

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IA

Title:

Consideration of an Application for a New Class E-4 Temporary Liquor License for the St. Charles History Museum Event Taking Place on Saturday, September 22, 2017.

Presenter:

Police Chief Keegan

Meeting: City Council

Date: September 18, 2017

Proposed Cost: \$

Budgeted Amount: \$

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

This is an application request for a Class E-4 Temporary License, authorizing for consumption of beer, wine or alcoholic liquors on City property, specifically, the St. Charles History Museum, located at 215 E Main Street. This temporary E4 license request is for an event that will be taking place at the Museum from 5:00 pm – 7:00 pm, Saturday, September 22, 2017.

Pursuant to this item being presented at the City Council meeting, September 18, 2017, the Liquor Commission meeting is scheduled at 4:30 p.m., September 18 (same day).

Attachments *(please list):*

E4 Special Events Application

Recommendation/Suggested Action *(briefly explain):*

Consideration of an Application for a New Class E-4 Temporary Liquor License for the St. Charles History Museum Event Taking Place on Saturday, September 22, 2017.

For Office Use
 Received:
 Fee Paid: \$
 Receipt #

CITY OF ST. CHARLES

TWO EAST MAIN STREET NON-REFUNDABLE
 ST. CHARLES, ILLINOIS 60174-1984



**CITY LIQUOR DEALER LICENSE APPLICATION
 CLASS E4 – CITY OWNED PROPERTY PERMIT EVENT**

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License,
 Commencing 9/22/17 and ending 9/22/17
 Start Time: 5pm End Time: 7pm
 Location of Event: 215 E Main Street

Name of Business St. Charles History Museum
 Address of Business 215 E. Main St Business Phone 630 584 6967
 5.08.050A1 Circle Choice to Show: Individual Partnership Corporation Other: SOLIC) 3
 Has Applicant had a Class E4 License in the current fiscal year? . If YES, on what date: 6/24/17

Requirements of a Class E4 – City Owner Property Permit Event

1. The Class E4 license fee is \$100.00 per day.
2. Class E-4 Temporary License Permits shall authorize the retail sale of beer and wine or the retail sale of alcoholic liquor for consumption on the premises
3. It shall be unlawful for any person holding a Class E-2 license or E-4 license issued pursuant to this chapter to sell, offer for sale or to give away, in or upon any licensed premises, any alcoholic liquor between the hours of 12:00 midnight and 10:00 a.m. on Monday, Tuesday, Wednesday, Thursday, Friday, Saturday and Sunday.
4. This license shall be issued only for special events or catered functions where the dispensing of food predominates.
5. The issuance of the Class E4 Temporary License Permit shall be at the discretion of the Local Liquor Control Commissioner, with advice and consent of City Council.
6. Application for a Class E4 Temporary License Permit shall be submitted 45 days in advance of a scheduled date.
7. There shall be no Class E-4 Temporary License permits issued during the second full week of October, beginning 12:00 a.m. Friday and ending 12:00 a.m. Monday.
8. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
9. Licensee must rope/fence off the licensed premises.
10. Each patron must wear a wristband after having identification checked for legal alcohol consumption age.
11. Are children/minors permitted in the licensed premises? Y/N
12. A sign limiting alcoholic consumption to the roped off area must be conspicuously displayed at all times.
13. **Each server of alcohol must be BASSET certified – need copy of BASSET certification.**
14. A copy of site plan diagram to include roped area shall accompany this application.
15. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

Affidavit

State of Illinois)
 County of Kane)

I/We, being duly sworn, that information contained in this application is true to my/our own knowledge and that the statements set forth are of my/our own free will. I/We solemnly swear that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: Alan Conti

Signed: _____

Sworn to before me this 15 day of September

Notary Public Tracey R. Conti



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: ✓ Date: 9-15-17 Chief of Police: John K...

Approved: _____ Date: _____ Liquor Commissioner: _____

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5.08.060 – License – Dram Shop Insurance Required

Prior to Issuance

No local liquor license shall be granted to an applicant until such applicant shall furnish evidence satisfactory to the Local Liquor Control Commissioner that such applicant is covered by a policy of **dram shop insurance** issued by a responsible insurance company authorized and licensed to do business in the state insuring such applicant against liability which such applicant may incur under the provisions of 235 ILCS 5/6-21. The insurance policy shall have a May 1st renewal date. The City shall be given at least ten days' written notice from such insurance carrier prior to cancellation, termination or amendment of any such dram shop insurance. In addition, a copy of said insurance policy must be made available at all times for inspection and filed with the City Clerk.

Every licensee shall be required to provide the Local Liquor Commissioner with a copy of each renewal/new policy of dram shop insurance when applying for either a new or renewal license.

Any licensee failing to provide a copy of the renewal/new policy of dram shop insurance shall pay a late filing fee in the amount of \$50.00. Further, said licensee shall be subject to a fine of not less than two hundred fifty dollars (\$250.00) for their first offense of operating without Dram Shop insurance nor more than seven hundred fifty dollars (\$750.00) for each subsequent offense. Further, said licensee may be subject to a fine, license suspension or license revocation as provided by this Chapter 5.08.

Class E – Temporary Licenses - **Class E licenses shall authorize the retail sale of beer and wine (or alcoholic liquors if permitted by a Class E-1, E-4 or E-5 license) for consumption on the premises only and only for special events or catered functions where the dispensing of food predominates.** The Local Liquor Control Commissioner may, with the advice and consent of the City Council, issue two (2) or more Class E licenses so as to authorize and delineate two (2) or more licensed premises to operate in conjunction with any such special event or catered function. Class E licenses are divided into the following sub-classes:

E-4. Class E-4 licenses shall authorize at the Local Liquor Control Commissioner's discretion, and subject to prior approval by the City Council, either the sale or delivery of beer and wine, or alcoholic liquors, for consumption on City owned property, including but not by way of limitation, 1st Street Plaza. There shall be no Class E-4 licenses issued during the second full week of October, beginning 12:00 a.m. Friday and ending 12:00 a.m. Monday.

5.08.300 – Sale, Delivery, Consumption and Possession of Alcoholic Liquor on Public Property

It is **unlawful for any person to sell, deliver, consume or possess, except in original packages with seals unbroken, any alcoholic liquor upon any streets, sidewalk, alley or other public right-of-way and City property.** However, upon approval of the City Council and the consent of the Local Liquor Control Commissioner, this section shall not apply to the premises of a Class E license issued pursuant to this chapter.

Notwithstanding the foregoing, alcoholic liquor may be sold, delivered, consumed and possessed on the public right-of-way adjacent to Class B licensed premises located within the First Street TIF District (described below), subject to: (a) approval of the City Council, (b) the premises obtaining a Sidewalk Café

permit pursuant to Section 12.04.102 of this Code and (c) strict compliance with the site drawing (including conditions imposed by the Local Liquor Control Commissioner thereon) approved in conjunction with the issuance of the Class B license for said premises.

Any person violating this section shall be fined not less than one hundred dollars (\$100.00) for the first offense nor more than two hundred fifty dollars (\$250.00) for each subsequent offense.