



2020 Limited Permanent Outdoor Service Area Permission Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s):		
Address:		
City:		Zip Code:
Contact Name:	Phone:	Email:

An outdoor service area approved by the Commission is part of the licensed premises and the licensee must comply with all requirements of the Michigan Liquor Control Code and administrative rules in relation to the approved outdoor service area.

Part 2 - 2020 Limited Permanent Outdoor Service Area Information

During the ongoing Coronavirus (Covid-19) pandemic, an on-premises retailer licensee or manufacturer licensee with an On-Premises Tasting Room Permit or Off-Premises Tasting Room license may apply for a limited permanent outdoor service area that meets the following conditions:

- **The outdoor service area cannot be utilized until places of public accommodation are allowed to reopen for service of alcohol to customers for consumption on the premises under a future Executive Order.**
- **The outdoor service area must comply with reduced occupancy and social distancing requirements under Executive Orders, local county health department orders, and local ordinances related to the Coronavirus (Covid-19) pandemic.**
- **If the outdoor area will be located on municipal property, such as a city sidewalk, the licensee must submit written approval from the local governmental unit authorizing the use of the municipal property.**
- The limited permanent outdoor service permission will be valid throughout the spring, summer, and fall season, expiring on November 30, 2020.
- The outdoor service area must be in the same local governmental unit as the licensed premises.
- The outdoor service area must be no more than 25 feet from the licensed premises.
- The outdoor service area must not be separated from the license premises by a public street or road.
- The outdoor service area must not exceed 20,000 square feet in total space.
- The outdoor service area is not located on a balcony or rooftop.

For an outdoor service area that does not meet the criteria above or if you wish to enlarge an existing outdoor service area, please use the [Outdoor Service Permanent Permission Application \(LCC-204\)](#) for a regular permanent outdoor service area.

Part 3 - Outdoor Service Area Measurements - Measurements Must Be Exact

1. Is the proposed outdoor service area directly adjacent to the licensed premises? Yes No

If **No**, how many feet is the proposed outdoor service area from the licensed premises? *The distance cannot be more than 25 feet from the licensed premises.*

If **No** and you hold a Class C or B-Hotel license, an Additional Bar will be required for use in the outdoor service area. If you do not have an available Additional Bar to be used in the outdoor service area, you must apply for one separately using the [New Additional Bar Application \(LCC-115\)](#) and pay the appropriate permit fees.
(A-Hotel, Tavern, Club, On-Premises Tasting Room Permit, and Off-Premises Tasting Room licenses do not require an Additional Bar.)

2. What are the dimensions of the proposed outdoor service area? *The area cannot exceed 20,000 square feet in total space.*

Width: X Length: = Square Footage:

If the proposed outdoor service area is irregularly shaped, indicate its dimensions at its widest points. The diagram must include detailed measurements of the entire perimeter of the proposed outdoor service area.

Part 4 - Diagram of Outdoor Service Area

Attach a scaled diagram showing the measurements of the area proposed for outdoor service. On the diagram, clearly show the current licensed establishment, the area proposed for the outdoor service area, and any intervening property. Measurements must be exact and not be estimated. Show the entrance and exit points of the area on the diagram, as well as the type and height of barrier(s).

Failure to provide accurate measurements of your area will delay your application. It is the licensee's responsibility to provide accurate dimensions of the outdoor service area to ensure timely processing of this request.

Part 5 - Control of the Outdoor Service Area

1. Describe the type and height of the barrier that will be used to clearly delineate the outdoor service area and how the outdoor service area will be well-defined and clearly marked (requirements by the local unit of government should be followed):

- **Submit supporting documentation to show that the licensee owns or has control of the area proposed for outdoor service. (e.g. lease agreement, deed, etc.).**

- OR -

- **If the outdoor area will be located on municipal property, such as a city sidewalk, submit written approval from the local governmental unit authorizing the use of the municipal property.**

2. Explain how the proposed outdoor service area will be secured and monitored to prevent sales of alcohol to minors and visibly intoxicated persons **AND** how alcohol will be prevented from being removed from the proposed outdoor service area by customers:

Part 6 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this permit by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using its license for the sale of alcoholic liquor on the licensed premises. An outdoor service area approved by the Commission is part of the licensed premises and the licensee must comply with all requirements of the Michigan Liquor Control Code and administrative rules in relation to the approved outdoor service area.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

By checking this box, I attest that the proposed 2020 limited permanent outdoor service area will comply with the following requirements:

- **The outdoor service area cannot be utilized until places of public accommodation are allowed to reopen for service of alcohol to customers for consumption on the premises under a future Executive Order.**
- **The outdoor service area will comply with reduced occupancy and social distancing requirements under Executive Orders, local county health department orders, and local ordinances related to the Coronavirus (Covid-19) pandemic.**
- If the outdoor area will be located on municipal property, such as a city sidewalk, I have submitted written approval from the local governmental unit authorizing the use of the municipal property with this application.
- The outdoor service permission will be valid only during the spring, summer, and fall seasons, expiring on November 30, 2020.
- The outdoor service area is in the same local governmental unit as the licensed premises.
- The outdoor service area is no more than 25 feet from the licensed premises.
- The outdoor service area is not separated from the license premises by a public street or road.
- The outdoor service area does not exceed 20,000 square feet in total space.
- The outdoor service area is not located on a balcony or rooftop.
- If approved, the licensee must post the Commission's approval order next to its license on the licensed premises.

Name of Licensee & Title

Signature of Licensee

Date

Please return this completed form along with corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Email: MLCCRecords@michigan.gov

Fax to: 517-763-0059



Coronavirus (COVID-19) State-of-Emergency Compliance Certification

Due to the ongoing Coronavirus (COVID-19) state-of-emergency and pursuant to MCL 436.1925(1), which states that the Michigan Liquor Control Code shall be construed to protect the health, safety, and welfare of the citizens of Michigan, all applicants and licensees that have applied for licenses, permits, permissions, or approvals, must complete the Coronavirus (COVID-19) State of Emergency Compliance Certification form prior to the Commission considering the application submitted by the applicant or licensee. Further, in determining whether an applicant may be issued a license or permit the Commission must consider "[t]he effects that the issuance of a license would have on the health, welfare, and safety of the general public", pursuant to administrative rule R 436.1105(2)(j).

Applicant / Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Applicant / Licensee name:		
Licensed Address:		
City:	State:	Zip Code:
Contact Name:	Phone:	Email:

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee.

Compliance with R 436.1003 includes all Executive Orders issued by the Governor, local health department orders, or local ordinances related to the Coronavirus (COVID-19) state-of-emergency. The licensee must comply with all Executive Orders, local health department orders, and local ordinances, including, but not limited to, reduced seating capacity, social distancing, and the wearing of face masks by staff and customers.

Failure by the licensee to comply with R 436.1003 and Executive Orders, local health department order, and local ordinances related to the Coronavirus (COVID-19) state-of-emergency may result in the suspension or revocation of the licensee's liquor license.

By checking this box, I attest that the applicant / licensee named above will comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances.

By checking this box, I attest that the applicant / licensee named above will comply with all Executive Orders issued by the Governor, local health department orders, and local ordinances related to the Coronavirus (COVID-19) state-of-emergency.

By checking this box, I attest and understand that the applicant / licensee named above may have its license suspended or revoked if it fails to comply with all Executive Orders issued by the Governor, local health department orders, and local ordinances related to the Coronavirus (COVID-19) state-of-emergency.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Applicant / Licensee & Title

Signature of Applicant / Licensee

Date

Please submit this completed certification form with the application that you are submitting.

Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Email to: MLCCRecords@michigan.gov
Fax to: 517-763-0059