

City of Danville Alcoholic Beverage Control



Basic Application Packet

REVISED: JUNE 2015



ALCOHOLIC BEVERAGE CONTROL BASIC APPLICATION FORM

City of Danville, Kentucky
445 W. Main St., P.O. Box 670
Danville, Kentucky 40423

Phone: (859) 936-6840 Fax: (859) 238-1232

Website: www.danvilleky.org

Bridgette Lester, ABC Administrator blester@danvilleky.org

SECTION A:

Name of Applicant: _____

D/B/A: _____

Premises Address: _____

Mailing Address: _____

Premises Phone No.:(_____) _____ Contact Phone No.:(_____) _____

Fax No.:(_____) _____ Email address: _____

Fee Enclosed \$ _____

| SEC B | | |
|--|--|-------------------------|
| Check the license type(s) for which the applicant is applying. For each license type selected, the applicant affirms that the requirements for that license type(s) are met. | | |
| LICENSE TYPES | Licensing Fee Full Year | Licensing Fee Half Year |
| RETAIL - QUOTA | | |
| <input type="checkbox"/> Quota Retail Package License (KRS 243.230, 804 KAR 4:270) A quota license must be available prior to applying. | \$1,000 | \$500 |
| <input type="checkbox"/> Quota Retail Drink License (KRS 243.250, 804 KAR 4:270) A quota license must be available prior to applying. | \$1,000 | \$500 |
| RETAIL - | | |
| <input type="checkbox"/> NQ Retail Malt Beverage Package License (KRS 243.280) | \$200 | \$100 |
| | If applying for both an NQ Retail Malt Beverage Package License and an NQ-4 Retail Malt Beverage Drink License, the total license fee for a full year for both is \$250: \$200 for a primary NQ Malt Beverage License and \$50 discounted fee to add the secondary NQ Malt Beverage License. (KRS 243.070 (18)) | |
| <input type="checkbox"/> NQ-4 Retail Malt Beverage Drink License (KRS 243.088) | \$200 | \$100 |
| | If applying for both an NQ Retail Malt Beverage Package License and an NQ-4 Retail Malt Beverage Drink License, the total license fee for a full year for both is \$250: \$200 for a primary NQ Malt Beverage License and \$50 discounted fee to add the secondary NQ Malt Beverage License. (KRS 243.070 (18)) | |

| LICENSE TYPES | Licensing Fee Full Year | Licensing Fee Half Year |
|--|-------------------------|-------------------------|
| <input type="checkbox"/> NQ-1 Retail Drink License (KRS 243.082) Specify the business type: <ul style="list-style-type: none"> <input type="checkbox"/> Convention Center – Premises capacity of 1,000 persons <input type="checkbox"/> Horse Track – Premises located at a track licensed by the Kentucky Racing Commission (KRS 243.265) <input type="checkbox"/> Automobile Race Track – Premises seating capacity of 30,000 persons <input type="checkbox"/> Air or Rail System – Commercial airline system or railroad company sells alcohol to passengers on scheduled or chartered trips <input type="checkbox"/> State Park – 9-or 18-hole golf course, or full-service lodge and dining room with or without a 9- or 18-hole golf course | \$2,000 | \$1,000 |
| <input type="checkbox"/> NQ-2 Retail Drink License (KRS 243.084) Specify the business type: <ul style="list-style-type: none"> <input type="checkbox"/> Restaurant – Minimum 50% of gross annual income from food sales and minimum seating capacity of 50 persons at tables <input type="checkbox"/> Motel/Hotel – Minimum 50 sleeping rooms, 25,000 square feet of parking, and maintain a restaurant with 50% food sales and minimum seating capacity of 50 people at tables <input type="checkbox"/> Airport – Premises located in a commercial airport through which more than 500,000 passengers arrive or depart annually <input type="checkbox"/> Riverboat – Capacity to carry more than 100 passengers, and license from U.S. Coast Guard | \$1,000 | \$500 |
| <input type="checkbox"/> NQ-3 Retail Drink License (KRS 243.086) Specify the business type: <ul style="list-style-type: none"> <input type="checkbox"/> Private Club – Nonprofit charitable, civic, social, fraternal organization, or political club which has maintained a room from which the general public has been excluded for at least one (1) year <input type="checkbox"/> Dining Car – Railroad or Pullman car company that sells alcohol by package or drink on a train | \$300 | \$150 |
| <input type="checkbox"/> Limited Restaurant License LR100 (KRS 242.185, KRS 241.010(31)(a)) <ul style="list-style-type: none"> <input type="checkbox"/> LR100 – Minimum 70% food sales and minimum seating capacity of 100 persons at tables | \$1,200 | \$600 |
| <input type="checkbox"/> Limited Golf Course License (KRS 243.038, KRS 243.039) Nine (9) or eighteen (18) hole USGA regulation golf course | \$1,200 | \$600 |
| <input type="checkbox"/> Caterer's License (KRS 243.033, 804 KAR 4:310) Premises contain commissary and applicant holds food service permit. | \$800 | \$400 |
| PRODUCER/SUPPLIER | | |
| <input type="checkbox"/> Distiller's License (KRS 243.120, KRS 243.130, 804 KAR 4:050, 804 KAR 4:240) | \$500 | \$250 |
| <input type="checkbox"/> Rectifier's License (KRS 243.120, 804 KAR 4:050) | \$3,000 | \$1,500 |
| <input type="checkbox"/> Brewer's License (KRS 243.150, KRS 244.606) | \$500 | \$250 |

| PRODUCER/SUPPLIER | | |
|---|----------------|----------------|
| <input type="checkbox"/> Microbrewery License (KRS 243.157, KRS 244.606) | \$500 | \$250 |
| DISTRIBUTION/WHOLESALE | | |
| <input type="checkbox"/> Wholesaler's License (KRS 243.160, KRS 243.170) | \$3,000 | \$1,500 |
| <input type="checkbox"/> Distributor's License (KRS 243.180, KRS 244.606) | \$400 | \$200 |
| STORAGE | | |
| <input type="checkbox"/> Bottle House/Bottling House Storage License (KRS 243.350, 804 KAR 4:040) | \$1,000 | \$500 |
| SUPPLEMENTAL LICENSES | | |
| <input type="checkbox"/> Supplemental Bar License Fees are required for the first five. (KRS 243.037, KRS 241.010) Select supplemental license type that applies to primary license type: | | |
| <input type="checkbox"/> Quota Liquor Drink Supplemental Bar | \$1,000 | \$500 |
| <input type="checkbox"/> NQ-2 Supplemental Bar | \$1,000 | \$500 |
| <input type="checkbox"/> Limited Restaurant Supplemental Bar | \$1,200 | \$600 |
| <input type="checkbox"/> Limited Golf Course Supplemental Bar | \$1,200 | \$600 |
| <input type="checkbox"/> NQ-3 Private Club Supplemental Bar | \$300 | \$150 |
| For how many Supplemental Licenses is the applicant applying? _____ | | |
| <input type="checkbox"/> Special Sunday Retail Drink License Available if authorized by local ordinance or election. (KRS 244.290, KRS 243.050) | \$300 | \$150 |
| <input type="checkbox"/> Extended Hours Supplemental License Available only to holders of NQ-1 Retail Drink Licenses and Qualified Historic Site Licenses (KRS 243.050, 804 KAR 4:230) | \$2,000 | \$1,000 |
| SPECIALTY LICENSES | | |
| <input type="checkbox"/> Brew on Premises License (KRS 243.040), 804 KAR 4:340) | \$100 | \$50 |

SECTION C:

Affidavit

I, _____ do hereby solemnly swear or affirm that **I am aware that my State application is incorporated, made a part of this application, and must be included with this application**, and that the answers contained are true and correct to the best of my knowledge, information and belief. I confirm that I have received a copy of the current Alcoholic Beverage Control Ordinance of the City of Danville, Kentucky, and I hereby consent to the authority of the Alcoholic Beverage Control Administrator and his/hers investigators for: (a) inspections and searches of the licensed premises listed above; (b) confiscation of articles found on said licensed premises in violation of any Ordinance or Statute; and (c) emergency temporary closure of the licensed premises if the public health, safety, morals and welfare is threatened by multiple violations of any Ordinance or Statute involving disturbance of the peace or public disorder during the course of one day's operation of the licensed premises.

Date of Application: _____ Signature of Applicant: _____ Title: _____

Approved: _____
Alcoholic Beverage Control Administrator Date

VERIFICATION OF FOOD SERVICE COMPLIANCE
Related to
City of Danville, Kentucky
APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Name of Applicant: _____
D/B/A: _____
Business Address: _____
Mailing Address: _____
Phone No.: (____) _____ Cell Phone No.: (____) _____
Email address: _____

List all types of licenses you are applying for: _____

The remainder of this form must be completed by the Boyle County Health Department,
448 South 3rd Street, Danville, Kentucky, Phone: 859-236-2053, before submitting your
application for an Alcoholic Beverage License.

Address of premises to be licensed: _____

This is to certify that the premises listed above have obtained all necessary food service permits in order to comply with the Kentucky Food Service Code. Please note the following conditions, if any:

*Establishment will be required to comply with applicable Kentucky Food Service Establishment Act and State Retail Food code requirements prior to commencing operation.

Signed this _____ day of _____, 20 _____.

Boyle County Health Department Representative

VERIFICATION OF FIRE CODE COMPLIANCE
Related to
City of Danville, Kentucky
APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Name of Applicant: _____
D/B/A: _____
Business Address: _____
Mailing Address: _____
Phone No.: (____) _____ Cell Phone No.: (____) _____
Email address: _____

List all types of licenses you are applying for: _____

The remainder of this form must be completed by the City of Danville Fire Marshal,
420 W. Main St., Danville, Kentucky, Phone: 859-238-1211, before submitting your
application for an Alcoholic Beverage License.

Address of premises to be licensed: _____

This is to certify that the premises listed above meets the current, city adopted Fire and Life Safety Codes in order to comply with the Alcoholic Beverage Control Ordinance of the City of Danville, Kentucky. Please note the following conditions, if any:

Seating Requirement if applicable _____

Signed this _____ day of _____, 20 _____.

Doug Simpson
City of Danville Fire Marshal

VERIFICATION OF BUILDING CODE COMPLIANCE
Related to
City of Danville, Kentucky
APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Name of Applicant: _____
D/B/A: _____
Business Address: _____
Mailing Address: _____
Phone No.: (____) _____ Cell Phone No.: (____) _____
Email address: _____

List all types of licenses you are applying for: _____

The remainder of this form must be completed by the City/County Building Inspector,
321 W. Main St., Room 203, Danville, Kentucky, Phone: 859-238-1107, before submitting
your application for an Alcoholic Beverage License.

Address of premises to be licensed: _____

This is to certify that the premises listed above meets all applicable Building Codes in order to comply with the Alcoholic Beverage Control Ordinance of the City of Danville, Kentucky. Please note the following conditions, if any:

Signed this _____ day of _____, 20 _____.

Rusty Cox
City/County Building Inspector

**Danville-Boyle County Planning and Zoning Commission
Letter of Zoning Status Determination Request**

Property Owner: _____ Address: _____

Applicant: _____ Address: _____

Applicant Phone Number: _____ Fax Number: _____

Physical Address of Property: _____

Information needed in content of letter: _____

Mail Zoning Letter To: _____

Date Needed: (minimum of 5 days from requested date) _____

Applicant Signature: _____ Date: _____

Fee: \$160.00 (payable to Danville-Boyle County Planning & Zoning Commission)

Submit application to:

Danville-Boyle County Planning and Zoning Commission
P.O. Box 670
Danville, KY 40423-0670
859 238-1235
859 238-7000 (fax)
pbary@danvilleky.org



CITY OF DANVILLE CODES ENFORCEMENT: ALCOHOL & BEVERAGE CONTROL

The City of Danville requires Mandatory Responsible Beverage Service Training for all Alcohol Licensee's under our Alcohol Ordinance Chapter 2.5, which states:

- (a) All persons employed in the selling and serving of alcoholic beverages shall complete a server training course provided by the Kentucky Department of Alcoholic Beverage Control.*
- (b) All persons required to complete training under paragraph (1) above shall complete that training within thirty (30) days of the date on which the person first becomes subject to the training requirement. When a new business is licensed to serve alcoholic beverage all employees must be trained prior to the opening of the business.*
- (c) Each licensee shall be responsible for compliance with the training requirements and shall maintain for inspection by the City ABC Administrator a record or file on each employee that shall contain the pertinent training information. Each premise licensed hereunder must at all times when alcoholic beverages are being served have at least one person currently certified in responsible beverage service training on duty.*
- (d) All persons completing the training required by this section shall be re-certified in responsible beverage server training course provided by the Kentucky Department of Alcoholic Beverage Control not less than once every three years thereafter.*

Establishments that train their employees benefit by reducing risk and creating a safer, more responsible work environment. The training can be used to mitigate liability during a lawsuit involving intoxication by providing evidence of intent on the part of the establishment that serves and sells alcoholic beverages - a "reasonable efforts defense." In addition, this training can lower liquor liability insurance premiums, offer compliance with local laws and regulations, reduce penalties for alcohol violations, and prevent alcohol-related crimes such as property damage and assault.

Effective training will enhance the fundamental people skills of servers, sellers, and consumers of alcohol. At the same time, the training should help individuals understand the difference between people enjoying themselves and those who are getting into trouble with alcohol. Employees and manager who participate in this training are able to spot underage drinkers and prevent sales to minors, recognize signs of intoxication, effectively intervene to prevent problem situations, and handle refusal situations with greater confidence.

To register for the server training course (S.T.A.R.S) provided by the Kentucky Department of Alcoholic Beverage Control visit their website: <http://www.abc.ky.gov/Pages/Education.aspx> or contact them at **888-847-7222**.

Finally, the City shall require the Licensee to show proof of training by providing a certified training list of all employees, that meet the criteria listed above, with hire date, employee's full name, date of birth, course name, class date, expiration, and student id number. ***This certified training list must be submitted with the application for license renewal and prior to opening for initial license. All columns must be completed and signed. Incomplete forms will be returned to you and licenses will not be renewed or issued until we have complete forms submitted to our office.***

Your cooperation is greatly appreciated. If you have any questions you can contact me at [859-936-6840](tel:859-936-6840) or blester@danvilleky.org.

Respectfully,

Bridgette Lester
ABC Administrator/Director of Codes Enforcement



City of Danville, Certified Alcohol Server Training List

Note: all columns must be completed for licensing or renewals or it will be returned to you as incomplete.

Business Name: _____ Premise Address _____

Table with 8 columns: ID, Hire Date, Employee's Full Name (Last Name, First Name), Date of Birth, Course name, Class Date, Expiration Date, Student ID #. Rows 1-40.

I certify that the above list of employees have completed a server training course that meets the requirements of CDO 2.5-141. (*Recertification is required not less than once every three (3) years thereafter). Attach additional sheets if needed.

Printed Name: _____ Signature: _____

Title: _____ Date: _____

Contact Number: _____ **(This form must be signed or it will be returned as incomplete). Rev. 1/7/15