



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, November 3, 2016 – 7:00 p.m.

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL
2. MEETING MINUTES APPROVAL: October 20, 2016
3. PUBLIC NOTICE: Public Tests Of Voting Equipment
4. PUBLIC COMMENT
 - a. Waterloo Chamber of Commerce, Wiener & Kraut Day Thank You Letter
5. CONSENT AGENDA ITEMS
 - a. Approval Of Operator's License For License Period Ending June 30, 2017
 - i. Gary J. Jensen, 319 Fir Lane, Marshall
6. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
 - a. Public Safety & Health Committee
 - i. Application For Special Event Or Entertainment License, Waterloo-Marshall Holiday Parade
 - b. Plan Commission
 - i. Conditional Use Permit Request – Jeff & Keri Sellnow, 129 N. Monroe Street To Allow The Use Of A Portion Of The First Floor As A Dwelling Unit
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. 2017 Municipal Budget Public Hearing, November 17, 2016 At 7:00 PM
8. ADJOURNMENT

Mo Hansen
Clerk/Treasurer

Posted and Emailed: 10/31/2016

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

CITY OF WATERLOO COMMON COUNCIL
MEETING MINUTES: October 20, 2016

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Council President Springer called the meeting to order at 7:00 p.m. Alderpersons present: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Absent: none. Others present: Dawn Gunderson with Ehlers & Associates; Caryn Schmitt; Gary Hauptli; Diane Graff, the Courier; Tammy Krueger with the Watertown Daily Times; Sergeant Tracy Thom; WLOO videographers and Clerk/Treasurer Hansen. The Pledge of Allegiance was recited.
2. MEETING MINUTES APPROVAL: October 6, 2016. MOTION: Moved by Quimby, seconded by Griffin to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. Caryn Schmitt presented a petition advocating for a Waterloo taxi; said Waterloo Parks need tender care and hand sanitizers were needed in the Firemen's Park bathrooms. She also indicated the petition was for cross-walk safety.
4. PUBLISHED NOTICES
 - a. Public Hearing For Conditional Use Permit Under Provisions Of Chapter §385-12 C (1) Of The Zoning Code, 129 N. Monroe Street. Noted.
5. CONSENT AGENDA ITEMS. MOTION: Moved by Thomas, seconded by Griffin to approve the consent agenda items as presented. VOICE VOTE: Motion carried.
 - a. Reports Of City Officials And Contract Service Providers
 - i. Parks Coordinator Gabe Haberkorn For September 2016
 - ii. Waterloo Active Fire Department For September 2016 (no submittal)
 - iii. Building Inspector - Building, Plumbing, And Electrical Permits For September 2016
 - iv. Public Works Director Gary Yerges For September 2016
 - v. Interim Police Chief Lange For September 2016
 - vi. Library Director Kelli Mountford For September 2016
 - vii. Waterloo Water & Light Commission – October 4, 2016
 - viii. Watertown Humane Society For September 2016
 - b. Resolution #2016-60 Authorizing The Clerk/Treasurer To Sign And Submit Current And Future Department of Natural Resources Recycling Grant To Responsible Units Grant Applications
6. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
 - a. Finance, Insurance & Personnel Committee
 - i. Payroll For September 2016 - \$98,423.05. MOTION: Moved by Quimby, seconded by Thomas to approve payroll in the stated amount. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
 - ii. General Disbursements – September 16 Through October 20, 2016. MOTION: Moved by Quimby, seconded by Griffin to approve disbursements as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
 - iii. Treasurer's Report & Budget Reports For September 2016. MOTION: Moved by Quimby, seconded by Thomas to approve reports as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
 - iv. Resolution #2016- 54 Creating A 2016-2017 Assistant Clerk/Treasurer Position At An Hourly Rate Of \$21.76. DISCUSSION: Springer said the Finance Committee is recommending approval with the amendment that the wage rate be changed to "depending upon qualifications." MOTION: Moved by Quimby, seconded by Thomas to approve the resolution with the amendment of changing the wage rate to "depending upon qualifications." ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
 - v. Resolution #2016-55 Invoices To Be Written Off As Non-Collectible. DISCUSSION: Hansen said bills were not collectable and the City had been reimbursed by the County to the fullest extent possible. MOTION: Moved by Quimby, seconded by Thomas to approve the resolution as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
 - b. Public Safety & Health Committee
 - i. Resolution #2016-58 Authorizing The Purchase Of A Replacement Police Squad Car.

DISCUSSION: Thomas said two bids were received with Ewald being the low bid. MOTION: Moved by Thomas, seconded by Stinnett to approve the resolution as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.

c. Community Development Authority

- i. Resolution #2016-59 Acceptance Of A Municipal Flood Control Grant Awarding \$21,780 In Funds To Be Matched For Shoreline Improvements. DISCUSSION: Ziaja said private funds, other grants or tax incremental finance dollars may be used as a match. MOTION: Moved by Ziaja, seconded by Stinnett to approve the resolution as presented with the added notation that private funds, other grants or tax incremental finance dollars may be used for the match. VOICE VOTE: Motion carried.

7. NEW BUSINESS

- a. Resolution #2016-56 A Resolution Authorizing The Issuance And Sale Of \$1,325,000 Combined Utility Revenue Bonds, Series 2016a, Of The City Of Waterloo, Jefferson County, Wisconsin, And Providing For The Payment Of The Bonds And Other Details With Respect To The Bonds. DISCUSSION: Dawn Gunderson from Ehler's presented Sale Day report and a resolution in final form. She said five bids were received; the low bid was from Banker's Bank in cooperation with Farmer's & Merchant Bank; the bid allowed for the bond size to be decreased due to issuance expense; no disclosure counsel was used. The next effect was that principle was lowered by approximately \$15,000. MOTION: Moved by Quimby, seconded by Thomas to approve the resolution as presented noting the updated sale amount of \$1,310,000. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none. Motion carried.
- b. Resolution #2016-57 Amendment One To Agreement Between The State Of Wisconsin Department Of Administration And The City Of Waterloo. MOTION: Moved by Quimby, seconded by Thomas to approve the resolution as presented. VOICE VOTE: Motion carried.
- c. Parking Permit Application – Municipal Code 350-7(C), Angela Hauptli, 442 N. Monroe Street. MOTION: Moved by Quimby, seconded by Griffin to approve the parking permit application as presented. VOICE VOTE: Motion carried.
- d. Mayoral Reappointment Of Tom Bergan, To The Utility Commission For A Term Expiring In October Of 2021. MOTION: Moved by Thomas, seconded by Griffin to confirm the Mayoral reappointment of Tom Bergan to the Utility Commission for a term expiring in 2021. VOICE VOTE: Motion carried.
- e. Mayoral Appointment Of James Schmitt To The Board Of Zoning Appeals Filling A Vacant Unexpired Term To Expire In 2019. MOTION: Moved by Thomas, seconded by Quimby to confirm the Mayoral appointment of James Schmitt to the Board of Zoning Appeals filling a vacant unexpired term to expire in 2019. VOICE VOTE: Motion carried.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a. November 17, 2016 Public Hearing, 7:00 p.m. – 2017 Municipal Budget. Noted.
- b. Thomas reminded attendees that the citywide trick-or-treat was October 30 from 2-5 pm.

9. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. Motion carried unanimously. Approximate time: 7:22 pm.



Attest:
Mo Hansen
Clerk/Treasurer

PUBLIC NOTICE TO THE WISCONSIN RESIDENTS OF THE
VILLAGE OF MARSHALL (DANE CO.) - TOWN OF MEDINA (DANE CO.)
CITY OF WATERLOO (JEFFERSON CO.) - TOWN OF PORTLAND (DODGE CO.)
TOWN OF YORK (DANE CO.) - TOWN OF WATERLOO (JEFFERSON CO.)
OF
PUBLIC TESTS OF VOTING EQUIPMENT

Notice is hereby given that public test of the 'mark sense electronic voting equipment' and the "handicap accessible voting machines" to be used at the **NOVEMBER 8, 2016, GENERAL ELECTION** will be held at the times and locations for each municipality as listed in this notice. The public is invited to attend and observe these tests per Wisconsin Statutes 5.84.

Saturday, October 29th, 2016

- **9:00 AM**- Town of Media- Town Hall, 634 Hwy. 19, Marshall
- **11:00 AM** – Town of Portland- Town Hall, W11720 Taylor Street, Waterloo

Tuesday November 1, 2016

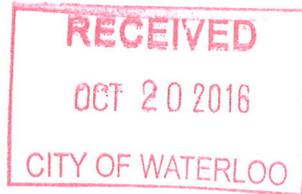
- **1:00 PM** - Village of Marshall-Municipal Building, 130 S. Pardee Street, Marshall
- **4:30 PM**- Town of Waterloo, Town Hall, N8193 Hwy 89, Waterloo

Thursday November 3, 2016

- **9:00 AM**- Town of York- Town Hall, Hwy. 73, York Center, Marshall
- **1:00 PM**- City of Waterloo- City Hall, 136 N. Monroe Street, Waterloo

Published by the authority of the Clerks for the:
Village of Marshall, City of Waterloo, and Towns of Medina, Portland, Waterloo and York.

Posted (4) October 21, 2016 at 1:30 p.m.
Published: Thursday, October 27, 2016 - The Courier



PO Box 1 Waterloo, WI 53594
waterloochamber@gmail.com
www.waterloowichamber.com

October 17, 2016

Dear Friends:

Thank you for your for all of the support and assistance in hosting the Waterloo Chamber of Commerce Wiener & Kraut Day on September 10, 2016. Without the support of community members like you, we would be unable to host a such great event. You have helped us to continue to fulfill our mission: To support and promote our businesses, foster growth in our community, and encourage tourism to make Waterloo a unique place in which to live, work, or visit.

Although the weather was not ideal, we all worked together to make the most of the day. Due to the upcoming road construction project downtown, we will have to move the event next year. We will send out more details as soon as they are available.

We have an ambitious list projects we would like to see happen in the future, and these are only possible with the support of our community. Thank you again for generosity in supporting the Waterloo Chamber of Commerce.

Sincerely,

Lauren McGert *M. Foster*
Russell B. Giese *Pamela Lammy*
M. Gote

Waterloo Chamber of Commerce, Inc
Board of Directors

2016-11-03 COUNCIL APPROVAL 2015-2017 OPERATOR'S LICENSES

LAST NAME	FIRST NAME	MI	HOUSE	STREET NAME	CITY	VIOLATIONS	NEW/RENE	LICENSE #	EMPLOYER
JENSEN	GARY	J	319	FIR LA	MARSHALL		NEW	120"OP"2015/2017	VFW



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
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cityhall@waterloowis.com



APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Angie Stinnett / Waterloo-Marshall Holiday Parade

STATUS: (circle one) unincorporated incorporated individual other _____

CONTACT NAME: Angie Stinnett

PHONE NUMBER: 920-809-1755 / 920-478-8053 / 920-648-7250
DAYTIME EVENING FAX

EMAIL ADDRESS: angie.stinnett@yahoo.com

NAME OF EVENT: Waterloo/Marshall Holiday Parade

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March
Race Tag Day Other _____

PURPOSE OF EVENT: Fundraiser for food pantry + Fun.

DATE OF EVENT: Dec. 10, 2016

EVENT HOURS: 4:30-5:15 SET UP HOURS 30 MINS. BREAKDOWN 30 MINS.

DESCRIPTION OF EVENT: Parade

SITE/ADDRESS FOR EVENT (list if multiple locations) Monroe St. to F+M Bank on Madison.

PROJECTED ATTENDANCE: 300 PAST ATTENDANCE: 300

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 8

RAIN POLICY: Parade has no rain date.

DATE APPLICATION MADE 10/7/16

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License
Form created: 03/11/2004

HOLD HARMLESS CLAUSE:

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

INSURANCE REQUIREMENTS:

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, _____ 20__ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594.** Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

PERMITTED USE OF PUBLIC PROPERTY:

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at _____ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of _____ through _____ 20___. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER:

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

AUTHORIZED SIGNATURES:

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

Angie Stinnett
Name (please print)

Angie Stinnett
Signature

Signatory Title (if applicable)

10/7/16
Date

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street, Waterloo, WI. 53594.** A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: 10/7/16 Received by: Mo Ham

Clerk's Office to complete the section below:

Cc:

Approval date or permit number

Animal Control

email Public Works

email Fire Department

Utilities

Building & Permits

Public Health Inspector

email Police Department

City Clerk

Public Property Use

Building Inspector

Certificate of Insurance

Fire Department

Council Approval

pending 10/20 or later

Fee for Profit Events = \$50.00 per event.

Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.

Fee Paid: _____

Date Paid: _____

Received by: _____

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: Waterloo/Marshall Holiday Parade.

DATE (S) OF EVENT: Dec. 10, 2016 HOURS: 4:30 - 5:30

LOCATION/PROPERTY: Monroe + Madison St.

SAFETY PROCEDURES:

1) Will you be providing private on-site security? YES **NO**

If yes, list security company name. _____

Where will security be needed? _____

What times will security be needed? _____

Will WPD officers be required? **YES** NO to control traffic.

Municipal estimation of cost: _____ WPD Personnel @ \$ _____ /hour = \$ _____

2) What are your plans for medical assistance? Waterloo EMS.

Municipal estimation of cost: _____ WFD equipment/personnel @ _____ \$ hours = \$ _____

3) Will there be fireworks at your event? YES **NO**

Date of fireworks _____ Time of Fireworks _____

Name/Address of company supplying fireworks _____

Fire Marshall must be contacted for approval and consultation.

SET UP / CLEAN UP PROCEDURES:

1) Name of person in charge of set up: Angie Stinnett phone # 920 809-1755.

2) What time will set up begin: 4:15

3) Name of clean up contact person: Angie Stinnett Cell Phone# 920 809 1755

4) Estimated time for clean up after event: 30 min for Judges to finish.

FEES AND PROCEEDS:

1) Will admission be charged for this event? YES **NO**

If yes, how much: Adult _____ Seniors _____ Students _____

Children 5 & under _____ Families _____

2) If a participant fee is charged, please indicate the amount: Booth: _____

Concessionaire: _____

Attachment 1

CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.

2. The Certificate of Insurance must include the following minimum limits of insurance coverage required for special events on City property:

\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.

3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.

4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.

5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.

6. No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

*Tim Haldiman's
Office is where
we are getting the event
insurance. Will forward
it when he has finished it.*

3) Will alcoholic beverage(s) be sold? YES NO

If yes, what beverage and at what cost? _____

4) What does the Sponsor intend to do with any revenue over and above the expenditures? DONATE.

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

2) Describe other entertainment / activities planned for your event: _____

3) How will your event be promoted? Television Radio Newspapers Posters Flyers
other _____

PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES NO

Purpose of barricades: _____

Location of placement: _____ Amount needed _____

Date barricades needed _____ Time of placement _____

Name of company providing service if other than City _____

2) Will you require electrical service(s) YES NO

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location _____ Entainer name _____

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____ Entainer name _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Name of company providing service if other than City: _____

3) Will you need fencing installed? YES NO

Purpose of fencing: _____

Location: _____ Amount: _____

Date needed _____ Time needed _____

Estimated costs: _____ locations @ \$100. = \$ _____ Total costs

4) Will parking considerations be needed YES NO

Type(s) Keep Clear the 2 spots under the Street light in front of City Hall, pls.

Location: _____ Amount _____

Date: 12/10 Time: 4:15

5) Will picnic tables be needed? YES NO

Location _____ Amount _____

Date needed: _____ Time needed _____

Estimated cost(s) _____ Picnic tables @ \$5.00 per table = \$ _____

6) Is a street sweeper needed? YES NO

Location _____ Date _____ Time _____

Estimated cost(s) _____ hours @ _____ = \$ _____ total cost

Name of company providing service, if not City: _____

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins _____ Barrels _____

Where do you want them placed? _____

Name of disposal company if other than the City: _____

Where will dumpster be place: _____

8) Will water connection be needed?

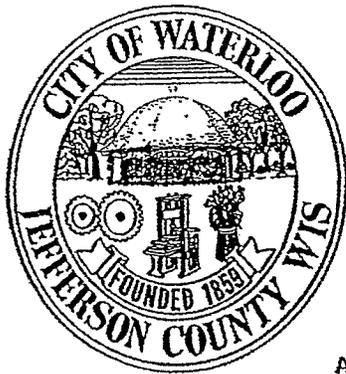
YES

NO

Location _____ Amount _____

Date _____ Time _____

Estimated costs: _____ connection(s) @ \$20.00 = \$ _____ Total water costs



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

PO 9/27/2016
Receipt # 32523

Number: 2016-03 Date Filed: 9/27/2016 Fee Paid: \$ 285.00

Location of Property: 129 N. Monroe St. Waterloo

Applicant: Jeff & Keri Sullnow

Address: 129 N. Monroe St Telephone: 920.988.5384

Owner of Property: Jeff + Keri Sullnow ↑

Address: 129 N. Monroe St Telephone: _____

Contractor: _____

Address: _____ Telephone: _____

Architect or Professional Engineer: _____

Address: _____ Telephone: _____

Legal Description of Property: _____

Land Parcel Size: _____ Present Use: Commercial mixed use Zoning District: C-1

Type of Existing Structure (if any): Brick 2-story

Proposed Use of the Structure or Site: Same except Back Number of Employees: _____

TERMS OF MUNICIPAL CODE

385-12C(1)

Dwelling units are not permitted below the 2nd floor without a Conditional Use Permit

CONDITIONAL USE REQUESTED

Living quarters in back of building -

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

Hard to rent the whole 1st floor for commercial use in Waterloo. I am using the front 1/2 for business currently.

ATTACH THE FOLLOWING:

1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
2. Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 9/27/16

Keri Sullnow
Signature of Applicant

09/27/2016

Conditional Use

We are requesting a ~~zoning~~ change for 129 N Monroe St. We had planned that this was to be very temporary but unfortunately because of job loss and economy it has become longer than anticipated. We have done nothing with the exception of installing 2 windows where there were windows previously.

TREK had done some renovations when they were tenants including electrical, some construction of walls, installation of lit exit lights and fireproof doors.

The building has a full basement and a 2 car garage connected to the back of the building. There are 3 rental units on the 2nd floor.

