



**CITY OF SAN BERNARDINO**  
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## ALCOHOLIC BEVERAGE SALES SUPPLEMENTAL APPLICATION

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### DIRECTION TO APPLICANT:

This form must accompany your City application (Conditional Use Permit or Administrative Development Permit) for sales of Alcoholic Beverages. Fill in your name and the premises address (location) for which you are making application to sell alcohol.

### BACKGROUND INFORMATION:

Please provide the following information and any other that will assist the review authority in making their decision:

1. Project Name: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Type of Business: \_\_\_\_\_
4. Type of License: \_\_\_\_\_
5. Census Tract: \_\_\_\_\_
6. Number of Licenses Allowed in Census Tract: \_\_\_\_\_
7. Number of Licenses Active in Census Tract: \_\_\_\_\_
8. Number of employees: \_\_\_\_\_
9. Hours of Operation: \_\_\_\_\_
10. Any existing similar uses owned or operated by the applicant and the location: \_\_\_\_\_

### 11. Applicant

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

### 12. Property Owner

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

### 13. Representative

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

**\* Based on the information provided above, if the proposed ABC License is located in an area which has an overconcentration of alcoholic beverage licenses, the applicant must provide a letter of public convenience or necessity (and applicable fees) that includes the information outlined on the next two pages, as applicable.**

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## PUBLIC CONVENIENCE OR NECESSITY LETTER

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State law requires a local jurisdiction to make a “public convenience or necessity” determination prior to the State Department of Alcoholic Beverage Control (ABC) issuing a liquor license under certain circumstances. Refer to Division 9 of the State Business and Professions Code for specific State requirements and definitions regarding alcoholic beverage control. Sections 23958, 23958.4 and 23817.7 of that code specifically address State-licensing requirements. To assist the City in making this determination, the applicant must provide a typed and detailed letter stating how public convenience or necessity would be served by issuance of the applied-for license.

**This letter should include the following:**

**ISSUE:**

Please describe in detail all components of the request. Explain the existing and the intended use of the property.

1. Describe how your business will provide products and/or services that are different and unique to the area that existing businesses selling alcohol within 1,000 feet of your proposed site do not provide;
2. Describe what improvements you plan to make to the proposed site, including improvements to any existing buildings, signage, landscaping, and parking areas, that will be beneficial to the surrounding community (if applicable); and,
3. Describe how the issuance of the license and/or operation of the business WILL NOT contribute to or aggravate an existing crime problem in the area, including: Your knowledge of the area, previous experience in business, and/or the previous operation of a licensed premises; precautions or guidelines you will follow to insure that your premises will be operated in a manner that is beneficial to the area. This might include a lighted parking area, security guard, video cameras, special landscaping to deter graffiti, etc.
4. Attach any written letters of support;
5. Attach any documentation regarding over-concentration and/or crime rates you received from the Department of Alcoholic Beverage Control or the San Bernardino Police Department.

**FINDINGS:**

Please describe in detail how the project meets/supports existing City regulations for ALL of the findings for approval of each application type per San Bernardino Development Code Chapter 19.31 (Administration):

**Administrative Development Permit Findings for PCN:**

1. The proposed development/ABC license is one permitted within the subject zoning district and complies with all of the applicable provisions of this Development Code, including prescribed development/site standards and any/all applicable design guidelines;
2. The proposed development/ABC license is consistent with the General Plan;
3. The proposed development/ABC license would be harmonious and compatible with existing and future developments within the land use district and general area, as well as with the land use presently on the subject property;
4. The approval of the Development Permit for the proposed development/ABC license is in compliance with the requirements of the California Environmental Quality Act and Section 19.20.030(6) of the Development Code;
5. There will be no potential significant negative impacts upon environmental quality and natural resources that could not be properly mitigated and monitored;
6. The subject site is physically suitable for the type and density/intensity of use being proposed;
7. There are adequate provisions for public access, water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to public health and safety; and
8. The location, size, design and operating characteristics of the proposed development/ABC license would not be detrimental to the public interest, health, safety, convenience, or welfare of the City. MC 88 1-6-94.

9. A finding of "public convenience and necessity" (Business and Professions Code Section 23958.4(b) (2)), if the activity will be located in an area that has been determined by the state of California Department of Alcoholic Beverage Control to have an undue concentration of licenses as defined in Business and Professions Code Section 23958.4(a).

**Conditional Use Permit Findings for PCN:**

1. The proposed alcoholic beverage sales activity establishment is located in a zoning district in which the establishment is a permitted use.
2. A finding of "public convenience and necessity" (Business and Professions Code Section 23958.4(b) (2)), if the activity will be located in an area that has been determined by the state of California Department of Alcoholic Beverage Control to have an undue concentration of licenses as defined in Business and Professions Code Section 23958.4(a).
3. A finding that the alcoholic beverage sales activity will not aggravate existing problems in the neighborhood created by the sale of alcohol such as loitering, public drunkenness, alcoholic beverage sales to minors, noise and littering.
4. The proposed establishment will not detrimentally affect nearby neighborhoods considering the distance of the alcohol establishment to residential buildings, schools, parks, playgrounds or recreational areas, nonprofit youth facilities, places of worship, hospitals, alcohol or other drug abuse recovery or treatment facilities, county social service offices, or other alcoholic beverages sales activity establishments.
5. The proposed establishment will otherwise be compatible with existing and potential uses within the general area.
6. The proposed establishment is not located in what has been determined to be a high-crime area or where a disproportionate number of police service calls occur.
7. The use of the proposed establishment is consistent with the General Plan.