

Meeting Date: September 19th, 2023

APPLICANT INFORMATION:

Name of applicant(s): Hungry Llama LLC

Trade name (DBA): _____

Premises address: 679 Washington Street New York, NY 10014

Cross Streets and other addresses used for building/premise:
Commercial space within building: 140 Charles Street, aka 677 Washington Street

CONTACT INFORMATION:

Principal(s) Name(s): Nitasha Uppal

Office or Home Address: [REDACTED]

City, State, Zip: [REDACTED]

Telephone #: [REDACTED] email : [REDACTED]

Landlord Name / Contact: 140 Charles Street Oasis LLS

Landlord's Telephone and Fax: [REDACTED]

| NAMES OF ALL PRINCIPAL(s): | NAMES / LOCATIONS OF PAST / CURRENT LICENSES HELD |
|-----------------------------------|--|
| <u>Nitasha Uppal</u> | <u>n/a</u> |
| <u>Daniel Salazar</u> | <u>n/a</u> |
| _____ | _____ |

Briefly describe the proposed operation (i.e. "We are a family restaurant that will focus on..."):
Village Agora is a distinctive marketplace cafe nestled amidst the historic charm of the West Village in the heart of this vibrant community. Our coffee concept will run during all hours of operation and we have a full kitchen serving a breakfast and a lunch/dinner menu. The menu can be found attached to the SLA Application. We will feature permanent vendors such as a florist, and seasonal vendors like specialty hot chocolate and homemade ice cream. Our goal is to provide a comfortable home-like environment that fosters creativity, and meaningful connection with the local residents. We love the west village's sense of community and are thrilled to be a part of it.

WHAT TYPE(S) OF LICENSE(S) ARE YOU APPLYING FOR (MARK ALL THAT APPLY):

a new liquor license (Restaurant Tavern / On premise liquor Other)

an UPGRADE of an existing Liquor License

an ALTERATION of an existing Liquor License

a TRANSFER of an existing Liquor License

a HOTEL Liquor License

a DCA CABARET License

a CATERING / CABARET Liquor License

a BEER and WINE License

a RENEWAL of an existing Liquor License

an OFF-PREMISE License (retail)

OTHER : _____

If upgrade, alteration, or transfer, please describe specific nature of changes:

(Please include physical or operational changes including hours, services, occupancy, ownership, etc.)

If this is for a new application, please list previous use of location for the last 5 years:

Property was not in use for 5 years

Is any license under the ABC Law currently active at this location? yes no

If yes, what is the name of current / previous licensee, license # and expiration date: _____

Have any other licenses under the ABC Law been in effect in the last 10 years at this location?

yes no

If yes, please list DBA names and dates of operation:

PREMISES:

By what right does the applicant have possession of the premises?

Own Lease Sub-lease Binding Contract to acquire real property other: _____

Type of Building: Residential Commercial Mixed (Res/Com) Other: _____

Number of floor: 1 Year Built : 1987

Describe neighboring buildings:

There are a few other commercial storefronts to one side and a parking garage to the other

Zoning Designation: C1-6A/ C1-7

Zoning Overlay or Special Designation (applicable) Map 12A

Block and Lot Number: 631 / 7502

Does the premise occupy more than one building, zoning lot, tax lot or more than one floor? yes no

Is the premise located in a historic district? yes no

(if yes, have all exterior changes or changes governed by the Landmarks Preservation Commission (LPC) been approved by the LPC? yes no, please explain : _____

Will any outside area or sidewalk café be used for the sale or consumption of alcoholic beverages? (including sidewalk, roof and yard space) no yes : explain _____

What is the proposed Occupancy? 70

Does the premise currently have a valid Certificate of Occupancy (C of O) and all appropriate permits?

no yes

If yes, what is the maximum occupancy for the premises? 70

If yes, what is the use group for the premises? Restaurant Eating and Drinking

If yes, is proposed occupancy permitted? yes no, explain : _____

If your occupancy is 75 or greater, do you plan to apply for Public Assembly permit? yes no

Do you plan to file for changes to the Certificate of Occupancy? yes no
(if yes, please provide copy of application to the NYC DOB)

Will the façade or signage be changed from what currently exist at the premise? no yes

(if yes, please describe: There is new signage and storefront for the cafe. The old storefront was damaged.

What are the Hours of Operation?

Sunday: Monday: Tuesday: Wednesday: Thursday: Friday: Saturday:
7 to 12am 7 to 12 7 to 12 7 to 12 7 to 12 7 to 12 7 to 12 7 to 12

Will the business employ a manager? no ___ yes, name / experience if known : _____

Will there be security personnel? no ___ yes(if yes, what nights and how many?) _____

Do you have or plan to install French doors, accordion doors or windows that open? ___ no yes

If yes, please describe : The storefront bi-folds open.

Will you have TV's ? ___ no yes (how many?) 2, will not run continuously

Type of MUSIC / ENTERTAINMENT: ___ Live Music ___ Live DJ ___ Juke Box Ipod / CDs ___ none

Expected Volume level: Background (quiet) ___ Entertainment level ___ Amplified Music
(check all that apply)

Do you have or plan to install soundproofing? no ___ yes

IF YES, will you be using a professional sound engineer? _____

Please describe your sound system and sound proofing: _____

Will you be permitting: ___ promoted events ___ scheduled performances ___ outside promoters

___ any events at which a cover fee is charged? ___ private parties

Do you have plans to manage or address vehicular traffic and crowd control on the sidewalk caused by your establishment? no ___ yes (if yes, please attach plans)

Will you be utilizing ___ ropes ___ movable barriers ___ other outside equipment (describe) _____
n/a

Are your premises within 200 feet of any school, church or place of worship? no ___ yes

If there is a school, church or place of worship within 200 feet of your premises or on the same block, please submit a block plot diagram or area map showing its' location in proximity to your applicant premises (no larger than 8 ½ " x 11").

Indicate the distance in feet from the proposed premise:

Name of School / Church: _____

Address: _____ Distance: _____

Name of School / Church: _____

Address: _____ Distance: _____

Name of School / Church: _____

Address: _____ Distance: _____

Please provide contact information for Residents / Community Board and confirm that if complaints are made you will address it immediately.

Contact Person: Nitasha Uppal Phone: [REDACTED]

Address: [REDACTED]

Email : [REDACTED]

Application submitted on
behalf of the applicant by:



Signature

Print or Type Name Nitasha Uppal

Title Co-Founder

Thank you for your cooperation. Please return this questionnaire along with the other required documents as soon as you can. This will expedite your application and avoid any unnecessary delays. Use additional pages if necessary.



Community Board 2, Manhattan
SLA Licensing Committee
Carter Booth, Co-Chair
Robert Ely, Co-Chair

3. Provide any plans filed or to be filed with the Buildings Department.

- File attached to email: **M00911449-GC-MH plans - Hungry Llama LLC**

4. Proposed menu, if applicable.

Beverages

- Coffee
 - Espresso (double)
 - Cafe Macchiato
 - Cappuccino
 - Latte
 - Oat Milk Draft Latte
 - Cold Brew on Tap
- Hot Chocolate
- Tea
 - Black, Green, Hibiscus, Chamomile
 - Matcha Latte Hot or Cold

Breads

- Sourdough (large and small) and Seeded Sourdough
- Baguettes (Large and small)
- Croissants (Chocolate, Almond, Regular)

Breakfast Sandwiches

- Bacon Egg & Cheese on Puff Pastry
- Smoked Salmon Bagel with Arugula, Chive Cream Cheese, Pickled Red Onion, Capers on Everything Bagel
- Avocado Toast, Piquillo Marmalade, Pickled Shallot, Cilantro, Radish

Breakfast offerings

- Yogurt & Granola (to stay & go)
- Buckwheat, Chamomile & Hemp Muffin
- Scone (Savory or sweet)

Soups

- Squash & Apple Soup (made using local NYS squash & apples) (seasonal) (vegetarian, or completely vegan)
- Lentil Minestrone

Salads

- Baby Kale & Arugula, Roasted Squash, Apple Cider Vinaigrette, Toasted Pumpkin Seeds,

- Roasted Beet, Goat Cheese, Mixed Greens, Candied Pecans, Citrus, Orange Zest, Balsamic Reduction
- Chickpeas, Cucumber, Cherry Tomatoes, Kalamata Olives, Feta Cheese, Lemon Herb Vinaigrette (add Chicken or beef)

Entrees

- 12oz Grass Fed Ribeye, Garlic Herb Butter, Grilled Asparagus
- Wild Caught Salmon, Dill Butter Sauce, Sautéed Asparagus
- Pan-Seared Chicken Breast, Butternut Squash Puree, Sautéed Brussels, Pomegranate Reduction, Crispy Bacon
- Mushroom and Spinach Stuffed Bell peppers, Spinach, Roasted Tomato Sauce

Desserts

- Cake
 - Burnt Cheesecake
 - Chocolate
 - Almond Cake with Strawberry Jam

5. Certificate of Occupancy or Letter of No Objection for the premises

- File attached to email: **Certificate of Occupancy_Hungry Llama LLC**

6. Letter of Understanding or Letter of Intent from the Landlord.

- Lease attached to the email: **Hungry Llama LLC Lease_679 Washington Street**

7. Provide proof of community outreach with signatures or letters from Residential Tenants at location and from surrounding buildings. (i.e. a letter from the neighborhood block association or petition in support.)

- Over 180 resident signatures collected- attached to the email: **Community Outreach_Hungry Llama LLC**

8. A copy of your NYS Liquor Authority application as it will be submitted to the SLA. (excluding financial information)

- File attached separately: **SLA Application_Hungry Llama LLC**

MECHANICAL PROJECT NOTES

GENERAL

- ALL GENERAL NOTES ARE TO BE READ AND ADHERED TO BY EACH CONTRACTOR. THE NOTES ARE LOOSELY CATEGORIZED BY TRADE, BUT THIS DOES NOT LIMIT THE RESPONSIBILITY OF THE CONTRACTOR TO ANY SINGLE CATEGORY.
- ENTIRE INSTALLATION SHALL COMPLY WITH ALL LOCAL AND STATE CODES AND OTHER AUTHORITIES HAVING JURISDICTION.
- PROPER FIRE PROTECTION MEASURES, SATISFACTORY TO THE LOCAL FIRE DEPARTMENT SHALL BE TAKEN WHEN WELDING OR CUTTING WITH TORCHES OR ELECTRIC ARC.
- ALL EXPOSED CABLES OF ANY TYPE IN PLENUM CEILING SPACE SHALL BE PLENUM RATED.
- DRAWINGS ARE INTENDED TO SHOW THE PROPER SIZE AND GENERAL LOCATIONS OF THE EQUIPMENT, PIPING, DUCTWORK, ETC. DRAWINGS ARE DIAGRAMMATIC AND INDICATE GENERAL ARRANGEMENTS OF SYSTEMS AND WORK INCLUDED IN CONTRACT. DEVIATIONS FROM LAYOUT SHOWN MUST BE APPROVED BY THE ARCHITECT.
- COORDINATED SHOP DRAWINGS SHALL BE PREPARED WITH COMPLETE DIMENSIONAL INFORMATION, INCLUDING COORDINATES TO BRANCH DUCT AND DIFFUSERS STUBS. ELEVATIONS TO THE UNDERSIDE OF EXISTING LOW PRESSURE DUCTS AND NEW DUCTS, SHALL BE CLEARLY INDICATED ON THE DRAWING SUBMITTED AND SHALL BE CAREFULLY CHECKED FOR CONFORMANCE WITH CEILING HEIGHT REQUIREMENTS. ALL CONFLICTS MUST BE FLAGGED ON THE SHOP DRAWINGS.
- THE SHEET METAL SHOP DRAWINGS SHALL INDICATE ALL HUNG CELING STARTING POINTS, ELEVATIONS AND BREAK LINES. WHERE PIPING, LIGHTS AND DUCTWORK CONFLICTS; DUCTWORK SHALL BE SET UP OR DOWN.
- CONTRACTOR SHALL SUBMIT "AS BUILT DRAWINGS" AT THE CONCLUSION OF THE JOB.
- CONTRACTOR SHALL BE RESPONSIBLE FOR BALANCING OF AIR QUANTITIES AT ALL AIR CONDITIONING OUTLETS AND RETURNS AS INDICATED ON THE PLANS FOR ALL HVAC SYSTEMS. TEST READING RESULTS SHALL BE SUBMITTED IN QUADRUPPLICATE TO THE ENGINEER FOR APPROVAL. THE TEST REPORT SHALL CLEARLY IDENTIFY OUTLETS, SIZE, K-FACTOR, VELOCITY READING, CFM, DESIGN CFM INDICATED ON PLAN, CFM DEVIATION (NOT GREATER THAN 10 INSTRUMENTS USED) TOLERANCES AT EACH DIFFUSER SHALL BE PLUS OR MINUS 10 PERCENT OF CFM SHOWN ON DRAWINGS. SUBMIT DRAWINGS WITH MARKED DIFFUSER NUMBERS TO CROSS REFERENCE BALANCING REPORT.
- ALL MATERIALS FURNISHED AND ALL WORK INSTALLED SHALL BE IN STRICT ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS AND ALL APPLICABLE CODES AND REGULATIONS, INCLUDING BUT NOT LIMITED TO THE LATEST APPLICABLE EDITIONS OF NFPA, IEEE, OSHA, SMACNA, BOCA, 2014 NYC MECHANICAL CODE, 2014 NYC BUILDING CODE & 2016 NEW YORK CITY ENERGY CONSERVATION CODE.
- THE HVAC CONTRACTOR SHALL OBTAIN ALL NECESSARY NOTICES, OBTAIN ALL PERMITS AND PAY ALL TAXES, FEES AND OTHER COSTS IN CONNECTION WITH HIS WORK, THE CONTRACTOR SHALL FILE AND OBTAIN ALL NECESSARY APPROVALS AND REQUIRED CERTIFICATES OF INSPECTION FOR HIS WORK JURISDICTION, AND DELIVER SAME TO THE ARCHITECT BEFORE REQUEST FOR ACCEPTANCE AND FINAL PAYMENT FOR THE WORK. THE CONTRACTOR SHALL INCLUDE IN HIS SCOPE OF WORK, WITHOUT EXTRA COST TO THE OWNER, ALL LABOR, MATERIALS, SERVICES, APPARATUS, PROFESSIONAL ENGINEERS SIGNED AND SEALED DRAWINGS (IN ADDITION TO CONTRACT AND DOCUMENTS), IN ORDER TO COMPLY WITH ALL APPLICABLE CODES, LAWS, ORDINANCES, RULES AND REGULATIONS.
- THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, EQUIPMENT, RIGGING, APPLIANCES, TOOLS AND ACCESSORIES REQUIRED TO PROVIDE, INSTALL, CONNECT, AND TEST THE COMPLETE HEATING, VENTILATING AND AIR CONDITIONING SYSTEM AND ASSOCIATED EQUIPMENT IN ACCORDANCE WITH THESE SPECIFICATIONS AND THE APPLICABLE DRAWINGS.
- DO NOT SCALE FROM THESE DRAWINGS.
- THE EXACT MOUNTING HEIGHTS AND LOCATIONS OF ALL HVAC EQUIPMENT SHALL BE FIELD VERIFIED AND COORDINATED WITH ALL OTHER MECHANICAL, ELECTRICAL, ARCHITECTURAL AND STRUCTURAL SYSTEMS. DIMENSIONS ARE GIVEN FOR REFERENCE ONLY AND MUST BE PRECISELY DETERMINED DURING COORDINATION DRAWING DEVELOPMENT.
- THE FINISH AND COLOR OF NEW EXPOSED DUCTWORK, EQUIPMENT AND AIR DEVICES TO BE COORDINATED WITH THE ARCHITECT.
- VERIFY ALL EQUIPMENT VOLTAGES WITH THE ELECTRICAL CONTRACTOR PRIOR TO ORDERING EQUIPMENT.
- PROVIDE DISCONNECT SWITCHES FOR ALL HVAC EQUIPMENT INCLUDING WEATHERPROOF UNITS AS REQUIRED.
- PROVIDE PHASE LOSS PROTECTION FOR ALL POLY-PHASE MOTOR DEVICES.
- SYSTEM BALANCING SHALL BE PERFORMED IN STRICT COMPLIANCE WITH ALL APPLICABLE CODES, REGULATIONS, PLANS AND WRITTEN SPECIFICATIONS. BALANCE THE HEATING AND COOLING SYSTEMS TO PROVIDE UNIFORM TEMPERATURES IN ALL HEATED OR COOLED AREAS AND ROOMS. BALANCE ALL AIR SYSTEMS TO QUANTITIES INDICATED AND FURNISH TO OWNER A REPORT INDICATING FAN PERFORMANCE, DIFFUSER, REGISTER AND GRILLE SIZES, LOCATIONS, CFM VALUES, COIL BYPASS VALVES, OUTSIDE AIR CFM QUANTITIES, ETC. SYSTEMS TO BE BALANCED ONLY AFTER POST CONSTRUCTION FILTER CHANGE.
- GUARANTEE ALL HVAC WORK AND EQUIPMENT FOR A PERIOD OF ONE (1) YEAR FROM DATE OF COMPLETION. DURING THE ONE YEAR PERIOD, SERVICE SHALL BE PROVIDED TWENTY-FOUR HOURS PER DAY SEVEN DAYS PER WEEK AND SHALL INCLUDE ALL SERVICE CALLS, PARTS, LABOR AND MAINTENANCE AT NO ADDITIONAL COST TO THE OWNER.
- ALL CUTTING, PATCHING AND FINISHING SHALL BE THE RESPONSIBILITY OF THIS CONTRACTOR AND COORDINATED WITH THE GENERAL CONTRACTOR AND STRUCTURAL ENGINEER.
- THIS CONTRACTOR SHALL KEEP THE WORK AREA AND ITS SURROUNDINGS IN AN ORDERLY AND CLEAN CONDITION AND SHALL, PERIODICALLY OR WHEN SO DIRECTED BY THE GENERAL CONTRACTOR FOR TENANT CLEAN UP AND REMOVE FROM THE PREMISES ALL RUBBISH RESULTING FROM HIS WORK.
- UNLESS OTHERWISE NOTED ON THE DRAWINGS, ALL MECHANICAL EQUIPMENT SHALL BE MOUNTED ON VIBRATION ISOLATORS TO PREVENT THE TRANSMISSION OF SOUND TO THE BUILDING STRUCTURE. VIBRATION ISOLATORS SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS AND SHALL BE BASED ON ACTUAL WEIGHT DISTRIBUTION OF THE EQUIPMENT FURNISHED. DEFLECTIONS SHALL BE AS NOTED ON THE EQUIPMENT SHOP DRAWING SUBMITTALS.
- ALL MECHANICAL CONTROLS (THERMOSTATS, SENSORS, ETC.) SHALL BE INSTALLED AT A HEIGHT OF 4'-0" ABOVE FLOOR. COORDINATE EXACT LOCATION AND MOUNTING HEIGHT WITH ARCHITECT PRIOR TO INSTALLATION.
- CONTRACTOR SHALL ENSURE THAT ALL MECHANICAL DEVICES ARE INSTALLED IN A LOCATION WHICH AFFORDS ACCESSIBILITY FOR MAINTENANCE AND REPAIR. COORDINATE INSTALLATION AMONG ALL TRADES TO AVOID INTERFERENCES, AND LOCATE EQUIPMENT TO PROVIDE CLEARANCES WHICH EXCEED THOSE RECOMMENDED BY THE EQUIPMENT MANUFACTURER. PRIOR TO PROJECT COMPLETION, REPRESENTATIVES OF THE OWNER WILL REVIEW EACH INSTALLATION AND WILL DIRECT CHANGES WHENEVER ACCESS OR SERVICEABILITY IS, IN THEIR OPINION, UNACCEPTABLE.
- OWNER PURCHASED EQUIPMENT SHALL BE RECEIVED AND INSTALLED BY THE MECHANICAL CONTRACTOR. ALL COST ASSOCIATED WITH RIGGING, RECEIVING AND STORAGE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- ALL ACCESS DOORS IN FINISHED WALLS AND CEILINGS SHALL BE SUPPLIED BY THIS CONTRACTOR AND SHALL BE FRAMELESS TYPE SUITABLE FOR THE CONSTRUCTION TYPE INDICATED ON THE ARCHITECTURAL DRAWINGS. COORDINATE ALL LOCATIONS OF ACCESS DOORS WITH ARCHITECTURAL DRAWINGS. LOCATE VALVES SO AS TO BE WITHIN ONE (1) FOOT OF AN ACCESS DOOR.
- HVAC CONTRACTOR SHALL PROVIDE ALL THERMOSTATS, SENSORS AND CONTROLS FOR PROPER OPERATIONS OF THE HVAC SYSTEM. THERMOSTATS SHALL BE 7 DAY PROGRAMMABLE W/ AUTO HEAT/COOL CHANGEOVER. PROVIDE THERMOSTAT WITH LOCK COVERS.
- THIS CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE AND INSTALL ALL SUPPLEMENTARY SUPPORT STEEL AS REQUIRED TO HANG ALL HVAC EQUIPMENT FROM THE STRUCTURAL SUPPORT GRID AS INDICATED ON ARCHITECTURAL DRAWINGS. VIBRATION ISOLATION SHALL BE PROVIDED AND INSTALLED AT ALL HUNG AND PLATFORM MOUNTED EQUIPMENT AND ANY SYSTEMS THAT VIBRATE.
- ALL ANCHORS USED TO SUPPORT EQUIPMENT, DUCTWORK, PIPING, ETC. SHALL BE ICC-ES APPROVED IN ACCORDANCE WITH NYC DOB BULLETIN 2014-018. SUBMIT ALL ANCHORS FOR ENGINEER'S APPROVAL PRIOR TO INSTALLATION.
- SEE SPECIFICATION FOR SERVICE AND WARRANTY REQUIREMENTS.

COORDINATION

- SEE ARCHITECTURAL DRAWINGS AND SPECIFICATIONS FOR CONSTRUCTION PHASING REQUIREMENTS.
- CONTRACTOR SHALL SECURE AND PAY FOR ALL REQUIRED PERMITS AND SHALL ARRANGE ALL REQUIRED INSPECTIONS.
- CONTRACTOR SHALL COORDINATE HIS WORK WITH THE WORK OF ALL OTHER TRADES.
- THE CONTRACTOR IS RESPONSIBLE TO COORDINATE AND INCLUDE IN HIS BID THE RELOCATION OF ALL PIPING, DUCTWORK, HANGERS, CONDUITS, ETC. REQUIRED TO INSTALL NEW EQUIPMENT, PIPING, DUCTWORK, ETC.
- CONTRACTOR SHALL COORDINATE WITH ALL REFLECTED CEILING PLANS ON ARCHITECTURAL DRAWINGS.

MECHANICAL - AIRSIDE

- ALL AIR MOVING DEVICES, INCLUDING BUT NOT LIMITED TO, AIR HANDLING UNITS, FANS, AIR CONDITIONING UNITS, AND UNIT VENTILATORS MUST COMPLY WITH AMCA STANDARD 210 AND ASHRAE STANDARD 62.1-2004.
- PROVIDE VIBRATION ISOLATION ON ALL DUCT CONNECTIONS TO FANS AND OTHER EQUIPMENT WITH ROTARY PARTS.
- DUCT SIZES SHOWN ARE CLEAR INSIDE DIMENSIONS.
- ALL RECTANGULAR DUCTWORK WITHIN 25' OF AIR HANDLING UNITS AND ALL FANS SHALL BE FABRICATED FROM SHEET METAL 2 GAUGES THICKER THAN SMACNA STANDARD GAUGES. MAXIMUM DUCT SECTION LENGTH WITHIN 20' OF EQUIPMENT SHALL BE 4'-0".
- PROVIDE 1/4"x1/4" WOVEN WIRE MESH ON OPEN END RETURN AIR, EXHAUST AIR, AND TRANSFER AIR DUCTS.
- PROVIDE DOUBLE THICKNESS TURNING VANES IN ALL SQUARE ELBOWS.
- PROVIDE VOLUME DAMPER ON EACH BRANCH TAKE OFF FROM DUCT MAIN, AND ON EACH DIFFUSER TAKE OFF FROM BRANCH DUCT OR MAN.
- CONTRACTOR SHALL CLEAN ALL EXISTING DUCTWORK TO BE REUSED.
- BORDER TYPE, COLOR, FINISHES AND METHOD OF ATTACHMENT FOR ALL DIFFUSERS, GRILLS AND REGISTERS SHALL BE COORDINATED WITH THE ARCHITECTURAL CEILING DETAIL AND SPECIFICATIONS.
- ALL DUCTWORK SHALL BE TESTED, BALANCED AND SEALED TO AN ALLOWABLE LEAKAGE OF 5%.
- THE FINAL LOCATION OF AIR DEVICES MUST BE COORDINATED WITH THE REFLECTED CEILING PLAN AND ALL OTHER MECHANICAL, ELECTRICAL, SPRINKLER, ARCHITECTURAL, AND STRUCTURAL SYSTEMS.
- IT IS THE RESPONSIBILITY OF THIS CONTRACTOR TO PROVIDE FULLY DIMENSIONED COORDINATION DRAWINGS FOR ALL OF HIS RESPECTIVE WORK. THESE DRAWINGS MUST BE FULLY COORDINATED WITH ALL EXISTING CONDITIONS, ALL HVAC, PLUMBING, FIRE PROTECTION, ELECTRICAL, LIGHTING, STRUCTURAL AND ARCHITECTURAL SYSTEMS PRIOR TO PREPARING COMPOSITE MULTI DISCIPLINE COORDINATION DRAWINGS.
- DUCTWORK SHALL BE CONSTRUCTED OF GALVANIZED SHEET STEEL IN STRICT COMPLIANCE WITH THE LATEST EDITION OF THE ASHRAE, NFPA, AND SMACNA GUIDE RECOMMENDATIONS. ALL DUCTS TO HAVE PITTSBURGH TYPE LOCK FOR LONGITUDINAL SEAMS AND DRIVE SLIP/ "S" SLIP FOR TRANSVERSE JOINTS. "DUCT-MATE" JOINT SYSTEM IS ACCEPTABLE IN LIEU OF PRIOR SEAM SYSTEMS. SIZES AS SHOWN INDICATE INSIDE CLEAR DIMENSIONS OF THE AIR PASSAGE. DUCTWORK SHALL BE FULLY INSULATED AS PER APPLICABLE CODES AND AS SPECIFIED HEREIN.
- DUCT SIZES MUST BE VERIFIED FOR CLEARANCES AT THE JOB SITE PRIOR TO FABRICATION. DIMENSIONS MAY BE CHANGED TO ACCOMMODATE CONSTRUCTION AS LONG AS EFFECTIVE CROSS-SECTIONAL AREA IS MAINTAINED. DUCT TRANSITIONS SHALL BE CONSTRUCTED WITH A SLOPE OF 1" TO 4". ALL DEVIATIONS FROM ORIGINAL CONTRACT DRAWINGS SHALL BE REVIEWED BY ENGINEER DURING THE SHOP DRAWING PROCESS.
- PROVIDE ELBOWS OR TEES WITH TURNING VANES FOR ALL CHANGES OF DUCT DIRECTION. PROVIDE SPLITTER DAMPERS WITH LOCKING QUADRANTS IN ALL TEES.
- PROVIDE MANUAL BALANCING DAMPERS FOR NEW SUPPLY, RETURN AND EXHAUST SYSTEMS AS REQUIRED TO PROPERLY BALANCE EACH INDIVIDUAL AIR DISTRIBUTION SYSTEM. IF THE LOCATION OF THE BALANCING DAMPER IS NOT DEFINED ON THE DRAWINGS, THE FOLLOWING MINIMUM STANDARDS SHALL GOVERN. ALL SUPPLY, RETURN, AND EXHAUST MAIN BRANCHES FROM TRUNKS, EACH SPLIT AND ALL SUB-BRANCHES FROM MAINS SHALL INCORPORATE BALANCING DAMPERS. BALANCING DAMPERS LOCATED ABOVE INACCESSIBLE CEILINGS WILL BE A REMOTE CABLE-OPERATED TYPE.
- PROVIDE COMBINATION FIRE & SMOKE DAMPERS AND ACCESS DOORS IN ALL DUCTWORK PENETRATING FIRE RATED WALLS WITH RATING OF 1 HOUR OR MORE. ALL ACCESS DOORS SHALL BE 12" X 12" UNLESS OTHERWISE NOTED.
- ALL COMBINATION FIRE/SMOKE DAMPERS SHALL HAVE ARFOIL TYPE BLADES AND SHALL OTHERWISE BE SELECTED/INSTALLED FOR MINIMUM AIR PRESSURE DROP ACROSS THE DAMPER.

GENERAL TESTING & BALANCING NOTES

- MECHANICAL CONTRACTOR SHALL RETAIN THE SERVICES OF ONE OF THE SPECIFIED TESTING & BALANCING AGENCIES FOR ALL TESTING AND BALANCING WORK REQUIRED UNDER THIS CONTRACT. NO SUBSTITUTIONS OF ALTERNATE T&B AGENCIES SHALL BE PERMITTED WITHOUT ENGINEER'S WRITTEN APPROVAL PRIOR TO BID AWARD.
- PRIOR TO PROCEEDING WITH TESTING AND BALANCING, T&B CONTRACTOR SHALL SUBMIT, FOR APPROVAL, DETAILED, STEP-BY-STEP TESTING AND BALANCING PROCEDURES TO BE UTILIZED ON THIS PROJECT FOR EACH TYPE OF SYSTEM. ENGINEER'S APPROVAL OF PROCEDURES SHALL BE OBTAINED PRIOR TO START OF TESTING AND BALANCING WORK.
- MECHANICAL CONTRACTOR SHALL ENSURE THAT THE ABOVE PROCEDURES ARE SUBMITTED WITH SUFFICIENT TIME FOR ENGINEER'S REVIEW AND APPROVAL PRIOR TO REQUIRED START OF TESTING AND BALANCING. A MINIMUM OF FIVE (5) BUSINESS DAYS SHALL BE ALLOCATED FOR EACH SUBMITTAL REVIEW. ENGINEER WILL NOT BE RESPONSIBLE FOR CONSTRUCTION DELAYS RESULTING FROM SUBMITTALS THAT ARE REJECTED OR SUBMITTED TOO CLOSE TO THE OCCUPANCY DATE.
- T&B CONTRACTOR SHALL COORDINATE AND COOPERATE WITH BUILDING FACILITY STAFF, MECHANICAL CONTRACTOR AND ATC CONTRACTOR DURING THE ENTIRE T&B PROCESS.
- T&B CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETION OF ALL T&B PROCEDURES TO THE SATISFACTION OF THE ENGINEER BASED ON ENGINEER'S REVIEW OF THE SUBMITTED BALANCING REPORT.
- FOLLOWING OCCUPANCY, T&B CONTRACTOR SHALL PROVIDE TWO (2) COMFORT BALANCING VISITS, WITH REQUIRED ADJUSTMENTS, SPACED APPROXIMATELY SIX (6) MONTHS APART, AS DIRECTED BY THE OWNER.

INSTALLATION

- EACH CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING OF WALLS, CEILINGS, ROOFS AND FLOORS REQUIRED AS A RESULT OF HIS WORK. ALL PENETRATIONS THROUGH FLOORS IN EXISTING BUILDINGS TO BE CORE DRILLED.
- DUCTWORK AND PIPING LAYOUTS ARE SCHEMATIC DIAGRAMS AND ARE INTENDED TO SHOW GENERAL ARRANGEMENT, SIZE AND CAPACITY AND DO NOT INDICATE WHICH PIPE OR DUCT IS ABOVE OR BELOW THE OTHER. ALL OFFSETS ARE NOT NECESSARILY SHOWN, CONTRACTOR SHALL ARRANGE AND COORDINATE THE WORK, FURNISH NECESSARY OFFSETS, VALVES, VENTS AND FITTINGS TO AVOID CONFLICT WITH OTHER MECHANICAL AND ELECTRICAL SERVICES AND STRUCTURAL AND ARCHITECTURAL ELEMENTS WITHOUT ADDITIONAL COST TO THE OWNER. IF AREAS OF CONFLICT ARE ENCOUNTERED, THE ARCHITECT SHALL BE NOTIFIED AND CONTRACTORS' RECOMMENDATIONS SHALL BE SUBMITTED TO THE ARCHITECT FOR APPROVAL BEFORE WORK HAS BEGUN.
- ALL PENETRATIONS OF FLOORS (WHETHER OR NOT FIRE RESISTANCE RATED) AND ALL PENETRATIONS OF FIRE RATED WALLS AND FLOORS SHALL BE PROVIDED WITH A THROUGH PENETRATION PROTECTION SYSTEM (FIRESTOPPING). EACH THROUGH-PENETRATION PROTECTION SYSTEM SHALL BE TESTED IN ACCORDANCE WITH ASTM E814 AND BE LISTED FOR THE TYPE OF FLOOR OR WALL ASSEMBLY PENETRATED AND THE TYPE OF PROTECTION SYSTEM.
- CONTRACTOR SHALL PROVIDE ALL NECESSARY MISCELLANEOUS STEEL FOR THE SUPPORT OF ALL EQUIPMENT, PIPING, CONDUIT AND DUCTWORK. SUSPENDED FROM SLAB, STEEL WALL, OR TRUSSWORK.
- "FURNISH AND INSTALL" OR "PROVIDE" MEANS TO SUPPLY, ERCT, INSTALL AND CONNECT UP TO COMPLETE FOR READINESS FOR REGULAR OPERATION, THE PARTICULAR WORK REFERRED TO.

GENERAL SHEETMETAL NOTES

- ALL DUCTWORK SHALL BE PRESSURE TESTED TO 1.5 TIMES MAXIMUM WORKING PRESSURE (2.5" W.C.) FOR 30 MINUTES WITH NO MORE THAN 5% LEAKAGE.
- TEST REPORTS SHALL BE SUBMITTED TO ENGINEER FOR APPROVAL.
- ALL DUCT LEAKS SHALL BE SUITABLY SEALED AND RE-TESTED AFTER SEALANT HAS CURED.
- ANY RE-TESTING OR RE-SEALING DUE TO FAILED TESTS, REJECTED TEST REPORTS, RESULTS OF BALANCING REPORTS OR FIELD VERIFIED DUCT LEAKAGE SHALL BE INCLUDED AT NO ADDITIONAL COST.

NYC DESIGN CRITERIA - GENERAL NOTES

- UPON COMPLETION OF VENTILATION SYSTEM, A TEST SHALL BE CONDUCTED UNDER THE PRESENCE AND DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR REGISTERED ARCHITECT QUALIFIED TO CONDUCT SUCH TESTS. THE TESTS SHALL SHOW COMPLIANCE WITH CODE REQUIREMENTS FOR VENTILATION AND PROPER FUNCTION OF ALL OPERATING DEVICES, BEFORE THE SYSTEM IS APPROVED.
- THE LICENSED PROFESSIONAL ENGINEER OR REGISTERED ARCHITECT WHO CONDUCTS THE TESTS SHALL FILE THE CERTIFICATE TO WHETHER THE SYSTEM COMPLIES WITH APPLICABLE LAWS, THE TEST AND REPORT SHALL BE MADE IN A MANNER SATISFACTORY TO THE SUPERINTENDENT.
- A STATEMENT SHALL BE FILED BY THE OWNER THAT THE SYSTEM OF VENTILATION WILL BE KEPT IN CONTINUOUS OPERATION AT ALL TIMES DURING THE NORMAL OCCUPANCY OF THIS BUILDING AS ORDERED IN THE APPLICABLE SECTION OF THE 2014 NYC CODE.
- THE 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 4 SECTION 401 SHALL GOVERN THE VENTILATION OF SPACES WITHIN A BUILDING INTENDED TO BE OCCUPIED.
- MECHANICAL VENTILATION BY A METHOD OF SUPPLY AIR AND RETURN OR EXHAUST AIR SHALL BE PROVIDED AS PER 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 4, SECTION 403. THE AMOUNT OF SUPPLY AIR SHALL BE APPROXIMATELY EQUAL TO THE AMOUNT OF RETURN AND EXHAUST AIR. THE SYSTEM SHALL NOT BE PROHIBITED FROM PRODUCING NEGATIVE OR POSITIVE PRESSURE. THE SYSTEM TO CONVEY VENTILATION AIR SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 6.
- MECHANICAL VENTILATION SYSTEMS SHALL BE PROVIDED WITH MANUAL OR AUTOMATIC CONTROLS AS PER 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 4 SECTION 405.
- DUCT SYSTEMS USED FOR THE MOVEMENT OF AIR IN AIR-CONDITIONING, HEATING, VENTILATING AND EXHAUST SYSTEMS SHALL CONFORM TO THE PROVISIONS OF 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 6, SECTION 601.
- THE INSTALLATION AND CONSTRUCTION OF DUCTWORK SHALL BE AS PER 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 6, SECTION 603.
- PROTECTION OF DUCT PENETRATIONS AND AIR TRANSFER OPENINGS IN ASSEMBLIES REQUIRED TO BE PROTECTED SHALL BE AS PER 2014 NEW YORK CITY MECHANICAL CODE CHAPTER 6 SECTION 607. FIRE DAMPERS, SMOKE DAMPERS, COMBINATION FIRE/SMOKE DAMPERS AND CEILING RADIATION DAMPERS SHALL BE PROVIDED AT THE LOCATIONS PRESCRIBED IN SECTION 607.5 THROUGH 607.6. WHERE AN ASSEMBLY IS REQUIRED TO HAVE BOTH FIRE DAMPERS AND SMOKE DAMPERS, COMBINATION FIRE/SMOKE DAMPERS OR A FIRE DAMPER AND A SMOKE DAMPER SHALL BE REQUIRED.
- DUCT AND AIR TRANSFER OPENINGS THAT PENETRATE FIRE RATED PARTITIONS SHALL COMPLY WITH ALL REQUIREMENTS LISTED UNDER THE 2014 BUILDING CODE SECTION BC 716 AS APPLICABLE TO SYSTEM DESIGN.
- ALL FIRE DAMPERS ARE TO BE OF TYPE APPROVED BY THE BOARD OF FIRE UNDERWRITERS, WHERE ENTERING OR LEAVING SHAFTS. FIRE DAMPERS ARE TO BE EQUIVALENT TO 11 FIRE WALL RATING.
- VENTILATION RULES OF DEPARTMENT OF BUILDINGS ADOPTED JANUARY 1, 2015, SHALL BE COMPLIED WITH.

ENERGY CODE COMPLIANCE

- TO THE BEST OF MY KNOWLEDGE, BELIEF AND PROFESSIONAL JUDGMENT, THESE PLANS AND SPECIFICATIONS ARE IN COMPLIANCE WITH THE 2020 NEW YORK CITY ENERGY CONSERVATION CODE.

HVAC SYMBOLS

| SYMBOL | DESCRIPTION |
|--------|---|
| | EXISTING WORK TO BE REMOVED |
| | EXISTING WORK TO REMAIN |
| | NEW WORK |
| | POINT OF CONNECTION TO EXISTING |
| | POINT OF DISCONNECTION OF EXISTING |
| | SECTION |
| | REVISION NUMBER |
| | POSITIVE PRESSURE DUCT (SUPPLY) UP |
| | NEGATIVE PRESSURE DUCT (RETURN OR EXHAUST) UP |
| | POSITIVE PRESSURE DUCT (SUPPLY) DOWN |
| | NEGATIVE PRESSURE DUCT (RETURN OR EXHAUST) DOWN |
| | ACCESS DOOR IN DUCT AND/OR CEILING |
| | DUCT SIZE (CLEAR INSIDE DIMENSION) FIRST FIGURE INDICATES PLAN DIMENSION |
| | ACOUSTIC LINING IN DUCT (SIZE NOTED INDICATES INSIDE DIMENSIONS) |
| | FLEXIBLE CONNECTION |
| | VOLUME DAMPER |
| | MOTOR OPERATED DAMPER WITH DUCT ACCESS DOOR |
| | SQUARE DUCT ELBOW w/TURNING VANE |
| | RADIUS ELBOW |
| | DUCT SPLIT |
| | BRANCH TAKE-OFF WITH VOLUME DAMPER |
| | CEILING DIFFUSER 4 WAY, 3 WAY, 2 WAY, 1 WAY |
| | RETURN/EXHAUST REGISTER OR GRILLE |
| | SUPPLY REGISTER OR GRILLE |
| | RETURN REGISTER OR GRILLE |
| | THERMOSTAT & WIRING |
| | TEMPERATURE SENSOR & WIRING |
| | DUCT SMOKE DETECTOR |
| | PIPE RISE |
| | PIPE DROP |
| | BOTTOM PIPE CONNECTION |
| | TOP PIPE CONNECTION |
| | GATE VALVE |
| | CHECK VALVE |
| | BALL VALVE |
| | UNION |
| | CONTROL VALVE |
| | TRANSFER DUCT w/AL (SEE DETAIL) |
| | LINEAR SLOT DIFFUSER |
| | LOUVERED DOOR |
| | UNDERCUT DOOR |
| | FUSIBLE LINK FIRE DAMPER WITH DUCT ACCESS DOOR |
| | COMBINATION FIRE & SMOKE DAMPER WITH DUCT ACCESS DOOR |

BRANCH DUCT SCHEDULE

| CFM RANGE | DUCT SIZE |
|------------|--------------------------|
| UP TO 55 | 8 x 6 |
| 60 - 125 | 10 x 6 |
| 130 - 175 | 12 x 6 |
| 180 - 245 | 14 x 6 |
| 250 - 285 | 16 x 6, 12 x 8 |
| 290 - 335 | 18 x 6 |
| 340 - 375 | 20 x 6, 14 x 8 |
| 380 - 435 | 16 x 8 |
| 440 - 515 | 18 x 8, 14 x 10 |
| 520 - 585 | 20 x 8, 16 x 10 |
| 590 - 645 | 22 x 8 |
| 650 - 715 | 24 x 8, 18 x 10 |
| 720 - 825 | 26 x 8, 20 x 10 |
| 830 - 895 | 28 x 8, 22 x 10 |
| 900 - 1095 | 32 x 8, 24 x 10, 22 x 12 |

NOTES:

- THIS SCHEDULE IS APPLICABLE FOR ALL BRANCH DUCTS TO INDIVIDUAL DIFFUSERS WHERE SIZES ARE NOT INDICATED ON FLOOR PLANS.
- SIZES SHOWN INDICATE CLEAR INSIDE DUCT DIMENSIONS.

HVAC ABBREVIATIONS

| ABBREVIATIONS | DESCRIPTION |
|---------------|---|
| F | DEGREES FAHRENHEIT |
| A | AMPERES |
| AC | AIR CONDITIONING |
| ACCU | AIR COOLED CONDENSING UNIT |
| AD | ACCESS DOOR |
| AFF | ABOVE FINISHED FLOOR |
| AL | ACOUSTIC DUCT LINING |
| ATC | AUTOMATIC TEMPERATURE CONTROLS |
| BHP | BRAKE HORSEPOWER |
| BMS | BUILDING MANAGEMENT SYSTEM |
| BTU | BRITISH THERMAL UNIT |
| BTUH | BTU PER HOUR |
| CC | CUT AND CAP |
| CD | CEILING DIFFUSER OR CONDENSATE DRAIN |
| CFM | CUBIC FEET PER MINUTE |
| CG | CEILING GRILLE |
| CLG | CEILING |
| COO | CABLE OPERATED DAMPER |
| CP | CONDENSATE PUMP |
| CR | CEILING REGISTER |
| DB | DRY BULB |
| DA | DIAMETER |
| DN | DOWN |
| DWG | DRAWING |
| (E) | EXISTING |
| EAT | ENTERING AIR TEMPERATURE |
| EDB | ENTERING DRY BULB TEMPERATURE |
| EDH | ELECTRIC DUCT HEATER |
| (ER) | EXISTING TO BE RELOCATED |
| EWB | ENTERING WET BULB |
| EWT | ENTERING WATER TEMPERATURE |
| EXH | EXHAUST |
| FC | FLEXIBLE CONNECTION |
| FCU | FAN COIL UNIT |
| FD | FIRE DAMPER |
| FI | FILTER |
| FLA | FULL LOAD AMPERES |
| FSD | FIRE/SMOKE DAMPER |
| GAL | GALLON |
| GPM | GALLONS PER MINUTE |
| H/M/L | HIGH/MEDIUM/LOW FAN SPEED |
| HP | HORSEPOWER |
| KW | KILOWATT |
| LBS | POUNDS |
| MBH | THOUSAND BTU PER HOUR |
| MER | MECHANICAL EQUIPMENT ROOM |
| MHP | MOTOR HORSEPOWER |
| (N) | NEW, TO BE PROVIDED UNDER THIS CONTRACT THIS NOTATION APPEARS SELDOM SINCE ALL WORK IS NEW UNLESS OTHERWISE NOTED |
| NC | NORMALLY CLOSED |
| NIC | NOT IN CONTRACT |
| NK | NECK |
| NO | NORMALLY OPEN |
| NTS | NOT TO SCALE |
| OA | OUTSIDE AIR |
| OBD | OPPOSED BLADE DAMPER |
| PC | PUMPED CONDENSATE |
| PD | PRESSURE DROP |
| PSI | POUNDS PER SQUARE INCH |
| PSIG | PSI GAUGE |
| (RE) | RELOCATE TO NEW LOCATION SHOWN |
| RPM | REVOLUTIONS PER MINUTE |
| SP | STATIC PRESSURE |
| SPEC | SPECIFICATION |
| TD | TRANSFER DUCT |
| TRG | TRANSFER GRILLE |
| TX | TOILET EXHAUST |
| TYP | TYPICAL |
| UON | UNLESS OTHERWISE NOTED |
| V | VOLTS |
| VRF | VARIABLE REFRIGERANT FLOW |
| VF | VERIFIED IN FIELD |
| W/ | WITH |
| W/O | WITHOUT |
| W | WIDTH |
| WMS | WIRE MESH SCREEN |



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SHEET LIST:

| GC | Zoning Info & Plot Plan |
|-----------|--------------------------------|
| Z-100.00 | Zoning Info & Plot Plan |
| D-100.00 | Existing / Demo Floor Plans |
| A-100.00 | Proposed Floor Plans |
| A-300.00 | Typical Details |
| EN-100.00 | Energy analysis |
| PL | |
| PL-001.00 | Zoning Info, Notes & Plot Plan |
| PL-002.00 | Existing / Demo Plans |
| PL-100.00 | Proposed Floor Plans |
| PL-200.00 | Riser Diagrams |
| PL-300.00 | Plumbing Details |
| MH | |
| MH-100.00 | Zoning Info, Notes & Plot Plan |
| MH-200.00 | Mechanical General Notes |
| MH-300.00 | Proposed Floor Plans |
| MH-400.00 | Details |



Date: 08/04/2023

| No. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |

