



AGENDA ITEM REQUEST FORM
Communication to Board of County Commissioners

To: Chair Sandy Hollingsworth, Commissioner Web Sill and Commissioner Linda Isenhart

From: Sharon Cate
Name

Deputy Clerk to the Board
Title

Today's Date: May 18, 2022

BoCC Meeting Date: June 7, 2022

Does this item require a PUBLIC HEARING? yes

Item: an application for a special event liquor permit to allow the sale of beer and wine at the 2022 Gilpin County Fair

Request or Issue: requesting review and approval of the application

Background Information: The Board of County Commissioners serves as the Local Liquor Licensing Authority and is tasked with local review of liquor license applications. Once the local review and ruling have been completed, the application is forwarded to the Liquor Enforcement Division of the Colorado Department of Revenue for their final review. For special event permits, a public hearing is required. The notice hearing was published in both newspaper of record and at the event site, the Gilpin County Exhibit Building, 230 Norton Drive.

Associated Agencies: N/A

Recommended Action / Next Step: The application is complete and all requirements have been met, and I therefore recommend approval.

Financial Impact(s): This is an annual expense and there is no other financial impact to Gilpin County.

Finance/HR Staff: no Reviewed by Human Resources? no

Amount of agenda time needed: five minutes

Is this item time sensitive: Yes, the application needs to be sent to the State soon to allow time for their review prior to the Fair.

Contact for Follow Up: Events Coordinator Krystal Meyer and Deputy Clerk Sharon Cate

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:	DO NOT WRITE IN THIS SPACE
2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate <p style="text-align: center;">Gilpin County Fair</p>	State Sales Tax Number (Required) <p style="text-align: center;">09803804</p>
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2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) PO Box 366 Central City, Co 80427	3. Address of Place to Have Special Event (include street, city/town and ZIP) 250 Norton Dr Black Hawk, Co 80422
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4. Authorized Representative of Qualifying Organization or Political Candidate <p style="text-align: center;">Krystal Meyer</p>	Date of Birth [REDACTED]	Phone Number [REDACTED]
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Authorized Representative's Mailing Address (if different than address provided in Question 2.)

5. Event Manager <p style="text-align: center;">Krystal Meyer</p>	Date of Birth [REDACTED]	Phone Number [REDACTED]
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Event Manager Home Address (Street, City, State, ZIP) 250 Norton Dr, Black Hawk, Co 80422	Email Address of Event Manager kmeyer@gilpincounty.org
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6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes How many days? _____	7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes License Number _____
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8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? Yes No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To
07/15/22	3p	10p	07/16/22	9a	10p	07/17/22	9a	4p						

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature <i>Krystal Meyer</i>	Title Gilpin County Events Coordinator	Date 03/28/22
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Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
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Signature	Title	Date
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DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$.

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- If not incorporated, a NONPROFIT charter; or
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- Check payable to the Colorado Department Of Revenue

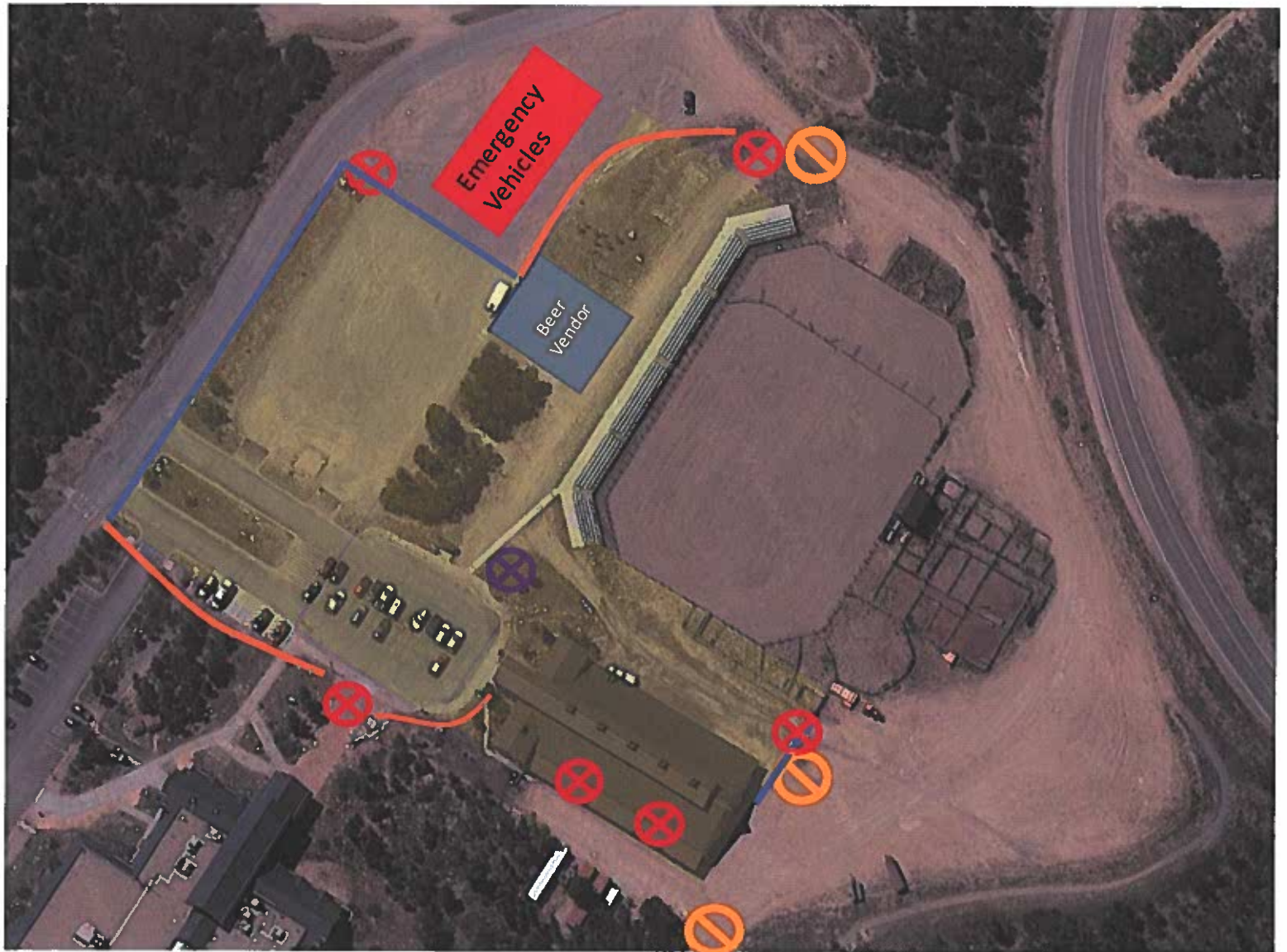
Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

2022 Fair Liquor License Application Map

Gilpin County Parks & Recreation
250 Norton Dr. Black Hawk, CO 80422



Key

- No Alcohol Beyond This Point Sign at Exits
- Authorized Event Personnel Only
- Panel Fence
- Temporary Fence
- Alcohol wrist band booth



Alcohol will only be served and allowed within the fenced area of the event highlighted in green. There will be a booth giving wrist bands to people of age, signs and volunteers at exit points, monitoring.



Gilpin County Colorado

Commissioners

Web Sill, District 1

Linda Isenhart, District 2

Sandy Hollingsworth,
District 3

County Manager

Ray Rears

County Attorney

Bradford Benning

Located in the Historic
Gilpin County Courthouse
P.O. Box 366
203 Eureka Street
Central City, Colorado
80427

303.582.5214
303.582.5440 fax

Web Site
www.gilpincounty.org

Facebook
Gilpin County Colorado

Twitter
@GilpinCounty

June 7, 2022

Colorado Department of Revenue
Liquor and Tobacco Enforcement
P.O. Box 17087
Denver, CO 80217-0087

To Whom it May Concern:

The Gilpin County Board of Commissioners, sitting as the Local Liquor Licensing Authority, hereby gives permission to the Gilpin County Fair, managed by Events Coordinator Krystal Meyer, to use the Fairgrounds for the 2022 County Fair, which will include the sale of alcohol. The Fair will be held July 15 through 17; the location is 230 Norton Drive, near Black Hawk, Colorado.

Questions may be directed to the Board's Deputy Clerk, Sharon Cate, at the number shown below or scate@gilpincounty.org.

Thank you.

Sincerely,

Sandy Hollingsworth, Chair

2022 Fair Alcohol Policy Plan

- Alcohol will only be sold in one designated area as shown on the map (behind the grandstands).
- There will be only 3 points of entry into the event, there will be event paneling or panels placed around the perimeter of the event with proper signage on each panel.
- There will be an alcohol check point, where patrons who wish to consume alcohol will go to receive their wrist band. Without a band patrons will not be served alcohol.
 - They will be required to provide their I.D. showing they are 21+.
 - The attendant of the booth will write their D.L. number on the band so that the alcohol booths can check their I.D. and band to ensure they are a match.
 - There will be a 4-drink limit, the bands will be marked by the alcohol vendors each time a drink is purchased.
 - A list for who has received a band each day will be kept at the booth to ensure no person tries to acquire a second band.
 - There will be a wrist band color for each day of the fair.