

# **Downtown Aurora Municipal Riverfront Development District Liquor License: Application and Review Process, Eligibility Requirements, and Evaluation Criteria**

## **Application Process Steps:**

1. Applicant completes the Aurora Riverfront Development Liquor License Permit application and submits it to the Aurora Main Street Office, along with the Applicant's completed Indiana ATC permit application.
2. The Aurora Riverfront License Review Committee will review the application electronically and will schedule a public meeting for the applicant to attend.
3. After the public meeting the Review Committee will recommend approval or denial of the application.
4. Committee approved applications will be forwarded to the Mayor for review and approval or denial. In the case of a tie vote in committee approval/denial, the application should be forwarded to the Mayor for approval or denial.
5. If approved by the Mayor, the Applicant must enter into a written contract with the City, agreeing to the terms and conditions placed upon operation of the establishment with the specialized liquor permit privileges (see eligibility and requirements below.)
6. Applicant will be provided with a letter from the Mayor that is required for application to the Indiana ATC for the license.

## **Aurora Riverfront License Review Committee Members:**

1. Designee from Aurora Main Street Board;
2. Designee from the Aurora City Council;
3. Designee from the Aurora Redevelopment Commission; and
4. Mayor's Designee.

## **Applicant Eligibility Requirements:**

In addition to complying with all building, health, zoning laws, ordinances and all rules and regulations of the Indiana State Alcohol and Tobacco Commission (ATC), local, state, and federal governments applicants must also meet the following local requirements annually in order to be eligible to apply or renew:

1. Applicant's establishment must be located within the Downtown Aurora Municipal Riverfront Development District boundaries.
2. Focus of operation must be on a dining, entertainment or cultural experience rather than an alcohol consumption experience.
3. Patrons consume food at either a counter or table.
4. Must be a non-smoking establishment (possible exception made for upscale cigar lounge).
5. Cannot be a private club, nightclub, or adult entertainment venue.

6. No temporary exterior signage will be permitted. Permanent, attached signage is required.
7. Establishments located within the district with an existing 3-way license may not sell their existing license in order to apply for a 221-3 Riverfront license. There will be a minimum 1-year wait between the time any business with an existing license sells their license and will be able to apply for a new license.
8. Fees: Applicant must agree to become a full-paying business member of the Aurora Main Street Association, and must remain a member during the entire term the license is active. The dues for the Association or required commitment shall not exceed \$100 per month per establishment.

**Applicant Evaluation Criteria:**

The recommendation to the mayor will be based how strongly the committee determines:

1. Granting of the license will benefit the purposes of the district, i.e. to become an economically vibrant, cultural and dining destination for the region.
2. Granting of the license and the business activity will not be detrimental to the property values and business interest of others in the district.

The above will be evaluated based on the strength of the following:

1. The Physical Location of the Establishment
2. The Operation and Business Plan for the Establishment
3. The Potential Economic Impact of the Establishment
4. The Reputation and Experience of the Ownership and Applicant(s)

**I/We certify that I/We have read and understand the above application process and eligibility requirements and evaluation criteria.**

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Applicant(s)

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Date