



CONDITIONAL USE PERMIT APPLICATION FOR THE SALE OF ALCOHOLIC BEVERAGES FOR ON PREMISE CONSUMPTION

TYPE OF APPLICATION: [ ] RESTAURANT [ ] BAR/LOUNGE/NIGHTCLUB [ ] OTHER: \_\_\_\_\_

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: \_\_\_\_\_

Email: \_\_\_\_\_

Table with 3 columns: Name and Position, Address and State, Phone #

WILL ALCOHOL BE SOLD BEYOND 12:00 MIDNIGHT (LATE HOURS)? [ ] YES [ ] NO
WILL MIXED BEVERAGES BE SOLD? [ ] YES [ ] NO
INTERVIEW WITH CITY SECRETARY HANDLED WITH: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

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 AND WARRANTY DEED)
[ ] 3. REGISTRATION CERTIFICATE FOR THE ESTABLISHMENT FROM THE SECRETARY OF STATE OR DBA FROM COUNTY CLERK (IF APPLICABLE)
[ ] 4. COPY OF VALID CERTIFICATE OF OCCUPANCY
[ ] 5. SITE PLAN IS ATTACHED (SEE GUIDELINE #7)
[ ] 6. HAS OPTION TO BUY PROPERTY PENDING APPLICATION
[ ] 7. HAS OPTION TO LEASE PROPERTY PENDING APPLICATION
[ ] 8. BUILDING IS NOT WITHIN 300 FT. OF ANY CHURCH OR PUBLIC SCHOOL
[ ] 9. 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

**CONDITIONAL USE PERMIT APPLICATION FOR  
THE SALE OF ALCOHOLIC BEVERAGES  
FOR ON PREMISE CONSUMPTION**

**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's name the liquor license will be under.
- 4) A completely filled out application (to include interview by City Secretary).
- 5) A registration certificate for the establishment from the Secretary of State, if registration is required by law.
- 6) Alcoholic beverage establishments shall fall into two categories:
  - A. Alcohol as a principle use: \$1,000.00 application fee + \$500.00 per year renewal fee
  - B. Food as a principle use: \$350.00 application fee + \$200.00 per year renewal fee  
(A copy of the establishment's full-menu must be provided for documentation).
- 7) 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. Landscaping and/or fencing of yards and setback areas and proposed changes;
  - C. Design of ingress and egress;
  - D. The floor plan of each building;
  - E. Off-street parking and loading facilities;
  - F. Height of all structures;
  - G. Proposed uses;
  - H. The location and type of all signs including lighting and heights.

**EXAMPLE SITE PLAN**

