



CITY OF EVANS LIQUOR LICENSING

What types of licenses are available? There are several types of licenses available to Evans applicants. Generally, the type of license to pursue will depend on what type of beverages are planned to be sold or served, as well as food service requirements for each license type.

How much does it cost to get a liquor license? Each license type carries its own City and State fees. There are fees that apply at the time of the initial application, as well as fees for renewal on an annual basis following approval by the local and State Authorities. A fee schedule is attached.

What are the requirements to obtain a liquor license? The requirement for obtaining a liquor license depends on what type of applicant is named on the license. In other words, requirements for an individual applicant will differ from those of a corporation, a partnership, or a limited liability company. In all cases, however, the needs and desires of the affected neighborhood and the moral character of the applicant will be considered.

How long does it take to get a liquor license? Because liquor licensing is a two-tier process, consideration at both the local and State licensing authority levels, it takes approximately 60-90 days to process a completed application.

What is the process once an application has been submitted? After submitting an application for a liquor license, the City Clerk's Office will set both a public hearing date, to be held at least 30 days after receiving the application, and boundaries of the affected neighborhood. At the public hearing, the applicant will be asked to provide testimony as to the needs and desires of the neighborhood, moral character, and ability to hold the liquor license. Parties in interest will be given the opportunity to offer testimony, and the City Council will discuss and provide a decision on the application. If approved, the application will be forwarded to the State for consideration and ultimately issued through the City Clerk's Office.

What questions will the Authority ask at the Public Hearing? Aside from considering the needs and desires of the affected neighborhood, the City Council may inquire as to the applicant's experience in the liquor industry, funding sources for the proposed establishment, formal training plans for employees and managers, and any other questions relative to the applicant's ability to hold a liquor license. If the applicant has a police record which may arise during a background check which could indicate poor moral character, the applicant may be asked to explain this history and demonstrate rehabilitation.

If my license application is denied are my fees refundable? State and City license fees will be returned to the applicant upon denial of an application at the local level. State and City application fees will be retained for processing the application to that point.

Where do I obtain an application packet to proceed with the application process? Application Packets are available for \$25, which is deducted from the application fee at the time of submittal, and are available from the City Clerk's Office, 1100 37th Street.

*This information has been provided as a courtesy by the City of Evans and is only a guide. This may not be all that is involved in obtaining a liquor license, other agencies are involved, and information contained herein may change from time to time. This information is not intended to be legal advice, and applicants are encouraged to contact a private attorney for answers to legal questions and concerns.