

Memo

To: Local Liquor Authority

From: Melody Harrison, Town Clerk

Date: 7/15/2015

Re: Town of New Castle Special Event Liquor Permit for the September 11 & 12, 2015 Burning Mountain Festival and the December 5, 2015 Chili Cook-Off

Request: The Special Event Staff of the Town of New Castle requests a special events liquor license for Burning Mountain Festival, located in Burning Mountain Park, 157 W. Main Street, on September 11 & 12, 2015. They also request a special event liquor license for the Chili Cook-Off, located in Burning Mountain Park, 157 W. Main Street, on December 5, 2015. In the event of inclement weather, Staff requests an alternate location for the Chili Cook-Off at the New Castle Community Center, 423 W. Main Street.

Recommendation: If Council's consensus is to approve the attached application for a special event liquor permit for the Town of New Castle, the Clerk's Office staff recommends that Council consider the following condition:

That although the application requests a permit time until 10:00 p.m. on September 11 & 12 (Burning Mountain Festival), staff recommends alcohol be served until 9:30 p.m., and alcohol be allowed on premises until 10:00 p.m. Staff similarly recommends that for the Chili Cook-Off on December 5, 2015, alcohol should be served until 7:30 PM and that alcohol be allowed on the premises until 8:00 PM.

Policy Implications: The policy implication of Council's approval of this special event license is that the town shall have the authority to serve, sell or distribute malt, vinous and spirituous liquors for on-premises consumption at the 2015 Burning Mountain Festival on Friday September 11, 2015 from 5:00 p.m. to 9:30 p.m., and Saturday, September 12, 2015, from 11:00 a.m. to 9:30 p.m. Also at the 2015 Chili Cook-Off on Saturday, December 6 from 4:00 PM to 7:30 PM.

Budget Implications: Adopting staff's recommendation would increase sales tax revenues. Even though the applicant is a non-profit organization, it is required to collect and remit sales tax on beer garden sales.


Department Head (signature)

Background: The Town of New Castle Special Event Coordinator filed the application on June 9, 2015, at least 30 days prior to the event date, as required by the State Liquor Code. The public hearing has been properly noticed. The application is properly completed.

APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

RECEIVED

JUN 09 2015

Town of
New Castle, CO

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT AND ONE OF THE FOLLOWING (See back for details.)

- | | | |
|------------------------------------|--|--|
| <input type="checkbox"/> SOCIAL | <input type="checkbox"/> ATHLETIC | <input type="checkbox"/> PHILANTHROPIC INSTITUTION |
| <input type="checkbox"/> FRATERNAL | <input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER | <input type="checkbox"/> POLITICAL CANDIDATE |
| <input type="checkbox"/> PATRIOTIC | <input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY | <input type="checkbox"/> MUNICIPALITY OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL | <input type="checkbox"/> RELIGIOUS INSTITUTION | |
- ✓ Local Government

LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:	DO NOT WRITE IN THIS SPACE
2110 <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY	LIQUOR PERMIT NUMBER
2170 <input type="checkbox"/> FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY	

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE <i>Town of New Castle</i>	State Sales Tax Number (Required) <i>98.034540000</i>
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2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE (include street, city/town and ZIP) <i>PO Box 90 New Castle CO 81647</i>	3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT (include street, city/town and ZIP) <i>Burning Men Park W. MAIN St. New Castle CO 81647</i>
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NAME	DATE OF BIRTH	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
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4. PRES./SECY OF ORG. or POLITICAL CANDIDATE			
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5. EVENT MANAGER <i>Deborah Nichols</i>	DATE <i>07/29/55</i>	ADDRESS <i>1501 County Rd 245 New Castle CO 81647</i>	PHONE <i>720-427-3678</i>
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6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____
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8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? Yes No

LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To
<i>Sept 11</i>		<i>5 p.m.</i>	<i>Sept 12</i>		<i>11 a.m.</i>	<i>Dec 5</i>		<i>4 p.m.</i>			
		<i>10 p.m.</i>			<i>10 p.m.</i>			<i>8 p.m.</i>			

OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

SIGNATURE <i>Deborah Nichols</i>	TITLE <i>Admin. Asst.</i>	DATE <i>6/9/15</i>
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REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.

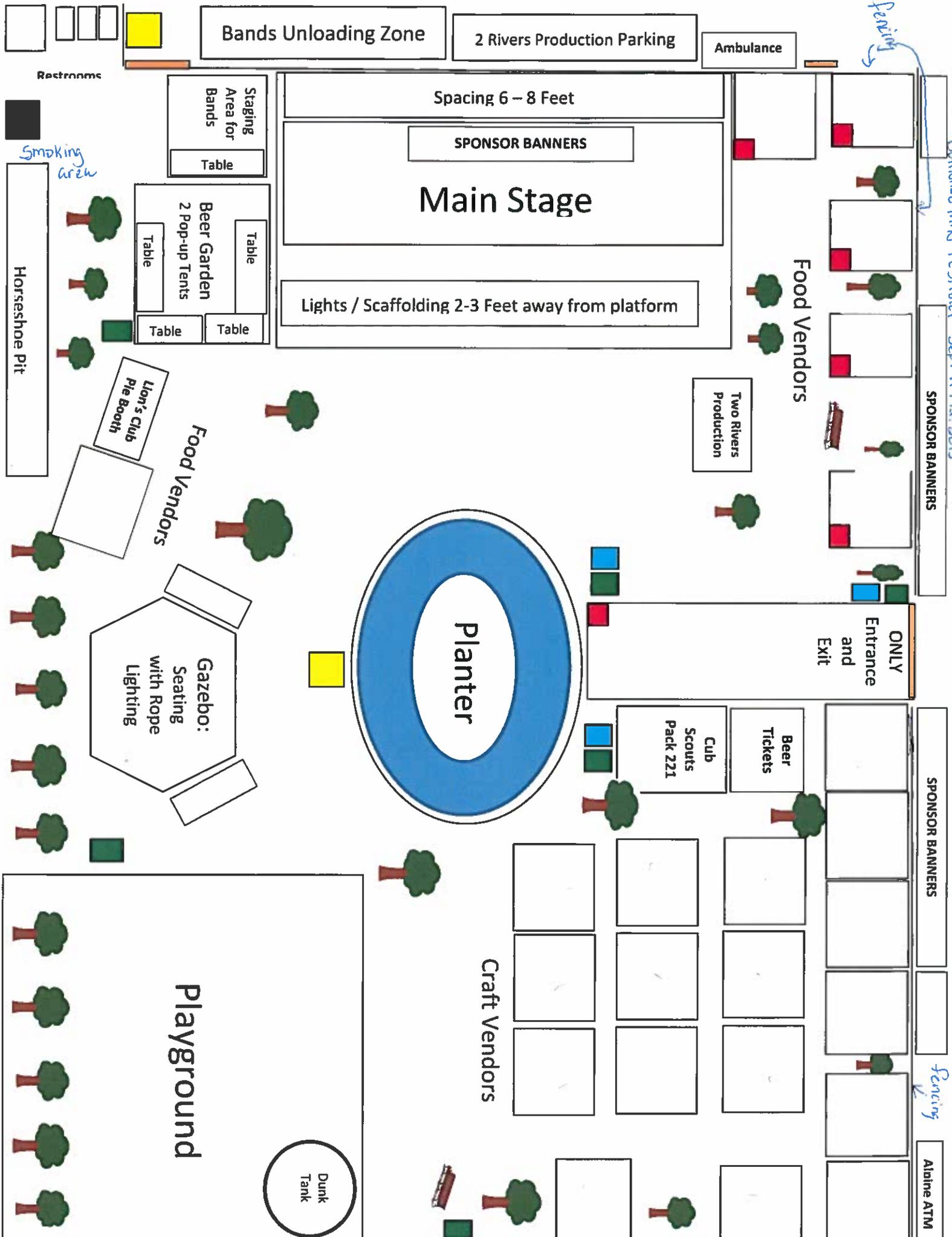
THEREFORE, THIS APPLICATION IS APPROVED.

LOCAL LICENSING AUTHORITY (CITY OR COUNTY)	<input type="checkbox"/> CITY	TELEPHONE NUMBER OF CITY/COUNTY CLERK
	<input type="checkbox"/> COUNTY	

SIGNATURE	TITLE	DATE
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DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

LIABILITY INFORMATION			
License Account Number	Liability Date	State	TOTAL
		-750 (999)	\$



Bands Unloading Zone

2 Rivers Production Parking

Ambulance

Spacing 6 - 8 Feet

SPONSOR BANNERS

Main Stage

Lights / Scaffolding 2-3 Feet away from platform

Food Vendors

Two Rivers Production

SPONSOR BANNERS

ONLY Entrance and Exit

SPONSOR BANNERS

Aldine ATM

Planter

Gazebo: Seating with Rope Lighting

Lion's Club Pie Booth

Food Vendors

Playground

Dunk Tank

Craft Vendors

Beer Tickets

Cub Scouts Pack 221

Restrooms

Smoking Area

Horseshoe Pit

Fencing

Fencing

Knowing how to set up

Fencing

Dec 5, 2015 / Chill Lock-off

Fencing

Ambulance

Hot Cider

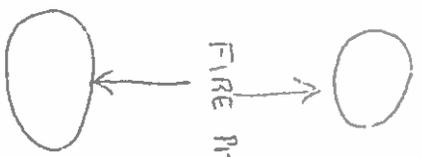
Hot Dogs

Parkade

ONLY
Entrance
and
Exit

Beer
Tickets

FIRE PITS



Chili
Stand

Planter

Judges
area

Beer Garden
2 Pop-up Tents

Gazebo:
Seating
with Rope
Lighting

Playground

Horseshoe Pit

Restrooms

