



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

Arnette Scott, 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: _____

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

If alteration, describe nature of alteration: _____

Previous or current use of the location: Full Service Restaurant

Corporation and trade name of current license: _____

APPLICANT:

Premise address: 37 Saint Marks Pl, New York, NY 10003

Cross streets: 3 AVENUE and 2 AVENUE

Name of applicant and all principals: LAOZAO HOTPOT 8ST LLC

Trade name (DBA): _____

PREMISE:

Type of building and number of floors: Walk-up building, 5 Floors

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 142

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): R7A

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) Monday to Sunday, 11:30 to 22:30

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? 26 Total number of indoor seats? 110

How many stand-up bars/bar seats are located on the premise (number, length, and location) 0

(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 Authentic Chinese Hotpot.

What are the hours the kitchen will be open? 11:30 to 22:00

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

How many employees will there be? 6 employees

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 ☒ 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: _____

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

If promoted events, please explain the nature in which you plan to promote? Social media / online ads / outside promoters? 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.") Waiting area in store

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. Soundproof doors and windows. Keep them closed.

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: M & Y CATERING INC

Address: 31 SAINT MARKS PL, WEST GROUND STORE, NEW YORK, New York 10003 Community Board # 3

Dates of operation: 01/25/2019 to present

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.

Does any principal have other businesses in this area? ☒ Yes ☐ No If Yes, please give trade name, address and describe the business Mountain House NY LLC, 19 23 St. Marks Place Upper Level New York, New York 10003

M & Y CATERING INC, 31 SAINT MARKS PL WEST GROUND STORE NEW YORK, New York 10003; Blue Dimsum NY LLC, 19 Saint Marks Pl Upper Level New York, New York 10003

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.

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? 38

How many On-Premise (OP) liquor licenses are within 500 feet? 55

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)
Chinese HotPot restaurant, or
☐ I will operate a _____,
☒ 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 11:30 to 22:30; Tue 11:30 to 22:30; Wed 11:30 to 22:30;
Thu 11:30 to 22:30; Fri 11:30 to 22:30; Sat 11:30 to 22:30;
Sun 11:30 to 22:30. (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, door and windows

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, ☒ dancing, ☐ more than _____ DJs 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 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: Ming Lin.

Phone Number: 718-530-2889

ATTENTION RESIDENTS & NEIGHBORS

LAOZAO HOTPOT 8ST LLC

Company/DBA Name and Contact Number for Questions

Plans to open a

Restaurant

(Please choose) Bar/Restaurant/Club and indicate if there will be a Sidewalk Café or Backyard Garden

at the following location

37 Saint Marks Pl, New York, NY 10003

Building Number and Street Name (Address)

This establishment is seeking a license to serve

Wine & Liquor

Beer & Wine or Beer/Wine & Liquor

**There will be an opportunity for public comment at the
CB 3 SLA Licensing & Outdoor Dining Committee Meeting on**

Monday, September 14, 2026 at 6:30pm

Online: <https://www.zoomgov.com/j/1615486314>

see www.cb3manhattan.org for meeting details

This is a Hybrid Meeting. Members of the public can attend by Zoom or in-person. Limited seating available to first 15 at Community Board 3 Office at 59 East 4th Street (btwn 2nd Ave and Bowery)

Date/Time/Location

Applicant Contact Information

mn03@cb.nyc.gov - www.cb3manhattan.org

ATTENTION RESIDENTS & NEIGHBORS

第 3 社區居民 請注意

LAOZAO HOTPOT 8ST LLC

公司名字 (Company) and/和 聯繫人的資料 (Contact Info)

Plans to open a (以上的店主想要在第 3 社區申請生意相關牌照擴展生意)

Restaurant

(請選擇/please choose)

酒吧 (Bar)/餐館 (Restaurant)

戶外咖啡 (Sidewalk Café) or 或者

後院花園咖啡 (Backyard Use)

37 Saint Marks Pl, New York, NY 10003

Address/生意地址

seeking a license to serve (以上的店主想要請以下相關酒牌照)

Wine & Liquor

(請選擇/please choose)

啤酒和酒牌照 (Beer & Wine) or/或者

啤酒牌照 (Beer) or/或者

酒和烈酒牌照 (Wine & Liquor)

Public meeting for comments

第 3 社區的居民有權利提出自己的意見和建議。

(CB 3 SLA Licensing & Outdoor Dining Committee Meeting)

曼哈頓第 3 社區委員會

酒類執照與戶外用餐委員會

Monday, September 14, 2026 at 6:30pm

Online: <https://www.zoomgov.com/j/1615486314>

請參閱 www.cb3manhattan.org 以了解會議詳情

這是混合式會議。公眾可通過 Zoom 或親自參加。社區委員會 3 號辦公室（位於東四街 59 號，介於第二大道和鮑威里街之間）提供有限座位，前 15 名到場者可入座。

時間 (Time) 和地點 (Location)

mn03@cb.nyc.gov - www.cb3manhattan.org

NEIGHBORING RESIDENTS VECINOS DE LA COMUNIDAD

LAOZAO HOTPOT 8ST LLC

Company Name/Contact Info

Nombre de la Compañía/el teléfono de contacto

Plans to open a:

Planifique abrir un/una:

Restaurant

(Please choose) Bar/Restaurant
sidewalk café/backyard use

(Favor de escoger) una Barra/un Restaurante
un café de acera o un patio de atrás

37 Saint Marks PI, New York, NY 10003

address

dirección

Seeking a license to serve

**En búsqueda de una
licencia para servir:**

Wine & Liquor

Beer & Wine or Beer/Wine & Liquor

Cerveza y vino o cerveza/vino y bebidas alcohólicas

**Public meeting
for comments**

**Reunión público
para comentarios**

Monday, September 14, 2026 at 6:30pm

Online: <https://www.zoomgov.com/j/1615486314>

consulta www.cb3manhattan.org para detalles de la reunión

Esta es una reunión híbrida. El público puede asistir por Zoom o en persona. Hay asientos limitados disponibles para las primeras 15 personas en la Oficina del Consejo Comunitario 3, ubicada en 59 East 4th Street (entre la 2da Ave y Bowery).

**At Community Board 3
SLA Licensing & Outdoor Dining
Committee Meeting**

**En la Junta Comunitaria 3
Reunión del Comité de Licencias
el SLA y de Comidas al Aire Libre**

mn03@cb.nyc.gov - www.cb3manhattan.org

Petition to Support Proposed Liquor License

Date: _____

The following undersigned residents of the area support 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) LAOZAO HOTPOT 8ST LLC

Address of premises: 37 Saint Marks Pl, New York, NY 10003

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

The hours of operation will be:
11:30 to 22:30

PLEASE NOTE: Signatures should be from residents of building, adjoining buildings, and within 2-blocks on the same street.

Other information regarding the license:

Name	Signature	Address and Apt # (required)

MING LIN

131-01 40th Rd, Apt 15N, Flushing, NY 11354 | (718) 530-2889 | ming.lin@dashanrg.com

OBJECTIVE

Dedicated and experienced hospitality professional seeking a liquor license for **LAOZAO HOTPOT 8ST LLC** through Manhattan Community Board 3. Bringing 11 years of proven restaurant management expertise, operational leadership, and a strong commitment to community safety and regulatory compliance.

SUMMARY OF QUALIFICATIONS

- **11+ years of hands-on restaurant management experience** in a high-volume, premium dining establishment in New York City.
- Deep understanding of daily food & beverage operations, staff leadership, inventory logistics, and customer relations.
- Fully versed in maintaining strict compliance with New York State Liquor Authority (SLA) regulations and Department of Health (DOH) standards.
- Exceptionally qualified as the President and 100% Principal Owner to lead a safe, successful, and compliant neighborhood establishment.

PROFESSIONAL EXPERIENCE

SZECHUAN MOUNTAIN HOUSE NY LLC — Flushing, NY

Restaurant Manager (07/2015 – 07/2026)

- Managed comprehensive daily front-of-house (FOH) and back-of-house (BOH) operations for a highly successful and busy full-service restaurant.
- Supervised, trained, and scheduled hospitality staff, ensuring top-tier service standards and code-compliant workplace safety.
- Oversaw inventory management, supplier relations, and strict quality control for food and beverage programs.
- Enforced responsible alcohol service guidelines (including ID checking and intoxication prevention) and maintained a flawless relationship with local regulatory bodies.
- Handled guest relations, community feedback, and operational problem-solving to sustain an excellent neighborhood reputation.

PROPOSED BUSINESS OPERATION

LAOZAO HOTPOT 8ST LLC — New York, NY

President & Principal Member (100% Ownership) (2026 – Present)

- Serving as the sole principal executive directing the launch and legal compliance of a new premier hotpot restaurant concept.
- Directing all community outreach, lease execution, municipal filings, and security planning required for the venue.
- Establishing rigorous internal training programs focused on responsible alcohol service to ensure full harmony with Community Board 3 guidelines and neighborhood quality-of-life standards.