



## COMMUNITY BOARD NO. 2, MANHATTAN

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Greenwich Village ✦ Little Italy ✦ SoHo ✦ NoHo ✦ Hudson Square ✦ Chinatown ✦ Gansevoort Market

### COMMUNITY BOARD 2 APPLICATION FOR A STATE LIQUOR AUTHORITY LICENSE For Existing Licensees – Alteration to add Contiguous or Noncontiguous Municipal Public Space

#### Instructions

For current licensees applying to add Municipal Public Space to their licensed premises, please supply the following **along with or immediately following submission of the 30-day Notice to Municipalities.**

The 30-day Notice can be found in the [Alteration for Adding or Removing Contiguous and/or Noncontiguous Municipal Public Space Application](#) located on the NYSLA website.

#### For Sidewalk:

- Submit the attached addendum along with the diagram included with your DOT Dining Out NYC application. The diagram should indicate restaurant frontage (*length*), length and width of set up area(s) inclusive of barriers, location of tables and chairs, service aisle area and sidewalk width.  
(*Note: Restaurant staff must serve patrons from **within** the sidewalk cafe.*)

#### For Roadway:

- Submit the attached addendum along with the diagram included with your DOT Dining Out NYC application. The diagram should indicate restaurant frontage (*length*), roadbed seating area (*length and width of set up area(s) inclusive of barriers*), location of tables and chairs and service aisle area.  
(*Note: Restaurant staff must serve patrons from **within** the roadbed dining area.*)

#### For Open Streets:

- Submit the attached addendum along with a diagram of the roadway seating area (*length and width of set up area*) including location of tables and chairs in the roadway. Diagram should include the restaurant frontage. Also include the full roadbed width including the midpoint measurement and the 15' emergency vehicle lane.

#### For Roadway and Sidewalk:

- Submit photos of the premises where the sidewalk café and/or roadbed will be located. Required photos show one frontal, one left and one right side view of proposed sidewalk café and/or roadbed.
  - For sidewalk café and/or roadbed, photos must show complete sidewalk and/or roadway area including views to curb and neighboring properties.

COMMUNITY BOARD 2 APPLICATION FOR A STATE LIQUOR AUTHORITY LICENSE

**FOR EXISTING LICENSEES –  
ALTERATION TO ADD CONTIGUOUS OR NONCONTIGUOUS MUNICIPAL PUBLIC SPACE**

Form to be Completed and Returned with 30-Day Notice

Name/email of Principal/Contact: \_\_\_\_\_

Name/email of Representative: \_\_\_\_\_

Applicant/Premises Name: \_\_\_\_\_

DBA Name: \_\_\_\_\_

Address of Premises (include zip code): \_\_\_\_\_

Cross Streets of Premises: \_\_\_\_\_

License ID #: \_\_\_\_\_

On Premise Liquor  Restaurant Wine  Tavern Wine  Other \_\_\_\_\_

**Sidewalk Café** will have no more than *(If premises is located on a corner please indicate for both streets):*

\_\_\_\_\_ tables and \_\_\_\_\_ seats on \_\_\_\_\_ Street

\_\_\_\_\_ tables and \_\_\_\_\_ seats on \_\_\_\_\_ Street

Will applicant agree to close sidewalk café area by 10 PM every night? Yes  No

Will open sidewalk café area at \_\_\_\_\_

**Roadbed / Open Streets** will have no more than *(If premises is located on a corner please indicate for both streets):*

\_\_\_\_\_ tables and \_\_\_\_\_ seats on \_\_\_\_\_ Street

\_\_\_\_\_ tables and \_\_\_\_\_ seats on \_\_\_\_\_ Street

Is roadbed in a floating parking lane separated from the curb by a bike path? Yes  No

Does DOT Dining Out NYC application include an FDNY waiver? Yes  No

Will applicant agree to close roadbed seating by 10 PM every night? Yes  No

Will open roadbed seating area at \_\_\_\_\_

**For all Applicants:**

Will agree there will be no host stands, bus or service stations on the sidewalk or in the roadbed? Yes  No

Will agree there will be no exterior music, speakers or TVs? Yes  No

Will agree that all patrons in any sidewalk café or roadbed will be seated? Yes  No

**SECTION 1: Site Plan**

- This Site Plan form is required to be uploaded in the "Roadway Site Plan" field of your online application.
- Refer to the [How to Apply](#) page in the Dining Out NYC website for more information about the application process.

**Identify Permitted Parking Location:**

- Identify the Parking Sign in front of or around the area where your roadway setup would be located.
- Roadway cafes can only be placed in:
  - Parking spaces, which include: metered and non-metered spaces, commercial parking, alternate side parking, angled parking, and seasonally restricted parking.
  - Loading areas, including loading only, truck loading, hotel loading, and no parking zones.
  - Floating Parking Lane- a parking lane that is separated from the curb by a protected bicycle lane that is adjacent to the curb.

- P1- Parking Space
- P2- Loading Area
- P3- Floating Parking Lane



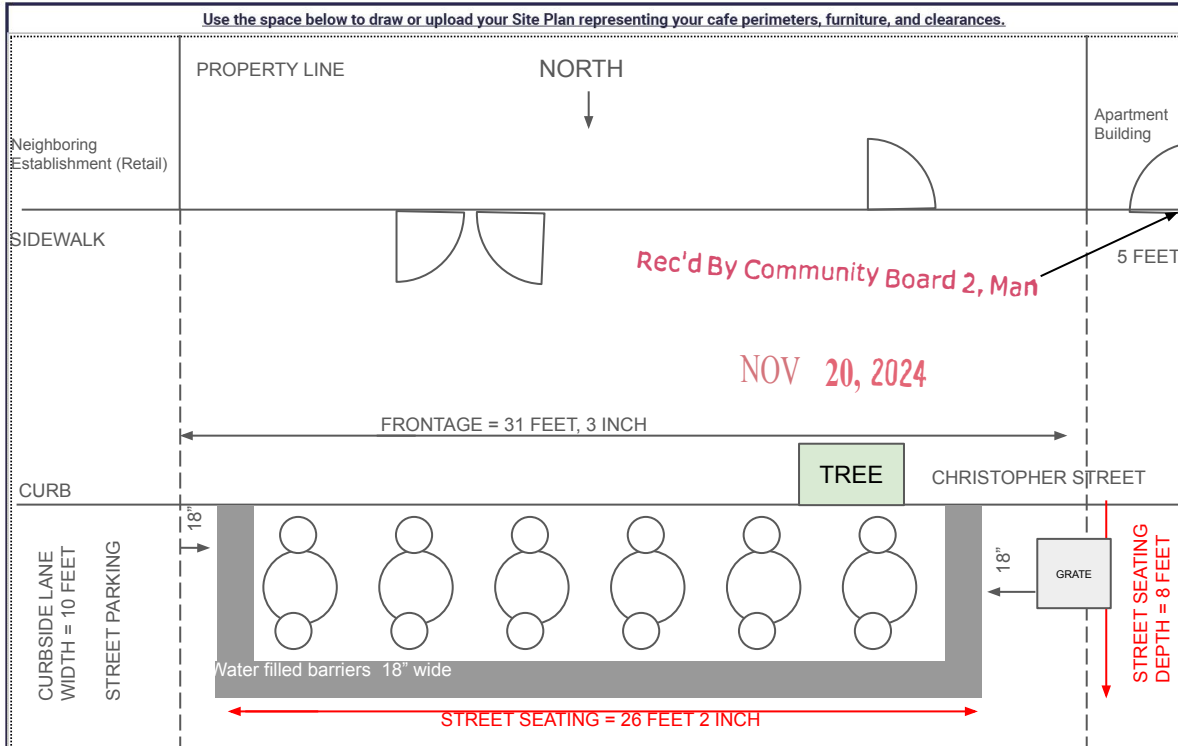
**Roadway Cafe Site Plan Form**

**Applicant Name:** Tara Hankinson

**Restaurant Name:** TALEA Beer Inc.

**FSEP Number:** 5014832

Use the space below to draw or upload your Site Plan representing your cafe perimeters, furniture, and clearances.



**Drawing Requirements**

- Food service establishment frontage shown as:**
- Line representing the establishment's space facing the sidewalk
  - Length
  - Label
- Street names:**
- Labels on each street
- Sidewalk shown as:**
- Line representing street curb
- Roadway shown as:**
- Width of curbside lane
- Cafe perimeter shown as:**
- Lines indicating perimeter
  - Length and width
- Set-up furniture (tables, chairs, etc.) shown as:**
- Lines or symbols at approximate location within setup
- Elements (in Section 2 of this form) within 15 feet of cafe perimeter, shown as:**
- Lines or symbols
  - Distance from cafe perimeter
  - Labels
- Utility coverings (water/gas valves, and pull boxes) shown as:**
- Symbols representing the location within the setup

North arrow

Google Chrome

Length of roadway cafe: 26' 2" feet

Width of roadway cafe: 8 feet

## SECTION 2: Required Clearances

- Please provide distances from the following objects.
- Only provide a distance if the listed object is within 15 feet of your proposed setup.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding clearances.

### Elements with minimum 15 feet clearance from roadway cafe:

R01- Subway Stair: Open End \_\_\_\_\_ feet       R02- Fire Hydrant \_\_\_\_\_ feet

### Elements with minimum 10 feet clearance from roadway cafe:

R03- Subway Elevator Entrance \_\_\_\_\_ feet       R05- MTA Curb Cut \_\_\_\_\_ feet  
 R04- FDNY Curb Cut \_\_\_\_\_ feet

### Elements with minimum 5 feet clearance from roadway cafe:

R06- Curb Cut \_\_\_\_\_ feet       R11- CitiBike/Bike Share Station \_\_\_\_\_ feet  
 R07- Emergency Exit Hatch \_\_\_\_\_ feet       R12- Bike Corral \_\_\_\_\_ feet  
 R08- Subway Stair: Closed End \_\_\_\_\_ feet       R13- Micromobility Station \_\_\_\_\_ feet  
 R09- Subway Elevator: Non-Entry \_\_\_\_\_ feet       R14- Drainage Infrastructure \_\_\_\_\_ feet  
 R10- Bus Stop Pole:  
Non- Approaching Side \_\_\_\_\_ feet

### Elements with minimum 3 feet clearance from roadway cafe:

R15- Elevated Train Infrastructure \_\_\_\_\_ feet       R16- Transformer Vault \_\_\_\_\_ feet

### Elements with minimum 1 foot and 6 inches clearance from roadway cafe:

R17- Vent Infrastructure: \_\_\_\_\_ feet       R18- Manholes \_\_\_\_\_ inches  
utility vent poles, vent  
grates, subway grates

### Elements with minimum 6 inches clearance from roadway cafe:

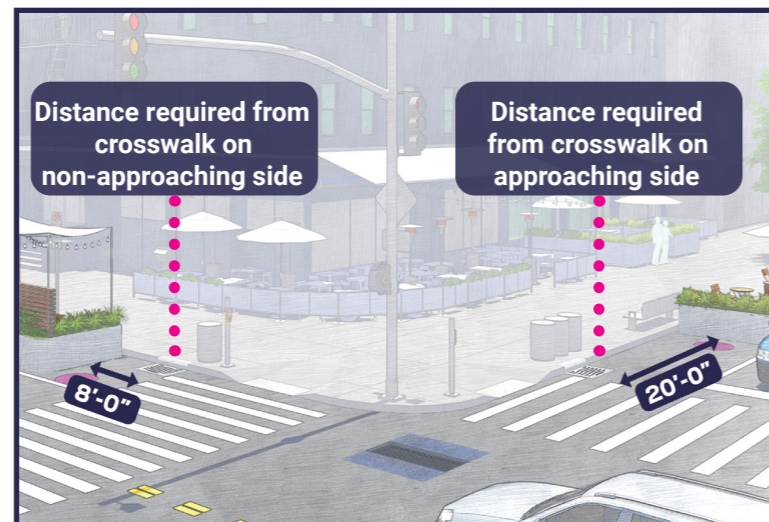
R19- Thermoplastic Marking \_\_\_\_\_ feet

### Roadway cafe distance from crosswalks:

R20- Adjacent to  
non-approaching side of  
crosswalk  
(min. 8 foot distance) \_\_\_\_\_ feet

R21- Adjacent to  
approaching (stopping)  
side of crosswalk  
(min. 20 foot distance) \_\_\_\_\_ feet

R22- No crosswalk present  
(maintain 20 feet from  
curb line of intersecting  
street) \_\_\_\_\_ feet



Check this box if none of the objects listed above are within 15 feet of the proposed setup.

## SECTION 3: Material Requirements

- Please indicate which of the following materials will be part of your roadway cafe by checking the box next to the category. If applicable, please confirm the materials comply with the Dining Out NYC requirements.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding materials.

### Materials Checklist:

#### \*Required\*

#### **Barriers (All of the following must be met)**

- Maintained on all sides of the cafe except the side fronting the ground floor restaurant.
- Not permanently affixed to the roadway.
- 30-42 inches tall (excluding planting), and at least 4 inches in width.
- Barriers are interconnected with each other.
- Any cladding over the barriers is securely fastened or affixed.
- Minimum 4 inches wide reflective strip on each barrier on the outward facing side.
- Water-filled with a minimum of 150 pounds per linear foot of barrier length.

#### \*Optional - Only check the material categories you intend to use in your roadway cafe\*

#### **Flooring (if using, all of the following must be met)**

- Durable, lightweight, easily removable, mold-resistant, elevated from the ground level to allow for drainage, and removable to allow for cleaning.
- Flush with the curb line (except if located on a slope, be flush to the greatest extent feasible), and compliant with applicable accessibility requirements.
- Maintains a 6 inch covered channel between curb and base of flooring to allow for drainage.

#### **Furnishings (if using, all of the following must be met)**

- Lightweight and easily movable.

#### **Vertical Screenings (if using, all of the following must be met)**

- Located between the barrier and 6 feet above the cafe base or floor.
- Located on the roadway facing side, does not extend the beyond the perimeter of the roadway cafe, and is not affixed to the outward facing side of barriers.
- Easily removable, comprised of non-opaque, fire-grade, and wind resistant materials.
- If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.

#### **Overhead Coverings/ Umbrellas (if using, all of the following must be met)**

- Minimum of 7 feet and maximum of 10 feet from the base or floor of the roadway cafe.
- Has a weighted base and any support structures are not affixed to the outward facing side of barriers, are of sufficient size and strength, made of durable materials, and free of defects.
- Easily removable, comprised of fire-grade and wind resistant materials.
- If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.

#### **Lighting and Electrical Connections (if using, all of the following must be met)**

- Any lighting is outdoor rated, properly secured, and lightweight.
- At least 14 feet above sidewalk, and 18 feet above roadway.
- Not attached to any City property, including street trees.
- Electrical work complies with the applicable requirements set forth in DOT's rules and the New York City Electrical Code. Please note that this may require additional permits from DOB or FDNY, and/or approval from the Landmarks Preservation Commission (LPC) as applicable.