

**SUBJECT: APPROVAL OF RESOLUTION NO. 21, SERIES 2025 – A
RESOLUTION AUTHORIZING APPLICATIONS FOR
TEMPORARY MODIFICATIONS OF LIQUOR LICENSED
PREMISES TO BE ADMINISTRATIVELY APPROVED**

DATE: APRIL 1, 2025

PRESENTED BY: GENNY KLINE, INTERIM CITY CLERK

SUMMARY:

A restaurant cannot extend its liquor service area outside of its defined premises without approval from both the Louisville Local Licensing Authority and the State Liquor Enforcement Division. This is done through a Temporary Modification of Premise (TMOP) Application and, if applicable, a Revocable License Agreement between the licensee and the City.

Under normal circumstances for either a street closure, the installation of seasonal Main Street patios or other temporary modifications, the TMOP application is submitted to the City Clerk's Office 1-2 months prior to the implementation of the change and scheduled for the next Local Licensing Authority (LLA) meeting. Once the application has been approved by the LLA, it is sent to the State for approval.

The proposed resolution would change this process to allow the Secretary to the LLA (currently the Interim City Clerk) to approve TMOP applications administratively without a vote from the LLA. Should the Secretary deny an application, the applicant may request a hearing in front of the LLA. This would significantly shorten the time it takes to get local approval for these applications.

For example, applications and payment for the Main Street patios are due to Economic Vitality in mid-April with patio deployment starting the week of April 21. The Local Licensing Authority is scheduled to meet April 28. This would delay restaurants from being able to serve liquor on the patio until at least the first part of May.

Council has enacted this same procedure previously in 2020, 2021 and 2024, but the change has always been temporary. This resolution would make the change permanent so the Secretary to the LLA would not have to submit a resolution to Council every year for consideration.

It should be noted that all permanent modification of premise applications will continue to require a vote by the LLA.

RECOMMENDATION:

Approval of Resolution No. 21, Series 2025.

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ATTACHMENT(S):

1. Resolution No. 21, Series 2025

STRATEGIC PLAN IMPACT:

☐	 Financial Stewardship & Asset Management	☒	 Reliable Core Services
☒	 Vibrant Economic Climate	☐	 Quality Programs & Amenities
☐	 Engaged Community	☐	 Healthy Workforce
☐	 Supportive Technology	☐	 Collaborative Regional Partner

**RESOLUTION NO. 21
SERIES 2025**

**A RESOLUTION AUTHORIZING APPLICATIONS FOR TEMPORARY
MODIFICATIONS OF LIQUOR LICENSED PREMISES TO BE ADMINISTRATIVELY
APPROVED**

WHEREAS, the Louisville Local Licensing Authority (the “Authority”) typically acts on applications submitted by liquor licensed establishments for temporary modifications of premises; and

WHEREAS, the Authority meets only once a month and waiting for the Authority to act on these applications at a regularly scheduled meeting may cause a delay, especially during the City’s summer patio season; and

WHEREAS, in order to efficiently and expeditiously process applications for temporary modifications of premises, the City Council desires to authorize the Secretary of the Authority to administratively approve said applications, as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. The Secretary of the Authority, or the Secretary’s designee, is hereby authorized to administratively approve applications for temporary modifications of liquor licensed premises, including communal outdoor dining area modification of premises applications. If an application is denied by the Secretary, the licensee may request a hearing before the Authority pursuant to 1 CCR 203-2, Regulation 47-302. Applications for permanent modifications of liquor licensed premises shall continue to be referred to and acted on by the Authority.

Section 2. If any portion of this resolution is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions hereof.

Section 3. This resolution shall become effective upon adoption and continue in effect unless rescinded or extended by the Louisville City Council.

PASSED AND ADOPTED this 1st day of April 2025.

Christopher M. Leh, Mayor

ATTEST:

Genny Kline, Interim City Clerk