DINING OUT NYC

NEW YORK CITY DOT

Eric Adams
Mayor

Ydanis Rodriguez
Commissioner

COMMUNITY BOARD FEEDBACK PACKAGE

Please review this application and provide the required feedback.

Manhattan Community Board 4's (MCB4) recommendation is based on a vote at its November 5, 2025 Full Board Meeting with 45 members in favor of the recommendation, 0 members opposed, 0 members abstaining and 0 present but not eligible

DINING OUT NYC — COMMUNITY BOARD RECOMMENDATION FORM

This form is to be used by community boards during the cafe review process. Any comments from the community board should be recorded on this form and submitted to NYC DOT. For information pertaining to specific cafe design requirements, visit the Dining Out NYC website for program legislation, rules, and Setup Guides.

Business Name: Citizens of Chelsea

Cafe Address: 401 West 25th Street, New York, NY, 10001

Application Number: 20240801010118

CB Review Deadline (on date or next business day): 11/15/2025

NYCDOT Internal Use Only

Sidewalk Cafe Setup Feedback:

☐ Community Board chooses to **WAIVE** review

Comments related to the cafe's **physical footprint and dimensions**:

Comments related to **pedestrian flow** (i.e., visbility, safety , potential crowding):

Comments related to potential conflicts with **existing curb use** (i.e., planters, bike racks, bus stops):

Please check one of the recommendations below, either **approval**, **denial**, or **approval with modifications** relating to the above application:

☑ Community Board recommends **approval**

☐ Community Board recommends **denial**

☐ Community Board recommends **approval w/ modifications**

Recommended modifications (**only if approved w/ modifications**):

☐ Applicant acknowledges and agrees to modifications relating to the above referenced application

☐ Applicant acknowledges **BUT** does **NOT** agree with modifications relating to the above referenced application. If this box is checked, please provide NYC DOT with documentation of such agreement for NYC DOT's consideration.

Nelly Gonzalez	NGonzalez	11/7/25
Community Board Authorizing Name	Community Board Authorizing Signature	Date

Manhattan Community Board 4's (MCB4) recommendation is based on a vote at its November 5, 2025 Full Board Meeting with 45 members in favor of the recommendation, 0 members opposing, 0 members abstaining and 0 present but not eligible.

RESTAURANT DETAILS

FSEP#: 50085729
Expiration Date: 11/30/2025
DOHMH Status: CURRENT
Business Legal Name: CITIZENS OF CHELSEA LLC
Assumed Name: CITIZENS OF CHELSEA
Business Address: 401 WEST 25 STREET, NEW YORK, NY 10001
Venue Type: Restaurant (no bar)
Last updated from DOHMH: 10/06/2025

Restaurant Information
Entity Type: Limited Liability Corporation (LLC)
Phone: (347) 554-7496
Email Address: justin@citizens.coffee
Email Address: andrew@citizens.coffee

DOS Information
DOS ID#: 4398868
Process Name: CITIZENS OF CHELSEA, LLC
DOS Address: 401 West 25th, New York, New York 10001
DOS Legal Name:

NYS Liquor Authority Information
NYSLA Serial No: 05242423298
License Type: On-Premises
Name of License: James Rogers
Title of Representative: Owner
Name of Certificate Holder: 25th Street Chelsea Equites LLC

Business hours
Sun: 7:00 AM- 5:00 PM
Mon: 7:00 AM- 4:00 PM
Tues: 7:00 AM- 4:00 PM
Wed: 7:00 AM- 4:00 PM
Thurs: 7:00 AM- 4:00 PM
Fri: 7:00 AM- 4:00 PM
Sat: 7:00 AM- 5:00 PM

CITIZENS

CITIZENS

BRUNCH
BREAKFAST
COFFEE
COCKTAILS

CITIZENS

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.

DINING OUT NYC | NEW YORK CITY DOT | Eric Adams Mayor | Ydanis Rodriguez Commissioner

Sidewalk Cafe Site Plan Form

Applicant Name: Citizens of Chelsea LLC

Restaurant Name: Citizens of Chelsea

FSEP Number: 50085729

Identify Clear Path Requirements:

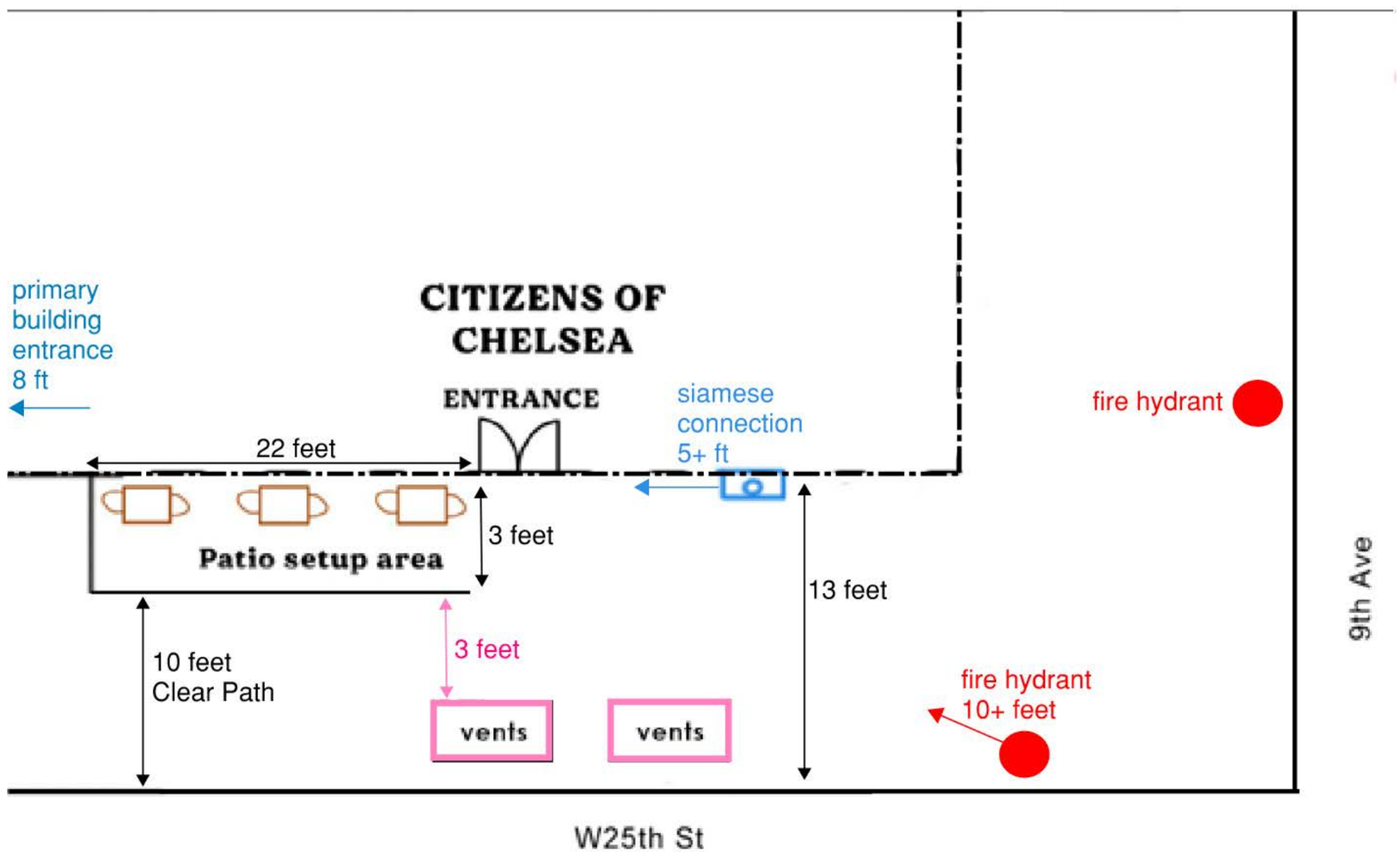
Clear path requirement for your sidewalk cafe can be found by identifying your corridor type on the DOT's Pedestrian Mobility Plan Pedestrian Demand Map.

- ☐ **C1- Global Corridor (12 feet Clear Path)**
- ☒ **C2- Regional Corridor (10 feet Clear Path)**
- ☐ **C3- Neighborhood Corridor, Community Connector, or Baseline Street (8 feet Clear Path)**

Setup Area Identification :

- ☐ **Please check this box if you plan to have outdoor dining located partially within private property. If you are uncertain, please request records from your property owner/manager.**
- ☐ **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.



Length of sidewalk cafe: 22 feet Width of sidewalk cafe: 3 feet

Drawing Requirements

Food service establishment frontage shown by:
- Line representing the establishment's space facing the sidewalk
- Length
- Labels

Private Property shown as:
- Dashed line

Street names:
- Labels on each street

Sidewalk shown as:
- Line representing street curb
- Width measured from building line to curb line

Building entrances shown as:
- Label

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

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 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	10+ feet
☐	S10- E-charging Station	_____ feet	☐	S17- Bus Stop Shelter	_____ feet
☐	S11- Parking Meter	_____ feet	☐	S18- Traffic Signal	_____ feet
☐	S12- SBS 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	8 feet	■	S27- Siamese Connection	5+ feet
☐	S23- Curb Cut	_____ feet			

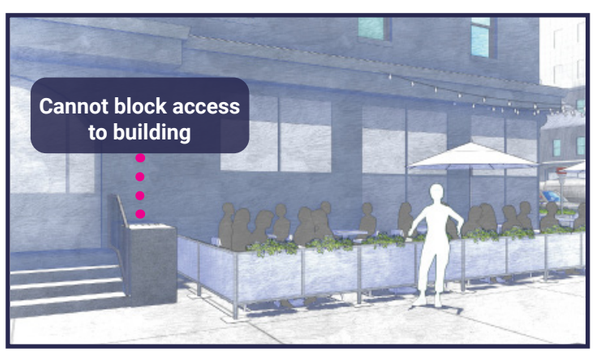
Elements with minimum 3 feet clearance from sidewalk cafe:

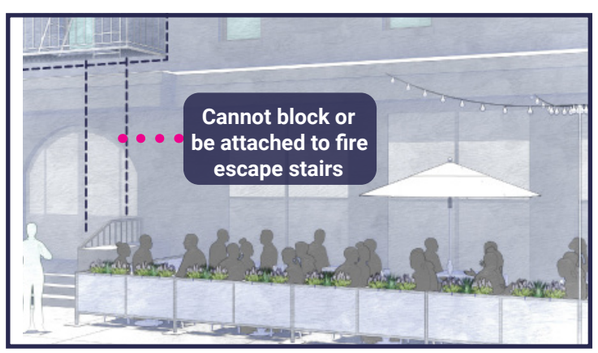
☐	S28- Elevated Train Infrastructure	_____ feet	☐	S29- Transformer Vault	_____ feet

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

■	S30- Vent Infrastructure: utility vent poles, vent grates, subway grates	36 inches	☐	S31- Manholes	_____ inches

☐ 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 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 (All of the following must be met)**

- ☑ 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 (if using, the first two below must be met)**

- ■ Lightweight and easily movable.
- ■ Not affixed to the sidewalk.
- ☐ Check here if you plan to place tables/chairs on top of a cellar or basement door. If so, please complete the Cellar or Basement Door Certification

☐ **Awnings Physically Attached to the Building (if using, all of the following must be met)**

- ☐ 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. Please note that this may require additional permits from DOB, and/or approval from the Landmarks Preservation Commission (LPC) as applicable.

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

- ■ 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 (if using, all of the following must be met)**

- ☐ 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 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.