City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615)791-3217

Meeting Agenda

Beer Board

Tuesday, February 14, 2017 | **4:30 PM** | **Board Room**

Call To Order

1. 17-0063 Approval of Minutes from January 10, 2017 Beer Board meeting.

2. 17-0116 Consideration of application from Heritage Foundation d/b/a Main Street Festival, Main Street and 4th Ave S., including McCreary's 414 Main Street and Taziki's, 428 Main Street, Teryl O'Connor, Managing Agent for special event, on premises consumption. Event Date & Hours: April 29, 2017 thru April 30, 2017, 10:00 AM until 6:00 PM.

Attachments: Main Street Festival.pdf

3. 17-0117 Consider application of The Westhaven Foundation d/b/a Whiskey Warmer, 401 Cheltenham Ave, Amy Law, Managing Agent for special event, on premises consumption. Event Date & Hours: March 11, 2017, 6:00 PM until 9:00 PM.

Attachments: Whiskey Warmer.pdf

4. 17-0118 Consider application of Red Robin International Inc. d/b/a Red Robin Gourmet Burgers and Brews, 1762 Galleria Blvd, Michael Mayberry, Managing Agent, for on premises consumption.

Attachments: Red Robin.pdf

5. 17-0119 Consider application of Saffire LLC d/b/a Saffire, 230 Franklin Road, (The Factory), Jennifer Masley Pohlman, Managing Agent, for on premises consumption.

Attachments: Saffire.pdf

6. 17-0120 Update of beer permit holders, following up with delinquent accounts.

Other Business

Adjournment

ANYONE REQUESTING ACCOMMODATIONS DUE TO DISABILITIES SHOULD CONTACT A.D.A. COORDINATOR, AT 791-3277 AT LEAST 10 DAYS PRIOR TO THE MEETING, IF POSSIBLE.

17-02

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

- X **ON PREMISES PERMIT**
- ___ **OFF PREMISES PERMIT**
- ___ **ON AND OFF PREMISES PERMIT**
- ___ **MANUFACTURER'S OR DISTRIBUTOR'S PERMIT**
- X **SPECIAL EVENTS PERMIT** **DATE OF EVENT** 04/29/17 - 04/30/17
  HOURS OF EVENT 10 a.m. - 6 p.m.

DATE PERMIT NEEDED 04/28/17

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. **Owner (Applicant)** The Heritage Foundation Abby Williams

   Person X **Firm** __ **Corp** ___ **LLC** ___ **Joint-stock co.** __ **Syndicate** __ **Association** __

2. **List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.**

   See attached for Board of Directors

3. **If the applicant is a corporation, are they authorized to do business in the State of Tennessee?** non-profit

4. **Under what trade name will this business operate?**

   Heritage Foundation of Franklin - Main Street Festival

   City of Franklin business account number _____

5. Location of the business by street address. For special event, list location of the event.

Historic Main Street in downtown Franklin (4th Ave S)

Phone number of the business 615-591-8500

6. Please give the following information on the person who will be managing the business. This person is an owner ____ or a managing agent X .

[redacted]

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name Heritage Foundation Title ____

Mailing Address P.O. Box 723

City, State, Zip Franklin, TN 37065

Daytime contact phone number 615-591-8500

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes X No ____.

If so, specify number ____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

McCreary's, 414 Main Street, Franklin, TN
Tazikis, 428 Main Street, Franklin, TN

9. **Do you own the premises on which you will operate?** NO
If no, please give the name and address of the property owner.

City of Franklin

10. **Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years?** NO **If so, give particulars of each charge, court and date convicted.**

11. **Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes** ___ **No** X **If so, please give date, place and cause of said revocation.**

12. **Give the name and address of the former beer permittee at this establishment.**

Same for 15+ years

13. **Give applicant's history of involvement in the beer business, if any.**

This event has had a beer permit for 30+ years.

14. **Give applicant's employment record for the past 10 years.**

- Heritage Foundation of Franklin
- Jamba Juice Nashville
- Clarity Pointe Little Rock
- Propeller Consulting
- Red Pony Restaurant

15. **What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)**

Street Festival

16. **Will a full course menu be served?** Multiple food vendors

17. **Will separate and sanitary facilities be maintained for men and for women?** Yes

18. **Will dancing be allowed on your premises?** Yes
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? Yes

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. **Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.**

(a) **You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.**

(b) **You will not sell beer or any like beverage except in accordance with the terms of said permit.**

(c) **If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.**

(d) **You will rigidly enforce the law against sales to minors.**

(e) **You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.**

(f) **You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.**

(g) **You will not attempt to transfer this permit to anyone else.**

(h) **You will display this permit in a prominent place in your establishment.**

(i) **You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).**

(j) **You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.**

(k) **You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.**

(l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.

(m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable $250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of $100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

Kesler Williams

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: Heritage Foundation of Franklin & Williamson County

Name of Business Entity

Sworn to and subscribed before me this 3rd **day of** January **, 20** 17

Donna A. Fentress

Notary Public

LONNIE A. FENTRESS STATE OF TENNESSEE NOTARY PUBLIC WILLIAMSON COUNTY My Commission Expires June 10, 2017

My Commission Expires:

Official Use Only

Application Fee $ 250.00 **Date Paid** 1-3-17

Privilege Tax $ _____ **Date Paid** _____

Board Meeting Date 2, 8, 17

The Heritage Foundation
Board Member List & Staff List
Year 2016-2017

		Telephone	1st/2nd
Danny	Anderson	[redacted]	
Brian	Beathard		
Julian	Bibb III		
Angela	Calhoun		
Sean	Carroll		
Pam	Chandler		
Marianne	DeMeyers		
Josh	Denton		
Donna	Douglas		
Bryan	Echols		
David	Garrett		
Kelly	Harwood		
Craig	Holland		
Kay	Heller		
Ann	Johnson		
Pam	Lewis		
Emily	Magid		
Andy	Marshall		
Marianne	Schroer		
Allen	Sills		
Nancy	Smith		
Jacob	Thorington		
Stuart	Tutler		
Joe	Walker		

Executive Committee/Officers:
Julian Bibb III
Joe Walker
Josh Denton
Marianne DeMeyers
Pam Chandler
Angela Calhoun
Andy Marshall
Jacob Thorington

HF Staff:
Abby Williams
Jackie Canaday
Kristy Williams
Linda Childs
Lynne McAlsiter
Teryl O'Connor
Mary Pearce
Rick Warwick
Wendy Dunavant

Dan Hays

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police

Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 18, 2017

TO: Chief Deborah Y. Faulkner

FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Teryl O'Connor, Managing Agent for The Heritage Foundation and found to be clear.

A check was completed through LexisNexis/Accurint and revealed the following:

[redacted]

Requested by: Christy McCandless

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-17-17

TO: POLICE CHIEF

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE 2-14-17

☐ Applicant is requesting a temporary permit. Please return ASAP.

☐ Please return by 1-24-17 to provide information for Beer Board meeting agenda.

Name of Business Main Street Festival

Location of Business 4th Ave S McCreary's Tazikis 428 main St 414 main St

Name of applicant The Heritage Foundation

[redacted]

☐ Recommend. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.

☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-3-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

___ ON PREMISES PERMIT
___ OFF PREMISES PERMIT
___ ON AND OFF PREMISES PERMIT
___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
___ SPECIAL EVENTS PERMIT

ف Applicant is requesting a temporary permit. Please return ASAP.

ف Please return by 1-23-17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17

Name of Business Main Street Festival / Heritage Foundation

Location of Business 4th Ave, 414 Main St McCreary's
428 Main St, Tazikis

CODES DEPT

Building Inspector — Date 1/5/2017

FIRE DEPT

Fire Inspector — Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-3-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

/
___ ON PREMISES PERMIT
___ OFF PREMISES PERMIT
___ ON AND OFF PREMISES PERMIT
___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
1 SPECIAL EVENTS PERMIT

ف Applicant is requesting a temporary permit. Please return ASAP.

ف Please return by 1-23-17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17

Name of Business Main Street Festival / Heritage Foundation

Location of Business 4th Ave, 414 Main St
McCreas, 428 Main St, Tazikis

CODES DEPT

Building Inspector _____ Date _____

FIRE DEPT

Jonathan B Dye
Fire Inspector

1-5-17
Date

17-03

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

- X **ON PREMISES PERMIT**
- ___ **OFF PREMISES PERMIT**
- ___ **ON AND OFF PREMISES PERMIT**
- ___ **MANUFACTURER'S OR DISTRIBUTOR'S PERMIT**
- X **SPECIAL EVENTS PERMIT** **DATE OF EVENT** 3/11/17
  HOURS OF EVENT 6pm - 9pm

DATE PERMIT NEEDED 3/3/17

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. **Owner (Applicant)** THE WESTHAVEN FOUNDATION, INC

   Person __ **Firm** __ **Corp** X **LLC** ___ **Joint-stock co.** __ **Syndicate** __ **Association** __

2. **List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.**

   SEE ATTACHED BOARD OF DIRECTORS AND 501C3

3. **If the applicant is a corporation, are they authorized to do business in the State of Tennessee?** YES

4. **Under what trade name will this business operate?**

   THE WESTHAVEN FOUNDATION, INC.

   City of Franklin business account number 26-2449732 (EIN)

5. **Location of the business by street address. For special event, list location of the event.**

401 CHELTENHAM AVE FRANKLIN TN 37064

Phone number of the business 615-791-6740

6. **Please give the following information on the person who will be managing the ~~business.~~ This person is an ~~owner~~ ____ ~~or a managing agent~~ ____,** BOARD MEMBER EVENT

[redacted]

7. **Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.**

Name AMY LAW **Title** TREASURER

Mailing Address 188 FRONT ST 116-25

City, State, Zip FRANKLIN TN 37064

Daytime contact phone number 615-642-2948

8. **Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ____ No ____.** N/A

If so, specify number ____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

N/A

9. **Do you own the premises on which you will operate?** NO / SPECIAL EVENT
If no, please give the name and address of the property owner.

WESTHAVEN RESIDENTIAL DISTRICT ASSOCIATION

401 CHELTENHAM AVE FRANKLIN TN 37064

10. **Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years?** NO **If so, give particulars of each charge, court and date convicted.**

N/A

11. **Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes** ___ **No** X **If so, please give date, place and cause of said revocation.**

N/A

12. **Give the name and address of the former beer permittee at this establishment.**

AMY LAW (WESTHAVEN FOUNDATION)

401 CHELTENHAM AVE FRANKLIN TN 37064

13. **Give applicant's history of involvement in the beer business, if any.**

NO INVOLVEMENT W/ BEER BUSINESS - ONLY

SPECIAL EVENTS

14. **Give applicant's employment record for the past 10 years.**

AMY LAW - EMPLOYED W/ SOUTHERN LAND COMPANY

SINCE AUGUST OF 2005

15. **What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)**

SPECIAL EVENT CALLED WHISKEY WARMER"

16. **Will a full course menu be served?** FOOD TRUCKS ON SITE

17. **Will separate and sanitary facilities be maintained for men and for women?** YES

18. **Will dancing be allowed on your premises?** NO
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. **Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.**

(a) **You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.**

(b) **You will not sell beer or any like beverage except in accordance with the terms of said permit.**

(c) **If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.**

(d) **You will rigidly enforce the law against sales to minors.**

(e) **You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.**

(f) **You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.**

(g) **You will not attempt to transfer this permit to anyone else.**

(h) **You will display this permit in a prominent place in your establishment.**

(i) **You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).**

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(k) **You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.**

(l) **You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.**

(m) **You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.**

A non-refundable $250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of $100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

_____

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: Westhaven Foundation

Name of Business Entity

Sworn to and subscribed before me this 13 **day of** January, **20** 17

_____

Notary Public

MCKENNA LEONETTI
STATE OF TENNESSEE NOTARY PUBLIC
DAVIDSON COUNTY

My Commission Expires: August 20, 2019

Official Use Only

Application Fee $ 250.00 **Date Paid** 1-18-17

Privilege Tax $ _____ **Date Paid** _____

Board Meeting Date 2, 14, 17

2017 Westhaven Foundation Board Members

Matt Magallanes	President
Scott Jones	Vice President
Louise Scott	Secretary
Amy Law	Treasurer
Mark McCutcheon	Immediate Past President
Shari Fox	
Chris Fowler	
Aaron Gaither	
Jason Kaplan	
Chas Morton	
Shari Lacy	
Dana Hardy	

TENNESSEE DEPARTMENT OF REVENUE

SALES AND USE TAX CERTIFICATE OF EXEMPTION

THE WESTHAVEN FOUNDATION,INC.
188 FRONT ST PMB 116-25
FRANKLIN TN 37064-5078

[redacted]

The Tennessee Department of Revenue has issued a tax-exemption number for the educational, religious, historical, or charitable non-profit organization or institution named above. State law (Tenn. Code Ann. § 67-6-322) gives the Department the authority to allow this organization to make tax-exempt purchases of goods and services that it will use, consume or give away. This authorization for exemption does not extend to sales tax that the organization must collect or pay on its regular sales of goods or taxable services.

This authorization for exemption is limited to sales made directly to the above named organization. This certificate may not be used for sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the above named organization, and he or she will be reimbursed for the purchase. Sellers must refuse to accept the certificate when the sale is made to someone other than the above named organization.

The organization must furnish its suppliers of goods and services with a copy of this certificate. The lower portion of the certificate must be properly completed. The organization must retain the original certificate for copy purposes. The supplier will maintain a file copy as evidence of the exempt sale to the organization. Later purchases made before the expiration date do not require the submission of additional copies.

The organization must notify the Department immediately if it ceases to exist or if its location or mailing address changes.

Richard H. Roberts
Commissioner of Revenue

To Be Completed by the Organization

TO: Supplier's Name CITY OF FRANKLIN (BEER BOARD)

Address 109 3rd AVE SOUTH

City FRANKLIN State TN Zip 37064

I, _____, as an authorized representative of the organization named above, affirm that the purchases made under this authority will be used and consumed by the organization or will be given away.

Under penalty of perjury, I affirm this to be a true and correct statement.

Print Name of Organization _____

Print Name of Purchaser _____

Signature of Purchaser _____ Date _____

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police

Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 18, 2017

TO: Chief Deborah Y. Faulkner DF

FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Amy Law, Managing Agent for The Westhaven Foundation and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Christy McCandless

City of Franklin
P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-17-17

TO: POLICE CHIEF

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE 2-14-17

☐ Applicant is requesting a temporary permit. Please return ASAP.

☑ Please return by 1-24-17 to provide information for Beer Board meeting agenda.

Name of Business Whiskey Warmer

Location of Business 401 Cheltenham Ave

Name of applicant The Westhaven Foundation

Managing Age [redacted]

Drivers Licens [redacted]

Date of Birth [redacted]

☐ Recommend. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.

☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-17-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ✓ ON PREMISES PERMIT
- ___ OFF PREMISES PERMIT
- ___ ON AND OFF PREMISES PERMIT
- ___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- ✓ SPECIAL EVENTS PERMIT

___ Applicant is requesting a temporary permit. Please return ASAP.

✓ Please return by 1-24-17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17

Name of Business ~~The Heritage Foundation~~ The Westhaven Foundation Whiskey Warmer

Location of Business 401 Cheltenham Ave

- 1ST FLOOR TO RESIDENCE - NO CODE VIOLATIONS
- SD-VACANT OFFICE ZONING

CODES DEPT

Building Inspector — Date 1/20/17

FIRE DEPT

Fire Inspector — Date

17-04

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

_X_ ON PREMISES PERMIT
____ OFF PREMISES PERMIT
____ ON AND OFF PREMISES PERMIT
____ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
____ SPECIAL EVENTS PERMIT HOURS OF EVENT _____

DATE PERMIT NEEDED __/ /17__

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. Applicant (Owner) Red Robin International, Inc.

   Person __ Firm __ Corp X LLC ___Joint-stock co.__ Syndicate __ Association __

2. List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.

   see attached

3. If the applicant is a corporation, are they authorized to do business in the State of Tennessee? yes

4. Under what trade name will this business operate?

   Red Robin Gourmet Burgers and Brews

5. Location of the business by street address.

   1762 Galleria Blvd., Franklin, TN 37067

   Phone number of the business (615) pending

6. Please give the following information on the person who will be managing the business. This person is an owner ____ or a managing agent X.

[redacted]

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name Barbara Holzworth Title Licensing Manager

Mailing Address 6312 S. Fiddler's Green Circle, 200 N.

City, State, Zip Greenwood Village, CO 80111

Daytime contact phone number 303-846-5496

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ____ No X.

If so, specify number n/a. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

n/a

9. Do you own the premises on which you will operate? no
If no, please give the name and address of the property owner.

Coolsprings GL Parcel, LLC, c/o CBL & Associates Management, Inc.,

CBL Center, Suite 500, 2030 Hamilton Place Blvd., Chattanooga, TN 37421

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? no If so, give particulars of each charge, court and date convicted.

n/a

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No X If so, please give date, place and cause of said revocation.

n/a

12. Give the name and address of the former beer permittee at this establishment.

none

13. Give applicant's history of involvement in the beer business, if any.

The applicant operates other Red Robin restaurants throughout TN.

14. Give applicant's employment record for the past 10 years.

Corporate Address: 6312 S. Fiddler's Green Circle, 200 N.,

Greenwood Village, CO 80111

15. What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)

Restaurant

16. Will a full course menu be served? yes

17. Will separate and sanitary facilities be maintained for men and for women? yes

18. Will dancing be allowed on your premises? no
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? n/a

19. Does your company have a training policy for employees regarding the sale of beer to minors? Yes X No _____

If yes, explain the procedure in detail or you may provide a separate attachment.

All persons are carded for the sales of alcohol and/or beer.

If no, do you plan to implement a training policy in the future? n/a

20. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

(a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
(b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
(c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
(d) You will rigidly enforce the law against sales to minors.
(e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
(f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
(g) You will not attempt to transfer this permit to anyone else.
(h) You will display this permit in a prominent place in your establishment.
(i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
(j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
(k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.
(l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
(m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable $250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of $100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

RED ROBIN INTERNATIONAL, INC.

By: _____

Signature of Applicant/Owner (or Authorized Corporate Officer) Michael Kaplan, Vice President and Assistant Secretary

On behalf of: Red Robin Gourmet Burgers and Brews
Name of Business Entity

Sworn to and subscribed before me this 20th day of DEC, 20 16

_____
Notary Public

My Commission Expires: 1/30/2019

BARBARA HOLZWORTH
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20094012893
MY COMMISSION EXPIRES JAN 30, 2019

Official Use Only

Application Fee $ 250.00 Date Paid 1-24-17

Privilege Tax $ 92.00 Date Paid 1-24-17

Board Meeting Date 2/14/17

Owner List
of Red Robin International, Inc.
d/b/a Red Robin Gourmet Burgers and Brews
for Franklin Beer Permit Application

The following entities and/or individuals own 5% or more in Red Robin International, Inc.:

Red Robin Gourmet Burgers, Inc. – 100% owner of Red Robin International, Inc. Corporate address of 6312 S. Fiddler's Green Circle, 200 N., Greenwood Village, CO 80111.

Michael Lawrence Kaplan – 0% owner. Vice President and Assistant Secretary of Red Robin International, Inc. Resides at 4391 E. Perry Parkway, Greenwood Village, CO 80121.

TEAM MEMBER PLEDGE FOR THE RESPONSIBLE SERVICE OF ALCOHOL

Red Robin expects all Team Members to comply with state and federal laws pertaining to alcohol service.

Never Serve Alcohol to a Minor

- No one under 21 years of age may order or consume alcohol.
- Red Robin's policy is to check the ID of every Guest who orders alcohol and appears to be under the age of 39½.
- Serving a minor is against the law. Serving a minor will result in **immediate termination** and possible personal liability for the Server/Mixologist and the Manager on Duty, including fines and incarceration.

Proper Identification Required

- It is against the law to serve alcohol to anyone without proper ID. In order for an ID to be valid, it must meet the following criteria:
  - Includes date of birth, photo, and signature
  - Be current and valid, not expired
  - Not punched through any vital info (i.e., date of birth, expiration date, or photo)

➢ **Always check ID** before serving alcohol. If there is any question about proper identification, get a Manager involved. It is **your responsibility** to ensure that all Guests who are consuming alcohol are of legal drinking age.

- The following two forms of ID are acceptable for liquor service in every state:
  1. Valid US State Driver's License
  2. Valid US State ID Card
- States may also accept additional forms of ID. Please consult Yammer for additional state-specification ID information.

Know the Signs of Intoxication

Never serve an intoxicated Guest, as required by law.

Signs of intoxication include: loss of coordination, slurred speech, glassy eyes, stumbling and/or belligerence. If a Guest shows these signs, you should follow these steps:

1. Notify a Manager.
2. With management approval, cease alcohol service and suggest non-alcoholic beverages.
3. Offer to call a cab or offer some other form of transportation (i.e., to call a friend or family member to pick them up) if the Guest appears to be too impaired to drive.

I understand these guidelines regarding responsible service of alcohol and will comply with Red Robin rules and state/federal laws regarding Responsible Service of Alcohol (RSOA).
Please be sure to ask any questions that you might have before signing this document.

_____	_____	_____
Team Member Signature	Print name	Date
_____	_____	_____
Trainer/Manager Signature	Print name	Date

Rev. 10/13

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police

Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 24, 2017

TO: Chief Deborah Y. Faulkner

FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Michael Mayberry, Managing Agent for Red Robin International and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Christy McCandless

City of Franklin
P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-24-17

TO: POLICE CHIEF

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE 2-14-17

☐ Applicant is requesting a temporary permit. Please return ASAP.

☑ Please return by 1-27-17 to provide information for Beer Board meeting agenda.

Name of Business Red Robin Gourmet Burgers + Brews

Location of Business 1762 Galleria Blvd

Name of applicant Red Robin [redacted]

Manag[redacted]

Drivers [redacted]

Date of [redacted]

☐ R[redacted] denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.

☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-24-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

✓ ON PREMISES PERMIT
___ OFF PREMISES PERMIT
___ ON AND OFF PREMISES PERMIT
___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
___ SPECIAL EVENTS PERMIT

ف Applicant is requesting a temporary permit. Please return ASAP.

ف Please return by 1-30-17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17

Name of Business Red Robin Gourmet Burgers & Brews
Location of Business 1762 Galleria Blvd

CODES DEPT

[signature]
Building Inspector

1/27/17
Date

FIRE DEPT

Fire Inspector

Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-24-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ✓ ON PREMISES PERMIT
- ___ OFF PREMISES PERMIT
- ___ ON AND OFF PREMISES PERMIT
- ___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- ___ SPECIAL EVENTS PERMIT

☐ Applicant is requesting a temporary permit. Please return ASAP.

☑ Please return by 1/30/17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17

Name of Business Red Robin Gourmet Burgers & Brews
Location of Business 1762 Galleria Blvd.

CODES DEPT

_____ _____
Building Inspector Date

FIRE DEPT

Wayne Mobley 1-25-17
Fire Inspector Date

17-05

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

- ✓ ON PREMISES PERMIT
- ____ OFF PREMISES PERMIT
- ____ ON AND OFF PREMISES PERMIT
- ____ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- ____ SPECIAL EVENTS PERMIT DATE OF EVENT _____
  HOURS OF EVENT _____

DATE PERMIT NEEDED _____

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. **Owner (Applicant)** Saffire LLC

   Person __ **Firm** __ **Corp** __ **LLC** ✓ **Joint-stock co.** __ **Syndicate** __ **Association** __

2. **List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.**

   Jennifer Masley 50% 504 Braylon Cir Franklin TN 37064

   Thomas Morales 50%

3. **If the applicant is a corporation, are they authorized to do business in the State of Tennessee?** N/A

4. **Under what trade name will this business operate?**

   Saffire

   City of Franklin business account number 21492

5. **Location of the business by street address. For special event, list location of the event.**

230 Franklin Rd, Franklin, TN 37064
(The Factory)

Phone number of the business 615-599-4995

6. **Please give the following information on the person who will be managing the business. This person is an owner ____ or a managing agent ____.**

Name Jennifer Masley-Pohlman

[redacted]

7. **Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.**

Name Jennifer Masley-Pohlman **Title** President

Mailing Address 230 Franklin Road

City, State, Zip Franklin TN 37064

Daytime contact phone number 616. 328.7732

8. **Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ____ No ✓.**

If so, specify number N/A. **List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)**

_____

_____

9. **Do you own the premises on which you will operate?** NO
If no, please give the name and address of the property owner.

The Factory - 230 FRANKLIN RD - Franklin, TN 37064

10. **Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years?** NO **If so, give particulars of each charge, court and date convicted.**

11. **Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes** ___ **No** ✓ **If so, please give date, place and cause of said revocation.**

12. **Give the name and address of the former beer permittee at this establishment.**

Blueroom, LLC - 641 FOGG ST
NASHVILLE, TN 37203

13. **Give applicant's history of involvement in the beer business, if any.**

Saffire Restaurant NFA sold beer and Tomkats

14. **Give applicant's employment record for the past 10 years.**

Thomas Morales / Tomkats, INC, 641 FOGG ST, NASHVILLE

Jennifer Masley / JETT Companies / Sip Organic Juice Bar
888 Forest Hills Ave, Grand Rapids, MI 49546

15. What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)

RESTAURANT

16. Will a full course menu be served? YES

17. Will separate and sanitary facilities be maintained for men and for women? YES

18. Will dancing be allowed on your premises? N/A
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

(a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.

(b) You will not sell beer or any like beverage except in accordance with the terms of said permit.

(c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.

(d) You will rigidly enforce the law against sales to minors.

(e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.

(f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.

(g) You will not attempt to transfer this permit to anyone else.

(h) You will display this permit in a prominent place in your establishment.

(i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).

(j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.

(k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

(l) **You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.**

(m) **You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.**

A non-refundable $250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of $100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: SAFFIRE LLC
Name of Business Entity

Sworn to and subscribed before me this 19 day of January, 20 17

Notary Public

VICKI L. PARR
STATE OF TENNESSEE NOTARY PUBLIC
WILLIAMSON COUNTY

My Commission Expires: 2-23-20

Official Use Only

Application Fee $ 250.00 Date Paid 1-24-17

Privilege Tax $ 96.00 Date Paid 1-24-17

Board Meeting Date 2, 14, 17

Guidelines for Safe Service of Alcohol

These recommendations are offered as guidelines only. When hosting a party or event where alcohol is to be served, be sure to abide by all University policies and applicable laws.

- Never make alcohol the focus of any event or party.
- Always serve an ample and attractive selection of non-alcoholic beverages (e.g., juices, soft drinks, bottled water).
- Clearly label containers that have alcohol to avoid confusion.
- Use a non-carbonated base to avoid the increased absorption rate caused by the carbonation.
- Avoid having an open bar or common containers (such as kegs), as they tend to promote over-indulgence. Serving drinks in individual containers enables guests to more easily monitor their alcohol consumption.
- Provide high protein, non-salty food throughout the event. Food slows the rate of alcohol absorption.
- Allow time between drinks so guests can feel the effects of one drink before being served another.
- Remember: one drink per hour and no more than three drinks per event for moderate drinking.
- Stop serving alcohol completely at least one hour before the end of the party. Only the appropriate amount of time- approximately one hour for each drink consumed - will restore sobriety to a guest.

Planning Considerations: General Matters

Questions	Answers
Is alcohol appropriate at this event?	Remember: Alcohol should never be the primary focus of any event.
Who will be in attendance?	Will minors be in attendance? If so, can service be monitored and identification verified?
Is the event public or private?	Public events (no RSVP and open to passers-by) should be structured so that identification can be verified and service monitored.
What activities are connected with the event?	If the activities are connected during the workday, alcohol should not be served. If participants are driving or are in contact with dangerous equipment, safety measures should be considered (e.g., providing alternative modes of transportation).
What are the setting, time and size of the	If there will be large numbers in attendance, of the setting precludes reasonable means of

event? control, alcohol service is not advisable.

Host Responsibilities

- Remain sober. The host should abstain from drinking alcoholic beverages while conducting official duties. You can be in a better position to handle emergencies and drive impaired guests home, if necessary.
- Do not serve alcoholic beverages to persons under 21 years of age. Diligently inquire, by examining driver's license or state identification, if the person is 21 or over. It is advisable to ask anyone who appears to be 35 years or younger for identification.
- Do not continue to serve alcohol if you observe any signs of impairment such as illness. Guests have overindulged if their speech is slurred and/or their gait is unsteady.
- Do not allow guest to drive if you suspect that they are alcohol impaired. Be knowledgeable about and prepared in advance to provide alternative modes of transportation and/or arrange for a cab or friend to drive the guest home.
- Call the local police department if the person insists on driving while impaired. Give the police the model and year of the vehicle and license plate number.
- Document all incidents that occur, including date, time, place, and what you did or attempted to do.

Server Responsibility

- Request identification to ensure that only guests 21 and over are served alcoholic beverages.
- Never leave alcoholic beverages unattended.
- Ensure that punch bowl is clearly labeled when they contain alcohol.
- Receive directions from the host on how to handle emergencies. The server and host should determine the following:
    - When to call the police (or other agency) for help
    - Who will take responsibility for calling emergency services
    - Who will document any incident or occurrence?
- Document any incident or occurrence, in cooperation with host, for future reference. A note book or file should be maintained. Occurrences such as an impaired guest insisting on driving, for instance, should be documented. Include time, place, people involved, specific occurrence and what you attempted to do or what you did do.

Limiting Alcohol Consumption of Guests

- Offer non-alcoholic beverages first.
- Retain a bartender with experience in alcohol management and the monitoring of guest consumption and behavior. It is recommended that there is one bartender for every 50 guests in attendance.
- Instruct staff not to encourage or "push" consumption of alcoholic beverages.
- Serve drinks in small glasses. Count drinks as a means of monitoring guest consumption.
- Delay responding to guest for another drink.
- Serve non-alcoholic beverages (i.e., juice, water, coffee), between service of alcoholic drinks.
- Buy only enough alcohol for the number of guests in attendance, with consideration given to the length of the event. Consider that approximately 1/3 of the population does not consume alcohol. Remember one drink per

hour and no more than 3 drinks per event set the pace for moderate consumption and should be used for determining the amount of alcohol to buy.
- Quiet music and soft lights slow consumption.

Assisting an Intoxicated Person

- Do not give the person food, drink or medication.
- Do not try to have the person walk or run.
- Do not suggest that the person take a cold shower; it will not help and could result in shock which is a medical emergency.
- An intoxicated person's judgment is impaired. Do not try to reason or argue with him/her.

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police

Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 25, 2017

TO: Chief Deborah Y. Faulkner

FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Jennifer Masley Pohlman, Managing Agent for Saffire, LLC and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Christy McCandless

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-24-17

TO: POLICE CHIEF

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE 2-14-17

☐ Applicant is requesting a temporary permit. Please return ASAP.

☑ Please return by 1-27-17 to provide information for Beer Board meeting agenda.

Name of Business Saltfire

Location of Business 230 Franklin Rd, Ste 114 (The Factory)

Name of applicant Saltfire LLC

Ma [redacted]

Dri

Dat

☐ Recommend. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.

☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-24-17

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

✓ ON PREMISES PERMIT
___ OFF PREMISES PERMIT
___ ON AND OFF PREMISES PERMIT
___ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
___ SPECIAL EVENTS PERMIT

✓ Applicant is requesting a temporary permit. Please return ASAP.

✓ Please return by 1-30-17 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-14-17 (Change in Ownership)

Name of Business Saffire

Location of Business 230 Franklin Rd, Ste 114 (The Factory)

CODES DEPT

Building Inspector

1/27/17
Date

FIRE DEPT

Fire Inspector

Date