

Relevant City of Lebanon Code Related to the Authority of the Licensing Board

In Issuing Licenses as of 4/2/2008

Chapter 31: BOARDS, COMMITTEES AND COMMISSIONS

[HISTORY: Adopted by the City Council of the City of Lebanon as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Airport operations — See Ch. 8.

Conservation Commission report on scenic roads — See Ch. 134, § 134-4.

Review of special assessment tax abatement by Tax Assessor — See Ch. 147, § 147-11.

Issuance of licenses by Licensing Board — **See Chs. 14 (see below), 23 (Banners), 168 (Vehicles & Traffic), 176 (Vending Machines) and 179 (Vendors).**

ARTICLE VI Licensing Board [Adopted 4-18-1990 by Ord. No. 45; effective 4-26-1990]

§ 31-23. Declaration of purpose.

This article establishes a Licensing Board pursuant to RSA 286:3 to grant licenses under RSA Chapter 286 and to grant licenses and permits required to be issued by the city by state statutes described in § 31-29.

§ 31-24. Membership.

The Licensing Board shall consist of the Chief of Police or such person as he/she may designate from the Police Department; the Mayor; and one other person who shall be appointed by the City Council.

§ 31-25. Terms; alternate member.

The elected Mayor shall serve as a member of the Board so long as that person is serving as Mayor. The person appointed by the City Council shall serve for a term of three years. The City Council may also appoint an alternate member for a term of three years who shall serve whenever the Mayor or the person appointed by the City Council is absent.

§ 31-26. Meetings.

The Board shall meet at such times as may be necessary to review applications for licenses and permits. Notices of the meeting shall be given as required by RSA Chapter 91-A.

§ 31-27. Organization.

The Board, annually, shall organize and elect a Chair and a Clerk.

§ 31-28. Quorum.

A majority of the Board shall constitute the quorum necessary in order to transact business at any meeting.

§ 31-29. Authority to issue certain licenses and permits under state statutes.

- A. The Licensing Board shall have the authority to issue licenses and permits as required by the following statutes:
- (1) Licensing amusement places, RSA Chapter 286.
 - (2) Pawnbrokers, RSA 398:4 et seq.
 - (3) Permits for soliciting funds, RSA 31:91.
 - (4) Street fairs, RSA 31:100.
 - (5) Fireworks, RSA 160-B-7. **[Amended 9-20-2000 by Ord. No. 70]**
 - (6) Billiard tables, RSA 286:6.
 - (7) Raffles, RSA 287-A:7.
- B. When the Board exercises authority pursuant to any statute, the Board shall comply with all statutory requirements for that particular license or permit.

§ 31-30. Applications, licenses and permits. [Amended 9-20-2000 by Ord. No. 70]

Application shall be made to the Licensing Board for any permit or license required hereunder upon such form as the Board shall designate. Application shall be obtained from and filed with the City Manager. All licenses or permits shall be signed by at least two members of the Licensing Board.

§ 31-31. Revocation or denial of licenses and permits.

The Licensing Board may revoke or suspend any permit or license for any violation of any term or condition of issuance. The Board may deny an application for a license or permit. In all cases, the Board shall notify the applicant, licensee or permittee in writing of the denial, revocation or suspension and the reason for such action. The applicant, permittee or licensee shall have the right to a public hearing before the Board as to such revocation or suspension. Such public hearing shall be requested within seven days of receipt of the notification. The licensee or permittee shall have seven days to appeal the decision of the Licensing Board to the City Manager who shall hear and decide such appeal within 20 days from the date of appeal.

Issuance of licenses by Licensing Board — See Chs. 14, 23, 168, 176 and 179.