

COLLEGE TOWNSHIP MUNICIPAL OFFICES

1481 East College Avenue, State College PA 16801

Phone: (814) 231-3021 Fax: (814) 231-3020

APPLICATION FOR LIQUOR LICENSE TRANSFER & PUBLIC HEARING

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED. INCOMPLETE APPLICATIONS SHALL RESULT IN THE APPLICATION BEING DENIED, AND AN APPROVED COLLEGE TOWNSHIP ZONING PERMIT (ATTACHED) FOR THE PROPOSED USE AND SITE

Application Date: _____ **Initial Filing Fee Due on Submission: \$1,000.00**

For purpose of the application, "applicants" shall refer to every individual and/or corporation that will have interest in the licensed establishment:

Applicant/Licensee: _____ License No. _____

Trade Name (if any): _____

Applicant Address: _____

Property Location Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Correspondence is to be mailed to the property and/or applicant address.

List every individual and/or corporation that will have interest in the licensed establishment:

Name/Address	Title	Name/Address	Title

Proposed Location within College Township:

Property Owner Name: _____ Daytime Phone: (____) _____ - _____

Address: _____ Apt. No. _____

City: _____ State: _____ Zip Code: _____

Tax Parcel Number: **19-** _____ - _____ - _____

Description of the property in which the applicant desires to locate the liquor license: _____

Type of business establishment the applicant intends to establish within College Township: _____

Date at which the applicant proposes to relocate the liquor license to College Township: _____

Names & Addresses and property owners of all adjoining properties to the proposed location of the liquor license within College Township:

Property Address	Tax Parcel #	Name on Location	Property Owner Name	Owner Address

Number of existing liquor licenses maintained by the applicant:

A copy of the completed application required by the Pennsylvania LCB, including, but not limited to, the applicant's criminal history and liquor code violations must be provided with this application.

Upon receipt, this application will be reviewed for completion of information and required attachments. Complete applications will be processed through the College Township Council per College Code Chapter 120 (enclosed). The Zoning Administrator will coordinate the Public Hearing date with the applicant or designated contact.

Applicant Signature: _____ **Date:** _____

Print Applicant Name: _____

Designated Contact: _____ **Firm:** _____

Address: _____ **State** _____ **Zip** _____

Phone: _____ **Fax:** _____ **Email:** _____

Zoning District:

Application Approval: _____ **Date:** _____

- ~120-1. Application.
- ~120-2. Advertisement and Posting.
- ~120-3. Hearing criteria.
- ~120-4. Application fees.
- ~120-5. Hearing.

[HISTORY: Adopted by the Township Council of the Township of College 2-15-2001 by Ord. No. O-01-01. Amendments noted where applicable.]

~120.1. Application [Amended 6-7-2001 by Ord. No. O-01-06]

The application shall include:

- A. The applicant's full name and address (for purpose of the application, "applicants" shall refer to every individual and/or corporation that will have an interest in the licensed establishment);
- B. The applicant's Pennsylvania LCB license number;
- C. The applicant's current business address;
- D. The names and addresses of all parties having an ownership in the business in which the liquor license will be located;
- E. The owner of the location at which the liquor license will be located;
- F. The address and description of the property in which the applicant desires to relocate the liquor license;
- G. The names, addresses and property owners of all adjoining properties to the proposed location of the liquor license within College Township;
- H. The date at which the applicant proposes to relocate the liquor license to College Township;
- I. The type of business establishment the applicant intends to establish within College Township;
- J. A copy of the completed application required by the Pennsylvania LCB, including, but not limited to, the applicant's criminal history and liquor code violations;
- K. Number of existing liquor licenses maintained by the applicant;
- L. An approved College Township Zoning Permit for the proposed use and site;
- M. Incomplete applications shall result in the application being denied.

~120-2 Advertisement and posting.

Upon receipt of the application and the appropriate filing fees, as set forth below, the Township will conspicuously post the property in a manner consistent with the requirements for posting a property for re-zoning requests and will advertise the date, time and place of the hearing to be conducted by the governing body of College Township in a manner consistent with applications made to the Zoning Hearing Board for variances.

~120-3 Hearing criteria.

College Township has established objective criteria for consideration by the governing body in reaching a decision pursuant to the Pennsylvania Liquor License Law. The criteria to be considered by the governing body in reaching its decision may include:

- A. Proximity to existing and proposed licensed liquor establishments, transferred licensed property line must not be closer than 2,500 feet from property line of an existing license or newly transferred license. This would include all classifications of licenses;
- B. The number of existing liquor license establishments (all types);
- C. Traffic flow projections;
- D. The type of establishment, such as restaurant, nightclub, etc.
- E. Proximity of the proposed establishment to existing or proposed adult businesses (as defined by Township Code, transferred license may not be located within 2,500 feet of a property line of an existing adult business as defined by the Township's adult business ordinance);
- F. Concerns expressed by area residents and/or adjoining property owners;
- G. Whether the total number of existing restaurant liquor licenses and eating place retail dispenser licenses exceeds one license per 3 000 inhabitants of the Township

~120-4 Application fees.

College Township wished to provide for the reimbursement of College Township for expenses incurred in the administration of applications and hearings for transfer of liquor licenses into College Township. In order for an application to be accepted by the Township, the applicant must submit an application fee to defray the cost of public notices, court stenographers, secretarial costs, fees paid to members of the governing board to conduct the hearing and administrative overhead. The initial application fee will defray these costs up to and including a maximum hearing of three hours. Each three hours of hearing, or any part thereof, will constitute an additional hearing day with the resulting additional fees as set forth below:

- A. Initial application fee: as set by resolution of the Township Council. (1)
- B. Additional hearing days (as computed above); as set by resolution of the Township Council. (2)
- C. In addition to the application fee and additional hearing fees set forth above, the applicant will be required to reimburse the Township for all stenographic fees, including appearance fees, incurred in obtaining a stenographic record for the Township purposes as well as the applicant's purposes;
- D. All Fees must accompany the application.
- E. The above-referenced fee schedule may be changed by resolution of the College Township Council.

1 & 2 Editor's Note: Chapter A203 Fees, Section 3 (1). Liquor License Transfer

[Added 2-15-2001 by Ord. No. O-01-01]

Pursuant to Ch. 120, Liquor License Transfer, the following fees are hereby established:

- A. Initial application fee: \$1,000.00
- B. Additional hearing days: \$750.00

~120-5. Hearing.

The Township will conduct a hearing to determine whether to approve the transfer of the liquor license into College Township in compliance with the above-referenced State Liquor Law. Any approval will be limited to the individual applicant, the applied for location, and the applied for establishment. Any change will require Township approval. The Township may also impose additional conditions.

-----END OF CHAPTER 120-----

Township Checklist:

SET HEARING DATE: _____

NOTIFY PUBLIC CONCERNING PENDING LIQUOR LICENSE TRANSFER AND NOTICE OF PUBLIC HEARING DATE AND LOCATION AS FOLLOWS:

- 14 days before hearing date: Legal Advertisement - Newspaper notice of Public Hearing
- Posting of property beginning the first day that the ad runs in the newspaper to remain at the property until the date of the public hearing
- 7-days before hearing date: Legal Advertisement - Newspaper notice of Public Hearing
- 2-weeks before the hearing date: Mailing letters to adjacent property owners (1,000 foot radius)
- Post notice outside the College Township Municipal building on the bulletin board. (glass enclosed)