



**CONDITIONAL USE PERMIT APPLICATION FOR
B.Y.O.B. (Bring Your Own Bottle)**

TYPE OF APPLICATION: EVENT (\$250.00) VENUE (\$750.00)

APPLICANT(S) AND PERSON(S) WHO HAVE AN OWNERSHIP OR OTHER INTEREST IN, AND WHO'S NAME THE LIQUOR LICENSE WILL BE UNDER
(COPY OF DRIVER LICENSE(S) OR STATE ISSUED I.D. REQUIRED)

Company Name or Business Entity: _____

| Name and Position | Address and State | Phone # |
|-------------------|-------------------|---------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

LEGAL DESCRIPTION OF PROPERTY TO BE USED: _____

PROPERTY ADDRESS: _____

- APPLICANT (CHECK BOX(S))
- 1. OWNS PROPERTY (MUST PROVIDE COPY OF WARRANTY DEED)
 - 2. IS LEASING PROPERTY (MUST PROVIDE COPY OF LEASE AGREEMENT)
 - 3. REGISTRATION CERTIFICATE FOR THE ESTABLISHMENT FROM THE SECRETARY OF STATE (IF APPLICABLE)
 - 4. COPY OF VALID CERTIFICATE OF OCCUPANCY
 - 5. SITE PLAN IS ATTACHED (SEE GUIDELINE #9)
 - 6. SECURITY PLAN IS ATTACHED (SEE GUIDELINE #6)
 - 7. MAXIMUM AMOUNT OF PERSONS THE EVENT WILL ALLOW TO ATTEND ON EACH DAY OF THE ACTIVITY _____
 - 8. OCCUPANCY LOAD _____

HAS APPLICANT RECEIVED OR APPLIED FOR A PERMIT FROM THE STATE ALCOHOLIC BEVERAGE COMMISSION TO SELL AT THE ABOVE-REFERENCED LOCATION? YES NO

IF YES, FILL IN THE FOLLOWING:

NAME OF BUSINESS: _____

ADDRESS: _____

YEAR(S): _____ COMMENTS: _____

I hereby certify that the information provided above is true and correct to the best of my knowledge. By signing this application I hereby grant the City of Pharr authorization to do the background and information check(s) necessary to process this application. I also hereby grant employees of the City of Pharr to enter the premises and conduct any inspections necessary to process this application. Alterations, changes or deviations from the plans authorized by this permit are unlawful without written authorization. The applicant hereby agrees to comply with all City Ordinances, Code, Subdivision Regulations, Restrictions, Local, State and Federal laws and assumes all responsibility for such compliance. It is understood that this permit is not valid without a Certificate of Occupancy issued by the City of Pharr. I understand that the City of Pharr does not enforce any private restriction, covenant rule, or regulation that may be imposed. If permit becomes invalid for any reason no refunds will be issued.

I further acknowledge that this application, and any permit, license, certificate, or issuance, may expire or be rescinded or terminated in accordance with Ordinance O-2015-08. I further release the City and any employee, official, or agent from any liability and damage, and I further waive any rights to file an action in any court of competent jurisdiction arising from this application and enforcement as may necessary. I further acknowledge that any renewal application or any renewed permit, license, certificate, or issuance is also subject to Ordinance O-2015-08. I further release the City and any employee, official, or agent from any liability and damage upon renewal, and I further renew my waiver of any rights to file an action in any court of competent jurisdiction arising from renewal and enforcement as may necessary.

Applicant's Signature Date Print Date

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GUIDELINES

The following document must be submitted to the Department of Development Services in order for the department to process your request for a Conditional Use Permit for on-premise Alcoholic Beverage Consumption.

- 1) Copy of the property's Warranty Deed and Lease / Rental agreement with Owner consent.
- 2) If you are acting as an agent/representative for the property, you must bring a letter signed and notarized by the owner stating his consent for the request being applied for.
- 3) Copy of driver license of person(s) who have an ownership or other interest in, and who will manage the proposed **B.Y.O.B.** venue or event.
- 4) A completely filled out application.
- 5) A registration certificate for the establishment from the Secretary of State, if registration is required by law.
- 6) A security plan including the name and license of any security business and security personnel.
- 7) A processing fee in for an **EVENT** permit in the amount of **\$250.00** good for up to 72 hrs.
- 8) A processing fee for a **VENUE** permit in the amount of **\$750.00** good for up to 1 year.
- 9) A site plan of the property. The site plan shall contain the following items:
 - A. The location of all structures on the subject property and on adjoining property;
 - B. Design of ingress and egress;
 - C. The floor plan of each building;
 - D. Off-street parking and loading facilities;
 - E. A design of the areas where the consumption of alcohol is to be allowed.

EXAMPLE SITE PLAN

