



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, Susan Leung, as a qualified representative of Wo Hop Next Door Inc
 located at 15 Mott Street, New York, NY agree to the following stipulations:

- I will operate a full-service restaurant, specifically a (type of restaurant) Chinese Restaurant
 Kitchen open and serving food every night during all hours of operation.
- My hours of operation will be:
 Mon 11AM-12AM; Tue 11AM-12AM; Wed 11AM-12AM;
 Thu 11AM-12AM; Fri 11AM-12AM; Sat 11AM-12AM; Sun 11AM-12AM.

(I understand opening is no later than specified opening hour & all patrons are to be cleared from business at specified closing hour)

- I will not use outdoor space for commercial use.
- I will operate my sidewalk café no later than _____
- I will employ a doorman/security personnel on the following days: _____
- I will install soundproofing, _____
- 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.
- 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 _____
- I will play ambient recorded background music only.
- 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.
- I will not seek a change in class to a full on-premises liquor license without first obtaining approval from CB 3.
- I will not participate in pub crawls or have party buses come to my establishment.
- I will not have unlimited drink specials, including boozy brunches, with food.
- 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 8 PM. - Please indicate one of the above -
- I will not have wait lines outside. I will have a staff person responsible for ensuring no loitering, noise or crowds outside.
- I will conspicuously post this stipulation form beside my liquor license inside of my business.
- 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: Susan Leung Phone Number: 212-566-3841

18. I will: _____

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

X
 Signed Susan Leung

January 21, 2021
 Dated

Sworn to this 21st day of January 2021

Geraldine E. Snyder
 Notary Public

GERALDINE E. SNYDER
 Notary Public, State of New York
 No. 01SN4744052
 Qualified in New York County
 Commission Expires April 30, 2023



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Community Board 3 Liquor License Application Questionnaire

Today's Date: January 25, 2021

APPLICANT

1. Name of applicant and principle(s): Wo Hop Next Door Inc./ Susan Leung and Guo Ying Li
2. Premise address: 15 Mott Street, New York, NY 10013
3. Cross streets: Mosco Street & Park Row/Chatham Square
4. Trade name (DBA): Same
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: Restaurant-Wine license (beer & wine only)
9. Previous or current use of the location: Restaurant-Closed down-License surrendered
10. Corporation and trade name of current location: Wo Hop Next Door Inc./Susan Leung and Guo Ying Li
11. Type of building and number of floors: 5 story attached brick mixed use
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? 74
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): C6-1
15. How many licensed establishments are within 1 block? 8
16. How many On-Premise (OP) liquor licenses are within 500 feet? 13
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: Chinese restaurant/background music only/ no outdoor seating
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): 11 AM - 12 PM 7 days a week
22. Total number of table: 18 23. Total number of seats: 74
24. How many stand-up bars / bar seats are located on the premise? none
 (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): N/A
26. Does premise have a full kitchen? Yes No
27. What are the hours kitchen will be open? All open hours; 11 AM to 12 PM 7 days
28. What type of food is available for sale? Chinese food
29. Will a manager or principal always be on site? Yes No If yes, which? Both principals
30. How many employees will there be? 8
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: N/A
35. What will be the music volume? Background (quiet) Entertainment level
36. Please describe your sound system: ipod
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? N/A
39. How do you plan to manage vehicular traffic and crowds on the sidewalk caused by your establishment? Statement attached
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? statement attached
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): N/A
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.
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.

January 25, 2021

Wo Hop Next Door Inc.
15 Mott Street
New York, NY 10013

SUPERVISION PLAN WITH VEHICULAR TRAFFIC, CROWDS AND NOISE
MITIGATION EFFORTS

-All staff will be properly trained to obtain correct and legal identification of patrons ordering any alcoholic beverages.

-All staff will be properly trained to identify if a patron is visibly intoxicated and can no longer be served alcohol.

-There will be a staff member responsible to consistently monitor the exterior of the premises to ensure there are no disturbances in the form of vehicular traffic, sidewalk crowding and noise.

-There will be a camera system with multiple cameras on the entire premises with remote access.

CO-APPLICANT GUO YING LI'S EXPERIENCE IN THE RESTAURANT BUSINESS

OFFICE USE ONLY

Original Amended Date _____

14

Print YOUR Name

3. RESIDENCE HISTORY

List your residence history for the past FIVE (5) years to the PRESENT DATE.

Address	From (mm/yyyy)	To (mm/yyyy)
113 Nassau Street, #9E, New York, NY 10038	10/2012	Present

Address	From (mm/yyyy)	To (mm/yyyy)

Address	From (mm/yyyy)	To (mm/yyyy)

Address	From (mm/yyyy)	To (mm/yyyy)

4. EMPLOYMENT HISTORY

List your employment history for the past FIVE (5) years to PRESENT DATE.

Also, list any employment history that shows experience in the alcohol industry.

Add additional sheets if necessary.

From (mm/yyyy)	To (mm/yyyy)	Employer
06/2011	02/2020	Wo Hop City Inc.

Position	Employer Address
Head Waiter	15 Mott Street, New York, NY 10013

Type of Business
Restaurant

From (mm/yyyy)	To (mm/yyyy)	Employer
03/2020	Present	Wo Hop Next Door Inc.

Position	Employer Address
Principal/Manager	15 Mott Street, New York, NY 10013

Type of Business
Restaurant

From (mm/yyyy)	To (mm/yyyy)	Employer

Position	Employer Address

Type of Business