



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

TO: Alcoholic Beverage Control Board

DATE: November 18, 2025

FROM: Kyle Helie, Licensing Examiner II

RE: License #4326 Chico's Mexican
Restaurant; Reinstatement request,
2025-2026 renewal application

Requested Action:

Consider the reinstatement of a license that was expired for not completing the 2025/2026 renewal before February 28th, 2025. If the reinstatement is approved, then consider 2025/2026 renewal application.

Statutory and Regulatory Authority:

AS 04.06.090(b): Only the board may issue, renew, transfer, relocate, suspend, or revoke a license or endorsement under this title. The board shall review all applications for licenses and endorsements made under this title and may order the director to issue, renew, revoke, transfer, or suspend licenses, endorsements, and permits authorized under this title.

AS 04.11.540: . . . If a complete application for renewal has not been filed by February 28 or the required fees and the penalty fees have not been paid by that date, the license expires at 12:00 midnight February 28.

3 AAC 305.055. Reinstatement of license. (a) For the purposes of AS 04.11.540, if a license expires because an applicant fails to file a complete application for renewal or fails to pay the required renewal fees and penalty fees by February 28, the board will consider a written request to reinstate the license. A request to reinstate a license must include

- (1) the complete renewal application;
- (2) a license reinstatement fee of \$1,000;
- (3) all other required fees and penalty fees; and
- (4) proof of good cause for the applicant's failure to file the renewal application by

February 28.

(b) The board will deny a request for reinstatement of a license submitted under (a) of this section if

- (1) the license became available in accordance with 3 AAC 305.040 and the license was issued to a different applicant, unless the limit of licenses under AS 04.11.400 has not been reached; or
- (2) the board finds that the applicant's failure to timely file or pay was caused by
 - (A) the applicant's failure to notify the board of a change of the applicant's electronic mail address;

(B) a transfer of ownership of the business for which the license was issued without written approval of the board in violation of AS 04.11.040;

(C) a lease of the licensed business to another person in violation of AS 04.11.450(c); or

(D) any other action of the applicant, whether active or tacit, that the board finds constitutes a failure to lawfully operate the business for which the license was issued. (Eff. 1/1/2024, Register 248)

Background:

Expiration and mandatory cessation letter sent to licensee on March 13, 2025, after licensee failed to submit a 2025-2026 renewal application or payment. Licensee submitted a reinstatement request on 5/12/2025 with a complete 2025-2026 renewal application. AMCO received payment for the reinstatement request fee and a written elaboration on their reinstatement request on November 18, 2025.

Attachments:

Reinstatement request memo

Email correspondence elaborating on reinstatement request

Reinstatement request from licensee

2025/2026 renewal application.

From: [juan robles](#)
To: [CED ABC Alcohol Licensing \(CED sponsored\)](#)
Subject: License Reinstatement for Chico's #4326
Date: Tuesday, November 18, 2025 12:51:40 PM

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom It May Concern,

We are writing to explain the circumstances that led to our failure to renew our Beer and Wine license on time. For 25 years, our restaurant has consistently received all renewal notices and paperwork through the mail, and we have always completed our renewals by mail without issue. This year, the process changed to an only online system, and because we have never previously used an online renewal method we missed any digital notice.

During the renewal period, we were out of the country for an extended time due to long-planned travel. As older business owners who have relied on mail-based communication for decades and are not very comfortable with technology, we unfortunately did not see the digital notices regarding the renewal deadline. We did not learn that the mail-in renewal system was discontinued until after the deadline had already passed. By the time we returned to Alaska in (gone early February- late March), the regular renewal deadline and the late fee deadline had passed.

We are a small mom and pop shop that is family run consisting of just 3 family members (Catarino, Maria and sometimes our son Juan). We do our best to keep up with the management of the business, but as things transition to a paperless format we are experiencing some hiccups along the way.

We deeply regret this oversight. In more than two decades of operating our business, we have never missed a renewal deadline, and this situation occurred solely because of the transition from mailed notices to online-only notifications combined with our time out of the country. We are fully committed to ensuring this does not happen again. We are now taking steps to monitor email more consistently and would appreciate being placed on any available mailing list or receiving mailed notices if such an option is available.

We respectfully request consideration from the Board so that we may complete the renewal, pay the required fees, and keep our license in good standing. We have always operated in compliance, and we value the opportunity to continue serving our community in Ketchikan for nearly 40 years.

Please let us know if any additional information is needed.

Thank you for your understanding.



Document reference ID : 5578

Reinstate from Expired

Application ID:	5578
License No:	4326
License Type applied for Renewal:	Restaurant Eating Place License (REPL)
Licensee Name:	Catarino & Maria Patrocinio B. Robles
Application Status:	In Review
Application Submitted On:	05/12/2025 11:54 AM AKDT

Entity Information

Business Structure:	General Partnership
FEIN/SSN Number:	
Alaska Entity number (CBPL):	
Alaska Entity Formed Date:	
Home State:	

Entity Contact Information

Entity Address:	435 Dock St, Ketchikan, AK, 99901
------------------------	-----------------------------------

Renewal Information

Provide a written explanation why the licensee failed to submit a complete license renewal application and/or failed to pay the required fees associated with the license renewal on or before February 28 of the year. AS 04.11.540

To Whom It May Concern, We are writing to explain the circumstances that led to our failure to renew our Beer and Wine license on time. Over the winter months we spend our months traveling abroad and did not return until late March. During this time, we were not in the country and unable to tend to our usual administrative responsibilities. Additionally, we were unaware that the mail-in renewal system had been discontinued which was how we had always done our renewed. As older business owners who are not very comfortable with technology, we do not regularly check our email, and unfortunately missed the digital notices regarding the license renewal deadline. We deeply regret this oversight which is affecting our business we are committed to ensuring it does not happen again in the future. We are now taking steps to monitor our email more consistently so that we remain in compliance moving forward. If there is a way to maintain mail in applications renewal notices we would love to sign up or request that for the future Thank you for your understanding

Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?:

No

As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?:

The license was regularly operated continuously throughout the first calendar year for this renewal period.

As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?:

The license was regularly operated continuously throughout the second calendar year for this renewal period.

Please select the seasonality:

Year-round

Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?:

No

Have any notices of violation or citations been issued for this license during the preceding two years?:

No

Restaurant Affidavit

Revenue in Food Sales during the first Calendar Year in the Renewal Period



Revenue in Alcohol Sales during first Calendar Year in the Renewal Period



% of Gross Revenue from Food Sales during the first Calendar Year in the Renewal Period 92.91

Revenue in Food Sales during the second Calendar Year in the Renewal Period



Revenue in Alcohol Sales during second Calendar Year in the Renewal Period



% of Gross Revenue from Food Sales during the second Calendar Year in the Renewal Period 94.03

Restaurant Detail

Dining after standard closing hours: AS 04.16.010(c) Yes

Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2) Yes

Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3) Yes

Employment for any persons under 21 years of age: AS 04.16.049(c) Yes

List where within the premises minors are anticipated to have access in the course of either dining or employment. (Example: Minors will only be allowed in the dining area. OR Minors will only be employed and present in the Kitchen.)

Minor will only be allowed in the dining area

Describe the policies, practices and procedures that will be in place to ensure that minors do not gain access to alcohol while dining or employed at your premises.

Staff training, strict verification of IDs, alcohol service policies, signage of policies and enforcement

Is an owner, manager, or assistant manager who is 21 years of age or older always present on the premises during business hours? Yes

Food Service Permit

Is your license located in Municipality of Anchorage?	No
Do you have Approved food service permit for this premises?	Yes

Entertainment & Service

Are any forms of entertainment offered or available within the licensed business or within the proposed licensed premises?	No
Food and beverage service offered or anticipated is:	Table Service

Hours Of Operation

Sunday	11:00 AM - 08:00 PM
Monday	11:00 AM - 08:00 PM
Tuesday	11:00 AM - 08:00 PM
Wednesday	11:00 AM - 08:00 PM
Thursday	11:00 AM - 08:00 PM
Friday	11:00 AM - 08:00 PM
Saturday	11:00 AM - 08:00 PM

Attestations

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.

I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Signature

This application was digitally signed by : Maria Robles on 05/12/2025 12:01 PM AKDT

Payment Info

Payment Type : CC

Payment Id: bf0c16ab-d7f2-41c1-9be9-bd0a9e7446e7

Receipt Number: 101061499

Payment Date: 05/12/2025 12:07 PM AKDT



Document reference ID : 5578

Licensing Application Summary

Application ID:	5578
Applicant Name:	Catarino Robles
License Type applied for:	Restaurant Eating Place License (REPL) (AS 04.09.210)
Application Status:	In Review
Application Submitted On:	05/12/2025 11:54 AM AKDT

Entity Information

Business Structure:	General Partnership
---------------------	---------------------

Entity Contact Information

Entity Address:	435 Dock St, Ketchikan, AK, 99901, USA
-----------------	--

Premises Address

Address:	435 Dock St, Ketchikan, AK, 99901, USA
Does the proposed site include a valid street address?	Yes

Basic Business information

Business/Trade Name:	Chico's Mexican Restaurant
----------------------	----------------------------

Local Government and Community Council Details

City/Municipality

Ketchikan (City of)

Borough

Ketchikan Gateway Borough

Restaurant Detail

Dining after standard closing hours: AS 04.16.010(c)	Yes
Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)	Yes
Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)	Yes
Employment for any persons under 21 years of age: AS 04.16.049(c)	Yes

Food Service Permit

Copy of the current food service permit for this premises OR the plan review approval.	Lic 4326 Food Permit.pdf
---	--

Entertainment & Service

Attestations

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 305.700.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

I certify that I and any individual identified in the business entity ownership section of this application, has or will read AS 04 and its implementing regulations.

I certify I have provided a menu of a variety of types of food appropriate for meals that are prepared on the licensed premises.

I certify that non-employees under 21 years of age will not enter and remain on the licensed premises except for the purposes of dining only.

I certify that the sale and service of food and alcoholic beverages and any other business on the licensed premises is under the sole control of the licensee.

I certify the licensed premises is a bona fide restaurant as defined in AS 04.21.080(b).

I certify there is supervision on the licensed premises adequate to reasonably ensure that a person under 21 years of age will not gain access to alcoholic beverages.

Signature

This application was digitally signed by : Maria Robles on 05/12/2025 12:01 PM AKDT

Payment Info

Payment Type : CC

Payment Id: bf0c16ab-d7f2-41c1-9be9-bd0a9e7446e7

Receipt Number: 101061499

Payment Date: 05/12/2025 12:07 PM AKDT
