

CITY OF BIRMINGHAM
COMMUNITY RESOURCE DIVISION
710 North 20th Street
Birmingham, AL 35203
205.297.8192

City of Birmingham Entertainment District Designation Application Instructions

Application Fee: \$500.00

The City of Birmingham is seeking proposals from established Businesses/Organizations for the creation and management of areas designated as Entertainment Districts. The City is authorized to create up to five Entertainment Districts.

The “Entertainment District” designation specifically authorizes open-carry of alcoholic beverages and will contribute to areas that will provide a mixture of arts and entertainment. Special emphasis will be placed on how the proposed district will complement the City’s Community Development goals, comprehensive plan, and the neighborhood and community in which it is located. The success of the districts depends upon the cooperation and assistance of the businesses and patrons in providing a safe and enjoyable environment. The City Council may amend, modify, or revoke the designation of a district if it becomes a nuisance or is not operated in the best interest of the public.

Organizations interested in applying should submit two (2) copies of their proposals to the City of Birmingham City Clerk’s office. All applications **MUST** be complete and include copies of all documents requested within this application. The application will not be reviewed if all documentation has not been received. A non-refundable application fee of **\$500.00** is required for submission of this application.

Application forms may be obtained from the City Clerk on the **3rd floor of Birmingham City Hall**. A copy of the enabling ordinance is attached for review. Questions about the application procedure may be directed to Community Development at the phone number listed above.

City of Birmingham Entertainment District Designation Application

Merchant Association/Organization Name and Physical Address:

Mailing Address, if different from Physical Address:

Tax ID #: _____

Authorized Contact Person/Representative: _____

Email Address: _____ Telephone: _____

Proposed Entertainment District: _____

Neighborhood(s) where Proposed District is located: _____

Please read carefully before signing:

I declare, under the penalty of making a false declaration, that I am authorized to complete this form and to the best of my knowledge and belief that all information included with this application for designation of the proposed entertainment district in the City of Birmingham is true and accurate, and has been provided in good faith. I understand and agree that the entertainment district, if designated by the City Council, shall be operated in compliance with any and all applicable state and city laws, ordinances, rules and regulations, and that any failure or refusal to comply with said laws, ordinances, rules and regulations may result in the revocation of the entertainment district designation. I also understand that disclosure of any false or misleading information will result in automatic denial of the entertainment district designation.

Print Name

Signature

Date: _____

City of Birmingham Entertainment District Designation Application Requirement Checklist

***For your application to be considered, you must include the following documentation:**

1.) Appropriate Organizational Documentation:

- Verification of Tax Identification Number
- Copy of government issued photo identification (e.g. driver's license, passport, etc.)
- Organizational Documents (i.e., Articles of Incorporation, By-Laws, Operating Agreement, etc.)
- Listing of organizational members and point of contact for the organization
- Resolution or official minutes of the Organization or other evidence of authority granted by the Organization to submit this application
- Evidence that the neighborhood association in which the district will be located has been notified of the applicant's intent

2.) Project Scope/Proposal that clearly delineates:

- Scope of how the proposed district will benefit the City, including economic development goals, comprehensive plan, the neighborhood in which it is located as well as surrounding neighborhoods
- Plans to provide for adequate security and/or police protection for the area while operating as an entertainment district (NOTE: Approval of the City Traffic Engineer must be obtained for any street closures and requires a special event license / permit).
- A map outlining the boundaries of the district, of which the total size shall not exceed one-half mile by one-half mile, though may be irregularly shaped, and shall not include the property or premises of schools, churches, or religious institutions (The City's Internet GIS tools are available and recommended for creating maps - <http://gisweb.informationbirmingham.com>.)

- Plans for adequate parking for persons visiting the district. To the extent possible, parking shall be located at the perimeter or outside the boundaries of the district. Parking lots within the district must provide for compliance with prohibitions on alcohol brought into the district and provide for the safety and security of patrons of the district
- Evidence that there are at least four or more retail, on-premise liquor licensees within the proposed district and a copy of the license for each ABC Board licensed establishment in the proposed district
- Proposed hours of operation of the district
- Plans for maintaining the appearances, sanitation, and fire and safety features of the district
- Plans for the designation of the district, including but not limited to:
 - appropriate signage required by Ord. No. 13-118 (Entertainment District Ordinance),
 - entry/ exit points,
 - the means by which to define the boundaries of the district so that patrons are clearly informed of district perimeters
- Description of proposed cups with an identifying logo that will be used for beverages sold for consumption outside the retail licensees' premises
- Description of proposed tamper proof measures to identify persons of legal drinking age
 - NOTE: The City of Birmingham may create a requirement for identifying wristbands to be obtained from the City for all entertainment districts. When created, that program will satisfy this requirement. Until such program is in place the district and licensees located within the district must have a drinking-age identification program in effect.

3.) A receipt from the City of Birmingham Director of Finance (or his designee) showing the payment of a non-refundable application fee in the amount of **\$500.00**

***Please note, additional information may be requested by the Director of Community Development as is deemed necessary, so as to allow for City of Birmingham staff and the Birmingham City Council to thoroughly evaluate the suitability of the area as an Entertainment*

District designee. The City reserves the right to evaluate any approved district at any time to ensure the continued suitability and safety of the area as an Entertainment District.