

	<p>Town of Tyrone 950 Senoia Road Suite A Tyrone, GA 30290 Phone: (770)487-4038 www.tyrone.org</p>	<p>Special Event Alcohol Permit Cover Letter & Checklist</p>
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Dear Applicant,

Thank you for being part of the Town of Tyrone business community. We welcome the opportunity to assist you in obtaining your Special Event Alcohol permit. The following are some important reminders to help you efficiently apply for your permit:

Applicant:

- Must be at least 21 years of age
- Must be a citizen of the United States or a permanent resident alien
- Must be a resident of the State of Georgia as the Representative
- Must have a mobile or catering alcohol license issued from a municipality within the State of Georgia

Application Process & Fee: A special event alcohol permit must be obtained before such event can be held in the Town of Tyrone. *Please note that special event locations must meet the Town's distance requirements listed in the attached ordinance and subject to the following:*

• *Indoor special events shall not be located within the prohibited distances listed in the ordinance measured from the closest public entrance of the premises where the alcohol will be served to the building or property line (whichever is specified per state law). This information shall be submitted to the town in the form of a certificate from a registered land surveyor showing a scaled drawing of the location.*

• *Outdoor special events shall submit a site plan specifying the exact premises in which alcohol will be served on the property. This premises shall be clearly defined on site by means of tape, fencing, or other suitable visible delineation. The premises shall not be located within the prohibited distances listed in the ordinance measured from the closest point of the premises to the nearest property line. This information shall be submitted to the Town in the form of a certificate from a registered land surveyor showing a scaled drawing of the location and premises.*

Once an application with all required documentation is received and accepted as complete, the license holder of the mobile/catering alcohol license will undergo a background check per the affidavit included in this application. Once said background check is complete, the permit will be issued and the event may be held.

Checklist of Items:

- Application Form and Fee
- Survey of Event Location (per the above requirements)
- Notarized Affidavit & Background Check (included in application)
- Mobile or Catering Alcohol License (issued by a Georgia municipality)
- Copy of State License
- Copy of Driver's License

Tax Reporting: Taxes are due on or before the 10th of each month. You are responsible for the timely submittal of your excise taxes. Taxes are due from both wholesalers and retailers. Failure to timely submit excise taxes will result in late fees being assessed against remitter. Penalties for noncompliance include fines and possible revocation of license. Reporting must be sent in for all alcoholic beverages purchased from wholesalers.



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Alcoholic Beverage Affidavit & Consent Form

AFFIDAVIT AND CRIMINAL HISTORY CONSENT FORM FOR TOWN OF TYRONE ALCOHOLIC BEVERAGE LICENSE APPLICATION

I, _____ (PRINT FULL NAME), swear that I am at least 21 years of age and I am competent to provide this affidavit.

My address is: _____. I have resided at this address for _____ years and _____ months.

My previous addresses for the last 10 years are as follows: (Attach separate sheet if necessary)

Social Security # _____ Driver's License#/State _____
 Date of Birth: _____ Race: _____ Sex: _____

I **have/have not** within 5 years prior to this application, been convicted of, (or entered a plea of nolo contendere to) any felony or misdemeanor relating to the sale/use of alcoholic beverages or illegal drugs.

I **have/have not ever** been arrested for a crime. If so, details below and the disposition of the arrest are listed below. I understand that failure to disclose any arrest (including DUI's) may result in the denial of the application.

I **have/have not** ever had beneficial interest in any other alcoholic beverage business in this or any other alcoholic beverage business in this or any other state in which the alcohol license was denied, revoked or other disciplinary action taken. (**Beneficial interest here means when a person holds the license in hi own name or when he has legal, equitable or other ownership interest in, or has any legally enforceable interest or financial interest, or derives any economic benefit from, or has control over a business.**) If so, please describe in detail. Attach a separate sheet if necessary:

I **am/am not** the applicant for License Representative. If so, I swear that I am a manager of the business who is on the premises on a regular basis and that I am a resident of the State of Georgia.

I have read the Town of Tyrone's Ordinance regarding the sale of alcoholic beverages and I understand and will comply with rules and regulations. I hereby authorize the Town of Tyrone to request and receive any criminal history information pertaining to me, including driving records, which may be in the files of any state or local criminal justice agency. I solemnly swear, subject to criminal penalties for false swearing that the statements and answers made by me to the foregoing questions in this application for Town license for the sale of alcoholic beverages are true, and no false or fraudulent statement or answer is made herein to procure the granting of such license.

 Signature

 Date

I do hereby certify that the foregoing applicant is personally known to me, that he/she signed his/her name to the foregoing application after stating to me that he/she knew and understood all statements and answers made therein, and under oath has sworn that said statements and answers are true.

[SEAL]

NOTARY PUBLIC: _____ this _____ day of _____, 20____.

Police Chief: Approval _____
 date _____.



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Alcoholic Beverage Special Event Permit Application

APPLICATION FOR ALCOHOLIC BEVERAGE SPECIAL EVENT

Business Name:		Special Event Address:	
Mobile License Number:		Business Mailing Address:	Business Phone Number:
Name of Licensee:		Home Address:	Home Phone Number:
Municipality of License Issuance:		Home Address:	Home Phone Number:
Please select the type of alcohol being served			
Malt Beverage		Wine	Distilled Spirits
For an outdoor event, please indicate that you have communicated with the following departments:			
Police Department - For traffic control verification.			
Planning & Zoning - If a tent permit is utilized.			
Please indicate that you have attached the following required documents:			

Document	Description	Y/N
Application	<i>Fully executed and filled application</i>	
Survey	<i>Showing event location per the requirements listed in the cover letter</i>	
Affidavit	<i>Fully executed & notarized. Includes background check.</i>	
Mobile Alcohol License	<i>Must be issued by a Georgia municipality.</i>	
Driver's License	<i>Driver's license of alcohol license holder.</i>	
State License	<i>State license of business.</i>	

Town of Tyrone Alcohol Distance Requirements:

The Town of Tyrone's code of ordinances contains two sets of alcohol distance requirements:

- **Entertainment District** *Distancing requirements include all properties located within the Town Center District Character area delineated on the Town's Future Development Map and within any property zoned Community Mixed Use (CMU) delineated on the Town's Zoning Map.*
- **Standard Distancing Requirements** *include all properties outside of the aforementioned areas specified as Entertainment Districts.*

	<i>Entertainment District Distances</i>	<i>Standard Distances</i>
<i>Libraries</i>	<i>N/A</i>	<i>300 ft. for all types</i>
<i>Churches</i>	<i>300 ft. from the building for distilled spirits only</i>	<i>300 ft. for all types</i>
<i>Schools</i>	<i>600 ft. for distilled spirits; 300 ft. for beer & wine</i>	<i>600 ft. for all types</i>
<i>Alcoholic Treatment Centers</i>	<i>300 ft. for all types</i>	<i>300 ft. for all types</i>
<i>Residences (Residential Districts other than AR)</i>	<i>N/A</i>	<i>Package - 300 ft. for beer & wine. On-premises - 250 ft. for all types.</i>
<i>Residences (AR)</i>	<i>N/A</i>	<i>600 ft. for all types</i>
<i>Housing Authority Properties</i>	<i>Package - N/A On-premises - 300 ft. for all types</i>	<i>Package - N/A On-premises - 300 ft. for all types</i>
<i>Means of Measuring (for everything other than AR residences)</i>	<i>The most direct route of travel on the ground*</i>	<i>Closest point of the licensed premises to the nearest property line of the X by the shortest straight line.</i>
<i>Means of Measuring (for AR residences)</i>	<i>N/A</i>	<i>Closest point of the licensed premises to the nearest point of the structure used as a residence</i>

** The regulations of the Department of Revenue interpret this as follows: (1) if the initial license as issued prior to April 1, 2007, the measurement begins at the front door of the structure where the alcoholic beverages are sold, continues in a straight line to the nearest public sidewalk or road and continues along such sidewalk or road to the front door of the building or the nearest portion of the ground; and (2) if the initial license was issued after March 31, 2007, the measurement begins at the front door of the structure where the alcoholic beverages are sold and continues in a straight line to the front door . of the building (for churches and alcoholic treatment centers) or the property line (for schools)*

Tyrone Alcohol Distance Requirements

Sec. 4-80. – No licenses issued within prohibited distances.

- (a) For all premises other than those premises located on property included in the town center district as defined in the Comprehensive Growth and Development Plan for the Town of Tyrone or on property zoned to the town's community mixed-use district (CMU), no license shall be issued pursuant to this article for the sale of any alcoholic beverages on premises located within:
 - (1) 300 feet of a branch of a public library;
 - (2) 300 feet of any church or residence in any residential district other than the AR zoning district; except that for a consumption on premises only pouring license, the distance requirement shall be 250 feet of any residence in any residential district other than the AR zoning district;
 - (3) 600 feet of any school building, school grounds or college campus;
 - (4) 300 feet of any alcoholic treatment center owned and operated by the state, the county, or the town; or
 - (5) 600 feet of any structure used as a residence on property that is zoned AR.
- (b) For those premises located on property included in the town center district as defined in the Comprehensive Growth and Development Plan for the Town of Tyrone or on property zoned to the town's community mixed-use district (CMU), no license shall be issued pursuant to this article for the sale of any alcoholic beverages on premises located within any of the prohibited distances established by O.C.G.A. § 3-3-21. The method of measuring such distances shall be that set out in O.C.G.A. § 3-3-21(c).
- (c) Schools applicable. The schools or colleges referred to herein shall include only such state, county, town, church or other schools as teach the subjects commonly taught in the common schools and colleges of this state, and shall not include private schools or colleges wherein only specialized subjects, such as law, stenography, business, music, art, medicine, dentistry, vocational occupations and other special subjects are taught.
- (d) Church applicable. Church referred to herein shall include only such churches which maintain a permanent place of public religious worship, and include only those church-owned properties upon which such activities take place.
- (e) Method of measuring. The distances set out in subsections (a)(1) through (4) of this section shall be measured from the closest point of the licensed premises to the nearest property line of the residence, church, school, college campus, library or treatment center by the shortest straight line; provided, however, that the distance set out in subsection (a)(5) of this section shall be measured from the closest point of the licensed premises to the nearest point of the structure used as a residence.
- (f) The provisions of this section shall not apply to those business establishments holding a valid pouring or on-premises consumption license for the sale of malt beverages and/or wine on the date of adoption of the ordinance from which this article is derived provided that such license remains current and does not become and remain inactive for a period exceeding 12 months from the date last issued. The provisions of this section shall apply to such business establishments seeking a license to sell distilled spirits by the drink for consumption on the premises only.

(Code 1984, § 2-8-29; Ord. No. 2013-21, § 1, 11-7-2013; Ord. No. 2020-02, § 5, 5-21-2020)

State Law reference— Location restrictions, O.C.G.A. § 3-3-21.