



# Meeting Agenda

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Liquor Commission**  
Tuesday, July 16, 2024  
6:15 PM

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**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

**NEW BUSINESS (First reading or suspend rules)**

- 1. Discussion and Recommendation** of amending Chapter 114 of the Village of Roscoe Code of Ordinances to create a **Class T-2 (Temporary) liquor license type** allowing for temporary liquor licenses to be issued to licensees with licensed retail premises located outside of the Village of Roscoe.

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

**ADJOURNMENT**

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 1.

<b>Agenda Item:</b>	Creation of Class T2 (Temporary ) Liquor License		
<b>Date:</b>	July 12, 2024	<b>Meeting:</b>	Liquor Commission/VB 7/16/2024
<b>Prepared by:</b>	Josef Kurlinkus	<b>Department:</b>	Administration

### Overview/Background Information

The Village currently has provisions for a Class “T” liquor license which allows for the holder of a Village of Roscoe liquor license to temporarily transfer a portion of its alcoholic liquor inventory from its licensed premises to another location within the Village for sale and consumption and the temporary location. These temporary licenses are granted in one day increments, for a maximum of 15 days per location in any 12-month period, with a fee of \$100.00 per day. These temporary licenses are generally applied for as part of a special event.

Under the current ordinance, the temporary licensees have already gone through the Village’s vetting process (including background checks), assuring us that they are eligible for the license and in compliance with Village and State requirements for liquor licensee. However, this does limit the options available for those conducting larger special events (e.g. Fall Festival), as there are a limited number of licensees with the capacity safely and efficiently operate these types of venues.

The proposed Class T2 license would allow retailers with a primary licensed establishment outside of the Village operate temporarily within the Village for a limited duration. The proposal requires them to submit evidence that they are in full compliance with their license for their primary establishment, as well as comply with all Village and State regulations related to the sale of alcohol, including the payment of sales tax to the Village.

### Key Issues

In addition to deciding if the Village should allow non-village licensees to operate within the Village, the Board needs to consider the following:

- 1) Fee for the license (a regular “Class T” is 100.00 per day) staff proposes at least \$300 to cover the additional costs related to processing.
- 2) The total number of days a licensee may request a Class “T2” (currently a maximum of 15 days per location in any 12-month period).
- 3) Any additional requirements, restrictions or documentation related to the issuance of the T2 license.

### Fiscal Note/Budget Impact

n/a

### Prior Legislative Actions

This is before the Village Liquor Commission on 7/16/2024

### Action Required/Recommendation

Approval of the creation of a Class T2 liquor license applicable to retailers not holding a Village of Roscoe on premises liquor license.

### Attachments

Ordinance 2024-07 – Creating Class “T” liquor license.  
 Current version of Sec. 11-344. - Class T (temporary) license

**VILLAGE OF ROSCOE  
ORDINANCE NO. 2024-07**

**AN ORDINANCE AMENDING CHAPTER 114 OF THE VILLAGE OF ROSCOE CODE OF ORDINANCES CONCERNING THE REGULATION OF LICENSED LIQUOR ESTABLISHMENTS WITHIN THE VILLAGE OF ROSCOE (ADDITION OF NON-VILLAGE LICENSEE TEMPORARY RETAILER LIQUOR LICENSE CLASSIFICATION - CLASS “T2”)**

**WHEREAS**, Chapter 114, Article III of the Village of Roscoe’s Code of Ordinances defines the classification, scope and fees for liquor licenses available in the Village; and

**WHEREAS**, there are certain enforcement and regulatory burdens placed upon the Village by, and specific to, retailers of alcohol who which to provide the sale of alcohol at special events and gatherings not located at a licensed liquor establishment, and who otherwise do not hold a Village of Roscoe retail liquor license; and

**WHEREAS**, the Village wishes to create an additional liquor license classification that will provide for the efficient regulation of such special event retailers wishing to temporarily operate in the Village of Roscoe; and

**WHEREAS**, this Ordinance is not intended to deprive any currently licensed liquor establishment from maintaining their current liquor license classifications, nor from restricting those establishments from renewing their licenses pursuant to the regulations set forth under the Village of Roscoe code of Ordinances; and

**WHEREAS**, the Village of Roscoe is authorized and empowered by statute to amend and enforce the provisions of this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS AS FOLLOWS:**

**SECTION 1.** The foregoing recitals are incorporated herein as findings of the Village of Roscoe Board of Trustees.

**SECTION 2.** That **Sec. 11-344 - Class T (temporary) license** shall **be amended** to so that all references to “Class T” liquor licenses in the current code are henceforth identified as **“Class T1”**.

**SECTION 3.** That **Section 11-344.1 - Class T2 (temporary) license.** [new] (or such other *new* section that shall be created for the functional organization and codification of the Village Code) of the Village of Roscoe Code of Ordinances is hereby created, and shall read in its entirety as follows:

**“ Sec. 11-344.1 - Class T2 (temporary) license. [new]**

1. *Sale of alcohol permitted.* A Class T-2 permit shall authorize the sale of alcoholic liquor by an entity or business who does not possess a current Village of Roscoe Class A, Class D, or Class F liquor license but does possess a current State of Illinois Liquor License allowing on-premises consumption and whom is in the business of selling alcoholic beverages for on-premises consumption, to transfer a portion of its alcoholic liquor inventory from its licensed premises to the premises specified in the Class T license application, and to sell or offer for sale at retail only at the premises specified in the license, the alcoholic liquor for use or consumption, but not for resale in any form, in conjunction with social, recreational, fund-raising or special event.
2. *Fee for license.* The fee for each Class T-2 license shall be three hundred dollars (\$300.00) per day.
3. *Hours of operation.* Class T licenses shall permit sales only during the dates and times specified on the face of the license. A Class T-2 license may not be renewed or extended.
4. *Application for license.* Applications for a Class T-2 license shall be made to the Liquor Commissioner, not less than sixty (60) working days prior to the date for which the license is to be issued, and shall submit an application including such information, and in such a form, as shall be established by the village's liquor control commissioner, and shall include, at a minimum, as follows:
  - a. Proof of sufficient commercial, general liability and dram shop liability insurance covering consumption and sales at the temporary premises, to the limits acceptable to the Village.
  - b. a site plan identifying the exact area where alcohol will be sold as part of the event.
  - c. A description of security measures to control area (fences, barricades, security personnel) as well as detailed plan describing procedures for carding/IDing and the prevention of over consumption of alcohol.
  - d. Proof of business status of applicant, identifying the status of the corporation applying for the license.
  - e. Proof of compliance with Illinois Department of Revenue multiple site registration identifying the Village of Roscoe as the sales location.
  - f. Identity of all servers selling alcohol as part of the Class T license, and proof of Basset training compliance for all servers.

- g. Letter from the local liquor commissioner of the entity from where the primary license was issued, attesting to the good standing of the applicant.
  - h. A copy of the liquor license from the entity where the licensed liquor establishment is located.
5. *Additional requirements and restrictions.*
- a. A Class T-2 license shall authorize the sale for the on-site consumption of alcoholic beverages only in and at the following locations:
    - i. An enclosed building or structure, including a tent
    - ii. At open-air counters or stands located within a controlled space
    - iii. A public area secured by barrier at least 4' in height.
  - b. No person under the age of 21 years may prepare, sell or serve alcoholic beverages pursuant to a Class T-2 license. Persons who prepare, sell or serve any alcoholic liquor pursuant to a Class T-2 license are required to complete a certified alcohol servers' training.
  - c. A licensee not holding a Village of Roscoe Class A, Class D, or Class F may be issued a Class T-2 license for a maximum of 15 days per location in any 12-month period.

**SECTION 4.** To the extent this Ordinance contradicts any previous orders, resolutions, ordinances or parts of orders, resolutions and ordinances of the Village, this Ordinance shall control and all other orders, resolutions, ordinances or parts of orders, resolutions, and ordinances in conflict herewith are hereby repealed insofar as such conflicts exist.

**SECTION 5.** All other orders, resolutions ordinances or parts of orders, resolutions, and ordinances of the Village of Roscoe, Illinois not in conflict with this Ordinance shall remain in full force and effect.

**SECTION 6.** This Ordinance shall be in full force and effect upon, passage, approval and publication in pamphlet form as provided by law.

2024-07

1<sup>st</sup> Read:

**PASSED BY ROLL CALL VOTE ON:**

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED JULY 16, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**Sec. 11-344. Class T (temporary) license.**

- (a) *Sale of alcohol permitted.* A Class T temporary license shall authorize the holder of a village Class A, Class D, or Class F liquor license to transfer a portion of its alcoholic liquor inventory from its licensed premises to the premises specified in the Class T license application, and to sell or offer for sale at retail only at the premises specified in the license, the alcoholic liquor for use or consumption, but not for resale in any form.
- (b) *Fee for license.* The fee for a Class T license shall be \$100.00 per day.
- (c) *Hours of operation.* Class T licenses shall permit sales only during the dates and times specified on the face of the license.
- (d) *Number authorized.* The maximum number of Class T licenses is limited by the permissible number of Class A, Class D or Class F licenses by which the Class T is authorized.
- (e) *Additional requirements and restrictions.*
  - (1) Applicants for Class T licenses shall submit an application including such information, and in such a form, as shall be established by the village's liquor control commissioner. Additionally, any applicant for a Class T license must also submit with the application, proof of sufficient dram shop liability insurance covering consumption and sales at the temporary premises, to the limits acceptable to the village.
  - (2) Upon satisfactory investigation, review and approval of the application by the village liquor control commission, a Class T license may be granted in one day increments, for a maximum of 15 days per location in any 12-month period.
  - (3) The licensee shall be responsible for ensuring compliance with all provisions of this Code, including, but not limited to, those found in this chapter.

(Code 2007, § 114.63(H); Ord. No. 2018-01, § 2, 2-6-2018)