

THE CITY OF NEW YORK  
MANHATTAN COMMUNITY BOARD 3  
59 East 4th Street - New York, NY 10003  
Phone (212) 533-5300  
www.cb3manhattan.org - mn03@cb.nyc.gov

Alysha Lewis-Coleman, Board Chair

Susan Stetzer, District Manager

Community Board 3 Liquor License Stipulations for Administrative Approval

I, Helen Nguyen, as a qualified representative of Helen's Kitchen LLC  
located at 172 Orchard Street, New York, NY agree to the following stipulations:

1. ☒ I will operate a full-service restaurant, specifically a (type of restaurant) Vietnamese food  
☒ Kitchen open and serving food every night during all hours of operation.
2. My hours of operation will be:  
Mon 8AM - 12AM; Tue 8AM - 12AM; Wed 8AM - 12AM;  
Thu 8AM - 12AM; Fri 8AM - 12AM; Sat 8AM - 12AM; Sun 8AM - 12AM.  
(I understand opening is no later than specified opening hour & all patrons are to be cleared from business at specified closing hour)
3. ☒ I will not use outdoor space for commercial use.
4. ☐ I will operate my sidewalk café no later than \_\_\_\_\_
5. ☐ I will employ a doorman/security personnel on the following days: \_\_\_\_\_
6. ☐ I will install soundproofing, \_\_\_\_\_
7. ☒ 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.  
☐ I will have a closed fixed façade with no open doors or windows except my entrance door will close by 10:00 P.M. or when amplified sound is playing, including but not limited to DJs, live music and live nonmusical performances.
8. 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 \_\_\_\_\_
9. ☒ I will play ambient recorded background music only.
10. ☒ 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.
11. ☒ I will not seek a change in class to a full on-premises liquor license without first obtaining approval from CB 3.
12. ☒ I will not participate in pub crawls or have party buses come to my establishment.
13. ☒ I will not have unlimited drink specials, including boozy brunches, with food.
14. ☒ I will not have a happy hour or drink specials with or without time limitations OR ☐ I will have happy hour and it will end by \_\_\_\_\_. - **Please indicate one of the above** -
15. ☒ I will not have wait lines outside. ☐ I will have a staff person responsible for ensuring no loitering, noise or crowds outside.
16. ☒ I will conspicuously post this stipulation form beside my liquor license inside of my business.
17. ☒ 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.

Name: Helen Nguyen Phone Number: (206) 351-3779

18. ☒ I will: operate a full service Vietnamese restaurant as stated above.

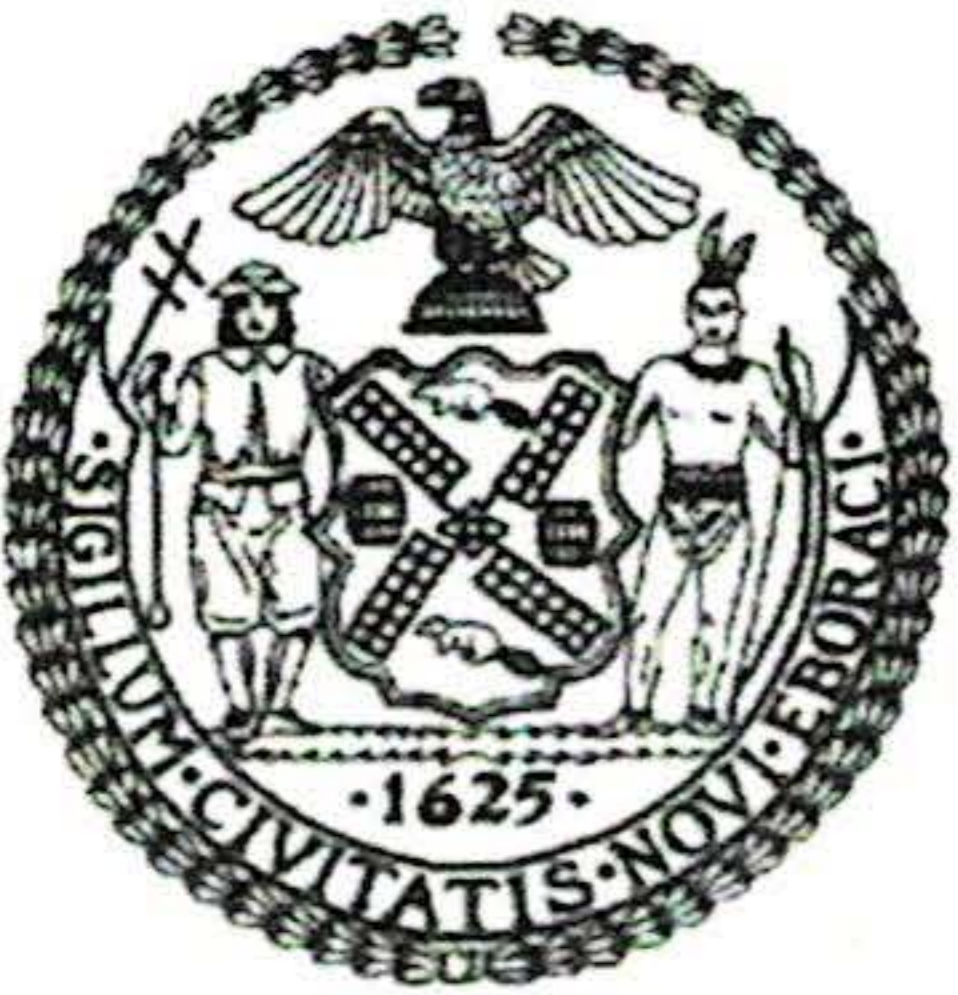
I hereby certify that the information provided above is truthful and accurate based upon my personal belief.

Signed Helen Nguyen

Dated 5/28/20

Sworn to this \_\_\_\_\_ day of \_\_\_\_\_ 2020

Notary Public



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Alysha Lewis-Coleman, Board Chair

Susan Stetzer, District Manager

## Community Board 3 Liquor License Application Questionnaire

Today's Date: May 28, 2020

### APPLICANT

1. Name of applicant and principle(s): Helen's Kitchen LLC
2. Premise address: 172 Orchard Street New York, NY 10002
3. Cross streets: Orchard and Stanton streets
4. Trade name (DBA): SAIGON SOCIAL
5. Check which you are applying to: ☒ New liquor license ☐ Alteration of an existing license ☐ Sale of assets
6. If alteration, describe nature of alteration: N/A
7. Is location currently licensed? ☐ Yes ☒ No
8. Type of license: Beer, Wine, & Cider
9. Previous or current use of the location: restaurant (closed for 3-4 years)
10. Corporation and trade name of current location: N/A
11. Type of building and number of floors: Mixed use, 6 Floors
12. Does premise have a valid Certificate of Occupancy and all appropriate permits, including for any back or side yard use? ☒ Yes ☐ No 12a. What is the permitted occupancy indoors and outdoors? \_\_\_\_\_
13. Do you plan to apply for Public Assembly permit? ☐ Yes ☒ No
14. 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
15. How many licensed establishments are within 1 block? 5
16. How many On-Premise (OP) liquor licenses are within 500 feet? 40
17. Is premise within 200 feet of any school or place of worship? ☐ Yes ☒ No

### PROPOSED METHOD OF OPERATION

18. Describe your method of operation: Casual Vietnamese restaurant with acclaimed chef
19. Will any other business besides food or alcohol service be conducted at premise? ☐ Yes ☒ No
20. If yes, please describe what type: N/A
21. What are the proposed days / hours of operation (specify days / hours each day and hours of outdoor space if applicable): M-SUN 8AM - 12AM
22. Total number of table: 12 23. Total number of seats: 64
24. How many stand-up bars / bar seats are located on the premise? 1 Bar / 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.)

25. Describe all bars (length, shape, and location): 10' x 5', rectangular, Front of kitchen
26. Does premise have a full kitchen? ☒ Yes ☐ No
27. What are the hours kitchen will be open? 8AM - 12AM
28. What type of food is available for sale? Vietnamese food
29. Will a manager or principal always be on site? ☒ Yes ☐ No If yes, which? Principal
30. How many employees will there be? 10
31. Do you have or plan to install? ☐ French doors ☐ accordion doors ☐ windows
32. Will there be TVs / monitors? ☐ Yes ☒ No If Yes, how many? \_\_\_\_\_
33. Will premise have music? ☒ Yes ☐ No 33a. If Yes, what type of music? ☐ Live Music ☐ Jukebox  
☐ DJ ☒ Tapes / CDs / iPod
34. If other type, please describe: \_\_\_\_\_
35. What will be the music volume? ☒ Background (quiet) ☐ Entertainment level
36. Please describe your sound system: ambient speakers
37. Will you host any promoted events, scheduled performances or any event at which a cover fee is charged?  
☐ Yes ☒ No
38. If Yes, what type of events or performances are proposed and how often? \_\_\_\_\_
39. How do you plan to manage vehicular traffic and crowds on the sidewalk caused by your establishment? We are a small establishment and will close by midnight.
40. Will there be security personnel? ☐ Yes ☒ No 40a. If Yes, how many and when? \_\_\_\_\_
41. How do you plan to manage noise inside and outside your business so neighbors will not be affected? We will always be available to respond to noise issues
42. Do you have sound proofing installed? ☐ Yes ☒ No
43. If not, do you plan to install sound-proofing? ☐ Yes ☒ No

#### **APPLICANT HISTORY**

44. Has this corporation or any principal been licensed previously? ☐ Yes ☒ No If yes, please indicate name of establishment(s): \_\_\_\_\_
45. Address: N/A 45a. Community Board N/A
46. Dates of operation: N/A
47. Has any principal had work experience similar to the proposed business? ☒ Yes ☐ No If yes, explanation of experience or resume. chef at various highend restaurants.
48. Does any principal have other business in the area? ☐ Yes ☒ No If yes, give trade name and describe type of business: \_\_\_\_\_
49. 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.

#### **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.