

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 7

Title:	Recommendation to approve a Proposal of a New Class C Liquor License for Global Craft Tap House to be Located at 2100 Prairie Street, St. Charles
Presenter:	Chief Keegan, Police Department

Meeting: Liquor Control Commission

Date: September 19, 2016

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

This is a request for a new Class C liquor license for Global Craft Tap House to be located at 2100 Prairie Street, St. Charles. It will have a selection of 50 craft beers on tap and up to 200 bottled/canned beers. Patrons are allowed and encourage to bring food in, order in, etc. as there is no food prep or service and only a small selection of prepackaged snacks available. This is a franchise establishment coming into our west gateway. They are also requesting a 1:00 a.m. late night permit.

Corresponding application materials have been reviewed by police staff and are in order. A local manager and staff have not been hired, therefore the entire liquor licensing process has yet to be completely vetted and until such time the liquor license will be contingent upon successful completion of the entire background investigation process, occupancy permit, and Dram shop insurance.

Attachments *(please list):*

Liquor License Application
Background Check
Site Plan
Menu

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal of a new Class C liquor license for Global Craft Tap House to be located at 2100 Prairie Street, St. Charles.

City of St. Charles, Illinois Liquor Control Commissioner
 CITY RETAIL LIQUOR DEALER LICENSE APPLICATION
 APPLICATION FEE IS NON-REFUNDABLE



Incomplete applications will not be accepted.

Completed applications may be submitted to:
 Two East Main Street, St. Charles, IL 60174-1984

Class C

Date Application Received: 9/6/16



New Application



Renewal Application

APPLICATION CHECKLIST

Check Items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is only needed for each manager. It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and must include the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all fixed objects , such as pool tables, bar stools, vending/amusement machines; as well as all exits .	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Business Plan, to include: <input checked="" type="checkbox"/> Hours of Operation <input type="checkbox"/> Copy of Menu <input type="checkbox"/> Whether or not live music will be played at this establishment <input type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input type="checkbox"/> Do not include a marketing or financial plan with this business plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact Building & Code Enforcement at 630.377.4406 and/or Fire Prevention Bureau at 630.377.4458 to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input type="checkbox"/>	<input type="checkbox"/>

OFFICIAL USE ONLY



Approved*



Denied

Date Approved/Denied: _____

Customer Number: _____

Signature of Mayor, Liquor Control Commissioner _____

Date Issued _____

*ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.

APPLICANT INFORMATION

A. Type of Business: Individual Partnership Corporation Other (explain):

B. Business Name:
Global Brew Taphouse

C. Business Address:
2100 Prairie St. St. Charles, Illinois 60174

D. IL Tax ID Number: 81-3145442	E. Business Phone: NA	F. Business E-mail: NA	G. Business Website: NA
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H. Contact Person: Geoffrey Newton	I. Title: Member/Manager	J. Phone No.: [REDACTED]
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K. If Corporation, Corporation Name:
Newtopia LLC

L. Corporation Address (city, state, zip code):
731 Lake Ridge Dr. South Elgin, Illinois, 60177

BUSINESS ESTABLISHMENT LOCATION INFORMATION

A. Type of Establishment: Package Restaurant Tavern Hotel/Banquet/Arcada/Q-Center Other

B. Address applying for liquor license (exact street address): 2100 Prairie St.	C. Number of Parking Spaces: 325	D. Outside Dining s.f. [17.20.020-R]: 1500	E. Holding Bar s.f. [5.08.010-F]:
F. Total Building s.f.: 4600	G. Total Number of Seats: 150	H. Number of Bar Seats: 20	I. Sale Counter s.f.:
J. Live Entertainment Area s.f. [5.08.010-H]:	K. Kitchen s.f.:	L. Cooler s.f.:	M. Dry Storage s.f.:
N. Seating Area s.f.: 2250	O. Retail/public Area s.f.:	P. Service Bar s.f. [5.08.010-O]:	

Q. Brief Business Plan description based on type of establishment listed above:
 Craft beer taphouse. Selection of 50 craft beers on tap, and up to 200 bottled/canned beers. Patrons are allowed/encouraged to bring food in, order in, etc., as there is no food prep or service and small selection of prepackaged snacks available.

MANAGER INFORMATION

Full Name, include middle initial: Geoffrey M Newton	Title: Manager
Birthdate: [REDACTED] Birthplace: New York	Driver's License#: [REDACTED] Home Phone: [REDACTED]
Home Address: [REDACTED]	

Full Name, include middle initial:	Title:
Birthdate: Birthplace:	Driver's License#: Home Phone:
Home Address:	

Full Name, include middle initial:	Title:
Birthdate: Birthplace:	Driver's License#: Home Phone:
Home Address:	

PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY

Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:

CLASS B LICENSES

1.	Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following (<i>check off once complete</i>): a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof; b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided); c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

CLASS C LICENSES

1.	Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following (<i>check off once complete</i>): a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof; b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided); c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

****THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**

CORPORATION / PREMISES QUESTIONS

1.	<p>If applicant is an individual or partnership, is each and every person a United States citizen (5.08.070-2)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is any individual a naturalized citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, print name(s), date(s), and place(s) of naturalization:</p>
2.	<p>List the type of business of the applicant (5.08.070-3): Craft Beer Taphouse</p>
3.	<p>Number of years of experience for the above listed type of business (5.08.070-4): 12 years experience in liquor sales</p>
4.	<p>Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): \$ 18,000</p>
5.	<p>Location/address and description of business to be operated under this applied for license (5.08.070-6): 2100Prairie St. St. Charles, Illinois 60174</p>
6.	<p>Is the premises owned or leased (5.08.070-6A)? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased</p>
7.	<p>If the premises are leased, list the names and addresses of all direct owners or owners of beneficial interests in any trusts, if premises are held in trust (5.08.070-6B):</p> <p>Name of Building Owner: Angel Associates, LP</p> <p>Address of Building Owner: 30w180 Butterfield Rd. Warrenville, Illinois 60555</p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number:  ✓ E-mail Address:  ✓</p> <p>Name of Building Owner:</p> <p>Address of Building Owner:</p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number: E-mail Address:</p> <p>Name of Building Owner:</p> <p>Address of Building Owner:</p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number: E-mail Address:</p>
8.	<p>Does the applicant currently operate, or operated in the past, any other establishment within the City of St. Charles that requires a liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please list the business name(s) and address(es):</p>

9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, has a building permit been applied for? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, date building permit was applied for with Building & Code Enforcement:</p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, what was the disposition of the application? Explain as necessary:</p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</p> <p>Government Unit:</p> <p>Date: _____ Location, City/State: _____</p> <p>Special Explanations:</p> <p>Government Unit:</p> <p>Date: _____ Location, City/State: _____</p> <p>Special Explanations:</p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, list all reasons on a separate, signed letter accompanying this application.</p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</p>

15.	<p>Complete ONLY if yes was answered to the questions above (14):</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
16.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10): 7/5/2016</p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): _____</p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business(5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p>Mandatory: All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12).</p> <p>Has this been done? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, date(s): _____</p>
19.	<p>Mandatory: Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If already furnished, date of delivery: _____</p> <p>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</p>

20. **Mandatory:** Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)?
 Yes No

COMMENTS/ADDITIONAL INFORMATION

APPLICATION FOR LATE NIGHT PERMIT

SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C

To: **St. Charles Liquor Control Commission**

Date:

I now possess or have applied for a liquor license Class **NO**

Applicant's Name: **Geoffrey Newton**

Name of Business: **Global Brew Taphouse**

Business Address: **2100 Prairie St. St. Charles, Il 60174**

Business Phone: **NA**

SUPPLEMENTAL PERMIT APPLIED FOR

Payment of Late Night Permit fee is required at the time the permit is issued.

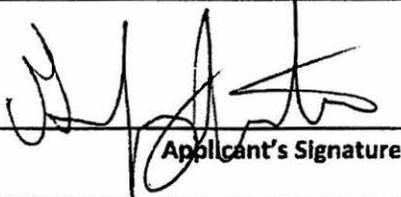
1:00 a.m. Late Night Permit – fee of \$800.00

2:00 a.m. Late Night Permit – fee of \$2,300.00

NOTE: Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

SIGNATURES



Applicant's Signature

Christine Nilles 9/6/16



Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

Liquor Commissioner's Signature

Date



Memo

Date: 9/12/2016
To: The Honorable Ray Rogina, Mayor-Liquor Commissioner
From: James Keegan, Chief of Police
Re: Background Investigation-2100 Prairie Street (Class C) Global Craft Tap House

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

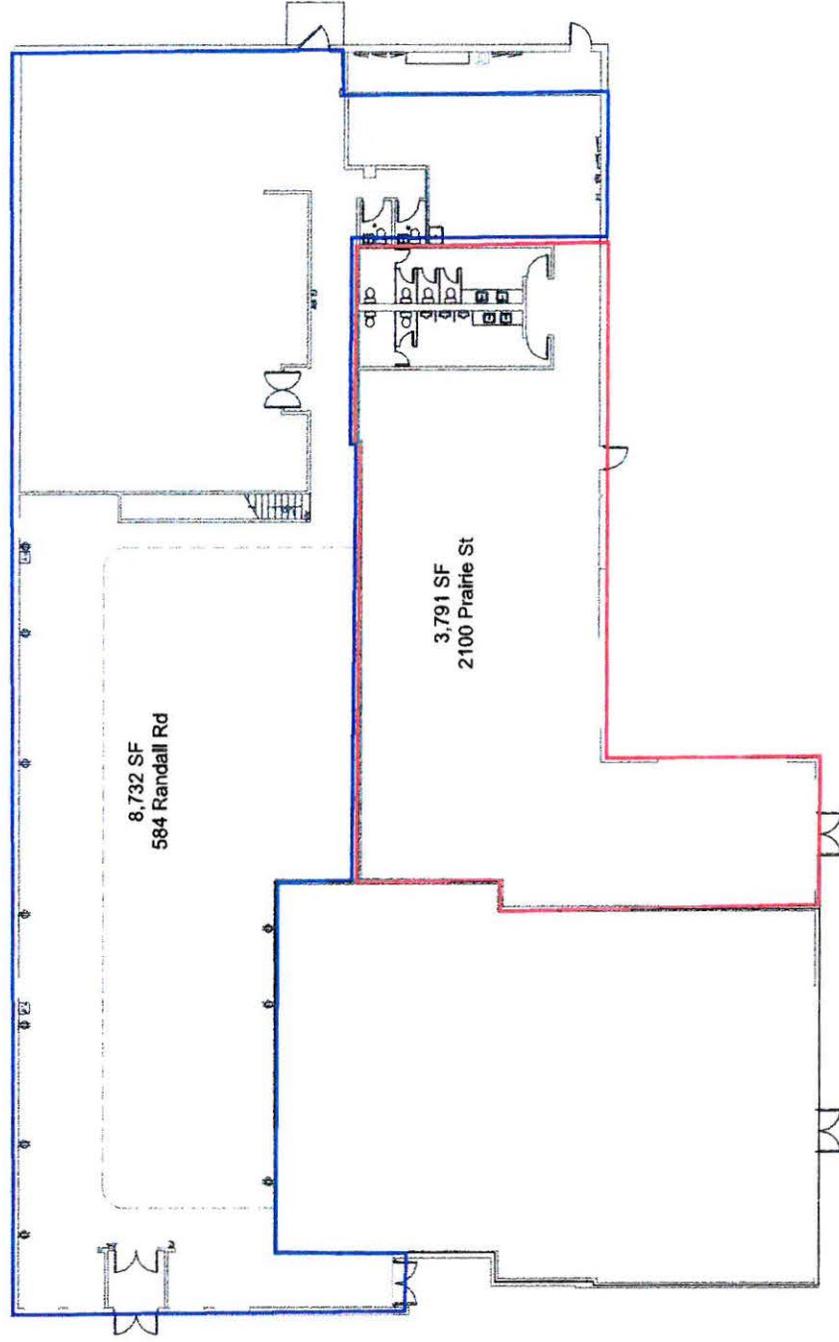
Global Craft Tap House is seeking to expand into the greater Chicagoland area from the St. Louis, MO. area and specifically into St. Charles. The applicant, a franchisee, is hoping to bring a craft beer establishment into our west gateway. Global Craft Tap House is applying for C license with bar snacks only and is requesting a 1:00 a.m. late night permit.

The site location/floor plans and the corresponding application materials were reviewed by my staff. We also reviewed the business plan and corporate paperwork of the applicant. We found nothing of a derogatory nature that would preclude either the site location or the applicant from moving forward with an on-site consumption license, subject to City Council approval with the following contingencies:

- This site is not yet built out but building plans and seating plans appear to adequate and sufficient (see attachment). The Liquor license would be contingent upon an occupancy permit being issued from the Fire Department and final inspection by the Building Department.
- Although the franchisee has initiated the application process, a local manager and staff has not been hired. Therefore, the entire liquor licensing process has yet to be completely vetted. Once those selections are made, a liquor license will be contingent upon successful completion of the entire background investigation process.

I am recommending a liquor license subject to the above mentioned contingencies. Thank you in advance for your consideration in this matter.

← 2



FLOOR PLAN - OPTION 1

← PRAIRIE ST. →

DATE: 11/11/2011
PROJECT: RANDALL PIZZA REMODEL
DRAWN BY: J. B. BROWN
CHECKED BY: J. B. BROWN
SCALE: AS SHOWN

11/11/2011

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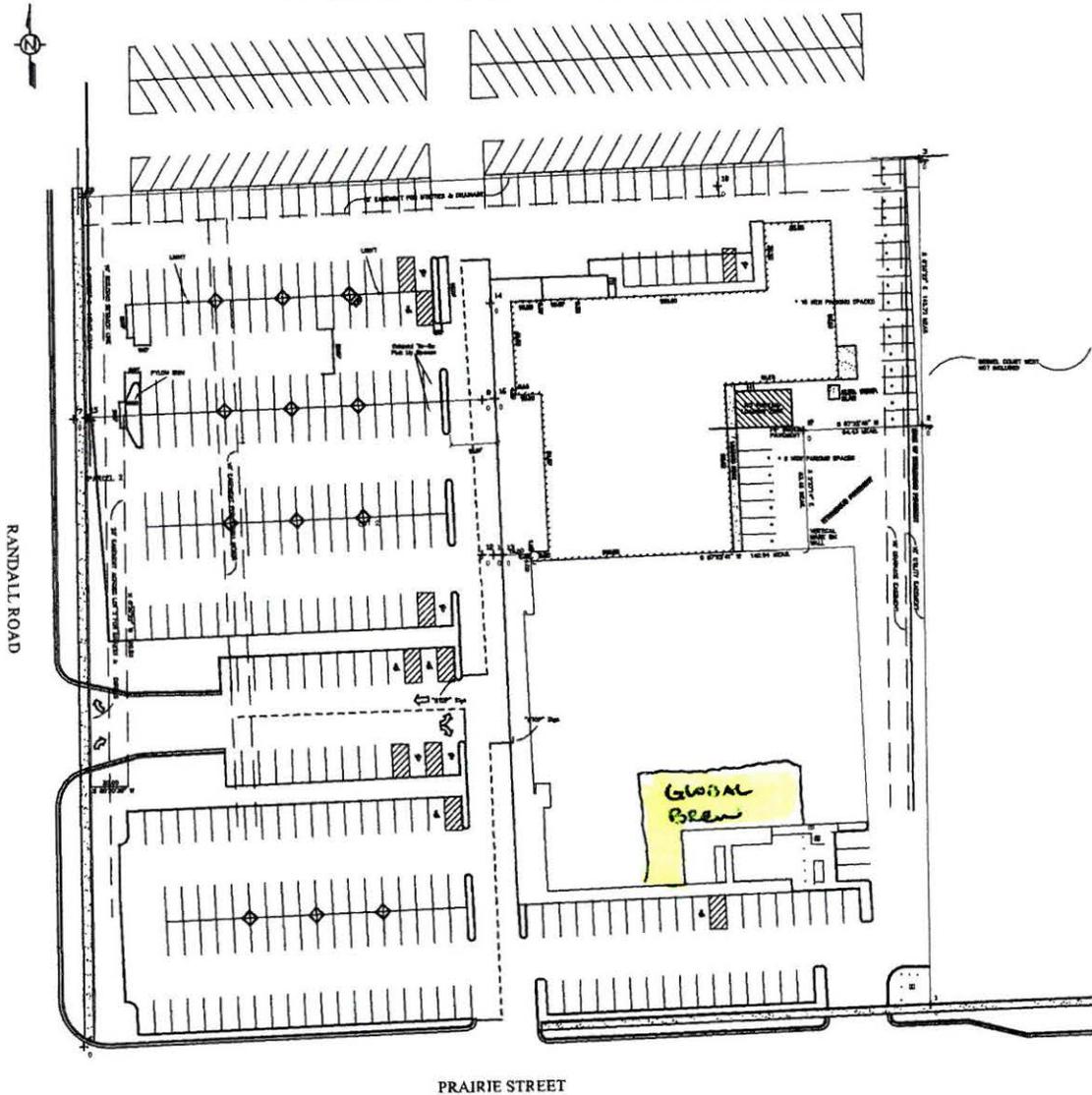
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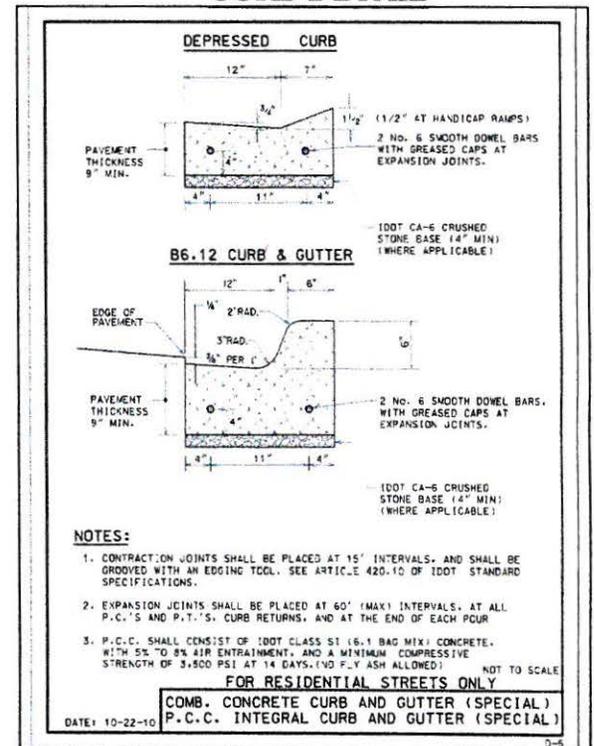
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11/11/2011

REVISED PARKING AREA



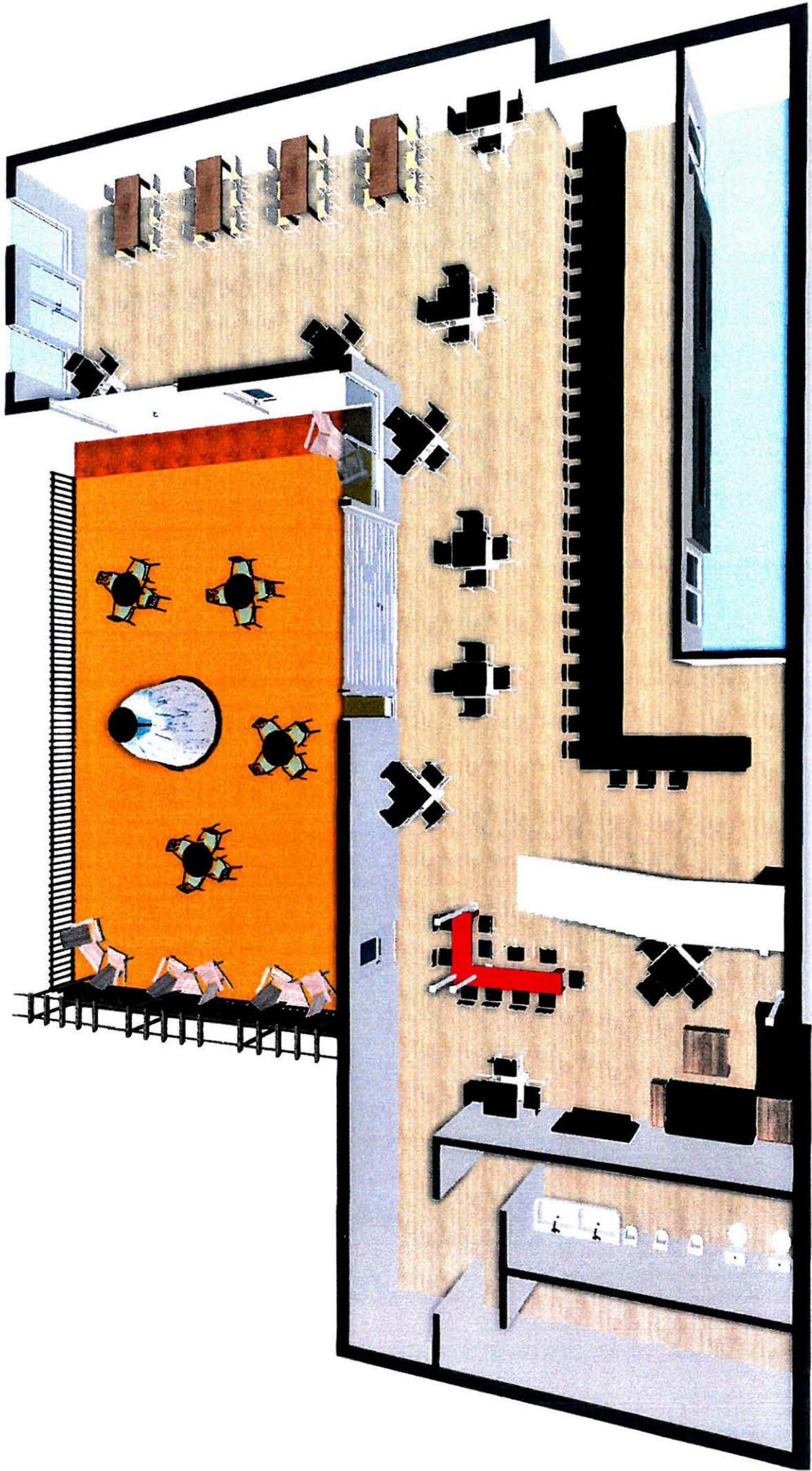
CURB DETAIL



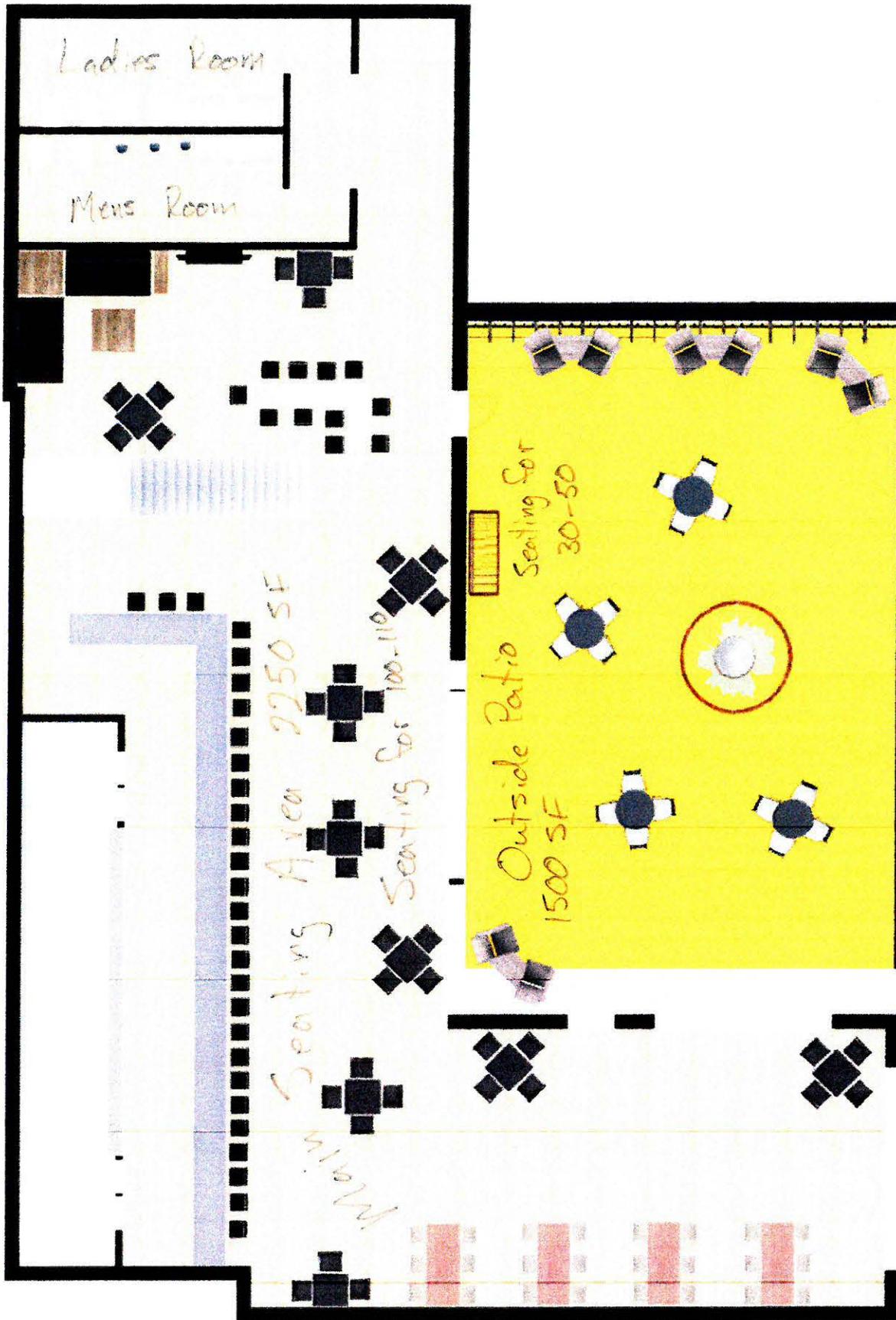
LANDSCAPING

- Pear Trees (26 Total)
 - 15 Current
 - 11 NEW
- Gold Cedar Mulch

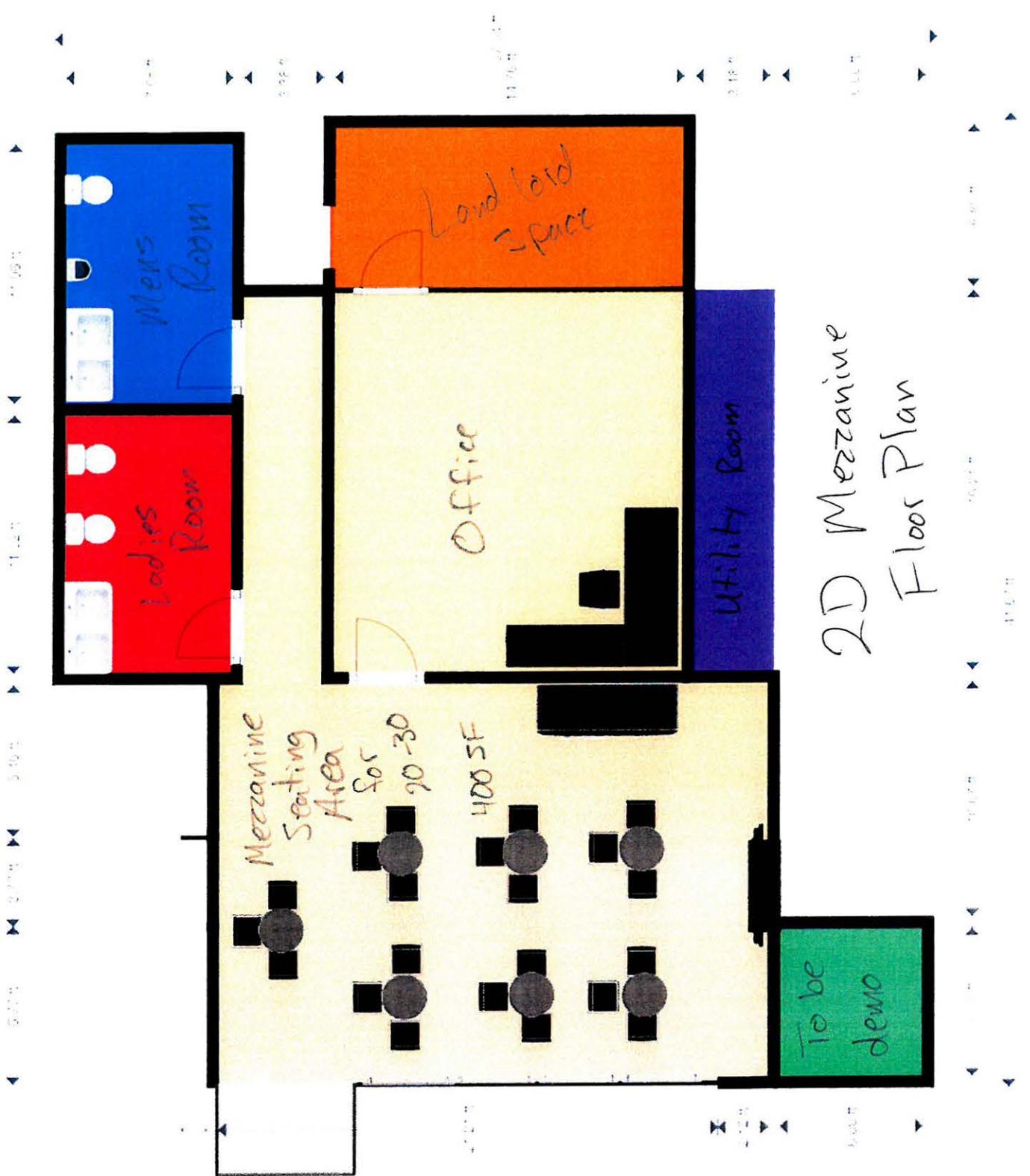
1" = 30'



3D First Level
Floor Plan



2D First level
Floor Plan



2D Mezzanine
Floor Plan

Global Brew

- TAP HOUSE -



2100 Prairie St.

St. Charles, Illinois 60174

HOURS :

MONDAY 3PM – 12AM

TUESDAY 3PM – 12AM

WEDNESDAY 3PM – 12AM

THURSDAY 3PM – 12AM

FRIDAY 1PM – 1AM

SATURDAY 11AM – 1AM

SUNDAY 11AM – 12AM

MENU :

FOOD – PREPACKAGED SNACKS

BEVERAGE – CRAFT BEER, CRAFT WINE, CANNED SODA

LIVE MUSIC WILL BE PLAYED OCCASIONALLY

PATIO WILL BE UTILIZED ONLY FOR PATRON SEATING/LOUNGING