
POLICY NAME: DISTRICT LIQUOR POLICY

Policy No.: 000.009	Resolution No.: RR47-12	Date Approved: 4/23/12	Supersedes the following Resolutions & Policies: 154-93, 34-90, 113-90, 106-80, 109-87
Date procedures adopted by the Executive Director:		Procedure revision date:	Procedures approved by the Executive Director:

POLICY:

Purpose: Metro Parks Tacoma (MPT) provides access to public parks and facilities and encourages the citizens of Tacoma to use the parks and facilities. MPT makes some of these parks and facilities available for private and public use and rentals. MPT recognizes that users may request MPT's approval to distribute and/or consume liquor during these rentals and MPT has adopted guidelines to help ensure public safety during those events.

Policy Requirements:

- Section I. The Board of Park Commissioners authorizes the distribution and consumption of liquor in limited facilities and parks owned or operated by MPT in accordance with applicable local, state and federal laws and regulations and as provided in this policy.
- Section II. Liquor may be permitted to be distributed and consumed at appropriate parks and facilities based on that park or facility's amenities and classification level. Specific classifications at which liquor may be distributed and consumed include: 1) Multi-Purpose & Community Centers; 2) Attractions & Specialty Facilities; and 3) Signature, Urban & Regional Parks. Specific locations within these classifications shall be designated by the Executive Director.
- Section III. MPT may collect fees associated with issuing liquor permits for the sale, distribution and consumption of liquor at public and private functions but only in accordance with MPT policies and all applicable laws; and shall establish procedures that outline the methodology for fee calculation and collection; and will ensure that the fees collected cover MPT's administrative and cross-agency coordinating costs.
- Section IV. The retail sale of liquor shall only be permitted at Attractions and Signature Facilities, provided that all liquor is served in accordance with MPT policies and in accordance with all applicable laws.
- Section V. The Executive Director may adopt such administrative procedures, rules and regulations as he or she deems necessary for the proper administration of this policy.

ADMINISTRATIVE PROCEDURES:

1. Application Process:

- a. Facility or park renters must apply for the authorization to distribute and consume liquor at an approved MPT facility or park. Completed applications must be received by MPT no less than 30 days prior to the scheduled event date.
- b. The facility rental contract or special event permit may be issued and the distribution and consumption of liquor authorized at the event only after proof of obtaining Washington State Liquor Control Board permits or licenses and such other approvals as required by law or by MPT.
- c. WSLCB issues the following types of licenses:
 - **Special Occasion License:** Allows a bona fide nonprofit organization to sell liquor at a specified date, time and place. Applications are available online or at state and contract liquor stores. Examples include a fundraising dinner, gala event, auction, or wine tasting.
 - **Banquet Permit:** Allows the service and consumption of liquor at a private, invitation-only banquet or gathering held in a public place or business. Applications are available at state and contract liquor stores. Examples include weddings, company banquets, retirement parties, or club, organization or church events

2. Authorized Locations:

Liquor may be distributed and consumed only in approved facilities and parks owned or operated within one of the following classification levels: 1) Multi-purpose and Community Centers; 2) Attractions & Specialty Centers; 3) Signature, Urban and Regional Parks, The specific location within each facility or park where liquor may be distributed and consumed shall be designated by the Special Event Committee. The license or permit holder shall be responsible for complying with all local, state and federal laws, rules and restrictions as well as any rules issued by MPT.

Figure 1 –Permitted Facilities

<p>Multi-Purpose & Community Centers</p>	<p>Center at Norpoint STAR Center People’s Center Portland Avenue Community Center South Park Community Center</p>
<p>Attractions & Specialty Facilities</p>	<p>Meadow Park Golf Course Tacoma Nature Center PDZA Northwest Trek W.W. Seymour Conservatory Fort Nisqually Point Defiance Marina Complex Premier rentals and leased facilities:</p> <ul style="list-style-type: none"> ● Point Defiance Pagoda ● Point Defiance Lodge and Visitor’s Center ● Titlow Lodge ● MPT Headquarters ● Anthony’s Restaurant ● Tacoma Yacht Club/TOA ● South Park Community Center ● Wapato Bath House ● Lobster Shop

Figure 2 –Permitted Parks

<p>Signature, Urban & Regional Parks</p>	<p>Norpoint Stewart Heights Titlow Wapato Wright Park SERA Campus Thea’s Old Town Ruston Way Point Defiance Swan Creek People’s park Chinese Reconciliation (Ting)</p>
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