



OFFICE USE ONLY

Original Amended Date **MAR 31 2026**

RECEIVED

by Community Board 3. Mon.

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice Sent: **03/28/2026** 1a. Delivered by: **Certified Mail Return Receipt Requested**

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:
For premises outside the City of New York:

- New Application Removal Class Change

For premises in the City of New York:

- New Application New Application and Temporary Retail Permit Temporary Retail Permit Removal
 Class Change Method of Operation Corporate Change Renewal Alteration

For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date
 For **Renewal** applicants, answer all questions

For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For **Corporate Change** applicants, attach a list of the current and proposed corporate principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

Please include all documents as noted above. Failure to do so may result in disapproval of the application.

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board: **Manhattan Community Board 3**

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): _____ Expiration Date (if applicable): _____

5. Applicant or Licensee Name: **Helen & Co Catering LLC**

6. Trade Name (if any): **Co Lac**

7. Street Address of Establishment: **234 E 4th Street Westerly Store**

8. City, Town or Village: **New York**, NY Zip Code: **10009**

9. Business Telephone Number of applicant/ Licensee: **917-994-4781**

10. Business E-mail of Applicant/Licensee: **helen@vandanyc.com**

11. Type(s) of alcohol sold or to be sold: Beer & cider Wine, Beer & Cider Liquor, Wine, Beer & Cider

12. Extent of Food Service: Full Food menu; full kitchen run by a chef/cook Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment: **Restaurant (full kitchen and full menu required)**

- Seasonal Establishment Juke Box Disc Jockey Recorded Music Karaoke

14. Method of Operation: (check all that apply) Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____

- Patron Dancing Employee Dancing Exotic Dancing Topless Entertainment

- Video/Arcade Games Third Party Promoters Security Personnel

Other (specify): _____

15. Licensed Outdoor Area: None Patio or Deck Rooftop Garden/Grounds Freestanding Covered Structure
 (check all that apply) Sidewalk Cafe Other (specify): _____

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<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on:

17. List the room number(s) the establishment is located in within the building, if appropriate:

18. Is the premises located within 500 feet of three or more on-premises liquor establishments? Yes No

19. Will the license holder or a manager be physically present within the establishment during all hours of operation? Yes No

20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:

Name

Serial Number

21. Does the applicant or licensee own the building in which the establishment is located? Yes (if YES, SKIP 23-26) No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name:

23. Building Owner's Street Address:

24. City, Town or Village: State: Zip Code:

25. Business Telephone Number of Building Owner:

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name:

27. Representative/Attorney's Street Address:

28. City, Town or Village: State: Zip Code:

29. Business Telephone Number of Representative/Attorney:

30. Business E-mail Address of Representative/Attorney:

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Title:

Principal Signature: (Feb 24, 2026 12:49:19 EST)

KDK CONSULTANTS LLC

57 West 57th Street 4th Floor
New York, NY 10019

March 28, 2026

Via Certified Mail/RRR

Manhattan Community Board 3
59 East 4th Street,
New York, NY 10003

**RE: Helen & Co Catering LLC d/b/a Co Lac
234 E 4th Street Westerly Store, New York, NY 10009**

Dear Sir or Madam:

Attached please find the 30-Day Notice for **Helen & Co Catering LLC d/b/a Co Lac**, located at **234 E 4th Street, Westerly Store, New York, NY 10009**. The applicant is applying for a new Restaurant Wine (RW-341) license and a Temporary Permit.

Please note that the applicant previously submitted a 30-Day Notice for the same corporate entity at the same location, but for a full liquor license. The applicant appeared before Manhattan Community Board 3 on April 14, 2025, and submitted a signed and notarized stipulation on April 17, 2025 (enclosed). Due to personal circumstances, the applicant paused the licensing process and did not proceed with filing. As more than 270 days have passed since the original notice, a new 30-Day Notice is required; accordingly, we are resubmitting.

The applicant is now proposing a downgrade to a beer-and-wine license, a 12:00 AM daily closing time, and no outdoor dining. In light of these reduced conditions and the applicant's prior appearance before the Community Board, we respectfully request administrative approval and a 30-Day Waiver.

Please allow this correspondence to serve as formal notification of the applicant's intent to apply for a new Restaurant Wine license and Temporary Permit with the New York State Liquor Authority.

Should you have any questions, please feel free to contact me at kdkconsultantsllc@gmail.com or (917) 584-0497. Thank you for your time and consideration.

Sincerely,
KDK Consultants LLC