ORANGE COUNTY ZONING DIVISION
201 South Rosalind Avenue, 1st Floor, Orlando, Florida 32801
Phone: (407) 836-3111 Email:Zoning@ocfl.net
www.ocfl.net

Application – Alcohol Beverage License Review

The Zoning Manager reserves the right to determine whether this application is complete and accurate. Incomplete applications will not be processed and will be returned to the applicant. The processing time may take up to twenty (21) days. If granted, Zoning Division approval is valid for six (6) months.

Your completed Alcohol Beverage License application and any other applicable documents must be submitted electronically via Orange County Fast Track. All documents being uploaded into Fast Track shall be submitted as a PDF. See link below for Fast Track website.

https://fasttrack.ocfl.net/PublicPortal/OC/index.jsp

Section A - General Information (to be completed by applicant/property owner):

Name of Establishment:_____

Address of Establishment: _____City: _____State: _____Zip:_____

Parcel ID# (Click here for Parcel Information):_____

Contact Person Name:_____

Phone Number: _____ Email Address:_____

Section B - Please check the appropriate box or boxes of the license for which you are applying:

License Type: _____

- ☐ New License
- ☐ Quota Alcoholic Beverage License
- ☐ Specialty Alcoholic Beverage License (e.g. SFS, S, etc.)
- ☐ Permanent Extension
- ☐ Other _____
- ☐ 1APS / 2APS Package Sale (skip to Section E)
- ☐ ODP (One Day Permit) Temporary – 1 Day / 2 Day / 3 Day (skip to Section E)

Section C - Orange County Zoning Code Requirements:

Sections 38-1414 & 38-1415 of the Orange County Code of Ordinances contain the requirements for the sale and consumption of alcoholic beverages; including distance separation requirements from schools, churches, package sales, and adult entertainment establishments. Section 38-1415(f) contains information regarding subsequent establishment of religious institutions and schools criteria.

Section D – Submittal Requirements: (Once completed, skip Section E and fill out Page 2)

- ■ Orange County Application Fee: For Distance Measurement (Fee Directory)
- ☐ Property Appraiser Map (Identify the Subject Property) https://www.ocpafl.org/searches/ParcelSearch.aspx
- ☐ State Application for Beverage License including the sketch of the proposed licensed premises. (Application will be signed and returned to the applicant if approved.)
- ☐ Are there any restrictions or limitations that would otherwise prohibit an alcoholic beverage license at this location? Yes☐ No☐. If Yes, please attach a written explanation.
- ☐ Has this location held an Alcohol License within the last five years, per 38-1415(f) Yes☐ No ☐.

Section E – Submittal Requirements: (Do not fill out Page 2, it is not required for the review)

- ☐ Orange County Application Fee: Without Distance Measurement (Fee Directory)
- ☐ Parking Calculations (3/1 ratio) & Site Plan (only required for ODP) _____Attendees _____Parking Spaces
- ☐ State Application for Beverage License including the sketch of the proposed licensed premises. (Application will be signed and returned to the applicant if approved.)

FOR OFFICE USE ONLY

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ABA Number: _____ Date: _____

ALCOHOLIC BEVERAGE ESTABLISHMENT PROOF OF SEPARATION AFFIDAVIT

This notice is to certify that, _____ (applicant) whose physical address is _____(subject property), and the Parcel ID# is _____, meets the Alcoholic Beverage Establishment Separation Requirements set forth in the Orange County Code of Ordinances per Sections 38-1414 and 38-1415; for the purpose of obtaining a _____ (type of license) Alcoholic Beverage License.

The nearest religious institution is _____ **feet** (circle one) (North, South, East, West) (measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of the place of business to the main entrance of the door of the religious institution). **Minimum distance separation is 1,000 feet.**

Name and Address of religious institution: _____

The nearest school is _____ **feet** (circle one) (North, South, East, West) (measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of the place of business to the main entrance door of the school (except as may be otherwise provided by applicable state law)). However, for Package Sales the measurement shall be calculated by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of the place of business to the public right-of-way entrance to the property that is used by the students. **Minimum distance separation is 500 feet and 1,000 feet for Package Sales. Activity Center Mixed Use minimum distance separation is 300 feet.**

Name and Address of school: _____

The nearest package sales establishment is _____ **feet** (circle one) (North, South, East, West) (measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the proposed main entrance of a package sale vendor who proposes to operate his place of business and is licensed under The Beverage Law [F.S.61-568] to the main entrance of any other package sale vendor who is operating such a business). **Minimum distance separation is 5,000 feet (Unincorporated), 750 feet (Incorporated/City) from package store to nearest package store.**

Name and Address of package sales establishment: _____

The nearest adult entertainment establishment is _____ **feet** (circle one) (North, South, East, West) (measured by following the shortest route of ordinary pedestrian travel along the public thoroughfare from the main entrance of the place of business to the main entrance door of the adult entertainment establishment). If the establishment is an adult establishment, Orange County Code Chapter 3, Article III, Sec. 3-77. shall apply. **Minimum distance separation is 200 feet.**

Name and Address of nearest adult entertainment: _____

Affirmation: I, _____ (applicant), have read and understand the Orange County Code requirements. I have conducted my own measurements and due diligence and I hereby certify that this application complies with the code requirements, including, but not limited to, the distance separation requirements from all churches, schools, other package sales establishments, and adult entertainment establishments. I further understand that if a license is issued, and it is thereafter determined that I do not comply with the aforementioned requirements, that Orange County has the authority to rescind Zoning Division approval.

Applicant Signature: _____ Date _____

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or who has produced _____as identification and who did/did not take an oath.

_____ Date: _____ (seal):

Notary Public Signature