



PLANNING COMMISSION STAFF REPORT

APPLICATION: CUP2017-07/ME2017-13 **AGENDA ITEM:** PH-2
PREPARED BY: Teresa Santilena **MEETING DATE:** August 9, 2017
Assistant Planner

SUBJECT: Conditional Use Permit CUP2017-07
Minor Exception ME2017-13
227 West Maple Avenue

REQUEST: Allow a microbrewery in an existing industrial building that will manufacture specialty beer and offer beer sampling within a tasting room that will be open to the public. The applicant is also requesting a minor exception from Monrovia Municipal Code (MMC) 17.24 to provide 8 parking spaces in lieu of the required 9 spaces. This property is located in the M (Manufacturing) zone.

APPLICANT: Over Town Brewing Company LLC (Ryan McKay)
4883 Neola Place
Los Angeles, CA 90041

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 1)

BACKGROUND: The applicant is requesting approval of a Conditional Use Permit for the operation of a microbrewery, Over Town Brewing Company, within an existing industrial building located at 227 West Maple Avenue. The microbrewery's primary function will be to produce beer to be sold wholesale for off-site consumption. Retail sales of beer, as well as beer tasting, will also be offered. The proposed use will require a Type 23 (Small Beer Manufacturer) license from the California Department of Alcohol Beverage Control (ABC) before beginning operation.

Given that there is no definition in the Zoning Ordinance (MMC §17.08.030) for a microbrewery, it is considered to be an "Other Use." The code defines "Other Use" as "uses not specifically mentioned or easily identified by the Development Review Committee as belonging to one or more of the use types defined (in the definition section of the Zoning Ordinance), and shall be permitted in any zone if granted a Conditional Use Permit by the Commission. When granting a Conditional Use Permit in such a circumstance, the Commission must find that the use is compatible with other uses permitted in the zone." In addition, a Conditional Use Permit is also required (MMC §17.44.025) when alcoholic beverages are sold or served on-site and the facility is located within 500 feet of any residential zone, park, school, recreation center, religious assembly or hospital. The location of the microbrewery is within 500 feet of a residential zone. Lastly, a Minor Exception is requested in accordance with MMC §17.52.110 for a reduction in the total amount of parking spaces required for the development by one space.

SUBJECT PROPERTY: The subject property is located on the north side of West Maple Avenue between South Magnolia and South Primrose Avenues. The surrounding area is predominantly industrial. Adjacent uses include a horseshoeing supply company to the east, a vacant industrial warehouse building to the west and a multi-tenant industrial/office building across the street to the south.

The site measures approximately 50' wide and approximately 160' deep for a total lot area of 7,948 square feet according to the Los Angeles County Assessor. The site is currently developed with a 3,760 square foot industrial building and a detached 400 square foot storage building. The applicant proposes to demolish the storage building to make way for parking lot improvements.

DISCUSSION/ANALYSIS: A microbrewery is a limited production brewery, typically producing specialty beers and often selling its products to local stores, restaurants, and patrons for off-site consumption. Most microbreweries are also open to the public to allow tasting in taprooms and to provide guided tours throughout the manufacturing and production area.

Business Operation

Over Town Brewing Company would operate the primary manufacturing portion of the business from 7:00 AM to 4:00 PM Monday through Saturday, with two to four employees on the premises. However, the tasting room will be open to the public only during limited hours, from 4:00 PM to 10:00 PM Tuesday through Thursday, and 12:00 PM (noon) to 11:00 PM Friday and Saturday. Any proposed changes to the hours of operation will be reviewed and approved by the Development Review Committee (DRC). Alternately, the DRC may refer the matter to the Planning Commission for its review, in which case no change in the hours of operation shall be made without Planning Commission approval. There will be a maximum of four employees onsite when the tasting room is open to the public.

The tasting room which occupies approximately 18% of the buildings floor space includes beer tasting in 4, 8, 12, or 16 oz sizes, retail sales of beer for off-site consumption and brand merchandise for purchase. Additionally, free Wi-Fi, amplified music, and board games would be available for patrons' entertainment. The applicant also proposes to occasionally host small classes and tours for patrons to learn about the beer brewing process, as well as private events. The classes, tours, and private events would take place during the normal taproom hours and would not increase the permitted occupancy. All activities will take place within the industrial building and will occur after most businesses in the surrounding area are closed. There will be no impact to residential properties as the closest neighborhood is over 400' away and noise, such as pre-recorded amplified music, will not be audible outside the boundaries of the subject property (DS1, #16).

Site Plan/Floor Plan

The applicant proposes to make significant improvements to the site, including demolition of an existing 400 square foot storage building and rehabilitation of the parking lot in the rear. The parking lot will be repaved and restriped. Conditions of Approval on Data Sheet 1 also require that a decorative trash enclosure be built and exterior lighting be installed in conjunction with the project. Additionally, Condition No. 31 requires that the existing chain link fence with rolling gate in the rear of the building be removed or replaced with an acceptable material within one year of commencement of operations.

Of the existing 3,760 square foot industrial building, approximately 1,957 square feet would be dedicated to beer manufacturing, 691 square feet to the taproom tasting area, and 253 square feet to office space. The taproom tasting area will comprise approximately 18% of the total floor area of the building, and seating in the tasting room shall be limited to no more than 22 seats. Additional tables and chairs may only be allowed if approved by the Development Review Committee or the Planning Commission.

Parking

MMC §17.24.060 requires 1 parking space per 500 square feet of industrial/manufacturing building floor area, 1 parking space per 200 square feet of retail floor area, and 1 parking space per 250 square feet of office floor area. Furthermore, MMC § 17.24.020 requires that where the calculation of the number of parking spaces required results in a fractional number, the next higher whole number shall be used. In this case, the calculation of the proposed microbrewery's floor plan results in the need for 8.3 parking spaces (3.86 spaces for the manufacturing area, 3.44 spaces for the taproom tasting area, and 1.03 spaces for the office area), which is then rounded up to nine (9) spaces. The applicant is requesting a Minor Exception to provide eight (8) parking spaces. The parking requirement for the primary manufacturing use would be met. Surrounding uses would be minimally impacted by parking generated by patrons of the tasting room, as the hours that the microbrewery would be open to the public would primarily be after other businesses in the area have closed. In addition to the 8 parking spaces on-site there will be more available parking on the street in the evening hours.

Conclusion

The proposed manufacturing use of the microbrewery within the Manufacturing zone is consistent with surrounding uses. The retail sales of beer for off-site consumption and tasting of beer are part of the customary operations of a microbrewery, and will only be permitted during limited hours. The peak hours for this component of the micro-brewery operation will be primarily after the surrounding industrial businesses are closed.

The proposed conditions of approval will ensure that the microbrewery will not negatively impact surrounding properties. The Minor Exception request for eight (8) parking spaces in lieu of the required nine (9) spaces should have minimal impacts to surrounding businesses.

RECOMMENDATION: Staff and the Development Review Committee recommend approval of CUP2017-07 and ME2017-13. If the Planning Commission concurs with this recommendation then, following the public hearing, the following actions would be:

1. Pursuant to the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines, the Planning Commission in the exercise of its independent judgment finds that CUP2017-07 and ME2017-13 is categorically exempt from CEQA under Class 1.
2. The Planning Commission finds that the custodian of records for all other materials that constitute the record of proceeding upon which this decision is based is the Planning Division Manager. Those documents are available for public review in the Planning Division located at 415 South Ivy Avenue, Monrovia, California, 91016.
3. The Planning Commission in the exercise of its independent judgment hereby makes the findings listed on attached Data Sheet No. 3 for CUP2017-07 and ME2017-13, which are incorporated herein by this reference.

4. The Planning Commission approves CUP2017-07 and ME2017-13, subject to the attached Planning Conditions on Data Sheet No. 1, and recommendations in the Staff Report, all of which are incorporated herein by this reference.

MOTION:

Approve CUP2017-07 and ME2017-13 pursuant to the recommendations in the Staff Report.



DATA SHEET 1

Planning Conditions

CUP2017-07
ME2017-13

227 West Maple Avenue

Business operations on the site must remain in substantial conformance at all times with the request and application forms and plans submitted by the applicant for CUP2017-06 and ME2017-13, allowing a microbrewery in an existing industrial building that will manufacture specialty beer, offer specialty beer sampling within a tasting room that will be open to the public for on-site consumption, and offer sale of specialty beer to the public of off-site consumption (Small Beer Manufacturer Type 23 ABC License), as approved by the Planning Commission and placed on file in the office of the Planning Division, except as modified by the conditions imposed by the Planning Commission and by subsequent modifications determined by the Planning Division Manager to be in substantial compliance with the conditions of approval. The term "Applicant" as used herein shall include the applicant, the property developer and all successors in interest to this conditional use permit.

REQUIREMENTS FOR RESTAURANTS WITH ALCOHOL SERVICE

1. The premises shall be maintained as a Type 23 small beer manufacturer facility only.
2. Retail sales of beer shall be limited to beer manufactured on site.
3. The sale of beer shall be in compliance with all local, State and Federal laws, and all conditions of the Department of Alcoholic Beverage Control (ABC) for the issuance of a Type 23 (Small Beer Manufacturer) license. In addition, the sale of beer shall be in compliance with Title 4, Division 1, Section 53.5 California Code of Regulations, or its successor provision.
4. The approved floor plan is an integral part of the decision approving this CUP. There shall be no change in the design of the floor plan without the approval of the Planning Commission or unless modification is required by the Building Official, Police Department, Fire Department, or State Department of Alcoholic Beverage Control. Any expansion of the approved 691 square foot indoor tasting room which has the effect of expanding or intensifying the present use shall require an amendment to the CUP and shall also be based on available parking. Only the tables and chairs as shown on the submitted floor plan shall be allowed. The seating in the indoor tasting room shall be limited to no more than 22 seats. Additional tables and chairs only may be allowed if approved by the Development Review Committee or the Planning Commission.
5. All areas in the microbrewery shall be available for inspection by the Police Department during all open business hours.

6. Service of beer for onsite consumption shall only be permitted during the approved tasting room hours which shall be limited to:
 - 4:00 PM – 10:00 PM Tuesday through Thursday
 - 12:00 PM (noon) – 11:00 PM Friday and Saturday
 - Closed Sunday and Monday
7. Prior to any changes in the days and hours of operation, the applicant shall obtain approval from the Development Review Committee.
8. Beer shall only be consumed on the premises by the public in the indoor areas specified on the floor plan for beer tasting. Signs shall be posted in the tasting rooms advising customers that it is unlawful for any person to drink beer outdoors on the premises and in public places.
9. The management shall be responsible for educating the public regarding drunk driving laws and the related penalties for breaking those laws. This includes minimum age law, open container law and driving while intoxicated law.
10. There shall be no off-site sales to patrons, deliveries to or distribution from the premises between the hours of 11:00 PM and 6:00 AM.
11. No members of the public shall be permitted in the tasting rooms past 10:00 PM Tuesday through Thursday and 11:00 PM Friday and Saturday.
12. The management shall make available to patrons the menus of local restaurants, to allow food to be delivered on-site for consumption.
13. No sporting game or games of competition shall be permitted in conjunction with the business unless approved as part of the CUP application.
14. The display, posting or airing via closed circuit television of any gambling odds shall be prohibited unless pre-empted by the State.
15. Only pre-recorded amplified music is permitted on the premises, and such music shall not be audible outside the boundaries of the establishment. No entertainment facilities as defined by the Monrovia Municipal Code (such as live entertainment or dancing) are permitted unless approved by the Planning Commission pursuant to the Monrovia Municipal Code.
16. There shall be no uses or activities permitted of an adult-oriented nature as defined in Title 17 of the Monrovia Municipal Code.
17. The use of pornographic material in the form of videos, slides, magazines, or pictures shall be prohibited within the business establishment.
18. No locking devices shall be allowed on interior doors that enclose rooms open to the public.

19. No warning devices and/or any action by employees that could serve to alert patrons and employees to the presence of law enforcement or other inspectors shall be permitted.
20. If it is determined by the Community Development Director or Public Services Director that patrons are littering the surrounding streets, sidewalks, parking lots, parks, or adjoining private properties as a result of their coming or leaving the establishment, the business will provide employees to pick-up and properly dispose of all litter.
21. In the event security/policing problems occur, this CUP shall be subject to review by the Development Review Committee (DRC) and may be modified to require uniformed security guard(s) as determined necessary by the DRC.
22. The exterior of the premises, including adjacent public sidewalks shall be illuminated, during the hours of darkness with sufficient lighting to illuminate and make easily discernible the appearance and conduct of all persons on or about the establishment.
23. No outdoor storage or displays shall be permitted at any time.
24. Any graffiti painted or marked upon the premises or on an adjacent area under the control of the licensee shall be removed or painted over within forty-eight hours, unless any law in effect at that time imposes a shorter time period for eradication.
25. No happy hour, no drink specials or other bar promotions are permitted to be advertised outside or in the window/door area.
26. The transfer of the CUP to another owner shall require DRC review and approval.
27. Advertising alcoholic beverage products on the windows or the building is prohibited.
28. No exterior sign may be installed without prior approval of the Development Review Committee.
29. Employees will verify all beer transactions are made to persons that are a minimum of 21 years old.
30. The existing chain link fence with rolling gate in the rear of the building shall be removed or replaced with an appropriate material within one (1) year of commencement of operations. The existing barbed wire above the fence shall be removed prior to commencement of operations. The Development Review Committee (DRC) will verify that the existing chain link fence with rolling gate is removed or replaced in accordance with condition of approval #41.
31. A decorative trash enclosure shall be constructed per City specifications and regulations, and shall be shown and indicated on the submitted site plan, subject

to review and approval by the Planning Division Manager. A trash generation study shall be completed to determine the initial pick-up frequency. Trash pickup shall be scheduled with enough frequency to ensure that the provided dumpster does not overflow.

32. All parking spaces that are provided as part of the project shall be clearly marked by 2" wide pavement paint or alternate method if approved by the Development Review Committee. Double striping shall be used for delineating all parking spaces so as to provide a minimum parking area of 8'-6" in width by 18' in depth.
33. Adequate wheel stops (or a concrete curb not less than six inches high) shall be installed and maintained as a safeguard to abutting property. The barrier shall be at least three feet from any property line, but in no case shall it be less than necessary to meet the intent of MMC §17.24.060 through §17.24.120.

FIRE DEPARTMENT REQUIREMENTS

34. Applicant shall remove all NFPA 704 placards from the exterior of the building.

GENERAL REQUIREMENTS

35. Any violation of these conditions of approval or the Monrovia Municipal Code may be subject to the Administrative Fine Ordinance, other available remedies and/or revocation or modification of this permit at the discretion of the City Attorney and City Prosecutor.
36. In addition to Planning (Data Sheet No. 1) conditions of approval, the Applicant shall also comply with all requirements of the Building Division and Fire Department that are directly applicable to the project.
37. This CUP may be called for review, including modification or revocation, at any time by City Staff, the City Council, or Planning Commission if a violation of the approved conditions or the Monrovia Municipal Code (MMC) is alleged, or if it is alleged that the establishment, or its patrons, are creating a public nuisance, and such violation or public nuisance is verified as valid by the Police Department, Code Enforcement, or other City department. In addition to any other remedy available to the City, security measures may be required such as adding an additional employee to monitor the area where problems are occurring.
38. Indemnification. As a condition of approval, Applicant agrees to defend, indemnify, protect and hold harmless City, its officers, officials, employees, agents and volunteers from and against any and all claims, actions, or proceeding against the City, its officers, officials, employees, agents and/or volunteers to attack, set aside, void or annul, an approval of the City, Planning Commission or City Council concerning this permit and the project. Such indemnification shall include damages, judgments, settlements, penalties, fines, defensive costs or expenses, including, but not limited to, interest, attorneys' fees and expert witness fees, or liability of any kind related to or arising from such claim, action, or proceeding. The City shall promptly notify the Applicant of any

claim, action, or proceeding. Nothing contained herein shall prohibit City from participating in a defense of any claim, action or proceeding. The City shall have the option of coordinating the defense, including, but not limited to, choosing counsel for the defense at Applicant's expense.

39. The Applicant shall, within 30 days after approval by the Planning Commission, submit to the Community Development Department his/her written acknowledgment of receipt of the decision approving the Conditional Use Permit and his/her written consent to all of the conditions of approval contained in Data Sheet Numbers 1 and 2. This CUP shall be void and of no force or effect unless such written acknowledgment and consent is submitted to the City within the 30 day period.
40. The Development Review Committee (DRC) shall review the use permitted by this CUP one (1) year from the date the use commences. The DRC review shall include, but not be limited to, verifying that the existing chain link fence with rolling gate in the rear of the building has been removed or replaced and that the required 8 on-site parking spaces are maintained and accessible to patrons and employees.
41. The use or development associated with this CUP shall begin within one (1) year after its approval or it will expire without further action by the City.
42. All of the above conditions shall be complied with prior to commencement of the operation, unless an earlier compliance period is specified as part of a condition.



CONDITIONAL USE PERMIT 2017-07

As required by Section 17.52.290 of the Monrovia Municipal Code, the decision for granting Conditional Use Permit No. 2017-07 to allow Over Town Brewing Company to provide retail sales of beer for off-site consumption and tasting of beer located at 227 West Maple Avenue is based on the following findings:

- A. The project site is adequate in size, shape and topography for Over Town Brewing Company to manufacture beer and provide retail sales of beer for off-site consumption and indoor tasting of beer. *The topography of this industrial area is relatively flat and the business operation will take place inside of an existing building. The primary use of brewing beer is appropriate in this industrial area.*
- B. The project site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by Over Town Brewing Company that will provide retail sales of beer for off-site consumption and indoor tasting of beer. *The proposed use is located in an industrial area, which is suited to support these types of uses and traffic loads. There is a driveway that allows access to the site in front of the building on West Maple Avenue, and the site can also be accessed by the alley that is located in the rear of the building.*
- C. The proposed microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer is compatible with the General Plan, and will not adversely impact the objectives of the General Plan. *The project site is located within the Manufacturing land use designation. The General Plan guidelines for Manufacturing allows for light and heavy manufacturing. Therefore, the proposed manufacturing of beer with limited retail sales of beer for off-site consumption and tasting of beer is consistent with the General Plan.*
- D. The proposed microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer will comply with the applicable provisions of the zoning ordinance. *Except for a one (1) space reduction in on-site parking, there are no variances requested for this CUP. The peak parking demand for this business will be when most surrounding businesses are closed. A project condition of approval will further require that all areas in the establishment be available for inspection by the Police Department during all open business hours.*
- E. The proposed location of Over Town Brewing that provides retail sales of beer for off-site consumption and indoor tasting of beer and the conditions under which it will be operated or maintained will not be detrimental to the public health, safety

or welfare, nor will it be materially injurious to properties or improvements in the vicinity, as *the applicant will be required to adhere to the conditions of approval on Data Sheet No. 1 to ensure retail sales of beer for off-site consumption and tasting of beer is not detrimental or injurious to the public and surrounding uses. Any violation of these conditions of approval or the Monrovia Municipal Code may be subject to the Administrative Fine Ordinance, other available remedies and/or revocation or modification of this permit.*

Further, as required by Section 17.44.025 of the Monrovia Municipal Code, the decision for granting Conditional Use Permit No. 2017-07 for Over Town Brewing Company to provide retail sales of beer for off-site consumption and tasting of beer located at 227 West Maple Avenue is based on the following findings:

- A. The proposed microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer (the “proposed use”) will not adversely and seriously affect the peace, health, safety and welfare of residents of the community *with the conditions of approval insuring that the microbrewery will operate in compliance with all local, State and Federal laws, and all conditions of the Department of Alcoholic Beverage Control (ABC) for the issuance of a Type 23 license. Sufficient safeguards exist that will allow the City to exercise control measures that will protect the peace, health, and safety of surrounding residents and businesses.*
- B. The proposed use will not directly contribute to peace, health, safety and general welfare problems including but not limited to loitering, littering, public drunkenness, defacement and damaging of structures, pedestrian obstructions as well as traffic circulation, parking, and noise problems on public streets and adjacent parking lots. *The microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer will be required to adhere to the conditions of approval that set forth regulations that are specific to the sale of alcohol and the overall business operation.*
- C. The proposed use will not create serious adverse impacts to the industrial area. *Over Town Brewing Company will primarily operate as a manufacturing facility, with retail sales of beer for off-site consumption and indoor tasting of beer during limited hours and will provide a business that is consistent with and sensitive to the surrounding businesses. A project condition of approval requires that there will be no off-site sales to patrons, deliveries to or distribution from the premises between the hours of 11:00 PM and 6:00 AM.*
- D. The proposed use is adequately served by sufficient parking to serve the quantity of traffic such use generates in that *the microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer will provide eight (8) onsite parking spaces. The hours of operation during which the tasting room will be open to the public is during off-peak hours for the surrounding businesses: 4:00 PM to 10:00 PM Tuesday through Thursday, and 12:00 PM to 11:00 PM Friday and Saturday.*
- E. The proposed use will not be incompatible with the adjoining uses as it relates to noise, traffic, and hours of operation, as *the microbrewery will be located within*

an industrial area of the City. The project site is surrounded by manufacturing uses. The business will operate entirely within an enclosed industrial building that was designed for manufacturing uses. The small retail/tasting room will occupy not more than 18% of the building floor area and its operation will not coincide with the peak business hours of the surrounding businesses. A project condition of approval requires the microbrewery with retail sales of beer for off-site consumption and indoor tasting of beer to operate in compliance with all local, State and Federal laws, and all conditions of the Department of Alcoholic Beverage Control (ABC) for the issuance of a Type 23 license.

- F. The proposed use will not negatively impact nearby parks, schools, recreation centers, religious assembly facilities, and hospitals. *The proposed use is within the Manufacturing zone, without any nearby parks, schools, recreation centers, or hospitals. The nearest residential properties to the subject site are located two blocks north (approximately 420 feet) of the subject site. The nearby church will not be negatively impacted because sufficient safeguards exist that will allow the City to exercise control measures that will protect the peace, health, and safety of surrounding properties. The CUP may be called for review at any time by City Staff, the City Council, or Planning Commission if complaints are filed and verified as valid by the Police Department, Code Enforcement Division or other City departments concerning a violation of the approved conditions, or the establishment or its customers creating a public nuisance.*

MINOR EXCEPTION

As required by Section 17.52.110 of the Monrovia Municipal Code, the decision for granting Minor Exception ME2017-13, which will allow a microbrewery to operate within an existing industrial building located at 227 West Maple Avenue with 8 parking spaces in lieu of the required 9 parking spaces, is based on the following findings:

Practical difficulties, unnecessary hardships and results that may be inconsistent with the general intent of the code warrant the granting of ME2017-13. The applicant is requesting a minor exception that would allow 8 parking spaces in lieu of the 9 required parking spaces. The granting of this minor exception is warranted due to the fact that the proposed floor plan would require 8.3 parking spaces, which is required by the Monrovia Municipal Code to be rounded up to 9 parking spaces. Additionally, the hours in which the business is open to the public is during off-peak hours of the surrounding businesses. **This will allow more on-street parking availability during evening hours when most businesses are closed.** The proposed parking layout meets the MMC standards for parking stalls and includes ADA accessible parking.



DATA SHEET 4

Surrounding Land Uses

CUP2017-07
ME2017-13

227 West Maple Avenue

Property Description:

The subject property is located on the north side of West Maple Avenue between South Magnolia and South Primrose Avenues. The site measures approximately 50' wide and approximately 160' deep for a total lot area of 7,948 square feet and is developed with a 3,760 square foot industrial building and detached 400 square foot storage building.

Zoning

Subject site: M (Manufacturing)

Surrounding pattern:

north: M (Manufacturing)

south: M (Manufacturing)

east: M (Manufacturing)

west: M (Manufacturing)

Land Use

Subject site: Industrial Building

Surrounding pattern:

north: Multi Family residence

south: Commercial Building

east: Industrial Building

west: Industrial Building

Environmental Determination: Categorical Exemption Class 1

Applicable Ordinance Regulations: MMC 17.12.030 Planning Commission Authority for CUP

June 28, 2017

OVER TOWN BREWING COMPANY LLC

227 W Maple Ave, Monrovia, CA 91016

Submitted by:

Ryan McKay, Owner/Brewer
(626) 616-2755 overtownbrew@gmail.com

Who Are We:

Over Town Brewing Company is a family-run production microbrewery and tap room. We will focus on producing delicious one-of-a-kind and limited-batch ales and lagers, as well as some beloved classic styles and alternative brews (ie gluten free). Our goal is to always perform over and beyond what customers expect with our service and products.

Overview of CA ABC Type 23 “Small Beer Manufacturer” License:

This license (in addition to a Federal TTB license) allows the holder to operate as a Small Beer Manufacturer producing up to 60,000 barrels of beer per year. It also provides privileges for an on-site tasting room and direct-to-public sales of products produced in that facility.

Description of Public Offerings & Products:

Ultimately, we will seek to have our products distributed locally and nationally through restaurants, bars and grocery/liquor stores. As we work towards that goal of wider distribution and brand recognition, it is vital to establish a loyal local customer base through our manufacturing/tasting facility. It allows us to show that we are accessible, transparent, informative, unique, quality-oriented and interesting. To that end, we will host the following activities and services:

Tasting/Tap Room – During public hours we will provide customers with a comfortable and attractive tasting room to enjoy selections of our craft beers on tap, served in 4, 8, 12 or 16oz glasses depending on beverage type and ABV. We will also provide, for off-premises enjoyment, freshly sealed 64oz growlers and pre-packaged 22oz bottles of our beers. (Possibly aluminum cans in the future)

Retail Sales – We plan to have a small area dedicated to product-related merchandise such as T-shirts, hats, glasses, bottle openers, books, and other similar items.

Distribution – We will be putting a portion of our beer in ½ kegs and ¼ kegs for distribution to local bars and restaurants, as well as rentals for private off-site events.

Tours – We plan to offer impromptu 10 minute tours of the facility a few times a month (only during public hours) explaining things like grains, mashing, fermenting, barrel aging and more.

Private Events – We would like the option to host small groups or clubs who want to have a private group event such as work meeting, birthday party, etc. These would only take place on a pre-scheduled basis during public hours, in lieu of being open to the public that evening. We don't plan to do these often.

Classes – We would like to host small classes where an individual would get to create their own unique beer through recipe design, cooking, fermenting and finishing.

Food Trucks – We plan to invite properly licensed food trucks/vendors to provide food to our customers and staff during our tasting room hours. They will use their own equipment and supplies, will be parked no more than 3 hours at a time, and will be responsible for cleaning up any trash left by patrons.

Description of Manufacturing Operations:

Over Town Brewing Company makes different varieties of beer and other carbonated brewed beverages, and packages those beverages for consumption or distribution. Here's our overall production process:

Mashing/Cooking – We take grains such as barley, wheat and rye, and produce a “wash” out of them that is basically sugar water. We then boil this in large kettles for a specified amount of time while adding hops and other ingredients to flavor the product. This will be done on a 7BBL (+/- 200 gallon) multi-vessel brewing system.

Fermentation – We then transfer the liquid to a fermenter tank and add desired yeast strain. These tanks are temperature controlled and will hold the mixture for 5-12 days or more as recipe calls for. At that point, the yeast has converted the sugars to alcohol and you have your basic beer.

Carbonation – The beer is now carbonated with food-grade CO₂.

Draught/Kegs/Barrels – Some beer will be served fresh directly through our tasting room draught lines. Some will be kegged or bottled for off-site consumption. Some will be barreled to add age and flavor to the beer.

Bottling & Labeling – We will perform basic bottling and labeling operations. This usually consists of cleaning bottles, applying label, filling, capping and boxing.

Grain Milling – We will have a small mill (size of a chair) which breaks open or grinds grain kernels to use in the cooking mash.

Shipping/Receiving – We will be shipping out product no more than once or twice a week. We will probably be receiving 2-4 supply deliveries per week of grain, hops, bottles, kegs, barrels, etc. Due to our small raw material demand, they will most likely arrive via standard mid-size delivery truck, during daytime hours. Deliveries and pickups will occur in the rear of the building, where there is a 10ft wide door to receive pallets directly into our storage/production area. Most small to medium size delivery trucks can pull directly onto the property without blocking any nearby businesses or roads.

Building/Location:

We are located in a free-standing 3760 sqft manufacturing building on a 7800 sqft lot, between Magnolia and Primrose. Huntington and Myrtle are only a short distance away. There is a fenced lot behind the main building for customer parking and supply deliveries. We will be able to host eight parking stalls on our property, including one ADA accessible spot. The street on our immediate block also has roughly 30-35 more public parking spots.

The largest open portion of the building interior will be dedicated to beer production. This area will house a 7BBL brewing system, as well as various fermenting and conditioning tanks, pumps, hoses, chillers and other essential brewing equipment. The

floor is solid concrete and will have channel drains installed for ease of cleaning. It will also be enclosed by a 4ft wooden railing to keep the general public out of this area.

Our tasting room will take up roughly 18% of the front of the building (691 sqft), where we will serve customers during public hours. There will be hand-made wooden tables with 22 dedicated seats, as well as a few standing-only “barrels” for any overflow. There will be two public restrooms near the rear of the building, one of which is ADA compliant. A corridor with a wall on one side and a 4ft railing on the other will lead from the rear parking and restroom area to the tap room, and will provide customers a chance to see the equipment and materials used to make their beer. We plan to have music playing at a reasonable volume in the tap room, and will provide free WiFi, board games, art supplies and the like for customer entertainment.

Planned Hours of Operation & Staff:

Typical Manufacturing Hours will take place Mon-Sat, 7am – 4pm

Tap Room / Public Hours

Tue-Thur	4pm – 10pm
Fri, Sat	12pm – 11pm
Sun, Mon	Closed

Closing times may be earlier depending on time of year, but will not be later

During daytime non-public production hours, there would be anywhere from 2 to 4 employees present, and roughly 2 to 4 employees present during public tap room hours.

Planned Structural Improvements

Remove /Add Non-Load-bearing Walls to Create Tasting Area – Former office area needs to be rearranged to create open tasting area.

Add Channel Floor Drains to Existing Floor Drain System – There is already a floor drain installed, we just want to add some channel drains (long 6” wide trough with grate over it) to the network so it is larger/longer.

Add Wood Railing Around Manufacturing Area – Build wood railing which will safely keep the general public out of the brewing area, while still allowing them to view the equipment and walk to and from restrooms and rear parking.

Upgrade HVAC Ducting– Upgrade flexible tubing pipes/registers with rigid spiral style.

Upgrade for ADA Compliance – Enlarge bathroom, install safety rails, include ADA parking spot in new parking layout, etc. (Building owners are doing this)

Thank you for your help in this endeavor. We will work hard to show that we are good stewards of the craft brewing community, and that we care about our customers, our environment and our fellow local businesses. Please contact me anytime with any questions or concerns. –Ryan McKay




227 W Maple Ave

91016

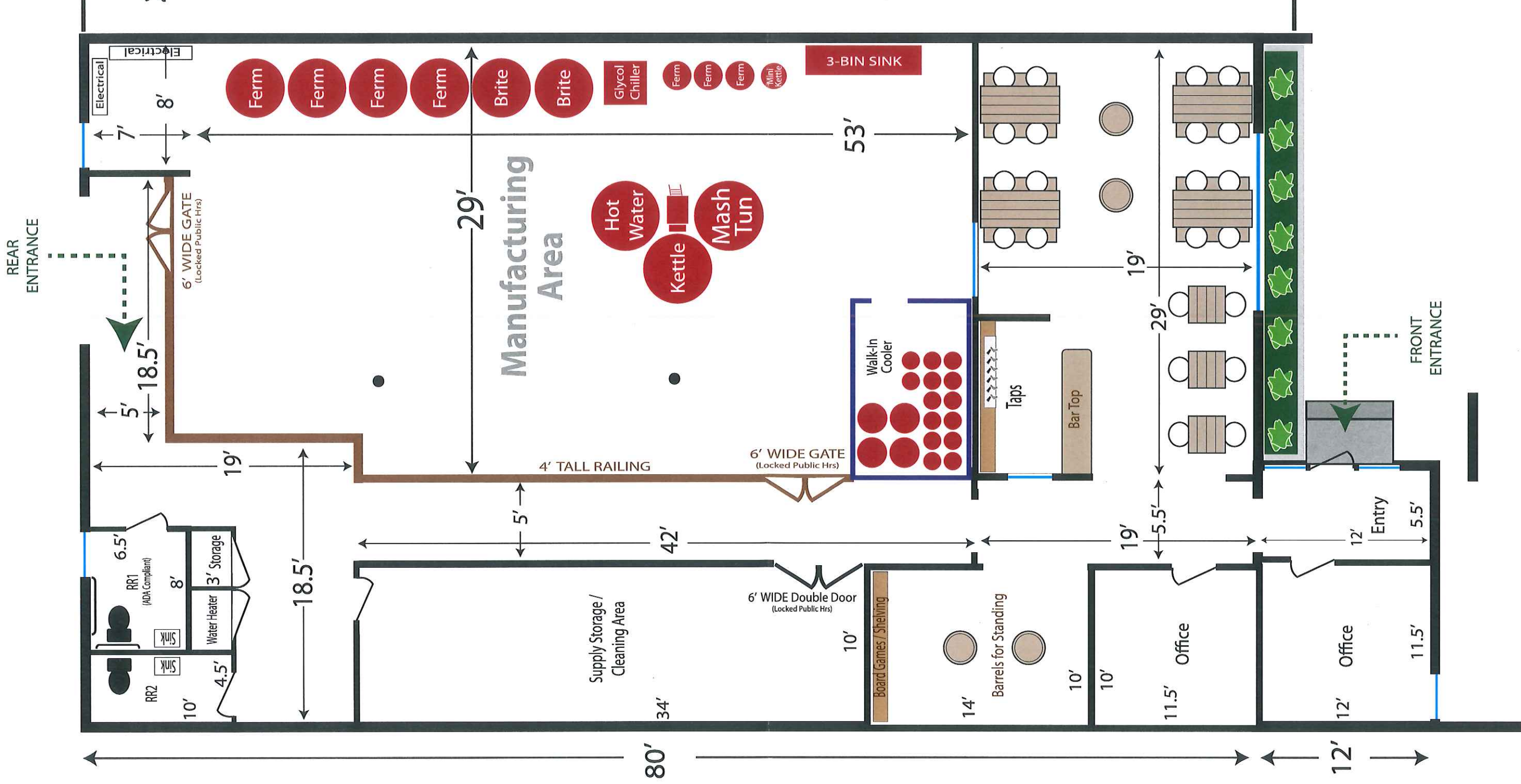
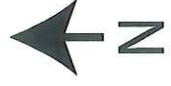
3760 sqft TOTAL BUILDING

(691 sqft Taproom -

859 sqft Corridors & Restrooms)

-  8" Masonry Walls
-  5" Wood Frame Walls
-  Property Line
-  Seats
-  Windows
-  Railings







VISUAL 1: BUILDING PLAN



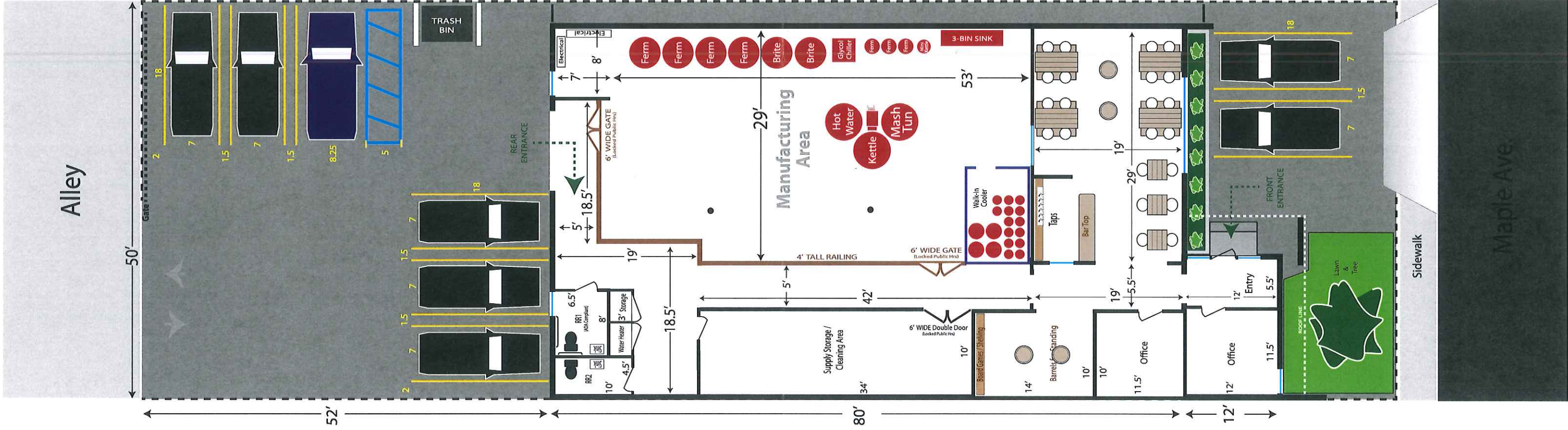
Alley

227 W Maple Ave
91016

3760 sqft TOTAL BUILDING
(691 sqft Taproom -
859 sqft Corridors & Restrooms)

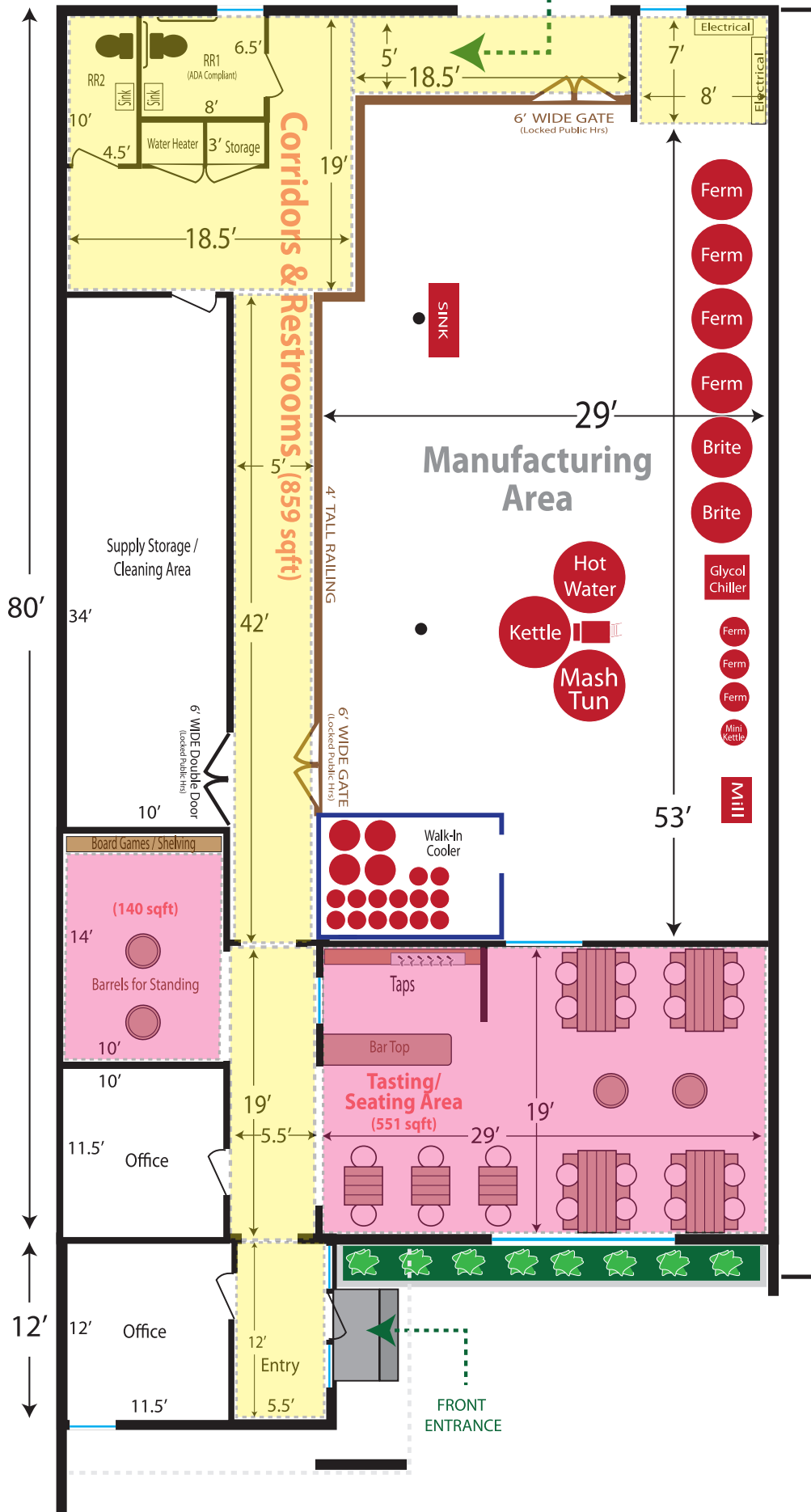
-  8" Masonry Walls
-  5" Wood Frame Walls
-  Property Line
-  Seats
-  Windows
-  Railings

VISUAL 2: PROPERTY PLAN



Maple Ave

REAR ENTRANCE



**227 W Maple Ave
91016**

3760 sqft TOTAL BUILDING

691 sqft Taproom

859 sqft Corridors & Restrooms

	8" Masonry Walls
	5" Wood Frame Walls (non load-bearing)
	Property Line
	Seats
	Windows
	Railings
	Tables

**VISUAL 2:
COLOR CODED
ZONES**