

River City Roll
Management Program

In order to satisfy the requirements of section 20-1045.5 of the zoning ordinance River City Roll is submitting the following Management Program.

a. Operational characteristics and features of the nightclub, including the following:

1. *Staffing levels:* River City Roll staffing levels will vary on a night to night basis. Projected staffing for the opening is included as **Appendix 1**.

2. *Hours of operation, and days of the week on which the establishment will be operated as a nightclub:* River City Roll plans to be open from 5pm to Midnight on Monday, Tuesday, Wednesday and Thursday, from 5pm to 2am on Friday, from 11am to 2am on Saturday and from 11am to Midnight on Sunday. River City Roll will only operate as a nightclub on Friday and Saturday from Midnight to 1:30am. Last call will occur and music will stop 30 minutes prior to the 2am proposed closing time. River City Roll will be a 21 and up only facility after 5pm on all days of operations.

3. *Type of Virginia Alcoholic Beverage Control license and related restrictions:* River City Roll will apply for an On-premise Mixed Beverage Use Restaurant License and will obey all Virginia ABC regulations and restrictions.

4. *Floor plan showing the general arrangement and seating capacity of tables and bar facilities, dance floor and standing room areas and capacity, which floor plan shall be posted on the premises in a prominent location viewable by the patrons:* River City Roll floor plan is attached as **Appendix 2**.

5. *Total occupant load:* 375 total occupant load (including patio).

6. *General type, frequency and hours of entertainment to be provided:* Music provided will be a combination of house bands and DJs with the primary focus of providing background music for the bowling patrons. These entertainment options will only be offered after midnight on Fridays and Saturdays a few times per month. River City Roll does not intend to have ticketed concerts or marketing itself as a "nightclub," River City Roll solely desires to enhance the patrons bowling experience with live and house music.

b. Provisions for off-street parking: River City Roll will have 150 parking spots in an onsite private lot.

c. Provisions for security and crowd management, including the following:

1. *Provisions for a level of security and crowd management sufficient to comply with the requirements of chapter 6, article V of this code, whether or not the nightclub is required to obtain a public dance hall permit:* River City Roll will staff security during all hours of operation after 5pm, with an increased presence on Friday and Saturday evenings. The facility will also be equipped with a state of the art security camera system monitoring all public areas of the facility and a majority of the parking lot.

2. *Procedures, features, arrangements and staffing levels for security and crowd management for both the interior and exterior of the premises:*

River City Roll's security program will address internal and external threats. Its recruiting process will include a formal application that asks for references, job history and information on any crime, other than traffic offenses, for the past seven years. A background check will be conducted on every potential employee. During training, extensive role playing will be conducted for new hires to educate them on how to respond to specific security threats. Training based on the written security plan will establish a base line of policies and procedures and dictate the desired behavior of employees. The job description for the Security Guard is included as **Appendix 3**.

A written security plan will guide how owners, managers and employees plan responses to specific situations. The written security plan will document standards for:

- Training
 - When is "reasonable force" warranted?
 - What is "disruptive behavior"?
 - What is the role of customer service in security?
 - What constitutes ejection or fair warning from the venue?
 - When should the police be called?
 - Where does the property line end?
 - What are the procedures for handling injuries?
- Staffing
 - Security needs are dictated by conditions in the venue. Labor cost is not a factor.
 - "Hot Spots," such as restrooms and the parking lot, will be identified as locations for fights, drug activity and sexual assaults. These areas require enhanced security.
 - How should the security team react when multiple security personnel must react to a situation?
- Daily tasks
 - Conduct formal meetings with all security staff to review assignments, equipment checks, and answer questions about how to conduct policy and procedure.
 - Ensure all radios have fresh batteries and functioning ear pieces. Conduct radio checks with each unit. Ensure each person has a working flashlight.
 - Check each camera individually to ensure it is working. Ensure that the date/time on the DVR is correct.
 - Assign someone to walk the parking lot to check for any lighting issues and to ensure it is clear of any potential hazards. Document any light checks.
 - Check all emergency exits. Ensure all exits are clearly marked and that they are not blocked in any way.
 - Role play specific incidents to assess responses to security threats.
- Situations
 - Fire inside the building
 - Gun drawn in the venue
 - Shooting inside the venue
 - Fight in the building
 - Fight in the parking lot
 - Power outage

- Earthquake

3. A plan and the procedures for mitigating potential adverse impacts on nearby dwelling and business uses: River City Roll intends on being a good neighbor and minimizing any negative impact on nearby businesses and dwellings. Neighboring business will not experience any negative impact from River City Roll due to the fact that River City Roll's hours of operation occur after our neighbors have closed for business. The only dwelling that could potentially be impacted is the Cookie Factory Lofts, where River City Roll Managing Member Rob Long is a resident. Furthermore, River City Roll's landlord, Boulevard Partners LLC, owns The Cookie Factory Lofts and is very sensitive to its residents. Due to the personal connection with The Cookie Factory Lofts, River City Roll will do all things possible to make sure that the residents are not disturbed, to include: no outdoor music on the patio and patio doors will be closed at midnight. Also, it is spelled out clearly in our lease with Boulevard Partners LLC that we will not have music play past 1:30am on weekend nights and that we are not permitted to have outdoor music. Furthermore, Boulevard Partners LLC has stated that they will never allow a tenant at 939 Myers Street to have music past these hours or entertainment on the patio that could disturb The Cookie Factory Loft dwellers.

Appendix 1 - Opening Staffing Plan

Day	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Open	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	11:00 AM	11:00 AM
Close	12:00 AM	12:00 AM	12:00 AM	12:00 AM	2:00 AM	2:00 AM	12:00 AM
Bartender	4	4	4	5	5	6	5
Server	10	10	10	10	12	12	12
Host	3	3	3	3	4	4	3
Busser/Runner	6	6	6	7	9	9	9
Security	1	1	1	1	2	2	1
Utility	2	2	2	2	3	4	3
Cook	6	6	6	7	8	10	9
Security	2	2	2	2	3	3	2
Total	34	34	34	37	46	50	44

PLAN KEY NOTES #

- FEC LOCATIONS. PROVIDE FIRE EXTINGUISHER CABINET. MOUNT CABINET WITH BOTTOM AT 34" AFF. COORD. EXACT LOCATION WITH ARCHITECT BASIS OF DESIGN - LARSON DUO CLEAR ACRYLIC DOOR WITH LARSEN LOC (#4 STAINLESS STEEL) FULLY RECESSED FLAT TRIM
- FURNISH AND INSTALL BRACKET MOUNTED FIRE EXTINGUISHER
- KITCHEN HOOD & FIRE SUPPRESSION SYSTEM, KITCHEN EQUIPMENT, COOLERS, AND BAR EQUIPMENT DELEGATED ENGINEERING DESIGN TO DESIGN BUILDER
- PERMANENT WALL MOUNTED HANDRAIL AND MOVEABLE METAL STEP EQUAL TO COTTERMAN 45CN14
- 2' X 2' FLOOR MOP SINK
- 60" DIAMETER FIRE PIT. NATURAL GAS. TOPANGA ROUND FIRE TABLE FROM RESTORATION HARDWARE #42100126. WEATHERED SLATE FINISH
- ROOF OVERHANG
- 5-TIER, 3-ROW LOCKERS
- EQUIPMENT MOUNTING BOARDS. SEE SPECIFICATIONS
- PIZZA OVEN. BASIS OF DESIGN: WOODSTONE MT. BAKER 6FT COMBINATION OVEN - GAS AND WOOD FUEL. REQUIRES LARGE RADIUS FACADE EXTENSION FOR CURVED WALL. PROVIDE CURVED STORAGE BOX EXTENSION IN BASE. MECHANICAL ENGINEER TO VERIFY DIRECT VENT IS ACCEPTABLE BY CODES OFFICIALS AND EXHAUST HOOD NOT REQUIRED. MANUFACTURER'S REPRESENTATIVE STEVE HOUCK 804-730-0300
- WOOD RACK. BASIS OF DESIGN: FRONT LOGRACK #27417
- WOOD RACK. BASIS OF DESIGN: WOODLAND LARGE WOOD CART WITH WHEELS #1269050

GENERAL NOTES

- BOWLING CURTAINWALL TO BE CONSTRUCTED IN PHASES. REFER TO DETAIL ON A431
- PROVIDE BLOCKING FOR ALL WALL MOUNTED ITEMS. SEE MOUNTING DIAGRAM DETAIL.
- SEE SHEET A411 FOR TOILET ACCESSORIES AND MOUNTING HEIGHTS. REFER DETAILS ON A012
- SEE SHEETS A800 SERIES FOR FLOOR FINISH PLAN AND INFORMATION.
- ALL EQUIPMENT INSTALLATIONS TO CONFORM WITH ICC / ANSI A117.1-2009 REQUIREMENTS.
- PROVIDE ANSI A117 COMPLIANT SIGNAGE AT ALL RESTROOMS EXCEPT AS NOTED OTHERWISE.
- ALL INTERIOR PARTITIONS ARE A6 UNLESS OTHERWISE NOTED



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RIVER CITY ROLL

933 Myers Street,
Richmond VA - 23230

Building Permit - Approved Construction Documents
Under general authority of the Building Code, this approved set of construction documents shall be kept on the job site and shall not be altered without approval from the Building Official. This permit does not approve any Electrical, Mechanical or Plumbing work. This approval does not release the building from complying with all applicable codes, Virginia Uniform Statewide Building Code, City of Richmond regulations, whether noted, implied or omitted.
Plans Approved: 559 Myers Street, PERMIT BLDG-020795-2011
07/14/2017 7:18:20 AM

PERMIT SET 5/1/2017



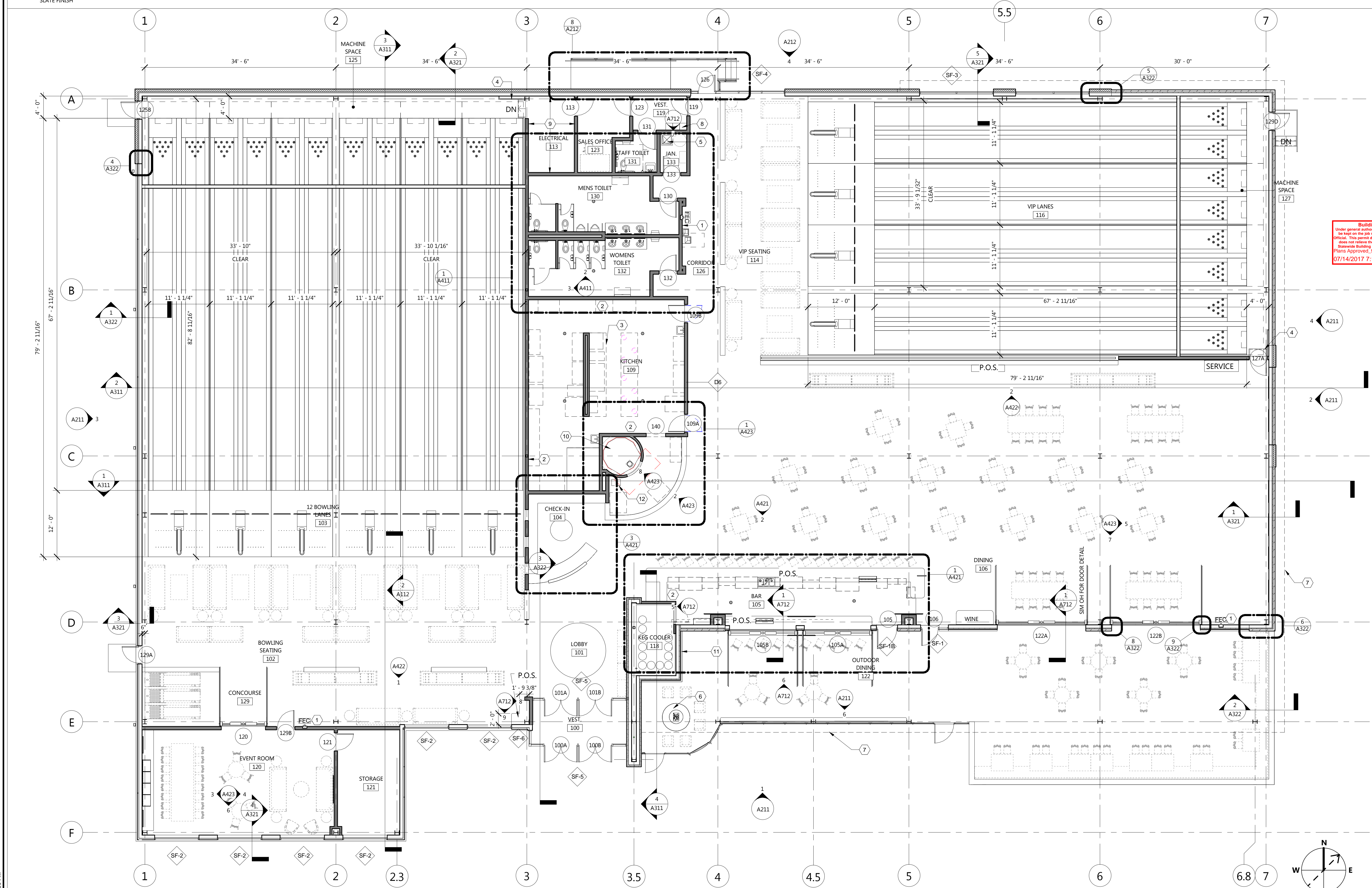
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REVISION SCHEDULE		
No.	Description	Date

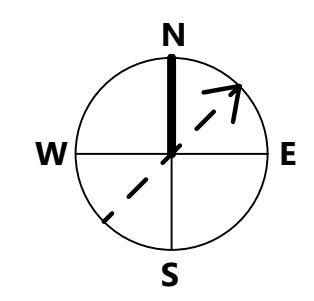
PRICE NO. 2054-01
SCALE: 1/8" = 1'-0"
DATE: 5-1-2017

SHEET:
FLOOR PLAN AND NOTES

A111



1 FLOOR PLAN
SCALE: 1/8" = 1'-0"



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Appendix 3 – Security Guard Job Description

Overview

River City Roll is seeking a professional security guard to protect our premises, assets and personnel. You will maintain a high visibility presence and prevent all illegal or inappropriate actions. The goal is to detect, deter, observe and report.

Responsibilities

- Protect company's property and staff by maintaining a safe and secure environment
- Observe for signs of crime or disorder and investigate disturbances
- Act lawfully in direct defense of life or property
- Apprehend criminals and evict violators
- Take accurate notes of unusual occurrences
- Report in detail any suspicious incidents
- Patrol randomly or regularly building and perimeter
- Monitor and control access at building entrances and vehicle gates
- Watch alarm systems or cameras and operate detecting/emergency equipment
- Perform first aid or CPR

Requirements

- 3-5 years of work experience as a security guard or relevant position
- Trained security officer with diploma
- Ability to operate detecting systems and emergency equipment
- Excellent knowledge of public safety and security procedures/protocols
- Surveillance skills and detail orientation
- Integrity and professionalism
- High school degree