



THE CITY OF NEW YORK
 MANHATTAN COMMUNITY BOARD 3
 59 East 4th Street - New York, NY 10003
 Phone (212) 533-5300
 www.cb3manhattan.org - info@cb3manhattan.org

Alysha Lewis-Coleman, Board Chair

Susan Stetzer, District Manager

Community Board 3 Liquor License Application Questionnaire

Please bring the following items to the meeting:

NOTE: ALL ITEMS MUST BE SUBMITTED FOR APPLICATION TO BE CONSIDERED.

- Photographs of the inside and outside of the premise.
- Schematics, floor plans or architectural drawings of the inside of the premise.
- A proposed food and or drink menu.
- Petition in support of proposed business or change in business with signatures from residential tenants at location and in buildings adjacent to, across the street from and behind proposed location. Petition must give proposed hours and method of operation. For example: restaurant, sports bar, combination restaurant/bar. (petition provided)
- Notice of proposed business to block or tenant association if one exists. You can find community groups and contact information on the CB 3 website: http://www.nyc.gov/html/mancb3/html/communitygroups/community_group_listings.shtml
- Proof of conspicuous posting of notices at the site for 7 days prior to the meeting (please include newspaper with date in photo or a timestamped photo).

Check which you are applying for:

- new liquor license alteration of an existing liquor license corporate change

Check if either of these apply:

- sale of assets upgrade (change of class) of an existing liquor license

Today's Date: MARCH 17, 2019

If applying for sale of assets, you must bring letter from current owner confirming that you are buying business or have the seller come with you to the meeting.

Is location currently licensed? Yes No Type of license: _____

If alteration, describe nature of alteration: _____

Previous or current use of the location: Restaurant

Corporation and trade name of current license: Mission Cantina LLC

APPLICANT:

Premise address: 172 ORCHARD ST. NEW YORK, NY 10002

Cross streets: ORCHARD ST. & STANTON ST.

Name of applicant and all principals: Helen Nguyen - Helen's Kitchen, LLC
Andy Tong, Khai Vu

Trade name (DBA): SAIGON SOCIAL (VIETNAMESE RESTAURANT)

PREMISE:

Type of building and number of floors: Mixed use building with 6 floors

Will any outside area or sidewalk cafe be used for the sale or consumption of alcoholic beverages?
(includes roof & yard) Yes No If Yes, describe and show on diagram: _____

Does premise have a valid Certificate of Occupancy and all appropriate permits, including for any back or side yard use? Yes No What is maximum NUMBER of people permitted? 74

Do you plan to apply for Public Assembly permit? Yes No

What is the zoning designation (check zoning using map: <http://gis.nyc.gov/doitt/nycitymap/> - please give specific zoning designation, such as R8 or C2):

C4 - 4A

PROPOSED METHOD OF OPERATION:

Will any other business besides food or alcohol service be conducted at premise? Yes No

If yes, please describe what type: _____

What are the proposed days/hours of operation? (Specify days and hours each day and hours of outdoor space) 8AM - 12AM Sunday - Thursday Wednesday
8AM - 1AM Thursday - Saturday

Number of tables? 14 Total number of seats? 30

How many stand-up bars/ bar seats are located on the premise? 1 bar, approximately 6 seats
(A **stand up bar** is any bar or counter (whether with seating or not) over which a patron can order, pay for and receive an alcoholic beverage)

Describe all bars (length, shape and location): rectangular, approx 10' x 5', front right of restaurant

Does premise have a full kitchen Yes No?

Does it have a food preparation area? Yes No (If any, show on diagram)

Is food available for sale? Yes No If yes, describe type of food and submit a menu

What are the hours kitchen will be open? 8AM - 12AM Sund - Wednes, 8AM - 1AM Thur - Satur

Will a manager or principal always be on site? Yes No If yes, which? _____

How many employees will there be? 10

Do you have or plan to install French doors accordion doors or windows?

Will there be TVs/monitors? Yes No (If Yes, how many?) _____

Will premise have music? Yes No

If Yes, what type of music? Live musician DJ Juke box Tapes/CDs/iPod

If other type, please describe _____

What will be the music volume? Background (quiet) Entertainment level

Please describe your sound system: basic sound system

Will you host any promoted events, scheduled performances or any event at which a cover fee is charged? If Yes, what type of events or performances are proposed and how often? No

How do you plan to manage vehicular traffic and crowds on the sidewalk caused by your establishment? Please attach plans. (Please do not answer "we do not anticipate congestion.")
Manager & Staff will be instructed to monitor premises for double parked cars and encourage them to seek local parking lots and monitor the sidewalk crowds so that pedestrians may pass safely.

Will there be security personnel? Yes No (If Yes, how many and when) _____

How do you plan to manage noise inside and outside your business so neighbors will not be affected? Please attach plans. *Music inside will be ambient background only. Windows and doors will be closed by 10:00pm every evening. Persons gathered outside will be reminded to respect the neighbors and residents.*

Do you have sound proofing installed? Yes No

If not, do you plan to install sound-proofing? Yes No

APPLICANT HISTORY:

Has this corporation or any principal been licensed previously? Yes No

If yes, please indicate name of establishment: _____

Address: _____ Community Board # _____

Dates of operation: _____

Has any principal had work experience similar to the proposed business? Yes No If Yes, please attach explanation of experience or resume.

Does any principal have other businesses in this area? Yes No If Yes, please give trade name and describe type of business _____

Has any principal had SLA reports or action within the past 3 years? Yes No If Yes, attach list of violations and dates of violations and outcomes, if any.

Attach a separate diagram that indicates the location (**name and address**) and total number of establishments selling/serving beer, wine (B/W) or liquor (OP) for 2 blocks in each direction. Please indicate whether establishments have On-Premise (OP) licenses. Please label streets and avenues and identify your location. Use letters to indicate Bar, Restaurant, etc. The diagram must be submitted with the questionnaire to the Community Board before the meeting.

LOCATION:

How many licensed establishments are within 1 block? 15

How many On-Premise (OP) liquor licenses are within 500 feet? 41

Is premise within 200 feet of any school or place of worship? Yes No

COMMUNITY OUTREACH:

Please see the Community Board website to find block associations or tenant associations in the immediate vicinity of your location for community outreach. Applicants are encouraged to reach out to community groups. Also use provided petitions, which clearly state the name, address, license for which you are applying, and the hours and method of operation of your establishment at the top of each page. (Attach additional sheets of paper as necessary).

We are including the following questions to be able to prepare stipulations and have the meeting be faster and more efficient. Please answer per your business plan; do not plan to negotiate at the meeting.

1. I will operate a full-service restaurant, specifically a (type of restaurant) Vietnamese
Restaurant, with a kitchen open and serving food during all hours of operation OR I have less than full-service kitchen but will serve food all hours of operation.
2. I will close any front or rear façade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live nonmusical performances.
3. I will not have DJs, live music, promoted events, any event at which a cover fee is charged, scheduled performances, more than ___ DJs / promoted events per ___, more than ___ private parties per _____.
4. I will play ambient recorded background music only.
5. I will not apply for an alteration to the method of operation or for any physical alterations of any nature without first coming before CB 3.
6. I will not seek a change in class to a full on-premise liquor license without first obtaining approval from CB 3.
7. I will not participate in pub crawls or have party buses come to my establishment.
8. I will not have a happy hour or drink specials with or without time restrictions OR I will have happy hour and it will end by _____.
9. I will not have wait lines outside. I will have a staff person responsible for ensuring no loitering, noise or crowds outside.
10. Residents may contact the manager/owner at the number below. Any complaints will be addressed immediately. I will revisit the above-stated method of operation if necessary in order to minimize my establishment's impact on my neighbors.

Petition to Support Proposed Liquor License

Date: MARCH 17, 2019

The following undersigned residents of the area support the issuance of the following liquor license (indicate the type of license such as full-liquor or beer-wine) FULL LIQUOR

to the following applicant/establishment (company and/or trade name) HELEN'S KITCHEN, LLC
DBA SAIGON SOCIAL RESTAURANT

Address of premises: 172 ORCHARD ST. NEW YORK, NY 10002

This business will be a: (circle) Bar Restaurant Other: _____

The hours of operation will be:
08 AM - 12 AM SUNDAY - WEDNESDAY 08 AM - 1 AM THURSDAY - SATURDAY
8 AM - 12 AM 8 AM - 1 AM

PLEASE NOTE: Signatures should be from residents of building, adjoining buildings, and within 2-block area.

Other information regarding the license:

Name	Signature	Address and Apt # (required)
Jennifer Batsun	[Signature]	189 Stanton Street
[Name]	[Signature]	199 Stanton Street
Kyle Shafer	[Signature]	143 Ludlow
Jessica Hunt	[Signature]	420 W 42nd St, Apt 25H
[Name]	[Signature]	465 W 42nd St
[Name]	[Signature]	530 Grand St NY
[Name]	[Signature]	530 Grand St F6B
[Name]	[Signature]	56 Willow #4R
Eva Shi	[Signature]	100 Norfolk Street
PETE TROFFO	[Signature]	188 NORFOLK ST. #36
DEL FLORELLINS	[Signature]	192 ORCHARD ST
FRED CONNORS	[Signature]	192 ORCHARD ST. (FRED.)
[Name]	[Signature]	188 Willow St
[Name]	[Signature]	188 Willow St.
[Name]	[Signature]	10 Stanton St
Bau Herrington	[Signature]	68 East St # C
[Name]	[Signature]	156 Stanton St
[Name]	[Signature]	56 Pike Street
[Name]	[Signature]	56 PIKE St. 10002
[Name]	[Signature]	160 STANTON ST
[Name]	[Signature]	100 Stanton St
[Name]	[Signature]	635 e 9th st #7
[Name]	[Signature]	150 ORCHARD ST #38
[Name]	[Signature]	86 STANTON ST
[Name]	[Signature]	145 ORCHARD ST
[Name]	[Signature]	174 Orchard St
[Name]	[Signature]	381 MARSHALL AVE
[Name]	[Signature]	101 Willow St
[Name]	[Signature]	165 Ludlow #4D
[Name]	[Signature]	165 Ludlow #4D

March 30, 2019

To Whom It May Concern:

On March 3rd and 4th, 2019, I hosted a 2 day Pop-Up at 22 Orchard Street, also known as Boys Don't Cry owned by Wilson Tang. This event is a part of a monthly Pop-Up series I have hosted in the past year at this location. At the time, there were a few vacant commercial spaces I was looking to rent. I had just started my negotiations for 172 Orchard Street and was unsure if the landlord would accept my offer. At the end of every dinner, I had a conversation with every diner and had asked for the feedback on my food, their experience as well as their support in the event I were to open a full service restaurant – serving food and liquor in the neighborhood. I was told that if I had any intentions of serving liquor, I would need to the support of the community and would need signatures for a petition. I did not know there was a designated form by Community Board 3 at the time so I created a petition and asked for my supporters to sign.

After retaining an attorney to help with the liquor license application, I learned that there was a formal petition that needed to be signed, specifically from residents of the building, adjoining building and within a 2 block radius. I went back out and obtained more signatures. I've enclosed both, in hopes of showing my good faith and efforts in community engagement.

Thank you kindly,

Helen Nguyen
Chef/Partner
Helen's Kitchen, LLC
DBA Saigon Social

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Michael [unclear]		199 Stanton Street
Kyle Shaffer		143 Ludlow
Jessica Hunt		420 W 42nd St. Apt 25H
John [unclear]		465 Columbus
McCarthy		530 Grand St NY NY
Andrew [unclear]		570 Grand St Fl 2B
Kristen Wallister		56 Ludlow #4R
Eva Shi		100 Norfolk Street
PETE TRUFFO		185 NORFOLK ST. #36
DEL FLOWELLING		192 ORCHARD ST
FRED CONNORS		192 ORCHARD ST. (FRED.)
Chris Perry		188 Ludlow St
Kendra Skilled		188 Ludlow St
Jason Yong		10 Stanton St ST
Hau Darrington		68 EAST ST #C
Samuel del Pilar		156 Stanton St
George Monahan		56 Pike Street
GIORGIA MAW		
GLAIME MAW		56 PIKE St. 10002
MICHAEL VO		100 STANTON SC
Manuel Eiza Krist		100 Stanton 2C
Sylvie Wile		635 e 9th st #7
Chris [unclear]		156 ORCHARD ST #3B
KELLEN KENNY		86 STANTON ST
RATH BHOFYAN		145 ORCHARD ST
Ryan [unclear]		174 Orchard St
Alex Form		581 MAE PLAZA
Brian Olson		101 Ludlow St
BREANNE ALAY		165 Ludlow #4D
		165 Ludlow #4D