



Office of the
Clerk
106 Jones Street
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Watertown, WI 53094-0477
(920) 262-4006

September 12, 2025

TO: Members of the Public Safety & Welfare Committee

The following application has been made for a Special Event Permit:

Oktoberfest – business grand opening - from Silver Moon to be held on October 4, 2025, during the hours of 11:00 a.m. and 12:00 a.m. Note that application states that from 10:00 p.m. – 12:00 a.m. the event will be indoors only.

There are no estimated extraordinary charges anticipated from any city departments.

Conditions should include approval of the Conditional Use Permit request for the property, granting and issuance of Silver Moon's "Class B" Malt & Liquor application, granting and issuance of Silver Moon's Temporary Premises Amendment for October 4th, approved emergency action plan submitted at least 10 days prior to event, and a certificate of insurance submitted at least 10 days prior to event.

Outdoor sales area for alcohol serving and consumption shall only be the area approved by the Common Council per Silver Moon's "Class B" license and Temp Premises Amendment application. The special event map may need to be amended to reflect what is approved.

Respectfully Submitted,

Megan Dunneisen, City Clerk