

*Memorandum - Bud A*

(Series 1964)  
Divisional Order " 537  
February 14, 1964

STATE OF NEW YORK  
LIQUOR AUTHORITY

TO: ZONE OFFICES AND LOCAL BOARDS, ETC.

SUBJECT: APPLICATIONS FOR REMOVAL OF LIQUOR STORES  
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On January 7, 1964, the Members of the Authority directed that memoranda referring applications for removal of package stores to the Board for decision must include a list of any prior disapprovals of applications to move into the area within the preceding year.

Accordingly, License Examiners in preparing memoranda to the Board referring applications for removal of package stores will include:

1. A list of liquor store removal applications disapproved within the preceding year, if any, for premises located within 1500 feet of the proposed premises, or
2. If there were no such disapprovals within 1500 feet of the proposed premises, a list of liquor store applications disapproved for premises located within the same county giving the approximate mileage distance of each from the proposed premises, or
3. If there were no such disapprovals within the same county, a statement to this effect.

A. ZONE OFFICE PROCEDURE.

1. Each Zone Office should maintain, for the information of License Examiners, a cumulative list by county of disapproved liquor store removal applications, starting with January 1963. Each month those which are more than one year old may be deleted.
2. Where Zone Office facilities are not sufficient to determine the distances of prior disapprovals in the same county from the proposed premises, the Zone Office should request the Local Board to furnish the information.
3. Where such a prior disapproval was for premises in the immediate vicinity of the proposed premises the folder should be forwarded as a related folder.

B. LOCAL BOARD PROCEDURE:

1. In making recommendations regarding future applications for removal of liquor stores, the Local Board should take into consideration prior disapprovals of such applications during the preceding year within the area.
2. Where the Local Board records show that other liquor store removal applications in the county have been disapproved during the preceding year, the local board report should include information as to the distance of such previously disapproved premises from the premises proposed in the application under consideration.

*D. S. Hostetter*

D. S. Hostetter,  
Chairman