



Alcohol Licensing Permit For M-1 and M-2 Zones Only

City of Orange

Community Development Department
Planning Division
300 East Chapman Avenue
Orange, CA 92866-1591
(714)744-7220 (714)744-7222 FAX
www.cityoforange.org

This section to be completed by Staff:

APP. TYPE	NUMBER	FEE
ALP		\$1,000.00
PD Deposit		\$7,500.00

General Plan: _____ Zoning: _____

Check No: _____ Date Filed: _____

Received By: _____ Assigned to: _____

SECTION 1 – Site Information

Project Title/Name: _____

Project Address/Location: _____

Assessor Parcel Number: _____ Tract/Lot Number: _____

REQUIRED: Briefly describe your proposed project: _____

SECTION 2 – Applicant Information

Name of Company and Person Responsible: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Cell: _____ E-mail: _____
(optional)

SECTION 3 – Contact Information *(main contact person for project)*

Name of Company and Person Responsible: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Cell: _____ E-mail: _____
(optional)

SECTION 4 – Property Owner Information *(landowner information, not tenant)*

Name of Company and Person Responsible: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Cell: _____ E-mail: _____
(optional)

SECTION 5 – Billing Information *(Person below is responsible for paying invoices & receiving refunds; must be filled in.)*

Name of Company and Person Responsible: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Fax: _____ E-mail: _____

SECTION 6 – Land Owner Affidavit *(If Property Owner and Facility Owner/Operator are the same, then notary is not required.)*

_____ declares that I am the owner of the property addressed or otherwise located as follows:
(print name above)

I hereby certify that I am the owner of the real property described in this application. I hereby authorize this application to be processed for my property, and grant authority to the applicant to represent me and to bind me in all matters concerning this application. I certify that all of the information contained in this application, including the information contained in all plans and other materials submitted with this application, are, to the best of my knowledge and belief, true and correct. Should any of the information submitted be false or incorrect, I hereby agree to defend, indemnify, and hold harmless, the City of Orange, its officers, agents, and employees, from any and all liability and loss by reason of its reliance on any such information. I grant authority to the City to place a public hearing notice on the subject property if one is required.

Property Owner Signature: _____ Date: _____

ACKNOWLEDGMENT

State of California
County of Orange

On _____ before me, _____, a Notary Public, personally appeared _____

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

SECTION 7 – Certification *(Every application must be signed below by the Facility Owner/Operator.)*

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge. **This sober living facility will serve only tenants who are disabled as defined by state and federal law.**

Facility Owner/Operator Signature: _____ Date: _____

Print Name: _____ Telephone No: _____

Submittal Items Required With Every Application:

- A. **Application – Completed City “Land Use Project Application.”** The application must be complete, typed, or handwritten legibly, and signed. Additional sheets may be attached if necessary.
- B. **Application processing fee(s) and/or deposit.** Please note: The cost of processing your project is charged according to the hours spent by staff in checking plans; discussing the project with you, your architect, members of the public, and other staff members; writing a staff report; preparing/reviewing an environmental analysis; field surveys; public notices; and attending public hearings. You will also be billed separately for project related costs such as public notice advertising, postage, and City Attorney fees if these are required for your project. Total cost may vary widely according to the size of the project and the complexity of the issues. Submittal of your initial application deposit establishes an account to which project costs are charged. At the close of your case, any remaining funds will be returned to you. In some cases, depending on the complexity of the project, additional funds may be requested to replenish the deposit.
- C. **Plans – Five (5) sets of detailed plans – Zoning Administrator consideration only.** Site plan, elevation(s), and floor plan(s). The site plan shall be accurately prepared according to a standard architectural or engineering scale no smaller than 40:1 scale and include a north arrow and legend. All portions of the site should be adequately detailed and dimensioned. The floor plan must include interior layout and dimensions (show all existing and proposed floor plans) as well as square footage on each floor. “Half size” plans are recommended for your individual proposal, provided plans are to scale and text is legible. The Project Planner may require large scale (full size) plans for your project depending on the complexity. ***All plans must be stapled into sets, and folded to approximately 8½” x 11”.*** Projects requiring only Zoning Administrator action require only five (5) sets of plans.
- D. **Letter of explanation/justification.** Explain in detail what is proposed and the reason(s) why the City should approve the project. On a separate sheet(s) of paper include a detailed description of your proposal including the following items:
 1. Hours of operation, number of employees (total & per shift), how alcohol will be displayed on the premises, number of seats broken down by table and/or bar, design of outdoor seating barrier/gate, and name of ABC investigator if known.
 2. Describe physical characteristics of the property including any existing structures on the site, the use, and any other information necessary to describe the proposed use.
 3. Describe the surrounding properties, including the type of land use (such as residential, commercial, industrial, etc.), intensity of land use (such as single-family, apartment houses, retail stores, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.).
- E. **Landowner’s Affidavit.** The authorization confirms the property owner’s authorization that a specific agent(s) may act on his/her behalf. The affidavit must be notarized, unless the Applicant and the Property Owner is the same person. If the property owner is a corporation or LLC, please provide documentation that the individual signing the affidavit is authorized to do so.

- F. Proof of property ownership.** Proof of property ownership shall be provided in the form of a grant deed, title report, or other similar instrument that officially documents property ownership.
- G. Alcohol Management Plan (AMP).** The City of Orange requires any establishment requesting the on- or off-site sales of beer, wine, or distilled spirits to obtain a conditional use permit. Staff will submit your completed application to the Police Department for review. The Police Department will evaluate the crime statistics and number of alcohol licenses existing in the area surrounding your location and make a recommendation of approval or denial. This determination is required prior to Planning Commission review. The Police Department requires a separate deposit, which must be paid at the same time and location as the Planning Division fees. You may contact the Police Department at (714) 744-7551 to discuss your project and the related processing fee.
- H. Photos of site and surrounding properties.**
 1. 3" x 5" or 4" x 6" mounted on 8 ½" x 11" cardstock (digital reproductions acceptable).
 2. Label each photo with address.

17.30.070 - Alcohol Distillation, Brewery or Winery.

Any original on-sale or off-sale alcohol license in conjunction with the on-site production in the Industrial Zone shall be approved by the Zoning Administrator subject to the following development standards:

1. The Operational Standards as outlined in the Alcohol Production Facility Application.
2. Building tenant space not larger than ten thousand (10,000) gross square feet.
3. A tasting room shall not exceed twenty-five (25) percent of the total gross floor area, the area permitted for a tasting room may include an outdoor patio area.
4. Additional standard conditions as approved by the Zoning Administrator in consultation with the Orange Police Department.
5. On-site production facilities wishing to operate in a different manner as conditioned above shall be subject to a Conditional Use Permit before the Planning Commission as specified in Section 17.10.030.

(Ord. No. 07-20, § X, 4-14-2020)

Alcohol Production Facility Operation Standards

1. The tasting area shall not include the area where typical alcoholic beverage manufacturing functions occur.
2. Tasting room hours may occur between the hours of 11:00 a.m. and 10:00 p.m.
3. The patio shall be enclosed and any gates located on the patio shall remain closed during business hours and used as an emergency exit only. Sign(s) shall be posted on all patio gate(s) indicating "Emergency Exit Only".
4. On-site alcohol sales shall be limited to product manufactured on-site.
5. All alcoholic beverage manufacturing equipment and storage activities shall be located within a completely enclosed building.
6. No video or electronic amusement devices shall be permitted.
7. There shall be no admission fee, cover charge, nor minimum purchase required.
8. Food preparation in a commercial kitchen is not allowed on the alcoholic beverage manufacturer's licensed premises.
9. There shall be no live entertainment (including karaoke), disc jockey, amplified music, or dancing permitted on the premises at any time. Amplified music over a built-in system designed for background music shall be permitted so long as the music is not audible outside when doors are open.
10. In conjunction with the ongoing operation of the business, the premises shall comply with all requirements placed upon it by the State Alcoholic Beverage Control (ABC) Board.
11. No alcoholic beverages shall be consumed on any property adjacent to the licensed premises under the control of the license.
12. There shall be no "Happy Hours" when alcoholic beverages are offered at a reduced rate.
13. There shall be no special promotional events held on the property, unless a written request for such is received and approved by the City of Orange Community Development Director and the Police Department at least 30 days in advance of the event.
14. No portion of the premises shall be deemed to be "private" for the purposes of dispensing alcoholic beverages to selected patrons, where the permittee recognizes any form of membership cards, keys, or passes which would entitle the holder entry or preferential admittance or exclusive use of any portion of the mentioned premises.
15. The parking lot of the premises shall be equipped with lighting of sufficient power to illuminate and make easily discernable the appearance and conduct of all persons on or about the parking lot.

Alcohol Production Facility Operation Standards

16. The petitioner(s) shall be responsible for maintaining free of litter, clean and wash the surface area adjacent to the premises over which he/she has control.
17. The Alcohol Management Plan (AMP) is a requirement. The AMP will be managed by the owner/management of each establishment and current annual certification will be furnished upon demand of any law enforcement officer or his/her designee. This training will meet the requirements established by Alcohol Beverage Control as defined in Orange Municipal Code 5.49.010 (e).
18. This Permit shall be reviewed one year from the date of approval and may be reviewed each year thereafter. The review shall be conducted jointly by the Community Development Director and Police Chief or designee(s). The purpose of this review shall be to identify uniquely adverse issues such as curfew, loitering, vandalism, criminal activity, noise, or nuisance resulting from approval of the Conditional Use Permit. If such issues are identified, the Permit shall be presented to the Zoning Administrator for their consideration of conditions, modifications, or revocation.
19. The activity level of the business shall be monitored by the Police Department to establish the level of police services used for the business. Should the level of police services demonstrate that the applicant has not controlled excessive or unnecessary activity resulting in high use of police services then this Permit shall be reviewed for consideration of further conditions, modifications or revocation.
20. The City Manager or designee has authority to make changes to the Operation Standards in consultation with the Community Development Director and the Orange Police Department.