

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

Andrea Gordillo, Board Chair

Susan Stetzer, District Manager

Community Board 3 Liquor License Application Questionnaire

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

The following items and questionnaire package are due by date listed in email invite:

- ☐ Schematics, floor plans or architectural drawings of the inside of the premise.
- ☐ A proposed food and or drink menu.

The following items are due by noon Wednesday before the meeting:

- ☐ 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:
<https://www1.nyc.gov/site/manhattancb3/resources/community-groups.page>
(this is not required but strongly suggested if a relevant group exists)
- ☐ 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: September 2025

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

If alteration, describe nature of alteration: _____

Previous or current use of the location: Coffee Shop

Corporation and trade name of current license: N/A

APPLICANT:

Premise address: 41 Monroe Street

Cross streets: Between Market and Catherine Streets

Name of applicant and all principals: Tinto LLC - Hanna Brown

Trade name (DBA): Tinto

PREMISE:

Type of building and number of floors: 6 story mixed use

Does premise have a valid Certificate of Occupancy, including for any back/side yard or roof use?

☒ Yes ☐ No What is maximum NUMBER of people permitted LNO 74

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): R7-2

PROPOSED METHOD OF OPERATION:

What are the proposed days/hours of operation? (Specify days and hours each day and hours of outdoor space, if applicable) 7:00am-2:00am, 7 days a week

Will any other business besides food or alcohol service be conducted at premise, i.e., retail? ☐ Yes ☒ No
If yes, please describe what type: _____

Number of indoor tables? 6 Total number of indoor seats? 16

How many stand-up bars/bar seats are located on the premise (number, length, and location) _____
One/no stools; 6 counter seats

(A **stand-up bar** is any bar or counter -with seating or not- where you can order, pay for, and receive alcohol)

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 _____
Contemporary South American

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

Will a manager or principal always be on site? ☒ Yes ☐ No If yes, which? Both/Either

How many employees will there be? 10-12

Do you have or plan to install ☐ French doors ☐ accordion doors or ☒ windows? (currently exist)

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 ☐ DJs ☒ Streaming services/playlists

If other type, please describe _____

What will be the music volume? ☒ Background (conversational) ☐ Entertainment (live music venue level) Please describe your sound system: Ipad generated small speakers

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? _____

If promoted events, please explain the nature in which you plan to promote? Social media / online ads / outside promoters? _____

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.") 1 employee will be designated to discourage loiterers on the sidewalk and taxis and Ubers will be encouraged to drop off and pick up quickly and quietly.

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. The above employee will supervise the exterior, the interior will be maintained by staff and ownership

Is sound proofing installed? ☒ Yes ☐ No

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

Are there current plans to use the Open Restaurants program for the sale or consumption of alcoholic beverages outdoors? (includes roof & yard) ☐ Yes ☒ No If Yes, describe and show on diagram:

APPLICANT HISTORY:

Has this corporation or any principal been licensed for sale of alcohol 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. Note: failure to disclose previous experience or information hampers the ability to evaluate this application. Please see attached

Does any principal have other businesses in this area? ☐ Yes ☒ No If Yes, please give trade name, address and describe the business _____

Has any principal had SLA reports or action within the past 5 years? ☐ Yes ☐ No If Yes, attach list of violations and dates of violations and outcomes, if any. N/A

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? Please see attached

How many On-Premise (OP) liquor licenses are within 500 feet? Please see attached

Is the premise within 200 feet on the same street 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, but it is not required. 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. My license type is: ☐ beer & cider ☐ wine, beer & cider ☒ liquor, wine, beer & cider
2. ☐ I will operate a full-service restaurant, specifically a (type of restaurant) _____ restaurant, or
☒ I will operate a Cafe/Bistro,
☒ with a kitchen open and serving food during all hours of operation OR ☐ with less than a full-service kitchen but serving food during all hours of operation OR ☐ Other _____
3. My hours of operation will be:
Mon 7:00am-2:00am; Tue 7:00am-2:00am; Wed 7:00am-2:00am;
Thu 7:00am-2:00am; Fri 7:00am-2:00am; Sat 7:00am-2:00am;
Sun 7:00am-2:00am. (I understand opening is "no later than" specified opening hour, and all patrons are to be cleared from business at specified closing hour.)
4. ☒ I will not use outdoor space for commercial use (including Open Restaurants) OR
☐ I will close all outdoor dining allowed under the temporary Open Restaurants program and any other subsequent uses by 10:00 P.M. all days and not have any speakers or TV monitors outdoors
5. ☐ I will employ a doorman/security personnel: _____
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, or during unamplified performances or televised sports. ☐ I will have a closed fixed façade with no open doors or windows except my entrance door, which 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, or during unamplified performances or televised sports.
8. I will not have ☒ DJs, ☒ live music, ☒ third-party promoted events, ☒ any event at which a cover fee is charged, ☒ scheduled performances, ☐ more than _____ DJs per _____, ☒ more than 1-2 private parties per month
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 restrictions OR ☐ I will have happy hour and it will end by _____.
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: Hanna Brown

Phone Number: (404) 660-4814

Hanna Brown

Phone: 404-660-4814 ● E-Mail: hanna1simone@gmail.com

Job History

Agency of Record- Vintage inspired cocktail bar from the Patent Pending team
(06/2023-06/2025)

Bar Manager

- Original member of the opening management team, built bar structure and systems from scratch.
- Manages bar team, liquor orders, inventory, maintains standards across the board
- Time split between bartending and management
- Managed a cocktail bar program that had a nearly \$2 million cash flow in its first year. Managed COGS and inventory for the entire program, maintaining a 10% cost across liquor, wine, and beer.

The Hotel Chelsea- Iconic New York hotel with three bar programs
(10/2022-06/2023)

Bar Manager

- Managed the service and financials of three cocktail programs and events
- Provided assistance to the team and managed the flow of service daily
- Administratively managed all three programs including paying invoices, making the schedule, inventory, cost analysis, overseeing bar prep, and working closely with the bar team to maintain standards.

Pouring Ribbons- Inventive East village cocktail bar

Bartender and MOD

(2021-2022)

- Maintaining high standards of hospitality and cocktail knowledge as well as performing manager on shift responsibilities such as daily tip out, reports, and floor management.

Amor Y Amargo- Award-winning East Village bitters bar
(2021)

Bartender

- Expansive knowledge of bitters and amaros and providing an educational and positive experience for guests

The Lawrence Restaurant- Contemporary Southern cuisine with an expansive cocktail program
2017-2021

Head Bartender and Floor Manager

- Received three promotions over three years. Responsible for organizing and maintaining the bar program along with the manager. Created two-three unique original cocktails for our menu every quarter as well as having a complete knowledge of our over 300 bottle back bar and classic cocktails. Assisted management with inventory control/stock ordering and ensured that high standards of customer service are maintained during high-volume, fast-paced operations.
- Additionally responsible for all reservations/hosts and floor management. Fostered a strong sense of teamwork and communication and personally oversaw the education and training program for the entire restaurant staff.

Staplehouse- Michelin and James Beard Awarded Restaurant and Bon Appetit's 2016 restaurant of the year
2016

Food Runner, Expo, Server

- In-depth knowledge of the dish, how it was created, where the ingredients were sourced, flavor profile of the dish, and any and all information related to the dish.
- Firing courses, garnish and quality control of plates, working with the executive chef to control the flow of the restaurant.
- Assisting service staff with dining room maintenance and guest satisfaction.

Education & Skills

- Georgia State University -Bachelor's of Science in Neuroscience/ Minor in Psychology
- Over 10 years of experience in the service industry
- Team leadership and staff development
- Budget planning and financial analysis
- Inventory management and procurement
- Customer service excellence
- Menu development and pricing strategies
- Marketing and promotional campaigns
- Vendor relations and negotiation
- Conflict resolution and problem-solving
- POS systems and technology integration
- Compliance with alcohol regulations

A hand-drawn site plan showing a proposed park area. The plan is bounded by 'NYC Property' on the left and 'Residential' areas on the top and bottom. A 'Manhattan Bridge with NYC property space below' runs diagonally across the middle. To the right of the bridge is a 'Skating Park'. Below the bridge is a 'Residential' area, and further down is a 'Square ground' area. A 'Street' runs vertically between the residential areas. Arrows indicate the flow of traffic or movement within the park area.

Landess-Simon, Inc.

Legal & Commercial Photography

45 Lawlins Park
Wyckoff, NJ 07481
Phone: (201) 848-5652
E-mail: landess@att.net
landessphotographers.com

Re: 41 Monroe Street

1. Mr. Fong's - 40 Market Street - (289')

Schools & Churches

1. USA NYC Chinatown Christian Church - 48 Market Street - (154') (Mixed use building)
2. Chinese Evangel Mission Church - 31 Monroe Street - (111') (Mixed use building)
3. Chinese Conservative Baptist Church - 103 Madison Street - (296')
4. Chinese Evangel Mission Church - 97 Madison Street - (338')
5. American Buddhist Association - 13 Monroe Street - (364')

Catherine Street

St. Joseph's Church

Commercial

Residential

Commercial

Residential

Commercial

Residential

American Buddhist Association
13 Monroe Street

Hair Salon

Beauty Store

Residential

Florist

Commercial

Commercial

Residential

Commercial

Residential

Residential

Residential

Residential

Electricians

←

Residential

Food Wholesalers

Commercial

Chinese Evangel Mission
Church 31 Monroe Street

Parking Garage

Commercial

Commercial

Residential

Vacant

APPLICANT

Residential

Vacant

Market Street

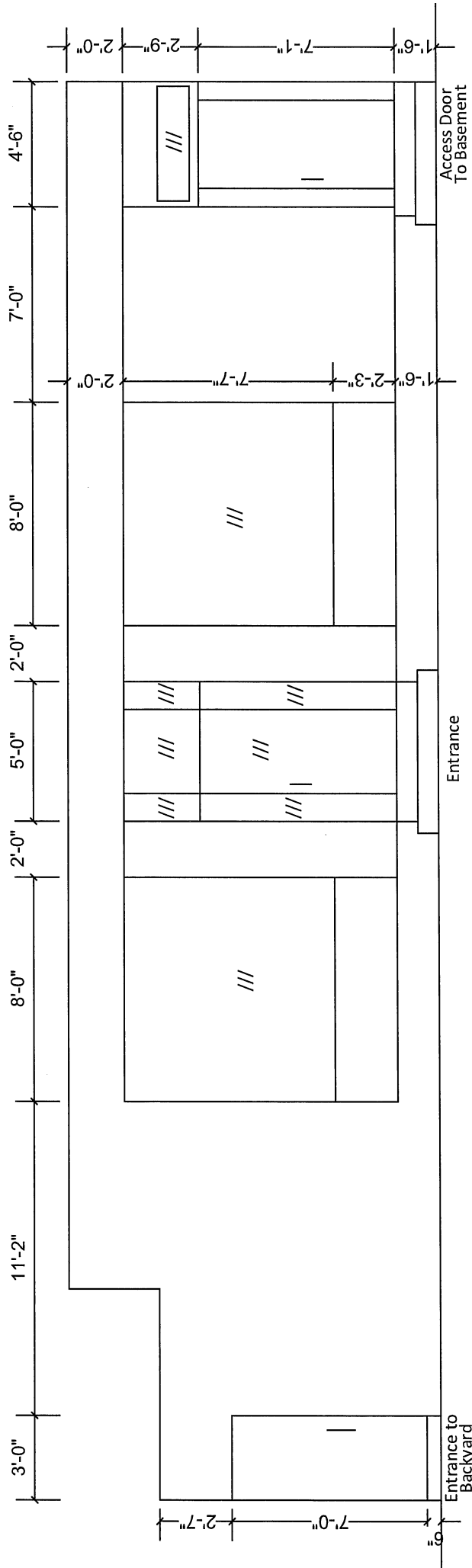
Monroe Street

BLOCK PLOT
44 Monroe Street
New York, NY
September 22, 2025
NOT TO SCALE

Residential
Complex

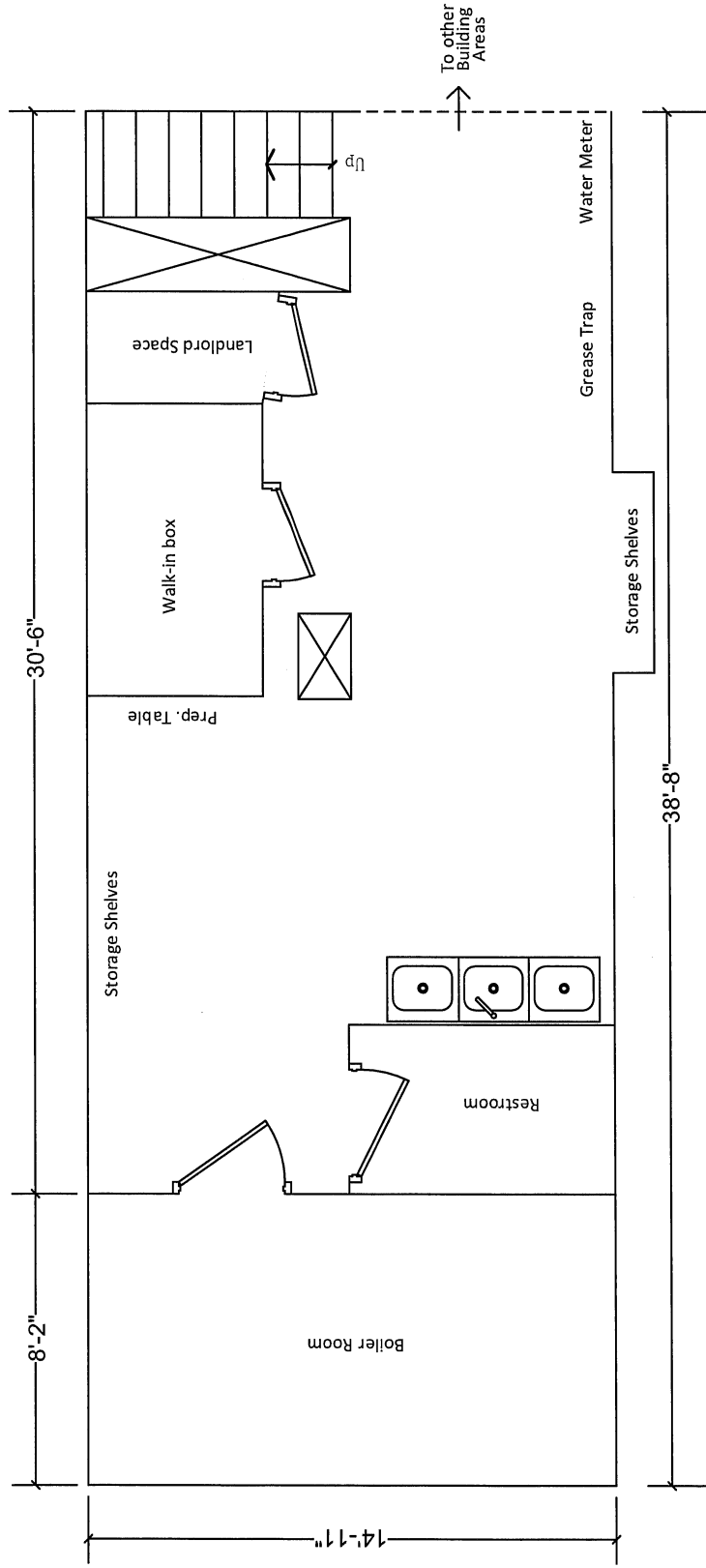
Shipping
Services

Deli



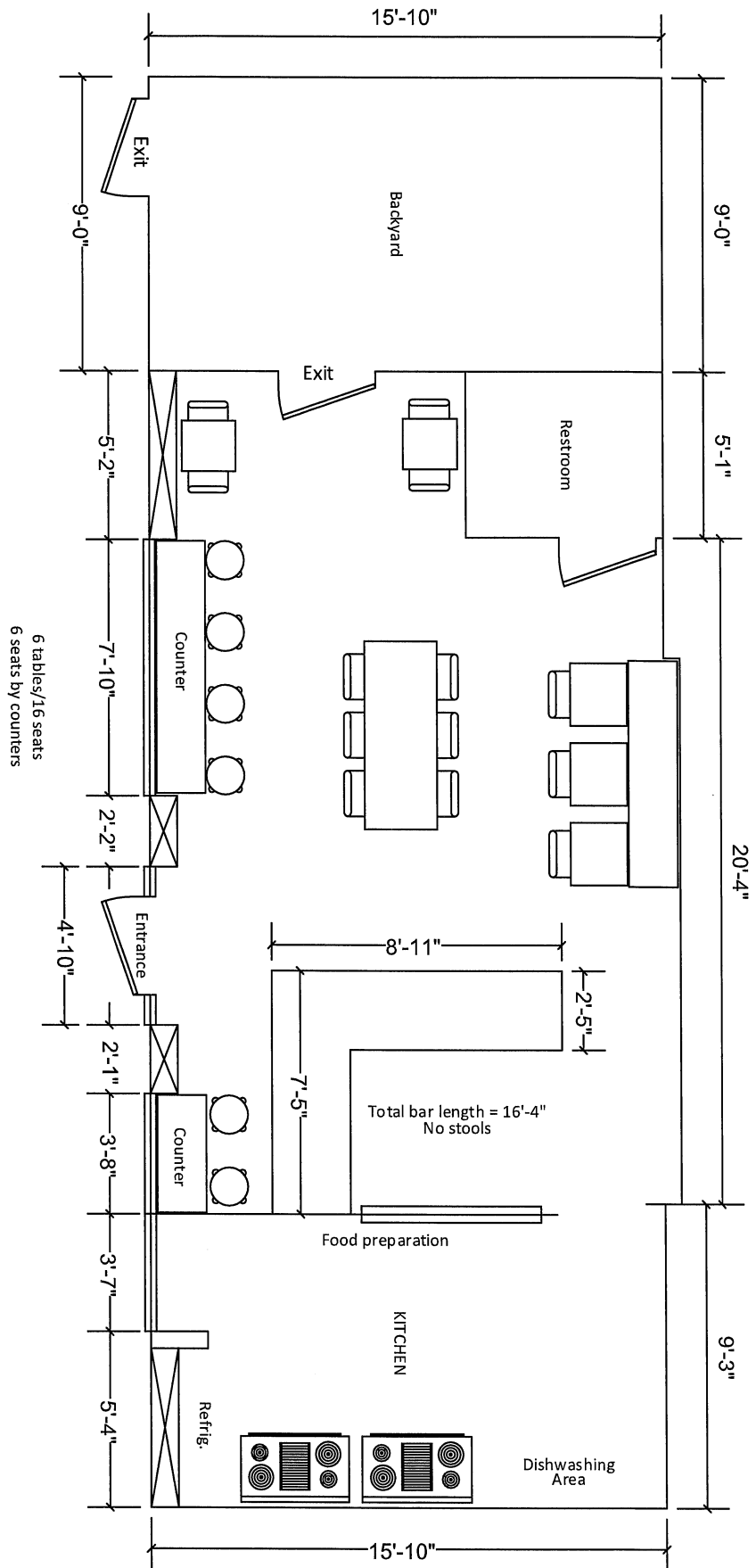
FRONT ELEVATION
 41 Monroe Street
 New York, NY
 September 22, 2025

NOT TO SCALE



INTERIOR DIAGRAM – Basement
41 Monroe Street
New York, NY
September 22, 2025
NOT TO SCALE

Monroe Street



INTERIOR DIAGRAM – 1st Floor
 (Proposed)
 41 Monroe Street
 New York, NY
 September 22, 2025
 NOT TO SCALE

Tinto

Ostras · East Coast, Aji Pancha, Kombu, Onion Crisp	30
Bread Service · South American Rustic Bread, House Butter and Jam	12
Add Caviar and Whipped Creme Fraiche	40
Ensalada Seasonal · Radicchio, Little Gem, Aged Gruyere, Blood Orange, Pickled Mustard Seeds, Culantro Vinaigrette	16
Cheese Plate · House Bread, Green Fig Panela Jam, Pickled Peppers	18
Scallop Crudo · Leche de Tigre, Cilantro Oil, Cured Egg Yolk	19
Tortellini · Costillas, Caldo, Salsa Negra	28
Red Shrimp Carpaccio · Chorizo, Shrimp Head Stock, Lemon Zest, Grape	21
Empanadas · Masa de Maíz, Beef, Potato, Colombian Ají	18
Arroz con Leche · Panna Cotta, Parmesan Foam, Panela	12

COFFEE

Espresso	3.75
Americano	4
Cortado	4.75
Cappuccino	5
Latte	5.5
Cold Brew	5.5
Shakerado	6

House Flavored Syrups	+.50
Iced	+.50
Oat	+1

Speciality Seasonal Drinks

Lucuma Dulce de Leche Latte	6.5	Pineapple Espresso Tonic	6
Pistachio Iced Latte w/ Whipped Honey	6.5	Cold Brew w/ Guava & Cheese Cold Foam	6

Pastries

Pan de Bono	5
Bunuelos Add House Jam +1	4.5
Envuelto (Colombian Corn Bread)	5
Croissant with Lulo Custard	5.5
Roscon con Arequipe	6
Banana Bread	5
Brevas con Arequipe Tart	7

& MORE

Hot Chocolate	5
100% Colombian Chocolate	
Rotating Iced Tea	4.5
Lulo Green Tea, Mango Black Tea, Peach Oolong	
Assorted Hot Teas	4
Black Tea, Green Tea, Chamomile, Mint	
Fresh Juice of the Day	6
Pineapple, Mango, Cherymoya, Cucumber, Ginger	
Limonada	5
Sweetened with Coconut Sugar	
Fresh Orange Juice	5

& Snacks

Arepa Con Queso	4
Add Fried Egg +1 Add House Chorizo +3	
Chicken & Ham Sandwich	15
Salsa de Ajo, Arugula, Mozzarella, Tomato	
Colombian Ajiaco	12
Traditional Chicken and Potato Soup	
Ensalada de Casa	14
Gem Lettuce, House Queso Fresco, Pepitas, Seasonal Veggies, Citrus Vinaigrette	
Breakfast Egg Sandwich	14
House Chorizo, Arbol de Tomate Jam, Cheese, Avocado Crema, House Potato Bread	