



Standardized NOTICE FORM for Providing Notice to a Local Municipality for Adding or Removing Contiguous and/or Non-Contiguous Municipal Space

1. Date Notice Was Sent: 09/06/2025 1a. Delivered by: CERTIFIED RETURN RECEIPT REQUESTED

2. This form must be submitted to the clerk or Local Municipality when filing for a Sunday On-Premises Sales Permit

This Notice is Being Provided to the Clerk of the following Local Municipality

3. Name of Municipality: COMMUNITY BOARD 2

Licensee Information

4. License Serial Number: 0340-22-107090 5. Permit Date(s): 11-30-2026

6. License name: CAFFE VETRO INC RECEIVED BY COMMUNITY BOARD 2, MANHATTAN

7. Trade Name (if any): EPISTROPHY SEP 10 2025

8. Street Address of Establishment: 200 MOTT STREET

9. City, Town or Village: NEW YORK, NY Zip Code: 10012

10. Business Telephone Number of Applicant/Licensee: 646-234-3293

11. Business E-mail of Applicant/Licensee: INFO@EPISTROPHYNYC.COM

12. Describe municipal space to be added: SIDEWALK

12a. What date did you apply for a municipal permit? 7/30/24

Representative or Attorney representing the licensee

13. Representative/Attorney's Full Name: MICHAEL KELLY

14. Street Address: 136 WAVERLY ROAD

15. City, Town or Village: SCARSDALE State: NY Zip Code: 10583

16. Business Telephone Number of Representative/Attorney: (914) 740-3580

17. Business Email Address: KELLYMLK136@GMAIL.COM

I am the licensee that is applying for the permit and I certify that I know the contents of the above application and the statements and answers therein; that the same are true to my knowledge; that I have been authorized, by order of the Board of Directors of said licensee to make the statements and answers in this application on behalf of said licensee with the same force and effect as if said licensee made such statements and answers itself.

By my signature, I affirm - under Penalty of Perjury - that the representations made in this form are true.

18. Printed Name: MICHAEL KELLY Title: AUTHORIZED REPRESENTATIVE

Signature: X [Handwritten Signature]

The above captioned on-premises licensee is applying for an alteration to their existing license with the State Liquor Authority to sell alcoholic beverages on municipal space.

Please forward any concerns regarding the issuance of the alteration to the attention of The New York State Liquor Authority by e-mail community@sla.ny.gov

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: GIANLUCA FADDA, [REDACTED]

Name/email of Representative: MICHAEL KELLY, KELLYMLK136@GMAIL.COM

Applicant/Premises Name: CAFE VETRO INC

DBA Name: EPISTROPHY

Address of Premises (include zip code): 200 MOTT STREET, NEW YORK, NY 10012

Cross Streets of Premises: KENMARE STREET, SPRING STREET

RECEIVED BY  
COMMUNITY BOARD 2, MANHATTAN

License ID #: 0340-22-107090

SEP 10 2025

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):

2 tables and 4 seats on MOTT STREET 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 11AM

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 "Sidewalk 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.

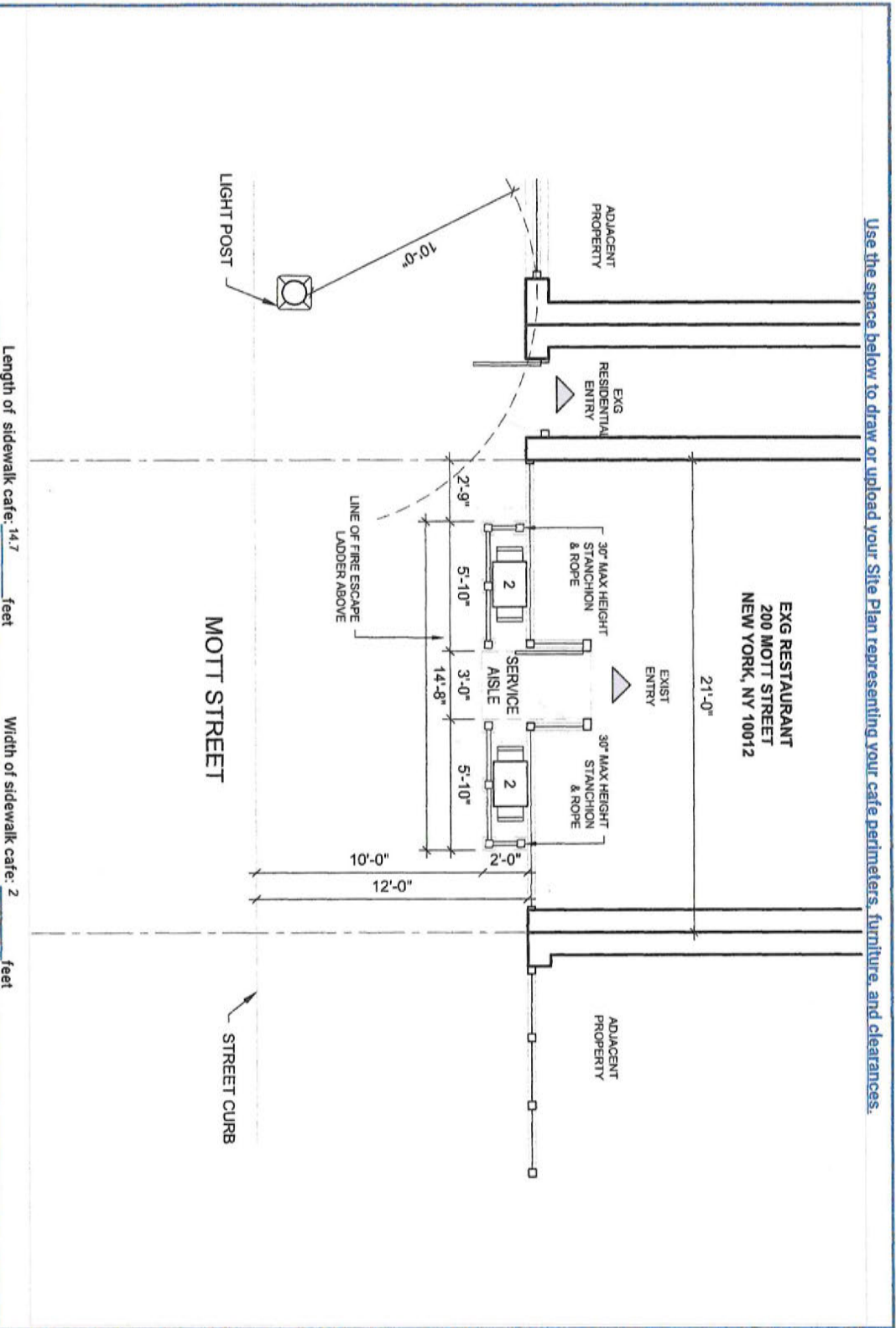
**Identify Clear Path Requirements:**

- C1 - Global Corridor (12 feet Clear Path)
- C2 - Regional Corridor (10 feet Clear Path)
- C3 - Neighborhood Corridor (8 feet Clear Path)
- C4 - Community Connector (8 feet Clear Path)
- C5 - Baseline Street (8 feet Clear Path)

**Setup Area Identification :**

- Please check this box if you plan to have outdoor dining located within private property. If so, indicate the property line in the site plan drawing below.
- Please check this box if all or part of your sidewalk cafe is in a sidewalk widening area, developed pursuant to the NYC Zoning Resolution. If so, indicate the property line in the site plan drawing below.

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



**DINING OUT NYC**  
 NEW YORK CITY  
 Mayor  
 Eric Adams  
**DOT**  
 Deputy  
 Mayor  
 Verna Rodriguez  
 Commissioner

**Sidewalk Cafe Site Plan Form**

Applicant Name: **CAFFE VETRO INC**

Restaurant Name: **Epistrophy**

FSEP Number: **4117553**

**Drawing Requirements**

- Food service establishment frontage shown by:**
- Line representing space occupied in building
  - Labels
- Street names:**
- Labels on each street
- Sidewalk shown as:**
- Line representing street curb
  - Width measured from building line to curb line
- Primary building entrance shown as:**
- Label
  - Distance from proposed setup
- Cafe perimeter shown as:**
- Line
  - Length and width
  - (Dashed line) representing Private Property Line
- Set-up furniture (tables, chairs, etc.) shown as:**
- Lines or symbols at approximate location within setup
- Sidewalk elements or objects shown as:**
- Lines or symbols
  - Labels
  - Distance from cafe perimeter
- Utility coverings shown as:**
- Symbols representing the approximate shape of the covering within the setup
  - MANHOLE COVER
  - UTILITY COVERING

**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.
- Leave box blank if not applicable.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding clearances.

Elements with minimum 15 feet clearance from sidewalk cafe:

S01- Subway Stair: Open End \_\_\_\_\_ feet

Elements with minimum 10 feet clearance from sidewalk cafe:

- S02- Subway Elevator Entrance \_\_\_\_\_ feet  S04- MTA Curb Cut \_\_\_\_\_ feet
- S03- Exhaust Duct \_\_\_\_\_ feet  S05- FDNY Curb Cut \_\_\_\_\_ feet

Elements with minimum 8 feet clearance from sidewalk cafe:

- S06- Street Tree Bed \_\_\_\_\_ feet  S13- Newsstand \_\_\_\_\_ feet
- S07- Mailbox \_\_\_\_\_ feet  S14- Streetlight \_\_\_\_\_ feet
- S08- LinkNYC Kiosk \_\_\_\_\_ feet  S15- Bus Stop Pole \_\_\_\_\_ feet
- S09- Wayfinding Kiosk \_\_\_\_\_ feet  S16- Fire Hydrant \_\_\_\_\_ feet
- S10- E-charging Station \_\_\_\_\_ feet  S17- Bus Stop Shelter \_\_\_\_\_ feet
- S11- Parking Meter \_\_\_\_\_ feet  S18- Traffic Signal \_\_\_\_\_ feet
- S12- Select Bus Service Fare Machine \_\_\_\_\_ feet

Elements with minimum 5 feet clearance from sidewalk cafe:

- S19- CitiBike/Bike Share Station \_\_\_\_\_ feet  S24- Emergency Exit Hatch \_\_\_\_\_ feet
- S20- Bike Corral \_\_\_\_\_ feet  S25- Subway Stair: Closed End \_\_\_\_\_ feet
- S21- Micromobility Station \_\_\_\_\_ feet  S26- Subway Elevator: Non-Entry \_\_\_\_\_ feet
- S22- Primary Building Entrance \_\_\_\_\_ feet  S27- Siamese Connection \_\_\_\_\_ feet
- S23- Curb Cut \_\_\_\_\_ feet

Elements with minimum 3 feet clearance from sidewalk cafe:

- S28- Elevated Train Infrastructure \_\_\_\_\_ feet
- S29- Transformer Vault \_\_\_\_\_ feet

Elements with minimum 1 foot 6 inches clearance from sidewalk cafe elements:

- S30- Vent Infrastructure \_\_\_\_\_ inches



**SECTION 3: Material Requirements**

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

Materials Checklist:

*\*Required\**

**Perimeter Demarcation**

- Perimeter demarcation must be clear and visible by using a lightweight and removable self-supporting base wall, railing, planter, fence, or stanchion and rope.
- Maximum height is 2 feet 6 inches (excluding planting(s)).
- Not affixed to the sidewalk.

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

**Furnishings**

- Lightweight and easily movable.
- Not affixed to the sidewalk.

**Awnings (Physically attached to the building)**

- Minimum 8 feet height from the ground and does not exceed 10 feet height.
- Easily removable, comprised of fire-grade and wind resistant materials.
- Does not extend beyond the perimeter of the sidewalk cafe.
- Complies with the New York City Building Code and the requirements of the Landmarks Preservation Commission, as applicable.

**Overhead Coverings/ Umbrellas**

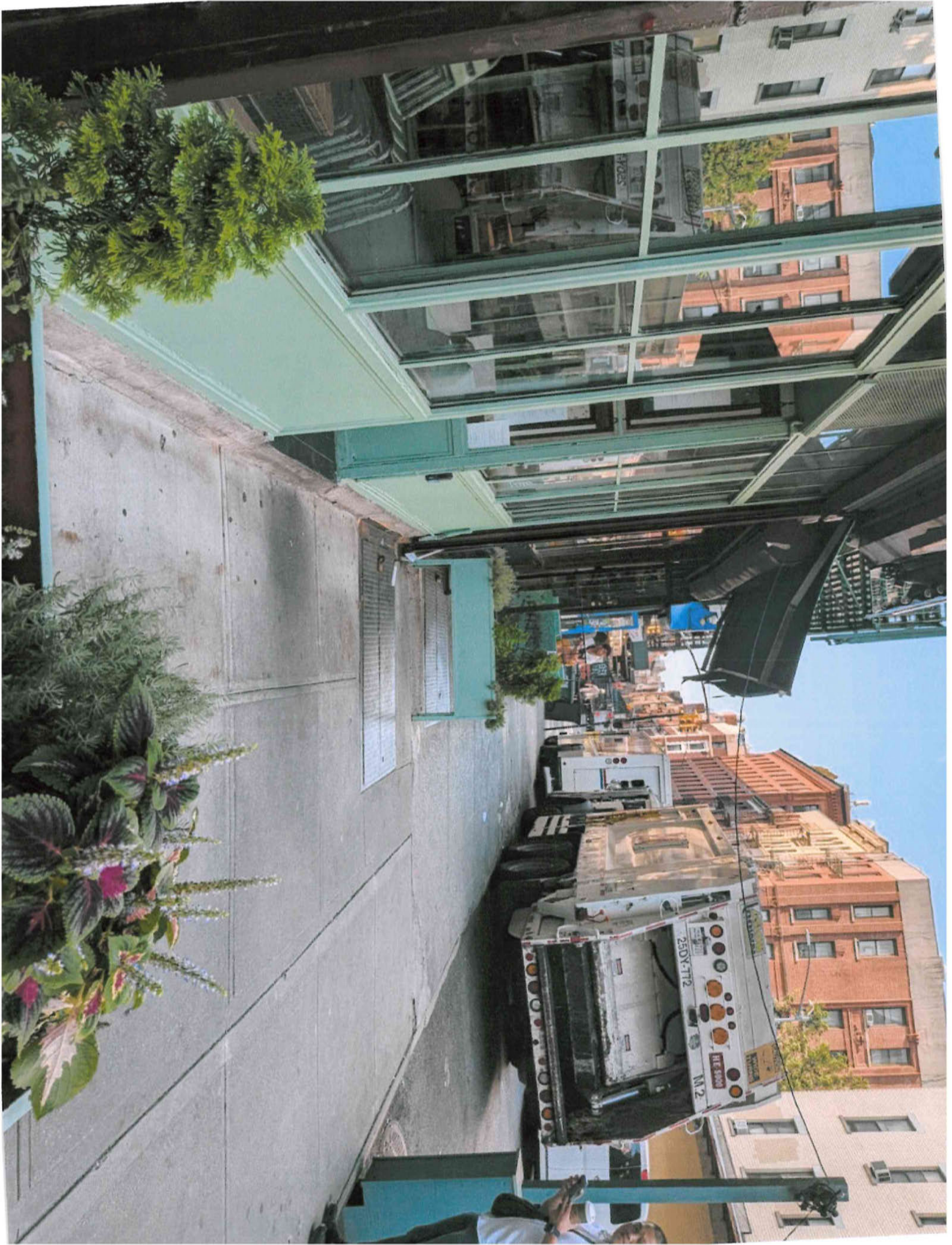
- Minimum 7 feet height from the ground and does not exceed 10 feet height.
- Easily removable, comprised of fire-grade and wind resistant materials.
- Does not extend beyond the perimeter of the sidewalk cafe.
- The umbrella/overhead covering has a weighted base and any supports are not affixed to the sidewalk.
- Any support structures are of sufficient size and strength, made of durable materials, and free of defects.

**Lighting and Electrical Connections**

- Any lighting is outdoor rated, properly secured, and lightweight.
- Connection is directly connected to ground floor restaurant's power source and within the perimeter of the cafe.
- Does not extend beyond the perimeter of the sidewalk cafe.
- Does not exceed 10 feet in height.
- Not attached to any City property, including street trees.
- Electrical work complies with the applicable requirements set forth in the DOT's rules and the New York City Electrical Code.

Please check this box if you are submitting additional documents for review. Documents may include technical drawings prepared by a licensed professional.





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