



Special Malt Beverage Permits

Must meet all the requirements listed in Laramie Municipal Code and Wyoming State Statutes for Special Malt Beverage Permit.

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 5.08.660.B. The number of special malt beverage permits for public auditoriums, civic centers or event centers shall be unlimited.

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.

5.08.670 - Special malt beverage permit—Application—Condition for approval.

Any applicant who desires the issuance of a special malt beverage permit pursuant to the provisions of Sections [5.08.640](#) through [5.08.710](#), shall submit an application to the city council describing the dispensing building and premise.

5.08.690 - Special malt beverage permit—Term—Revocation.

The permit when issued shall be for a period of up to one year, with the fee prorated accordingly, and may be revoked by the city council when it finds sufficient cause to do so, in accordance with state statute or Laramie Municipal Code.

5.08.700 - Special malt beverage permit—Consumption in dispensing building.

Malt beverages obtained in the dispensing building shall be consumed only in the dispensing building as described in the application

5.08.710 - Special malt beverage permit—Dispensation in compliance with state law.

The dispensing building shall be operated, and malt beverages dispensed, sold and consumed, and violations penalized in accordance with the laws of the state and ordinances of the city relating to regulation of alcoholic beverages, except as such laws or ordinances may be in conflict with the provisions of Sections [5.08.640](#) through [5.08.710](#).

Must complete an approved application for liquor license accompanied by all required documents. New licenses must provide:

- application (LMC 5.09.060.A)
- floor plan (LMC 5.09.060.B)
- TiPS Training report (LMC 5.09.060.G)
- 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))*
- application fee of \$50 (LMC 5.09.090)
- 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 and posted on premise location 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_CH_5.09ALBE_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/>