



# MADISON

*Indiana*  
Economic and Redevelopment

## *Riverfront Liquor License Application*

*Obtaining a Liquor License within the Downtown Madison Riverfront Redevelopment District*

**Please turn in completed Application including \$1,500  
Fee to: The Economic Development Department  
City Hall, 101 West Main Street**

**Information Type:** (Check All That Apply)

- ☐ Applicant
- ☐ Property Owner
- ☐ Tenant

**Application Type:** (Check One)

- ☐ Restaurant
- ☐ Cultural Experience Venue

**Primary Owner Contact and Proof of Ownership (Please Attach)**  
(State of Indiana – Secretary of State Request)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

E-mail Address \_\_\_\_\_

**Business Classification (S Corp, LLC, Etc.): (Please Attach Proof)**

\_\_\_\_\_

**Other Owners/Percentages (if applicable)**

\_\_\_\_\_ %

\_\_\_\_\_ %

**FOR OFFICE USE ONLY**

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Reviewed by

\_\_\_\_\_  
Date of Review

\_\_\_\_\_  
Council Approved

\_\_\_\_\_  
Condition of Eligibility Letter  
Sent Date

\_\_\_\_\_  
Notes:

**Business/Property Information:**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Property Parcel ID Number: \_\_\_\_\_ **(Can be found online or through the planning office)**

Or General location (if no address has been assigned provide a street corner):

\_\_\_\_\_

Property Size: \_\_\_\_\_ acres or \_\_\_\_\_ square feet \_\_\_\_\_

Zoning: \_\_\_\_\_

**Madison Riverfront District Liquor License Permit Checklist:**

1. Business plan for the business or how it will contribute to the cultural fabric and quality of life of Madison and support the growth of the Riverfront District. **(Please Attach)**
  - a. A detailed site plan that includes the size, floor plan, and layout of the venue and exterior dining areas (identifying seat count) **(Please Attach)**
  - b. Description of operations (hours, menus, schedule, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- c. Number of jobs and nature of jobs to be added to the community and salary range

\_\_\_\_\_

\_\_\_\_\_

- d. Provide a statement of the Owner's day-to-day involvement in the operations of the business

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- e. Provide a statement of how you plan to collaborate and support the growth of the Riverfront District while encouraging a healthy, safe, and fun atmosphere, which generally complements other redevelopment efforts.

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2. Submit a Plan for any improvements including a timetable for completion. (Building permits may be needed under separate application with the Planning Department) **(Please attach approval letter from planning department)**
- a. The plan should include financial and owner strength for the financing of the venture. **(Please attach either a letter from bank, or another form of financial information)**
3. Proof of insurance **(Please attach)**
- i. Business Liability
4. Submit one hard copy of the application, including a \$1,500 application fee
5. Submit the completed Application from the Indiana ATC

## CONDITION OF ELIGIBILITY

All Madison Riverfront District Permit applications will be under review by the Economic Development Department, the Mayor, and City Council of the City of Madison.

If the application is approved the Mayor and the Common Council of the City of Madison will give the applicant a signed letter, to that effect. It is understood that the ATC will not take action on this, one, two, or three-way Riverfront District Liquor License without this letter of recommendation.

The applicant is responsible for contacting the City Planner, City Building Inspector and/or the City Zoning Board, to mutually identify any information, that is not applicable, needed for following City Ordinances and Permit Process. The applicant is required to provide any other information requested by the City of Madison, and the Economic Development Department to demonstrate compliance, with the requirements of the Riverfront District Permit.

Restaurants receiving one, two, or three-way licenses, within the District, will be required to sell a minimum of \$200,000 in gross food sales, for the first two years, and \$275,000 for the third year and beyond. The restaurant must be open a minimum of 240 days per year.

Cultural experience venues receiving one, two or three-way licenses within the District will be required to have a minimum performance capacity of 125 people and must adhere to the state minimum of food requirement under, 905 IAC 1-20-1, under the authority of IC 7.1-3-20-9.

As part of the yearly license renewal, applicants will have to demonstrate that these requirements have been met at the location for which the license has been granted, in addition to the requirements of the City of Madison application process.

Permits are not transferable, not portable within or without the district and any renewals are subject to compliance, with the terms of these local rules, and any agreement negotiated with the City of Madison. The permits shall not be pledged as collateral, or subject to any lien, judgment, property settlement agreement, or third-party claim.

The information included, in and with, this application, is completely true and correct to the best of my knowledge and belief.

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(Applicant's Signature)

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(Date)

Property Owner's Signature (the "owner" does not include tenants or contract buyers): I authorize the filing of this application and will allow the City to enter this property for purpose of analyzing this request.

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(Owner's Signature)

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(Date)

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(Owner's Signature)

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(Date)

Economic Development Office

Phone (812) 274-0461  
FAX (812) 265-3349  
101 West Main