

**Town of Lyons, Colorado
Liquor Licensing Authority
Agenda Cover Sheet
Agenda Item No: VIII.1
Meeting Date: January 16, 2018**

TO: Town of Lyons Liquor Licensing Authority
FROM: Dolores Vasquez, Clerk Pro Tem
SUBJECT: Special Event Permit Application
APPLICANT: CAN'd Aid/Old Man Winter

I. BACKGROUND

On December 21, 2017, the Town Clerk Pro Tem received an application from the above-referenced Applicant for a Special Events Liquor Permit. Applicant seeks this permit in order to host the Old Man Winter Bike Race on February 11, 2018 at Sandstone Park in Lyons. Staff is requesting that the \$25.00 application fee be waived as CAN'd Aid is a non-profit, was started predominantly due to their Lyons flood recovery work and has been an extremely good neighbor to the Town.

The Town posted notice at the event location on January 2, 2018. The Clerk's Office has not received any objections to this special event permit application to date. If the Lyons Liquor Licensing Authority approves this application, it must report such approval to the State of Colorado Liquor Enforcement Division within ten (10) days of such approval.

II. RESULTS OF APPLICATION INVESTIGATION

- A. Application received: December 21, 2017(30 days before event).
- B. Posting of Notice at Proposed Event Location: confirmed
- C. Objections to Special Event: none
- D. Fees, Licenses, and Municipal Code Compliance: fee waived/confirmed
- E. Ownership of Licensed Premises: Town
- F. Suitability of Location and Premises (narrative concerning control of area): confirmed
- G. Sandwiches or other food snacks will be available: Required per C.R.S. § 12-48-106(5)
- H. Permit Will Not Exceed State Permissible Maximum of 15 Events Per Year: confirmed
- I. Attachments:
 - a. Complete Application
 - b. Proof of ownership/authorization to use premises
 - c. Certificate of Good Standing, non-profit charter, or political candidate filings
 - d. Diagram of proposed premises

III. STAFF RECOMMENDATION TO AUTHORITY

Based upon the information provided above and in the related attachments, staff:

- Finds that Applicant has complied with all criteria for a Special Event Permit and recommends that the Lyons Liquor License Authority approve Applicant's application for a Special Event Permit that is the subject of the application.

Recommends that the Lyons Liquor License Authority hold a public hearing on Applicant's application for a Special Events Permit.

Other recommendations:

Recommended Motion:

I MOVE TO APPROVE THE CAN'D AID APPLICATION FOR A SPECIAL EVENT PERMIT BASED ON THE FINDINGS SET FORTH IN THE STAFF REPORT FOR THE JANUARY 16, 2018 MEETING AND FURTHER MOVE TO DIRECT TOWN STAFF TO NOTIFY THE STATE OF COLORADO LIQUOR ENFORCEMENT DIVISION OF THIS APPROVAL WITHIN TEN DAYS OF THIS APPROVAL.