LEE COUNTY

Life works well here.

Joey Davenport
*Chief Building Inspector*

Carol Lee
*License Administrator*

Christi Dockery
*County Manager*

102 Starksville Avenue N.
Leesburg, GA 31763

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buildinginspections
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*One of the first original counties of Georgia.*

*Established June 9, 1825*

BOARD OF COUNTY COMMISSIONERS
T. Page Tharp Governmental Building
102 Starksville Avenue North, Leesburg, GA 31763

LEE COUNTY BUILDING INSPECTION
Building Inspection • Building Permits • Business License • Alcohol License

**NOVEMBER 1, 2026**

# ALCOHOL LICENSE RENEWAL 2027

**TO: ALL BUSINESS LICENSE HOLDERS WITH ON PREMISES CONSUMPTION LICENSE**

ALL ALCOHOLIC BEVERAGE LICENSE HOLDERS SHALL BE REQUIRED TO APPLY FOR A RENEWAL OF THEIR LICENSE ANNUALLY ON FORMS PRESCRIBED BY THE COUNTY BUILDING OFFICIAL. ALL HOLDERS MUST COMPLY WITH ALL PROVISIONS OF THIS ARTICLE, WITH THE EXCEPTION THAT PUBLICATION OF NOTICE FOR A PUBLIC HEARING SHALL NOT BE REQUIRED FOR RENEWAL OF A LICENSE UNLESS THERE HAS BEEN A CHANGE OF OWNERSHIP OF THE BUSINESS OR OTHER INTERESTS THEREIN.

UPON APPLICATION FOR RENEWAL AND COMPLETION OF THE BUILDING OFFICIALS INVESTIGATION, THE BUILDING OFFICIAL SHALL MAKE A RECOMMENDATION TO THE COUNTY COMMISSIONER'S AT THEIR NEXT REGULARY SCHEDULED MEETING, AND THE BOARD SHALL BE AUTHORIZED TO ACT AT THIS TIME, EITHER GRANTING OR DENYING THE RENEWAL APPLICATION. NOTHING SHALL PROHIBIT THE COUNTY COMMISSION FROM VOTING TO GRANT OR DENY MORE THAN ONE RENEWAL APPLICATION AT A TIME.

NO APPLICATION FOR RENEWAL MAY BE APPROVED UNTIL ALL INFORMATION REQUIRED HAS BEEN SUBMITTED BY THE LICENSEE, AND SUCH MUST BE ON FILE WITH THE LICENSE ADMINISTRATOR BY **DECEMBER 1, 2026**.

COMMISSION APPROVAL OR DENIAL WILL BE MADE AT THE COUNTY COMMISSIONER'S MEETING SCHEDULED ON **DECEMBER 8, 2026** AT 6:00 P.M. IN THE OPAL CANNON AUDITORIUM 102 STARKSVILLE AVE. N. LEESBURG, GA.

AT THE TIME OF APPLICATION FOR A RENEWAL OF LICENSE FOR ANY CONSUMPTION ON THE LICENSED PREMISES, THE APPLICANT SHALL ALSO FILE WITH THE RENEWAL APPLICATION A NOTARIZED STATEMENT OF AFFIDAVIT SETTING FORTH THE TOTAL PERCENTAGE OF SALES FROM FOOD PREPARED ON THE PREMISES, NON-ALCOHLIC BEVERAGES CONSUMED ON THE PREMISES, AND ALCOHOLIC BEVERAGES CONSUMED ON THE PREMISES FOR THE PREVIOUS TWELVE (12) MONTHS.

ON AN ANNUAL BASIS, HAVE AT LEASE 60 PERCENT OF ITS TOTAL SALES COMPRISED OF THE SALE OF FOOD PREPARED ON THE PREMISES AND NON-ALCOHOLIC BEVERAGES CONSUMED ON THE PREMISES; AND FOR THIS PURPOSE IF A RESTAURANT MAKES A MINIMUN CHARGE, COVER CHARGE, OR

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ADMISSION CHARGE, OR ANY OTHER NON FOOD OR NON-ALCOHOLIC BEVERAGE CHARGE, THE AMOUNT SO CHARGED SHALL NOT BE COUNTED IN COMPUTING TOTAL SALES AND SHALL NOT BE COUNTED AS A FOOD OR BEVERAGE SALE.

HAVE A PERMANENT SEATING CAPACITY AT TABLES, NOT COUNTING BAR STOOLS, OF AT LEAST 50 PERSONS.

**SHOULD THE TOTAL SALES FROM FOOD AND NON-ALCOHOLIC BEVERAGES REPORTED BY ANY LICENSEE FOR CONSUMPTION ON THE PREMISES NOT COMPLY WITH THE REQUIREMENTS FOR ANY TWELVE MONTH PERIOD, THE LICENSE MAY BE SUSPENDED, REVOKED**, OR IF AN APPLICATION FOR RENEWAL IS PENDING, RENEWAL MAY BE DENIED.

**IN ADDITION TO REPORTING REQUIREMENTS SET, THE COUNTY BUILDING OFFICAL MAY REQUIRE THAT A LICENSEE FURNISH A STATEMENT FROM A CERTIFIED PUBLIC ACCOUNTANT OR A REGISTERED PUBLIC ACCOUNTANT THAT REPORTS THE PERCENTAGE OF THE LICENSEE'S TOTAL SALES DERIVED FROM THE SALE OF FOOD AND NON-ALCOHOLIC BEVERAGES SOLD ON THE PREMISES COMPARED TO THE SALE OF ALL ALCOHOLIC BEVERAGES SOLD ON THE PREMISES IN THE LICENSEE'S MOST RECENT REPORTING PERIOD.**

**IF YOU NEED ANY ADDITIONAL INFORMATION REGARDING THE RENEWAL PROCESS, PLEASE CONTACT CAROL LEE IN THE INSPECTION OFFICE.**

THANK YOU,

CAROL LEE
LICENSE ADMINISTRATOR