



# Carson City Planning Division

108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180 – Hearing Impaired: 711  
planning@carson.org  
www.carson.org/planning

## MEMORANDUM

Liquor License

**TO:** The Hearings Officer

**FROM:** Lena Reseck  
Senior Permit Technician

**DATE:** October 13, 2017

**SUBJECT:** Liquor License: Bella Vita Bistro & Catering Company (Liquor License #18-32230)

**Recommendation:** To approve a liquor license for Bella Vita LLC dba Bella Vita Bistro & Catering Company at 1304 S. Stewart Street with Lori Baxter as the liquor manager subject to the following conditions of approval:

1. The applicant must sign a sworn affidavit consistent with CCMC 4.13.060 regarding a server training course.

Per Carson City Municipal Code 4.13, all liquor license requests are to be reviewed by the Hearings Officer. The Hearings Officer may grant or deny the application for a liquor license or place conditions on a license to ensure compliance with the Municipal Code. The Hearings Officer considers the recommendation of the Sheriff's office and the Health Department in making his decision.

The subject request is to allow Bella Vita LLC dba Bella Vita Bistro & Catering Company to have a liquor license, with Ms. Lori Baxter as the liquor manager. The applicant is seeking to operate a restaurant with a full bar. The business is located at 1304 S. Stewart Street.

This request has been reviewed by both the Health Department and the Sheriff's Office. The Health Department inspected the premises and as long as the establishment is built to the submitted and approved building plans the Health Department is recommending approval.

The Sheriff's office conducted a background check and did not find any disqualifying information based on CCMC 4.13.125.

**CARSON CITY LICENSE APPLICATION**

Please type or print in black ink; Incomplete or illegible applications will not be accepted. Applications must bear an original signature

Business License #:

17-32511 / 18-32230

Submittal Date:

1	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Change of Location/Mailing	<input type="checkbox"/> Change of Name	<input type="checkbox"/> Change of Corporate Officer	<input type="checkbox"/> Other	
2	Type of License(s)	<input checked="" type="checkbox"/> Business		<input type="checkbox"/> Short-Term	<input type="checkbox"/> Gaming	
3	Type of Entity	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability Company	
4	Entity Name	Bella Vita LLC		5	Business Opening Date Oct 17	
6	Business Name (DBA)	Bella Vita Bistro & Catering Company		7	EIN #	
7	Business Address	City	Carson City	State	Zip Code 89701	
8	1304 S. Stewart St.			NV		
9	Mailing Address	City	Gardnerville	State	Zip Code 89410	
10	Corporate Phone	Business Phone	775-790-0505	Business Fax		
11	E-mail Address		Business Website			
12	Owner(s), Manager(s), or other Principal(s) attach additional pages if required					
	Last, First, MI Baxter Lori	Percent Owned 100%	Title Owner/Manager			
	Residence Address (Street) 1368 Macenna Ln	City, State, Zip Gardnerville, NV 89410	Residence Telephone 775-790-0505			
	Last, First, MI	Percent Owned	Title			
	Residence Address (Street)	City, State, Zip	Residence Telephone			
	Last, First, MI	Percent Owned	Title			
	Residence Address (Street)	City, State, Zip	Residence Telephone			
	Liquor Manager (if applicable)	<input type="checkbox"/> On-Site <input type="checkbox"/> Off-Site	Contact Phone Number			
	Residence Address (Street)	City, State, Zip				

13 Describe in detail the activity of your business

Full Service Restaurant/Bar/Caterer

Type of Liquor License Applying for (If applicable)					
14	<input type="checkbox"/> Tavern/Bar	<input type="checkbox"/> Dining Room w/Beer and Wine Only	<input type="checkbox"/> Packaged Liquor	<input checked="" type="checkbox"/> Dining Room w/Hard Liquor	<input type="checkbox"/> Combo (On-Premise & Pkg)
	<input checked="" type="checkbox"/> Catering	<input type="checkbox"/> Additional Wet Bars _____		Will there be an Interim Management Agreement?	
16	List number of slot machines (If applicable)			List number of table games (If applicable)	
	<input type="checkbox"/> 1 cent _____	<input type="checkbox"/> Multi _____	<input type="checkbox"/> Craps _____	<input type="checkbox"/> Baccarat _____	
	<input type="checkbox"/> 5 cent _____	<input type="checkbox"/> Poker _____	<input type="checkbox"/> Roulette _____	<input type="checkbox"/> Race Book _____	
	<input type="checkbox"/> 25 cent _____	<input type="checkbox"/> Mega Buck _____	<input type="checkbox"/> Twenty-One _____	<input type="checkbox"/> Sports Book _____	
	<input type="checkbox"/> 1.00 _____		<input type="checkbox"/> Keno _____	<input type="checkbox"/> Poker _____	

17 If this application is for a change of business name, location, or ownership, list the previous name, address, and owner below:

Miscellaneous Information	Please answer this section if your business is <i>located</i> in Carson City. If you are unsure of your answer or are installing signage, contact the Planning Division at (775) 887-2180	
	Is your business location zoned for this type of business	Has a Special Use Permit been obtained for this business location
	Yes	Not Applicable
	Will you be installing any outdoor signs	Are there any existing signs on the property
	Yes	No
Will there be any outside storage (If yes, please explain items being stored and how being screened)		
No		
Will any commercial vehicles be used for this business (If yes, please describe size, type, and location of storage)		
Yes - delivery truck		
Please list the quantities, types, and storage location of any chemicals or hazardous materials that will be used for this business		
only cleaning supplies in back Kitchen		

Rules and Regulations	I, the undersigned understand that I cannot operate my business until my license is actually issued by this office indicating approval by all necessary city departments	
	<ul style="list-style-type: none"> <li>If any changes are made after completing said license application this office must be notified immediately and an update is required.</li> <li>A business license, liquor license, and/or gaming license are issued to a given owner at a SPECIFIC LOCATION and are NON-TRANSFERRABLE to a different owner or different location.</li> <li>Non-payment of annual and quarterly business license, liquor license, and/or gaming license fees by the due date will result in applied penalties and is grounds for the revocation of the license.</li> <li>Any exception to any of the above is considered a violation of the Carson City Municipal Code and is subject to citation.</li> </ul>	
I hereby certify that the above information is correct to the best of my knowledge and belief. I understand that failure to complete this form truthfully is an act of perjury.		
Applicant's Signature		Date 8/23/17

FEES STRUCTURE	FEES	LICENSE TOTAL FEES
Business License Fee	63.85	Business License Annual Fee:
Square Footage 2000		Business License Pro-rated Fee:
Number of Employees 4		Business License Application/Update Fee: 25
Health Fee 50		Liquor License Annual Fee: 1200
Number of Rental Units		Liquor License Pro-rated Fee:
Number of Coin Operated Machines		Liquor License Application Fee: 1000.00
Number of Slot Machines		Liquor License Investigation Fee: 500
TOTAL FEES DUE: \$1652.20		Gaming License Quarterly Fee:
Payment Type CK #		Gaming License Application Fee:
Received By SP	Date 8/28/17	Fictitious Name Fee: 20
Date Applicant Fingerprinted 8/29/17 @ 10:00am	By	File #
		Health Pre-Inspection Fee: 25

\$152.20



## CARSON CITY, NEVADA

### CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Memorandum

To: Carson City Liquor Board Hearing Officer  
From: Carson City Health and Human Services (CCHHS)  
Date: October 13, 2017  
Re: Liquor License- Bela Vita

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On October 13, 2017 the plans for Bela Vita were reviewed and approved. The addition of a bar with both a handwashing sink, and a dump sink was noted. Glasses and dishware from the bar will be washed and sanitized by means of an installed dishwasher, thus allowing for the omission of a three basin sink installed directly behind the bar. Besides the dishwasher, no new equipment or changes to the kitchen were noted, and any intentions to do so in the future will need proper approval from the health authority.

If all these contingencies are met, then the Carson City Department of Health and Human Services has no problems regarding a liquor license for this establishment. Please contact CCHHS with any questions or concerns.

Phone: (775) 887-2190  
Fax: (775) 887-2248

Brendon Gibb, REHS  
Environmental Health Specialist  
Disease Prevention and Control  
Carson City Health and Human Services

Carson City Health & Human Services  
900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Disease Control & Prevention (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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