



DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO

LIQUOR LICENSE PLAN OF OPERATION

Licensee: Met Partners, Inc.
d/b/a: The Mine Music Hall

Premises: 1431 W. Lake Street
Chicago, Illinois 60607

Licenses: Tavern, Late Hour, Public Place of Amusement
Account#: 82054

Pursuant to the City of Chicago Municipal Code Section 4-60-040(h), the City of Chicago Department of Business Affairs & Consumer Protection/Local Liquor Control Commission and the above named licensee have agreed to the following license conditions to assure that the continued operation of its business will not be a law enforcement problem or cause a public nuisance or deleterious impact on the health, safety and welfare of the community.

1. This Plan of Operation is effective beginning September 1, 2017.
2. **Hours of Operation:** Licensee shall ensure that no alcohol sale or consumption takes place on the Premises after the permitted hours. Licensee shall ensure that no patron or non-employee of the establishment is on the Premises after the permitted hours. Licensee shall open at 10pm and shall close no later than 4:00 am on Sunday through Friday and 5:00 am on Saturday. The Licensee shall initiate its "soft closing" forty-five (45) minutes before closing time. Such "soft closing" shall consist of:
 - 3:15 am Sundays through Fridays/4:15 am Saturdays:
 - i. Security prevents further entry into venue;
 - ii. Last call is announced inside the venue.
 - 3:30 am Sundays through Fridays/4:30 am Saturdays:
 - i. Music is turned off;
 - ii. Lights are turned up;
 - iii. Cease alcohol service;
 - iv. Patrons are asked to finish their beverages and exit the Premises quietly;
 - v. Security will clear the sidewalks/area surrounding the Premises.
3. **Outdoor Lighting:** The Licensee shall install and maintain adequate lighting on all sides of the licensed Premises, including any alleyway accessible by the business to ensure the



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safety of all patrons and employees. The lighting shall include 150-watt halogen or LED fixtures and be able to produce discernable images from a distance of 15 feet in front and on all sides of each entry and exit.

4. **Security Cameras:** The Licensee shall maintain a digital camera and recording security system inside and outside of the Premises with the following specifications:
 - The camera system shall have eight (8) exterior wide-angle high-definition cameras, including 2 in the alley
 - The camera system shall have fourteen (14) interior high-definition cameras;
 - The cameras are sufficiently light sensitive and provide sufficient image resolution to produce easily discernable images;
 - The images recorded by the cameras shall be capable of being viewed through use of compact disc, electronic file transfer and other digital media and shall be capable of being transferred to a variety of portable form of media including, but not limited to, compact disc and digital video disc;
 - The cameras shall view and shall be able to record images of persons and cars 1) along the business' driveways/alleys; 2) outside the building within the parking lot; 3) inside of the licensed Premises; and 4) on the sidewalks adjacent to the Premises;
 - The cameras shall be able to record discernable images from a minimum of 15 feet in front of and on the sides of any business entrance;
 - The Licensee shall maintain video recordings for a minimum of thirty (30) days, and shall be indexed by date and time. All recordings shall be stored at the licensed Premises in a secured manner and shall be made immediately available upon request of any City of Chicago agency.
 - The system will be centrally monitored on the Premises and will be set to record when business is being conducted.
 - The security camera system will also be utilized to monitor, record, and preserve exterior activity.

5. **Security Staff:** Licensee shall hire an independent licensed and bonded security firm in addition to its in house security team. The licensed security shall have a visible presence both inside and outside the establishment. Licensee shall employ at least 12 security staff on Friday, and at least 16 security staff on Saturdays. All security shall be attired in clothing that makes them easily identifiable as security. The security team shall provide the following services:



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- Wand and/or pat down all patrons prior to entering the Premises
- Strictly enforce a dress code
- Patrol the interior and exterior areas of the Premises, including all business entrances, restrooms, exits, parking lots and sidewalks
- Patrol within the Premises to ensure customers conduct themselves in a lawful manner
- Take affirmative steps to eliminate loiterers and trespassers so that sidewalks and entrances to the Premises are not impeded
- Security guards and any other employees shall immediately report any and all illegal activities occurring on or within sight of the licensed Premises to 911. Security guards and any other employees shall identify themselves as an employee of the licensee to the 911 operator. Calls to 911 made from any phone shall be recorded in the "incident and activity log."
- Maintain an "incident and activity log" that lists all events requiring their intervention, and all calls to 911. This "log" shall document the date, time, reason and outcome of the event or phone call
- Security guards and other employees shall sign complaints and testify in Court as necessary
- Security shall deny entry to any person who is visibly intoxicated and/or disorderly
- Security shall prevent drinking on the public way or carrying alcohol outside of the Premises
- If a customer is inside the establishment and is acting unruly, security staff and/or the manager on duty are instructed to approach the customer and kindly request that the customer leave the Premises. The manager on duty or security staff will assist the customers in getting a taxi, or if with friends, the manager on duty and/or security staff will also kindly request the friend(s) to please leave quietly with the unruly customer. In any event, assistance with getting a taxi will be offered
- Patrons exiting the Premises who appear to be over served will be encouraged to take a taxi/Uber/Lyft home and will be assisted by security staff into taxis/Uber/Lyft
- Licensee's security will be responsible for enforcement of Transit's security policies, all of which shall be consistent with its Late Hour Exterior Safety Plan and all local, state and federal laws



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6. **Incident Monitoring and Reporting:** In the event of any fighting, disturbances of the peace, public intoxication, unruly behavior, or any other criminal 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.
7. **Staff Certification:** Licensee shall provide the Department of Business Affairs and Consumer Protection a list of all current staff members and maintain proof of each server and security staff member's Beverage Alcohol Sellers and Servers Educational and Training (BASSETT) certification by the Illinois Liquor Control Commission. All servers and security staff will be trained to identify intoxicated patrons and will take proactive steps to prevent the intoxication of patrons. Any employee who knowingly violates the law or policy by serving alcohol to a minor, serving alcohol on any non-permitted portion of the public way, allowing the number of patrons to exceed capacity, or operating after hours shall be terminated with or without warning. A less grievous breach in policy shall cause such employee to be demoted and seriously penalized. All staff shall be informed of this policy.
8. **Proper Identification:** Patrons entering the Premises must be 21 years old or older. All patrons entering the Premises will be required to produce a government issued ID prior to entry. Security staff shall be trained to detect fake licenses or identification cards in order to ensure that no underage admission or drinking takes place on the Premises.
9. **Occupancy Limits:** Licensee shall not allow the occupancy of the Premises to exceed the legally permitted occupancy. The legally certified occupancy for the Premises is currently 920. Licensee shall ensure that two (2) staff members are posted at the front entrance and each account for every patron entering and exiting the Premises. Each staff member responsible for counting patrons shall have a handheld counting clicker, one to count patrons entering and one to count patrons exiting the Premises.
10. **Smoking Ordinance:** Licensee shall enforce all applicable City and State non-smoking laws as they relate to both the interior and the exterior of the Premises. Patrons will be allowed to enter and exit with appropriate ID in order to smoke cigarettes outside. Smoking will be prohibited at the front of the Premises; instead patrons will be instructed to go to a designated smoking area west of the Premises parking lot driveway and two (2) secure ash trays will be provided. Security shall ensure that patrons in the smoking area keep a low noise level.
11. **Posting of Warning Signs to Patrons:** The Licensee shall conspicuously post signs



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inside and outside as follows: 1) "parking is for patrons only"; 2) "no loitering allowed"; 3) "you are being videotaped"; 4) "respect neighbors, leave quietly".

12. **Noise Ordinance:** Licensee shall comply with all applicable provisions of the Chicago Noise and Vibration Control Ordinance. Licensee shall prevent excessive noise from patrons leaving or entering the Premises by posting signs near the exits and entrances that read "Respect Neighbors, Leave Quietly." Licensee shall take immediate action to alleviate and abate any excessive noise at any time.
13. **No Loitering Tolerated:** Licensee will mitigate interference with pedestrian traffic in front of the Premises by creating a single file line along the front of the Premises, east of the entrance for entering patrons and utilizing a two-person entry team of security staff to move patrons quickly through the line. In the event that the Premises reach maximum capacity, a short line of no more than fifty (50) people will be maintained along the front of the Premises. The line shall be formed to the east of the entrance only, and all others will be encouraged to depart by security. A security guard will be dedicated to the line to ensure that those waiting in line are respectful of the neighborhood by keeping the noise level to a minimum.
14. **Site Cleanliness:** Licensee will control the accumulation of litter by maintaining a routine sweep of litter outside the establishment by its staff. Licensee shall prevent the accumulation of litter by designating an employee responsible for picking up any trash that is located in front of and around the whole block of the establishment. The Licensee shall thoroughly clean the exterior Premises daily to remove any trash and litter. Licensee shall maintain sufficient trash containers to accommodate any waste generated. The Licensee shall ensure that all trash containers shall be fitted with a tight fitting lid that shall be kept covered except when opened for the disposal or removal of garbage.
15. **Use of Promoters and DJs:**
 - Licensee shall use one (1) in-house promoter who will hire talent in keeping with the new concept.
 - Licensee shall provide the promoter's name, phone number, email address, and social media marketing names to the BACP and the police department.
 - Licensee shall request and obtain approval from BACP in advance of the use of its in-house promoter and any proposed change to that in-house promoter.
 - Licensee shall provide the police department with a bi-weekly event calendar and identify any performers scheduled for live shows in advance of their performance.
 - Licensee shall vet all performers and DJs by researching their social media sites and any alias' they may use or have used.



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- Licensee shall provide the police department with a list of any DJs performing at the club and their performance names.
 - Licensee shall only use DJs vetted by the police department.
17. **Sale of Packaged Goods:** Licensee will not sell packaged goods for consumption off the Premises.
18. **Party Bus Policy:** Licensee shall not knowingly allow patrons from party busses inside the establishment.
19. **Responsible Alcohol Service:** All servers and security staff will be trained to identify intoxicated patrons and will take pro-active steps to prevent the intoxication of patrons. It shall be the responsibility of all servers and security staff to ensure that patrons are not over served and to monitor the alcohol consumption of patrons.
20. **Valet Service:** Valet service shall only be operated in the parking lot. In order to alleviate traffic, all vehicles will enter the parking lot on the Lake Street entrance and all vehicles will exit the parking lot on Randolph Street. Licensee staff will ensure that cars only enter and exit the parking lot in this manner. The Licensee shall post adequate security personnel to ensure that the valet service is operating efficiently and professionally. Licensee shall ensure that patrons keep quiet while waiting in line, and shall prevent patrons from blocking the public way. Licensee shall discourage any illegal parking of vehicles by its patrons in front of and around the Premises by refusing to service to any such person who parks illegally and Licensee's security personnel will monitor the exterior of the Premises to prevent and deter patrons from parking illegally. Licensee shall comply with all relevant federal, state and city laws and rules including MCC 4-232.
21. **Evacuation Plan:** Licensee has an evacuation plan outlined in its Exterior Safety Plan that has been approved by the Department of Business Affairs and Consumer Protection in case of an emergency. All personnel will be aware of the plan and know how and when to evacuate all patrons as efficiently as possible.
22. **Exit/Entry Doors:** The rear door of the Premises shall not be used for patrons entering or exiting the Premises. The rear door shall remain secure during all hours of operation and shall only be used by staff on "as needed" basis. Patrons may exit the Premises through the rear door in the event of an emergency only.
23. **CAPS and Community Meetings:** The Licensee or a representative shall regularly



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attend all 012th District C.A.P.S. (Community Alternative Policing Strategy) meetings. If requested to attend, the licensee or a representative shall attend all meetings conducted by the Alderman, Police Commander, the 012th District Business Meeting, and any similar CPD-sponsored meetings to improve awareness with community concerns of the neighborhood. If requested to attend by the local alderman, the Licensee shall meet with local community groups, upon reasonable notice, to identify and address any issues with the operation of the business, including noise, loitering, crime and other quality of life issues.

24. **Staff Training and Plan Enforcement:** The Licensee and/or Licensee's manager shall train all staff on the procedures as required in this Plan of Operation;

- The Licensee and his agents shall fully cooperate with the Local Liquor Control Commission (LLCC), Department of Business Affairs and Consumer Protection (BACP) and the Chicago Police Department (CPD) in all inspections and investigations. The Licensee shall, upon request, produce any records that have been requested by the above listed **within ten (10) days** of such request.

The conditions of this Plan of Operation are legally binding and may be enforced by City of Chicago enforcement authorities under the City of Chicago Municipal Code §4-60-040(h). All other conditions of the license are governed by the City of Chicago Municipal Code. Violation of the above stated conditions, unless otherwise agreed to, may result in the imposition of a fine and/or suspension or revocation of all business licenses issued to the Licensee. Violations 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 this Plan of Operation shall apply to the business address and Licensee and to all officers, managers, partners and direct or indirect owners of the entity of which is licensed. 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.

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 on the licensed Premises.



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Premises: 1431 W. Lake Street
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Barry A. Paddor, President

Shannon K. Trotter
City of Chicago
Local Liquor Control Commissioner

Date: 9/7/17