

Temporary Extension Of Licensed Premises For Existing Liquor License

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This application is required if you will be serving alcohol outside as part of an outdoor dining area, or if you will be expanding an existing outdoor dining area that is already included in your liquor license premises. Note that the outdoor dining area can be expanded before the temporary liquor license amendment is approved. Alcohol, however, cannot be served in this area until the amendment to the license is approved. Contact the City Clerk with questions regarding this application. There is no charge for this temporary liquor license amendment.

General Information

Licensee name		
License location address		
Contact name		
Phone	Alternate phone	Email

Licensed Premises Information

Describe in detail premises to which license applies currently. Include a floor plan, if available, and all areas where the liquor will be served or sold.

Name of property owner (if different from above)

Address of property owner (if different from above)

Additional Required Submittal Materials

<p>Floor Plan</p> <ul style="list-style-type: none"> <input type="checkbox"/> Include all proposed outdoor seating with square footage, dimensions, and intended number of persons to be served. <input type="checkbox"/> Identify all outdoor areas, location of tables, and seating where liquor is to be served or sold. <input type="checkbox"/> Identify fencing, barriers, or gates that will define the proposed outdoor service area, as well as all access points for customers. 	<p>Detailed Narrative</p> <ul style="list-style-type: none"> <input type="checkbox"/> Describe exact use of the temporary outdoor service area and intended hours of operation. <input type="checkbox"/> Describe all safety and security measures to ensure alcohol does not leave the defined temporary outdoor service area. <input type="checkbox"/> Describe how the sale and service of alcohol will be controlled to ensure no underage sales occur. <input type="checkbox"/> Describe plan to minimize disruption to surrounding businesses or neighborhoods. 	<p>Liquor Liability Insurance Certificate</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provide liquor liability insurance certificate explicitly stating that your liquor liability coverage applies to the temporary outdoor service area defined in your application. Providing your property address is not enough. City staff cannot work with your insurance agents or representatives. You must work with them to ensure your coverage extends to the temporary outdoor service area and that your liability insurance certificate reflects this.
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Signature

By signing below, I hereby certify the following:

- The information provided on this form is true and correct.
- I will comply with all building code and fire code regulations, sign code regulations, and City noise ordinances. I understand that violations of such codes may be grounds for revocation of this permit or license.
- I have read and acknowledge the City’s rules and regulations regarding temporary outdoor retail service areas.
- I have read and understand the temporary outdoor retail service areas shall be removed no later than November 30, 2020, and the City may require that they be removed sooner.
- I understand the City may inspect the outdoor retail service area any time to enforce compliance with the above provisions. Additionally, the City may require the temporary outdoor retail service area to be closed if it is detrimental to the health, safety and welfare of the general public.
- I understand this application temporarily alters the licensed premise of my alcohol license. Any violations of Federal, State, or City regulations in the temporary outdoor service area may result in civil or criminal penalties against me or my license. I further understand that liquor liability insurance must be kept in-force for the temporary outdoor service area.

Applicant signature

X _____

Date

Property owner signature (if different)

X _____



This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593-3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.

