



Restaurant Liquor License

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

“Restaurant” means space in a building maintained, advertised and held out to the public as a place where individually priced meals are prepared and served, primarily for on-premises consumption, and where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages.

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:

LMC 5.09.420.D. When renewing a restaurant license, the city council shall condition renewal upon a requirement that not less than sixty percent of gross sales from the proceeding twelve months operation of a licensed restaurant be derived from food services. (60 % Food Sales minimum)

LMC 5.09.420.E. Restaurant liquor licenses shall not sell alcoholic or malt beverages for consumption off the premises owned or leased by the licensee.

LMC 5.09.455.A. Alcoholic and malt beverages shall be dispensed and prepared for consumption in one room upon the licensed premises separated from the dining area in which alcoholic and malt beverages may be served. No consumption of alcoholic or malt beverages shall be permitted within the dispensing room, nor shall any person other than employees over eighteen (18) years of age be permitted to enter the dispensing areas.

- 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 picture of the facade of the building
 - o menu (LMC 5.09.425.C)
 - 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
 - o valid food license (LMC 5.09.470.A.)

- 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.)

Persons eighteen years of age:

LMC 5.09.260 Any person who is of the age of eighteen years or more is permitted to serve alcoholic or malt beverages pursuant to his/her employment in a restaurant which holds a license to serve alcoholic or malt beverages.

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://eliquor.wyoming.gov/>

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