



CITY OF  
GEARHART

**Staff Report**

For City Council Meeting - 10/2/2024

***Subject - New Business - Liquor License Application Review - Senders Wedding***

**Synopsis:** Lisa Senders provided the City with the attached Special Event Liquor License application on August 23rd, 2024. Aware public space cannot be reserved in Gearhart, she's requesting approval for the service / consumption of alcohol at her daughter's wedding in Lesley Miller Dunes Meadow Park in July. A reminder to Council that while alcohol consumption is prohibited in Gearhart public spaces, our ordinance (#936) grants exception with a special event application and Council approval. The City Administrator makes a recommendation to Council with reasoning. Council must make the final decision to approve. Since no alcohol is being sold and the event is a wedding, the OLCC does not require an OLCC special event permit.

***Council Options:***

- 1) Motion to approve Ms. Senders' special event liquor license application;
- 2) Motion to approve with restrictions / changes;
- 3) Deny the application citing reasons;
- 4) Take other action desired by Council.

**Recommendation:** The City Administrator recommends City Council approve Ms. Senders' special event liquor license application with a simple motion.

**Legal Analysis:** The City implemented Ordinance #936 for process and Resolution #975 for fees. Section 8. A. states: *No person shall consume any alcoholic beverages in or upon any street, alley, or other public place, unless such place has been licensed for that purpose by the Commission; alcohol consumption is not permitted in public park spaces owned and operated by the City of Gearhart, Oregon. Any exception would be a specially licensed event approved by the Council.* A reminder the Commission (OLCC) does not require a permit in this case. Also per ordinance, an applicant submits their special event application for review. The City Administrator has 45-days from the date received to provide Council with a recommendation in a public forum. A public hearing prior to recommendation is available by request from the applicant and /or any party affected by the application. The City received no requests for a public hearing.

**Financial Analysis:** The City's special event liquor license application fee is \$25 and due at the time of submission.

Respectfully Submitted,

  
Chad



As set forth in Ordinance #936 with fees defined in Resolution #975, alcohol consumption may be allowed by permit only in any City owned and/or operated public space upon payment on and approval of this special event (temporary) application.

**Applicant Contact (if Partnership or Corporation, please attach additional contact sheet)**

Print Name Nicole Senders (503) 913-7420 Preferred Telephone Number  
 Email: nsenders@comcast.net  
 Address 2682 SW Talbot Rd. ( ) \_\_\_\_\_ Additional Contact Number  
PORTLAND, OR 97201

**Event Information and Mandatory Criteria**

Event date: July 26, 2025 Number of people anticipated to attend: 75-100  
 Describe the event to be held for which you would like to provide alcohol:  
wedding & wedding reception  
 Insurance Company Name K&K Insurance Group OR Event Helper.com Proposal #: 3625972 *see attached documents*  
 Policy Number Quote #: 1280643  
 OLCC Servers Name will be provided by Creative Celebrations Server Permit Number will be provided by Creative Celebrations  
 Event Hours: 3pm - 9pm Requested Alcohol Service Hours: 3:20 - 8:30

Have you ever possessed a license to sell alcoholic beverages? NO  YES  (attach sheet of names/locations)

Indicate the location(s) for which this application will apply:  
 Dunes Meadow Park  Centennial Garden Park  City Beach/Dune Land  Other: \_\_\_\_\_

Is the event  private, or  open to the general public?

Please respond to the following criteria in the spaces provided. Attach additional sheets of paper where necessary. The City will approve or deny this application based on your responses.

- Identify the public benefit to be gained by allowing alcohol and identifying how the proceeds of the event, if any, will be used. REMINDER: If you wish to sell alcohol at your event, you must obtain a temporary sales license/permit from the Oregon Liquor Control Commission.  
Visitors to the park will be able to observe the joy & beauty of the celebration of love!
- Identify the proposed confined alcohol serving and consumption area and methods of boundary control.  
see addendum on next page
- Define event security to be provided to avoid consumption outside defined boundaries, consumption by intoxicated guests, and consumption by minors.  
see addendum on next page

**Permit Fees**

Damage and cleaning deposits are based upon attendance and type of event. In order to qualify as a private party event, the general public must not be invited and no flyers or advertisements may have been made.

Private Party (up to 50 people)	—\$25.00 per event application, per day
Private Party (51-250 people)	\$25.00 per event application, per day
Private Party (more than 250 guests)	\$25.00 per event application, per day
Public Event	\$25.00 per event application, per day

**Conditions of Use**

If this application is approved, the applicant shall:

1. Agree to use a licensed server(s) and comply with any applicable OLCC regulations;
2. Not use glass beverage containers for personal consumption (not to be construed to prohibit bottles of wine);
3. Not serve, sell, consume, possess, or use distilled liquor unless an OLCC special events permit/temporary sales license has been obtained; *only beer & wine will be served*
4. Arrange for and pay for removal of trash generated by the event;
5. Obtain event insurance and provide evidence 5 business days in advance of the event of coverage in the amount of \$5,000,000 per claim, naming the City as an additional insured;
6. Pay the permit fee at the time of submission, unless a longer time is approved by the City Council and authorized by the City Administrator;
7. Sign a liability waiver, indemnity, defense, and hold harmless agreement on a form prescribed by the City Administrator (attached hereto and incorporated herein by reference);
8. Obtain a Noise Permit from the City if event sound levels are anticipated to reach over 50 dBA between 10:00 p.m. - 8:00 a.m. or over 60 dBA between 8:00 a.m. - 10:00 p.m.
9. Provide alternative non-alcoholic beverages;
10. Cease all alcohol service by the time requested on this application unless otherwise noted as a condition below;
11. Provide food items; and
12. Comply with any other conditions the City deems prudent.

**Liability Waiver/Service Agreement**

I HEREBY FULLY RELEASE AND DISCHARGE THE CITY OF GEARHART, ITS EMPLOYEES, OFFICERS, OFFICIALS, VOLUNTEERS, AGENTS AND INSURERS (COLLECTIVELY, THE "RELEASED PARTIES") FROM ANY AND ALL LIABILITY, CLAIMS, AND CAUSES OF ACTION FROM INJURIES OR ILLNESS (INCLUDING DEATH), PROPERTY DAMAGES OR LOSS WHICH MAY BE ASSERTED BY ANYONE WHICH IN ANY WAY ARISE FROM, DURING, OR IN CONNECTION WITH THIS USE OF THE CITY'S PROPERTY FOR THIS EVENT OR THE SERVICE OF ALCOHOL AT THE EVENT BY ME, OR MY GUESTS, INVITEES, OR LICENSEES. THIS RELEASE INCLUDES BY WAY OF EXAMPLE AND NOT LIMITATION, ANY RISKS THAT MAY ARISE FROM NEGLIGENCE OR CARELESSNESS ON THE PART OF THE RELEASED PARTIES, FROM DANGEROUS OR DEFECTIVE EQUIPMENT OR PROPERTY OWNED, MAINTAINED, OR CONTROLLED BY THE RELEASED PARTIES.

I shall be in charge of the event and will be present at the event. I shall be responsible for the clean-up of the area and repair of damage to equipment or facilities and replacement of any theft. I agree that I have read and shall abide by the conditions noted on this application.

Nicole Senders  
Signature of Applicant

8/22/24  
Date

Nicole Senders  
Print Name

**For Office Use**

- Approved Police Department (if called to review) \_\_\_\_\_ Date \_\_\_\_\_
- Approved with conditions: \_\_\_\_\_
- Not Approved; Reason: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Administrator

RECEIVED  
CK #1470  
AUG 23 2024

BY: (KP)

City of Gearhart  
698 Pacific Way PMB 2510  
Gearhart, Oregon 97138  
Phone: 503-738-5501  
Fax: 503-738-9385

## **GEARHART LIQUOR LICENSE SPECIAL EVENT APPLICATION (Addendum)**

### **Event Information and Mandatory Criteria**

# 2) Identify the proposed confined alcohol serving and consumption area methods of boundary control:

*Alcohol provided at the wedding reception will be confined to the Dunes Meadow Park only. If a smaller area is preferred by the city, alcohol could be restricted to a canopy covered area. Creative Celebrations, a wedding event firm (see attached for information about Creative Celebrations), will have 2 employees on site for the duration of the event for 6-8 hours as needed and alcohol usage will be monitored. (See #3 below). If intoxication is observed, the Senders family will be notified immediately and arrange for safe and appropriate transportation of any guest. It will be announced at the wedding prior to the reception that all drinking is to be restricted to the park confines.*

*If a guest is observed leaving the confines of the park with alcohol, they will be asked to leave their drink behind.*

#3) Define event security to be provided to avoid consumption outside defined boundaries, consumption by intoxicated guests, and consumption by minors.

*Identification will be required by all who are served alcohol or those drinking alcohol. Bracelets must be worn by all attending the wedding reception that will be color coded to indicate age 21 or over. Also, see #2 above regarding monitoring and confining consumption to the park only.*

### **BATHROOM FACILITIES**

Two homes across from the park on 1<sup>st</sup> Avenue occupied by the wedding couple's family have a total of 6.5 bathrooms and can be used by the guests as needed. In the alternative, "wedding port-a-potties" could be placed on site.