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January 17, 2024

RECEIVED

JAN 23 2024

BY COMMUNITY BOARD 8

FedEx
Community Board No. 8
505 Park Avenue, Suite 620
New York, New York 10022
Attention: Will Brightbill, District Manager

Re: RJL C NY Upper Eastside Lessee LLC and Highgate Hotels LP
dba Courtyard NY Manhattan Upper East Side
410 East 92nd Street
New York, NY 10128

Dear Will:

I am providing the statutory Thirty-day notice of intention to file a class change application from an eating place beer license to a hotel wine license application with the New York State Liquor Authority for RJL C NY Upper Eastside Lessee LLC and Highgate Hotels LP. We are also submitting a temporary retail permit application for the hotel wine license.

Thank you.

Very truly yours,



Jules Vigh
Paralegal

Enclosure

☐ Original☐ Amended

Date _____

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice Sent: **January 17, 2024**1a. Delivered by: **FedEx: 7748 2923 6855**

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

For premises outside the City of New York:☐ New Application ☐ Removal ☐ Class ChangeFor premises in the City of New York:☐ New Application ☒ ~~New Application~~ and Temporary Retail Permit ☐ Renewal ☐ Alteration ☐ Removal☒ Class Change ☐ Method of Operation ☐ Corporate ChangeFor **New** and Temporary Retail Permit applicants, answer each question below using all information known to dateFor **Renewal** applicants, answer all questionsFor **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)For **Corporate Change** applicants, attach a list of the current and proposed corporate principalsFor **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocationFor **Class Change** applicants, attach a statement detailing your current license type and your proposed license typeFor **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes**Please include all documents as noted above. Failure to do so may result in disapproval of the application.****This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:**3. Name of Municipality or Community Board: **Manhattan Community Board No. 8**Applicant/Licensee Information: **License ID No: 0318-22-102298**4. Licensee Serial Number (if applicable): **1265999**Expiration Date (if applicable): **03/31/2025**5. Applicant or Licensee Name: **RLJ C NY Upper Eastside Lessee LLC and Highgate Hotels LP**6. Trade Name (if any): **Courtyard NY Manhattan Upper East Side**7. Street Address of Establishment: **410 East 92nd Street**8. City, Town or Village: **New York**, NY Zip Code: **10128**9. Business Telephone Number of applicant/ Licensee: **855 809 3511**10. Business E-mail of Applicant/Licensee: **lorna.grove@highgate.com and jules@brpclaw.com**11. Type(s) of alcohol sold or to be sold: ☐ Beer & cider ☒ Wine, Beer & Cider ☐ Liquor, Wine, Beer & Cider12. Extent of Food Service: ☐ Full Food menu; full kitchen run by a chef/cook ☒ Menu meets legal minimum food requirements; food prep area required13. Type of Establishment: **Hotel**☐ Seasonal Establishment ☐ Juke Box ☐ Disc Jockey ☒ Recorded Music ☐ Karaoke14. Method of Operation:
(check all that apply)
☐ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____
☐ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment
☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel
☐ Other (specify): _____

15. Licensed Outdoor Area: ☐ None ☐ Patio or Deck ☐ Rooftop ☐ Garden/Grounds ☐ Freestanding Covered Structure
(check all that apply) ☐ Sidewalk Cafe ☒ Other (specify): **Exterior private guest terraces**

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on: **Entire Hotel**
17. List the room number(s) the establishment is located in within the building, if appropriate: **N/A**
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- | | |
|------------|---------------|
| N/A | |
| Name | Serial Number |
21. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (if YES, SKIP 23-26) ☒ No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: **Madison 92nd Street Associates LLC c/o Madison Equities**
23. Building Owner's Street Address: **555 Fifth Avenue - 9th Floor**
24. City, Town or Village: **New York** State: **New York** Zip Code: **10017**
25. Business Telephone Number of Building Owner: **212 360 6030**

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: **Donald M. Bernstein, Esq. / Bernstein Redo & Savitsky PC**
27. Representative/Attorney's Street Address: **1177 Avenue of the Americas - 5th Floor**
28. City, Town or Village: **New York** State: **New York** Zip Code: **10036**
29. Business Telephone Number of Representative/Attorney: **212 651 3100**
30. Business E-mail Address of Representative/Attorney: **donald@brpclaw.com**

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

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

31. Printed Principal Name: **Edward W. Martin III** Title: **Vice President of co-licensee - Highgate Hotels LP**

Principal Signature: _____



X