DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO

LICENSE PLAN OF OPERATION

Licensee: The Joinery Studios, LLC dba The Joinery
Premises: 2533-2537 W. Homer St.
Application Type: Public Place of Amusement, Consumption on Premises & Outdoor Patio

Pursuant to Sections 4-60-040 (h) and 4-156-311 (d)(A), of the City of Chicago Municipal Code, the City of Chicago Department of Business Affairs and Consumer Protection ("BACP") and the above-named Licensee have agreed to the issuance of Consumption on Premises-Incidental Activity Liquor, Outdoor Patio & Public Place of Amusement Licenses ("Licenses"), under the following conditions:

1. **Operation of Business.** Licensee will keep, use, maintain, advertise and hold itself out to the public as an event space to host parties and gatherings, lectures, seminars, exhibitions and other similar artistic presentations and/or cultural events. Licensee will execute written contracts with all persons wishing to host any function at the Premises.

   Licensee will not operate its business as a nightclub. Licensee, however, may enlist the services of PR firms, ad agencies, event planners, etc. for advertising and marketing purposes.

   Nothing in this Plan of Operation prohibits Licensee from making the Premises available for family-themed events (e.g., movie nights), not-for-profit functions (e.g., Boy/Girl Scouts), and/or gatherings of particular interest to neighborhood residents (e.g., community meetings).

   A venue manager will be on-premise for all events start to finish. The primary duties of the manager will be to ensure compliance with contract requirements, attend to the needs of the guests, and enforce all provisions set forth in this Plan of Operation. Licensed security personnel will be employed to assist the manager as necessary.

2. **Event Attendance.** A maximum of 160 guests will be allowed for a sit-down dinner and the number of guests for a stand-up event will be limited by the City of Chicago Occupancy Placard maximum.
3. **Hours of Operation.** Events may be hosted at the premises between the hours of 10:00 a.m. and 12:00 a.m. on Sundays through Thursdays and between the hours of 10:00 a.m. and 1:00 a.m. on Fridays and Saturdays. On New Year’s Eve, an event may be hosted between the hours of 10:00 a.m. and 2:00 a.m.

The outdoor patio space at 2537 W. Homer shall be used as an accessory and extension space for any event to be hosted inside the existing building at 2533 W. Homer. Licensee will close its outdoor patio space by 9:00 p.m. on Sundays through Thursdays and 10:00 p.m. on Fridays and Saturdays.

4. **Food and Beverage Service.** All catered food served at functions held at the Premises will be provided by professional catering companies and/or restaurant operations that are duly licensed by the City of Chicago.

5. **Signage and Exterior Lights.** Exterior business signage will be limited to existing signage. No flashing or internally lit signage will be displayed on premises. Licensee will display signage visible from the inside of the premises reminding persons exiting the Premises to leave the area quietly and respectfully. Except for safety lighting, lights on the patio will be turned off when outdoor space closes.

6. **Noise Control.** Licensee will monitor noise levels and will ensure that sound does not exceed limits permitted under the City of Chicago Environmental Noise Ordinance. Licensee shall close all windows by 10pm.

7. **Live / Amplified Entertainment.** Licensee will not permit any live band entertainment in its outdoor space. Licensee will limit musical entertainment within the Premises to DJ’s and bands with 5 members or less.

8. **Exterior Lights.** Licensee will not install any flashing, strobe, or similar lights in its outdoor space.

9. **Refuse Removal.** Licensee will conduct routine inspections of the public right of way in front of and immediately adjacent to the Premises for litter, and will remove and properly dispose of such litter. Licensee agrees to have all trash generated by the business picked up on a regular basis and to strictly adhere to all City of Chicago ordinances concerning litter and garbage.

10. **Smoking.** No smoking is allowed inside the Premises. When smoking occurs on the public right-of-way, event attendees will be encouraged to congregate near the cigarette butt receptacle mounted to the building away from adjacent properties.

11. **Traffic Control.** Licensee will ensure that all equipment, gear and supplies used in connection with any function held at the Premises are loaded and unloaded at the loading dock and associated permitted driveway of the Premises located at 2535 W Homer. Licensee will ensure that all such loading and unloading is performed in a timely and professional. The venue manager will monitor to ensure cars are not parked in the driveway for an extended basis. To help reduce driving by guests, Licensee will encourage the use of ride-share services and public transportation.
12. **Parking.** Licensee will work with local property and business owners to provide reserved off-street parking spaces to accommodate parking needs of various event attendees as necessary. Parking arrangements and lot locations may vary depending on time, local property developments, feasibility and event-type.

The Licenses issued pursuant to this Plan of Operation are legally binding and may be enforced by the City of Chicago enforcement authorities under Section 4-60-040 (h) of the City of Chicago Municipal Code. All other conditions of the Licenses 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 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 giving rise to the violations.

This Plan of Operation shall apply to the Premises and Licensee and to all officers, managers, partners, and direct or indirect owners of Licensee. The sale of the business to other persons purchasing the membership units of Licensee does not void this Plan of Operation. All potential new owners of the Licensee shall be subject to the same conditions set forth in this Plan of Operation.

It shall be the duty of the Licensee and every person conducting, engaging in, maintaining, operating, carrying on or managing the Premises to post this Plan of Operation next to the License in a conspicuous place in the Premises.

**Licensee:** The Joinery Studios, LLC dba The Joinery

**Premises:** 2533-2537 W. Homer St.  
Chicago, IL 60647

David Sanderson  
Managing Member  
5/3/19

Shannon K. Trotter  
City of Chicago  
Local Liquor Control Commissioner