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COMMUNITY BOARD No. 2, MANHATTAN

3 WASHINGTON SQUARE VILLAGE

NEW YORK, NY 10012-1899

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

COMMUNITY BOARD 2 APPLICATION FOR A LIQUOR LICENSE

Please fill out this questionnaire, including the date, and return to the Community Board 2 office by email to arrive **no later than the month's due date** which can be found on CB2 Manhattan's website (<https://cbmanhattan.cityofnewyork.us/cb2/resources/sla-questionnaire/>). When meetings return to in person, please also provide an additional 5 copies plus supporting material requested to the SLA committee meeting.

Failure to complete and return the questionnaire and supporting materials on time will result in your item being removed from the agenda.

Failure to provide a completed questionnaire or failure to present before CB2 will result in notifying the State Liquor Authority (SLA) of your noncompliance with the community review process.

If you need to reschedule, please notify the Community Board 2 office no later than the Friday prior to the scheduled meeting. Speak to Florence Arenas at the Board Office. **A maximum of 1 layover request will be granted per application. Failure to reappear without notification will result in a recommendation to deny this application.**

The following supporting materials are **required** for this application:

1. A list of all other licensed premises (including Beer and Wine) within 500 ft. of this location.
2. If the license being applied for is subject to the 500 ft. rule, please provide a copy of the public interest statement that will be submitted to the SLA.
3. Floor plans of the premise, clearly indicating the location of all entrances and exits, windows, bars, tables and chairs, patron and employee bathroom(s) and kitchen layout to be licensed. Please include seat and table counts on the plans for each area. **If outdoor seating of any kind is included in the application please download and complete CB2 SLA's Addendum for Outdoor Seating.** For any multi-floor, multi-room or hotel applications, please provide detailed plans for each floor and/or separate areas to be included in the licensed premises that are clearly labeled.
4. Proposed menu with general price ranges, if applicable.
5. Certificate of Occupancy or Letter of No Objection for the premises showing that the proposed use is permitted, including specific use of all outdoor areas within the property line.
6. If unable to show the proposed use is permitted, including for outdoor areas within the property line, please provide a detailed explanation for how the proposed use sought will be permitted and please provide any plans filed or to be filed with the Buildings Department.
7. Letter of Understanding or Letter of Intent from the Landlord.

8. Provide proof of community outreach to area block associations and immediately impacted residents in the building and surrounding area to notify them of your pending application and Community Board meeting information. Copies of any mailings to, and signatures or letters from Residential Tenants at location and from surrounding buildings may be submitted with home address and contact information. (i.e. a letter from the neighborhood block association or petition in support with home address and contact information.)
9. A copy of your NYS Liquor Authority application as it will be submitted to the SLA (excluding financial information).
10. If this is for a **Corporate Change**, please provide the **Current Approved Corporate Set-Up and the Proposed Corporate Set-Up** along with existing executed stipulations with CB2 if applicable.
11. If this is for any type of **Alteration Application**, please provide detailed information regarding the current situation and the proposed changes outlined as an addendum. If adding or subtracting space, please provide current and proposed diagrams.
12. If this application is for a **Change in Method of Operation**, please provide the current method of operation and the proposed changes in method of operation as an addendum.

Meeting Date: TBD

APPLICANT INFORMATION:

Name of applicant(s): Ad Hoc Collective LLC

Trade name (DBA): Ad Hoc

Premises address: 13 Christopher Street, New York, NY 10014

Cross Streets and other addresses used for building/premise:
Gay Street, Grove Street

CONTACT INFORMATION:

Principal(s) Name(s): Kim Alegado

Office or Home Address: [REDACTED]

City, State, Zip: [REDACTED]

Telephone #: [REDACTED]

Landlord Name / Contact:
13-15 Christopher Street LLC

Landlord's Telephone and Fax: [REDACTED]

NAMES OF ALL PRINCIPAL(s):	NAMES / LOCATIONS OF PAST / CURRENT LICENSES HELD
<u>Kim Alegado</u>	<u>Rosecrans Retail LLC; 7 Greenwich Ave, New York, NY 10014; 0524-25-00414</u>
<u></u>	<u></u>
<u></u>	<u></u>

Briefly describe the proposed operation (i.e. "We are a family restaurant that will focus on..."):

Ad Hoc is a cozy basement cafe that has been operating in this location since 2017. We focus on

serving small bites and providing a creative community space.

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.)

N/A

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

Yes. Ad Hoc has been operating as a cafe since 2017.

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: 3 Year Built : 1920

Describe neighboring buildings:

Mixed commercial and residential buildings

Zoning Designation: R6

Zoning Overlay or Special Designation (applicable) Landmark

Block and Lot Number: 610 / 66

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? 24

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? 74

If yes, what is the use group for the premises? use group 6

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: _____

INTERIOR OF PREMISES:

What is the total licensed square footage of the premises? 404 square feet

If more than one floor, please specify square footage by floors: N/A

If there is a sidewalk café, rear yard, rooftop, or outside space, what is the square footage of the area?

N/A

If more than one floor, what is the access between floors? N/A

How many entrances are there? 1 How many exits? 1 How many bathrooms ? 1

Is there access to other parts of the building? X no _____ yes, explain: _____

OVERALL SEATING INFORMATION:

Total number of tables? 6 Total table seats? 12

Total number of bars? 1 Total bar seats? 0

Total number of "other" seats? 5 please explain : counter top seating

Total OVERALL number of seats in Premises : 17

BARS:

How many * stand-up bars / bar seats are being applied for on the premises? Bars 1 Seats 0

How many service bars are being applied for on the premises? 0

Any food counters? no 2 yes, describe : 2 small food counters with 2 and 3 seats respectively

For Alterations and Upgrades:

Please describe all current and existing bars / bar seats and specific changes: _____

* A stand-up bar is any bar or counter (whether seating or not) over which a member of the public can order, pay for and receive food and alcoholic beverages.

PROPOSED METHOD OF OPERATION:

What type of establishment will this be? (check all that apply)

Bar X Bar & Food Restaurant Club/ Cabaret Hotel Other:

Sunday: Monday: Tuesday: Wednesday: Thursday: Friday: Saturday:

9am to 10pm 9am to 10pm 9am to 10pm 9am to 10pm 9am to 10pm 9am to 11pm 9am to 11pm

Will the business employ a manager? ___ no X yes, name / experience if known Megan Cepull; 10 yrs

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

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

If yes, please describe : _____

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

Do you have or plan to install soundproofing? ☐ no ☒ yes

Please describe your sound system and sound proofing: One small bluetooth speaker; double sheetrock,
no residential neighbor above or behind.

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

___ any events at which a cover fee is charged? X 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) *premises has been operating since 2017

Will you be utilizing _____ropes _____movable barriers _____other outside equipment (describe) _____

Are your premises within 200 feet of any school, church or place of worship? X 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: Mariquit Ingalla Phone: [REDACTED]

Address: [REDACTED]

Email: [REDACTED]

Application submitted on
behalf of the applicant by:



Signature

Print or Type Name Kim Alegado

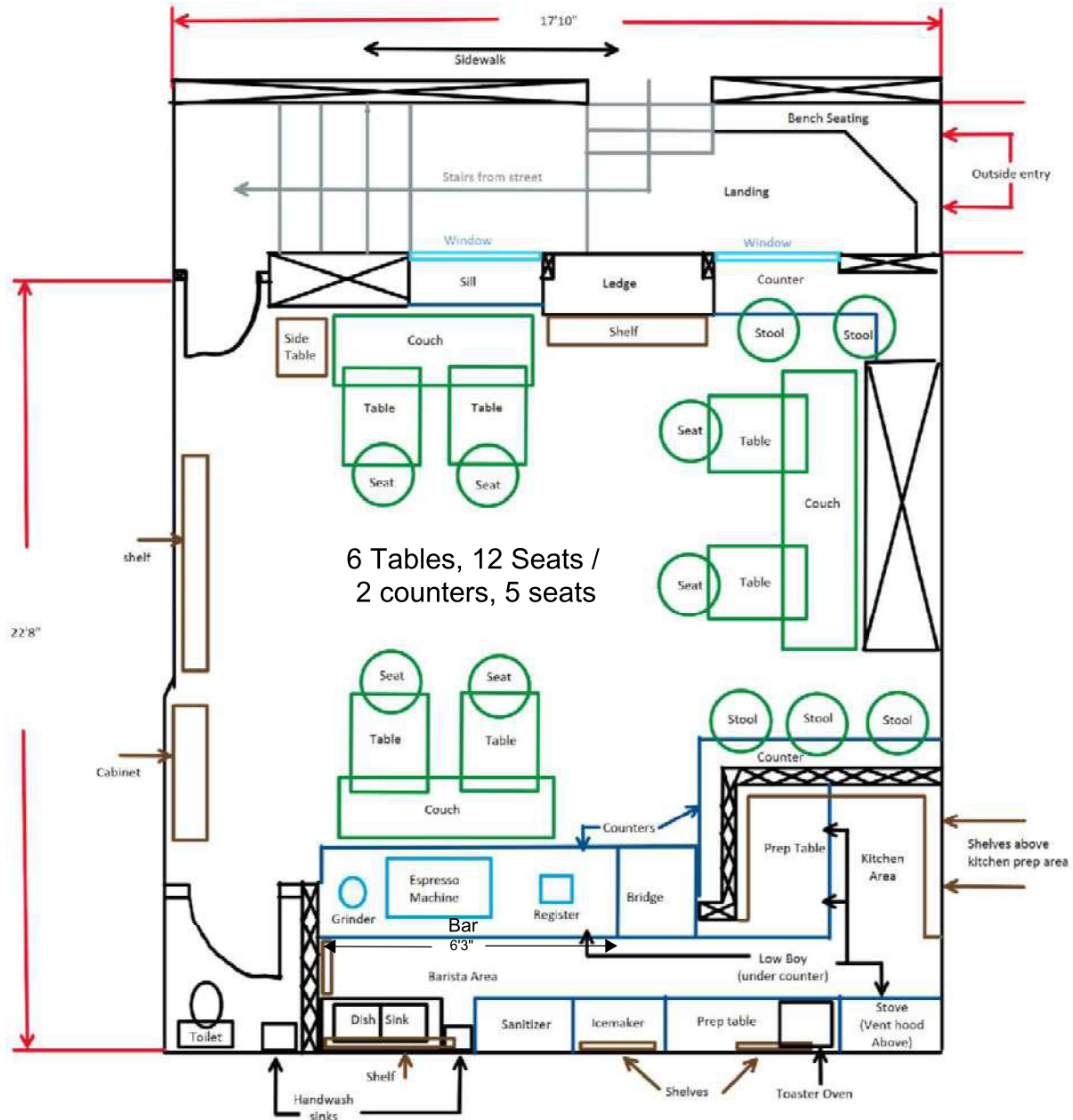
Title LLC Managing Member

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
Donna Raftery, Co-Chair
Robert Ely, Co-Chair

Ad Hoc Collective - Interior



Ad Hoc Collective LLC
 13 Christopher Street
 New York, NY 10014
 April 21, 2025



AD HOC COLLECTIVE

cafe and wine bar

COFFEE BAR

	sm / lg or iced
House Drip	4 / 5
Espresso	4
Macchiato	4.5
Flat White	5.5/ 6.5
Latte	5.5 / 6.5
Mocha	6.5 / 7.5

Iced Coffee	6
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MILK OPTIONS

Oat	1
Macadamia	1
Pistachio	2

	sm / lg or iced
Americano	4.5 / 5.5
Extra Shot	3
Cortado	4.5
Cappuccino	5.5 / 6.5
Velvet Au Lait	4.5 / 5.5
House Cocoa	5 / 6

Cold Brew	7
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ADDITIONS

Raw Honey / Cinnamon	0.5
Cardamom	0.75
Vanilla/Lavender/Rose	1

TEAS

LOOSE LEAF

Reg	5.75
English Breakfast	
Jasmine Green	
Peppermint	
Ginger	

Iced / Tea Latte	6.75
Earl Grey	
Masala Chai	
Chamomile	
Turmeric Ginger	

MATCHA

Tea	5 / 6
Tea Latte	6 / 7.5
Lemonade	8

CHAI TEA LATTES

Classic Masala	5 / 6
Cardamom Rose	6 / 7

BREWED ICED TEAS

Tea	5.5
House Black	
Seasonal Green	
Raspberry Hibiscus	

Palmer	7
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& SUCH

Golden Milk	5.5 / 7.5
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Iced Calamansi (ade)	7
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EARLY BIRD BITES *(available daily from 8am to 3pm)*

Yogurt	13
fresh berries, orange honey, gluten free oat-quinoa chia seed granola	
Soft Scrambled Eggs	12
with toasted sourdough, butter	
add cheddar cheese & fresh chives +2	
add feta & house chili crisp +4	

SIDES

Balthazar Sourdough	5	Gluten Free Toast	5
2 Egg your ways	7	Bacon	6
Fresh Fruit	6	Sliced Avocado	4

ALL DAY MENU

Avocado Toast	13
watermelon radish, pickled red onion, fresh herbs on sourdough	
Three Cheese Melt	13
house blend of sharp cheddar, mozzarella, colby jack on sourdough	
add spanish albacore +4	
Green Gazpacho	13
avocado, yuzu kosho, pepitas and calabasa seed oil	
Cafe Salad	14
baby gem, pine nut vinaigrette, fresh herbs	

Bread & Butter	10
La Cabra sourdough & whipped cultured butter	
Crudités	14
seasonal dressed vegetables with ajo blanco and dukkah	
Burrata	16
fennel and medjool date salad, white balsamic & lemon vinaigrette	
Cheese & Accompaniments	17
comte with porcini & pepper oil, manchego with fig vincotto	
Salami	16
saucisson sec with preserved broccoli rabe & fennel pollen	
Smoked Trout Roe	22
toasted brioche, fudgy egg yolk topped with herbed roe salad	
Scallop Crudo	26
seared scallops with citrus oil, yuzu kosho & shio kombu	
Toulouse Sausage	29
seared baby gem lettuce & pine nuts	

DESSERTS

Panna Cotta	14
vanilla bean oil & chai reduction	
Affogato	10
Onyx espresso & vanilla bean gelato	

