



108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2105
Hearing Impaired: 711

MEMORANDUM

Liquor License Hearing - Friday, April 19, 2024, 1:30pm

TO: The Hearings Officer
FROM: Natalie Kiel, Business License Specialist
DATE: April 12, 2024

AGENDA ITEM 4.C: For Possible Action: Discussion and possible action regarding an application to add Liquor Catering to the existing dining room with hard liquor license (LIQUOR-004698-2020) with Tanya McCaffery as the liquor manager for Carson Martin LLC dba Cucina Lupa / Park Home Ranch Catering located at 308 N Curry St, Carson City, NV 89703.

Recommendation: To approve an application to add Liquor Catering to the existing dining room with hard liquor license with Tanya McCaffery as the liquor manager for Carson Martin LLC dba Cucina Lupa / Park Home Ranch Catering at 308 N Curry St, Carson City, NV 89703 subject to the following conditions of approval:

1. If serving at a special event, obtain a Special Event Temporary Liquor permit consistent with Carson City Municipal Code 4.13 is required.

Per Carson City Municipal Code (CCMC) 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 subject request is for Carson Martin LLC dba Cucina Lupa / Park Home Ranch Catering to add a Catering Liquor License to the existing dining room with hard liquor license with Tanya McCaffery as the liquor manager.

Per CCMC 4.13.070, the application for an additional class of liquor license is exempt from a background investigation by the Carson City Sheriff's Office as an investigation has already been completed for the applicant's current liquor license.

The health department has reviewed the application and Carson City Health and Human Services is recommending approval. Comments provided by the health department in the attached memo have been incorporated as conditions of approval where appropriate.



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 #: 2019-32799
Liquor License #: 004698-2020
Submittal Date: 2/22/24

1	<input 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 checked="" type="checkbox"/> Other
2	Type of License(s)	<input type="checkbox"/> Business	<input type="checkbox"/> Short-Term	<input type="checkbox"/> Gaming	<input checked="" type="checkbox"/> Liquor
3	Type of Entity	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Corporation	<input checked="" type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Non-Profit
4	Entity Name Carson-Martin LLC			5	Business Opening Date
6	Business Name (DBA) Cucina Lupo			7	EIN #
8	Business Address 308 N. Curry St.		City Carson City	State Nevada	Zip Code 89701
9	Mailing Address 50 Washington St, Ste 200		City Reno	State Nevada	Zip Code 89503
10	Corporate Phone 775-203-0135	Business Phone 775-461-0441	Cellular Phone	Business Fax	
11	E-mail Address tanya@vastcfo.com		Business Website www.cucinalupo.com		
12	Owner(s), Manager(s), or other Principal(s) attach additional pages if required				
	Last, First, MI McCaffery, Tanya, M		Percent Owned 20%	Title Manager	
	Residence Address (Street) 3308 Buckcreek Ct.		City, State, Zip Reno, Nevada 89519		Residence Telephone 775-232-7671
	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) Tanya McCaffery		<input type="checkbox"/> On-Site <input checked="" type="checkbox"/> Off-Site	Contact Phone Number 775-232-7671	
	Residence Address (Street) 3308 Buckcreek Ct.		City, State, Zip Reno, Nevada, 89519		
3	Describe in detail the activity of your business We are a restaurant and bar looking to add an off site liquor catering license.				
4	Type of Liquor License Applying for (If applicable)				
	<input type="checkbox"/> Tavern/Bar	<input type="checkbox"/> Dining Room w/Beer and Wine Only	<input type="checkbox"/> Packaged Liquor	<input type="checkbox"/> Dining Room w/Hard Liquor	<input type="checkbox"/> Combo (On-Premise & Pkg) <input type="checkbox"/> General Wholesale
	<input checked="" type="checkbox"/> Catering	<input type="checkbox"/> Additional Wet Bars	Will there be an Interim Management Agreement? 15 No		
6	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	
7	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 *located* 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 Yes	Has a Special Use Permit been obtained for this business location No
Will you be installing any outdoor signs No	Are there any existing signs of the property Yes
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) No	
Please list the quantities, types, and storage location of any chemicals or hazardous materials that will be used for this business N/A	

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

- If any changes are made after completing said license application this office must be notified immediately and an updated is required.
- 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.
- 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.
- Any exception to any of the above is considered a violation of the Carson City Municipal Code and is subject to citation.

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 2/15/2024

FEE STRUCTURE	FEE	LICENSE TOTAL FEES
Business License Fee		Business License Annual Fee:
Square Footage		Business License Pro-rated Fee:
Number of Employees		Business License Application/Update Fee:
Health Fee		Liquor License Annual Fee:
Number of Rental Units		Liquor License Pro-rated Fee:
Number of Coin Operated Machines		Liquor License Application Fee:
Number of Slot Machines		Liquor License Investigation Fee:
TOTAL FEES DUE:		Gaming License Quarterly Fee:
Payment Type		Gaming License Application Fee:
Received By	Date	Fictitious Name Fee:
Date Applicant Fingerprinted	By	File #
		Health Pre-Inspection Fee:

Background Investigation

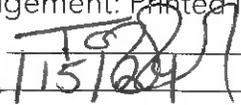
Please review this document prior to submitting your liquor license application

• Chapter 4.13 - LIQUOR BOARD AND LIQUOR LICENSING AND SALES

• 4.13.125 Issuance or Denial of License

1. The hearings officer or the board if an application is forwarded pursuant to Section 4.13.035 herein, may grant or deny the application for a liquor license or place conditions on a license to ensure compliance with this chapter and other applicable laws and regulations. Conditions of approval may include, but not be limited to, the payment of delinquent City fees, fines, or taxes prior to the issuance of the license. A denial must be based upon a finding that any applicant for any license, whether made by an individual, partnership, or corporation, is unsuitable for the issuance of a liquor license.
2. The following persons are unsuitable for the issuance of a liquor license:
 - a. A person who has been convicted within the past five years of:
 - (1) A felony or other crime which under the laws of this state would amount to a felony.
 - (2) Any crime of which fraud or intent to defraud was an element whether committed in this state or elsewhere.
 - (3) Larceny in any degree.
 - (4) Buying or receiving stolen property.
 - (5) Unlawful entry of a building.
 - (6) A gross misdemeanor, or equivalent conviction in another state, or unlawful possession, use, or distribution of controlled substances or dangerous drugs.
 - (7) Illegal use of a dangerous weapon.
 - (8) Operating a motor vehicle while under the influence of liquor and/or controlled substances or dangerous drugs.
 - (9) Contributing to the delinquency of a minor.
 - (10) A gross misdemeanor or equivalent conviction in another state, of battery, domestic battery, or similar offense.
 - b. A person who has intentionally falsified information on, or omitted information from, a liquor license application within the past five years.
 - c. A person under the age of 21 years.
 - d. A person who is in arrears in child support payments unless proof of an approved payment plan or similar arrangement is produced and approved to the satisfaction of the hearings officer.
 - e. A person whom the hearings officer or board determines is not a suitable person to receive a liquor license under the provisions of this Chapter, having due consideration for the proper protection of public health, safety, morals, good order, and general welfare of the inhabitants of the City.
 - f. Except any elected Carson City officer or any member of the Carson City Board of Supervisors, a Carson City employee who oversees or enforces the rules and regulations of liquor licenses shall not have any involvement with, interest in, or management of any establishment that possesses a liquor license.
3. If an application for a liquor license is denied, the applicant thereof shall be notified in writing of the reason or reasons therefore.
(Ord. No. 2017-8 , § 1, 4-20-2017)

Acknowledgement: Printed Name: Tanya McCaffery

Signature: 

Date: 2/15/24



Carson City Business License Division

108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2105 – Hearing Impaired: 711
buslic@carson.org
www.carson.org/businesslicense

ACKNOWLEDGEMENT AND WAIVER OF NOTICE

The undersigned acknowledges having been notified of the time and place of the meeting of the Carson City Liquor and Entertainment Board where the undersigned's application will be reviewed and acted on. The undersigned hereby waives the notice requirements under NRS 241.033 requiring written notice be delivered personally to the applicant at least 5 working days before the meeting or if sent by certified mail, at least 21 working days before the meeting.

All correspondence will be sent to the email address provided on the application. If an email address is not provided, it will be sent by certified mail.

2/15/24
Date

Tanya McCaffery
Printed Name of Liquor License Applicant

TSM
Signature of Liquor License Applicant



Carson City Business License Division
108 E. Proctor St.
Carson City, Nevada 89701
(775) 887-2105

CARSON CITY LIQUOR LICENSE

RULES & REGULATIONS REGARDING LIQUOR LICENSES

I/we, Tanya McCaffery _____
(Print applicant A's name) (Print applicant B's name)
_____, the undersigned, understand that:
(Print applicant C's name)

- I/we cannot sell alcohol until the Carson City Liquor Board, consisting of the Board of Supervisors and the Carson City Sheriff, approves my/our liquor license OR there is a temporary management agreement with the present owner of the establishment (who has a valid liquor license) on file with the Carson City Business License Division.
- I/we may not take control of or transfer ownership of said business before my/our liquor license is approved OR a management agreement is on file with the Carson City Business License Division.
- Taking control of or transferring ownership of said business before my/our liquor license is approved could hinder my/our chances of getting a liquor license.
- If any changes are made after completing said liquor license application (i.e., change of business name, location, nature of business, partner or corporate officer change, etc.) the Carson City Business License Division MUST be notified and a new liquor license application MUST be completed BEFORE the change occurs.
- If I am/we are issued a liquor license, the fees for said liquor license MUST be paid on or before the 1st day of July. If the annual liquor license fees are not paid by the 1st day of July, a 50% penalty charge will be assessed, without exception, and this delinquency becomes grounds for revocation of the liquor license.
- I/we also understand that if my/our liquor license is revoked by the Liquor Board, I/we cannot reapply for a new liquor license for 6 (six) months from the date of the board's action. I/we also understand that after reapplying, I/we MUST have the unanimous approval of all members of the Liquor Board.
- A liquor license is issued to a given owner at a specific location and is non-transferable to a different owner or different location. A new liquor license application must be filed for ANY change.
- The application fee and the investigation fee, paid at the time of application for a liquor license, are non-refundable.

I/We have read and fully understand the above and have received a copy thereof.

TSM
Applicant A's signature

Applicant C's signature

Applicant B's signature

Witnessed by

2/22
Date



Carson City Business License Division
 108 E. Proctor St.
 Carson City, Nevada 89701
 (775) 887-2105

CARSON CITY LIQUOR LICENSE

APPLICANT'S AUTHORITY TO RELEASE INFORMATION

Having made application for a Carson City Liquor License, I wish Carson City to be informed as to my personal history and finances to help in determining my suitability for a liquor license.

For this specific purpose I hereby authorize the release and full disclosure of any and all information that you may have concerning me, including information of a confidential or privileged nature. Such information is to be released to any duly authorized agent of Carson City, upon presentation of this waiver or a photocopy of this waiver, whether in person or by mail, fax, or other method of conveyance.

This waiver is valid for a period of eighteen (18) months from the date of my signature. A photocopy of this waiver is to be considered as valid as an original, even though it does not contain an original of my signature.

Examples of types of information I am requesting that you provide include, but are not limited to:

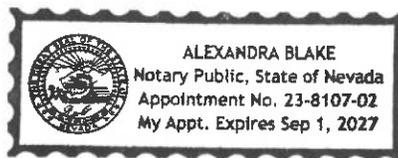
Arrests, detentions, field contacts, field interview cards, officer's records, jail/custody booking records, traffic citations, traffic accident information, district attorney's records, court records and reports, probation and parole reports and records, laboratory reports and results, any other criminal justice records, reports or information source, employment history, including: dates of employment, rate of pay, job title, dependability, honesty, attitude towards the job, attitude towards fellow employees, and reasons for leaving; education history and records and any other such information you may have concerning my criminal justice history, employment history, medical history and educational history, or any personal knowledge you may have concerning my qualifications and suitability.

I hereby release you as the custodian of such records, and any law enforcement agency, criminal justice agency, school, college, university, or other educational institution, military organization, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting agency, or retail business establishment, including all officers, agents, employees, related personnel, both individually and collectively, from any and all liability for damage of whatever kind which may at any time result to me, my heirs, family, or associates, because of compliance with this authorization and request to release information or any attempt to comply with it.

Full Name (Print): Tanya McCaffery
 Address (Print): 50 Washington St Ste 200 Reno 89503
 Telephone: (W) (775) 359-7600 (H) (775) 232-7671
 Signature: [Handwritten Signature] Date: 2/15/24
 State of Nevada
 County of Washoe

This instrument was acknowledged before me on February 16th, 2024 by Tanya McCaffery

[Handwritten Signature]
 Signature of Notarial Officer





CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Memorandum

To: Liquor Board Hearing Officer

From: Carson City Health and Human Services (CCHHS) Date: 04/02/2024

Re: Liquor License - 004689-2020, BLR- 003966-2020

Type of Liquor License Approval:

- Pre-Packaged Liquor, Hard Liquor/Mixed Drinks, Beer and Wine ONLY, Combo - Packaged Liquor and On-Premise

On 04/02/2024 The Carson City Health and Human Services Environmental Health Division conducted an inspection/advisory phone call with Carson Martin LLC-Cucina Lupo located at 208 N. Curry, Carson City, NV 89703. Acknowledgement and adherence of the following:

- Serving of alcohol must come from approved sources.
NO changes to bar set up may be made without approval from health authority. All hand-washing sinks and dump sinks must be properly used according to the FDA Food Code and NAC 446.
FDA Food Code and NAC 446 for operational purposes.

Issues pending at this time include:

At this time, Carson Martin LLC-Cucina Lupo has met the necessary requirements for Health.

Recommend Approval (checked), Do Not Recommend Approval

REHS Environmental Health Specialist

Date:

DBoothe (digitally signed)

Dustin Boothe, Environmental Health Division Manager

Date: 04/02/2024

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) 887-2248

Public Health
Preparedness
(775) 887-2190
Fax: (775) 887-2248

Chronic Disease
Prevention & Health
Promotion
(775) 887-2190
Fax: (775) 887-2248

Disease Control &
Prevention
(775) 887-2190
Fax: (775) 887-2248

Human Services
(775) 887-2190
Fax: (775) 887-2539