

Date of Submission : 6/6/2025

Metropolitan Wine Group LLC  
dba Savannah Wine Institute  
602 E Henry Street  
Savannah GA, 31401  
For the purpose of the

## SECURITY PLAN

### **1. Days & Hours of Operation**

Monday – Saturday , when classes are scheduled

8:00am –10:00pm

The main purpose of the establishment is to provide Wine Certification Courses, Professional Development Wine Workshops and Recreational Wine Classes for the general public. The space is also used as an event space, by way of private wine classes. The wine sampled in each course/workshop/class is available for sale, inventory permitted. Aside from that, we offer a seasonal wine boutique (July - October) where people visiting the Institute will be able to purchase wines for consumption off-site. We will also take appointments for customers to work with a wine professional to purchase wine for personal enjoyment, special events, corporate gifts , etc. The wine boutique will not operate as a local wine shop where people will come to purchase, rather it will be an exclusive experience with a wine professional.

Operations will be as follows:

#### **Intensive Certification Courses (1 or 2 day Monday through Saturday)**

9:00am – 5:00pm

#### **Certification Courses (2 evenings or 4 evenings weeknights only)**

6:00 – 10:00pm

#### **Professional Development Classes/Workshops (Monday through Saturday)**

9:00am – 10:00pm

#### **Wine Boutique (Retail Store) Hours(Monday through Saturday)**

12:00pm – 10:00 pm (available to course participants or by appointment)

**2. Specific measures and procedures to address crowd management both inside and outside of the premises.**

Each class is ticketed/pre-registered. No more than 37 people will be allowed on site at a time (including Staff and Instructors) per class session. Depending on enrollment, the number of sessions will fluctuate, but there will be no more than two sessions operating at the same time. There will be no lines outside as patrons will arrive, check in with staff, and be directed to either a designated visitor reception area or to the session room directly, depending on their arrival time. No patron will be instructed to arrive any earlier than 10 minutes prior to their session appointment time, and no patron will be allowed to enter the establishment more than 30 minutes after the class/course has begun (unless they receive permission from staff directly).

There will be breaks during the Intensive Certification Courses including two 15-minute breaks and one 60-minute lunch break. The students will have to follow the above-mentioned entry procedure each time they depart and wish to regain entry to the course/class.

There are no breaks scheduled for Evening Certification Courses or Recreational Classes or Workshops.

We will not have any no loitering signs, as we are a one tenant commercial space.

### **3. Identification of any parking areas owned or controlled by the establishment.**

Savannah Wine Institute does not operate any parking facilities. Patrons will use street parking where available, usually on E Broad St, the perimeter of Dixon Park or the surrounding side streets.

### **4. Means of controlling access to the premises and parking area**

Savannah Wine Institute does not operate any parking facilities.

Most who visit the Savannah Wine Institute outside of classes/courses/workshops times would do so by appointment or special invite only. Generally patrons, outside of those who live in the neighborhood, do not "walk in". All patrons will be signed in with staff and be directed to either a designated visitor reception area or to the class room directly, depending on their arrival time and business with Savannah Wine Institute.

### **5. Security Staffing**

Savannah Wine Institute does not use security guards, but staff is required to obtain a Savannah Bar Card, and will act as crowd control.

### **6. Measures to combat underage consumption of alcoholic beverages:**

Patrons under the age of 21 are allowed to attend a class/course or workshop on site, however they will not be permitted to consume or purchase alcohol. Staff will check ID's

before each class and purchase of wine by the bottle. Employees will calculate the age themselves.

**7. Measures used to distinguish between patrons who are over and under the age of 21, where applicable.**

Patrons under the age of 21 are allowed to attend a class/course or workshop on site, however they will not be permitted to consume or purchase alcohol. Each guest present their ID upon arrival, and underage participants will be given a wristband to distinguish their under age status. Staff will check ID's before each class and purchase of wine by the bottle. Employees will calculate the age themselves

**8. Measures and procedures to combat the risk of fire:**

For our safety, the following items are prohibited: halogen lighting equipment., electric or gas-powered heaters., incense, smoking and/or drug paraphernalia, illegal substances of any nature., explosives, fireworks, weapons of any kind, smoke laden materials, and/or instruments. hoverboards, self-propelled scooters. We will have operative smoke and fire extinguishers on site.

Patrons will have access to self- service coffee, tea, water for students, however, students must seek assistance from any Staff member. It is unlawful and prohibited to tamper with the operation of any safety equipment. This includes, but is not limited to; smoke detectors, locks, fire extinguishers, window stops, sprinklers, emergency panic bars, stairwell alarms, fire pull stations, and exit signs. Such behavior may result in disciplinary action, criminal prosecution, or any combination. Employees, students, and 3rdparty guests of the Savannah Wine Institute are strictly prohibited from smoking in the building. Smokers must remain 50 feet from any building entrance.

**9. Discuss matters related to managing emergencies, such as fires, evacuation tactics, assignment of employees during emergencies, and coordination with public safety.**

The Facilities Manager is responsible for overall fire safety. Whenever the smoke detector sounds, it should be regarded as an actual emergency. When the alarm sounds, patrons and staff are instructed to leave the premises via any of the 3 exits (front door, side door, courtyard sliding door) and assemble at the entrance of Dixon Park, located directly across the street from the front entrance. Our ADT security system can be relied on contact 911, however Staff will be responsible for calling 911 as backup and all parties will remain in the park (or they can disburse to safety) once everyone is accounted for.

Alarms are located next to each of the emergency exits. Students , employees and staff are instructed to students and staff will inform Savannah Wine Institute by calling the school's main number, 912-662-5199, as soon as it is safe to do so