

Sherwood Lounge LLC  
Colleen Humphreys  
1418 White Bear Avenue  
St. Paul, MN 55106

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SEP 21 2011

*[Handwritten signature]*

September 20<sup>th</sup>, 2011

Re: Request for existing Liquor License parameters to be increased.  
The following request is in conjunction with the approved Variance currently on file; dated June 15<sup>th</sup> 2009, file #09-080571

Dear Zoning and Planning Administrators:

I Colleen Humphreys, Owner of Sherwood Lounge LLC hereby request the following modifications to my existing Liquor License parameters-

As per the attached existing floor plan and expansion plan:

**1. Increase Existing Bar Sq'-**

Increase the existing bar patronage area by approximately 220 sq'. This area is achieved by the removal of the existing storage area currently located at the rear south corner of the building and relocating it to the neighboring unit. With this increased Sq', you will note an alternate layout for the placement of bar tables and amusement games etc, this is required to allow space for the ordering window and access to the proposed future kitchen. In addition some space at the rear of the building will be utilized for a dedicated band area. The total increase in seated patrons will be only 6 additional seats. Although more seating may be potentially squeezed in, that is not the intent here, the bar is already cramped in the back room area, so these alterations will aid in releasing that existing congestion.

**2. Relocate Liquor Storage Area-**

By utilizing the existing neighboring unit, the liquor storage area will be relocated directly behind the existing bar. The approximate size of this area is also 220sq'. This area will be secured by fire code lockable doors at two access points. No direct access will be available to the public, nor the employees working the kitchen when that element is implemented.

**3. Install New Beverage and Beer Cooler-**

Again by utilizing the existing neighboring unit, I would install a new self contained cool room of approximately 228sq' in size. This cooler would be utilized for the storage and cooling of bottled, canned and keg beer along with other malt and alcoholic beverages. When the future Kitchen Cooler area is implemented, a dividing wall will be installed in such a way, to not allow access by kitchen staff to the alcohol storage areas. During the interim the kitchen access door to the cooler will remain locked to avoid any outside access.

#### **4. Increase Existing Outdoor Patio Sq'-**

In consideration of the demand for the existing patio, combined with the introduction of food being served, it would be in our best interest to increase our outdoor seating capacity. This new uncovered area will also offer a more diverse area for those whom appreciate the direct sunlight. Unlike the current patio which is entirely covered. The estimated area to be added is approximately 20' x 15' = 300 sq'.

#### **5. Entertainment License Class (A) to be added-**

In consideration of the new configuration I have elected to dedicate an area for the seasonal entertainment that we currently apply for special permits to achieve. This area will be dedicated for bands/karaoke to setup on. No dedicated dancing area or dance floor is incorporated. The type of entertainment would be anticipated as more of an acoustic 2-4 piece band, more of a lounge and listen theme. The Karaoke concept may also be incorporated, with its continuation being dependant on its success. The anticipated days for such entertainment would most likely be Thursday – Saturday between the hours of 8pm through 1am, however the Karaoke element may be incorporated on a Tuesday or Wednesday?. In order to utilize this area accordingly, I hereby request the addition of a **Class A Entertainment License** to my Liquor License request. On some festival occasions like Fundraisers or potentially St Patrick's Day or Halloween, I may choose to do a full band and dance floor concept/promotion. In the event that I do, a special permit (Temporary Entertainment License) will be applied for to accommodate such a request, as I have done so in the past.

#### **6. Timeline of proposed alterations-**

The estimated timeline for such alterations would be as follows:

1. If the 45 day Liquor License review period is complete by October 20<sup>th</sup>, the final construction plans for Building Permit will be submitted immediately with the hope to start construction by the week of Oct 24<sup>th</sup>
2. Alterations for new Storage area and Cooler, anticipated completion by Mid November
3. Upon completion of these areas, I would proceed to relocate inventory from the existing storage areas, allowing for removal of the old storage and modifications to the existing bar area.
4. Remodel existing bar area, anticipated time of completion by Nov 30<sup>th</sup>
5. Proceed to finalize Kitchen area design, layout and menu
6. Hope to implement the Kitchen area no later than Fall of 2012. In the mean time, the proposed kitchen area would simply be utilized for additional storage.

## 7. Existing License Conditions-

The following addresses and provides alternate options for those conditions not yet applied:

1. *That if the neighbors so desire, the alley behind the Sherwood Lounge be changed to one way according to whatever pattern best serves the neighborhood needs.*

It seems it has not become desirous of the neighborhood to make this a One Way alley. Reason being is when the parking becomes angled in either direction, which ever is deemed most viable, then the employee or supply vehicle can simply pull in or back in as they so choose.

2. *That angle parking be required in the rear of the building according to the plans approved by the City of St. Paul.*

This element will be implemented accordingly after this final review. The direction of the angle is yet to be determined; it will be dependant on the most viable access direction, and any obstructing poles or curbs etc.

3. *That parking in rear of building be limited to employee parking only and that signs be posted Employee Parking Only.*

Signs are already posted and in place accordingly.

4. *That an adequate device or devices be installed to protect the retaining wall on the property at 1793 Sherwood Ave.*

It appears an oversight has occurred with this request. Any installation of devices will do more harm than good. Such installation will essentially have to be in the Right Of Way, therefore reducing the access area and in turn being detrimental to the cause and safety of the area. Also such installation of devices, as close to the wall as possible, may undermine the integrity of the already frail retaining wall, again defeating the purpose.

Therefore I request condition # 4 is altered to specify:

That an adequate device of signage and caution signage be installed, to remind employees parking in this area, that both the fence and wall are nearby and to park and back out with caution. Such signs to post on the fence could say –

**Caution**

**Please Park**

**and Remove**

**your Vehicles**

**with care”**

These signs combined with some reflective strip panels installed along the top of the wall, I feel, will be a much more reasonable way of addressing the retaining wall concerns.



This type of signage combined with the angled parking should substantially alleviate any concerns one may have.

5. *Per BZA Zoning Variance #09-080571, a bicycle rack shall be provided in the front of the building.*

Accordingly, a minimum of a 4 stall bicycle rack will be installed after this final review

**8. Future Expansion-**

By virtue of this request, upon approval and completion of the final phase of the construction currently proposed, I Colleen Humphreys acknowledge that any further expansion of the bar/restaurant would require the submittal of a new zoning variance request.

Sincerely

Colleen Humphreys

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(Owner) Sherwood Lounge LLC