



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

Jamie Rogers, 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](http://www.nyc.gov/html/mancb3/html/communitygroups/community_group_listings.shtml)
- Photographs of proof of conspicuous posting of meeting with newspaper showing date.
- If applicant has been or is licensed anywhere in City, letter from applicable community board indicating history of complaints and other comments.

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: 4/21/2017

**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: On Premise, Cabaret

If alteration, describe nature of alteration: \_\_\_\_\_

Previous or current use of the location: Night Club, Live Entertainment Venue

Corporation and trade name of current license: Webster Hall Entertainment Group

**APPLICANT:**

Premise address: 119-125 E 11th Street

Cross streets: 3rd Avenue and 4th Avenue

Name of applicant and all principals: Facility Concession Services, Inc.

David Smalley and David Anderson

Trade name (DBA): Spectrum Catering and Concessions

**PREMISE:**

Type of building and number of floors: Freestanding with 5 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? est. 2080 post renovation \_\_\_\_\_

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):  
C6-2A

**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: Live entertainment venue with club nights, boxing, private events and  
food/beverage events

What are the proposed days/hours of operation? (Specify days and hours each day and hours of  
outdoor space) General hours 6PM - 4AM. On occasion, will open earlier for film shoots or special events.  
Possibly open with extended hours on New Years Eve

Number of tables? TDB, depending on event Total number of seats? TDB, depending on event

How many stand-up bars/ bar seats are located on the premise? 8 bars  
(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): 8 rectangle bars, five 10', one 12', one 20', one 30' (see diagram)

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  
Personal Pizza, Mozzarella Sticks, Ham & Cheese pocket

What are the hours kitchen will be open? All open hours

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

How many employees will there be? 40

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

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

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: Existing sound system or comparable.

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? \_\_\_\_\_

Yes, live music events, club nights, boxing, private events and food/beverage events

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.")

Will there be security personnel?  Yes  No (If Yes, how many and when) 18-20 on event days

How do you plan to manage noise inside and outside your business so neighbors will not be affected? Please attach plans.

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: See attached

Address: See attached Community Board # See attached

Dates of operation: See attached

**If you answered "Yes" to the above question, please provide a letter from the community board indicating history of complaints or other comments.**

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 See attached

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? <sup>2</sup> \_\_\_\_\_

How many On-Premise (OP) liquor licenses are within 500 feet? <sup>9</sup> \_\_\_\_\_

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 agree to close any doors and windows at 10:00 P.M. every night?
2.  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 \_\_\_\_
3.  I will play ambient recorded background music only.
4.  I will not apply for an alteration to the method of operation agreed to by this stipulation without first coming before CB 3.
5.  I will not seek a change in class to a full on-premise liquor license. Or  my business plan is to seek an upgrade at a later date.
6.  I will not participate in pub crawls or have party buses come to my establishment.
7.  I will not have a happy hour. Or  Happy hour will end by \_\_\_\_\_.
8.  I will not have wait lines outside.  There will be a staff person outside to monitor sidewalk crowds and ensure no loitering.
9.  Residents may contact the manager/owner at the following phone number. Any complaints will be addressed immediately and I will revisit the above-stated method of operation if necessary in order to minimize my establishment's impact on my neighbors.

**New York Liquor Licenses**

<b>Premises Name</b>	<b>Address</b>	<b>Start Date</b>	<b>End Date</b>	<b>Community Board</b>
The Kings Theatre	1027 FLATBUSH AVE	7/1/2014	Active	CB1
	BROOKLYN, NY 11226			
Terminal 5	610 W 56TH ST	12/16/2016	Active	CB4
	NEW YORK, NY 10019			
The Music Hall of Williamsburg	66 N 6TH ST	12/16/2016	Active	CB1
	BROOKLYN, NY 11211			
Rough Trade	64 N 9TH ST	12/16/2016	Active	CB1
	BROOKLYN, NY 11249			
Brooklyn Steel	319 Frost St	4/5/2017	Active	CB1
	BROOKLYN, NY 11249			
The Westbury Theatre	960 Brush Hollow RD	10/31/2013	3/5/2017	Nassau County
	Westbury, NY 11590			

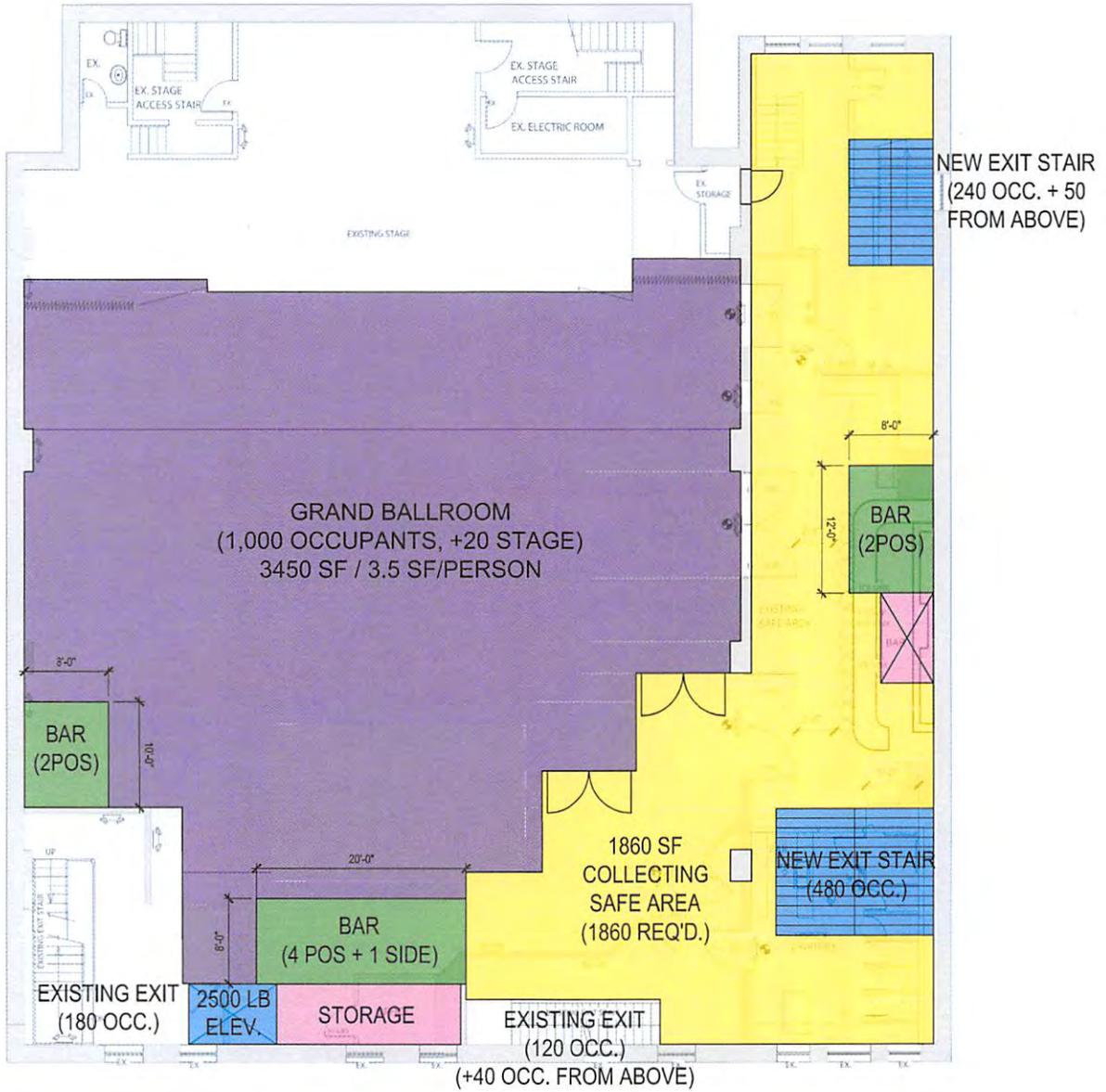
**Experience:** Through Facility Concession Services, Inc., David Smalley and David Anderson have been managing venue concessions nationwide for the past 25 years. The venues range in size and location. Most recently, they are managing Terminal 5, The Music Hall of Williamsburg, Rough Trade and Brooklyn Steel in New York City. David Anderson is also the CEO of ACE Theatrical Group which manages the Kings Theatre in Brooklyn, the Saenger and Mahalia Jackson Theatres in New Orleans, and the Majestic and Empire Theatres in San Antonio.

**Other Facility Concessions Services, Inc. licensed venues.**

- The Hippodrome: 12 North Eutaw Street Baltimore, MA 21201; License: CG-00945
- The Indian Farmers Coliseum: 1202 East 38<sup>th</sup> St Indianapolis, IN 46205; License: RR 4923796
- Lone Star Convention Center: 9055 Airport Road Conroe TX 77303; License: MB476865
- Mahalia Jackson Theatre: 801 N Rampart St New Orleans, LA 70116; License: AG-E.36.0000012517-BL
- The State: 800 LaSalle Ave Suite 120 Minneapolis, MN 55402; License L074 50009
- The Orpheum: 910 Hennepin Ave Minneapolis, MN 55402; License: L182 50033
- The Pantages: 710 Hennepin Ave Minneapolis, MN 55402; License: L182 50035
- NorVa: 317 Monticello Ave Norfolk VA, 23510; License: 079461
- National: 708 E Broad St Richmond VA 23219; License: 079451
- Portsmouth Pavilion: 16 Crawford Cir Portsmouth VA 23704; License: 089906
- Saenger: 1111 Canal Street New Orleans, LA 70112; License: 36-0087710
- Woodforest Bank Club: 2005 Lake Robbins Drive 'A' The Woodlands TX 77380







SECOND FLOOR PLAN

SCALE: 1/16" = 1'-0"

WEBSTER HALL

125 EAST 11TH STREET, NEW YORK, NY 10003 ■ © 2017 M+J

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ARCHITECTURE



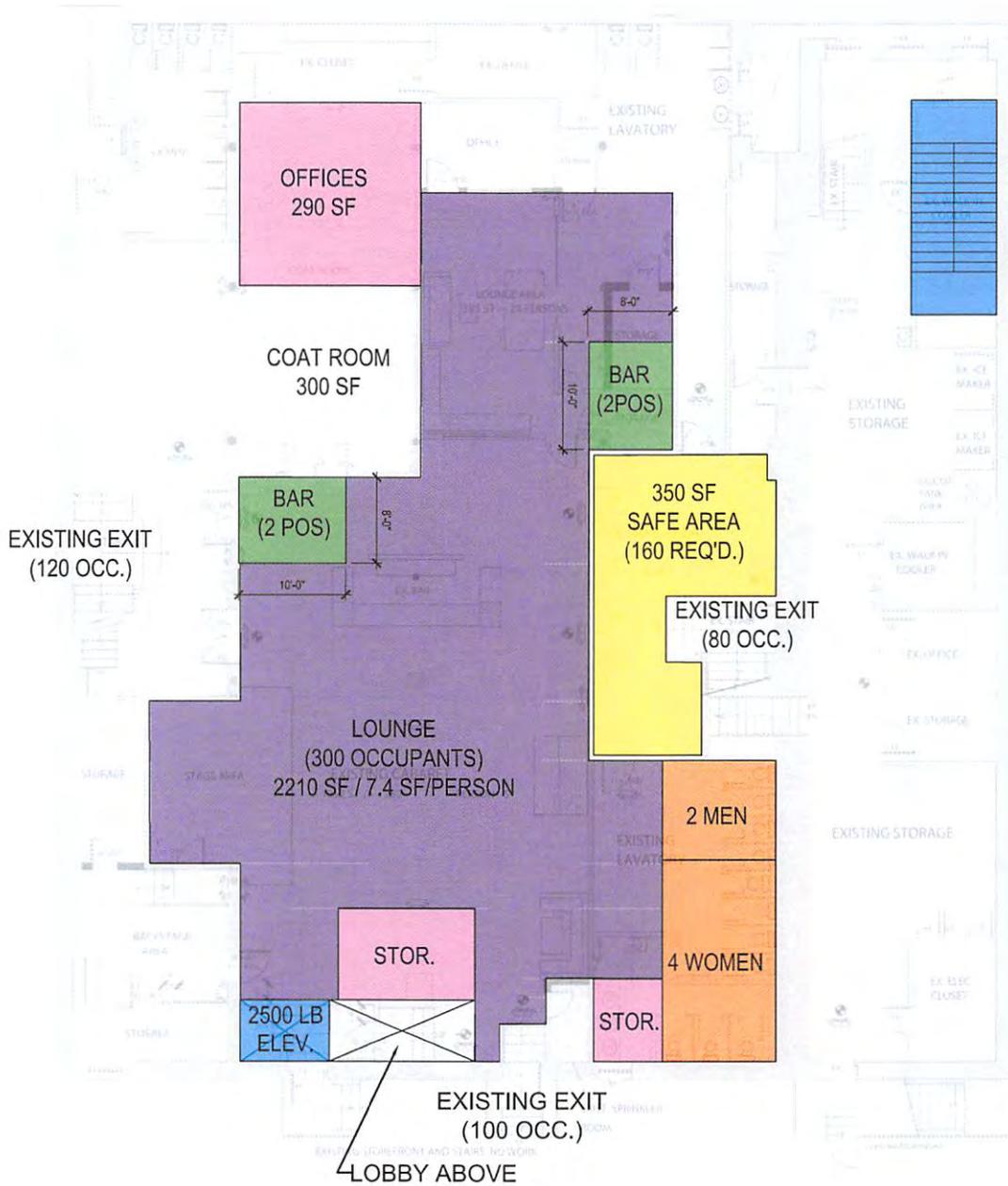
THIRD FLOOR PLAN

SCALE: 1/16" = 1'-0"

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125 EAST 11TH STREET, NEW YORK, NY 10003 ■ © 2017 M+J

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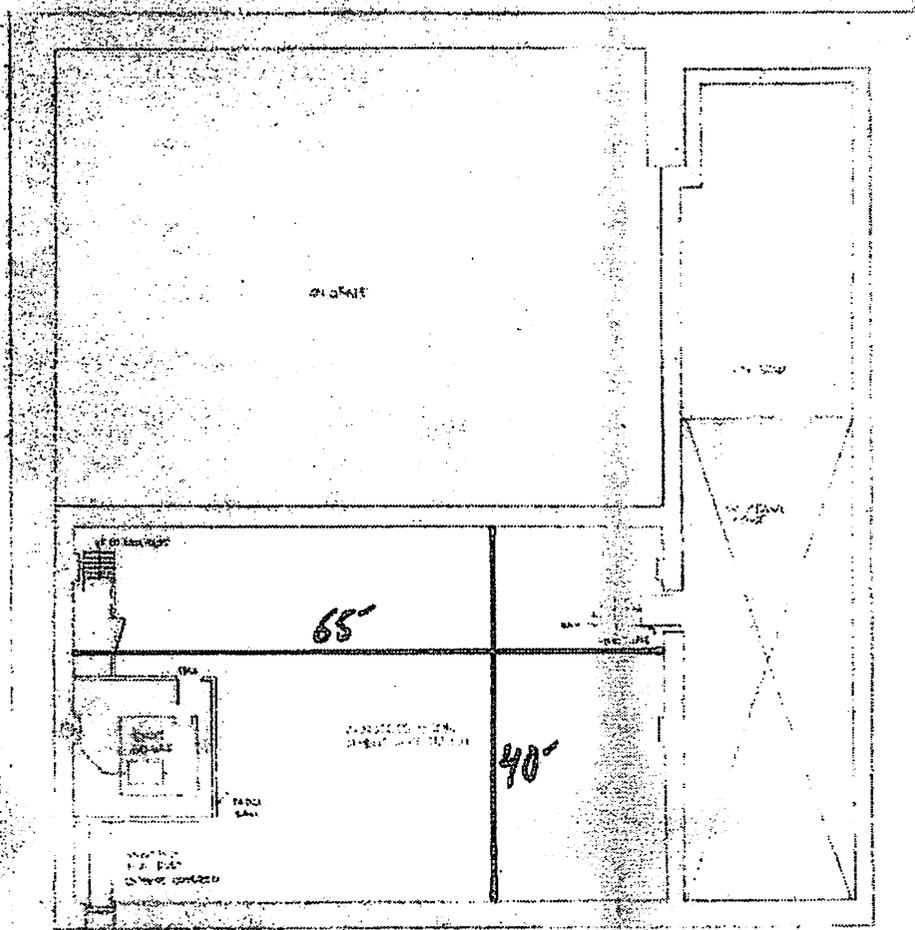
BASEMENT PLAN

SCALE: 1/16" = 1'-0"

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BASMENT FLOOR PLAN

## **SECURITY PLAN**

This Security Plan constitutes the "Standard Operating Procedures" relating to physical and procedural security for **125 East 11<sup>th</sup> Street**. This plan creates a safe environment for all patrons, and staff at "the venue" and its surrounding areas. It contains a comprehensive overview of the security program, and procedures to use to execute the security plan. Security personnel and venue managers shall be familiar with the information and procedures associated with this Security Plan.

Venue management will designate a point person to liaise with Community Board 3 and the NYPD 9<sup>th</sup> Precinct Community Council on venue security matters.

### **SECURITY STAFF RESPONSIBILITIES:**

Security staff will be a licensed and bonded third party security team hired by the venue manager. Their responsibilities include the following:

- Processing (physical search) of all patrons entering the venue to prohibit illegal contraband, as well as other restricted items from being brought into the venue.
- Enforcing alcohol compliance policies (removing all patrons in violation of policy)
- Enforcing venue policies (removing all patrons in violation of policy)
- Developing and ensuring compliance with emergency evacuation procedures
- Controlling access to restricted areas
- Facilitating safe egress from the venue
- Monitoring and patrolling the area surrounding the venue
- Security will be placed on adjacent to all venue entrances to direct patrons into the venue and minimize impact in the surrounding residential areas
- Venue management will also confer with the security provisions under the "Best Practices established for Nightlife Establishments", published by the NYPD and the New York Nightlife Association

## **SECURITY PROCEDURES**

*The following describes each of the procedures used by the security staff to execute the security plan →*

### **CREDENTIALS**

All working staff and performing artists will be required to wear a day pass distributed by venue operator. There will be multiple levels of passes per event that will have access to several restricted areas. A security key will be created to clearly identify the passes and define the restrictions on all credentials. Security will control the access to the restricted areas of the venue.

*There will be a meeting with all department heads and security staff to discuss and understand all details of the day's events, including beginning and end times, times of each performance, credential key, as well as venue emergency policies.*

### **PROCESSING/LINE CONTROL**

#### **Queuing**

- Patrons will be encouraged to enter the venue even prior to official doors opening to alleviate crowds on the sidewalk
- Security will patrol the sidewalk and announce the prohibited items list below to incoming patrons
- Any lines will be maintained in an orderly fashion
- A bike rack will be used to divide the sidewalk to maintain access for local pedestrians

#### **Search**

- Patrons will be subject to metal detection before entering the venue
- Patrons will be subject to a bag check/pat down search based on the nightly assessment of Security Director and Venue Manager before entering the venue

- Patrons will be directed to dispose of any items found on them that appear on the prohibited items list
- Refusal to comply with policy will result in denial of entry to the venue
- Patrons under the age of 21 will be denied entry if they are found to be in possession of any alcoholic beverages
- Patrons found to be intoxicated prior to entry will not be permitted into the venue

### **Prohibited Items**

Weapons of any kind

Illegal substances

Outside food/beverages, including alcohol

Glass containers of ANY kind

Bicycles, skateboards, scooters, and personal motorized vehicles

Fireworks and explosives

Pets (exception for service dogs)

Video equipment - no video recording will be allowed

Audio recording equipment

No illegal vending is permitted - no unauthorized/unlicensed vendors allowed

### **ALCOHOL COMPLIANCE**

- All patrons entering the venue will have their identification checked by "ID Checkers" at the main entrance of the venue
- All patrons over the age of 21 will be given a wristband which will be on the security key allowing permission to purchase and consume alcoholic beverages within the venue
- Any patron under the age of 21 will have a black "x" marked on each hand
- Any patron under the age of 21 found to be in possession of an alcoholic beverage within the venue will be immediately escorted out of the venue.
- Any patron found to be providing a patron under the age of 21 an alcoholic beverage will be immediately escorted out of the venue
- Security will monitor bar areas to intervene with any patron found to be intoxicated
- Security will escort intoxicated patrons away from other patrons to assess necessary

action

- Security will be posted at all exits of the venue and will stop alcoholic beverages from exiting the lines of alcohol consumption
- Beverages are distributed in different sized cups, to help differentiate between alcoholic and non-alcoholic drinks

### **EJECTION POLICY**

Security will escort out of the venue any patron found to:

- Be in violation of any venue policy
- Be in violation of any alcohol compliance policy
- Pose a danger to his/herself and/or other patrons
- Knowingly enter a restricted area without proper access credentials

### **COMMUNICATION**

- Radios will be located at key security positions throughout the venue
- A security supervisor will be in direct radio contact with venue management

### **VEHICULAR TRAFFIC**

- The New York City Department of Transportation controls parking on the street adjacent to the venue
- Within the past few years, the area immediately outside of the venue was rezoned so that there is “No Standing” in front of the building, and “No Parking” to both the left and right of the building
- The majority of patrons will be travelling to the venue by public transportation
- Venue management will work with NYPD to establish a designated drop off/pick up area

- Venue management will enter into arrangements with local parking lots

### **End of Event**

- Egress lighting will be activated
- All exits will be checked by security to be clear of obstruction
- Security will direct patrons toward all exits
- Security will direct all patrons away from the venue in an orderly fashion
- Security will monitor surrounding area to minimize patron impact on the community
- Security will be posted in strategic locations within the surrounding area to direct patrons away from nearby residential areas in a quiet and orderly manner

### **EMERGENCY SITUATIONS**

In the case of an emergency that may require an evacuation, security supervisors along with venue management will convene to discuss the details of the emergency and properly disseminate all information to venue staff. Announcements will be made from the stage informing the audience. Emergency lights will be activated. All emergency exits will be opened and prepared for evacuation. Security staff will direct all patrons to the nearest clearly defined emergency exit. Once outside, venue security will continue to direct patrons to a safe destination away from the venue.