

Resolved that the Minutes of the Regular Administration and Information Services Committee Meeting held on June 3, 2003 be approved as presented.

Ayes: Hill, Holder, Dalton, Gwiazdowski, Verschueren
Nays: None
Absent: None

MOTION CARRIED

6. COMMUNICATIONS

Members received a memo dated June 30, 2003 from Susan Koliba-Galeczka, City Council Liaison, regarding Payroll checks for City Council members as requested at June 6, 2003 meeting.

Briefly discussed the list of committees requested and received. Chairperson Hill stated that she was most interested in the internal City Hall committees. Stated she would also like an update of issues being examined by these internal committees.

7. UNFINISHED BUSINESS

A. Review of Class C Liquor License Criteria

Chairperson Hill stated that at the previous meeting the committee had determined that it was necessary to establish criteria for approving the few remaining liquor licenses in the city. Committee members had been asked to bring their ideas and suggestions that would be passed along to the various City departments and, eventually, turned over to the City Attorney for review.

DISCUSSION - Concerns/Questions/Suggestions:

- Are licenses given for part of the year (non-year-round establishments)?
- Is there a minimum square footage requirement?
- How does an applicant's net worth apply?
- Does the city charge outdoor cafes for the use of the public sidewalk? (Florida and California charge a fee for using public sidewalks.)
- Licenses can be sold by one merchant to another.
- Requirement for a financial statement is unclear.
- Need to clarify and "tighten up" the ordinance.
- The current application was drawn up after the ordinance was put into effect.
- Would not want an outdoor establishment butting up against a residential area. This could result in late-night noise problems and complaints.
- What is the proximity to schools, churches, etc. other uses.
- Can the ordinance be linked to inspections?
- Transfer of a liquor license should still go through committee approval. It should not be automatic.
- A new applicant must still go through the process of proving their qualifications for obtaining even a transfer license.

- Should fees be charged for the appropriate application investigation (e.g. police, fire, building, etc.)?
- Multiple partner applicants must all qualify for the license.
- Should there be a minimum seating requirement?
- Small restaurants add to the diversity of the community.
- How will such subjective criteria (diversity of community) be measured objectively?
- Several items can constitute objective criteria without a seating requirement.
- Emphasis on full-service establishments as opposed to bars.
- Royal Oak's review of criteria is very good.
- Farmington Hills' City Council reviews Class C liquor licenses three times per year, as opposed to reviewing requests piece meal. This also provides for a deadline for applicants.
- Applicant should be able to determine, based on the established criteria, whether or not he/she will receive the license.
- Criteria cannot be absolute. There must still be a window of discretion left to the City Council.
- Should there be a separate, smaller committee for liquor licenses?
- Need residents to assist in establishing the criteria for the ordinance. Once those criteria are in place, there is no need for a separate committee. There are currently two residents on the AIS Committee.
- Notify people within three hundred feet of the applicant premises to provide an opportunity to voice their concerns/complaints.
- Create a user-friendly information packet to be sent to applicants.
- Farmington Hills has their applicants sign an agreement that any licenses put in escrow revert back to the city. They do not issue licenses unless this agreement is signed.
- Will the ordinance or policy have broad categories or specific specifications?
- Liquor licenses come one at a time.
- There must be a blending of objective and subjective criteria
- There must be a second tier of consideration that examines the whole picture before a license is awarded.
- Use a point system, similar to college admissions. This will provide balance.
- A point system is more of a process and cannot be established in an ordinance.
- Should draft an ordinance and an application. This will take a few months.
- Should there be a years of operation criteria for an applicant to avoid the prospect of an applicant quickly going out of business?
- Renewals require that they must pay their taxes and utilities before they can renew their liquor license.

ACTION:

- Invite representatives from the various City departments (police, fire, building, planning) as well as the City Attorney to attend the August 5, 2003 meeting for further discussion.