



# PUBLIC CONVENIENCE & NECESSITY DETERMINATION

*Application & Submittal Requirements*

Police Department  
1539 First Street  
707.257.9223

Planning Division  
1600 First Street  
707.257.9530

*Please type or print*

## PROJECT INFORMATION

ADDRESS: \_\_\_\_\_

APN: \_\_\_\_\_ GENERAL PLAN: \_\_\_\_\_

ZONING: \_\_\_\_\_ LICENSE TYPE(s): \_\_\_\_\_

## APPLICANT INFORMATION

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

## SUBMITTAL REQUIREMENTS

- 1 **Application Form** - Completed and signed.
- 2 **Fee** - \$354.00. Checks payable to City of Napa.
- 3 **Written Project Description** - A written description of the type and nature of the existing and proposed uses for which an alcoholic beverage license is proposed. Include the types of services and/or products that are to be provided, the hours of business, the number of employees, and any other information pertinent to the determination of whether a PCN will be served by issuance of the license.
- 4 **Documentation from ABC** - Provide documentation from ABC indicating that a PCN determination is required from the City for the proposed alcoholic beverage license.
- 5 **Other** \_\_\_\_\_

## CONDITIONS OF APPLICATION

- 1 All materials and representations submitted in conjunction with this form shall be considered a part of this application.
- 2 The Applicant shall inform the City in writing of any changes.
- 3 The Applicant(s) agree(s) to defend, indemnify and hold the City, its agents, officers, and employees harmless from any claim, action or proceeding to attack, set aside, void or annul an approval of the City concerning the project, as long as the City promptly notifies the applicant of any such claim, action or proceedings and the City cooperates fully in the defense.
- 4 I hereby authorize employees of the City of Napa to enter upon the subject property, as necessary, to inspect the premises and process this application.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Planning Division Use Only	
Project Number	_____
Project Name	_____
Project Planner	_____

*Date Stamp*