



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**

Today's Date: \_\_\_\_\_

**APPLICANT**

1. Name of applicant and principle(s): \_\_\_\_\_
2. Premise address: \_\_\_\_\_
3. Cross streets: \_\_\_\_\_
4. Trade name (DBA): \_\_\_\_\_
5. Check which you are applying to:      New liquor licence      Alteration of an existing license      Sale of assets
6. If alteration, describe nature of alteration: \_\_\_\_\_
7. Is location currently licensed?    Yes    No
8. Type of license: \_\_\_\_\_
9. Previous or current use of the location: \_\_\_\_\_
10. Corporation and trade name of current location: \_\_\_\_\_
11. Type of building and number of 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): \_\_\_\_\_
15. How many licensed establishments are within 1 block? \_\_\_\_\_
16. How many On-Premise (OP) liquor licenses are within 500 feet? \_\_\_\_\_
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: \_\_\_\_\_
19. Will any other business besides food or alcohol service be conducted at premise?    Yes    No
20. If yes, please describe what type: \_\_\_\_\_
21. What are the proposed days/hours of operation (specify days/hours each day and hours of outdoor space if applicable):  
 \_\_\_\_\_
22. Total number of table: \_\_\_\_\_    23. Total number of seats: \_\_\_\_\_

Fri & Sat : 11:00am-12:00pm

24. How many stand-up bars/ bar seats are located on the premise? \_\_\_\_\_ (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): \_\_\_\_\_
26. Does premise have a full kitchen? Yes No
27. What are the hours kitchen will be open? \_\_\_\_\_
28. What type of food is available for sale? \_\_\_\_\_
29. Will a manager or principal always be on site? Yes No If yes, which? \_\_\_\_\_
30. How many employees will there be? \_\_\_\_\_
31. Do you have or plan to install French doors accordion doors or 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 Juke box  
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: \_\_\_\_\_
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? \_\_\_\_\_  
\_\_\_\_\_
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? \_\_\_\_\_
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: \_\_\_\_\_ 47. Community Board # \_\_\_\_\_
46. Dates of operation: \_\_\_\_\_
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 businesses in this 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.

---



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 Stipulations for Administrative Approval

I, SONG LAN QU, as a qualified representative of Broome Hospitality Corp, located at 249 Broome Street, New York, NY agree to the following stipulations:

1.  I will operate a full-service restaurant, specifically a (type of restaurant) Asian Food Restaurant  
 Kitchen open and serving food every night during all hours of operation.
2. My hours of operation will be:  
 Mon 11:00am ~ 11:30pm; Tue 11:00am ~ 11:30pm; Wed 11:00am ~ 11:30pm;  
 Thu 11:00am ~ 11:30pm; Fri 11:00am ~ 12:00am; Sat 11:00am ~ 12:00am; Sun 11:00am ~ 11:30pm  
 (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-premise 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 \_\_\_\_\_.
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: \_\_\_\_\_ Phone Number: \_\_\_\_\_

18.  I will: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

SONG LAN QU  
 Signed

Sworn to this 4<sup>th</sup> day of AUGUST 2017

