

**CITY OF STANFORD, KENTUCKY**

**STANFORD CODE OF ORDINANCES**

**ORDINANCE NO: 410.2**

**CITY OF STANFORD, KENTUCKY, ALCOHOLIC BEVERAGE CONTROL ORDINANCE**

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Now comes the City of Stanford, Kentucky, City Council, and in recognition and furtherance of the vote of the Citizens, thereof, that there shall be legal sales of alcohol in Stanford, Kentucky, said vote having occurred on November 3<sup>rd</sup>, 2020, and certified by the Local Board of Elections on November 10, 2020 and Stanford, Kentucky, thence, becoming a "wet" community pursuant to KRS 243, et. seq., as of sixty (60) days, thereafter, or on or about January 10<sup>th</sup>, 2021, and,

Whereas, the City of Stanford, Kentucky wishes that said sales shall be done in compliance with all statutory and regulatory boundaries, requirements and limitations, and,

Whereas, the City of Stanford foresees the expenditure of City funds for the regulation and control of the sale alcoholic beverages, and,

Whereas Kentucky Statutory Law authorizes, requires and otherwise encourages local regulatory control and policing of the legal sale of alcoholic beverages within the boundaries of the entity having so voted for the legal sales of alcohol, NOW,

THEREFORE, be it hereby ordained by the City of Stanford, Kentucky, with regard to the legal sales of alcoholic beverages as follows:

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## **ARTICLE I. IN GENERAL**

### **Sec. 2.5-1. Title.**

This chapter shall be known as the “Alcohol Beverage Control Ordinance” of the City of Stanford, Kentucky.

### **Sec. 2.5-2. Purpose.**

The purpose of this chapter is to establish uniform regulations and requirements for the licensing and regulation of alcoholic beverage manufacture and sales pursuant to authorization contained within KRS Ch. 241 through KRS Ch. 244.

### **Sec. 2.5-3. Definitions.**

The definitions of words used throughout this chapter, unless the context requires otherwise, shall have the same meaning as those set out in the Kentucky Alcoholic Beverage Control Law (KRS Ch. 241 through KRS Ch. 244) of the Commonwealth of Kentucky and all amendments and supplements, thereto.

**Sec. 2.5-4. Scope.**

This chapter shall be construed to apply to the manufacture and traffic in both malt beverages and distilled spirits and wine where the context permits such application. Nothing in this chapter shall excuse or relieve the licensee, or the owner, proprietor, employee, agent or person in charge of any licensed premises where alcoholic beverages are sold from the restrictions, requirements and penalties of any other ordinance or ordinances of the City or any statutes of the state relating to violations pertaining to alcoholic beverages.

**Sec. 2.5-5. Adoption.**

The provisions of the Alcoholic Beverage Control Law of the Commonwealth of Kentucky (KRS Ch. 241 through Ch. 244) and all amendments and supplements, thereto, are adopted so far as applicable to this chapter, except as otherwise lawfully provided, herein.

**Sec. 2.5-6./2.5-10 Reserved.**

**ARTICLE II. LICENSE REQUIREMENTS**

**Sec. 2.5-11. City licenses established.**

For the privilege of causing, permitting and engaging in the actions, business, and transactions authorized thereby in regard to traffic in alcoholic beverages in the City and pursuant to the authority of KRS 243.070, there is hereby established a corresponding City license fee for each of the state licenses described in KRS 243.070. The fee for each City license shall be as set out in the following schedule. In the event KRS 243.070 shall hereafter be amended to authorize additional City licenses, the fee for each City license shall be the maximum fee provided in the statute as amended.

**Sec. 2.5-12. City licenses.**

- (a) Only those licenses set out in this section shall be issued. The license fees are subject to the provisions of subsections (b) and (c) of this section and shall not exceed the amounts specified in subsections (a)(1) through (a)(23) of this section.

1	Distiller's License, per annum KRS 243.120, 243.130 <i>*requires a copy of the Federal Basic Permit</i>	\$ 500.00
2	Rectifier's License: KRS 243.120, 243.130	
	(a) Class A, per annum [more than 50,000 gallons rectified annually] <i>*requires a copy of the Federal Basic Permit</i>	3000.00
	(b) Class B (craft rectifier), per annum [50,000 gallons or less rectified annually] <i>*requires a copy of the Federal Basic Permit and if available Federal Monthly Report of Processing Operations Form.</i>	960.00

3	Wholesaler's Distilled Spirits and Wine License, per annum KRS 243.160, 243.170 <i>*Requires a copy of the Federal Basic Permit</i>	3000.00
4	Quota Retail Package License, per annum KRS 243.230, 243.240	1000.00
5	Special Temporary License, per event	166.66
6	Nonquota Type 1 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.082	2000.00
7	Nonquota Type 2 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.084	1000.00
8	Nonquota Type 3 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.086	300.00
9	Special Temporary Auction License, per event	100.00
10	Special Sunday Retail Drink License, per annum KRS 244.290, 243.295 <i>*Available <b>only</b> if authorized by local ordinance or election.</i>	300.00
11	Extended Hours Supplemental License, per annum KRS 243.050 <i>*Available only to holders of NQ-1 Retail Drink Licenses and Qualified Historic Site Licensees located with a commercial airport.</i>	2000.00
12	Caterer's license, per annum KRS 241.010, 243.033 <i>*Premises contain commissary (kitchen) and applicant holds food service permit issued by the local health department.</i>	800.00
13	Bottling House or Bottling House Storage License, per annum KRS 243.350 <i>*Requires a copy of the Federal Basic Permit</i>	1000.00
	Malt beverage licenses as follows:	
14	Brewer's License, per annum KRS 243.150, 244.606 <i>*Requires a copy of the Federal Basic Permit</i>	500.00
15	Microbrewery License, per annum KRS 243.157, 244.606 [not to exceed 50,000 barrels produced annually] <i>*Requires a copy of the Federal Basic Permit and if available the most recent Federal Monthly Report of Processing Operations Form (TTBF 5130.9)</i>	500.00
16	Malt Beverage Distributor's License, per annum KRS 243.180, 244.606 <i>*Requires a copy of the Federal Basic Permit</i>	400.00
17	Nonquota Retail Malt Beverage Package License, per annum KRS 243.280	200.00
18	Nonquota Type 4 Retail Malt Beverage Drink License, per annum KRS 243.088	200.00
19	Limited Restaurant License LR100 (includes distilled spirits, wine, and malt beverages) per annum KRS 241.010, 242.1244 <i>*Minimum 70% food sales and minimum seating capacity of 100 persons at tables.</i>	1200.00
20	Limited Golf Course License (includes distilled spirits, wine, and malt beverages) per annum KRS 243.038, 243.039 <i>*Nine (9) or eighteen (18) hole USGA regulation golf course</i>	1200.00
21	Authorized Public Consumption License, per annum KRS 243.089	250.00

	<i>*requires local COD permit and copy of general liability insurance</i>	
22	Qualified Historic Site License, per annum KRS 241.010, 243.042	1030.00

- (b) The fee for the following license types may not be increased by more than five percent (5%) above the January 1, 2013, fee for the current license or the former license type listed beside it during any five (5) year period. The fees for the licenses described in this subsection are still subject to the maximum amounts listed for those licenses in paragraph (a), subparagraphs (2) to (20) of this section:
1. Quota retail package license; retail package liquor license;
  2. Nonquota type 1 retail drink license: convention center or convention hotel complex license;
  3. Nonquota type 2 retail drink license: restaurant drink license;
  4. Nonquota retail malt beverage package license: retail malt beverage license;
  5. Nonquota type 4 retail malt beverage drink license: retail malt beverage license;
  6. Limited restaurant; and
  7. Limited golf course license.
- (c) The fee for each of the first five (5) supplemental bar licenses shall be the same as the fee for the primary drink license. There shall be no charge for each supplemental license issued in excess of five (5) to the same licensee at the same premises.
- (d) The holder of a Nonquota retail malt beverage package license may obtain a Nonquota type 4 malt beverage drink license for a fee of fifty dollars (\$50). The holder of a Nonquota Type 4 Malt Beverage Drink License may obtain a Nonquota Retail Malt Beverage Package License for a fee of fifty dollars (\$50).

**Sec. 2.5-13/14. Reserved.**

**Sec. 2.5-15. Certain special licenses defined.**

- (a) **Special Temporary licenses.** A special temporary license may be issued only as set out in KRS 243.260. Unless inconsistent with KRS 243.260 a special temporary license shall have the same privileges and restrictions of a quota retail drink license and an NQ4 retail malt beverage license at the designated premises not to exceed thirty (30) days.
- (b) A nonprofit organization holding an NQ4 retail malt beverage drink license may be issued a special temporary license to sell distilled spirits and wine by the drink on the licensed premises for a specified and limited time, not to exceed ten (10) days. The temporary license may be issued in conjunction with any public or private event, including but not limited to weddings, receptions, reunions, or similar occasions.
- (c) Sunday Sales. Special license required for Sunday Sales. No licensee shall offer alcoholic beverages for sale at any time between 12:01 a.m. on Sunday and 1:00 p.m. Sunday or between the hours of 9:00 p.m. on Sunday and 6:00 a.m. on Monday unless the licensee shall have obtained a special license for Sunday sales.

**Sec. 2.5-16. Expiration of license; proration of fees.**



- (a) All City licenses, except special temporary licenses, shall be valid for a period of not more than a year and shall begin and end on the dates specified by the Department of Alcoholic Beverage Control Administrative Regulations for the City of Stanford. When any person applies for a new license authorized by KRS Chapter 241 to 244 and CSO Chapter 2.5 he or she shall be charged, if the license is issued, the full fee for the respective license if six (6) months or more remain before the license is due to be renewed and one-half (1/2) the fee if less than six (6) months remain before the license is due to be renewed. No abatement of license fees shall be permitted to any person who held a license of the same kind for the same premises in the preceding license period and who was actually doing business under the license during the last month of the preceding license period.
- (b) The renewal by the City of Stanford of the certificate or permit of any alcoholic beverage license shall not be construed to waive or condone any violation that occurred prior to the renewal and shall not prevent subsequent proceedings against the licensee.

**Sec. 2.5-17. Payment of license fees; delinquency.**

No licensee shall enter into or begin operating any business for which a license is required by this chapter until the license fee has been paid in full. The fee for the renewal of any license shall be paid with the renewal application. Failure to pay any license fee within ten (10) days after it becomes due shall result in a penalty equal to ten percent (10%) of the license fee. Any licensee failing to pay the fees, including penalties, within ten (10) days after such fees are due may be subject to revocation of the license and to other penalties as provided in Sec. 2.5-131 of this chapter.

**Sec. 2.5-18. Refund of fees.**

- (a) Should any licensee under this chapter be prohibited from conducting the licensed business for the period covered by the license because of any changes that may hereafter be made in the Laws of the Commonwealth with reference to alcoholic beverages or other cause outside of licensee's control, then the City shall refund to licensee the proportionate amount of the license fee for the period during which licensee is prevented from carrying on said business if the licensee provides sufficient proof to the City ABC Administrator that such period of inactivity was not the fault of the licensee or the result of a revocation, suspension or other wrongdoing by licensee, or an agent or employee of the licensee.
- (b) In the event a violation of this chapter occurs that results in the suspension or revocation of the license, the City shall not be required to refund any portion of the license fee.

**Sec. 2.5-19. Regulatory license fee.**

- (a) Pursuant to KRS 243.075, there is hereby imposed a regulatory license fee upon the gross receipts of the sale of alcoholic beverages of each establishment located in the City licensed to sell alcoholic beverages. As of the time of adoption of this chapter, the regulatory license fee shall be five (5%) of gross sales of all alcoholic beverages sold by the drink. In the case of retail sales of package distilled spirits and wine, the regulatory license fee shall be four percent (4%) of gross sales. The regulatory license fee shall be three percent (3%) on gross retail sales of package malt beverages. Thereafter, pursuant to KRS 243.075 the City Council

shall adopt at the budget adoption for each subsequent fiscal year, such annual rate for the regulatory license fee as shall be reasonably estimated to ensure full reimbursement to the City for the cost of any additional policing, regulatory, or administrative expense related to the sale of alcoholic beverages in the City. Should the City fail to address the regulatory license fee in any budget, then the regulatory license fee shall remain at the level at which it was last fixed until such time as the City Council shall adjust the fee.

- (b) Payment of such regulatory fee shall be remitted to the City ABC Administrator, and shall be held in a separate account maintained for the purpose of fully reimbursing the City for the estimated cost of any additional policing, regulatory or administrative expense related to the sale of alcoholic beverages in the City. The regulatory license fee shall be in addition to any other taxes, fees or licenses permitted by law, except that a credit against a regulatory license fee in the City shall be allowed in an amount equal to any license fee imposed by the City pursuant to KRS 243.070. Payment of the regulatory license fee shall accompany the tax return approved for such use by the City Council. The return and payment are due no later than by the end of the month immediately following each calendar quarter.
- (c) Failure to pay such quarterly remittance within ten (10) days of the due date constitutes a violation and subjects licensee to suspension or revocation.
- (d) Penalty for failure to file a return and pay quarterly remittance by the due date is five percent (5%) of the tax; provided, however, that in no case shall the penalty be less than ten dollars (\$10.00).
- (e) Interest at the rate of eight percent (8%) per annum will apply to any late payments.

**Sec. 2.5-20. Disposition of fees.**

The City ABC Administrator shall transmit fees upon collection to the City Finance Department to be deposited into the appropriate account.

**Sec. 2.5-21/30. Reserved.**

**ARTICLE III. OFFICE OF THE CITY ALCOHOLIC BEVERAGE CONTROL ADMINISTRATOR**

**Sec. 2.5-31. Alcoholic Beverage Control Administrator.**

- (a) Pursuant to KRS 241.160, and the operation of this Ordinance, The City of Stanford, Kentucky, a City of greater than three-thousand (3,000) population, hereby creates the office of City Alcoholic Beverage Control Administrator (hereinafter "the City ABC Administrator).
- (b) The Mayor of Stanford shall hire a person to serve as Stanford's ABC Administrator.
- (c) The Mayor may from time to time, hire and appoint such additional personnel as is needed to assist the City ABC Administrator in the administration of this chapter.

- (d) The salary for the office of the ABC Administrator together with the salaries of any other personnel assisting the ABC Administrator, if any, shall be fixed by budget from time to time by the City Council.
- (e) The functions of the City ABC Administrator shall be the same with respect to the City licenses and regulations as the functions of the Alcoholic Beverage Control Board of the Commonwealth of Kentucky (hereinafter referred to as ABC Board) with respect to state licenses and regulations, except that no amendment to these regulations proposed by the City ABC Administrator may be less stringent than the statutes relating to Alcoholic Beverage Control, or than regulations of the ABC Board. No regulation of the City ABC Administrator shall become effective until the City Council shall have approved it.
- (f) No person shall be a City ABC Administrator, an Investigator or an employee of the City under the supervision of the City ABC Administrator, who would be disqualified to be a member of the ABC Board under KRS 241.100.
- (g) The City ABC Administrator shall have all authority as authorized under KRS 241 through KRS 244. The City ABC Administrator, and the ABC Administrator's investigators, may inspect any premises where alcoholic beverages are manufactured, sold, stored or otherwise trafficked in, without first obtaining a search warrant.
- (h) Should the City ABC Administrator at any time have reasonable grounds to believe that any applicant, licensee, employee of a licensee, or any stockholder, agent or employee of a licensed corporation, LLC or other business organization, has a criminal record, he shall have the authority to require such person to appear at the Stanford, Kentucky Police Department for the purpose of having his or her fingerprints taken.
- (i) The City ABC Administrator shall, before entering upon his or her duties, take the oath of office as prescribed in Section 228 of the Constitution of the Commonwealth of Kentucky.

**Sec. 2.5-32. Appeals.**

- (a) Appeals from the orders of the City ABC Administrator may be taken to the state ABC Board by filing with the Board within thirty (30) days a certified copy of the orders of the City ABC Administrator. The Board shall hear matters at issue as upon an original proceeding. Appeals from orders of the City ABC Administrator shall be governed by KRS Chapter 13B.
- (b) When any decision of the City ABC Administrator shall have been appealed, or when a protest has been lodged against an application for any license within the City, and the ABC Board shall have made a decision regarding such appeal or protested application, the ABC Administrator upon receipt of notice of finality of the decision, shall enter such orders and take such action as required by the final order of the ABC Board. As provided by law, and as used herein, no order of the ABC Board is final until all appeals or appeal times shall have been exhausted. A "final order" of the ABC Board is the order entered by said Board, unless an appeal is taken from the Board's order, in which case the "final order" is the order entered by the Board upon direction from the reviewing court of last resort in the final order of said reviewing court.

**Sec. 2.5-33/40. Reserved.**

## **ARTICLE IV. APPLICATION AND MAINTENANCE OF LICENSE**

### **Sec. 2.5-41. Advertisement.**

Before an application for a license shall be considered, the applicant must publish a notice of its intent to apply for an alcoholic beverage license in a newspaper meeting the requirements of KRS Ch. 424.

- (a) The advertisement shall state the name and address of the applicant. It shall state the members of the partnership if the applicant is a partnership, and membership of the LLC if the applicant is an LLC, as well as the name of the business and address. If the applicant is a corporation, the advertisement shall state the names and addresses of the principle officers and directors of the corporation, as well as the name and address of the corporation itself. All advertisements shall state the location of the premises for which the license is sought, and the type of license for which application is made.
- (b) The applicant shall attach to the application a newspaper clipping of the advertisement and proof of the publication as provided in KRS 424.170.

### **Sec. 2.5-42. Application fee.**

A non-refundable application fee of fifty dollars (\$50.00) shall be paid with the filing of the application for a City license. If the license is granted, the application fee shall be credited against the initial license fee.

### **Sec. 2.5-43. Form of application.**

- (a) All licenses granted under this chapter shall be approved by the City ABC Administrator. Applications for the issuance of new licenses and renewals of existing licenses shall be in writing and upon the forms provided by the ABC Board and the City of Stanford, as amended and supplemented from time to time.
- (b) The application shall be verified and shall set forth in detail such information concerning the applicant and the premises for which the license is sought as required by the Kentucky Revised Statutes, the ABC Board and the City of Stanford, including as follows:
  - (1) Name and address;
  - (2) Nature of interest;
  - (3) Whether or not a citizen of the United States;
  - (4) Date of birth;
  - (5) Date residence was established in Kentucky, if a resident of Kentucky. If Stanford resident indicate when residence was established;

- (6) Whether or not he or she has any interest in any other license or LLC, corporation, partnership or other business organization holding a license under this chapter;
  - (7) Extent of stock or company ownership;
  - (8) Whether or not he or she has any interest in any license or LLC, corporation, partnership or other business organization holding a license in any other state or province.
- (c) Each application shall be accompanied by a certified check, cash or a postal or express money order for the amount of the license fee, less the fifty dollars (\$50.00) application fee.
- (d) In addition to the above specified information, the applicant shall file with the application responses to any additional questions as may be posed or prescribed by the City ABC Administrator. The City Council has adopted a statement of guidelines and priorities for the issuance of licenses and, in order to determine the extent to which applications may further or impede the objectives of those guidelines, the Council may, by municipal order, adopt a questionnaire to be submitted to applicants for licenses.

The City ABC Administrator may require such other information as the Administrator may in his or her discretion deem desirable, reasonable or appropriate to the consideration of the application.

**Sec. 2.5-44. Other conditions.**

In addition to any other inquiries, conditions or considerations required or permitted by law:

- (a) The City ABC Administrator shall not grant any alcoholic beverage license or approve a renewal of a license until the applicant and his or her place of business shall have been approved by the City of Stanford Planning & Zoning, and City Fire Chief.
- (b) All applicants must attach copies of statewide police criminal background checks, not more than 30 days old, from all states where they resided during the past five (5) years. Attach background checks for all primary officers of a privately owned Corporation or LLC and for any person who owns more than 10% of it. Attach background checks for the three highest officers of a publicly traded Corporation, the Trustee if the private Corporation is owned in whole or part by a Trust, and the three highest officers of any entity that owns the Corporation or LLC in whole or part.; and
- (c) No license to sell alcoholic or malt beverages shall be granted or renewed to any person who is delinquent in the payment of any taxes or fees due the City at the time of issuing the license, nor shall any license be granted or renewed to sell upon any premises or property, owned and occupied by the licensee upon which there are any delinquent taxes or fees due the City. Further, if a licensee becomes delinquent in the payment of any taxes or any fees due the City at any time during the license period, the license to sell alcoholic or malt beverages shall be subject to revocation or suspension.
- (d) No person, whether an applicant for license, or a licensee, shall in any manner attempt to bribe, threaten, unduly influence or intimidate the City ABC Administrator, or any member of his or her staff, or any state ABC administrator or staff, in any matter in which an application or proposed application for license, or procedure for revocation or suspension is pending before such officer. This division is not intended to stifle expressions of opinion; however, it is

intended to make clear that the ABC Administrators are public officials charged with the administration and enforcement of the law, both local and state. Any person applying for a license, or contesting the revocation or suspension of a license, who engages in attempted bribes, threats, attempted undue influence or intimidation of a City or state ABC Administrator or staff shall be disqualified from receiving or retaining a license, in addition to other penalties as provided by law. The procedures for appeals shall apply to disqualifications, revocations or suspensions under this section. This section shall not be interpreted to prohibit monetary settlements in lieu of revocation or suspension of license after a final order or revocation or suspension, where the chapter and applicable statutes allow for such payments in settlement.

**Sec. 2.5-45. Form of license.**

All City licenses shall be in such form as may be prescribed by the City Council and shall contain:

- (a) The name and address of the licensee;
- (b) The number of the license;
- (c) The type of license;
- (d) A description by street and number, or otherwise, of the licensed premises;
- (e) The name and address of the owner of the building in which the licensed premises are located;
- (f) The expiration date of the license;
- (g) A statement in substance that the license shall not be a property or vested right and that it may be revoked at any time pursuant to law.

**Sec. 2.5-46. Change of information.**

- (a) If after a license to individuals or to a sole proprietor has been issued, there is a change in any fact required to be set forth in the application, a verified amendment in writing giving notice of the change shall be filed with the City ABC Administrator within ten (10) days of the change.
- (b) Since a number of licenses issued by the City are in the name of corporations or other business organizations, it is necessary that ownership changes in such organizations be reported to the City ABC Administrator. The City ABC Administrator can, therefore, investigate the person to whom the ownership or management is transferred in order to ascertain whether that person is precluded by statute from holding an interest in an alcoholic beverage license.
  - (1) As used with regard to a partnership, corporation, LLC or other business organization herein, the word "change" is construed to include any change in managers, partners or LLC members, directors or officers of the corporation, or change in ownership or stock whereby any person secures ten percent (10%) of the outstanding ownership or stock. Transfer of more than ten percent (10%) of the total ownership or stock shall require a new license.

- (2) The following information will be required concerning any new manager, partner or LLC member, new director, officer, or person securing any interest in alcoholic beverage license:
- a. Name and address;
  - b. Nature of interest;
  - c. Whether or not a citizen of the United States;
  - d. Date of birth;
  - e. Date residence was established in Kentucky, if a resident of Kentucky. If a Stanford, resident indicate when residence was established;
  - f. Whether or not he or she has any interest in any other license or in any LLC, corporation, partnership or other business organization holding a license under this act;
  - g. Extent of stock or company ownership;
  - h. Whether or not he or she has any interest in any license or in any LLC, corporation, partnership or other business organization holding a license in any other state or province.
- (3) This information shall be filed with the City ABC Administrator as a verified amendment of the application pursuant to which the license was granted. Filing shall be made within ten (10) days of any change of required information.

**Sec. 2.5-47. Renewal of license.**

- (a) Every year, except in the case of temporary licenses, each licensee shall renew its license. All renewal licenses must be on file with the City ABC Administrator no less than thirty (30) days prior to the expiration of the license for the preceding license period or the same shall be canceled, except where the licensee is unable to continue in business at the same premises licensed during the preceding license period as a result of construction, act of God, casualty, death, the acquisition or threatened acquisition of the premises by any federal, state, City or other governmental agency or private organization possessing power of eminent domain, whether such acquisition is voluntary or involuntary, or loss of lease through failure of landlord to renew existing lease; provided that said licensee shall file a written verified statement no less than twenty (20) days from the expiration date of the license, setting forth these facts, and the City ABC Administrator is hereby authorized to extend the time for filing of a renewal of such license for a reasonable length of time within the sound discretion of the City ABC Administrator; provided, however, such licensee shall pay a license fee from the expiration date of the former license or licenses. Said license fee shall not be payable until application is made for the transfer of said license to a new location.
- (b) The renewal by the City ABC Administrator of the license shall not be construed to be a waiver or acceptance of any violation which occurred prior to such renewal and shall not prevent subsequent proceedings against the licensee.

**Sec. 2.5-48. Lost or destroyed license.**

When a license shall be lost or destroyed without fault on the part of the licensee or his or her agent or employee, a duplicate in lieu of the original license shall be issued by the City ABC Administrator after the Administrator shall have been satisfied as to the facts; provided, however, that the applicant for said duplicate license shall pay a fee of twenty-five dollars (\$25.00) for the duplicate license.

**Sec. 2.5-49. Revocation or suspension.**

- (a) Any license may be revoked or suspended by the City ABC Administrator per KRS 243.490 if the licensee shall have violated any of the provisions of KRS Ch. 241 through 244, or administrative regulation of the ABC Board relating to the regulation of the manufacture, sale, and transportation of alcoholic beverages or of the Department of Revenue relating to the taxation of alcoholic beverages or if such licensee shall have violated or shall violate any act of Congress or any rule or regulation of any federal board, agency or Council, or this chapter now, heretofore, or hereafter in effect relating to the regulation of the manufacture, sale and transportation or taxation of intoxicating liquors or any rules or regulations of the City heretofore in existence or authorized by the terms of KRS Ch. 241 through 244 to be created, when an agent, servant, or employee of the licensee committed the violation, irrespective of whether the licensee knew of or permitted the violation or whether the violation was committed in disobedience of his or her instructions, or any such license may be revoked or suspended for any cause which the City ABC Administrator in the exercise of his or her sound discretion deems sufficient.
- (b) A license may be revoked for any of the reasons for which the City ABC Administrator would have been required to refuse a license if the facts had been known.
- (c) In addition to the foregoing stated causes, any license may be revoked or suspended for the reasons described in KRS 243.500.

**Sec. 2.5-50. Proceedings for revocation or suspension of license.**

- (a) Upon the verified complaint of any person, or on the initiative of any law enforcement officer or of the City ABC Administrator, the City ABC Administrator may institute proceedings to revoke or suspend any license granted under this chapter. A license may be revoked or suspended only after the licensee shall have been given written notice, by certified or registered mail, of the proposed revocation, including notice of the reasons for such proposed action. The licensee shall be given opportunity to be heard in opposition to the proposed revocation or suspension. The notice of proposed action shall advise the licensee of the date, time and place of the hearing. Notice shall be sufficient if mailed to the licensee at the address shown in the last application for a license or in the last statement supplemental to or in amendment of the application, whether or not the mailing is received for or claimed.
- (b) The specific procedures to be followed in hearings on actions for revocation or suspension are prescribed by the City Council of the City of Stanford by MO2020-1217. Such order shall be maintained on file in the office of the City ABC Administrator and a copy furnished with any notice of proposed revocation or suspension sent to a licensee. If the Council shall fail to adopt said municipal order, the procedures shall be those set out in the Kentucky Administrative Procedure Act (KRS Chapter 13B).



- (c) A decision of the City ABC Administrator revoking or suspending a license may be appealed as provided in KRS 243.550.
- (d) Within three (3) days after any order of revocation or suspension of a license becomes final, notice of revocation shall be given to the licensee and to the owner of the licensed premises. A notice mailed to the licensee and to the owner of the licensed premises at the address shown in the last application for a license or in the last statement supplemental to the application shall be deemed sufficient compliance with this section. The licensee shall at once surrender his or her license to the City ABC Administrator. If the revoked or suspended license is not forthwith surrendered by the licensee, the Chief of Police at the request of the City ABC Administrator shall immediately cause one of his or her officers to take physical possession of the license and return it to the City ABC Administrator.
- (e) When a license has been revoked or suspended, the former licensee may, with prior approval of the City ABC Administrator, dispose of and transfer his or her stock of alcoholic beverages to an appropriate entity.
- (f) Appeal from the decision of the City ABC Administrator revoking or suspending a license shall be to the ABC Board. The timely filing of an appeal shall stay further proceedings for revocation.
- (g) If a license is revoked or suspended by an order of the City ABC Administrator, and the decision is not appealed, the licensee shall at once suspend all operations authorized under his or her license. Upon the entry of a final order of the ABC Board sustaining or ordering revocation or suspension on appeal, the licensee shall at once suspend all operations authorized under this license.

**Sec. 2.5-51. Transfer or assignment.**

No license issued under this chapter shall be transferred or assigned either as to licensee or location except with prior approval of the City ABC Administrator and not then until a payment of one hundred dollars (\$100.00) shall be made to the City ABC Administrator.

**Sec. 2.5-52. Refusal of license; guidelines for approval of quota licenses.**

- (a) The City ABC Administrator may refuse to issue or renew a license for any of the following reasons:
  - (1) Causes for refusal to issue or renew a license and for suspension or revocation of a City license shall be the same as provided for state licenses according to KRS 243.450, 243.490 and 243.500, as well as violation of any City ordinance regarding alcohol beverage licensing, sales or the administration thereof.
  - (2) If the applicant has done any act for which a revocation of license would be authorized;
  - or
  - (3) If the applicant has made any false material statement in his or her application.
- (b) In the case of quota licenses, before approving an application, the City ABC Administrator is hereby directed to consider, in addition to the factors set out in KRS 243.450, 243.490 and

243.500, and any other factors the Administrator determines in his or her discretion to be reasonable and pertinent to the license application, the following criteria:

- (1) Ownership. The City of Stanford places great value on business owners who are invested in the Stanford community.
  - (2) Economic Impact. The City of Stanford desires businesses which make the most positive impact on the community, in number of jobs, payroll, property investment and revenues to the City.
  - (3) Site of Business. The City of Stanford is interested in serving all geographic areas of the City. Therefore, the City does not wish to cluster all licensed ABC outlets in one area.
  - (4) Aesthetics. The City of Stanford is committed to protecting the character and beauty of our community.
  - (5) Revitalization of Downtown. The City of Stanford wholeheartedly supports the revitalization of downtown and the revitalization and reuse of existing buildings.
  - (6) Capital. The City of Stanford values businesses that demonstrate their ability to financially support and sustain their viability.
  - (7) Public support of licensed business in the area. The City of Stanford intends that public sentiment and safety be considered in deciding upon the approval of retail liquor sales licenses in any area of the City.
- (c) An applicant who has been refused a license by the City ABC Administrator may appeal the refusal to the ABC Board pursuant to KRS 241.200.

**Sec. 2.5-53. Review of license; books, records, audio and visual recordings, and reports.**

- (a) Applicants to whom a license is issued pursuant to this chapter shall provide periodic information demonstrating compliance with the conditions of any license, such as, but not limited to, the continuing requirement that a minimum percentage of the applicant's business income is earned from the sale of food. This documentation shall be provided on a schedule to be coordinated with the applicant's quarterly regulatory fee filings. The City shall provide the form schedule to the licensee. The licensee's acceptance of a license to manufacture or traffic in alcoholic beverages shall constitute consent to the filing of the quarterly report. In the case of caterer filing, the quarterly report shall identify each catered event by type of event, date and address of the event, and shall provide a per event breakdown of sales and the ratio of food sales to alcohol sales during the reporting period. This requirement for filing of reports notwithstanding, the City may at any time come upon the premises of any licensee and examine the books, audio and visual recordings, and records to determine whether the licensee is in compliance with all parts of this chapter. In the event the conditions of any license requirement are not met during any particular quarter, the City ABC Administrator shall have discretion in determining whether revocation is appropriate or whether the licensee may be allowed a reasonable period of time to reach compliance. If a good faith effort is demonstrated by the licensee, the City ABC Administrator may apply an accounting period of at least one (1) year in determining whether or not the

food sale percentage requirement has been met, subject to further restrictions contained in Sec. 2.5-84, below.

- (b) (1) Every licensee under this chapter shall keep and maintain upon the licensed premises adequate books and records of all transactions involved in the sale of alcoholic beverages in the same manner required by the rules and regulations of the ABC Board. Such books and records shall be available at all reasonable times for inspection by the City ABC Administrator and such City employees who may assist the City ABC Administrator in his or her review.
- (2) For the purpose of assisting the City ABC Administrator in enforcement of this chapter, every licensee required to report to the ABC Board under KRS 243.850 shall provide a copy of such report to the City ABC Administrator. Copies of any and all reports and correspondences to the ABC Board required by statute shall be furnished to the City ABC Administrator.

**Sec. 2.5-54. Dormancy.**

- (a) It is necessary that a licensee actually conduct the business authorized by such a license or else the license will be declared dormant and become null and void after ninety (90) days. Such is the intent of this section. Realizing that a licensee, like other business, may have his or her business interrupted by situations not under his or her control, various exceptions to the dormancy rule have been included in this section.
- (b) Any license under which no business is transacted during a period of ninety (90) days shall be deemed inactive and, unless the conditions set forth in division (c) below are proved to the satisfaction of the City ABC Administrator, the license shall be surrendered to the City ABC Administrator. If the license is not voluntarily surrendered, it shall be revoked by the City ABC Administrator.
- (c) The provisions of division (b) hereof shall not apply to any licensee who is unable to continue in business at the premises for which a license is issued due to construction, an act of God, casualty, death, the acquisition of the premises by any federal, state, City or other governmental agency under power of eminent domain, whether acquisition is voluntary or involuntary, or loss of lease through failure of landlord to renew existing lease. Prior to the expiration of ninety (90) days of inactivity, such licensee shall furnish to the City ABC Administrator a verified statement setting forth the fact that the licensee is unable to continue in business, for any of the specific reasons set forth herein, and the City ABC Administrator may grant an extension of the dormancy with the license continuing to remain in effect during the license period or until same is transferred to another premises, notwithstanding the fact that no business is transacted during said period; provided, however, no such license shall be considered valid unless business is conducted there under within twelve (12) months from the date of notice to the City ABC Administrator. Such extension may not extend beyond the renewal date but may be for such times as the City ABC Administrator deems appropriate in exercise of his or her sound discretion.

**Sec. 2.5-55 - 2.5-60. Reserved.**

**ARTICLE V. HOURS FOR SALE AND DELIVERY**

**Sec. 2.5-61. Hours for sale and delivery.**

- (a) A licensee for distilled spirits, wine or malt beverages by the drink shall be permitted to sell or dispense distilled spirits, wine and/or malt beverages between the hours of 6:00 a.m. on each day of the week and until 1:00 a.m. of the following day except Sunday.
- (b) A licensee licensed to sell distilled spirits, wine or malt beverages by the drink may sell and dispense alcoholic beverages on New Year's Eve until 2:00 a.m. on January 1<sup>st</sup>, provided that the appropriate licenses have been obtained from both the City and the state ABC Board.
- (c) Retail package distilled spirits and wine sales and package malt beverage sales shall be permitted from 6:00 a.m. until midnight each day of the week, except that no sale of malt beverage by the drink or package or sale of distilled spirits and wine by the drink or package sales (no alcohol sales or any kind) shall be permitted during the hours of 12:01 a.m. Sunday and 1:00 p.m. on Sunday, or between the hours of 9:00 p.m. on Sunday and 6:00 a.m. on Monday.

**Sec. 2.5-62 - 2.5-70. Reserved.**

**ARTICLE VI. CONDITIONS, PROHIBITIONS AND RESTRICTIONS**

**Sec. 2.5-71. Gambling.**

No gambling or game of chance unless otherwise authorized by the Commonwealth of Kentucky shall be permitted in any form on such licensed premises. Dice, slot machines, or any device of chance is prohibited and shall not be kept on such premises.

**Sec. 2.5-72. Radio receiving apparatus.**

It shall be unlawful for any licensee licensed under this chapter to have or maintain any radio receiving apparatus on such premises which is intentionally adjusted so as to receive police messages broadcast from any law enforcement agency in Lincoln County as it is now or may hereafter be operated. In addition to other penalties provided for the violation of this section, the Chief of Police or the City ABC Administrator, or his or her designated investigator, shall have the authority to confiscate any and all such radio receiving apparatus.

**Sec. 2.5-73. Security.**

The licensee shall be responsible for maintaining security on his or her premises including providing adequate outside lighting to permit customers to utilize the parking area and to promote the safety, health and welfare of the general public utilizing the licensed premise. Security standards are further necessary to discourage unlawful activity in and around the licensed premises.

**Sec. 2.5-74. Prizes prohibited.**

It shall be unlawful for the licensee under this chapter who sells alcoholic beverages of any kind to give away or offer to give away anything tangible of value as a premium or prize, or for any other purpose in direct connection with the sale of alcoholic beverages nor shall any licensee give away any alcoholic beverage in any quantity for less than a full monetary consideration.

**Sec. 2.5-75. Drunkenness.**

No licensee or agent or employee of the licensee shall permit any person to become drunk or intoxicated on the premises, nor shall any licensee sell alcoholic beverages to any person who appears to be a reasonable person to be actually or apparently under the influence of alcoholic beverages. No licensee shall permit any person who appears to a reasonable person to be apparently under the influence of alcoholic beverages, controlled substances, other intoxicating substances, or any of these substances in combination, to the degree that the person may endanger any person or property, or unreasonably annoy persons in the vicinity to remain on the licensed premises. As used herein, whether a person is actually or apparently under the influence of alcoholic beverages shall be determined by the licensee or server with specific reference to the principles and guidelines established in mandatory alcohol server training as to the signs of alcohol intoxication.

**Sec. 2.5-76. Underage sales.**

The licensee shall not sell or dispense alcoholic beverages to any person who is under 21 years of age. The licensee shall check all ID's to ascertain that every person attempting to purchase or consume alcoholic beverages is at least 21 years of age.

**Sec. 2.5-77. Sign requirements.**

The licensee shall display at all times in a prominent place a sign at least 8" x 11" in thirty (30) point or larger type which states as follows:

Persons under the age of twenty-one (21) are subject to a fine of up to One Hundred Dollars (\$100.00) if they:

1. Enter licensed premises to buy, or have served to them, alcoholic beverages.
2. Possess, purchase or attempt to purchase, or get another to purchase alcoholic beverages.
3. Misrepresent their age for the purpose of purchasing or obtaining alcoholic beverages.

**Sec. 2.5-78. License to be displayed.\***

- (a) The licensee, except holders of special temporary licenses, before commencing any business for which a license has been issued, shall post and display at all times in a conspicuous place in the room or principal room where the business is carried on so that all persons visiting the place may readily see the license. The licensee shall not at any time post the license on premises other than the licensed premises or upon premises where traffic in alcoholic beverages is being carried on by any person other than the licensee, or knowingly deface, destroy or alter the license in any respect.
- (b) The licensee shall post in a prominent place easily seen by patrons a printed sign at least eight and one-half (8-1/2) inches by eleven (11) inches in size, and with gender neutral language supplied by the Cabinet for Health Services, which shall warn that drinking alcoholic beverages prior to conception or during pregnancy can cause birth defects.

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\* Pursuant to KRS 243.895

**Sec. 2.5-79. Legal transactions for wholesalers, distributors and retail.**

No wholesaler or distributor shall sell any alcoholic beverages to any person in the City for any consideration except under the usual credit or cash terms of the wholesaler or distributor at or before the time of delivery. Nor shall any retail licensee sell to a purchaser for any consideration except for cash/credit/debit card at time of purchase.

**Sec. 2.5-80. Employment restrictions.**

No licensee shall knowingly employ in connection with the licensed business any person who:

- (a) Has been convicted of any felony within the last two (2) years:
- (b) Has been twice convicted of any misdemeanor or offense directly or indirectly attributable to the use of alcoholic beverages within the last two (2) years:
- (c) Is under the age of twenty (20) years who will be serving alcoholic beverages or who will be having any contact whatsoever with the sale of alcohol as defined under state statute. However, at a premise licensed solely with a non-quota retail malt beverage package license, a person that is at least eighteen (18) years of age may be employed to sell packaged malt beverages so long as said person is under the supervision of a person (20) years of age or older.
- (d) Within two (2) years prior to the date of his or her employment, has had any City license under this chapter revoked for cause.

**Sec. 2.5-81. Happy hour restrictions.**

Licensees shall not offer reduced drink specials (e.g. two-for-one, happy hours) after the hour of 11:00 p.m. until closing.

**Sec. 2.5-82. Lavatory facilities required.**

All retail beer and retail drink licenses shall be required to provide indoor or outdoor lavatory facilities for their customers where such beverages are consumed on the premises.

**Sec. 2.5-83. Nudity and adult entertainment activities prohibited.**

No licensee shall offer or permit nudity, adult entertainment activities, including nude or nearly nude dancing, adult motion picture, television, slide or stage shows, cabarets or sexual entertainment centers on any licensed premise. No licensee shall permit explicit sexual activity, whether actual or simulated, upon any licensed premises. No licensee shall sponsor or permit wet t-shirt or wet clothing contests, lingerie fashion shows, mud wrestling, jello wrestling or similar activities, nor shall a licensee allow dancing with touching for compensation (including but not limited to wages, tips or gratuities), or any other service, display or contest requiring physical contact between patrons and/or patrons and employees on any licensed premises. No licensee shall sponsor, offer or permit drinking contests, all-you-can-drink specials or free drinks on any licensed premise in the City. Any sexually oriented business (SOB), as defined by either City of Stanford or Lincoln County Ordinance, is hereby prohibited from obtaining any license for the manufacture of traffic of alcohol, herein.

**Sec. 2.5-84. Quota Retail Drink License Prohibited.**

Quota retail drink license shall not be issued by the City of Stanford, Kentucky.

**Sec. 2.5-85. Cause for revocation.**

Violation of this article shall subject the licensee to penalties provided in this chapter and shall be cause for revocation of license.

**Sec. 2.5-86. Retail Premises Not to Be Disorderly – Per KRS 244.120**

- (a) A retail licensee, a patron, or the licensee’s agents, servants, or employees shall not cause, suffer, or permit the licensed premises to be disorderly.
- (b) Acts which constitute disorderly premises consist of causing, suffering, or permitting patrons, the licensee, or the licensee’s servants, agents, or employees to cause public inconvenience, annoyance, or alarm, or create a risk through:
  - (1) Engaging in fighting or in violent, tumultuous, or threatening behavior;
  - (2) Making unreasonable noise;
  - (3) Refusing to obey an official order to disperse issued to maintain public safety in dangerous proximity to a fire, hazard, or other emergency;
  - (4) Creating a hazardous or physically offensive condition by any act that serves no legitimate purpose;
  - (5) Creating a public nuisance which is further defined by KRS 241.010 (39);
  - (6) Engaging in criminal activity that would constitute a capital offense, felony, or misdemeanor; or
  - (7) Failing to maintain the minimum health, fire, safety, or sanitary standards established by the state or local government, or by state administrative regulations, for the licensed premises.

**Sec. 2.5.87-2.5-95. Reserved.**

**ARTICLE VII. MINORS**

**Sec. 2.5-96. Possession by minors prohibited; no person shall aid possession by minors.**

- (a) Except as specifically authorized under KRS Ch. 241 through 244, no person under the age of 21 may possess alcoholic beverages or enter onto any licensed premises for the purpose of acquiring alcoholic beverages.
- (b) As provided in KRS 244.085, no person under the age of 21, except in the company of a parent or guardian, may enter any premises licensed for the package sale of

alcoholic beverages. For purposes of this prohibition, “premises” specifically encompasses the entire lot upon which a licensed establishment is situated, including any drive-up window. The prohibition contained in this division (b) shall not apply to premises where the usual and customary business of the establishment is a gas station, convenience store, grocery store, drugstore, or similar establishment.

- (c) No person shall knowingly allow, aid, assist, induce, cause or otherwise encourage any minor to be in possession of, use or consume alcoholic beverages. All licensees, as set out in Sec. 2.5-76, shall require proof of age of all persons attempting to purchase or consume alcoholic beverages on the licensee's premises.
- (d) No person being the owner or occupant or otherwise in possession or control of any property located within the City shall knowingly allow any minor to remain on such property while in possession of, using or consuming alcoholic beverages.
- (e) It shall be a defense to any prosecution under this section if the person charged, upon discovery of said minor individuals, manifests a proper effort to enlist the aid of and cooperate with law enforcement personnel in stopping the minor individuals' possession, consumption or use of alcoholic beverages, or that the minor individuals' possession of alcoholic beverages was exempted by KRS 244.087.

**Sec. 2.5-97 - 2.5-100. Reserved.**

#### **ARTICLE VIII. CONSUMPTION ON PREMISES PROHIBITED**

**Sec. 2.5-101. Consumption on licensed package premises prohibited.**

No licensee of a package store, whether trafficking in distilled spirits, wine or malt beverages, shall permit consumption of alcoholic beverages on the premises unless said person or entity shall also have a drink license conferring the privilege of consumption on the premises.

**Sec. 2.5-102. Exceptions.**

This restriction regarding on premises consumption shall not prohibit sampling as allowed for microbreweries and wineries under the provisions of KRS Ch. 243, or where sampling is permitted for a retail distilled spirits and wine licensee under the provisions of KRS 244.050, or beer tastings as permitted in 804 KAR 11:030.

**Sec. 2.5-103. Habitual congregating.**

- (a) Licensed premises. No person or entity operating a package liquor store, whether trafficking in distilled spirits, wine or malt beverages, including retail package beer licensees, shall knowingly allow or permit habitual congregating of persons on the unenclosed portion of the licensed premises so as to constitute a public nuisance.
- (b) Vacant property. No person or entity being the owner or otherwise in possession or control of any vacant property shall knowingly allow or permit habitual congregating of persons on the unenclosed portion of such property so as to constitute a public nuisance.



- (c) No persons shall congregate for the purposes, under the circumstances, or in the places proscribed in Sec. 2.5-101 and Sec. 2.5-102.
- (d) It shall be a defense to any prosecution under Sec. 2.5-101 and Sec. 2.5-102 if such licensed vendor or property owner shall permit the division of police to post and maintain a legible, painted or printed sign in at least two (2) separate prominent places in such area, in letters of not less than three (3) inches in height, stating that congregating of persons is prohibited and that violators shall be prosecuted for trespass pursuant to KRS 511.080.

**Sec. 2.5-104. Definitions.**

As used in this section, the term:

- (a) Habitual shall mean consistent, that is, by frequent practice or use, but not necessarily constant or exclusive;
- (b) Package liquor store shall mean a retail establishment selling distilled spirits, wine and malt beverages in package containers pursuant to licenses issued for those purposes;
- (c) Public nuisance shall mean any activity that endangers or interferes with the general use and enjoyment of neighboring property, passers-by or the health, safety and welfare of the public; and
- (d) Vacant property shall mean a vacant lot on which no building or other structure exists or property on which any structure is unoccupied or unused, or which otherwise reflects abandonment by the owner or person with the right of occupancy.

**Sec. 2.5-105 - 2.5-110. Reserved.**

**ARTICLE IX. MALT BEVERAGE KEG REGISTRATION**

**Sec. 2.5-111. Definitions.**

As used in this section, "keg" is defined as a container designed and capable of holding six (6) or more gallons of malt beverage.

**Sec. 2.5-112. Malt beverage keg identification tag.**

All retail licensees (herein after referred to as "licensee") operating within the City of Stanford who sell malt beverages in kegs for consumption off the premises of the licensee shall attach a numbered identification tag or other device as provided by the City to each keg at the time of sale and shall require the purchaser to complete and sign a keg registration form for the keg stating the following:

- (a) The purchaser is of legal age to purchase, possess and use the malt beverage;
- (b) The purchaser is not purchasing the keg for resale and will not allow any person under the age of twenty-one (21) to consume the malt beverage;
- (c) The purchaser will not remove, obliterate or allow to be removed or obliterated the identification tag;

- (d) The purchaser will state the property address where the keg will be consumed and physically located; and
- (e) The purchaser is aware of his/her duty to maintain a copy of the keg registration form visible and readily accessible from the location of the keg.

**Sec. 2.5-113. Keg registration.**

- (a) The licensee shall obtain the name, address and telephone number of the purchaser and shall require the purchaser to produce a valid driver's license number and, if that is not available, to produce at least one other valid form of identification.
- (b) The licensee shall retain copies of the keg registration forms for a period of one year and shall make the keg registration form available for inspection by state and local alcoholic beverage control officers and other enforcement officers.
- (c) The keg registration form shall be forwarded to the City administrator within five (5) working days in all situations when the keg is not returned or is returned with the identification tag removed or obliterated.
- (d) The City administrator is authorized to develop appropriate rules and regulations and to develop and make available forms for the identification tags and keg registration forms.
- (e) All licensees that sell or offer for sale kegs shall post on the licensed premises a notice provided by the City concerning the provisions of this section.

**Sec. 2.5-114. Unlawful Sales.**

It shall be unlawful for any licensee to sell or offer for sale kegs without the identification tags attached and the keg registration form completed. It shall also be unlawful for any person to remove or to obliterate the identification tag or to fail to have the declaration form visible and readily accessible from the location of the keg. The penalties for violation of this section shall be the penalties as set out in Sec. 2.5-131(b). In addition, licensees violating this section shall be subject to appropriate alcoholic beverage control administrative remedies.

**Sec. 2.5-115 - 2.5-120. Reserved.**

**ARTICLE X. ENFORCEMENT**

**Sec. 2.5-121. Enforcement.**

City police officers and the City ABC Administrator are authorized to enforce this chapter for alleged violations.

**Sec. 2.5-122 - 2.5-130. Reserved.**

**ARTICLE XI. PENALTIES**

**Sec. 2.5-131. Penalties.**

- (a) In addition to any criminal prosecution instituted in Lincoln District Court against an

alleged violator, the City ABC Administrator may assess the fines and penalties authorized in KRS 243.480, including the per diem assessments for ongoing violations. Should the fines or penalties assessed by the state change under KRS 243.480, then the fines or penalties under this article shall be adjusted accordingly to mirror the fines or penalties imposed by state law. Payment of all fines shall be made to the City ABC Administrator who shall transmit said payments to the City Finance Department to be deposited in the appropriate designated account.

- (b) Any person, firm or corporation who violates any of the provisions of this chapter, for which no other penalty is hereby provided, shall, for the first offense, be fined not less than one hundred dollars (\$100.00) nor more than two hundred dollars (\$200.00) or imprisoned in the county jail for not more than six (6) months, or both, and for the second and each subsequent violation, he shall be fined not less than two hundred dollars (\$200.00) nor more than five hundred dollars (\$500.00) or imprisoned in the county jail for not more than six months, or both. The penalties provided for in this subsection shall be in addition to the revocation or suspension of the offender's license. If the offender is a corporation, LLC, joint stock company, association or other business organization, or a fiduciary, the principal officer or officers responsible for the violation may be imprisoned.

**Sec. 2.5-132 - 2.5-140. Reserved.**

## **ARTICLE XII. MANDATORY RESPONSIBLE BEVERAGE SERVICE TRAINING**

**Sec. 2.5-141. Mandatory responsible beverage service training.**

- (a) All persons employed in the selling and serving of alcoholic beverages shall complete a server training course provided by the Kentucky Department of Alcoholic Beverage Control.
- (b) All persons required to complete training under division (a) above shall complete that training within thirty (30) days of the date on which the person first becomes subject to the training requirement. When a new business is licensed to serve alcoholic beverages all employees must be trained prior to the opening of the business.
- (c) Each licensee shall be responsible for compliance with the training requirements and shall maintain for inspection by the City ABC Administrator a record or file on each employee that shall contain the pertinent training information. Each premise licensed hereunder must at all times when alcoholic beverages are being served have at least one person currently certified in responsible beverage service training on duty.
- (d) All persons completing the training required by this section shall be re-certified in a responsible beverage server training course provided by the Kentucky Department of Alcoholic Beverage Control not less than once every three (3) years thereafter.

**Sec. 2.5-142 - 2.5-150. Reserved**

## **ARTICLE XIII. SIGNS AND ADVERTISING.**

**Sec. 2.5-151. Signs and advertising.**

- (a) All signage shall be in compliance with any and all other existing rules and regulations of the

City of Stanford and the City of Stanford Planning and Zoning Board.

- (b) No flashing lights shall be used to illuminate the exterior of any premises licensed under this chapter.
- (c) Any advertising by any licensee under this chapter shall be in compliance with KRS 244.130 and regulations promulgated thereunder.
- (d) No licensee shall publish or display advertising that is false or misleading, nor shall any licensee publish or display advertising that implies that consumption of alcoholic beverages is fashionable or the accepted course of behavior, or advertising that contains any statement, picture or illustration implying that the consumption of alcoholic beverages enhances athletic prowess, whether or not any known athlete is depicted or referred to, nor shall any licensee publish or display advertising that encourages intoxication by referring to the intoxicating effects of alcohol (or the use of terms such as "high test", "high proof" or "extra strong") or depicting activities that tend to encourage excessive consumption.

**Sec. 2.5-152 - 2.5-160. Reserved.**

#### **ARTICLE XIV. PATIO AND OUTDOOR SALES**

**Sec. 2.5-161. Patio and outdoor sales regulations.**

- (a) Patio and outdoor sales of alcoholic beverages shall be permitted only on premises licensed for sales of alcoholic beverages by the drink.
- (b) No licensee shall offer alcoholic beverages for sale in a patio or outdoor area of the licensee's premises except in a clearly defined patio or outdoor area that is enclosed by a fence or other screening, not less than four (4) feet in height. All outdoor areas and screening shall be subject to the approval of the City ABC Administrator. An exception to this restriction may be granted for seasonal sidewalk cafes, upon application to and authorization from the ABC City Administrator. The permission to operate a sidewalk café shall be governed by the provisions of this article and shall be subject to the regulation of local zoning authorities as well as codes enforcement and public safety officers.
- (c) No licensee shall offer patio or outdoor sales of alcoholic beverages unless the patio or outdoor area and fencing or screening area shall have been approved in advance by the ABC Administrator.
- (d) Unless exempted by the following provisions of this chapter and by permission of the City ABC Administrator, patio areas must comply with the screening requirements of this chapter. Sidewalk café seating areas must comply with this chapter and with local zoning chapter and other public safety requirements noted in this chapter or in other provisions of local ordinance, statute or regulation.

**Sec. 2.5-162. Exception to screening requirement for outdoor sales and service of alcoholic beverages in the case of permitted sidewalk cafes in the downtown business district.**

- (a) Licensees in the Downtown Business District may request an exception from this [outdoor screening of patio] provision to permit seasonal and temporary sidewalk

cafes that serve food and alcoholic beverages as an adjunct to the primary and adjacent licensed premises. In the case of permitted temporary sidewalk cafes, they shall be deemed part of the licensed premises. A sidewalk café permit is deemed seasonal and temporary in that licensees with a sidewalk café permit shall not place tables and seating on public sidewalks on a continuous basis from November 1 through February 28; however tables and seating may be placed intermittently during this period if appropriate weather occurs.

- (b) Any food establishment which operates a restaurant, which is defined herein as a food establishment with a kitchen licensed by the Lincoln County Health Department, and is licensed under this chapter and the provisions of the state ABC code, may, upon application to the local ABC Administrator, ask permission to expand on a seasonal and temporary basis, the operation of that restaurant onto a part, and only that part, of the public sidewalk which immediately adjoins the licensed premises (hereinafter referred to as "sidewalk café"). Licensees who do not serve food shall not be eligible to apply for a sidewalk café permit. A sidewalk café permit shall be valid for not more than twelve (12) months at a time, but may be renewed upon the submission of a new application.
- (c) The ABC Administrator may issue the permit if he or she finds that:
  - (1) The applicant is licensed under this chapter and the ABC Code for the Commonwealth of Kentucky,
  - (2) The applicant is in compliance with all conditions and restrictions of said license;
  - (3) The applicant has all necessary building and use permits, including certification of the Zoning Administrator that the sidewalk café is permitted at the premises location, in addition to a kitchen license issued by the Lincoln County Health Department; and
  - (4) Also finds that the issuance of the Permit would not result in any significant adverse land use impacts.

**Sec. 2.5-163 Conditions for sidewalk café permit.**

The issuance of a permit shall be subject to the following conditions and restrictions; provided, however, that the ABC Administrator may without adverse hearing procedures impose additional reasonable restrictions or withdraw approval upon the operation of any sidewalk café where necessary in the judgment of the said Administrator to protect the public health, safety or welfare or to prevent a nuisance from developing or continuing. Specifically, the permit may be revoked by the ABC Administrator if the conditions listed below are violated or upon the violation of a federal, state or City law. The permit will also be revoked if the food establishment has two (2) or more violations of the nuisance ordinance found in City of Stanford Code of Ordinances Chapter 92. If the permit is revoked, the owner of the food establishment shall not be eligible to reapply until one year has passed from the date of the permit revocation.

- (a) No sidewalk café shall be permitted in any portion of the public sidewalk where normal pedestrian traffic flow is obstructed. A minimum clearance width of thirty-six (36) inches must be maintained on the public sidewalk at all times. The sidewalk café shall not be permitted in any manner to obstruct the entrance/exit to the restaurant.

- (b) No tables, chairs or any other furnishings, except plant tubs, shall be placed in the area used for the sidewalk café during any period when the sidewalk café is not open and being operated. They shall be removed at the end of each business day at the hour specified in the permit. Umbrellas, tables, chairs, and other portable appurtenances shall be confined to the area shown on the approved Permit. While such café is in operation, all tables and chairs shall be kept in a clean, sanitary condition.
- (c) The use of a portion of the public sidewalk as a sidewalk café shall not be an exclusive use. All public improvements, including but not limited to, trees, light poles, traffic signals, pull boxes or manholes, or any public-initiated maintenance procedures, shall take precedence over said use of the public sidewalk at all times.
- (d) The licensee shall, in addition to all other requirements of law, take reasonable steps to insure that alcoholic beverages are consumed only by patrons of the establishment who are of age, and not by passersby or persons who are not of age or who are obviously or apparently intoxicated.
- (e) No disposable cups or drinking vessels may be used and the licensee shall not permit any alcoholic beverages to be taken off premises by patrons, customers or guests.
- (f) No amplified sound shall be used within a sidewalk café. At no time shall any music originating from any part of the premises create a nuisance.
- (g) Dancing shall not be permitted or allowed in the sidewalk café.
- (h) The licensee must at all times comply with all federal, state and local laws regarding the sale, service and consumption of alcohol and the operation of the premises.
- (i) The permit for sidewalk café may not be assigned or transferred.

**Sec. 2.5-164. Other requirements applicable to sidewalk cafes.**

No sidewalk café permit shall be effective unless the licensee has filed with the ABC Administrator evidence of insurance insuring the licensee against liability imposed by law arising out of the ownership, maintenance or operation of such sidewalk café in an amount to be established by the City Council. The City shall be named an additional insured in the policy, providing such insurance and such policy shall further provide that it may not be canceled except upon ten (10) day's written notice (or more) filed with the ABC Administrator. [SEE EXHIBIT A]

**Sec. 2.5-165 - 2.5-170. Reserved.**

**ARTICLE XV. IMPLEMENTATION OF ORDINANCE PROVISIONS**

**Sec. 2.5-171. Implementation of ordinance provisions.**

From time to time, the Stanford City Council may by resolution or order promulgate such rules and regulations and may publish and utilize such forms and other documents as in its discretion may be necessary for the proper implementation of this chapter.

The foregoing Ordinance was introduced and read for the first time on the 17<sup>th</sup> day of December, 2020 at a Special Called Meeting of the Stanford City Council, and for the second time and approved on the

18<sup>th</sup> day of December, 2020 at the Council's Special Called Meeting and published in The Interior Journal on the 23<sup>rd</sup> day of December, 2020.



Dalton Miller, Mayor

Attest:   
Jone Allen CKMC

**SUMMARY OF THE CITY OF STANFORD, KENTUCKY, ALCOHOLIC BEVERAGE CONTROL ORDINANCE**

**Ordinance No: 410.2**

**Comes the City Attorney, John Hackley, an attorney licensed to practice law in the Commonwealth of Kentucky and pursuant to KRS Sec. 83A.060(9), and after designation by the legislative body, hereby summarizes the above styled Ordinance for reading and publication.**

**(a) The Title of the Ordinance is above, at the top.**

**(b) A Brief Narrative setting forth the main points of the Ordinance reasonably calculated to inform the public in a clear and understandable manner of the meaning of the Ordinance:**

Stanford's Alcohol Beverage Control Ordinance recognizes and brings to fruition the popular vote of her citizens on November 3<sup>rd</sup>, 2020, and certified on November 10<sup>th</sup>, 2020, allowing the public manufacture, sale and consumption of alcoholic beverages in the corporate limits of the City of Stanford, Kentucky.

The Ordinance establishes a new City Office, one whose duties may be combined in one individual also serving in another capacity, or an official who works on Alcoholic Beverage Control, only, such City Office named the City Alcoholic Beverage Control Administrator, who will be hired/appointed by action of the Mayor of Stanford, Kentucky.

The Ordinance sets forth specific rules and regulations for the Application to receive a License to manufacture and/or sell alcoholic beverages in Stanford, Kentucky, rules for the maintenance of such licenses, sets forth conditions and violations which will require revocation or suspension of said licenses, and the procedures for the administration of the above.

The Ordinance sets forth limited hours for the sale and delivery of alcoholic beverages, and conditions, prohibitions and restrictions--prohibiting the issuance of a quota retail drink license, SOB's, and the possession by minors of any alcoholic beverage.

The Ordinance allows only limited venues for the consumption of alcoholic beverages on the premises where purchased, sets forth regulations on malt beverage keg issuance with identification tags, and explains enforcement procedures and potential penalties for violations of both state law and the Ordinance.

The Ordinance sets forth mandatory responsible beverage service training, regulates signs for and the advertising of alcohol sales activities allowed, there under, and addresses and limits patio and outdoor sales of alcoholic beverages.

(c) Now, follows the full text of each section of the Ordinance that imposes taxes or fees.

**ARTICLE II. LICENSE REQUIREMENTS**

**Sec. 2.5-11. City licenses established.**

For the privilege of causing, permitting and engaging in the actions, business, and transactions authorized thereby in regard to traffic in alcoholic beverages in the City and pursuant to the authority of KRS 243.070, there is hereby established a corresponding City license fee for each of the state licenses described in KRS 243.070. The fee for each City license shall be as set out in the following schedule. In the event KRS 243.070 shall hereafter be amended to authorize additional City licenses, the fee for each City license shall be the maximum fee provided in the statute as amended.

**Sec. 2.5-12. City licenses.**

(a) Only those licenses set out in this section shall be issued. The license fees are subject to the provisions of subsections (b) and (c) of this section and shall not exceed the amounts specified in subsections (a)(1) through (a)(23) of this section.

1	Distiller's License, per annum KRS 243.120, 243.130 <i>*requires a copy of the Federal Basic Permit</i>	\$ 500.00
2	Rectifier's License: KRS 243.120, 243.130	
	(a) Class A, per annum [more than 50,000 gallons rectified annually]	3000.00



	<i>*requires a copy of the Federal Basic Permit</i>	
	(b) Class B (craft rectifier), per annum [50,000 gallons or less rectified annually] <i>*requires a copy of the Federal Basic Permit and if available Federal Monthly Report of Processing Operations Form.</i>	960.00
3	Wholesaler's Distilled Spirits and Wine License, per annum KRS 243.160, 243.170 <i>*Requires a copy of the Federal Basic Permit</i>	3000.00
4	Quota Retail Package License, per annum KRS 243.230, 243.240	1000.00
5	Special Temporary License, per event	166.66
6	Nonquota Type 1 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.082	2000.00
7	Nonquota Type 2 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.084	1000.00
8	Nonquota Type 3 Retail Drink License (includes distilled spirits, wine, and malt beverages), per annum KRS 243.086	300.00
9	Special Temporary Auction License, per event	100.00
10	Special Sunday Retail Drink License, per annum KRS 244.290, 243.295 <i>*Available only if authorized by local ordinance or election.</i>	300.00
11	Extended Hours Supplemental License, per annum KRS 243.050 <i>*Available only to holders of NQ-1 Retail Drink Licenses and Qualified Historic Site Licensees located with a commercial airport.</i>	2000.00
12	Caterer's license, per annum KRS 241.010, 243.033 <i>*Premises contain commissary (kitchen) and applicant holds food service permit issued by the local health department.</i>	800.00
13	Bottling House or Bottling House Storage License, per annum KRS 243.350 <i>*Requires a copy of the Federal Basic Permit</i>	1000.00
	Malt beverage licenses as follows:	
14	Brewer's License, per annum KRS 243.150, 244.606 <i>*Requires a copy of the Federal Basic Permit</i>	500.00
15	Microbrewery License, per annum KRS 243.157, 244.606 [not to exceed 50,000 barrels produced annually] <i>*Requires a copy of the Federal Basic Permit and if available the most recent Federal Monthly Report of Processing Operations Form (TTBF 5130.9)</i>	500.00
16	Malt Beverage Distributor's License, per annum KRS 243.180, 244.606 <i>*Requires a copy of the Federal Basic Permit</i>	400.00
17	Nonquota Retail Malt Beverage Package License, per annum KRS 243.280	200.00
18	Nonquota Type 4 Retail Malt Beverage Drink License, per annum KRS 243.088	200.00
19	Limited Restaurant License LR100 (includes distilled spirits, wine, and malt beverages) per annum KRS 241.010, 242.1244 <i>*Minimum 70% food sales and minimum seating capacity of 100 persons at tables.</i>	1200.00
20	Limited Golf Course License (includes distilled spirits, wine, and malt beverages) per annum KRS 243.038, 243.039 <i>*Nine (9) or eighteen (18) hole USGA regulation golf course</i>	1200.00
21	Authorized Public Consumption License, per annum KRS 243.089 <i>*requires local COD permit and copy of general liability insurance</i>	250.00
22	Qualified Historic Site License, per annum KRS 241.010, 243.042	1030.00

(b) The fee for the following license types may not be increased by more than five percent (5%) above the January 1, 2013, fee for the current license or the former license type listed beside it during any five (5) year period. The fees for the licenses described in this subsection are still subject to the maximum amounts listed for those licenses in paragraph (a), sub- paragraphs (2) to (20) of this section:

1. Quota retail package license; retail package liquor license;
2. Nonquota type 1 retail drink license: convention center or convention hotel complex license;
3. Nonquota type 2 retail drink license: restaurant drink license;
4. Nonquota retail malt beverage package license: retail malt beverage license;

- 5. Nonquota type 4 retail malt beverage drink license: retail malt beverage license;
- 6. Limited restaurant; and
- 7. Limited golf course license.

(c) The fee for each of the first five (5) supplemental bar licenses shall be the same as the fee for the primary drink license. There shall be no charge for each supplemental license issued in excess of five (5) to the same licensee at the same premises.

(d) The holder of a Nonquota retail malt beverage package license may obtain a Nonquota type 4 malt beverage drink license for a fee of fifty dollars (\$50). The holder of a Nonquota Type 4 Malt Beverage Drink License may obtain a Nonquota Retail Malt Beverage Package License for a fee of fifty dollars (\$50).

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**Sec. 2.5-17. Payment of license fees; delinquency.**

No licensee shall enter into or begin operating any business for which a license is required by this chapter until the license fee has been paid in full. The fee for the renewal of any license shall be paid with the renewal application. Failure to pay any license fee within ten (10) days after it becomes due shall result in a penalty equal to ten percent (10%) of the license fee. Any licensee failing to pay the fees, including penalties, within ten (10) days after such fees are due may be subject to revocation of the license and to other penalties as provided in Sec. 2.5-131 of this chapter.

**Sec. 2.5-18. Refund of fees.**

- (a) Should any licensee under this chapter be prohibited from conducting the licensed business for the period covered by the license because of any changes that may hereafter be made in the Laws of the Commonwealth with reference to alcoholic beverages or other cause outside of licensee's control, then the City shall refund to licensee the proportionate amount of the license fee for the period during which licensee is prevented from carrying on said business if the licensee provides sufficient proof to the City ABC Administrator that such period of inactivity was not the fault of the licensee or the result of a revocation, suspension or other wrongdoing by licensee, or an agent or employee of the licensee.
- (b) In the event a violation of this chapter occurs that results in the suspension or revocation of the license, the City shall not be required to refund any portion of the license fee.

**Sec. 2.5-19. Regulatory license fee.**

- (a) Pursuant to KRS 243.075, there is hereby imposed a regulatory license fee upon the gross receipts of the sale of alcoholic beverages of each establishment located in the City licensed to sell alcoholic beverages. As of the time of adoption of this chapter, the regulatory license fee shall be five (5%) of gross sales of all alcoholic beverages sold by the drink. In the case of retail sales of package distilled spirits and wine, the regulatory license fee shall be four percent (4%) of gross sales. The regulatory license fee shall be three percent (3%) on gross retail sales of package malt beverages. Thereafter, pursuant to KRS 243.075 the City Council, shall adopt at the budget adoption for each subsequent fiscal year, such annual rate for the regulatory license fee as shall be reasonably estimated to ensure full reimbursement to the City for the cost of any additional policing, regulatory, or administrative expense related to the sale of alcoholic beverages in the City. Should the City fail to address the regulatory license fee in any budget, then the regulatory license fee shall remain at the level at which it was last fixed until such time as the City Council shall adjust the fee.
- (b) Payment of such regulatory fee shall be remitted to the City ABC Administrator, and shall be held in a separate account maintained for the purpose of fully reimbursing the City for the estimated cost of any additional policing, regulatory or administrative expense related to the sale of alcoholic beverages in the City. The regulatory license fee shall be in addition to any other taxes, fees or licenses permitted by law, except that a credit against a regulatory license fee in the City shall be allowed in an amount equal to any license fee imposed by the City pursuant to KRS 243.070. Payment of the regulatory license fee shall accompany the tax return approved for such use by the City Council. The return and payment are due no later than by the end of the month immediately following each calendar quarter.
- (c) Failure to pay such quarterly remittance within ten (10) days of the due date constitutes a violation and subjects licensee to suspension or revocation.
- (d) Penalty for failure to file a return and pay quarterly remittance by the due date is five percent (5%) of the tax; provided, however, that in no case shall the penalty be less than ten dollars (\$10.00).

(e) Interest at the rate of eight percent (8%) per annum will apply to any late payments.

**Sec. 2.5-20. Disposition of fees.**

The City ABC Administrator shall transmit fees upon collection to the City Finance Department to be deposited into the appropriate account.

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**Sec. 2.5-42. Application fee.**

A non-refundable application fee of fifty dollars (\$50.00) shall be paid with the filing of the application for a City license. If the license is granted, the application fee shall be credited against the initial license fee.

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Each application shall be accompanied by a certified check, cash or a postal or express money order for the amount of the license fee, less the fifty dollars (\$50.00) application fee.

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**Sec. 2.5-47. Renewal of license.**

- (a) Every year, except in the case of temporary licenses, each licensee shall renew its license. All renewal licenses must be on file with the City ABC Administrator no less than thirty (30) days prior to the expiration of the license for the preceding license period or the same shall be canceled, except where the licensee is unable to continue in business at the same premises licensed during the preceding license period as a result of construction, act of God, casualty, death, the acquisition or threatened acquisition of the premises by any federal, state, City or other governmental agency or private organization possessing power of eminent domain, whether such acquisition is voluntary or involuntary, or loss of lease through failure of landlord to renew existing lease; provided that said licensee shall file a written verified statement no less than twenty (20) days from the expiration date of the license, setting forth these facts, and the City ABC Administrator is hereby authorized to extend the time for filing of a renewal of such license for a reasonable length of time within the sound discretion of the City ABC Administrator; provided, however, such licensee shall pay a license fee from the expiration date of the former license or licenses. Said license fee shall not be payable until application is made for the transfer of said license to a new location.
- (b) The renewal by the City ABC Administrator of the license shall not be construed to be a waiver or acceptance of any violation which occurred prior to such renewal and shall not prevent subsequent proceedings against the licensee.

**Sec. 2.5-48. Lost or destroyed license.**

When a license shall be lost or destroyed without fault on the part of the licensee or his or her agent or employee, a duplicate in lieu of the original license shall be issued by the City ABC Administrator after the Administrator shall have been satisfied as to the facts; provided, however, that the applicant for said duplicate license shall pay a fee of twenty-five dollars (\$25.00) for the duplicate license.

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**Sec. 2.5-51. Transfer or assignment.**

No license issued under this chapter shall be transferred or assigned either as to licensee or location except with prior approval of the City ABC Administrator and not then until a payment of one hundred dollars (\$100.00) shall be made to the City ABC Administrator.

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**ARTICLE XI. PENALTIES**

**Sec. 2.5-131. Penalties.**

- (a) In addition to any criminal prosecution instituted in Lincoln District Court against an alleged violator, the City ABC Administrator may assess the fines and penalties authorized in KRS 243.480, including the per diem assessments for ongoing violations. Should the fines or penalties assessed by the state change under

KRS 243.480, then the fines or penalties under this article shall be adjusted accordingly to mirror the fines or penalties imposed by state law. Payment of all fines shall be made to the City ABC Administrator who shall transmit said payments to the City Finance Department to be deposited in the appropriate designated account.

- (b) Any person, firm or corporation who violates any of the provisions of this chapter, for which no other penalty is hereby provided, shall, for the first offense, be fined not less than one hundred dollars (\$100.00) nor more than two hundred dollars (\$200.00) or imprisoned in the county jail for not more than six (6) months, or both, and for the second and each subsequent violation, he shall be fined not less than two hundred dollars (\$200.00) nor more than five hundred dollars (\$500.00) or imprisoned in the county jail for not more than six months, or both. The penalties provided for in this subsection shall be in addition to the revocation or suspension of the offender's license. If the offender is a corporation, LLC, joint stock company, association or other business organization, or a fiduciary, the principal officer or officers responsible for the violation may be imprisoned.

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**ARTICLE XV. IMPLEMENTATION OF ORDINANCE PROVISIONS**

**Sec. 2.5-171. Implementation of ordinance provisions.**

From time to time, the Stanford City Council may by resolution or order promulgate such rules and regulations and may publish and utilize such forms and other documents as in its discretion may be necessary for the proper implementation of this chapter.

The foregoing Ordinance was introduced and read for the first time on the 17<sup>th</sup> day of December, 2020 at a Special Called Meeting of the Stanford City Council, and for the second time and approved on the 18<sup>th</sup> day of December, 2020 at the Council's Special Called Meeting and published in The Interior Journal on the 23<sup>rd</sup> day of December, 2020.

**A MUNICIPAL ORDER RELATING TO PROCEDURES FOR ADMINISTRATIVE  
DISPOSITION OF ALLEGED VIOLATIONS OF THE CITY OF STANFORD  
ALCOHOLIC BEVERAGE CONTROL ORDINANCE**

**ORDER NO: MO2020-1217**

WHEREAS, KRS 83A.060 (12) (13) authorizes a legislative body to adopt municipal orders for matters relating to internal operations and functions of the municipality; and

WHEREAS, Article IV, Section 2.5-50 adopted by the City of Stanford provides that the procedures for revocation or suspension of licenses to manufacture or traffic in alcoholic beverages shall be as prescribed by City Council in a municipal order; and

WHEREAS, the City Council desires to adopt and publish procedures for the administrative disposition of alleged violations of the ABC Ordinance, such violations being cause for revocation or suspension under Article IV, Section 2.5-49 of the said Ordinance;

NOW, THEREFORE, it is hereby ORDERED by the City Council of the City of Stanford that the following procedures are adopted to guide the administrative disposition of alleged violations of the Alcoholic Beverage Control Ordinance:

**PROCEDURES FOR ADMINISTRATIVE DISPOSITION OF ALLEGED VIOLATIONS OF  
ALCOHOLIC BEVERAGE CONTROL ORDINANCE**

**I. Complaint; Citation; Notice of Hearing**

- A. Whenever a violation of the Ordinance occurs, or is alleged to have occurred, any person, including the ABC Administrator for the City of Stanford, may file a complaint. Such complaint shall state fully the causes and basis thereof and shall be filed with the ABC Administrator for the City of Stanford (hereinafter "administrative officer"). In any case in which the ABC Administrator is unavailable, or where the ABC Administrator has acted as the investigator, complainant or prosecutor of an alleged violation, or is disqualified for any other reason, the Mayor shall appoint an alternate administrative officer for purposes of these proceedings. The administrative officer may require that the complaint be sworn and may summarily dismiss the complaint if the complainant refuses to swear to the allegations in the complaint. If the administrative officer accepts the complaint, he/she shall properly record the complaint, thereby admitting it to public record, and shall take action as provided below.
- B. If the administrative officer finds reasonable cause to believe a violation of the ordinance has occurred, the administrative official shall issue a citation to the alleged violator, together with notice of a hearing on the citation. Notice of the hearing shall also be issued to the complainant. As used herein, the term "parties" includes the complainant and the alleged violator(s) of the ordinance, and also includes any person or entity who may be granted intervention in the case by the administrative officer.
- C. The administrative officer shall act as the hearing officer, and shall conduct a hearing as soon as practicable and shall give notice of the hearing to the parties not less than twenty (20) days in advance of the date set for the hearing. The administrative officer shall make a reasonable effort to schedule a hearing on a date that is convenient to the parties involved.
- D. Notice shall be served on the parties by certified mail, return receipt requested, sent to the last known address of the parties, or by personal service. Service by certified mail shall be complete on the date the administrative officer receives the return receipt or the returned

notice.

## II. Content of Notice of Hearing

The Notice of hearing shall include the following:

- A. The date, time, place and nature of the hearing;
- B. The name, official title and mailing address of the hearing officer; the names, official titles, mailing addresses, and if available, telephone numbers of all parties to the hearing including the counsel or representative of the administrative officer;
- C. A statement of the factual basis for the citation along with a statement of issues involved, in sufficient detail to give the parties reasonable opportunity to prepare evidence and argument;
- D. A reference to the specific statute, section of the ordinance or regulation which relates to the issues involved;
- E. A statement advising of the right to request a prehearing conference to explore mediation, settlement, clarification of issues and other matters that may promote fair and efficient resolution of the matter and streamline the hearing process;
- F. A statement advising the parties that of the procedures to be followed in the hearing, including the right to be present, to present witnesses, cross-examine witnesses, and to make opening and closing statements, and a statement advising the alleged violator of his right to legal counsel;
- G. A statement advising that a default order may be taken against a party failing to appear or participate as required at any stage of the administrative hearing process.

## III. Dismissal Without Hearing

If the administrative officer finds there is insufficient reason to believe a violation has occurred, or for other reasons, decides not to conduct an administrative hearing in response to a complaint, the officer shall notify the complainant of such decision in writing, with a brief statement of the reasons and any administrative review available to the complainant.

## IV. Prehearing Conference

- A. If the administrative officer has found reasonable cause to believe a violation has occurred, the officer shall notify the complainant and the alleged violator. Upon the request of any party, the administrative officer, or his designee, may convene and conduct a prehearing conference upon reasonable notice to all parties to explore jurisdictional matters, mediation and settlement possibilities, preparation of stipulations, clarification of issues, rulings on witnesses, taking of evidence, issuance of subpoenas and orders, and other matters that will promote the orderly and prompt conduct of the hearing. The parties may waive a prehearing conference.
- B. Upon conclusion of a prehearing conference, the presiding officer shall issue a prehearing order incorporating all matters determined at the prehearing conference. If a prehearing conference is not held, the administrative officer may issue a prehearing order, based on the pleadings, to regulate the conduct of the hearing.

- C. Except to the extent precluded by another provision of law, mediation or informal settlement of matters that may make unnecessary more elaborate proceedings under this order is encouraged. This section shall not be construed, however, as requiring any party to settle a matter pursuant to informal procedures when the right to a hearing is conferred herein.

**V. Hearing procedures**

- A. The administrative officer shall preside over the hearing and shall regulate the course of the proceedings in a manner which will promote the orderly and prompt conduct of the hearing. When a prehearing order has been issued, the hearing officer shall regulate the hearing in conformity with the prehearing order.
- B. The hearing officer, at appropriate stages of the proceedings, shall give all parties full opportunity to file pleadings, motions, objections, and offers of settlement. The hearing officer, at appropriate stages of the proceedings, may give all parties full opportunity to file briefs, proposed findings of fact and conclusions of law, and proposed recommended or final orders. The original of all filings shall be mailed to the administrative officer, and copies of any filed item shall be served on all parties by mail or any other means permitted by law.
- C. The hearing officer may issue subpoenas and discovery orders when requested by a party or on his own volition. When a subpoena is disobeyed, any party may apply to the Circuit Court of the judicial circuit in which the administrative hearing is held for an order requiring obedience.
- D. To the extent necessary for the full disclosure of all relevant facts and issues, the hearing officer shall afford all parties the opportunity to respond, present evidence and argument, conduct cross-examination, and submit rebuttal evidence, except as restricted by limited grant of intervention or a prehearing order. The rules of evidence shall not apply. The hearing officer may admit any relevant information; however, the hearing officer shall have discretion to disallow or disregard any information the hearing officer deems unreliable, or the admission of which would unfairly prejudice the ability of a party to obtain justice in the proceedings.
- E. Any party to an administrative hearing may participate in person or be represented by counsel in informal proceedings. A party that is a corporation, LLC, or other business organization comprised of two (2) or more persons, must be represented by an attorney.
- F. If a party properly served under this order fails to attend or participate in a prehearing conference, hearing or other stage of the administrative hearing process, or fails to comply with the orders of the administrative officer, the administrative officer may adjourn the proceedings and issue a default order granting or denying relief as appropriate, or may conduct the proceedings without the participation of the defaulting party, having due regard for the interests of justice and the orderly and prompt conduct of the proceedings. A default order shall be considered a proposed final order and shall be served in accordance with Part V.
- G. Any hearing or prehearing conference may be conducted in whole or in part by telephone, television, or other electronic means, if each party to the hearing has an opportunity to hear, and, if technically feasible, to see the entire proceeding as it occurs, and if each party agrees.
- H. All administrative hearings shall be open to the public unless specifically closed pursuant to a provision of law. If a hearing is conducted by telephone, television, or other electronic means, and is not closed, public access shall be satisfied by giving the public an opportunity,

at reasonable times, to hear or inspect the administrative record.

## **VI. ORDERS**

### **A. Proposed Final Order: Exceptions**

Not more than ninety (90) days after the hearing, the administrative officer shall notify the parties of a proposed final order, which shall include the officer's findings of fact, conclusion of law, and recommended disposition of the hearing, including recommended penalties, if any. A copy of the proposed order shall be sent to each party in the hearing and each party shall have fifteen (15) days from the date the recommended order is mailed within which to file exceptions to the recommendations with the administrative officer. Transmittal of a proposed order may be sent by regular mail to the last known address of the party.

### **B. Final Order**

After considering any exceptions duly filed to the proposed final order, the hearing officer shall adopt a final order, which may be the same as the proposed order, or may be a modification or reversal of the proposed order. The final order shall be in writing and shall be stated in the record. If the final order differs from the proposed order, the final order shall include findings of fact and conclusions of law relative to the modification or reversal of the order. The final order shall also include the effective date of the order and a statement advising parties fully of available appeal rights.

## **VII. Official Record of Hearing**

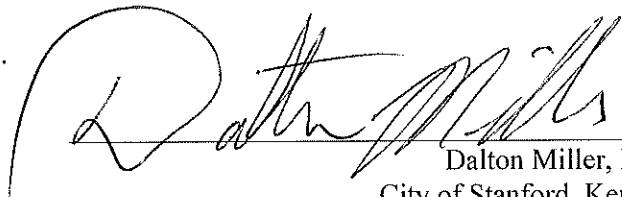
In each administrative hearing, the officer shall keep an official record of the proceedings which shall consist of:

- A. All notices, pleadings, motions, and rulings;
- B. Any prehearing orders;
- C. Evidence received and considered;
- D. Evidence offered and disallowed, and the reason for disallowance;
- E. Proposed findings and orders submitted by parties;
- F. A copy of the proposed final order, exceptions filed to the proposed order and a copy of the final order; and
- G. A recording or transcript of the proceedings.

## **VIII. Review by State ABC Board**

Final orders of the administrative official may be appealed to the State Alcoholic Beverage Control Board in accordance with KRS 241.200 and 243.550.

This 17th Day of December, 2020.

  
Dalton Miller, Mayor  
City of Stanford, Kentucky

ATTEST:

  
Joné Allen, CKMC