



Liquor Festival Permit Application and Subsequent Application

City of Black Hawk
P.O. Box 68
Black Hawk, CO 80422
303-582-2221

cityclerk@cityofblackhawk.org

Application must be submitted at least 30 days prior to the date of the first festival.

This permit is only available for the following license types, check the types applicable to this festival:

- | | |
|---|---|
| <input type="checkbox"/> Beer and Wine | <input type="checkbox"/> Brew Pub |
| <input type="checkbox"/> Distillery Pub | <input type="checkbox"/> Hotel and Restaurant |
| <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Tavern |
| <input type="checkbox"/> Vintner's Restaurant | <input type="checkbox"/> Wholesaler |

During this festival, the permittee and participating licensees are authorized to use the festival licensed premises jointly to conduct tastings and to engage in the same retail sales that they are authorized to conduct at their licensed premises.

Licensee Host Name: _____ Date Submitted: _____

DBA: _____ Phone: _____ Email: _____

State License Number: _____ License Expiration Date: _____

Contact Name: _____ Phone/Email: _____

Festival Premises Address: _____

Festival Dates: _____
(no longer than 72 continuous hours for each festival. May hold 9 festivals within 12 months after permit is issued)

Festival Hours: _____ How many people do you expect: _____

___ Attach a copy of premises use authorization letter, or lease (if applicable)

___ Attach a diagram of the proposed premises

___ Attach a copy of Premises Control Plan outlining how the premises will be controlled to ensure compliance with liquor code provisions restricting sales to minors and intoxicated persons and ensuring that the festival participants cannot leave the premises with open containers or alcohol beverages (see attached guidelines)

___ Attach a copy of your current Certificate of Insurance

___ \$100 Local Fee and \$50 State Fee

JOINT PARTICIPANTS

| | | |
|--|---------------|-------------|
| Complete List of Participating Liquor Licensees: | | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Licensee Name: | | Phone: |
| License Number: | License Type: | |
| Person Responsible: | Email: | |
| Oath Of Applicant | | |
| <p>I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also know that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of Title 44 Colorado Revised Statutes, and Liquor Rules, as amended along with the Ordinances and Resolutions of the City of Black Hawk, insofar as the same may be applicable which affect my license or permit. I also attest there are no previous histories of liquor violations in the past 3 years.</p> | | |
| Authorized Signature: | | Print Name: |
| Title: | Date: | |

FOR OFFICE USE ONLY

☐ Paid Amount: _____ Check # or CC conf# _____ By: _____ Date: _____

City Services Required: ☐ Police ☐ Fire ☐ Public Works

Approved By: ☐ Fire ☐ Police ☐ Public Works ☐ CP&D ☐ GSA, if applicable

APPLICATION: ☐ Approved ☐ Denied – If denied, state reason why:

CONDITIONS OF APPROVAL (use additional sheet, if necessary):

City Clerk's Office Signature: _____ Date of Permit: _____

SUPPLEMENTAL APPLICATIONS (if any changes, please describe on a separate sheet)

Date of Request: _____ Initial Approval Date: _____

Festival #2 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #3 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #4 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #5 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #6 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #7 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #8 Date(s): _____ Hours: _____

Date of Request: _____ Any Changes? _____

Festival #9 Date(s): _____ Hours: _____

FESTIVAL CONTROL PLAN GUIDELINES

These guidelines are provided as a reference to help assist applicants in providing a control plan for alcohol beverage festival applicants and participants alike.

Note: Each item of the control plan should be given in a detailed description of the process. Attach a separate sheet, if necessary.

Boundary of requested premises: Describe and list the details of the premises (show bars, service stations, tables, chairs, etc.), including the boundary and how the permit holder will control the requested premises. Acceptable control features include barricades, temporary fencing, stanchions, visible chains, or rope to mark the area. Provide a bold, outlined diagram. If using the Gregory Street Plaza, use the attached diagram to list your details.

Proper Signage: These to include “Minor Warning” signs, “No Alcohol Beverages Past This Point”, and “No Outside Alcohol Beverages Allowed Past This Point”. Size of signage required as listed in C.R.S. § 44-3-901(10)(a)(II)(A).

Sign Plan: If you are not one of the casinos and plan to have signs, please refer to the Black Hawk Municipal Code, Section 15-44 Temporary Sign Regulations for Nonresidential Districts to ensure compliance, and note all signs on the control plan. If you are one of the casinos, only signs approved through your Comprehensive Sign Plan are allowed.

Ingress and Egress: Describe the control of persons arriving and leaving (ingress and egress) the festival, this to include making sure open containers of alcohol are not brought onto or removed from the premises. Are there going to be bag checks, clear bag requirements, etc.? Provide a separate Traffic Control Plan for vehicles.

Hours of Operation: Detail the hours of operation for the premises and what action will be taken to cease alcohol sales prior to closing.

On-Premises Security-ID: List the security group or company that will be provided by you, for the event. For those in charge of checking I.D.’s for liquor, describe in detail the I.D. check process, **submit** certification that those individuals checking I.D.’s are properly T.I.P.S. trained, and when the I.D. checks are approved, what is the process for identifying legal drinking age customers from minors (i.e. wrist bracelets, stamps or marks on hands, etc.)? List at least one licensed permit holder or participant manager who will be on-site through-out the festival date(s) and time(s).

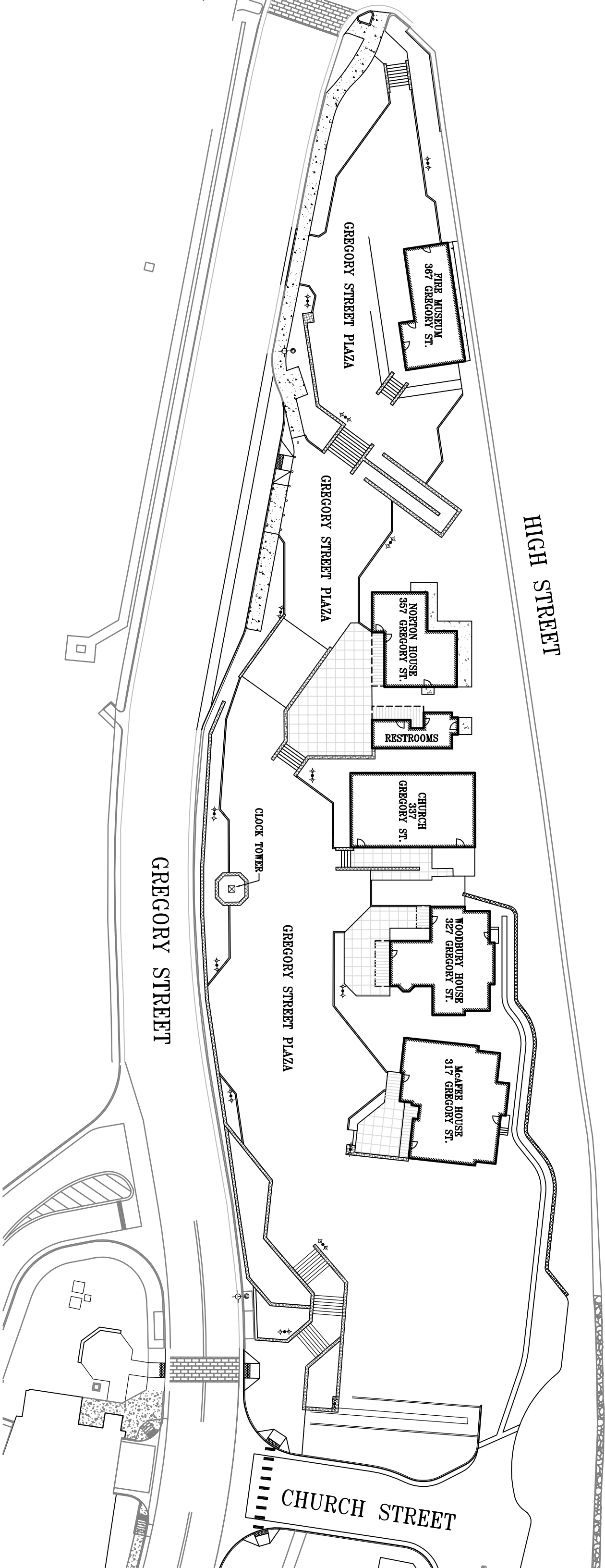
Amplified Sound: Detail if there will be amplified sound or live music at the event.

Food: During festival hours at least sandwiches and light snacks will be available on premises, show where this will be located. Vendors must be given the Sales Tax Return Form.

Liquor: Show where liquor will be stored for the event.

Proper Zoning: All locations must be properly zoned and in compliance with local zoning, health rules, and building codes.

CONTROL PLAN SHEET:



**CITY OF BLACK HAWK FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
GUIDELINE 23-3**

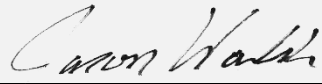
OFM-Field Services

Special Event and Mobile Food Vendor Requirements

Effective Date: 04/01/2023

Replaces: N/A

Revised: 2/1/2024

Approved By: 
Jason Walsh
Fire Marshal

Special Event and Mobile Food Vendor Requirements

Purpose

The purpose of this guideline is to establish the minimum requirements for fire safety during a special event, including the use of mobile food vendors (food trucks).

Scope

The Black Hawk Fire Department is providing checklists which outline the minimum fire/life safety requirements in accordance with the City of Black Hawk adopted fire code. It is the intent of these checklists to assist the applicant with site layout, fire protection, and inspection requirements.

Requirements

1. Attached are the checklists for special events and mobile food vendors. Please provide all applicable information and return to the city clerk's office with your application.
2. The Fire Marshal will review the information and site plan for code compliance. If it is determined that the site-plan or other items are not compliant, the Fire Marshal will contact you for additional information.
3. Inspections: A fire safety inspection will be required on the day of the event prior to any public attendance. Food truck inspections are required unless the food truck provides a certificate of compliance from the Fire Marshals Association of Colorado (FMAC) that an inspection was performed within six (6) months of the date of the event. Please see the attached example on the last page.

Please contact the fire department to schedule the inspection at least 72 hours in advance:

(303) 582-2255

fireinspection@cityofblackhawk.org

Special Event Information Checklist-Fire Safety

Please complete the questions below and provide the details on the site plan for Fire Department review.

Event Information

Number of tents over 400 square feet, but not more than 700 square feet: ____

Number of tents over 400 square feet: ____

Number of booths: ____

Food and Cooking:

- ☐ Catered on/off site.
- ☐ Barbeques and/or Grills
- ☐ Deep Fryers
- ☐ Ranges and/or Woks

Will cooking operations be conducted in tents, canopies or booths? ☐ Yes ☐ No

Copy of tent or canopy flame propagation performance certificate provided? ☐ Yes ☐ No

Quantity of Generators: ____

Other types of flammable or combustible operations? _____

Tents, Canopies or Booths

Enclosed temporary special event structures in excess of 400 square feet shall require approval from the Fire Marshal *and* Building Code Official, tents that are open on all sides can be a maximum of 700 square feet. The aggregate area of multiple tents placed side by side shall not exceed 700 square feet without a 12^{ft.} clearance to all other structures.

Cooking appliances or devices that produce sparks or grease laden vapors shall not be used within 20^{ft.} of a tent or temporary structure.

Exception: Designated cooking tents not occupied by the public when approved by the Fire Marshal.

Generators

Generators shall be installed not less than 10^{ft.} from combustible materials, be Isolated from public by physical guard not less than of 3 feet and all wiring must be secured.

Portable Fire Extinguishers

A portable fire extinguisher sized not less than 2-A:20-B:C, shall be located no more than 75^{ft.} from any tent, canopy or booth.

Each generator shall be provided with a portable fire extinguisher sized not less than 2-A:20-B:C.

Cooking equipment using combustible oils or solids shall have an approved portable fire extinguisher.

**MOBILE FOOD VENDOR
FIRE SAFETY INSPECTION CHECKLIST
CHECKLIST**

Fire Protection Systems

- ☐ Cooking equipment that produces grease-laden vapors shall be provided with a Type 1 kitchen hood. A current hood inspection and cleaning tag shall be displayed on the hood unit in a conspicuous location. Records of hood system service shall be made available for review by the inspector.
- ☐ Cooking equipment shall be protected by automatic fire extinguishing systems. Automatic fire extinguishing systems shall be serviced every six months by a licensed fire protection contractor. A current service tag shall be attached to the fire extinguishing system.
- ☐ If accumulated grease is found during the inspection, system components shall be cleaned in accordance with ANSI/IKECA C10.

Fire Extinguishers

- ☐ One 2A:10BC fire extinguisher shall be mounted in the unit with service tag affixed to the extinguisher showing that inspection and service has been performed within the last twelve months.
- ☐ One Class-K fire extinguisher shall be mounted in the unit when deep fat fryers are installed in the unit, which shall have a service tag affixed to the extinguisher showing that inspection and service has been performed within the last twelve months.

Electrical safety

- ☐ Electrical wiring, devices appliances or other equipment that is modified or damaged and constitutes a safety hazard are prohibited.
- ☐ Multi-plug adaptors or non UL 1363 compliant listed power strips are prohibited.
- ☐ Extension cords shall not substitute for permanent wiring.

Cooking oil storage

- ☐ Cooking oil storage containers within the unit shall have a maximum aggregate volume of 120 gallons and be stored in such a way as to not be toppled or damaged during transport.
- ☐ Metallic cooking oil storage tanks shall be listed in accordance with UL 80 or UL 142 and shall be installed in accordance with the tank manufacturer's instructions.
- ☐ Non-Metallic cooking oil storage tanks shall be installed in accordance with the tank manufacturer's instruction and shall be listed for use with cooking oil and exposure temperatures. The tank capacity shall not exceed 200 gallons per tank.
- ☐ Normal and emergency tank venting shall be provided for cooking oil storage tanks.

Liquid Petroleum GAS (LP) and Compressed Natural Gas (CNG)

- ☐ The maximum aggregate volume of LP-gas transported and used for fuel cooking appliances shall not exceed 200 pounds.
- ☐ The maximum aggregate capacity of CNG containers transported shall not exceed 1,300 pounds water capacity.
- ☐ LP-Gas and CNG containers shall be securely mounted and restrained to prevent movement. Containers shall not be installed in locations subject to direct vehicle impact.
- ☐ LP-Gas and CNG piping systems shall be adequately protected to prevent tampering, impact damage and damage from vibration.
- ☐ A Listed LP or methane gas alarm shall be installed in the vehicle in accordance with the manufacturer's instructions.
- ☐ LP-Gas containers installed on the vehicle and fuel gas piping systems shall be inspected annually by an approved inspection agency that is registered by the US Department of Transportation to requalify LP-gas cylinders and ensure the system components are free from damage and working properly. CNG containers shall be tested every three years, the approved inspection agency shall affix a tag to the fuel gas system or within the vehicle indicating the inspection agency name and date of the satisfactory inspection



Fire Marshals Association Of Colorado

<https://fmac-co.wildapricot.org/>
secretaryfmac@gmail.com

Certificate of Inspection Mobile Food Vehicles

Date of Inspection: _____ Expiration: varies by fire jurisdiction

Business Name: _____

Business Address: _____

City, State Zip: _____

Phone: _____ Email: _____

Vehicle Owner: _____ Vehicle Owner Phone: _____

Owner Address: _____

City, State, Zip: _____

Mobile Vehicle Type: _____

VIN: _____ License Plate: _____

Type of Inspection (Renewal/New/Re-inspect): _____

Result (Pass/Fail): _____

Comments:

Owner/Operator Signature: _____ Date: _____

Inspector Signature: _____ Jurisdiction: _____

ICC Fire Inspector Certificate number: _____ Date: _____

Office Use Only Below Line



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