



MINUTES
LOCAL LICENSING AUTHORITY
Friday October 24, 2025 – 9:00 A.M.
City Council Chambers – 500 E. Third Street
Loveland, Colorado

The City of Loveland Local Licensing Authority meeting was called to order at 9:00 AM in the City of Loveland Council Chambers on October 24th, 2025. Honorable Deputy Judge Brandi Nieto presided as the Local Licensing Authority (LLA). Assistant City Clerk, Adriana Mazur, was present as the Secretary to the Authority for this meeting. Michael Bailey, Assistant City Attorney, was present to represent the City of Loveland. The following items were heard and action taken based on the following:

1. CONSENT AGENDA

A. Minutes from the September 18, 2025, Local Licensing Authority Meeting.

There were no protests filed or discussions regarding this consent item.

2. PUBLIC HEARING

A. Permanent Modification of Premises – Kum & Go LC, dba Maverik #5261

An incomplete application for a Permanent Modification of Premises was filed by Kum & Go LC, dba Maverik #5261, located at 1600 E. Eisenhower Blvd., on August 27, 2025. The complete application was submitted on September 29, 2025. The modification consists of an interior remodel of the licensed premises. The premises were posted with a sign advertising the Public Hearing on October 2, 2025, and a notice was published in the Reporter Herald on October 12, 2025.

In Attendance: Cameron Salazar, Store Director

Mr. Salazar, the Applicant, stated that the store is undergoing a remodel which will involve moving liquor from beer coolers to a “beer cave” and moving a case of alcohol to the register area under lock and key. The Applicant described the “after” diagram to the Authority.

The City asked follow-up questions regarding the “before” and “after” diagrams. The Applicant answered the questions and explained that the purpose of the modification is to increase selling power and to update the store to a format consistent with new company branding. The City also requested clarification on the change in square footage, which the Applicant provided.

The Authority asked the Applicant if beer storage was increasing, and the Applicant stated that it is increasing by a little less than double the current size.

**MINUTES
LOCAL LICENSING AUTHORITY
Friday October 24, 2025 – 9:00 A.M.
City Council Chambers – 500 E. Third Street
Loveland, Colorado**

The modification will not change the means of egress or ingress. The City and the Authority reviewed the “before” and “after” diagrams with the Applicant, and there was confusion as to where the doors were located. The City asked the Applicant to include a North directional arrow on future diagrams to avoid confusion. The “beer cave,” a walk-in retail space, will replace the beer cooler. The City asked the Applicant to mark the doors on the diagrams and admitted the updated diagrams into the record as Exhibit B1 (before) and Exhibit C1 (after). There was a door on the “after” diagram that did not exist, which was corrected by the Applicant along with other items that were incorrectly placed on that diagram. The Applicant stated that new store layout increases product visibility, which helps theft-prevention. The updated diagrams were submitted to the Authority.

The Applicant confirmed that the construction for the modification was already in progress and the City stated that City Clerk’s Office had notified Maverik’s corporate office that work could not begin until the application was approved. The Applicant stated that changes to areas where alcohol is kept and stored had not been made. The City informed the Applicant about Colorado Liquor Rule 47-302, which governs modifications, letting the Applicant know that it is a violation to begin modifying a licensed premises prior to receiving approval from the State and Local Licensing Authorities.

The Authority presented a statement from Loveland Police Officer Emilie DeLima confirming the business BEGAN construction before receiving approval. Citing Colorado Liquor Rules, the Authority agreed with the City that no changes can be made without prior approval and reminded the Applicant to follow this process in the future.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

The City recommended approval, stating that the Liquor Rules violation was due to a lack of understanding without malicious intent. The City expressed concern about communication, stating Assistant City Clerk Adriana Mazur had informed Maverik’s corporate office of the rule, and it was their responsibility to relay it to the store. The City confirmed with the Applicant that the store was closed to the public, so there was no concern over the public gaining access to alcohol. The City emphasized that future violations could jeopardize the business’s ability to sell alcohol.

**MINUTES
LOCAL LICENSING AUTHORITY
Friday October 24, 2025 – 9:00 A.M.
City Council Chambers – 500 E. Third Street
Loveland, Colorado**

The Secretary to the Authority confirmed that she had communicated with Maverik's licensing administrator, Camille, but could not remember her last name. The Authority told the Applicant to contact the licensing administrator to ensure she is informed of the applicable regulations and the nature of the potential violation, emphasizing that future infractions may be met with reduced leniency. Additionally, the Authority provided clarification regarding the initial submission of the incomplete application.

Findings and Action Taken:

The complete application was submitted on September 29, 2025, and the Notice of Public Hearing was posted on October 2, 2025, and was advertised in the Reporter-Harold on October 12, 2025. The applicant IS ENTITLED to possession of the premises where the modification is taking place, and the store will remain closed until the modification is complete. Both diagrams have been updated, Exhibit B1 is the updated "before" diagram, and Exhibit C1 is the updated "after" diagram, and the Authority now understands the changes being proposed to the premises. Selling liquor in the manner proposed FOLLOWS the zoning codes for the City of Loveland. The Occupational Tax has been PAID for the licensing term. The Applicant HOLDS a City and a State Sales Tax License. A Fire Inspection is still PENDING for this location. The Building Official indicates that the Applicant applied for an Alteration Permit, which was issued on September 22, 2025, and the Applicant must comply with all inspection requirements. The Applicant is qualified to hold this type of license and the Authority granted CONDITIONAL APPROVAL pending the completion of the inspections.

The City identified Camille Hayes as Maverik's corporate representative. The Authority directed the Applicant to inform Ms. Hayes of the potential violation. The Applicant confirmed he had a forthcoming meeting with her and would address the matter then.

B. Late Renewal Application – Windsor Hokkaido, LLC dba Hokkaido Ramen

An application for the renewal of the Beer and Wine License issued to Windsor Hokkaido LLC, dba Hokkaido Ramen, located at 4184 St. Cloud Dr. #110, was filed on September 25, 2025, 14 calendar days after its date of expiration: September 11, 2025. The licensee has been asked to appear regarding the late filing of this application and matters related to the opening of the business. The premises were posted with a sign advertising the Public Hearing on October 2, 2025, and a notice was published in the Reporter Herald on October 12, 2025.

**MINUTES
LOCAL LICENSING AUTHORITY
Friday October 24, 2025 – 9:00 A.M.
City Council Chambers – 500 E. Third Street
Loveland, Colorado**

In Attendance: Nan Yin, Owner, and LanguageLine Mandarin Interpreter

Mr. Yin, the Applicant, explained that the business opening was delayed due to a permitting issue: the landlord submitted the building permit under the wrong unit number (102 instead of 110), which caused processing delays. Believing a liquor license renewal was unnecessary during construction, Mr. Yin did not submit one until contacted by Adriana Mazur from the Clerk's Office, prompting him to file the renewal.

The City asked when construction would be completed, and the Applicant estimated it would be finished in approximately two months. The building permit has been issued under the correct unit number, and the business is expected to open by early 2026.

The City confirmed with the Applicant that the business is not open to the public and is therefore not selling food or alcohol. The City also informed the Applicant that the Sales Tax License had lapsed. As the Applicant was unaware of this, the City clarified that a current City Sales Tax License is required prior to opening.

The City stated that it would be premature to make a determination on the license at this time. The application may be tentatively scheduled for a future hearing, anticipated in a few months, once construction is complete.

Findings and Action Taken:

The Authority **CONCURRED** with the City's recommendation and told the Applicant to allow sufficient time to complete all outstanding requirements, including sales tax compliance, and to be fully prepared for the next liquor licensing hearing. The City Clerk's Office will also require adequate time to notice the Applicant to appear and post public notice for the rescheduled hearing.

The Applicant **AGREED** to return to a hearing when his business is ready to open and stated he should be ready for approval by January of next year.

By mutual agreement, the Authority **STAYED** the determination of the application until the **Thursday, January 15, 2026, Licensing Authority Meeting**. The Authority directed the Applicant to address all outstanding requirements – including the Occupational Tax License, the Sales Tax Licenses, the Certificate of Occupancy, and any pending inspections – prior to the January hearing date.

**MINUTES
LOCAL LICENSING AUTHORITY
Friday October 24, 2025 – 9:00 A.M.
City Council Chambers – 500 E. Third Street
Loveland, Colorado**

3. STAFF REPORT

There was no Staff Report for this meeting.

ADJOURN

The next regularly scheduled Local Licensing Authority Meeting will be held on Thursday, November 20, 2025, at 9:00 AM, in the City Council Chambers.

Respectfully submitted,



Adriana Mazur, Assistant City Clerk
Local Licensing Secretary

Approved:



Brandi Nieto, Deputy Judge
Local Licensing Authority