

THE LATE HOUR LIQUOR LICENSE EXTERIOR SAFETY PLAN 4-60-130(f)



Chicago has a vibrant nightlife with many bars and nightclubs that operate late into the night. To help improve the quality of life for nearby residents and ensure the safety of patrons, the City requires all liquor establishments with a Late Hour liquor license to operate with an exterior safety plan.

WHAT IS YOUR RESPONSIBILITY AS A LATE HOUR LIQUOR LICENSEE?

You are responsible to your patrons and the community to operate a safe and nuisance free business.

- 1. CALL 911:** As a liquor licensee, you are required to notify the police of any illegal act that occurs inside or within view outside of your business establishment.
- 2. ATTEND CAP MEETINGS**
- 3. POST EXTERIOR SAFETY PLAN**
- 4. KEEP A LOG OF POLICE CALLS PLACED BY EMPLOYEES**
- 5. ENSURE EMPLOYEES RECEIVE BASSET OR TIPS TRAINING**

More information about this ordinance is available at www.cityofchicago.org/bacp or contact a business consultant at 312-74-GOBIZ

WHAT IS AN EXTERIOR SAFETY PLAN?

- The City of Chicago liquor license code and rules and regulations lay out the requirements for a Late Hour Exterior Safety Plan.
- The plan must address specific concerns in order to maintain the quality of life for residents in the surrounding neighborhood, provide patrons with a safe environment when exiting and entering the establishment, and reduce the need for police resources.

WHAT DOES THE PLAN REQUIRE?

- The implementation of preventative measures designed to reduce excessive noise from patrons entering and leaving the establishment, loitering, littering, fighting, other criminal activity and control departing crowds and traffic flow.
- The installation of surveillance cameras at entrances and exits used by the public recording from 1:00 am to 6:00 am. Recordings are required to be maintained for 30 days.
- The installation of adequate exterior lighting.
- Employment of adequately trained security personnel. The plan should include the number of on-site personnel for security and the extent of their security training.
- For detailed requirement, see 4-60-130(f) of the Municipal Code and visit our website www.cityofchicago.org/bacp for rules and regulations.

SUBMITTING YOUR EXTERIOR SAFETY PLAN

- Late Hour licensees must have a exterior safety plan submitted to BACP.
- New Late Hour license applicants must submit an exterior safety plan prior to the issuance of a Late Hour liquor license.
- Public way use fees for cameras and associated equipment, such as wiring or lighting, installed over the public way will be waived.

TIPS ON PLAYING IT SAFE

- Always maintain the proper amount of security on the premise.
- Provide employees with professional security training and attend security seminars.
- Conduct emergency drills and have written emergency policies.
- Enforce occupancy limits at all times.
- Post a sign outside your establishment that reads "Respect Neighbors, Leave Quietly."
- Contact cab companies before closing to reduce waiting times for patrons.
- Valet companies should retrieve cars in a quick manner to reduce waiting times for patrons and control traffic flow.
- Schedule the proper amount of refuse pick up to avoid overflowing a trash bin.



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The Local Liquor Control Commission
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