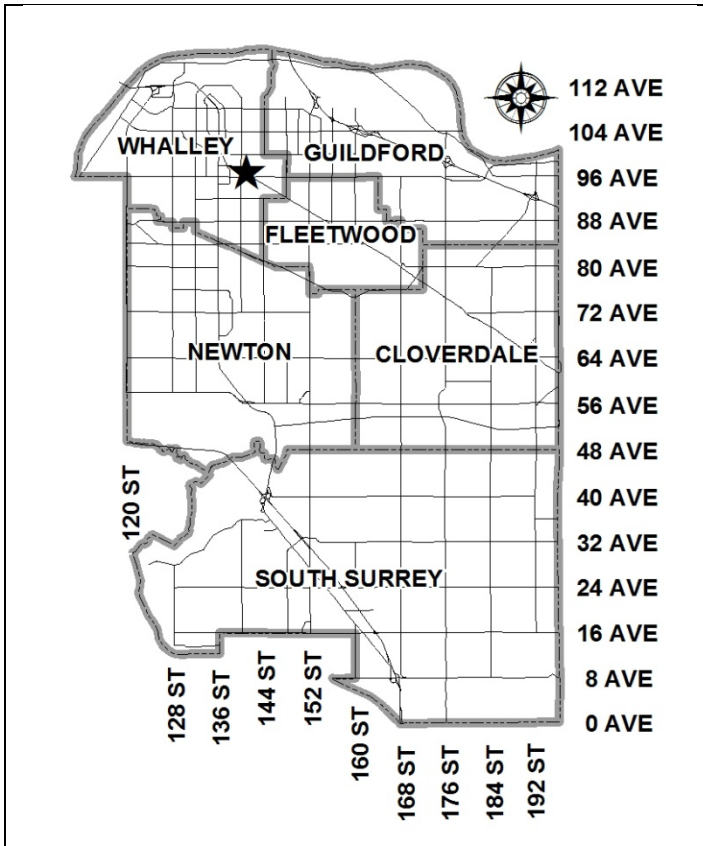


City of Surrey
PLANNING & DEVELOPMENT REPORT

File: 7912-0148-00

Planning Report Date: June 25, 2012



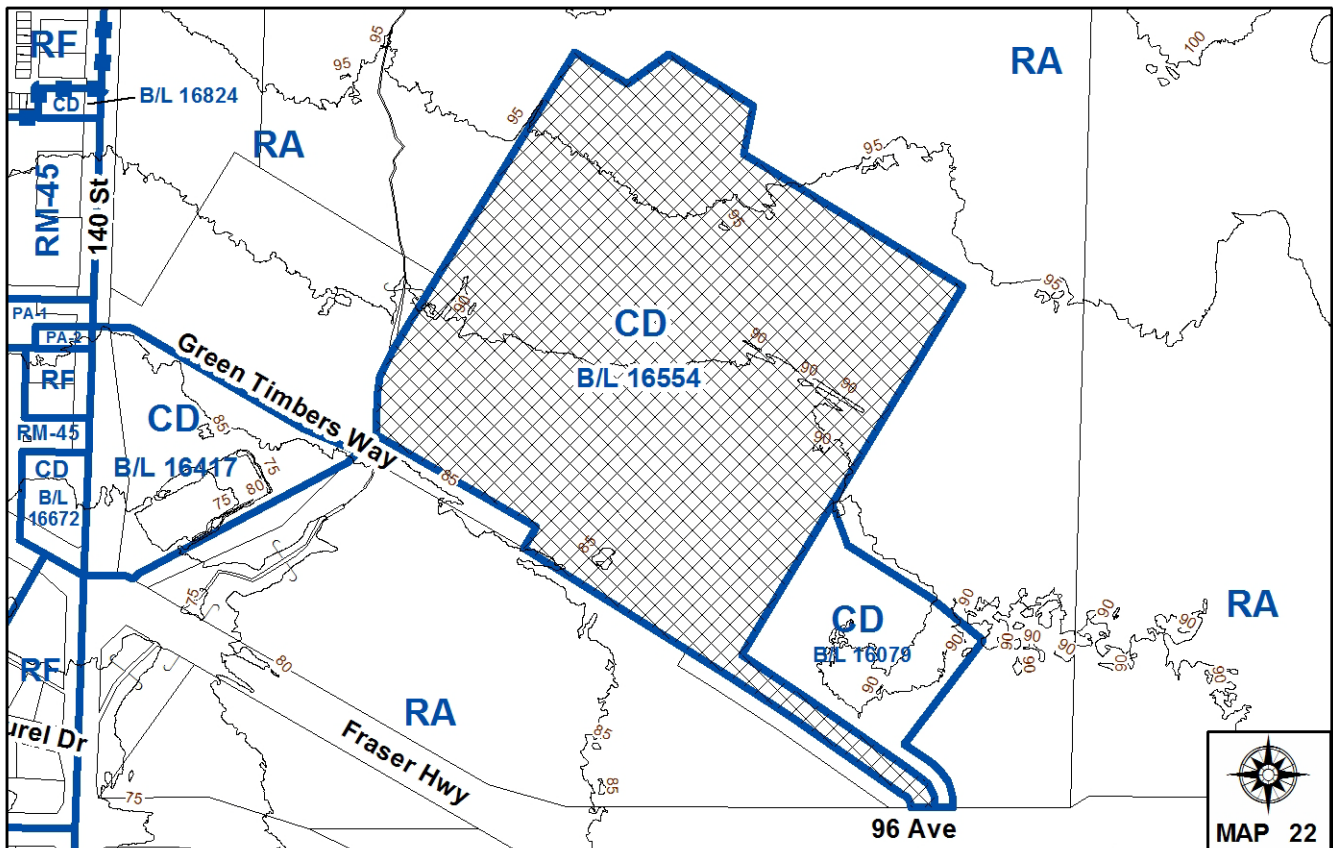
PROPOSAL:

- **New Liquor Primary License**
 to allow liquor service at the RCMP "E" Division Headquarters

LOCATION: 14200 Green Timbers Way
OWNER: Her Majesty the Queen in Right of Canada, as Represented by the Minister of Public Works and Government Services

ZONING: CD (By-law No. 15654)

OCP DESIGNATION: Conservation



RECOMMENDATION SUMMARY

- Set date for a Public Information Meeting in the form of a Public Hearing to solicit resident opinions on the proposed liquor primary license.

DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- None.

RATIONALE OF RECOMMENDATION

- The proposed operating hours are within Council's policy on hours of operation for liquor primary establishments.
- The proposed liquor primary license is to permit liquor to be sold and consumed by Commissioned Officers, Non-Commissioned Officers, civilian members, public service employees, and their guests only.
- There is little expected community impact if the application is approved. By-laws & Licensing Division has indicated no concerns with the proposal.

RECOMMENDATION

The Planning & Development Department recommends that a date be set for a Public Information Meeting in the form of a Public Hearing to solicit opinions from area residents regarding the proposed liquor primary license at RCMP "E" Division Headquarters, with liquor service hours of:

- 11:00 a.m. to 12:00 a.m. Sunday through Thursday; and
- 11:00 a.m. to 2:00 a.m. Friday and Saturday.

REFERRALS

Engineering: The Engineering Department has no objection to the proposal.

School District: No concerns.

Parks, Recreation & Culture: No concerns.

Surrey Fire Department: No concerns.

Surrey By-laws & Licensing Services: No concerns.

Surrey Building Division: No concerns.

SITE CHARACTERISTICS

Existing Land Use: RCMP "E" Division Headquarters, under construction, anticipated to open in December 2012.

Adjacent Area:

Direction	Existing Use	OCP Designation	Existing Zone
North:	Green Timbers Park	Conservation	RA
East:	Green Timbers Park and Provincial Emergency Preparedness Centre.	Conservation	RA and CD (By-law No. 16079)

Direction	Existing Use	OCP Designation	Existing Zone
South (Across Green Timbers Way:	City of Surrey Nature Centre and Arboretum	Conservation	RA
West (Across):	Older former Provincial Government buildings and Outpatient Care and Surgery Centre	Conservation	RA and CD (By-law No. 16417)

DEVELOPMENT CONSIDERATIONS

Background

- The subject site is located at 14200 Green Timbers Way, and over 300 metres (1,000 ft.) east of 140 Street. The site is currently under construction for the new RCMP "E" Division Headquarters, anticipated to open in December 2012 (Development Application No. 7910-0031-00). The site is designated "Conservation" in the Official Community Plan (OCP).
- The RCMP "E" Division Headquarters will comprise of four buildings, which are currently under construction. The new RCMP "E" Division Headquarters will replace the current headquarters located in Vancouver. Approximately 2,700 employees will work at this new location.
- The proposed liquor primary license will be located within the Operations Administration Building (Building A). The Operations Administration Building will include three mess establishment areas: a Non-Commanding Officer's Mess, an Officer's Mess, and the cafeteria (see Appendix II for site plan).
- A liquor primary license is considered a permitted ancillary use under the CD Zone (By-law No. 15654). According to information provided by the agent, all mess establishments, which are places for RCMP personnel to eat and socialize, are granted to exist by the Commissioner of the RCMP. Mess establishments are not open to the general public.
- The applicant's agent informs staff that, as directed by the national RCMP Administration Manual, all mess facilities may be used by RCMP personnel and their guests to:
 - enhance social values, camaraderie and RCMP traditions;
 - provide a comfortable, secure and hospitable environment for private and public use, formal and informal business, and social events;
 - develop and strengthen communication, fellowship, and esprit de corps with judicial, civic, aboriginal, multi-cultural, community and foreign partners in community policing;
 - celebrate significant RCMP related events, e.g. regimental dinners, retirements, promotions, transfers and leaves;

- raise money to support charitable and service agencies in the community;
- raise funds for gifts or donations regarding illness, death of a member or a members immediate family;
- accommodate mess meetings, and events, e.g. blood donor clinics, community meetings or any other gathering, which will enhance the RCMP's relationship with the community.

Proposed Liquor Primary License

- The applicant proposes a liquor primary license which would permit liquor to be sold and consumed within the mess areas and associated patios. Under the terms and conditions of the license, minors are not permitted.
- The proposed liquor primary license is to replace the liquor primary license currently held at the current RCMP "E" Division headquarters located in Vancouver. It will operate like a private club.
- On the application to the Liquor Control and Licensing Branch (Appendix III), the applicant requested a liquor primary license for a capacity of 1,198, and the hours of 12:00 p.m. to 2:00 a.m., every day of the week.
- The applicant subsequently agreed to adjust the proposed hours to be consistent with City policy, as described below. The revised proposed hours of operation for the liquor primary licence are as follows:
 - 11:00 a.m. to 12:00 a.m. Sunday through Thursday; and
 - 11:00 a.m. to 2:00 a.m. Friday and Saturday.
- While the liquor primary license under application is for three distinct areas with the hours noted above, the typical hours of where liquor would be served for each area are as follows:
 - Non-Commanding Officers' Mess (134 seats): Wednesday through Friday between the hours of 3:30 p.m. and 11:00 p.m., and other days or extended hours for special events
 - Officers' Mess (121 seats): Occasionally for special events
 - Cafeteria (306 seats): Occasionally for large special events
- It should be noted that the person capacity requested on the Liquor Control and Licensing Branch application is 1,198 people, and that the seating capacity proposed is 561 seats. As the building is currently under construction, the total person capacity of 1,198 people is subject to final approval of the floor plans (Tenant Improvement Permit).
- Council adopted the following hours of operation for liquor primary licenses (in Corporate Report No L003 on February 23, 2004) as a standard against which applications can be evaluated:
 - 11:00 a.m. to 12:00 a.m. Sunday through Thursday;
 - 11:00 a.m. to 2:00 a.m. Saturday and Sunday; and

- 11:00 a.m. to 10:00 p.m. for outdoor patios, every day of the week, when located 100 metres (328 ft.) of a residential area.
- The proposed hours are consistent with the policy.

Liquor Licensing Approval Procedure

- The Liquor Control and Licensing Branch (LCLB) requires that the applicant secure Local Government endorsement before a liquor primary application can be considered for approval by the LCLB.
- The LCLB requires that Council comment on how the site satisfies a specified list of criteria to ensure that adequate consideration has been given to the application by the local government. The analysis of the criteria for this site is provided as follows:

(a) The location of the establishment

- The City's long-standing locational guidelines for liquor primary establishments are as follows:
 - Select a site close to a residential area but not surrounded by a residential area;
 - Select a site that is adjacent to or in a local commercial node;
 - Do not select a site on a provincial highway; and
 - Locate further than 400 metres (1,310 ft.) from a school, children's park, or playground.
- The RCMP "E" Division Headquarters is located near residential areas, but is not surrounded by a residential area. The site is surrounded by the Green Timbers Urban Forest. The mess establishments will not be open to the general public.
- The site is located within an employment node, containing Provincial, Federal and civic facilities (i.e., Outpatient and Surgical Centre, Emergency Preparedness Centre, City of Surrey Nature Centre and Arboretum). The proposed liquor license is consistent with the nature of RCMP Mess establishments.
- The site is not located on a provincial highway.
- The site is quite isolated, although within 800 metres (0.5 mile) of Lena Shaw Elementary School. Given the nature of the proposed liquor primary license, the Surrey School District No. 36 has no concerns with the proposal.
- The site is surrounded by the Green Timbers Urban Forest and across the street from the City of Surrey Nature Centre and Arboretum. However, given the nature of the proposed liquor primary license, the Parks Recreation and Culture Department has no concerns with the proposal.
- Under the locational criteria established by the City, a new liquor primary license should not locate within 1.6 kilometres (1 mile) of an existing liquor primary license. There are the following liquor primary licences within the vicinity of the subject site:

- Amber Jack's Taphouse at the Compass Point Inn, located approximately 1.2 km (0.7 mile) from the subject site, at 9850 King George Boulevard;
- Green Timbers Pub, located approximately 1.4 km (0.9 mile) from the subject site, at 9167-148 Street;
- Moose Pub, located approximately 1.8 km (1.1 miles) from the subject site, at 14974-104 Avenue; and
- Charlie Hamilton's, located approximately 1.8 km (1.1 miles) from the subject site, at 9547-152 Street.

(b) The proximity of the establishment to social or recreational facilities and public buildings

- The site is not within close proximity of any elementary school or secondary school.
- The site is mostly bound by the Green Timbers Urban Forest on three sides and across Green Timbers Way from the City of Surrey Nature Centre and Arboretum. However, given the nature of the proposed liquor primary license, no impact is anticipated on these public facilities.

(c) The person capacity and hours of liquor service of the establishment

- On the application to the Liquor Control and Licensing Branch (Appendix III), the applicant requested a liquor primary license for a capacity of 1,198, and the hours of 12:00 p.m. to 2:00 a.m., every day of the week.
- The applicant subsequently agreed to adjust the proposed hours to be consistent with City policy, with the following hours of operation for liquor service:
 - 11:00 a.m. to 12:00 a.m. Sunday through Thursday; and
 - 11:00 a.m. to 2:00 a.m. Friday and Saturday.
- While the Liquor Primary License under application is for three distinct areas with the hours noted above, the typical hours when liquor would be served for each area are as follows:
 - Non-Commanding Officers' Mess (134 seats): Wednesday through Friday between the hours of 3:30 p.m. and 11:00 p.m., and other days or extended hours for special events
 - Officers' Mess (121 seats): Occasionally for special events
 - Cafeteria (306 seats): Occasionally for large special events
- It should be noted that the person capacity requested on the Liquor Control and Licensing Branch application is 1,198 people, and that the seating capacity proposed is 561 seats. As the building is currently under construction, the total person capacity of 1,198 people is subject to final approval of the floor plans (Tenant Improvement Permit).
- The above-noted proposed hours meet Council's policy on hours of operation for liquor primary establishments which are 11:00 a.m. to 1:00 a.m. Sunday to Thursday, and 11:00 a.m. to 2:00 a.m. on Friday and Saturday, and accurately reflect the intent which is to provide liquor service to RCMP personnel and their adult guests only.

(d) The number and market focus or clientele of liquor primary licensed establishments within a reasonable distance of the proposed location.

- The intent of the proposed liquor primary license is to provide liquor service only to Commissioned Officers, Non-Commissioned Officers, civilian members, public service employees (RCMP personnel), and their adult guests.
- The proposed liquor primary license will operate like a private club for RCMP personnel. There will be approximately 2,700 employees at this location.

(e) The impact of noise on the community in the immediate vicinity of the establishment;

- The patio areas is located more than 100 metres (328 ft.) from the nearest residential area. Furthermore, the patio areas are located at the rear of the building, and surrounded by the other RCMP "E" Division buildings and the Green Timbers Forest. As such, noise is not anticipated to be an issue.

(f) The impact on the community if the application is approved

- The proposed liquor primary liquor license is to permit liquor to be sold and consumed by RCMP personnel and their adult guests only. There is little expected community impact if the application is approved. By-laws & Licensing Division has indicated no concerns with the proposal.

PRE-NOTIFICATION

Pre-notification letters were sent on June 4, 2012 to area residents and residents' associations, including the Green Timbers Heritage Society. Staff received 2 telephone calls from neighbouring residents with the following comments (*staff comments in italics*):

- One caller indicated concern about recent media publications of allegations of officers driving drunk, causing crashes and injuring civilians. This caller was concerned about providing a liquor establishment for the specific use of officers.

(Staff explained the nature of the Mess establishments to the caller, and referred the caller to the applicant's agent for additional information.

The applicant's agent has informed staff that all Mess establishments have insurance liability coverage and a transportation policy in place whereby persons that use the Mess can be supplied with taxi chits to ensure a safe way home. Furthermore, in addition to the terms of the liquor permit, the Mess establishments have their own by-laws which include a code of conduct and methods for addressing any violations)

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

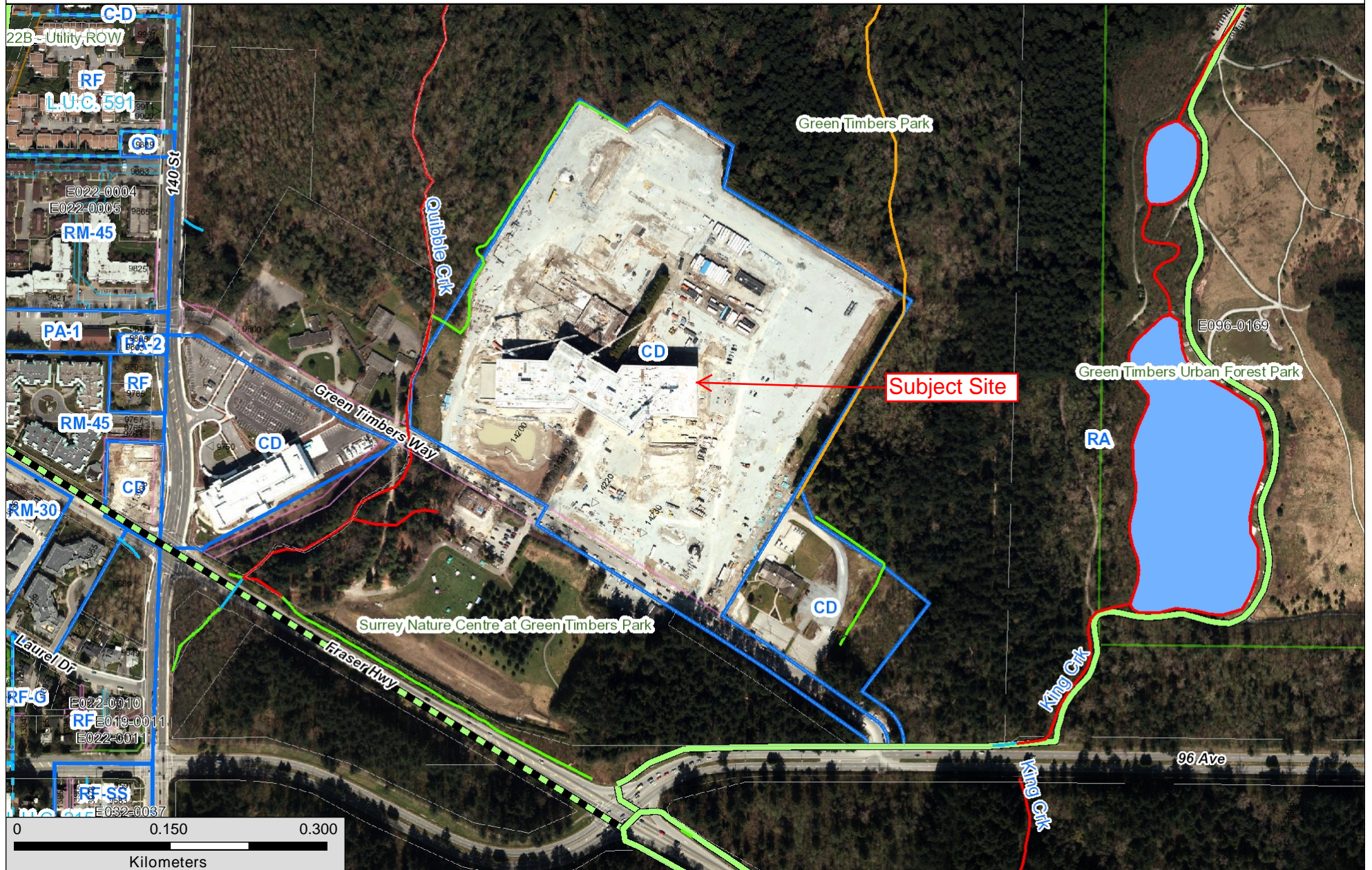
- Appendix I. Lot Owners, Action Summary
- Appendix II. Aerial Photo and Site Plan
- Appendix III. Liquor Control and Licensing Branch Summary Sheet

original signed by Judith Robertson

Jean Lamontagne
General Manager
Planning and Development

SAL/kms

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. 6/21/12 9:50 AM



The data provided is compiled from various sources and is NOT warranted as to its accuracy or sufficiency by the City of Surrey. This information is provided for information and convenience purposes only. Lot sizes, legal descriptions and encumbrances must be confirmed at the Land Title Office. Use and distribution of this map is subject to all copyright and disclaimer notices at cosmos.surrey.ca.

Enter Map Description

Scale: 1: 5,000
Map created on: June-08-12



ZONING: COMPREHENSIVE DEVELOPMENT ZONE
LEGAL DESCRIPTION: PARCELS IDENTIFIER: 026-04-283 BLOCK A SECTION 36 BLOCK 5 NORTH RANGE 2 WEST NEW WESTMINSTER DISTRICT
 LOT AREA: 142,000 sq. ft.
CANADIAN ADDRESS: SUITE 1000, 1420 GREEN TIMBERS WAY, SURREY, BC
UNITED STATES ADDRESS: SUITE 1000, 1420 GREEN TIMBERS WAY, SURREY, BC
BUILDING A - ADMINISTRATION OPERATIONS BUILDING
BUILDING B - POST DISASTER HIGHWAY EXHIBITS
BUILDING C - HIGHWAY EXHIBITS
1420 GREEN TIMBERS WAY, SURREY, BC
1420 GREEN TIMBERS WAY, SURREY, BC

BUILDING	PROPOSED AREA (SQ. M)	PROPOSED FLOOR AREA (SQ. M)	PROPOSED FLOOR AREA (SQ. FT.)	PROPOSED FLOOR AREA (SQ. FT.)
BUILDING A	8,017	10,571	113,711	1,215
BUILDING B	4,207	2,884	31,127	2,884
BUILDING C	8,804	9,804	106,271	2,071
BUILDING D	7,786	3,986	42,808	1,154
OTHERS	54	54	584	54
TOTAL	29,868	27,399	293,491	5,207

SITE STATISTICS	PROPOSED	PROVIDED	PERCENTAGE
RECOVERABLE FLOOR AREA	27,399	117,774	24.5%
LOT COVERAGE	60.5%	100%	60.5%
DENSITY	1.1	0.56	0.18
BUILDING HEIGHT	MAX 50m	MAX 50m	MAX 50m

PARKING REQUIREMENTS:
 1. BY-LAW 16664 PARKING 1.1 (100 SQ M (1,075 SQ FT))
 2. BY-LAW 16664 PARKING 1.2 (100 SQ M (1,075 SQ FT))
 3. LEED SA 2. SECURE BICYCLE STORAGE ON SITE
 4. FULL TIME EQUIVALENT

VEHICLE	REQUIRED	PROVIDED
STANDARD	111	171
BIKE	742	742
BIKE STORAGE	999	999
TOTAL	1852	1912

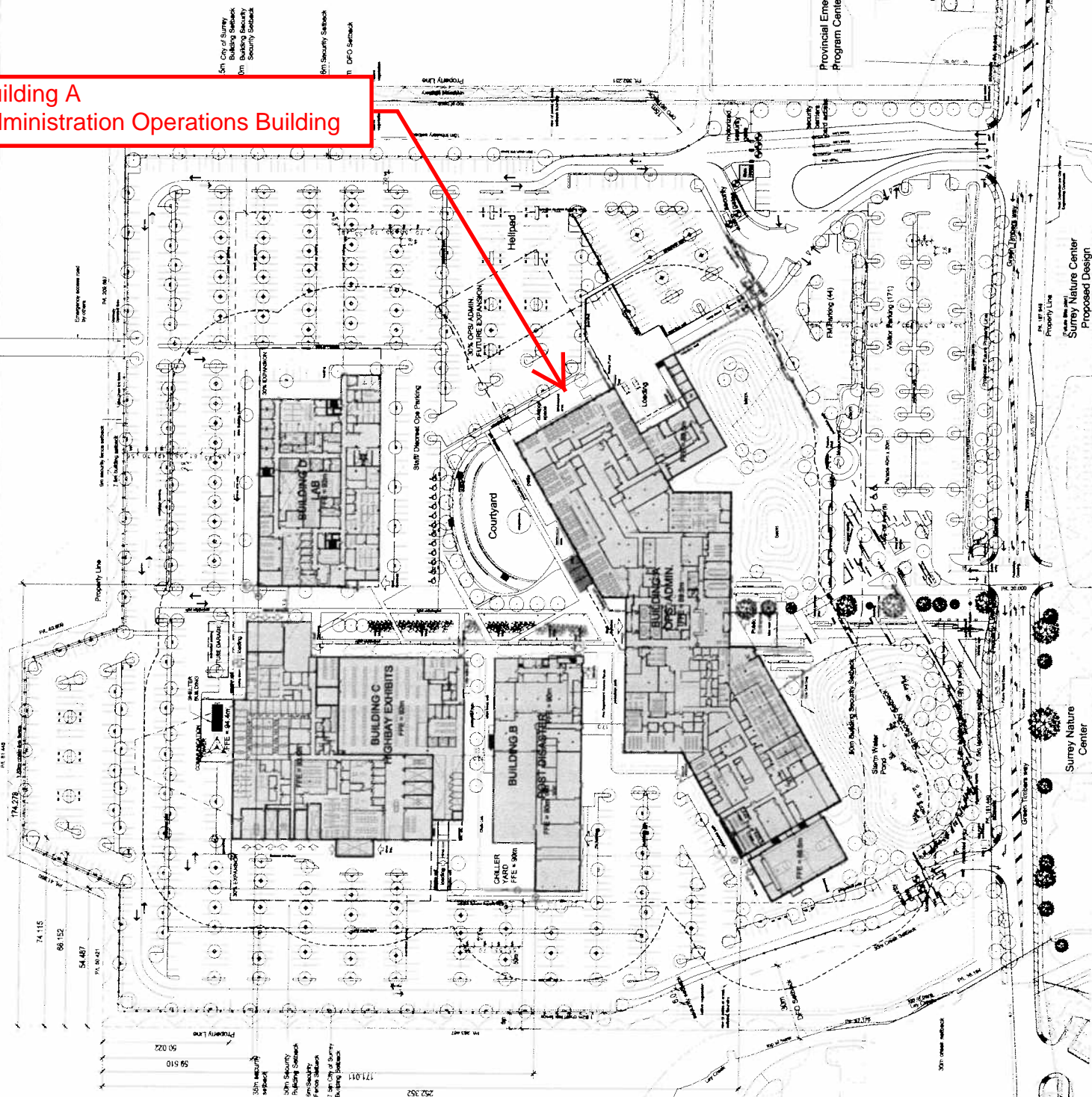
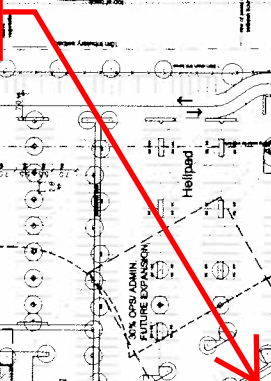
BICYCLE COUNT	REQUIRED	PROVIDED
IN CITY OF VANCOUVER	100	107
TOTAL	100	107

PARKING COUNT
 REQUIRED: 1852
 PROVIDED: 1912
EXCESS: 60

BICYCLE COUNT
 REQUIRED: 100
 PROVIDED: 107
EXCESS: 7

PROVINCIAL EMERGENCY PROGRAM CENTER (PEP)

**Building A
 Administration Operations Building**





APPLICATION SUMMARY

For Applicant and Local Government/First Nations

Date: April 10, 2012

Job # 17800246-001

Created by: Vicky Tooby, Senior Licensing Analyst

Re: Application for a Liquor-Primary licence
Applicant: Royal Canadian Mounted Police, "E" Division
Proposed Location: 14200 Green Timbers Way, Surrey
Proposed Establishment Name: RCMP – "E" Division

1. APPLICATION INFORMATION

Date application deemed complete: February 7, 2012

Local Government Jurisdiction: City of Surrey

The primary business focus of the proposed establishment: Food and Beverage
 The application is for a new LP Licence at the new RCMP "E" Headquarters in Surrey.
 The licence will replace the liquor primary licence currently held for the Division Headquarters in Vancouver.

Total person capacity/occupant load requested: 1198 Persons consisting of
 1198 Persons Interior and
 120 Persons Patio (patio capacity to be taken from inside capacity)

Interior licensed area to be divided into a large cafeteria, a Non-Commissioned Officers' Mess and an Officers' Mess. Individual occupant loads for each area, **the total not exceeding 1198** (or capacity approved by local government), will be required prior to approving final floor plans.

Hours of Operation requested:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12:00 noon	12:00 noon	12:00 noon	12:00 noon	12:00 noon	12:00 noon	12:00 noon
2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM

Terms and Conditions: Minors not permitted

Additional Terms and Conditions or Endorsements Requested: none noted

2. APPLICANT ELIGIBILITY AND SUITABILITY INFORMATION (Fit and Proper)

Applicant has met the eligibility and suitability requirements of the Liquor Control and Licensing Act (LCLA) as well as Liquor Control and Licensing Policy section 3.2.

3. LOCATION/SITE FACTORS

The following sections are compiled from information provided by the applicant except where indicated otherwise.

See the attached **Applicant's Letter of Intent** for details of the proposed Liquor Primary establishment, including the following details:

- a) **Business Focus**
- b) **Target Market**
- c) **Composition of the Neighbourhood and Reasonable Distance Measure**
- c) **Benefits to the Community**
- d) **Noise in the Community**
- f) **Impact on the Community**
- g) **Other impacts, comments or requests**

Please note that the applicant's letter of intent is enclosed as an attachment to this report for reference purposes. The information or statements included in the letter of intent have not been confirmed unless otherwise stated in this report.

The following information is provided by both the applicant and the Liquor Control and Licensing Branch

- i) **Distance measure used for public buildings and other liquor primary licensed establishments: .5 km**

- j) **Social Facilities and Public Buildings within the distance measure of .5 km radius:**

Name/Type of Facility	Distance from site	Clientele Affected	Identified by
Jim Pattison Outpatient Surgery Centre	1 block	Staff & Clients	Applicant
Ministry of Forest Emergency Mgmt.	Same block	Staff	Inspector
RCMP Sea Cadets	Same block	Staff & Students	Inspector

- k) **Liquor-primary establishments within the distance measure of .5 km from the proposed location:**

There are no liquor primary establishments within .5 km of the proposed site.

The following information is provided by Liquor Control and Licensing Branch except where indicated otherwise.

Community Indicators

Contravention Statistics

The Liquor Control and Licensing Branch has compiled contravention statistics on the identified liquor primary and liquor primary club establishments within a .5 km radius of the proposed location. These statistics are based on a period covering from January 2007 to present and only include **proven** contraventions.

As there are no identified liquor primary establishments within a .5 km radius, there are not proven contraventions.

POPULATION AND SOCIO-ECONOMIC INFORMATION

- Circle population statistics for 2001 and 2006 are available from BC Stats by emailing your request to BC.Stats@gov.bc.ca
- BC Stats Community Facts includes the BC Benefits recipient and EI Beneficiary statistics and is available at <http://www.bcstats.gov.bc.ca/data/dd/facsheet/facsheet.asp>

4. PUBLIC INTEREST

In providing its resolution on the proposed Liquor Primary application, local government must consider and comment on each of the regulatory criteria indicated below. The written comments must be provided to the general manager by way of a resolution within 90 days after the local government receives notice of the application, or any further period authorized by the general manager in writing.

Regulatory Criteria local government or First Nation must consider and comment on:

- a) The location of the establishment;
- b) The proximity of the establishment to other social or recreational facilities and public buildings;
- c) The person capacity and hours of liquor service of the establishment;
- d) The number and market focus or clientele of liquor primary establishments within a reasonable distance of the proposed location;
- e) The impact of noise on the community in the immediate vicinity of the establishment; and
- f) The impact on the community if the application is approved.

The local government or first nation must gather the views of residents in accordance with section 11.1 (2) (c) of the Act and include in their resolution:

- (i) the views of the residents,
- (ii) the method used to gather the views of the residents, and
- (iii) its comments and recommendations respecting the views of the residents;

A sample resolution template and comments are enclosed as attachments 2 and 3 to this report for reference purposes.

For use by Liquor Control and Licensing Branch:

5. REGULATORY CONSIDERATIONS

Liquor Control and Licensing Act, sections: 11, 16 and 18

Liquor Control and Licensing Regulations sections: 4, 5, 6, 8, 10

6. POLICY CONSIDERATIONS

Policy Manual Section 3.2 Applicant Eligibility Assessment

Policy Manual Section 3.3 Site and Community Assessment

Policy Manual Section 3.4 Building Assessment and Issue of a Licence

ATTACHMENT 1

APPLICANT'S LETTER OF INTENT

PART 6: Establishment Information

NOTE: Signs should not be ordered prior to approval of the establishment's name by the Liquor Control and Licensing Branch.

Proposed establishment name: RCMP - "E" DIVISION Contact Name: MARIA NICKEL

Establishment physical address: 14200 Green Timbers Way Surrey B.C. V3T 6P3
Street City Province Postal Code

Local police jurisdiction: RCMP-Surrey Detachment Legal description of site: 026-438-283
(Legal description and parcel identifier (PID) or Strata Plan number of the establishment site, found on property tax notice or from Land Titles office)

Local government or First Nation: CITY OF SURREY Business e-mail: TO BE DETERMINED

Establishment Phone # with area code and extension: TO BE DETERMINED Establishment fax with area code: TO BE DETERMINED

PART 7: Establishment Proposal

1. **Proposed person capacity (patrons plus staff):** The person capacity of a licensed establishment must equal the occupant load of the establishment. Capacity must be approved by the LCLB and is subject to local government/First Nations comment. See Part 12 for an explanation of the liquor-primary approval process.

a) Proposed total interior capacity (occupant load): 1198 b) Proposed patio capacity (occupant load): 120

c) Describe the intended use of above areas:
THE INTERIOR CAPACITY IS DIVIDED INTO A LARGE CAFETERIA, A NON-COMMISSIONED OFFICERS MESS AND AN OFFICERS MESS! THE PATIO WILL BE UTILIZED BY RCMP EMPLOYEES AND INVITE GUESTS ATTENDING EVENTS WHERE BARBEQUED FOOD WILL BE PREPARED OR TO SPEND MEAL BREAKS OUTSIDE.

2. **Proposed hours of sale:** Complete the table below by entering the opening and closing times proposed for the establishment. Hours requested must fall between 9:00 am and 4:00 am of each business day. All requested hours will be reviewed by your local government/First Nation for consideration:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	<u>12:00pm</u>	<u>12:00pm</u>	<u>12:00pm</u>	<u>12:00pm</u>	<u>12:00pm</u>	<u>12:00pm</u>	<u>12:00pm</u>
CLOSE	<u>2:00am</u>	<u>2:00am</u>	<u>2:00am</u>	<u>2:00am</u>	<u>2:00am</u>	<u>2:00am</u>	<u>2:00am</u>

3. **Zoning:** If a zoning change/amendment is required, please indicate the status of your application.

LIQUOR CONTROL & LICENSING
RECEIVED
JAN 23 2012

PART 8: Letter of Intent (Functions and Services to be Provided)

Explain the functions and services your facility or venue will provide. The information you provide must address all relevant items indicated under each topic. If additional space is required or if you would like to attach a separate sheet please check the box.
 I have attached a separate sheet.

1. **Purpose.** Describe the purpose and business focus of your establishment. The business focus must fall within beverage service, entertainment and hospitality services and must not be youth oriented.

The establishment will be utilized by RCMP employees and invited guests for social functions related to formal and informal ceremonies and traditions of the RCMP. The establishment will not be open to the public at any time. No activities will be youth oriented.

2. Target Market. Your proposed establishment will serve mainly (check all that apply):

- Urban locals
- Suburban locals
- Rural locals
- Neighbouring communities
- Tourists

Other (please specify): RCMP employees + invited guests only

3. Composition of the Neighbourhood

A) The composition of the neighbourhood is best characterized as (check all that apply):

- Commercial
- Residential
- Industrial
- Light Industrial
- Urban
- Downtown
- Suburban
- Rural
- Agricultural Land Reserve (ALR)
- First Nations' Land

Other (please specify): _____

B) Provide a site map of the area surrounding your proposed location identifying the following within a reasonable distance* of the proposed establishment:

- Site location
- Road access, egress, parking and all residential areas
- All other licensed liquor primary or liquor primary club establishments and liquor primary applications in progress
- Churches
- Clubs
- Schools (K-12, colleges, universities)
- Preschools
- Day care centres
- Health care facilities
- Seniors facilities
- Recreational/sports facilities
- Police stations
- Fire halls
- Libraries
- Government buildings
- Any other social, public or private facilities

*Note: What constitutes a reasonable distance will vary depending on individual circumstances.

Reasonable Distance Guidelines:

- In a densely populated city or municipality, reasonable distance is probably a 2 block radius;
- In a pocket community having no adjacent developed regional areas (e.g. Gold River, Tumbler Ridge, Whistler, Valemont) reasonable distance is probably the whole community;
- In a rural area having large acre parcels, reasonable distance is probably up to 8 km (5 miles);
- In a moderately populated area of developed subdivisions, suburbs, reasonable distance is probably 1.5 or 2 km (1 mile).

C) On the same map, please mark the boundaries of the neighbourhood of the proposed location as per the reasonable distance guidelines above. State what distance measure you chose and explain your logic.

The establishment is within the new RCMP "E" Division Headquarters building located in the Green Timbers area of Surrey. Green Timbers is bounded by 140th St to the west, 92nd Ave to the south, 100th Ave to the north and 148th St to the east. The Jim Pattison Outpatient Surgery Center is located on the north east corner of 140th St + Fraser Hwy. See attached map.

4. Benefits of the proposed establishment to the community

Describe the community/market need you are addressing by providing an additional licensed establishment in the community: (e.g. the proposed establishment will be located in a new mixed-use development where businesses, government offices, residences and sports facilities are located and the LP will be meeting a food and beverage need OR there are currently no licensed establishments in the area)

The establishment, which will only be utilized for scheduled events and activities, will not be open to the public. Only RCMP employees and invited guests will be provided access to the establishment during scheduled events/activities.

5. Impact of noise on the surrounding community

Describe the noise issues expected from your proposed establishment and the measures you will take to ensure others are not disturbed by your establishment: (e.g. entertainment involving amplified music will be addressed by soundproofing walls; noise from outdoor patio will be addressed by closing the patio by 10 p.m.; outdoor entry lineups will be monitored according to our security plan by trained door security and outdoor lighting and cameras will be installed)

There are no residential or business complexes in close proximity to the establishment. The events and activities conducted within the establishment are not the type that would produce noise from amplified music or public address systems.

6. Other impacts on the surrounding community

Describe any other issues expected from your proposed establishment and the measures you will take to address them: (e.g. late night community disturbance)

There will be no impacts on the surrounding community as a result of events or activities held at the establishment.

7. Other

Include any additional information that might be relevant to your application: (such as site requires rezoning, your business is seasonal in nature and only open from May to October, or liquor service is event driven)

Liquor service is event or activity driven. Strict guidelines developed by the RCMP are closely adhered to.

8. Additional Requests

State any additional requests that you are making as part of your application:

None

PART 9: Required Documents

(an application must be complete before it can be processed)

To be considered a "complete application", the following documents must be provided:

- 1. Completed Liquor Primary Licence Application (LCLB001)
- 2. Application fee. See Part 11 of this application form.
- 3. Completed Consent for Disclosure of Criminal Record information (RCMP GRC3584) for all required individuals. (Please note, you must complete Part 1, 4 and 5 of the Consent for Disclosure form and all category boxes must be initialled in section 5.) Refer to the LCLB web page for information on criminal record searches: http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm
- 4. Completed Personal History Summary and Consent for Criminal Record Search (LCLB004) forms for all required individuals.
- 5. Statutory Declaration must be completed by all individuals that answered "yes" to 2, 3 or 9 in the Personal History Summary and Consent for Criminal Record Search form (LCLB 004)
- 6. Relevant business documents as identified in Part 5 of this application form. These documents will vary according to applicant type: public corporation, private corporation, partnership, sole proprietorship, society or other.
- 7. Preliminary concept drawings of the overall establishment, including details of access to the area(s), egress, kitchen, washrooms, bar, stairs, patio area(s) and unlicensed areas (Professionally drawn floor plans with occupant load stamps will be required at a later stage called "plans approval").
- 8. Site map (as per Part 8).
- 9. A sketch of the proposed establishment signage. Signs are subject to LCLB approval.
- 10. A letter of support from the BCLC for a new liquor-primary licence within a casino, commercial bingo hall, or community gaming centre.

Motor vessels, also provide:

- 12. Motor vessels: a) Evidence of moorage showing that the moorage contract is for at least 12 months from the date the liquor licence is issued. b) Site map showing the moorage location, berth number and surrounding areas.
- 13. Floor plans showing public access areas, kitchen/food service areas, liquor service bar and washroom facilities on the vessel.
- 14. A captain accreditation certificate.
- 15. Photocopy of registration and safety certificates. Motor vessels – Passenger Vessel: Transport Canada Passenger Vessel Inspection Certificate; Charter Vessel: Small Vessel Regulation Certificate or a Courtesy Examination for Pleasure Craft.

