

## MEMORANDUM

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To: Condition Compliance Unit  
Planning Department  
City Hall, 5th Floor, MS 395

From: Sharon Dickinson, Deputy City Clerk  
Office of the City Clerk  
Room 395, City Hall, MS 160

Subject: **Public Convenience or Necessity (Caldera) Application  
Council File No. 16-1130; CD 5**

Date: October 17, 2016

An application requesting that the City Council make a finding of Public Convenience or Necessity for the sale of alcoholic beverages at CVS Melrose Retail/Drug Store, located at 7500 West Melrose Avenue, Los Angeles, CA 90046 has been filed with the Office of the City Clerk. Inasmuch as Council has directed that involved City departments be informed of this process, you are asked to review the application. The Council file and application can be reviewed on the City Clerk website at:

[www.lacouncilfile.com](http://www.lacouncilfile.com)

Written comments or reports may be addressed to the City Clerk, Room 395, City Hall, 200 North Spring Street, Los Angeles, CA 90012, attn: Sharon Dickinson, Deputy City Clerk. Please reference the Council file number in your correspondence.

Please be advised that this matter can be scheduled for Council consideration at any time on, or prior to **November 9, 2016**. Please contact me to confirm the date of the Council hearing. Your report should be submitted prior to the Council hearing date.