Washington State
Liquor Control Board

Liquor Control Board Interim Policy #01-2010

Subject: Outside One-Time Events at Private Clubs

Effective Date: February 10, 2010

Ending Date: Upon adoption of rules to implement this policy.

Approved:

Sharon Foster

Sharon Foster, Chairman

Ruthann Kurose

Ruthann Kurose, Board Member

Purpose:
The purpose of Liquor Control Board Interim Policy #01-2010 is to provide the requirements for an outside one-time event conducted by a private club for the club members.

Background:
Enforcement policy does not allow outside one-time events unless there is an interior access from the inside of the building to the outside area where the event is being held. Currently there is no RCW or WAC that addresses "interior access".

Enforcement division responds to requests for outside one-time events. The current policy of Enforcement division for these types of events requires the licensee to have an interior access from the outside area to the liquor licensed premises in addition to the area being enclosed with a barrier a minimum of forty-two inches high. The Enforcement policy was approved in October 2008.

WAC 314-02-130(1) is the only reference to outside service at a liquor licensed premises and states, "The following changes to a licensed premises require prior board approval, by submitting a form provided by the board's licensing and regulation division: extending the location of alcohol service, such as a beer garden or patio/deck service (the area must be enclosed with a barrier a minimum of forty-two inches in height).

Policy Statement:
The requirements for an outside one-time event at a private club are as follows:

- outside one-time event requests must be submitted to the local enforcement office in writing (letter, fax, or e-mail) by the licensee or designee at least 5 business days before the event;
  - ✓ include a site plan of the outside area;
  - ✓ clearly define restricted areas;
  - ✓ provide date, time, and type of event;
  - ✓ provide useful contact information; and
  - ✓ approval is required prior to the event.
- the outside area must be adjacent and/or contiguous to the actual licensed premises;
- the outside area must be enclosed with a barrier a minimum of forty-two inches in height;
- the outside service area cannot be across public right of ways (such as across the street);
- the liquor licensee must have leasehold rights to the outside area;
- there must be employees stationed inside the outside service area at all times;
- persons with alcohol may not leave the outside service area;
- the licensee must maintain sufficient lighting per WAC 314-11-055;
- persons under 21 years of age are not allowed in the outside service area;
- drinks must be prepared, served, and consumed inside the outside service area; and
- outside one-time events are limited to twelve per calendar year