



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

PLAN OF OPERATION

Licensee: HUBBARD STEAK, LLC
Premises: 112-114 W. Hubbard Street
Chicago, IL 60654
Application Type: Tavern Liquor License & Public Place of Amusement License
Account Number: 324357
Site: 3

Pursuant to Chapter 4-60-040(h) of the City of Chicago Municipal Code, the City of Chicago Local Liquor Control Commission (LLCC) and the above named Licensee have agreed to the issuance of a Tavern liquor license under the following conditions:

1. HOURS OF OPERATION

Hubbard Steak will operate during the legally permissible hours of operation for Taverns as authorized by the City of Chicago Municipal Code, including not opening on Sundays until 10:00am.

2. PURPOSE

Increase the capacity of the first floor from 140 persons to 230 persons; increase the capacity of the second floor from 140 persons to 230 persons and the rooftop patio from 156 persons to 225 persons.

3. EMPLOYEES

Employees of Hubbard Steak will include Kitchen Managers, Bartenders, Floor Managers, Security Managers Audio Engineers, a Controller and Assistants.



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

Approximately 90 employees will make up the staff. General Management will be the responsibility of the Members of Hubbard Steak.

Kitchen staff will be required to hold Serve Safe Food Protection Manager Certification. Alcohol serving staff will be required to hold Beverage Alcohol Sellers and Servers Education and Training (BASSET) certification by the Illinois Liquor Control Commission.

4. ADMISSION/DOOR POLICIES

Patrons entering Hubbard Steak must be 21 years old or older and will be required to produce valid Illinois Liquor Control Commission approved identification at the front door. Adequate proof of age and identity of an individual in Illinois is a document issued by a federal, state, county or municipal government including, but not limited to, a driver's license, selective service card or an Armed Services identification card. Prior to and as a condition of their employment, security staff will have received training to detect fake licenses or identification cards in order to insure that no underage drinking takes place on the premises. Licensee's security staff at the entrances shall strictly enforce the occupancy limits at all times. The Licensee shall also utilize a taxi company to assist with patrons leaving the premises. The Licensee shall assist patrons requesting taxi services arriving at and departing from the licensed premises and ensure that taxis and other vehicles dropping off passengers at the licensed premises do so efficiently so that the flow of street traffic is not disturbed. Patrons exiting the premises who appear to be over served will be encouraged to take a taxi home and will be assisted by security staff into taxis.

5. SECURITY CAMERA SYSTEM

Hubbard Steak will install a Video Surveillance System as described on the attached security system document. The system will cover all areas of the interior and exterior of the premises and will be centrally monitored and recorded utilizing a 250 GB Digital Video Recorder. The system will be set to record 24 hours each day. Adequate exterior lighting will be maintained in all areas. Licensee shall maintain recorded data for a minimum of one week and make such data available upon demand to any law enforcement agency.



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

6. TRASH REMOVAL AND COLLECTION

Hubbard Steak has already contracted with, and will continue to contract with a licensed waste collection and hauling contractor to provide adequately sized dumpster and scheduled hauling service. Dumpsters will be placed in the rear of the premises off of the alley such that they can be accessed and emptied by the hauling contractor quickly and without unduly interfering with other ingress or egress from the alley during collection. Collection by the hauler will be scheduled during regular business hours (8am to 4pm) to mitigate the impact of refuse removal noise. Hubbard Steak will store and remove garbage from the premises on a regular basis consistent with Chicago Board of Health Rules and Regulations. All garbage and rubbish will be removed and disposed of daily or at such other frequencies as may be necessary to prevent a nuisance. When garbage is removed at the end of the business day employees will move and place the garbage in plastic sacks carefully and quietly into the dumpsters so as to make little or no noise. Licensee will maintain a clean grease box service to help control rodent attraction to the premises.

7. MEETINGS AND COMMUNITY ORGANIZATIONS

Hubbard Steak is and will remain a member of and attend meetings of the River North Business Association and the Illinois Restaurant Association and other appropriate community organizations and will from time to time offer the premises for community and other fundraising activities. In addition, Hubbard Steak will participate in local C.A.P.S. meetings, hospitality C.A.P.S. meetings, meetings with the office of the Alderman, police commander and other groups to discuss any neighborhood issues or concerns.

8. EXTERIOR SAFETY PLAN

Hubbard Steak Exterior Safety Plan incorporated herein, shall prevent or minimize the following conditions:

- a) Excessive Noise - Licensee will prevent excessive noise during business hours from customers entering and leaving the premises by posting signage at the door including "Please Respect our Neighbors, Please Exit Quietly." In addition to signage, security staff will be posted at the front door monitoring and carding customers and respectfully but firmly requesting departing customers to leave quietly. Licensee will close its front windows at 10:00p.m., to abate any sound issues. Licensee's security will be responsible for enforcement of Hubbard Steak security policies, all of which shall be consistent with all local, state and federal laws.



DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO

b) Obtrusive Customer Behavior: If a customer is inside the establishment and is acting obtrusively, security staff and/or the manager on duty are instructed to kindly approach the customer and request that the customer leave the premises. In addition, the manager on duty or security staff will assist the customer in getting a taxi, or if with friends, the manager on duty and/or security staff will also kindly request the friend or friends to please leave quietly with the obtrusive customer. In any event, assistance with getting a taxi or taxis will be offered.

c) Exterior Loitering at Front Door, Smoking Area or Other Areas: While there will generally be some customer traffic at the front door, customers and other individuals will not be allowed to loiter in front of the premises. Customers will be allowed to enter and exit with appropriate ID and proof of entry payment in order to smoke cigarettes outside. Smoking will be prohibited within 15 feet of the front door. During this time they must keep their noise level quiet or they will not be permitted to re-enter the premises. If customers are NOT smoking, then security staff will alert them to either come back into the establishment or not loiter in the front of the establishment.

A designated smoking area will be indicated and a secure exterior ash tray will be provided. Security staff will also walk around the building exterior at regular intervals depending on the night, generally every hour starting at 9pm through close to confirm that no individuals are loitering near the premises out of direct sight from the front door. The security camera system will also be utilized to monitor record and preserve all exterior activity.

d) Accumulation of Litter: In addition to the secure exterior ash tray, Licensee will control the accumulation of litter from its customers and other individuals by maintaining a routine sweep of litter outside the establishment by our staff. The walk around sweeps will occur at opening and periodically through closing each night. The final sweep each night of operation will include a sweep of litter for a half block on each side of the premises along Hubbard Street and around the perimeter of the premises.

e) Fights, Verbal Harassment and Criminal Activity: Proper prevention of fights and other such activity begins with proper security procedures at the front door and proper control and monitoring of alcohol consumption by customers consistent with the BASSET training of all managers and servers. In the event of a fight, verbal harassment incident or criminal activity outside the premises, security staff and the manager on duty are responsible to call 311 for non-emergency situations and 911 for emergencies.



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

In the event of any such activity occurring within the premises, the manager on duty and security staff are instructed to immediately contact police, turn up lights, turn off music, intervene in a manner consistent with the safety of all individuals and if possible remove any offenders from the premises.

f) Parking and Traffic Congestion: In addition to the requirements of Section 8 herein, customers will be encouraged to utilize public transportation options and provided directions to bus stops and el stations on Hubbard Steak's web site. Hubbard Steak shall discourage any illegal parking of vehicles by its patrons in and around the premises by refusing to service to any such person who is parking their car illegally and Licensee's security personnel will monitor the exterior of the Premises to prevent and deter patrons from parking illegally.

g) Pedestrian Traffic: Hubbard Steak is encouraged to create a line within the interior of the premises. When an interior line is not possible Hubbard Steak will mitigate interference with pedestrian traffic in front of the premises by creating a single file line along the exterior window line for entering patrons and utilizing a two person entry team of a cashier and security manager to move patrons quickly through the line. In the event that the premises reach maximum capacity, a short line will be maintained along the exterior window line and all others will be encouraged to depart by security.

Licensee agrees that when a sidewalk café has been installed on the public way that the distance between the sidewalk café barrier and the building wall shall be 6 feet.

9. The Licensee shall not apply for a Late Hour license at any time.
10. Hubbard Steak agrees not to expand the Premises without, first, applying to the City of Chicago for the right to expand the Premises.
11. Hubbard Steak will not sell package goods for the consumption off the Premises.
12. Kitchen shall remain open. The licensee shall offer food preparation and service to its patrons until midnight or one hour before closing, whichever is later.



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

13. While licensee may enlist the services of traditional PR firms, ad agencies, event planners and the like, licensee will not employ so-called “promoters” or unlicensed persons or entities to market or promote any entertainment activities conducted at the premises. Special one-off opportunities will be run by the Alderman for approval.
14. Licensee will not utilize the services of a guest disc jockey (DJ). A “guest DJ” will be defined as an out of town DJ that charges over \$2000 for a performance.
15. In addition to private events, not open to the general public, Licensee will only allow performances by live bands no more than six (6) times per calendar year.
16. Licensee shall only charge a fee for entrance to the Premises in accordance with a performance by a live band or DJ pursuant to Sections 14 and 15 of this Plan of Operation.
17. Licensee shall abide by Chapters 4-60-140(g) and 4-60-050(c) of the City of Chicago Municipal Code concerning the prohibition of any live or recorded music being played or performed in any outdoor patio.
18. Licensee will not install any flashing signage.

The conditions of the Tavern liquor license issued pursuant to this Plan of Operation are legally binding and may be enforced by the City of Chicago enforcement authorities under MCC 4-60-040. All other conditions of the license are governed by the City of Chicago Municipal Code. Violation of the above stated conditions may result in the imposition of a fine and/or suspension or revocation of all business licenses issued to the Licensee. Violation of the above stated conditions may also result in the issuance of Cease and Desist Orders prohibiting the activity which violates the conditions of the liquor license.

The conditions of the Tavern liquor license issued pursuant to this Plan of Operation shall apply to the business address and License and to all officers, managers, partners, and direct or indirect owners of the licensed entity. The sale of the business to other persons purchasing the stock or membership units of the licensed entity does not void the conditions of the license. Any and all potential new owners of the licensed entity shall be subject to the same conditions set forth in this Plan of Operation.



**DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO**

It shall be the duty of every person conducting, engaging in, maintaining, operating, carrying on or managing the above mentioned business entity to post this liquor license plan of operation next to the Liquor License in a conspicuous place at the business address.

Licensee: HUBBARD STEAK, LLC

**Premises: 112-114 W. Hubbard Street
Chicago, IL 60654**

**Steven Tavoso
Managing Member
HUBBARD STEAK, LLC**

**Gregory Steadman
City of Chicago
Local Liquor Control Commissioner**

Signed this Day of October 15th, 2014