



Limited Retail- Club Liquor License

Must meet all the requirements listed in Laramie Municipal Code and Wyoming State Statutes for Club License.

Laramie Municipal Code references to liquor laws are located in LMC 5.09.

https://library.municode.com/wy/laramie/codes/code_of_ordinances?nodeId=TIT5BUTALIRE_CH5.09ALBE

Wyoming State Statute references to liquor laws are located in part in Title 12.

<https://wyoleg.gov/statutes/compress/title12.pdf>

Requirements:

"Club" means any of the following organizations:

- 1. A post, charter, camp or other local unit composed only of veterans and its duly organized auxiliary, chartered by the Congress of the United States for patriotic, fraternal or benevolent purposes and, as the owner, lessee or occupant, operating an establishment for these purposes within the state;**
- 2. A chapter, lodge or other local unit of an American national fraternal organization and, as the owner, lessee or occupant, operating an establishment for fraternal purposes within the state. As used in this chapter, an American fraternal organization means an organization actively operating in not less than thirty-six states or having been in active continuous existence for not less than twenty years, but does not mean a college fraternity;**
- 3. A hall or building association of a local unit specified in subsections 1 and 2 of this definition, of which all of the capital stock is owned by the local unit or its members, operating clubroom facilities for the local unit;**
- 4. A golf club having more than fifty bona fide members and owning, maintaining or operating a bona fide golf course together with clubhouse;**
- 5. A social club with more than one hundred bona fide members who are residents of the county in which it is located, owning, maintaining or operating club quarters, incorporated and operating solely as a nonprofit corporation under the laws of this state and qualified as a tax exempt organization under the Internal Revenue Service Code and having been continuously operating for a period of not less than one year. The club shall have had during this one-year period a bona fide membership paying dues of at least twenty-five dollars per year as recorded by the secretary of the club, quarterly meetings and an actively engaged membership carrying out the objects of the club;**
- 6. Club does not mean college fraternities or labor unions.**

5.09.505 - Limited retail license—Clubs—Application.

A social club shall, upon applying for a license, file with the city clerk and the state liquor division a true copy of its bylaws and shall further, upon applying for a renewal of

its license, file with the city clerk and the state liquor division a detailed statement of its activities during the preceding year, which were undertaken or furthered in pursuit of the objects of the club together with an itemized statement of amounts expended for such activities. Club members, at the time of application for a limited retail liquor license pursuant to W.S. 12-4-301, shall be in good standing by having paid at least one full year in dues.

5.09.500 - Limited retail license—Club—Generally. (W.S. Section 12-4-301)

A. A club holding a limited retail license may sell alcoholic or malt beverages for consumption anywhere on the licensed premises for consumption by its members and their accompanied guests only. It shall be the duty and obligation of the club to check and regulate sales to members and their accompanied guests to insure that all alcoholic or malt beverages sold are consumed on the licensed premises.

B. Limited retail license holders may dispense alcoholic or malt beverage from locations outside of their licensed building as approved by the city for special events.

LMC 5.09.230 On all days, a licensee may open the dispensing building or room at six a.m. and shall close the dispensing room or building and cease the sale of both alcoholic and malt beverages promptly at the hour of two a.m. the following day and shall clear the dispensing room or building of all persons other than employees by two-thirty a.m.

5.09.310 - Prohibited on licensed premises—General exceptions.

A. No licensee (or the licensee's employee or agent) shall knowingly permit anyone under twenty-one years of age to enter or remain in the licensed building where alcoholic or malt beverages are dispensed unless: ...

5.09.540 - Limited retail—Club, resort or restaurant license—Restrictions. (W.S. Section 12-4-404)

Limited retail, resort, bar and grill, and restaurant liquor licensees shall not sell alcoholic or malt beverages for consumption off the premises owned or leased by the licensee. Any sale of alcoholic or malt beverages by a club retail liquor license holder or resort or bar and grill or restaurant liquor license holder for consumption off the premises is declared to be in violation of law and this may result in the assignment of points to the offending licensee pursuant to Section 5.09.800(H) of this chapter.

- Must complete an approved application for liquor license accompanied by all required documents. New licenses must provide:
 - o application (LMC 5.09.060.A)
 - o floor plan (LMC 5.09.060.B)
 - o TiPS Training report (LMC 5.09.060.G)
 - o lease, *if applicable, must contain a provision for Sale of Alcoholic or Malt Beverages and must be in the same entities name that applied for the license. (W.S. 12-4-103(a) (iii))*
 - o application fee of \$50 (LMC 5.09.090)
 - o statement indicating the financial condition and financial stability of the applicant (W.S. 12-4-102 (a) (vi))

Application Process:

- Upon receiving a completed application and all accompanying documents the City Clerk will send notice to the newspaper for two consecutive weeks.
- After required posting period has been met a Public Hearing will be held by City Council to hear any comments or concerns from the public related to issuance of the requested license.
- City Council will consider the license application at the next regular Council meeting to determine whether to approve or deny the application.
- The City Clerk will send an invoice to the license holder that includes the annual fee and publication amount.
- Once the license fees have been paid and the City Clerk has done an inspection the license can be issued by the City Clerk.

(Please plan for about three or four weeks total for processing. The total time will be determined by how the application is turned in complete to the City Clerk.)

Point System for alcoholic beverage license violations and suspensions:

Laramie Municipal Code 5.09.800 contains the information for the point system.

https://library.municode.com/wy/laramie/codes/code_of_ordinances?nodeId=TIT5BUTALIRE_CH5.09ALBE_5.09.800POSYALBELIVISU

Issuing of License:

Once the City Council has reviewed the application and approved the award of a license the City Clerk may issue the license if the following conditions have been met:

1. The licensee has received a Certificate of Occupancy from the Building Inspector signifying that the building has met code/fire requirements.
2. A Food License has been issued by the State of Wyoming Department of Agriculture signifying that the establishment meets all health code requirements to serve/sell manufactured malt beverages.

Until the above conditions have been met the license remains awarded and must be paid for to maintain the license within the year allotted by WY S.S. Title 12 and LMC 5.09.060.C.

Questions or additional information available:

City Clerk's Office Phone: 307-721-5220

Email: clerk@cityoflaramie.org or nancyb@cityoflaramie.org

Wyoming Liquor Division Website: <http://liquor.wyoming.gov/>