shady Court**  
**De Pere WI 54115**

Representatives from Brown County and the design consultant, Ayres Associates, will be available to talk with you individually. The objective of the meeting is to provide an opportunity for the public to review project designs, ask questions, and provide feedback to the project team.

The purpose of this project is to improve safety and capacity of the intersection. Proposed improvements include constructing a new roundabout at the intersection of County EE and County EB.

Right-of-way acquisition is anticipated for this project.

Construction is scheduled for the summer of 2026. The intersection will be closed to traffic during construction, and a signed detour will direct traffic around the construction project. Access will be maintained to the properties within the construction limits.

Any person wishing to attend who, because of a disability, requires special accommodations should contact Andy Dana at (920) 327-7826 on or before March 3, 2025, so arrangements can be made.

If you cannot attend the meeting and have questions, please feel free to contact the Brown County Project Representative, Andy Dana, at (920) 327-7826 or at [DanaA@AyresAssociates.com](mailto:DanaA@AyresAssociates.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Hardy", is written over a faint, circular official stamp or watermark.

Chris Hardy, P.E.  
Highway Commissioner

Cc: Troy Parr, Oneida Nation  
Kurt Minten, Town of Lawrence  
Brian Rickert, Village of Ashwaubenon  
Jerry Lancelle, Village of Hobart





## School District of West De Pere

Administrative Offices  
400 Reid St, Suite W  
De Pere, WI 54115

Jason Lau PhD, Superintendent

Fax (920) 337-1398

[www.wdpsd.com](http://www.wdpsd.com)

Phone (920) 337-1393

February 18, 2025

Dear Village of Hobart,

As a valued member of our community, you understand the importance of investing in our youth and the education of future generations. On April 1, residents of the School District of West DePere will have the opportunity to vote on a referendum that will invest in our students' futures by expanding and improving our Technical Education (Tech Ed) spaces. As interest in hands-on, career-focused learning continues to grow—**Tech Ed enrollment has increased by 40% since 2018**—our current facilities no longer meet student demand.

If approved, this referendum will:

- **Expand and renovate Technical Education (Tech Ed) spaces** to accommodate a growing student interest in hands-on, career-focused learning opportunities.
- **Strengthen partnerships with local industrial and manufacturing businesses**, helping to address local workforce demands while providing students with real-world, career-ready skills and pathways.
- **Invest in our aging Tech Ed facilities**, which have not seen significant improvements since they were originally built more than 50 years ago.
- Make these improvements **without increasing the School District's mill rate**, maintaining fiscal responsibility while investing in our students' future.

Attached is a **Fact Sheet** outlining key details about the referendum. We'd love the opportunity to connect with you, answer any questions, and even present this information in person at an upcoming meeting.

You're also invited to attend one of our **Community Referendum Open Houses** to learn more:

**Wednesday, March 12 & Thursday, March 20**

**5:30–7:00 PM** (stop by anytime)

**West De Pere High School – Enter through Door 16**

Over the next several weeks, we'll continue sharing information. You can also visit our website at [www.wdpsd.com](http://www.wdpsd.com) or reach out directly to:

**Jason Lau, Superintendent** – 920-337-1393 x8028 | [jlau@wdpsd.com](mailto:jlau@wdpsd.com)

**Russ Gerke, HS Principal** – 920-338-5200 x4205 | [rgerke@wdpsd.com](mailto:rgerke@wdpsd.com)

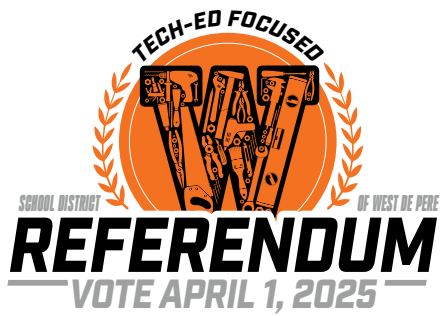
Your engagement makes a difference, and we appreciate your help in sharing this information with others. **Every vote counts on April 1, 2025.**

Sincerely,

Jason Lau, PhD  
Superintendent  
School District of West De Pere

A VISION OF PRIDE AND EXCELLENCE

*The School District of West De Pere does not discriminate on the basis of any characteristic protected under State or Federal Law*



**On April 1**, members of the School District of West De Pere community will be asked to vote on a referendum question that will shape the future of education and career readiness for our students.

## THIS REFERENDUM WILL...

- **Expand and renovate** Technical Education (Tech Ed) spaces to accommodate a **40% increase in class enrollment since 2018**, addressing growing student interest in hands-on, career-focused learning opportunities.
- **Strengthen partnerships** with local industrial and manufacturing businesses, helping to address local workforce demands while providing students with real-world, career-ready skills and pathways.
- **Invest** in our aging Tech Ed facilities, which have not seen significant improvements since they were originally built more than 50 years ago.
- Make these improvements **without increasing** the School District's mill rate, maintaining fiscal responsibility while investing in our students' future.

## REFERENDUM QUESTION

Shall the School District of West De Pere, Brown and Outagamie Counties, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$9,925,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of an addition for technical education space, renovations and site improvements at the High School; district-wide capital maintenance and building infrastructure improvements; and acquisition of furnishings, fixtures and equipment?  Yes  No

# VOTE APRIL 1, 2025



# REFERENDUM INFORMATION



With limited indoor space, students take their carpentry and masonry skills outside to the parking lot. The current space constraints only allow this class to be held during the first and third trimesters.

## WHAT'S THE PLAN?

The proposed plan will more than **double the existing Tech Ed space**, creating flexible, modern workspaces and providing students with firsthand learning opportunities directly connected to today's workforce demands.



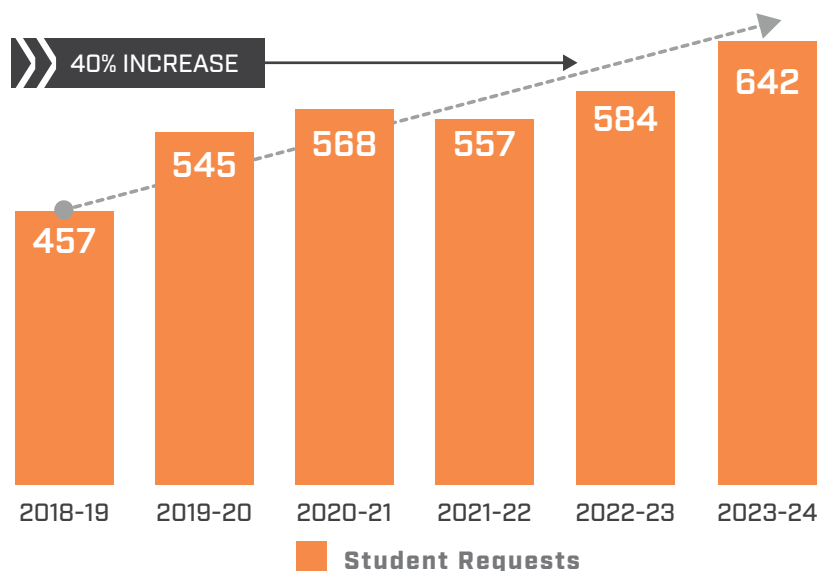
**Ethan**, a senior at West De Pere High School, is taking advantage of an excellent opportunity through the Youth Apprenticeship Program with Monroe Truck Equipment. Splitting his time between high school classes and working as a welder at Monroe, Ethan is gaining valuable experience and developing his skills. With a strong commitment to hands-on learning, he is preparing for a successful and rewarding career in the welding industry.

## GROWING DEMAND

We are proud that our West De Pere students are taking advantage of hands-on learning opportunities to prepare for future careers. Tech Ed classes are fundamental in building the skills necessary to transition into apprenticeships that strengthen and support our local workforce. Our youth apprenticeship program has **grown by more than 60 students** in the last three years.

General enrollment in our Tech Ed courses has increased by 185 students since 2018. With increasing student interest in these courses, our current space no longer meets the demand.




### TECH ED CLASS REQUESTS BY YEAR





# WEST DE PERE High School Addition

- 1** Career and Technical Education (CTE) renovation including: updated Metals, Wood Shop, Works Labs, Design and Fabrication Lab.
- 2** Addition of an Auto Lab and classroom.
- 3** Repurposing of locker rooms to accommodate additional CTE space.
- 4** Reconfiguring of driveways and parking.

-  Existing
-  Renovation
-  New Construction



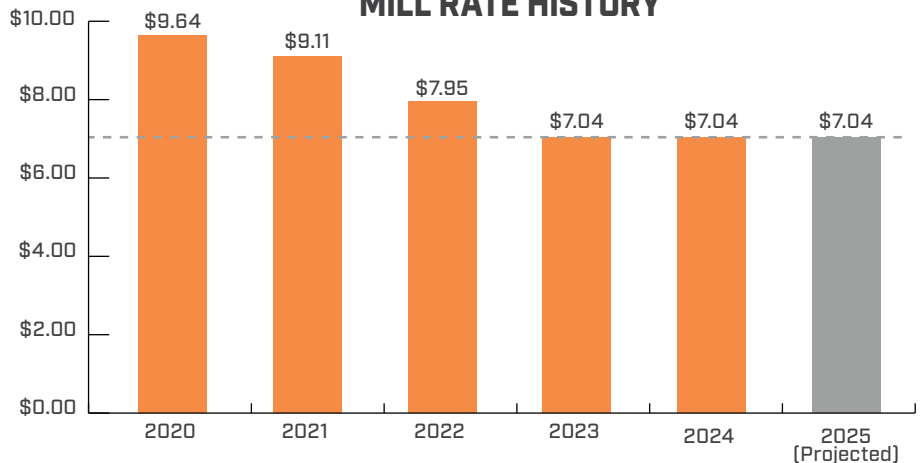
# ZERO IMPACT

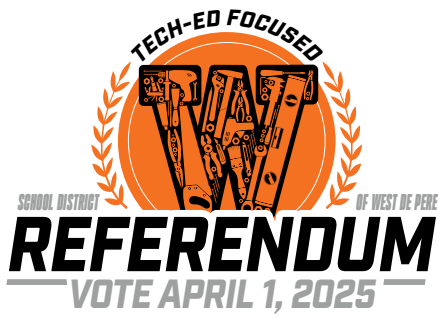
TO THE CURRENT MILL RATE.

## HOW MUCH?

**Maintaining the Mill Rate:** The District will make the final payment on a portion of the 2018 referendum debt, creating an opportunity to invest \$9.925 million **without increasing the mill rate** above \$7.04, remaining consistent with the rate from the past two years.

SCHOOL DISTRICT OF WEST DE PERE  
MILL RATE HISTORY





To discover more inspiring stories of students embracing opportunities to learn valuable skills and contribute to their local economy, visit the District website.

According to the U.S. Bureau of Labor Statistics, employment in skilled trades is expected to grow significantly, with **millions of job openings** projected each year due to industry growth and workforce retirements. This highlights a **strong demand for local skilled workers** across trades such as welding, plumbing, and construction.



**Hunter**, a senior at West De Pere High School, is gaining direct experience through the Youth Apprenticeship Program with Truck Equipment Inc. With a passion for building, he spends each day sharpening his skills alongside experienced professionals who support him every step of the way. Hunter values the opportunity to contribute to real projects and be part of a successful team. This apprenticeship allows him to turn his interest in hands-on work into a promising future in the trades.

## HOW TO GET MORE INFORMATION

**Call:** Jason Lau, Superintendent, at 920-337-1393 x8028 or Russ Gerke, HS Principal, at 920-338-5200 x4205

**Email:** Jason Lau at [jlau@wdpsd.com](mailto:jlau@wdpsd.com) or Russ Gerke at [rgerke@wdpsd.com](mailto:rgerke@wdpsd.com)

**Visit:** the District website at [www.wdpsd.com](http://www.wdpsd.com)

**Follow on Facebook:** SchoolDistrictofWestDePere



Scan to visit the District website



## ATTEND A REFERENDUM OPEN HOUSE

Wednesday, March 12 and Thursday, March 20  
5:30 PM to 7:00 PM

This is an Open House event, so feel free to stop by at your convenience. Parking is available in the back of the High School building, near the Tech Ed area. Attendees should enter through Door 16.

# VOTE APRIL 1, 2025



**TO:** Site Review Committee

**RE:** La Petite Academaemy, 4275 Hillcrest Dr.; HB-713; Signage

**FROM:** Todd Gerbers, Director of Planning and Code Compliance

**DATE:** February 19, 2025

**ISSUE:** Discussion and action on a request for new freestanding sign and wall signage located at 4275 Hillcrest Dr.

**RECOMMENDATION:** Staff recommends conditional approval based on staff recommendation and any conditions the Committee may identify.

### **GENERAL INFORMATION**

1. Owner/Developer: NNN REIT,LP / La Petite Academy
2. Applicant/Agent: Joe Socha / Fast Signs of Northeastern WI
3. Address/Parcel: 4275 Hillcrest Dr. / HB-713
4. Zoning: PI: Public / Institutional District
5. Use: Day Care Center

### **BACKGROUND**

La Petite Academaemy, located at 4275 Hillcrest Dr., is an operating day care facility (formerly Shining Stars Children and Education Center) and is submitting for review and action of a proposed freestanding and a wall sign.

The request before the Committee at this time would be for a new non-lit ground mount sign of a total of 28.8 square feet in the same location of the front yard adjacent to Hillcrest Dr. to replace the existing sign. This proposed sign is code compliant and will be non-illuminated. Per ordinance, freestanding signs along this roadway are permitted up to 100 square feet of sign area, along with a maximum height and width of 20 feet. The proposed sign would require to maintain a minimum of a 10-foot setback from the front property line (street right-of-way line).

As for the proposed wall sign, that will be a non-lit aluminum panel with flush mount letters. This proposed sign will be a total of 65 square feet and mounted above the front entrance to the building.

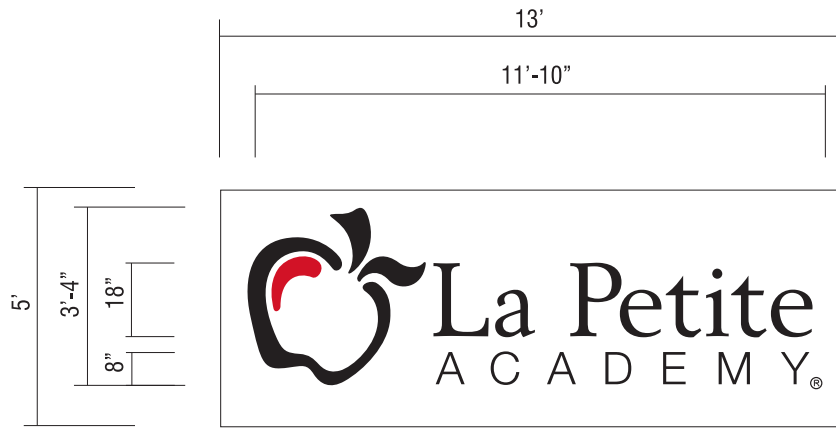
Both the free standing and wall sign as proposed would be in compliance with the Village Sign Code.

### **RECOMMENDATION/CONDITIONS**

Staff recommends approval of the proposed 28.8 square foot ground mount sign and 65 square foot wall sign to be located at 4275 Hillcrest Dr. as submitted subject to the following condition(s):

1. Sign shall maintain a minimum 10-foot setback from front property line (street right-of-way)





**1 1 SET OF 1/4" PAINTED ACRYLIC FLUSH MOUNTED LETTERS ON FLANGED PANEL**

White 1/2" aluminum flanged panel painted white  
 Flush mounted letters painted black  
 Accent red to match PMS 186C

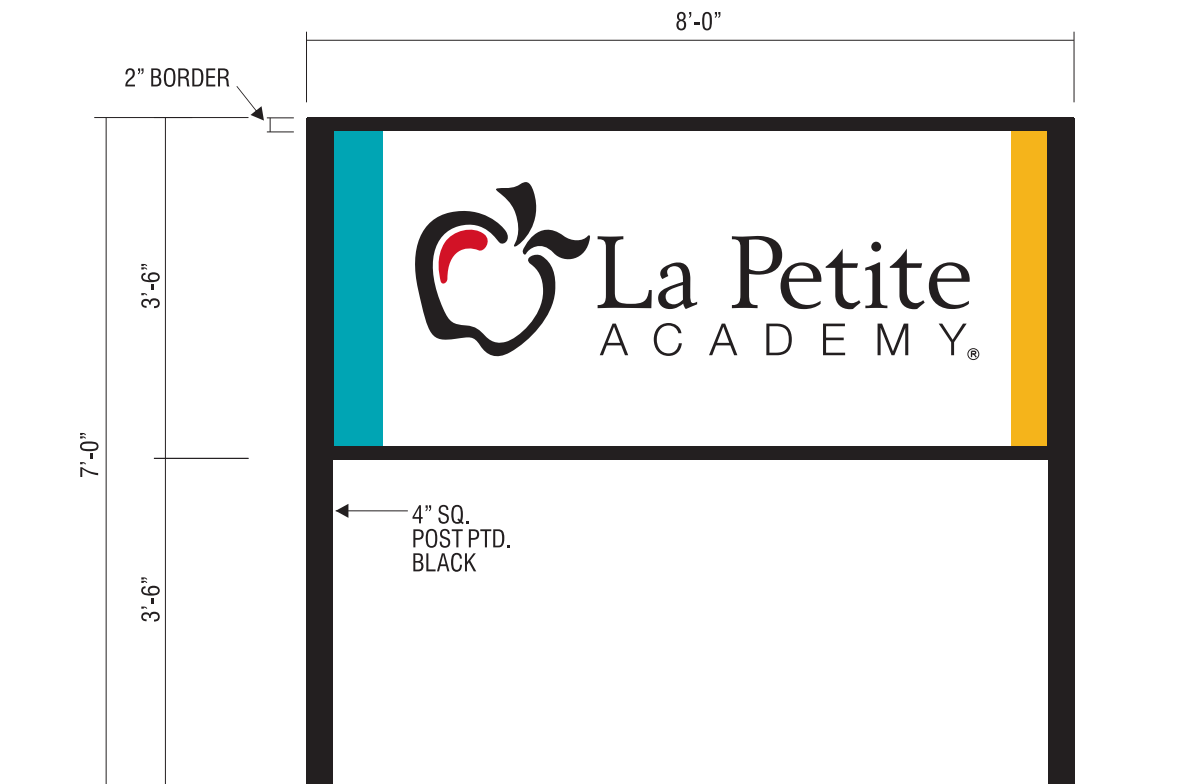
No existing signage



Existing Signage



New Signage



## 2 D/F Non Illuminated Extruded Aluminum Post and Panel Sign

- White background with black vinyl copy
- Accent red vinyl to match PMS 186C
- Blue accent to match PMS 7710C
- Yellow accent to match PMS 7408C
- Border and posts painted Black
- No exposed fasteners





**TO:** Site Review Committee

**RE:** Folkman Plaza, 4999 Founders Terrace; HB-524-2; Signage

**FROM:** Todd Gerbers, Director of Planning and Code Compliance

**DATE:** February 19, 2025

**ISSUE:** Discussion and action on a request for new freestanding sign located at 4999 Founders Terrace

**RECOMMENDATION:** Staff recommends conditional approval based on staff recommendation and any conditions the Committee may identify.

### **GENERAL INFORMATION**

1. Owner/Developer: Folkman Holdings, LLC / Justin Folkman
2. Applicant/Agent: Folkman Holdings, LLC / Justin Folkman
3. Address/Parcel: 4999 Founders Terrace / HB-524-2
4. Zoning: PDD #1
5. Use: Multi-Tenant / Small Commercial and Retail Facility

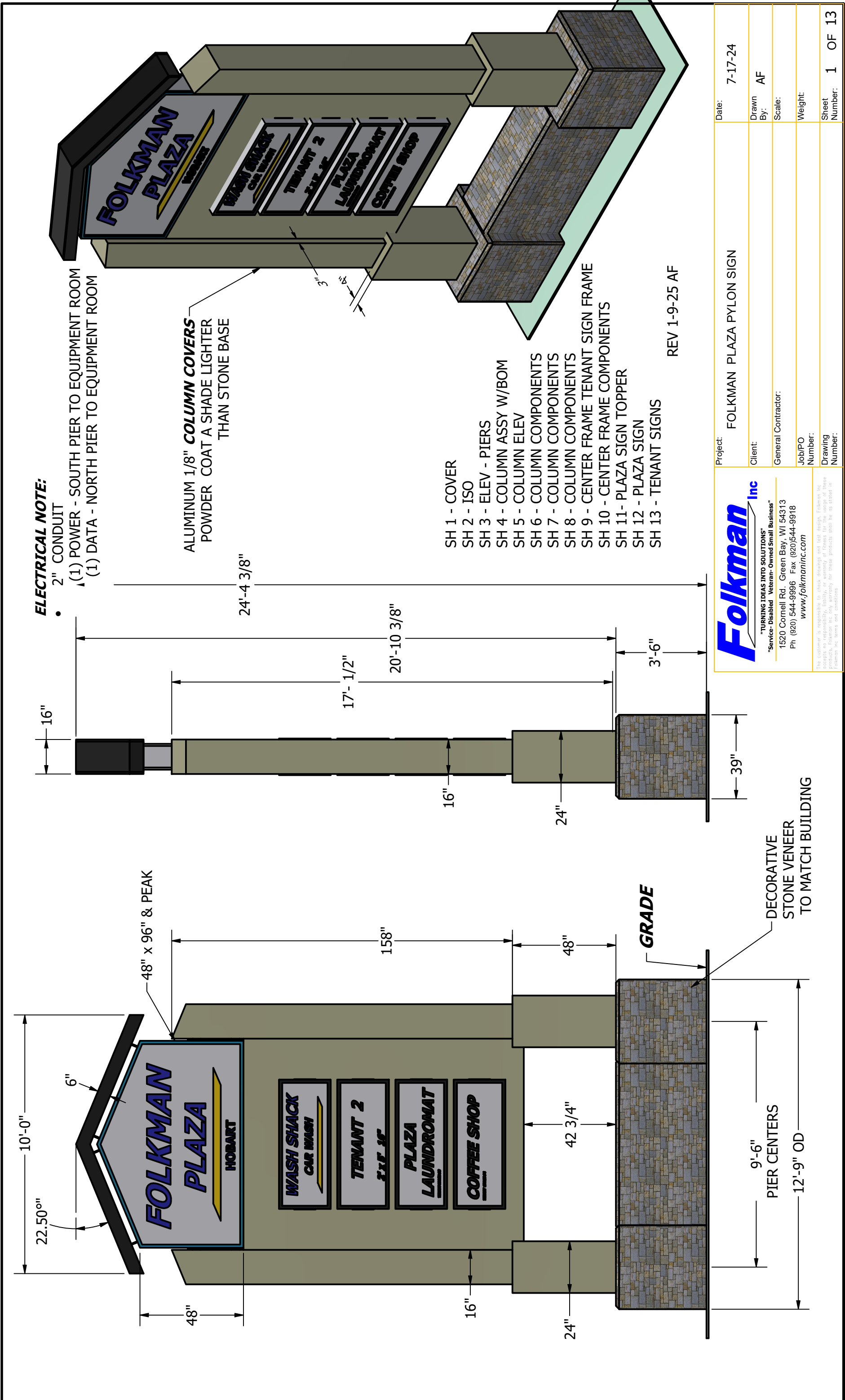
### **BACKGROUND**

Folkman Plaza, located at 4999 Founders Terrace, is currently under construction and is submitting for review and action of a proposed freestanding sign. During the original site review back in May 2024, signage was not finalized and therefore not submitted at that time. The developer has since finalized the freestanding signage and is requesting review of said signage.

The request before the Committee at this time would be for a new internally illuminated freestanding sign of a total of 168.65 square feet (actual sign area is roughly 96 square feet of sign faces). Per sign ordinance, any freestanding sign is limited to 10 feet in height when located along a roadway designated as a "highway" (54, 172, or 29). Signs in these areas are permitted up to 20 and 30 feet. The Village zoning district for this property is PDD #1 and section 295-122 D. states that "*The Site Review Committee may approve signs that may not comply with the afore-referenced ordinances, provided such sign(s) promotes or adheres to the general design aesthetics, themes and guidelines of the Centennial Centre Master Plan*". The proposed design of the sign structure compliments the design of the building that is currently under construction as well as the location of the proposed sign is set back much further from Centerline Dr (adjoining side street) further than most properties due to an existing 30' utility easement (public gas line) along Centerline Dr. Staff does not object to the increase height of the sign due to the increased setback and the sign being utilized for four tenants and the name of the development. The sign will need to include the address of the complex.

### **RECOMMENDATION/CONDITIONS**

Staff recommends approval of the proposed 96 square foot free standing sign to be located at 4999 Founders Terrace as submitted subject to the following condition(s) the SRC may apply.



**ELECTRICAL NOTE:**

- 2" CONDUIT
- (1) POWER - SOUTH PIER TO EQUIPMENT ROOM
- (1) DATA - NORTH PIER TO EQUIPMENT ROOM

ALUMINIUM 1/8" **COLUMN COVERS**  
POWDER COAT A SHADE LIGHTER  
THAN STONE BASE

- SH 1 - COVER
- SH 2 - ISO
- SH 3 - ELEV - PIERS
- SH 4 - COLUMN ASSY W/BOM
- SH 5 - COLUMN ELEV
- SH 6 - COLUMN COMPONENTS
- SH 7 - COLUMN COMPONENTS
- SH 8 - COLUMN COMPONENTS
- SH 9 - CENTER FRAME TENANT SIGN FRAME
- SH 10 - CENTER FRAME COMPONENTS
- SH 11 - PLAZA SIGN TOPPER
- SH 12 - PLAZA SIGN
- SH 13 - TENANT SIGNS

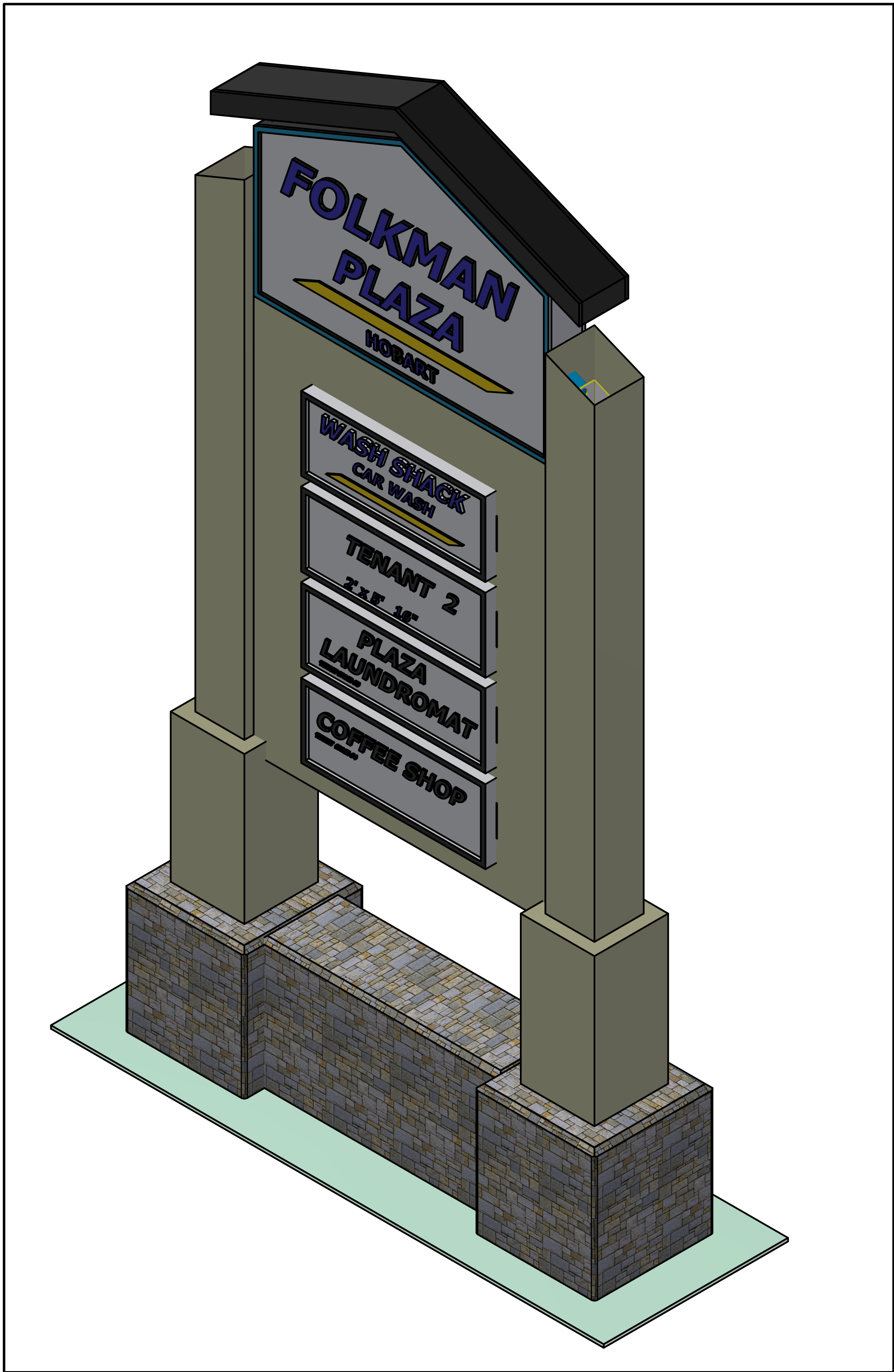
REV 1-9-25 AF

**Folkman Inc**  
"TURNING IDEAS INTO SOLUTIONS"  
"Service- Disabled Veteran- Owned Small Business"  
1520 Cornell Rd. Green Bay, WI 54313  
Ph (920) 544-9996 Fax (920)544-9918  
[www.folkmaninc.com](http://www.folkmaninc.com)

The customer is responsible to check drawings and test design. Folkman Inc. accepts no responsibility, liability, or warranty of fitness for the use of these products. Folkman Inc. and its subsidiaries are not responsible for any errors or omissions in these drawings and specifications.

Project:	FOLKMAN PLAZA PYLON SIGN	Date:	7-17-24
Client:		Drawn By:	AF
General Contractor:		Scale:	
Job/PO Number:		Weight:	
Drawing Number:		Sheet Number:	1 OF 13









**TO:** Site Review Committee

**RE:** 1396 Plane Site Blvd., HB-949-3; New 3,595 sf Addition to Existing Building and Associated Site Improvements

**FROM:** Todd Gerbers, Director of Planning and Code Compliance

**DATE:** February 19, 2025

**ISSUE:** Discussion and action on request for a 3,595 sf., building addition and associated site improvements

**RECOMMENDATION:** Staff recommends approval subject to any conditions the Committee may identify.

### GENERAL INFORMATION

1. Developer: Ideal Air Heating and Cooling
2. Applicant: Mach IV Engineering & Surveying, LLC
3. Address/Parcel: 1396 Plane Site Blvd., HB-949-3
4. Zoning: Currently: I-1: Limited Industrial District
5. Use: Contractor Office / Shop

### BACKGROUND

This property located at 1396 Plane Site Blvd. is currently developed and utilized as a contractor office and shop facility. The property owner is proposing a 3,595 square foot addition and the site improvements to serve the building expansion.

### SITE REVIEW DEVELOPMENT AND DESIGN STANDARDS CHECKLIST

#### Section 1, Site Plan Approval

- A. Zoning:** I-1: Limited Industrial District
- B. Green Space:** 30.01 % green space after proposed expansion (no change from existing).
- C. Setbacks:** Compliant with zoning district requirements of 40' front(s), 20' rear, 15' side. (40' from (front)Plane Site Blvd. right-of-way, 73' from south (side) property line, 120' from the north (rear) property line, and 15' from the west (side) property line).
- D. Parking:** 27 stalls required and 40 stalls are currently provided on site. Parking is compliant with Village Codes.
- H. Fire Dept. (and Police Dept.):** The plans presented have been reviewed and accepted by the Fire Chief and Police Chief as submitted.
- I. Storm Water:** Existing storm drainage to remain as the proposed addition will be constructed in the area that is currently a gravel surface
- M. Refuse Collection:** Existing to remain behind the building in the fenced in yard, no change proposed as part of this expansion

## Section 2, Architectural Plan Approval

### A. Exterior Construction Information:

1. **Exterior Materials:** Proposed addition to have metal wall panels to match existing
2. **Height:** Proposed addition to have a maximum of 17', which is less than the height of portions of the existing building
3. **Overhead doors:** Two new overhead doors along the south elevation and one along the north elevation. No new overhead doors will be facing the street..
4. **Mechanical equipment:** No mechanical equipment is shown on the plans, however, should such equipment being installed on the roof it shall be screened from view by materials compatible with those used for the principal structure.

**Section 3, Landscaping Plan:** Existing landscaping to remain as the proposed addition will be constructed in the area that is currently a gravel surface. Tree planting is required along the front property line to comply with the 1 tree every 50 feet of lot frontage (3 trees required total).

**Section 4, Lighting:** The lighting plan is approved by Staff as submitted, consisting of 4 new wall mounted fixtures on the addition, along with two new wall mounted light fixtures on the east and west elevations of the existing office area.

**Section 5, Signage:** Existing to remain, no change proposed as part of this expansion.

**Section 6, Driveway-Curb Cut:** Existing to remain, no change proposed as part of this expansion.

## RECOMMENDATION/CONDITIONS

Staff recommends conditional approval, subject to the following in addition to any conditions the Site Review Committee may identify:

1. Screening of any proposed roof mounted HVAC equipment with materials similar to those utilized for the principal building;
2. Planting of a total of 3 deciduous trees along the right-of-way of Plane Site Blvd. Requires 1 new tree unless two existing trees are removed.

# VILLAGE OF HOBART

## SITE REVIEW / DEVELOPMENT AND DESIGN STANDARDS PROCESS & APPROVAL

### PLAN SUBMITTAL REQUIREMENTS:

- Fifteen (15) copies 11 x 17 or size that is legible with all information required by this process.
- Fifteen (15) copies of the Completed Checklist
- This checklist with complete information no later than ten 10 business days prior to the Third Tuesday of the month to the Village Clerk; NO LATER THAN 1200 HOURS. (Noon)
- One (1) full size set of site plans.
- One (1) full size set of building plans, Ready for State Approval
- All site plans shall be drawn to an engineering scale no greater than one-(1) inch equals one hundred (100) feet.
- Signs not part of this application would be a considered a separate application
- Application fee of \$150.
- One (1) Digital Copy of Plans

**ALL INFORMATION MUST BE COMPLETE PRIOR TO SCHEDULING A MEETING OF THE SITE REVIEW COMMITTEE. NO BUILDING PERMIT WILL BE ISSUED WITHOUT APPROVED PLANS FROM THE SITE REVIEW COMMITTEE.**

### 1. LOCATION

Project / Development / Site Location / intersection (section town & range)

Ideal Air Heating and Cooling Addition  
1396 Plane Site Blvd, Onedia, WI 54155

### 2. TYPE OF DEVELOPMENT

Size of Parcel (acreage or square footage): 2.59 AC

Size of facility(square footage): 26,271 SF

Type of facility: Industrial

Developer: Keller Inc.

Address: N216 State Road 55, PO Box 620  
Kaukauna, WI 54130 Phone: 920-766-5795

Engineer: Mach-IV Engineering & Surveying LLC

Address: 2260 Salscheider Ct  
Green Bay, WI 54313 Phone: 920-569-5765

Contractor: Keller Inc.

Construction Firm: Keller Inc.

Address: N216 State Road 55, PO Box 620  
Kaukauna, WI 54130 Phone: 920-766-5795

Revised 1-23-08

3. SITE PLAN APPROVAL

A. Industrial  Business Park \_\_\_\_\_ Commercial \_\_\_\_\_  
Multi-Family \_\_\_\_\_

Current Zoning: I-1; Limited Industrial

Other – Identify: \_\_\_\_\_

Erosion Control Plan on file:  YES \_\_\_\_\_ NO

% of Green Space: 30.1%

B. Orientation – Provide scale map of parcel and facility, (show north indicating arrow, and a graphic scale)

C. Setback Information: See sheet C2.0 Complies with Ordinance: Yes

D. # of parking stalls ( Include Handicapped parking): 40 (includes 2 ADA)

E. Show the following Utilities and all easements including but not limited to the following facilities types:

1) Electric underground  overhead

2) Natural Gas

3) Telephone

4) Water / Fire Hydrants

5) Fiber Optic Lines

6) Other transmission lines See sheet C3.0

7) Ingress – egress easements See sheet C2.0

F. Total Site Build-out including future structures and setbacks:

Complies with ordinance Yes YES \_\_\_\_\_ NO

G. Identify on the Site Plan Key: Spot Elevations: such as Center of Street, Driveway apron, 4 - corners of lot, building elevations, building floor, key drainage points & ditches on local USGS Datum:

Data Complete:  YES \_\_\_\_\_ NO

- H. Adjacent streets and street rights-of-ways and fire lanes:
  - 1) Fire Chief has reviewed and approved: \_\_\_\_YES \_\_\_\_NO
  - 2) Not applicable  X

I. Water bodies and wetlands. Over 1-acre disturbed requires storm water plan.

- 1) Surface water holding ponds, drainage ditches, and drainage patterns, location and size of culverts
- 2) Name and address and phone# of engineer of project plan:

NA

J. Sidewalks, walkways, and driveways:

K. Off street loading areas and docks:

L. Fences and retaining walls or berms:

M. Location & Size of exterior refuse collection areas (must be enclosed a minimum of three (3) sides):

See sheet C2.0. No revisions to existing dumpster area are proposed.

N. Location and dimensions of proposed outdoor display areas: NA

**4. ARCHITECTURAL PLAN APPROVAL**

A. Exterior construction information:

1) Type of Construction Materials: Please refer to attached architectural drawings

2) Exterior Materials: Please refer to attached architectural drawings

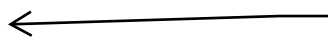
3) Height of Facility: Please refer to attached architectural drawings

4) Compatibility with existing adjacent structure: Please refer to attached architectural drawings (Attach Photos)

5) Other unique characteristics: \_\_\_\_\_

Landscaping is shown on the attached landscaping plan sheet L1.0.

5. **LANDSCAPING PLAN**



If planting new trees in Village right-of-way, a requirement of a 1.5" caliper or greater of the tree at 12" above ground is needed, according to planting ordinance specifications. A tree-planting plan must be filed with the application. Tree placement is 1-tree every 50 feet of frontage.

Provide scaled landscaping of plan for parcel

Identify tree and location specifics – Quantity / Diameter, etc:

---

---

Identify Shrubs & Location Specifics - Quantity: \_\_\_\_\_

---

Identify Buffering -Type – Quantity:

---

---

6. **LIGHTING PLAN**



Lighting is shown on the attached photometric plan sheet ES01.

Provide scaled lighting plan for parcel

Identify Exterior Building Lighting – Quantity, Wattage, Location :

---

---

---

Identify Parking Lighting – Quantity – Wattage – Location :

---

Identify other Lighting – Quantity – Wattage – Location:

---

---

7. **SIGNAGE** ← No new signage proposed

Provide scaled drawings.

Provide Site Plan for signage

Provide building elevations with signage.

Discussion: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Complies with Ordinance: \_\_\_\_\_ YES \_\_\_\_\_ NO

Date: \_\_\_\_\_

8. **DRIVEWAY – CURB CUT** ← No new driveway proposed

Width of Curb Cut: \_\_\_\_\_

Radius / Flare: \_\_\_\_\_

Apron Dimensions: \_\_\_\_\_

Culvert Size (End-walls Required) \_\_\_\_\_





# SITE PLAN NARRATIVE



**IDEAL AIR HEATING & COOLING  
DE PERE WI, 54115**

**VILLAGE OF HOBART  
BROWN COUNTY**



**MACH IV PROJECT No. 0963-02-24  
JANUARY 2025**

## Proposed Development

---

The proposed development is a planned building addition of approximately 3,595 square feet to the existing Ideal Air Heating & Cooling operation in the Village of Hobart. The proposed addition will be a redevelopment on the site due to the fact that it will be constructed over already existing site impervious areas which are currently gravel and asphalt.

Additional repaving of existing asphalt areas on the site will be performed to provide adequate grade adjustments for the planned building addition. The addition will be constructed with a new storm roof drain which will discharge to the existing stormwater management basin on the property.

A 6" water service is also planned for the addition which will connect to the water main on the south side of Plane Site Boulevard. The water service will be installed via horizontal directional drilling within the public right of way, and as such, there are no expected impacts to Plane Site Boulevard associated with the water service installation.

The planned building addition will not result in any adverse impacts to neighboring properties with regard to traffic, noise, hours of operation, glare, fumes, vibration, etc. as there are no planned operational changes or intended use.



**TO:** Hobart Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** Proposed Changes to the Special Events Ordinance  
**DATE:** February 19<sup>th</sup> 2025

---

**BACKGROUND**

Staff has been reviewing and discussing possible changes to the current ordinance for the past several months. Police Chief Renkas had been working with Lawrence to amend their ordinance as well, which has been adopted. The changes we are proposing are basically as follows:

- Better clarifications on definitions
- Outlining various activities that would not be required to have a permit
- Incorporating the Village Board into the process depending on the Class of the permit being requested (Class I and II permits), and allowing staff, specifically the Village Administrator, to approve Class III permits

---

**RECOMMENDED ACTION**

If the Board is in agreement with the changes, staff recommends that a second reading be held on the proposed Ordinance at the March 4<sup>th</sup> meeting prior to a final vote.



## ORDINANCE 2025-01

### AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 250 (REGULATION OF SPECIAL EVENTS) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN

**Purpose:** The purpose of this Ordinance is to amend the current Special Events Ordinance (Chapter 250) to improve the application process, and bring the Village Board into the process.

The Village Board of the Village of Hobart, Brown County, Wisconsin, does ordain as follows:

**Section 1:** Section 12 (Permit Application Fee Structure) of Chapter 250 (Regulation of Special Events), of the Code of the Village of Hobart, is hereby repealed and recreated to read as follows:

#### § 250-1. Title.

The title of this chapter shall be the "Special Event Permit Ordinance."

#### § 250-2. Purpose and intent.

The purpose and intent of this chapter is to protect the public interest and promote the general health, safety, and welfare of the Village by establishing rules and a permit process in order to hold a special event on any property within the Village so as to address potential impacts on the general public of a special event, including without limitation noise, light, dust, traffic, parking, and other public health safety and welfare concerns. Further, the purpose and intent of this chapter is to promote the economic welfare and general prosperity of the community by safeguarding and preserving property values by addressing potential impacts of a special event. Any determination of discretion by the Village provided herein shall be exercised in a manner consistent with this provision.

#### § 250-3. Severability.

Should any portion of this chapter be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected.

#### § 250-4. Applicability; administration.

This chapter is intended to apply to all persons within the Village, and its provisions shall be administered by the Village Board, and/or other Village officials designated by the Village Board. This chapter does not apply to any event which is sponsored by the Village.

#### § 250-5. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

A. "Applicant" shall be defined as any person applying for a special event permit.

B. "Expressive Activity" shall be defined as conduct, the sole or principal object of which is the expression dissemination or communication by verbal, visual, literary, or auditory means of opinion, views, or ideas and for which no fee or donation is charged or required as a condition of participation in or attendance at such activity. It includes public oratory and distribution of literature, and picketing.

C. "Person" shall be defined as any person, firm, partnership, association, corporation, company, governmental entity, or organization of any kind.

D. "Special Event" shall be defined as any events that include, but are not limited to, fun runs, roadway foot races, fundraising walks, bicycle races, parades, carnivals, shows, gatherings, circuses, block parties, festivals, fireworks, and/or involve one or more of the following factors:

(1). The event is to be conducted on public property or right-of-way; or the event is to be conducted on private property, and is open to the public and not within the normal and ordinary use of the property.

(2). The event will cause a significant impact on traffic congestion or traffic flow to and from the event over public streets or rights-of-way, or will significantly impact public streets or rights-of-way near the event.

(3). The event is likely to create the need for Village-provided emergency services, such as police, fire, or medical aid.

(4). The event will have a presumptive impact on neighboring properties.

(5). The nature of the event requires additional permits, inspections, or variances.

(6). The event will be held at a Village park, and expected attendance will exceed the maximum capacity set by the Village. Such special event permit shall be in addition to any street, park use, or other regular permits as may be required by ordinance.

(7). The Village reserves the right to deem an event a "special event".

#### § 250-6. Permit requirements.

A. No person shall conduct a special event within the Village of Hobart without first having obtained a rental and/or special event permit.

B. Any person may file an application for a special event permit. Application for a special event permit shall be filed with the Village Clerk based on the permit structure (refer to §250-12). If an application is filed in less than the required time based on the permit structure prior to the proposed event, the Village may attempt to process the application but is not obligated to do so. Payment is required for the application fee (refer to § 250-12) at the time of submittal, and the application shall contain such information as the Village Clerk may require. The permit shall set forth the exact days on which and the exact location where such activities shall be carried out and shall be valid only during the dates and times and at the location specified. The applicant for the permit shall provide the Village with a complete list of sponsors and vendors at the time of making the application as well as a map for approval showing

the location of booths, tents, port-a-potties, and other special and temporary facilities on the special event property.

C. Upon receipt of both the application for a permit and the fee, the Village Clerk shall review the information given on the application for conformity with the provisions of this section. The Village Clerk shall distribute the application and accompanying materials to the Police Department, Fire Department, Public Works, and any other related department for review and comment. If the applicable requirements are satisfied, the Village Clerk will then forward the application to the Village Administrator or his/her designee.

D. Village staff shall review the application and recommend to Village Board for approval on Class I or II permits for approval, denial, or approval with conditions either deny the permit, approve the permit, or approve the permit with conditions. Class III permits will be reviewed by the Village Administrator or his/her designee for approval, denial, or approval with conditions, with notification of the Village Board of any action on the application. The permit shall be signed by the Village Administrator or his/her designee and shall be issued to the applicant, who, in turn, shall issue identification permits to each vendor approved by the applicant. All vendors shall prominently display these permits during the event period.

E. A special event permit is not required for the following, unless the event is deemed to have a significant impact on Village services and/or the community.

- (1) Parades, athletic events, or other special events that occur exclusively on Village property and are sponsored or conducted in full by the Village.
- (2) Funeral and wedding processions.
- (3) Military convoys.
- (4) Groups required by law to be so assembled.
- (5) Gatherings not exceeding maximum capacity in a Village park, unless merchandise or services are offered for sale or trade.
- (6) Temporary sales conducted by businesses, such as holiday sales, grand opening sales, or anniversary sales.
- (7) Garage sales and rummage sales.
- (8) The exhibition of films or motion pictures.
- (9) Other similar events and activities which do not directly affect or use Village services or property.
- (10) A gathering for the specific purpose of expressive activity.

§ 250-7. Permit conditions.

Any person or applicant for a special event shall satisfy all of the following permit conditions, if applicable:

A. Liability insurance. For any special event held on Village property, the person or applicant and each special event sponsoring group or vendor shall be required to supply the Village with a certificate of insurance with coverage in the amount of not less than \$1,000,000 combined single limit per event and naming the Village as an additionally insured party. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to:

- (1) an event that includes alcohol; or
- (2) an event that is anticipated to have attendance greater than 50 people per day; or
- (3) an event that includes a road closure.

Proof of insurance shall be submitted to the Village a minimum of 30 days before the start of the event. The applicant shall also be required to notify the Village in the event there is a modification of any of the terms of the insurance coverage. Such notification shall be provided not less than two weeks prior to the effective date of that termination. No insurance shall be required for any permitted event held on private property.

B. Indemnification. The person or applicant shall agree to indemnify, defend, and hold harmless the Village, its Employees, and Agents against all demands, claims, liabilities, losses, damages or expenses, including but not limited to reasonable attorney's fees, incurred by the Village for any damage or injury to person or property caused by or resulting from in any way the activities for which the permit is granted. No permit may be issued unless the person or applicant has agreed to this indemnification in writing and in a manner confirming its enforceability.

C. Village services. All requests by applicants for Village services must be made to the Village Administrator or his/her designee. The applicant shall be responsible for reimbursement to the Village for any Village personnel, services, equipment, and facilities provided for the special event in the following circumstances for special events: 1) when deemed necessary by the Village, or 2) when requested by the applicant and approved by the Village. For Village personnel, including local Police Department security services, Fire Department, and Public Works, the reimbursable costs associated with the event shall include wages, overtime, and fringe benefits. An invoice shall be sent to the applicant, if applicable, for Village personnel, services, equipment, and facilities within 15 days following the event. Payment is due within 30 days of invoice. The Village reserves the right to require full or partial payment of estimated costs in advance. The event organizer must cancel in writing at least 48 hours before the event in order to be refunded for personnel costs.

D. Police Department security services. Where in the Village's reasonable discretion the circumstances require a security presence due to the scope and nature of the event, the Hobart/Lawrence Police Department shall be utilized to provide the required security. Said security presence will be over and above the normal policing which would be provided; however, it is subject to emergent needs for policing which may otherwise exist at the time of the event. The Chief of Police or his/her designee shall determine the level of coverage necessary to provide adequate security for an event covered under this chapter. The applicant shall be required to reimburse the Village of Hobart for security-related services in accordance with Subsection C above.

E. Cleaning/damage deposit. The applicant shall be required to submit to the Village a cleaning/damage deposit, as set by the annual Village fee schedule, for each scheduled day of the event, two weeks prior

to the starting date of the event. The cleaning/damage deposit may be refunded to the applicant, if, upon inspection, all is in a reasonable condition that existed prior to the commencement of the event, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. No cleaning/damage deposit shall be required for any permitted event held on private property.

F. Business license required. All vendors operating a revenue-generating business as part of a special event permit obtained under this Code section shall obtain and display any and all required Village permits for the duration of the event (i.e., alcohol). Only those vendors on the applicant's list of sponsors and participants shall be allowed to receive permits subject to permit application requirements. All persons serving beer and/or alcohol must hold an operator's license in accordance with Wis. Stats. §§ 125.17(1), 125.32(2), and 125.68(2). Vendors wishing to serve food items must also obtain any required permit or license from the Brown County Health Department. The applicant and all vendors shall comply with any other applicable State of Wisconsin Statutes and Brown County ordinances and shall be responsible for any additional required licenses or requirements.

G. Applicant representative. The special event sponsoring applicant shall have at least one representative on site during the event to coordinate events and enforce guidelines and standards on behalf of the Village and the County or State Health Department, and shall also be the primary Village contact for the event. The applicant shall also provide sufficient staffing to provide assistance with crowd control, parking, and sanitation. The determination of what constitutes sufficient staffing will be made in conjunction with Village Officials.

H. Inspections required. All tentage must be installed under the Wisconsin Uniform Commercial Building Code, International Mechanical Code, International Fuel & Gas Code, and the International Fire Code. The applicant shall be responsible for reimbursing the Village for any and all fire inspections required in association with the proposed event. Wiring shall be installed by a licensed electrician and a temporary permit issued with appropriate fees. All wiring shall be inspected by the Village prior to being energized. Failure to obtain inspections may result in the termination of the event.

I. Termination of event. The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Board may revoke an approved Class I or II special event permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date. The Village Administrator may revoke an approved Class III special event permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

#### § 250-8. Denial of permit.

Reasons for denial of a special event permit may include, but are not limited to:

- A. The event will disrupt traffic within the Village beyond a reasonably practical solution.
- B. The event will create a likelihood of endangering the public.



- C. The event will interfere with access to emergency services.
- D. The length, location, or time of the special event will cause undue hardship or excessive noise levels to adjacent businesses or residents.
- E. The event will require the diversion of Village resources that would unreasonably affect the maintenance of regular Village service levels.
- F. The application contains incomplete or false information.
- G. The applicant fails to provide proof of insurance.
- H. The applicant fails to agree to the indemnification requirements in this chapter.
- I. Any vendor fails to obtain the proper permits required by the Village.
- J. Inadequate provision for garbage or debris removal.
- K. Inadequate provision of temporary restroom facilities.
- L. Inadequate provisions for parking.
- M. The event conflicts with another event in the area.

§ 250-9. Violations and penalties.

Any person, applicant, organization, vendor, firm, or corporation violating any of the requirements of this chapter shall be subject to a forfeiture as defined in § 1-3 of the Village of Hobart Municipal Code. Each violation shall be considered a separate offense. In addition, the Village may enforce this section by way of injunctive relief and all other remedies available at law and in equity.

§ 250-10. Notification to property owners or tenants.

The Village may condition any special event permit on a requirement that the person or applicant give written advance notice of the event and its probable impact to any property owners or tenants who will be impacted by the event.

§ 250-11. Appeal.

Any person or applicant that is denied a special event permit may appeal to the Village Board by requesting such appeal in writing to the Village Administrator. Pursuant to Wis. Stat. § 68.16, the Village Board elects that Chapter 68 shall not apply to any such appeal.

§ 250-12 Permit application fee structure.

A. Event classification. There are three classes of events: Class I, Class II, and Class III. Each class has its own characteristics. An event does not have to have all the characteristics listed to be in the classification. The Village reserves the right to make a final determination of an event's classification.

The Village Board shall establish a list of approved fees by Resolution. No permit shall be issued without payment of the required permit fee(s).

(1) Class I

- (a) Event will have a large number of participants and/or spectators of approximately 200 or more people.
- (b) Event is open and may attract interest from the general population of the community and surrounding areas.
- (c) Usually involves the closing of a street.
- (d) May involve multiple events.
- (e) Requires Village Board approval
- (f) Permit must be issued at least 60 days prior to scheduled events

(2) Class II

- (a) Event is open to the public, but is only of interest to a certain segment of the community (i.e., runners, walkers, supporters of certain causes, bicyclists, etc.) and may involve approximately 50 to 200 people.
- (b) Most athletic events (i.e., tournaments).
- (c) Involves the closing of a street.
- (d) Requires Village Board approval
- (e) Permit must be issued at least 60 days prior to scheduled events

(3) Class III

- (a) Event is open to the public, but is only of interest to certain segment of the community (i.e. runners, walkers, supporters of certain causes, bicyclists, etc.) and may involve approximately 50-200 people.
- (b) Does not include the closing of a street.
- (c) Requires Village Administrator approval
- (d) Permit must be issued at least 60 days prior to scheduled events

B. The permit application fee is for the application only, is nonrefundable and based upon staff time to adequately process the application, and does not substitute or remove charges/fees outlined in the rest of this chapter.

**Section 2:** Any Ordinance or parts thereof, inconsistent herewith are hereby repealed.

**Section 3.** This Ordinance shall be effective from and after its passage by the Village Board and publication as required by law.

Passed and approved this 4<sup>th</sup> day of March, 2025.

---

Richard Heidel, Village President

Attest:

---

Aaron Kramer, Village Administrator

**CERTIFICATION**

The undersigned, being the duly appointed Clerk of the Board of the Village of Hobart, certifies that the aforementioned is a true and exact reproduction of the original ordinance or resolution adopted by the Village Board.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on March 4<sup>th</sup> 2025.

(Seal)

---

Lisa Vanden Heuvel, Village Clerk

Village of Hobart, WI  
Tuesday, February 11, 2025

## Chapter 250. Special Events, Regulation of

[HISTORY: Adopted by the Village Board of the Village of Hobart 3-1-2016 by Ord. No. 03-2016.<sup>[1]</sup>  
Amendments noted where applicable.]

### **GENERAL REFERENCES**

Parks and recreation areas — See Ch. **215**.

Peace and good order — See Ch. **221**.

Public property — See Ch. **227**.

[1] *Editor's Note: This ordinance also repealed former Ch. 250, Special Events, Regulation of, adopted 6-3-2014.*

### § 250-1. Title.

The title of this chapter shall be the "Special Event Permit Ordinance."

### § 250-2. Purpose and intent.

The purpose and intent of this chapter is to protect the public interest and promote the general health, safety, and welfare of the Village by establishing rules and a permit process in order to hold a special event on any property within the Village so as to address potential impacts on the general public of a special event, including without limitation noise, light, dust, traffic, parking, and other public health safety and welfare concerns. Further, the purpose and intent of this chapter is to promote the economic welfare and general prosperity of the community by safeguarding and preserving property values by addressing potential impacts of a special event.

### § 250-3. Severability.

Should any portion of this chapter be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected.

### § 250-4. Applicability; administration.

This chapter is intended to apply to all persons within the Village, and its provisions shall be administered by the Village Board, and/or other Village officials designated by the Village Board. This chapter does not apply to any event which is sponsored by the Village, or to any persons who already have a standing agreement with the Village for frequent use of public property.

### § 250-5. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

#### **APPLICANT**

Any person applying for a special event permit.

### PERSON

Any person, firm, partnership, association, corporation, company, governmental entity, or organization of any kind.

### SPECIAL EVENT

Any temporary event or activity occurring on public or private property that interferes with or differs from the normal and ordinary use of the property or adjacent public or private property which, due to the number of people involved, timing of the event, or other similar factors deemed reasonably relevant by the Village, would require Village services beyond those normally provided.

## § 250-6. Permit requirements.

- A. No person shall conduct a special event within the Village of Hobart without first having obtained a rental and/or special event permit. A special event permit may be issued to any person that the Village Administrator or his/her designee finds appropriate.
- B. Any person may file an application for a special event permit. Application for a special event permit shall be filed with the Village Clerk-Treasurer at least 60 days prior to the proposed event date. If an application is filed less than 60 days prior to the proposed event, the Village may attempt to process the application but is not obligated to do so. Payment is required for the application fee (refer to § 250-12) at the time of submittal, and the application shall contain such information as the Village Clerk-Treasurer may require. The permit shall set forth the exact days on which and the exact location where such activities shall be carried on and shall be valid only during the dates and times and at the location specified. The applicant for the permit shall provide the Village with a complete list of sponsors and vendors at the time of making the application as well as a map for approval showing the location of booths, tents, port-a-potties, and other special and temporary facilities on the special event property.
- C. Upon receipt of both the application for a permit and the fee, the Village Clerk-Treasurer shall review the information given on the application for conformity with the provisions of this section. The Village Clerk-Treasurer shall distribute the application and accompanying materials to the Police Department, Fire Department, Public Works, and any other related department for review and comment. If the applicable requirements are satisfied, the Village Clerk-Treasurer will then forward the application to the Village Administrator or his/her designee.
- D. The Village Administrator or his/her designee shall review the application and either deny the permit, approve the permit, or approve the permit with conditions. The permit shall be signed by the Village Administrator or his/her designee and shall be issued to the applicant, who, in turn, shall issue identification permits to each vendor approved by the applicant. All vendors shall prominently display these permits during the event period.

## § 250-7. Permit conditions.

Any person or applicant for a special event shall satisfy all of the following permit conditions, if applicable:

- A. Liability insurance. The person or applicant and each special event sponsoring group or vendor shall be required to supply the Village with a certificate of insurance with coverage in the amount of not less than \$1,000,000 combined single limit per event and naming the Village as an additionally insured party. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol; or 2) an event that is anticipated to have attendance greater than 50 people per day; or 3) an event that includes a road closure. Proof of insurance shall be submitted to the Village a minimum of 30 days before the start of the event. The applicant shall also be required to notify the Village in the event there is a

modification of any of the terms of the insurance coverage. Such notification shall be provided not less than two weeks prior to the effective date of that termination.

- B. Indemnification. The person or applicant shall agree to indemnify, defend, and hold harmless the Village, its employees, and agents against all demands, claims, liabilities, losses, damages or expenses, including but not limited to reasonable attorney's fees, incurred by the Village for any damage or injury to person or property caused by or resulting from in any way the activities for which the permit is granted. No permit may be issued unless the person or applicant has agreed to this indemnification in writing and in a manner confirming its enforceability.
- C. Village services. All requests by applicants for Village services must be made to the Village Administrator or his/her designee. The applicant shall be responsible for reimbursement to the Village for any Village personnel, services, equipment, and facilities provided for the special event in the following circumstances for special events: 1) when deemed necessary by the Village, or 2) when requested by the applicant and approved by the Village. For Village personnel, including local Police Department security services, the reimbursable costs associated with the event shall include wages, overtime, and fringe benefits. An invoice shall be sent to the applicant, if applicable, for Village personnel, services, equipment, and facilities with 15 days following the event. Payment is due within 30 days of invoice. The Village reserves the right to require full or partial payment of estimated costs in advance. The event organizer must cancel at least 48 hours before the event in order to be refunded for personnel costs.
- D. Police Department security services. Where in the Village's reasonable discretion the circumstances require a security presence due to the scope and nature of the event, the Hobart/Lawrence Police Department shall be utilized to provide the required security. Said security presence will be over and above the normal policing which would be provided; however, it is subject to emergent needs for policing which may otherwise exist at the time of the event. The Chief of Police or his/her designee shall determine the level of coverage necessary to provide adequate security for an event covered under this chapter. The applicant shall be required to reimburse the Village of Hobart for security-related services in accordance with Subsection C above.
- E. Cleaning/damage deposit. The applicant shall be required to submit to the Village a cleaning/damage deposit of \$200 per day for each scheduled day of the event, two weeks prior to the starting date of the event. The cleaning/damage deposit may be refunded to the applicant, if, upon inspection, all is in a reasonable condition that existed prior to the commencement of the event, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event.
- F. Business license required. All vendors operating a revenue-generating business as part of a special event permit obtained under this Code section shall obtain and display any and all required Village permits for the duration of the event (i.e., alcohol). Only those vendors on the applicant's list of sponsors and participants shall be allowed to receive permits subject to permit application requirements. All persons serving beer and/or alcohol must hold an operator's license in accordance with Wis. Stats. §§ 125.17(1), 125.32(2), and 125.68(2). Vendors wishing to serve food items must also obtain any required permit or license from the Brown County Health Department. The applicant and all vendors shall comply with any other applicable State of Wisconsin Statutes and Brown County ordinances and shall be responsible for any additional required licenses or requirements.
- G. Applicant representative. The special event sponsoring applicant shall have at least one representative on site during the event to coordinate events and enforce guidelines and standards on behalf of the Village and the County or State Health Department, and shall also be the primary Village contact for the event. The applicant shall also provide sufficient staffing to provide assistance with crowd control, parking, and sanitation. The determination of what constitutes sufficient staffing will be made in conjunction with Village officials.

- H. Inspections required. All tentage must be installed under the Wisconsin SPS, Chapter 314, and National Fire Protection Association, Chapter 25. The applicant shall be responsible for reimbursing the Village for any and all fire inspections required in association with the proposed event. Wiring shall be installed by a licensed electrician and a temporary permit issued with appropriate fees. All wiring shall be inspected by the Village prior to being energized. Failure to obtain inspections may result in the termination of the event.
- I. Termination of event. The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village ordinances, state statutes or the terms of the applicant's permit. The Village Administrator or his/her designee may revoke an approved special event permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

## § 250-8. Denial of permit.

Reasons for denial of a special event permit may include, but are not limited to:

- A. The event will disrupt traffic within the Village beyond a reasonably practical solution.
- B. The event will create a likelihood of endangering the public.
- C. The event will interfere with access to emergency services.
- D. The length, location, or time of the special event will cause undue hardship or excessive noise levels to adjacent businesses or residents.
- E. The event will require the diversion of Village resources that would unreasonably affect the maintenance of regular Village service levels.
- F. The application contains incomplete or false information.
- G. The applicant fails to provide proof of insurance.
- H. The applicant fails to agree to the indemnification requirements in this chapter.
- I. Any vendor fails to obtain the proper permits required by the Village.
- J. Inadequate provision for garbage or debris removal.
- K. Inadequate provision of temporary restroom facilities.
- L. Inadequate provisions for parking.
- M. The event conflicts with another event in the area.

## § 250-9. Violations and penalties.

Any person, applicant, organization, vendor, firm, or corporation violating any of the requirements of this chapter shall be subject to a forfeiture as defined in § 1-3 of the Village of Hobart Municipal Code. Each violation shall be considered a separate offense. In addition, the Village may enforce this section by way of injunctive relief and all other remedies available at law and in equity.

## § 250-10. Notification to property owners or tenants.

The Village may condition any special event permit on a requirement that the person or applicant give written advance notice of the event and its probable impact to any property owners or tenants who will be impacted by the event.

## § 250-11. Appeal.

Any person or applicant that is denied a special event permit may appeal to the Village Board by requesting such appeal in writing to the Village Administrator. Pursuant to Wis. Stat. § 68.16, the Village Board elects that Chapter 68 shall not apply to any such appeal.

## § 250-12. Permit application fee structure.

[Amended 5-21-2024 by Ord. No. 2024-07]

- A. Event classification. There are three classes of events: Class I, Class II, and Class III. Each class has its own characteristics. An event does not have to have all the characteristics listed to be in the classification. The Village reserves the right to make a final determination of an event's classification.
- (1) Class I (Per the annual fee schedule adopted by the Village Board by resolution):
    - (a) Event will have a large number of participants and/or spectators of approximately 200 or more people.
    - (b) Event is open and may attract interest from the general population of the community and surrounding areas.
    - (c) Usually involves the closing of a street.
    - (d) May involve multiple events.
  - (2) Class II (Per the annual fee schedule adopted by the Village Board by resolution):
    - (a) Event is open to the public, but is only of interest to a certain segment of the community (i.e., runners, walkers, supporters of certain causes, bicyclists, etc.) and may involve approximately 50 to 200 people.
    - (b) Most athletic events (i.e., tournaments).
    - (c) May involve the closing of a street.
  - (3) Class III (Per the annual fee schedule adopted by the Village Board by resolution):
    - (a) Event is closed to the public or will only appeal to the members of a particular group and their guests.
    - (b) Event may be of general interest and open to the public, but will only involve a small number of people of approximately 50 people.
    - (c) Does not include the closing of a street.
- B. The permit application fee is for the application only, is nonrefundable and based upon staff time to adequately process the application, and does not substitute or remove charges/fees outlined in the rest of this chapter.





## ORDINANCE 2025-03

### AN ORDINANCE TO REPEAL AND RECREATE SECTION 9 (REQUIREMENTS FOR LICENSE; VILLAGE DISCRETION) AND SECTION 16 (OPERATOR'S LICENSE) OF ARTICLE I (LICENSING AND REGULATION) OF CHAPTER 189 (INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN

**Purpose:** The purpose of this Ordinance is to amend the current Ordinance to make it conform with Wisconsin State Statute.

The Village Board of the Village of Hobart, Brown County, Wisconsin, does ordain as follows:

**Section 1:** Section 9 (Requirements for License; Village Discretion) of Article I (Licensing and Regulation) of Chapter 189 (Intoxicating Liquor and Fermented Malt Beverages), of the Code of the Village of Hobart, is hereby repealed and recreated to read as follows:

§ 189-9. Requirements for license; Village discretion.

A. An alcohol beverage license is a privilege, not an entitlement. The Village shall review each application on an individual basis and, after considering the Village's best interest, the Village Board shall make discretionary decisions regarding the granting or the denial of any requested liquor license, whether for fermented malt beverage or intoxicating liquor.

B. No alcohol beverage license shall be granted to any person or persons under the age of 18 years for the sale of any fermented malt beverages or intoxicating liquors, or to any person who is not of good moral character. No alcohol beverage license shall be granted to any individual, natural persons in a partnership, or agents of corporations and limited liability companies who have not resided in the State of Wisconsin continuously for at least 90 days prior to the date of application.

C. No license shall be issued or granted to any person who fails to pay personal property tax or real estate tax or who owes any unpaid delinquent personal property tax, real estate tax, room tax, special charge for current services, special assessment, municipal court forfeiture, parking ticket, utility bill, ambulance bill, hazardous material spill response charge, or inspection fee to the Village.

D. No license shall be issued or granted for any premises if the title owner fails to pay personal property tax or real estate tax or owes any unpaid delinquent personal property tax, real estate tax, room tax, special charge for current services, special assessment, municipal court forfeiture, parking ticket, utility bill, utility fee, ambulance bill, hazardous material spill response charge, or inspection fee to the Village.

E. No license shall be issued or granted to any person who has habitually been a petty law offender, or has been convicted of an offense against the laws of this state, or any other state punishable by imprisonment in the state prison, unless the person so committed has been duly pardoned. Where the

applicant is an entity, the provisions of this section shall apply to the entity's owners, members, officers and directors.

F. The Village Board may also consider, but shall not be limited to, the applicant's and title owner's financial responsibility, the proposed location, the effect of the license on the surrounding community, the condition of the premises, the applicant's and title owner's fitness for the trust to be reposed.

G. Every applicant for an original or renewal license to sell, deal or traffic in fermented malt beverages or intoxicating liquors, and every title owner, in the event the applicant is not the title owner of the real property upon which the premises sit, shall expressly consent to the jurisdiction of the Village and/or Brown County Circuit Court for the State of Wisconsin, as the case may be, for any and all disputes arising out of or related to the original and/or renewal license for fermented malt beverages and/or intoxicating liquors.

**Section 2:** Section 16 (Operator's License) of Article I (Licensing and Regulation) of Chapter 189 (Intoxicating Liquor and Fermented Malt Beverages), of the Code of the Village of Hobart, is hereby repealed and recreated to read as follows:

**§ 189-16. Operator's license.**

A. The Village Clerk, or his or her designee, may issue a license known as an "operator's license," which shall be granted pursuant to the Village Board's discretion and upon application in writing filed with the Village Clerk. An operator's license may be issued only to natural persons who:

- (1) Do not have an arrest or conviction record, subject to §§ 111.321, 111.322 and 111.335, Wisconsin Statutes, which are incorporated by reference herein, said statutes in part describing prohibited bases of discrimination of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, arrest record or conviction record;
- (2) Have been a resident of this state continuously for at least 90 days prior to the date of application;
- (3) Have attained the age of 18 years by the time of issuance;
- (4) Have not been a habitual law offender or convicted of a felony, unless the person has been duly pardoned;
- (5) Have completed a responsible beverage server training course. Persons are exempt from the training course requirement if they renew an existing operator's license, have completed the training course within the last two years, or have held a retail license, managers' or operators' license anywhere in the state within the last two years.

B. For all premises operating under a Class "A" and Class "B" license for fermented malt beverages and "Class A" and "Class B" for intoxicating liquor, a licensee, or some other person who has an operator's license and is responsible for the acts of all persons serving any fermented malt beverages or intoxicating liquor to customers, shall be present at all times while such premises are open for business. For purposes of this subsection, any member of the licensee's immediate family who has attained the legal drinking age shall be considered the holder of an operator's license. No person, including underage members of the licensee's immediate family, other than the licensee, may serve fermented malt

beverages or intoxicating liquors in any premises operated under a Class "A," Class "B," "Class A," or "Class B" unless he or she has an operator's license, or is at least 18 years of age and is under the immediate supervision of the licensee or a person holding an operator's license and who is on the premises at the time of the service.

C. The fee for an operator's license is set by Village resolution and shall be posted on the Village's official web site or shall be available from the Village Clerk. License fees are subject to change pursuant to the Village Board's discretion. An operator's license shall be valid for up to two (2) years and shall expire on June 30.

D. The Village Clerk, or his or her designee, may issue a temporary or provisional operator's license which shall be granted upon application in writing filed with the Village Clerk. A temporary operator's license may be issued only to natural persons who meet the requirements of Subsection A (1) through (5) of this section. A provisional operator's license may be issued only to natural persons who have applied for an operator's license under this section of the Code and who meet the requirements of Subsection A (1) through (5) of this section.

E. A temporary or provisional operator's license may not be issued to any person who has been denied a license under this article of the Code by the Village Clerk, or his or her designee.

F. The fee for a temporary or provisional operator's license is set by Village resolution and shall be posted on the Village's official web site or shall be available from the Village Clerk. License fees are subject to change pursuant to the Village Board's discretion.

G. A temporary operator's license may only be issued pursuant to Chapter 125 of the Wisconsin Code, which includes issuance only to operators employed by or donating their services to nonprofit corporations. A temporary operator's license shall be valid for any period from one day to 14 days.

H. A provisional operator's license may only be issued pursuant to Chapter 125 of the Wisconsin Statutes. A provisional operator's license will expire 60 days after its issuance, or when an operator's license under this section is approved or denied, whichever is sooner.

I. A temporary or provisional operator's license may be revoked by the Village Clerk, or his or her designee if the application of the license holder contains any false statements. The Village Clerk, or his or her designee, may issue the temporary or provisional license before receipt of the applicant's record check but shall immediately revoke the temporary or provisional license if the record check indicates the applicant has failed to meet any of the requirements under this section of the article.

J. Any violation of the terms of the article, or any of the laws of the State of Wisconsin applicable to the sale of fermented malt beverages and intoxicating liquors, by any person holding any type of operator's license shall be cause for revocation of said license.

**Section 3:** Any Ordinance or parts thereof, inconsistent herewith are hereby repealed.

**Section 4.** This Ordinance shall be effective from and after its passage by the Village Board and publication as required by law.

Passed and approved on this 18<sup>th</sup> day of March, 2025.

---

Richard Heidel, Village President

Attest:

---

Aaron Kramer, Village Administrator

**CERTIFICATION**

The undersigned, being the duly appointed Clerk of the Board of the Village of Hobart, certifies that the aforementioned is a true and exact reproduction of the original ordinance or resolution adopted by the Village Board.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on March 18<sup>th</sup> 2025.

(Seal)

---

Lisa Vanden Heuvel, Village Clerk

Village of Hobart, WI  
Thursday, February 27, 2025

## Chapter 189. Intoxicating Liquor and Fermented Malt Beverages

### Article I. Licensing and Regulation

#### § 189-9. Requirements for license; Village discretion.

- A. An alcohol beverage license is a privilege, not an entitlement. The Village shall review each application on an individual basis and, after considering the Village's best interest, the Village Board shall make discretionary decisions regarding the granting or the denial of any requested liquor license, whether for fermented malt beverage or intoxicating liquor.<sup>[1]</sup>

[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

- B. No alcohol beverage license shall be granted to any person or persons under the age of 18 years for the sale of any fermented malt beverages or intoxicating liquors, or to any person who is not of good moral character and a full citizen of the United States, and of the State of Wisconsin, and who has not resided in the State of Wisconsin continuously for at least one year immediately prior to the date of filing the application.<sup>[2]</sup>

[2] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

- C. No license shall be issued or granted to any person who fails to pay personal property tax or real estate tax or who owes any unpaid delinquent personal property tax, real estate tax, room tax, special charge for current services, special assessment, municipal court forfeiture, parking ticket, utility bill, ambulance bill, hazardous material spill response charge, or inspection fee to the Village.
- D. No license shall be issued or granted for any premises if the title owner who fails to pay personal property tax or real estate tax or who owes any unpaid delinquent personal property tax, real estate tax, room tax, special charge for current services, special assessment, municipal court forfeiture, parking ticket, utility bill, utility fee, ambulance bill, hazardous material spill response charge, or inspection fee to the Village.
- E. No license shall be issued or granted to any person who has habitually been a petty law offender, or has been convicted of an offense against the laws of this state, or any other state punishable by imprisonment in the state prison, unless the person so committed has been duly pardoned. Where the applicant is an entity, the provisions of this section shall apply to the entity's owners, members, officers and directors.
- F. The Village Board may also consider, but shall not be limited to, the applicant's and title owner's financial responsibility, the proposed location, the effect of the license on the surrounding community, the condition of the premises, the applicant's and title owner's fitness for the trust to be reposed.
- G. Every applicant for an original or renewal license to sell, deal or traffic in fermented malt beverages or intoxicating liquors, and every title owner, in the event the applicant is not the title owner of the real property upon which the premises sit, shall expressly consent to the jurisdiction of the Village and/or Brown County Circuit Court for the State of Wisconsin, as the case may be, for any and all disputes arising out of or related to the original and/or renewal license for fermented malt beverages and/or intoxicating liquors.

## § 189-16. Operator's license.

[Amended 1-6-2015 by Ord. No. 01-2015; 3-17-2020 by Ord. No. 2020-05]

- A. The Clerk-Treasurer, or the Deputy Clerk in the Clerk-Treasurer's absence, may issue a license known as an "operator's license," which shall be granted pursuant to the Village's discretion and upon application in writing filed with the Village Clerk-Treasurer. An operator's license may be issued only to natural persons who:
- (1) Do not have an arrest or conviction record, subject to §§ 111.321, 111.322 and 111.335, Wisconsin Statutes, which are incorporated by reference herein, said statutes in part describing prohibited bases of discrimination of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, arrest record or conviction record;
  - (2) Have been a resident of this state continuously for at least 90 days prior to the date of application;
  - (3) Have attained the age of 18 years by the time of issuance;
  - (4) Have not been a habitual law offender or convicted of a felony, unless the person has been duly pardoned; and
  - (5) Have completed a responsible beverage server training course. Persons are exempt from the training course requirement if they renew an existing operator's license.
- B. For all premises operating under a Class "A" and Class "B" license for fermented malt beverages and "Class A" and "Class B" for intoxicating liquor, a licensee, or some other person who has an operator's license and is responsible for the acts of all persons serving any fermented malt beverages or intoxicating liquor to customers, shall be present at all times while such premises are open for business. For purposes of this subsection, any member of the licensee's immediate family who has attained the legal drinking age shall be considered the holder of an operator's license. No person, including underage members of the licensee's immediate family, other than the licensee, may serve fermented malt beverages or intoxicating liquors in any premises operated under a Class "A," Class "B," "Class A," or "Class B" unless he or she has an operator's license, or is at least 18 years of age and is under the immediate supervision of the licensee or a person holding an operator's license and who is on the premises at the time of the service.
- C. The fee for an operator's license is outlined in § 189-6 of this chapter.
- D. The Clerk-Treasurer, or the Deputy Clerk in the Clerk-Treasurer's absence, may issue a temporary or provisional operator's license which shall be granted upon application in writing filed with the Village Clerk-Treasurer. A temporary or provisional operator's license may be issued only to natural persons who have applied for an operator's license under this section of the Code and who meet the requirements of Subsection **A(1)** through **(5)** of this section.
- E. A temporary or provisional operator's license may not be issued to any person who has been denied a license under this article of the Code by the Clerk-Treasurer, or the Deputy Clerk in the Clerk-Treasurer's absence.
- F. The fee for a temporary or provisional operator's license is outlined in § 189-6 of this Code.
- G. A temporary operator's license may only be issued pursuant to Chapter 125 of the Wisconsin Code, which includes issuance only to operators employed by or donating their services to nonprofit corporations. A temporary operator's license shall be valid for any period from one day to 14 days.
- H. A provisional operator's licenses may only be issued pursuant to Chapter 125 of the Wisconsin Statutes. A provisional operator's license will expire 60 days after its issuance, or when an operator's license under this section is issued to the holder, whichever is sooner.



- I. A temporary or provisional operator's license may be revoked by the Clerk-Treasurer if the application of the license holder contains any false statements. The Clerk-Treasurer may issue the temporary or provisional license before receipt of the applicant's record check but shall immediately revoke the temporary or provisional license if the record check indicates the applicant has failed to meet any of the requirements under this section of the article.
  
- J. Any violation of the terms of the article, or any of the laws of the State of Wisconsin applicable to the sale of fermented malt beverages and intoxicating liquors, by any person holding any type of operator's license shall be cause for revocation of said license.