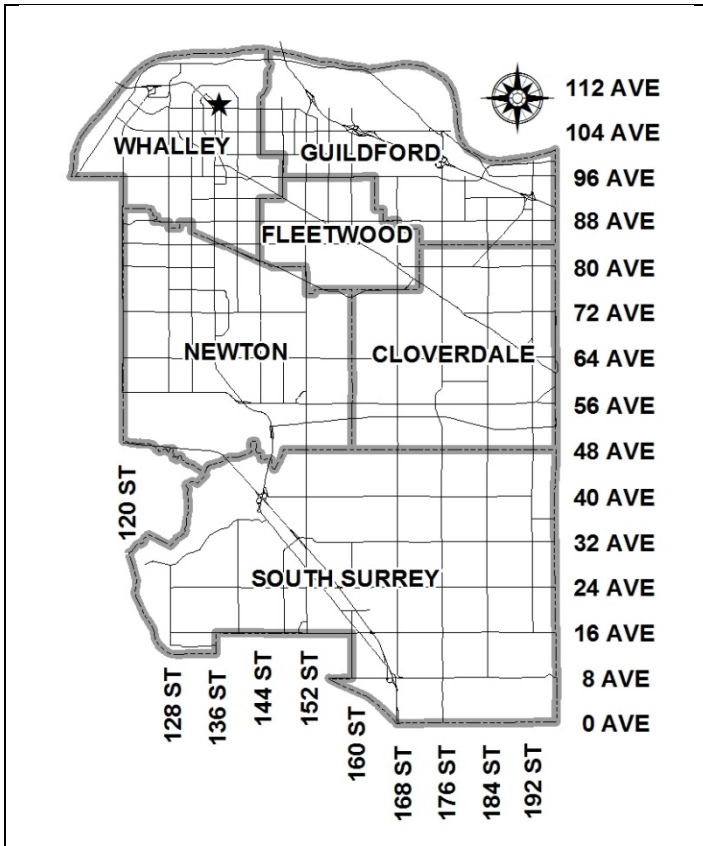


City of Surrey  
**PLANNING & DEVELOPMENT REPORT**

File: 7914-0153-00

Planning Report Date: September 8, 2014



**PROPOSAL:**

- **New Liquor Primary License**
- **Development Variance Permit**

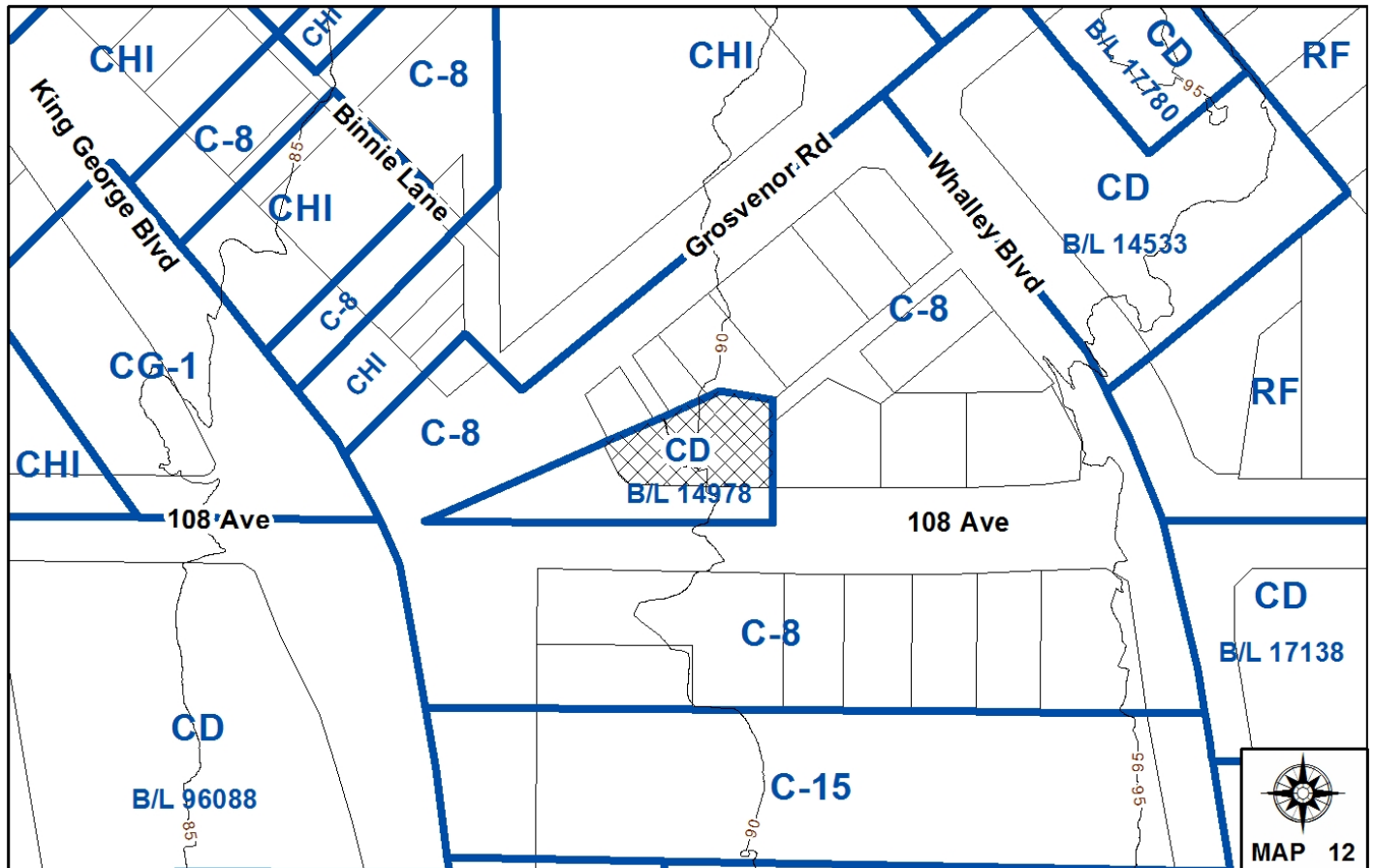
to allow liquor service at the Fiji Canada Association clubhouse and to vary the parking requirements.

**LOCATION:** 13629 - 108 Avenue

**OWNER:** Fiji-Canada Association

**ZONING:** CD (By-law No. 14978)

**OCP DESIGNATION:** City Centre



### 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.
- Approval for Development Variance Permit to proceed to Public Notification.

### DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- Seeking to reduce the number of required on-site parking spaces from 52 to 7.

### RATIONALE OF RECOMMENDATION

- The proposed liquor primary license is to permit liquor to be sold and consumed at a private club for the Fiji Canada Association.
- The proposed operating hours of the private club are within Council's policy on hours of operation for liquor primary licensed establishments.
- The applicant has agreed to enter into a Good Neighbour Agreement to assist in mitigating any impact the liquor primary license may have on the surrounding neighbourhood.
- The applicant has an informal parking arrangement with a nearby establishment for some shared parking. The existing club has generated no complaints regarding parking since it began operating on the site on November 1, 2013.

RECOMMENDATION

The Planning & Development Department recommends that:

1. a Public Information Meeting in the form of a Public Hearing be set to solicit opinions from area residents regarding the proposed liquor primary establishment.
2. Council approve Development Variance Permit No. 7914-0153-00 (Appendix V) varying the following, to proceed to Public Notification:
  - (a) to reduce the minimum parking requirements for a neighbourhood pub from 52 to 7 for the existing 666-square metre (7,169-sq. ft.) building.
3. Council direct staff to finalize a Good Neighbour Agreement for execution by the City and the applicant (Appendix IV).

REFERRALS

Engineering:	The Engineering Department has identified the potential on-street parking impact on neighbouring streets due to the requested parking reduction.
School District:	No concerns.
Parks, Recreation & Culture:	No concerns.
Surrey RCMP:	The RCMP has expressed concern with respect to the subject site being adjacent to the 5 Corners Day Care.
Surrey Fire Department:	No concerns.
Surrey By-laws & Licensing Services:	By-laws & Licensing Services has expressed concern with respect to the subject site being adjacent to the 5 Corners Day Care, and have received complaints with respect to litter and untidiness on the subject site.
Building Division:	No concerns.

SITE CHARACTERISTICS

Existing Land Use: Fiji Canada Association clubhouse.

Adjacent Area:

<b>Direction</b>	<b>Existing Use</b>	<b>OCP Designation</b>	<b>Existing Zone</b>
North:	5 Corners Day Care and 2-storey commercial buildings.	City Centre	C-8
East:	Single-storey commercial buildings.	City Centre	C-8
South (Across 108 Avenue):	Single-storey commercial buildings.	City Centre	C-8
West (Across Grosvenor Road):	2-storey commercial buildings.	City Centre	C-8 and CHI

DEVELOPMENT CONSIDERATIONSBackground

- The subject site is 998 square metres (10,742 sq. ft.) in area and is located on 108 Avenue at Grosvenor Road in City Centre.
- The property is designated "City Centre" in the Official Community Plan (OCP), and is zoned "Comprehensive Development Zone (CD)" (By-law No. 14978), which is based on the "Community Commercial Zone (C-8)".
- Council granted Final Adoption to rezoning Application No. 7903-0050-00 in April, 2003, to allow the Surrey Aboriginal Cultural Society to rezone the subject site from "Community Commercial Zone (C-8)" to "Comprehensive Development Zone (CD)" (By-law No. 14978) to accommodate an increase in density to allow for the addition of a second floor, and to exclude automotive services as a permitted use.
- Council issued Development Variance Permit No. 7903-0050-00 in April, 2003, to reduce the number of required on-site parking space from 27 to 7 for community service and assembly hall uses only.
- A liquor primary licensed establishment is a permitted use under CD By-law No. 14978.
- The Fiji Canada Association, a non-profit society previously located in Burnaby, recently purchased the property, and completed renovations to allow for their private clubhouse/assembly hall, which is a permitted use under CD By-law No. 14978.

- The Fiji Canada Association is a private club, currently with 450 members which promotes and sponsors cultural, social, educational and sporting activities, and fundraises for the local community. The club operates as a meeting place for club members and their guests to share their customs and culture, and as a venue for activities such as music, dance, sports, health, and charity fundraising events. The majority of the members are located in Surrey and Delta.

#### Proposed Liquor Primary License

- The applicant proposes a liquor primary license, which would permit liquor to be sold and consumed within the east and west assembly hall and mezzanine areas (Appendix II). Under the terms and conditions of the proposed license, minors are not permitted.
- On the application to the Liquor Control and Licensing Branch (Appendix III), the applicant requested a liquor primary license with operating hours of 11:00 a.m. to 12:00 a.m., every day of the week.
- The hours proposed by the applicant are consistent with the hours endorsed by Council through Corporate Report No. L003 on February 23, 2004. The hours endorsed by Council are:
  - 11:00 a.m. to 1:00 a.m. Sunday through Thursday;
  - 11:00 a.m. to 2:00 a.m. Saturday through Sunday; and
  - 11:00 a.m. to 10:00 p.m. for outdoor patios, every day of the week.
- In accordance with Good Neighbour Agreement Policy No. M-25, and in order to promote Surrey as a vibrant, safe and attractive community, the City requires that proprietors of liquor establishments sign a Good Neighbour Agreement to allow proprietors a more formal and defined role in the prevention of, as well as a response to, negative issues that may arise from the operation of their business.
- As part of the New Liquor Primary License application, the applicant has agreed to enter into a Good Neighbour Agreement.

#### 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 Fiji Canada Association is located near residential areas, but is not surrounded by a residential area. The clubhouse is for members only and is not open to the general public.
  - The site is located within a local commercial node in City Centre.
  - The site is not located on a Provincial highway.
  - The site is adjacent to the 5 Corners Day Care at 13620 Grosvenor Road. The RCMP and By-laws & Licensing Services have expressed concern with respect to the club's close proximity to the day care. The proposed operating hours of the liquor primary license do overlap with the operating hours of the day care and their key pick up and drop off times, however, the applicant has informed staff that the majority of member functions take place after 6pm on weekdays and on the weekends, which will not overlap with day care hours. The applicant has also agreed to enter into a Good Neighbour Agreement to ensure the establishment is operated in a responsible manner.
  - The site is located within 400 metres (1,310 ft.) of Tom Binnie Park. 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. The following liquor primary licences were identified within the vicinity of the subject site:
    - Pancho & Lefty's at the Flamingo Hotel, located approximately 68 metres (223 ft.) from the subject site, at 10768 - King George Boulevard;
    - The Royal Canadian Legion, located approximately 380 metres (1,247 ft.) from the subject site, at 13525 - 106 Avenue;
    - Dell Lanes & Sports Lounge, located approximately 415 metres (1,362 ft.) from the subject site, at 10576 King George Boulevard;
    - T Barz, located approximately 680 metres (2,231 ft.) from the subject site, at 10458 Whalley Boulevard; and
    - Central City Brewing Co. Ltd., located approximately 1.2 km (0.75 miles) from the subject site, at 13450 - 102 Avenue.
  - The proposed liquor primary establishment is intended to serve members only and will not be open to the general public.
- (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 within 400 metres (1,310 ft.) of Tom Binnie Park. However, given the nature of the proposed liquor primary license, no impact is anticipated on this public facility.
- (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 for the hours of 11:00 a.m. to 12:00 a.m., every day of the week.
  - 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.
  - On the application to the Liquor Control and Licensing Branch, the applicant requested a capacity of 400, based on their approved Building Permit drawings. However, since that time, the applicant has revised their occupancy layout based on existing furniture layouts, with a resulting capacity of 327 occupants.
- (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 to Fiji Canada Association members and their adult guests only.
  - The proposed liquor primary license will operate like a private club for the 450 members, who reside mostly in Surrey and Delta.
- (e) *The impact of noise on the community in the immediate vicinity of the establishment*
- The site is surrounded by commercial businesses, it is therefore anticipated that there will be minimal impact generated through the proposed liquor primary license.
- (f) *The impact on the community if the application is approved*
- The proposed liquor primary license is to permit liquor to be sold and consumed by Fiji Canada Association members and their adult guests only. There is little expected community impact if the application is approved.
  - By-laws & Licensing Services has indicated that they have received several complaints from adjacent businesses with respect to litter and untidiness on the subject site. The applicant has agreed to sign a Good Neighbour Agreement, which will help to prevent negative issues, including litter and untidiness, which may arise from the operation of their club.

### PRE-NOTIFICATION

In accordance with Council policy, pre-notification letters were sent out on June 17, 2014 and a Development Proposal sign was installed on the property. Letters were sent to a total of 80 property owners within 100 metres of the subject site. Staff received three (3) phone calls from business owners who were opposed to the application and had the following concerns:

- Two (2) callers expressed concern about the proximity of the proposed liquor primary license to the adjacent day care. They also indicated that the club members throw their garbage into the day care play area requiring the day care staff to clean it up.

*(The applicant has indicated that most member functions take place after 6pm on weekdays and on the weekends, which do not overlap with the operating hours of the day care.*

*The applicant has agreed to sign a Good Neighbour Agreement, which will help to prevent negative issues, including littering, which may arise from the operation of their business.)*

- One (1) caller expressed concern about having another liquor primary establishment in close proximity to his existing establishment, the Flamingo Hotel, and was concerned about the impact to his business.

*(The proposed liquor primary license is for members and their guests only, and should not impact other licensed businesses.)*

### BY-LAW VARIANCE AND JUSTIFICATION

#### (a) Requested Variance:

- To reduce the parking requirement in the Zoning By-law for neighbourhood pubs for the existing building from 52 parking spaces to 7 parking spaces.

#### Applicant's Reasons:

- Most functions for members are held after 6pm on weekdays and on the weekends.
- In addition to the seven (7) parking stalls on the subject site, the Fiji Canada Association has had a parking agreement with Metis Family Services (13639 – 108 Avenue) since 2012. As part of this agreement, the Fiji Canada Association is permitted to use twenty (20) parking stalls at the rear of the building during off business hours and on the weekends.
- There is plenty of on-street parking located along Grosvenor Road, and the Fiji Canada Association would only require these spaces during off-hours and weekends.
- Some members utilize public transit, while many others ride share and have family members drop them off.



- Since occupying the building on November 1, 2013, the Fiji Canada Association has not experienced any parking issues on the site to date.

Staff Comments:

- Development Variance Permit No. 7903-0050-00, which was issued to the Surrey Aboriginal Cultural Society by Council in 2004, reduced the number of required on-site parking spaces from 27 to 7. The existing variance applies only to community services use and assembly hall use. Fiji Canada Association is applying for a liquor primary license, which is considered a neighbourhood pub and therefore the approved variance does not apply.
- In Part 5 of the Zoning By-law, a neighbourhood pub requires 10 parking spaces for every 100 square metres (1,075 sq. ft.) of the gross floor area of the pub. Therefore, based on the existing 630-square metre (6,784 sq.ft.) pub area and the 20% reduction in City Centre, 50 parking spaces are required for this use.
- In Part 5 of the Zoning By-law, office areas in City Centre require 1.4 parking spaces for every 100 square metres (1,075 sq. ft.) of the gross floor area. Therefore, based on the existing 116 square-metre (1,249 sq. ft.) office area, 2 parking spaces are required for the office area.
- The combined pub and office uses require a total of 52 parking spaces.
- The existing building covers most of the site and there is no space in which to provide any more than the seven (7) already existing on-site parking spaces.
- The applicant has indicated most member functions occur during off-business hours, and therefore peak parking demands will typically not compete with on-street parking for businesses in the area.
- The twenty (20) parking spaces shared with Metis Family Services, will provide additional parking for the Fiji Canada Association during member functions. However, this informal agreement with the neighbouring property provides no guarantee that the off-site parking stalls will be available to the Fiji Canada Association on an ongoing basis as no parking easement will be registered on title.
- Transportation Engineering staff have identified the potential impact that the parking shortfall will have on the neighbourhood, as it is anticipated that a number of the building's patrons will park their vehicles on-street along adjacent streets. However, the City has not received any complaints with respect to parking since the Fiji Canada Association has occupied the building. Staff is mindful that neighbouring properties have minimal off-street parking, and may be seeking similar parking variances in the future. These future variance requests will be evaluated on a case-by-case basis, taking into consideration the on-street parking demand at that time.
- Staff support the requested variance.

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

- Appendix I. Lot Owners, Action Summary
- Appendix II. Aerial Photo and Building Plans
- Appendix III. Liquor Control and Licensing Branch Summary Sheet
- Appendix IV. Good Neighbour Agreement
- Appendix V. Development Variance Permit No. 7914-0153-00

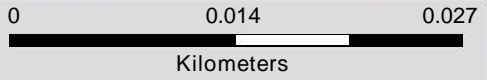
*original signed by Judith Robertson*

Jean Lamontagne  
General Manager  
Planning and Development

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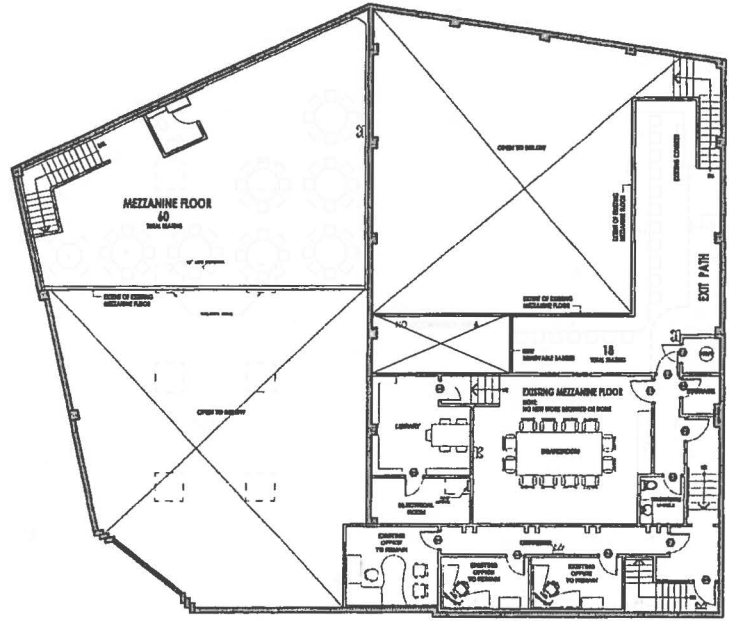
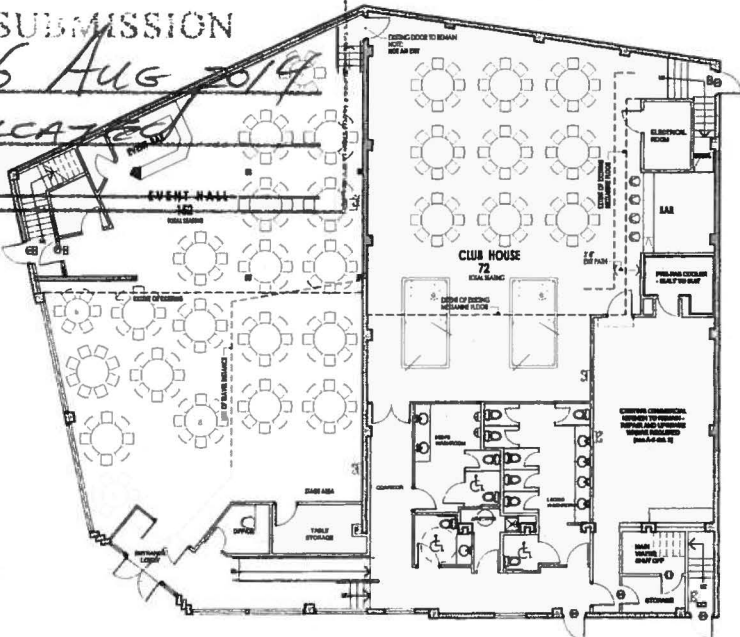
The data provided is compiled from various sources and is NOT warranted as to its accuracy or sufficiency by the City of Surrey. This information is provided for information and convenience purposes only. Lot sizes, legal descriptions and encumbrances must be confirmed at the Land Title Office. Use and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

Enter Map Description

Scale: 1: 450  
Map created on: June-18-14

SURREY FIRE SERVICE  
 MAXIMUM OCCUPANT LOAD

OF 327 PERSONS  
 BASED ON SUBMISSION  
 DATED 26 Aug 2014  
 FOR INDICATED  
LAYOUT



- EVENT HALL**
- 16 - 5' Diam. Tables x 8 = 128
  - 01 - 5' Diam. Table x 7 = 7
  - 02 - 4' Diam. Tables x 6 = 12
  - 01 - 4' Diam. Table x 5 = 5  
20 Tables Persons = 152

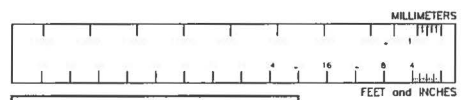
**Ground Level Floor Plan**  
 Scale: 1 Inch = 8 Feet

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT
WEST PART - EVENT HALL	190	152
EAST PART - CLUB HOUSE	90	72
EAST PART - KITCHEN	04	04
<b>TOTAL</b>	<b>284</b>	<b>228</b>

OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING

**SUMMARY**  
 OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT	REMARK
WEST PART - EVENT HALL	190	152	UNDER
EAST PART - CLUB HOUSE	90	72	UNDER
EAST PART - KITCHEN	04	04	SAME
WEST PART - MEZZANINE	60	60	SAME
EAST PART - MEZZANINE	33	18	UNDER
EAST PART - OFFICES	21	21	SAME
<b>TOTAL</b>	<b>298</b>	<b>327</b>	UNDER

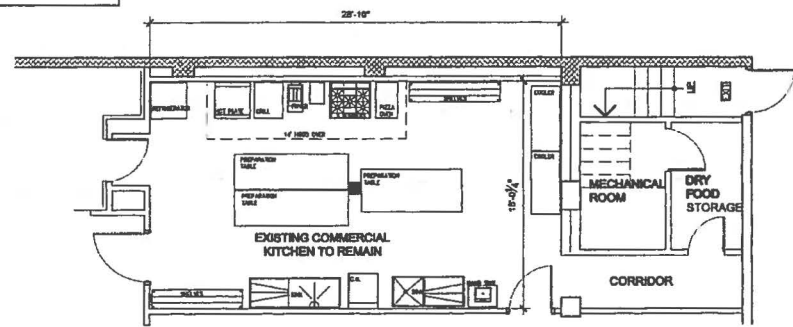


Note: THIS DRAWING TO BE READ IN CONJUNCTION WITH ARCHITECTURAL REFERENCE Dwg. No. A-04 OF APPROVED BUILDING PERMIT DRAWINGS.

**Upper Floor / Mezzanine Plan**  
 Scale: 1 Inch = 8 Feet

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT
WEST PART - MEZZANINE	60	60
EAST PART - MEZZANINE	33	18
EAST PART - OFFICES	21	21
<b>TOTAL</b>	<b>114</b>	<b>99</b>

OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING



Existing Kitchen Layout  
 Scale: 1 Inch = 4 Feet

**FIJI CANADA ASSOCIATION**  
 13629 - 108 AVENUE SURREY B.C.  
**FURNITURE LAYOUT and SEATING**  
 REVISED August 25, 2014 AS PER MOCK-UP

**FCA-01**



# APPLICATION SUMMARY

For Applicant and Local Government/First Nations

Date: April 4, 2014

Job # 22718435-1

Created by: Emma Ross, Senior Licensing Analyst

Re: Application for a Liquor Primary-Club Licence  
Applicant: Fiji Canada Association  
Proposed Site: 13629 108<sup>th</sup> Avenue in Surrey  
Proposed Establishment Name: Fiji Canada Association

## 1. APPLICATION INFORMATION

Date application deemed complete: February 26, 2014

Local Government Jurisdiction: City of Surrey

The primary business focus of the proposed establishment: Hospitality

Total person capacity/occupant load requested: 400- East and West Assembly Hall  
(this number includes patrons plus staff)

### Hours of Operation requested:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM
12:00	12:00	12:00	12:00	12:00	12:00	12:00
Midnight	Midnight	Midnight	Midnight	Midnight	Midnight	Midnight

### Terms and Conditions Requested:

A private club is eligible for the term and condition for flexible use (green lined area), pursuant to section 27(b) of the *Liquor Control and Licensing Act*. The licensee has the option of providing or not providing liquor service in areas covered by section 27(b)(i). When a green lined area is not being used for liquor service, the rules governing a licensed area no longer apply. The practical result of this designation is that when liquor is not being served these areas are unlicensed. The licensee does not need to apply to temporarily de-license the area.

Minors are permitted in green lined areas on the official floor plan during noted licensed hours when liquor is not being sold or consumed and all liquor is securely stored. No minors permitted in the liquor service area when the licence is in effect (liquor is being served) unless otherwise authorized by the L.C.L.B.

## 2. APPLICANT SUITABILITY INFORMATION (Fit and Proper)

Applicant eligibility and suitability is under review as required by the *Liquor Control and Licensing Act*.

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

### **3. LOCATION/SITE FACTORS**

The legal description of the proposed site is PID 008-459-576, Plan 75602, Lot 1, Range 2 Section 14, Block 5. This site is located in the City Centre of the Municipality of Surrey. It is mostly commercial, although there is some residential in the area. The proposed establishment will operate as a meeting place for the club members to share their customs and culture. It will also be a meeting place for groups involved in activities such as music, dance, sports and health. The establishment will be used for non-profit special events for fundraising and the like.

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

- a) **Business Focus or Purpose**
- 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.*

### **4. CONTRAVENTION STATISTICS:**

The Liquor Control and Licensing Branch will provide contravention statistics for liquor primary and liquor primary club establishments near the subject location upon request.

### **5. 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](mailto: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>
- Statistics Canada Population breakdown by categories is available at: <http://www12.statcan.ca/census-recensement/2006/dp-pd/prof/92-591/index.cfm?Lang=E>

### **6. 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 licence 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;

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

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For use by Liquor Control and Licensing Branch:

**REGULATORY CONSIDERATIONS**

Liquor Control and Licensing Act, sections: 11, 16 and 18  
Liquor Control and Licensing Regulations sections: 4, 5, 6, 8, 10

**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 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): 400 Hall & Pool

b) Proposed patio capacity (occupant load):

c) Describe the intended use of above:

BUSINESS LICENCE No 137892 ISSUED FOR NON-PROFIT SOCIETY CLUBHOUSE, ALLOWING SOCIAL, CULTURAL, HOSPITALITY, EDUCATIONAL, MUSIC, RECREATIONAL, ENTERTAINMENT AND CHARITABLE ACTIVITIES. INCORPORATION NO S-007941

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
<b>OPEN</b>	3-8pm	3-8pm	3-8pm	3-12pm	3-12pm	3-12pm	3-10pm
<b>CLOSE</b>	19hrs	19hrs	19hrs	15hrs	15hrs	15hrs	17hrs

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

THIS CLUB HOUSE IN THE COMMERCIAL AREA AND I DO NOT ANTICIPATE ANY CHANGE. THE BUILDING IS CONCRETE BUILDING & SOUND PROOF AND OUR ACTIVITIES HAVE BEEN THROUGH SPECIAL EVENT LIQUOR LICENCE/SERVE RIGHT No 1201290016R

4. **Catering Endorsement:** A liquor primary applicant (but not a liquor primary club applicant) may apply for a catering endorsement if they wish to be licensed to transport and sell liquor at catered events where they have been hired to provide food service. The catered events must be hosted by other people and must take place outside the 'red-lined area' (the area where liquor is sold, served and consumed) and generally away from the establishment. The caterer must be present for the duration of a catered event. A catering endorsement is subject to an annual licensing fee of \$100.

To qualify for an endorsement the applicant must demonstrate at the time of inspection:

- Catering service is focused on the preparation and serving of food.
- The applicant has the personnel and infrastructure necessary to prepare and serve food at events hosted by others. This includes a requirement to have a full commercial kitchen at the applicant's establishment. For more details please see the Catering Terms & Conditions Guide.

Are you applying for a Catering Endorsement?  Yes  No

**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 FIJI CANADA ASSOCIATION CONSTITUTION ALLOWS SOCIAL, CULTURAL, EDUCATIONAL, MUSICAL, ENTERTAINMENT, AND HOSPITALITY PROGRAMS. OUR MEMBERSHIP REQUIREMENT IS 18 YEARS AND OVER. OUR SENIOR MEMBERSHIP IS 55 YEARS AND OVER.

SURREY CITY BUSINESS LICENCE NO 137892 AT NO TIME MINORS ARE ALLOWED TO CONSUME ALCOHOL AT THE CLUBHOUSE.

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): HUMAN DISASTER FUNDRAISINGS-/ PHILLIPINES, CHARITIES/ CHILDREN'S HOSPITAL ETC

Part 8 continued on the next page...

LIQUOR CONTROL & LICENSING  
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 JAN 07 2014  
 VICTORIA BC

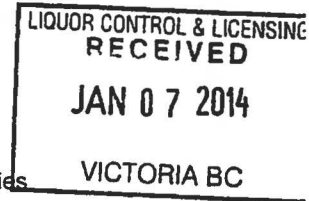
**3. Composition of the Neighbourhood**

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.

WITHIN 500 YARDS OF THE SUBJECT SITE, THERE THE FOLLOWING AMENITIES, LIQUOR STORE, RETAIL STORES, BANKS, RCMP SURREY DETACHMENT, HIGH RISE APARTMENT BUILDINGS, PUBS, Mc DONALDS, SUB WAYS, SEARS FURNITURE STORE, SAFEWAY STORE, SKYTRAIN STATION, SURREY CITY CENTRE, PLAYING FIELDS, PROPOSED CITY CENTRE, CHURCHES, BUS ROUTES, KING GEORGE BLVD, POST OFFICE, PROFESSIONAL OFFICES, RESIDENTIAL NEIGHBOURHOODS PLEASE REFER TO ENCLOSED APPRAISAL REPORT DESCRIBING THE NEIGHBOURHOODS AND SERVICES, UNIVERSITY CAMPS CANADIAN TIRE ETC. ESSENTIALLY THE AREA IS THE HUB OF MODERN DAY ACTIVITIES. GOVERNMENT OFFICES, DENTAL AND MEDICAL OFFICES.

**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 COMMUNITY OF 500 MEMBERS REGULARLY MEET TO SHARE THEIR CUSTOM, CULTURE, MUSIC, ENTERTAINMENT, HEALTH, SPORTS, HOSPITALITY AND CLASSICAL DANCE ACTIVITIES, THERE ARE GROUPS WITH SPECIAL INTERESTS IN DARTS, BILLIARD, TABLE TENNIS ARE REQUESTING TO ORGANISE TOURNAMENTS FOR BC GAMES, SENIOR MEMBERS GATHER ON WEEKENDS FOR CULTURAL EVENTS AND ENTERTAINMENTS.

**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)

THE CLUB HOUSE IS A SOLID CONCRETE BLOCK BUILDING WITH HIGH CEILINGS AND BEING CLOSE TO MAIN HIGHWAY SYSTEMS. LITTLE SOUND EVER GETS INSIDE THE BUILDING. WE STAGED SOME BIG EVENTS AND THE RCMP DETACHMENT CLOSEBY, HAVE NOT RECEIVED ANY COMPLAIN. THE BUILDING IS SOUND PROOF AND HAS NEWLY INSTALLED FOUR SURVEILLANCE CAMERAS AROUND THE BUILDING PLUS BUILDING SECURITY ALARM. THIS BUILDING IS ON A CORNER LOT AND WILL EXPOSED TO TRAFFIC.

**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)

WE HAVE HAD DAY EVENTS AND NIGHT EVENTS AND LOCAL RCMP DETACHMENT HAVE NOT RECEIVED A SINGLE COMPLAIN. TRAFFIC NOISE FROM HEAVY COMMERIAL VEHICLES WOULD BE THE ONLY DISTURBANCE.THE BUILING IS SOUND PROOF.THE INTERIOR WALL DIVIDING THE HALL FROM THE RECREATION CENTRE IS CONCRETE BLOCK.

**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)

THE FIJI CANADA ASSOCIATION IS A NON-PROFIT, FUNDING RAISING EVENTS ARE LIQUOR DRIVEN FOR MATURE AUDIENCE AND WE HELD EVENTS UNDER SPECIAL EVENT LICENCE VIA RCMP DETACHMENT IN OUR AREA.

**8. Additional Requests**

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

SURREY CITY STAFF(BUILDING& PLANNING DEPARTMENTS) ARE FAMILIAR WITH THE BUILDING RENOVATIONS,THE BUILDING HAS COMMERCIAL KITCHEN,WALK-IN COOLER,FOR REFERECES IN SUPPORT OF APPLICATION,CITY OF SURREY COUNCILLORS& HONC. MARVIN HUNT, COUNCILLOR TOM GILL, AND FORMER MLA DAVE HEER

**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:

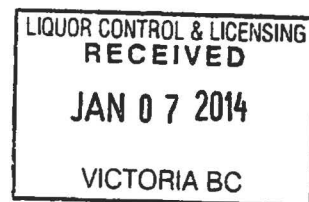
- 1. Completed *Liquor Primary Licence Application* (LCLB001)
- 2. Application fee. See Part 11 of this application form.
- 3. Completed *Consent for Disclosure of Criminal Record information* (RCMP GRC3584) for all required individuals. (Please note, you must complete Part 1, 4 and 5 of the *Consent 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/L1inBC/criminal\\_record\\_search.htm](http://www.pssg.gov.bc.ca/lclb/L1inBC/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 10 in the *Personal History Summary and Consent for Criminal Record Search* form (LCLB004)
- 6. Driver's abstract (driving record) by all individuals that answered "Yes" to 9 or 10 in the *Personal History Summary and Consent for Criminal Record Search* form (LCLB004)
- 7. 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.
- 8. Preliminary concept drawings of the overall establishment, including details of access to the area(s), egress, kitchen, washrooms, bar, stairs, patio area(s), unlicensed areas and proposed occupant load calculations. (Professionally drawn floor plans with occupant load stamps will be required at a later stage called "plans approval".)
- 9. Site map (as per Part 8).
- 10. A sketch of the proposed establishment signage. Signs bearing the name of a licensed establishment are considered to be advertising and are subject to LCLB approval.
- 11. 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*.

**Golf courses, also provide:**

- 16. Attach a map of the entire golf course clearly marking the following:
  - Label the holes (1-9 or 1-18 as applicable)
  - Public roads that may divide the golf course playing area (if applicable)
  - Existing licensed areas (which may include clubhouse, liquor primary and food primary licensed areas)
  - Putting green and driving range (these areas are not permitted for licensing)
  - Any other external buildings located on the golf course



CITY OF SURREY  
GOOD NEIGHBOUR AGREEMENT

BETWEEN:

FIJI-CANADA ASSOCIATION  
(the "Owner")

AND:

CITY OF SURREY  
(the "City")

AND:

ROYAL CANADIAN MOUNTED POLICE  
(the "RCMP")

WHEREAS the City, the RCMP, and the Owner of the Assembly Hall located at 13629 - 108 Avenue (the "Licensed Establishment") (collectively the "Parties"), recognize that all liquor primary liquor licenses have a civic responsibility, beyond the requirements of the *Liquor Control and Licensing Act*, to control the conduct of their patrons;

AND WHEREAS the Owner wishes to demonstrate to the citizens of Surrey its desire to be a responsible corporate citizen;

AND WHEREAS the Parties wish to promote Surrey as a vibrant, safe and attractive community for the enjoyment of everyone, including residents, visitors, businesses and their workers.

NOW THEREFORE the Owner agrees with the City and the RCMP to enter into this Good Neighbour Agreement, the terms and conditions of which follow:

1. **Noise and Disorder**

- (a) The Owner undertakes to ensure that noise emissions from the Licensed Establishment do not disturb surrounding residential developments and neighbourhoods, and do not violate Surrey Noise Control Bylaw, 1982, No. 7044, as amended;
- (b) The Owner shall assign staff to monitor the activity of patrons in areas outside of the Licensed Establishment to promote the orderly dispersal of patrons, and to discourage patrons from engaging in behaviour that may disturb the peace, quiet and enjoyment of the neighbourhood;
- (c) The Owner undertakes to ensure disturbances are prevented. Owner must take reasonable measures to make sure the Licensed Establishment is not operating contrary to the public interest and does not disturb people near the establishment. Examples of reasonable measures include installing adequate lighting outside the Licensed Establishment and in the parking lot, supervising parking areas, adding sound proofing, making structural changes to allow indoor line-up areas, and posting signs at the exit doors asking the patrons not to disturb the neighbours;

- (d) In those instances where patrons are lining up on the public sidewalks the Owner shall ensure that the patrons are lined up in an orderly fashion allowing for the free flow of pedestrians along the sidewalk, not blocking laneways or driveways and not spilling onto the roadway; and
- (e) In cases where the presence of employees does not facilitate an orderly dispersal of patrons, the Owner shall contact the RCMP to request assistance in dealing with any persons or crowds.

2. **Criminal Activity**

- (a) The Owner shall not tolerate any criminal activity within the Licensed Establishment; and
- (b) The Owner shall make every reasonable effort to scrutinize patrons as they enter the building to ensure that no items of contraband, including weapons and controlled substances, are brought onto the premises.

3. **Minors**

- (a) The Owner shall not serve alcohol to any person under the age of 19 years of age; and
- (b) The Owner shall check two pieces of identification when verifying that a customer is at least 19 years of age, one piece of which must be picture identification and may be a driver's licence, a government identification card or a passport.

4. **Sale and Consumption of Alcohol**

- (a) While it is recognized that there may be occasional price reductions or promotions for specific alcoholic beverages, the Owner shall comply with the requirements of the *Liquor Control and Licensing Act* and Policy Directive 14-07;
- (b) When offering price reductions and promotions, the Owner shall be particularly mindful of its legal and moral obligation to refuse service to persons who may, based on appearance or amount of alcohol consumed, be intoxicated; and
- (c) The Owner shall not allow patrons to carry or consume open beverages in areas that are not licensed for such purposes, including areas outside of the Licensed Establishment.

5. **Hours of Operation and Liquor Service**

- (a) The Owner shall not allow the service of alcohol to extend beyond midnight every day of the week and the service of liquor must at all times be done in accordance with the terms and conditions of the Liquor Control and Licensing Branch;

- (b) The Owner shall be permitted an extra 30 minutes to clear the Licensed Establishment at the time of closing in order to facilitate the orderly dispersal of patrons; and
- (c) The Owner shall not allow patrons to enter the Licensed Establishment after liquor service ceases under any circumstances.

6. **On-Duty Employees**

- (a) The Owner shall ensure that each on-duty employee of the Licensed Establishment is clearly identified; and
- (b) The Owner shall ensure that the on-duty manager of the Licensed Establishment maintains a list showing the full identification of each on-duty employee, and shall make the list available to the Officer In Charge of the RCMP on request.

7. **Cleanliness**

- (a) The Owner shall assign staff to inspect the outside of the Licensed Establishment to ensure that there is no litter, garbage, broken glass or other foreign objects; and
- (b) The Owner shall undertake to remove, as soon as is practical, any graffiti from the building's exterior.

8. **Safety**

- (a) The Owner shall ensure the occupant load sign is visibly posted near the entrance to ensure overcrowding does not take place.

9. **Other Agencies and Programs**

- (a) The Owner agrees to work with the City and its departments, including the RCMP and Fire Department, to resolve any concerns that arise with respect to the operation of the Licensed Establishment;
- (b) The Owner agrees to attend a formal meeting, as and when required by the City, with the City and the RCMP to discuss issues and concerns;
- (c) The Owner shall demonstrate complete support for the RCMP and its members;
- (d) When incidents occur which require RCMP involvement, the Owner shall ensure that all personnel of the Licensed Establishment cooperate fully with RCMP members and do not impede or obstruct members in performing their duties;
- (e) If the Licensed Establishment is located within a Business Improvement Area, the Owner shall participate in any Business Improvement Area Watch Program, if such a program is created;
- (f) The Owner shall support programs which aim to eliminate occurrences of drinking and driving;

- (g) The Owner shall make a free telephone available to patrons for the purpose of contacting a taxi or arranging other transportation from the Licensed Establishment; and
- (h) The Owner shall provide non-alcoholic beverages at prices which are below those set for alcoholic beverages.

10. **Amendment and Transferability**

- (a) Any proposed changes to the terms of this Good Neighbour Agreement shall be discussed and resolved among the Parties; and
- (b) The Owner shall make the continuation of this Good Neighbour Agreement a condition of any sale, lease or transfer of all or part of the Licensed Establishment.

11. **Enforcement**

- (a) Any failure on the part of the Owner to comply with the terms outlined herein may be brought to the attention of City Council and Council may suspend or cancel the Owner's business license for the Licensed Establishment or impose additional terms and conditions; and
- (b) Nothing contained or implied in this Good Neighbour Agreement shall prejudice or affect the City's rights and authorities in the exercise of its functions pursuant to the *Community Charter* and *Local Government Act*, as amended, and the rights and powers of the City and the RCMP under provincial and federal statutes and regulations, and City bylaws.

12. **Indemnification**

- (a) The Owner hereby releases, indemnifies and saves harmless the City, its elected and appointed officials, employees and agents from any and against all liabilities, actions, causes of action, claims, damages, expenses, costs, debts, demands or losses suffered or incurred by the City arising from the granting or existence of this Agreement from the performance by the Parties of this Agreement or any default of the Parties under or in respect of this Agreement.



Executed the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ in Surrey, British Columbia,

**Fiji-Canada Association**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (*please print*)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (*please print*)

**City of Surrey**

\_\_\_\_\_  
Mayor Dianne L. Watts

\_\_\_\_\_  
Jean Lamontagne, General Manager,  
Planning and Development

**Royal Canadian Mounted Police**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (*please print*)

\_\_\_\_\_  
Rank (*please print*)

L4M

CITY OF SURREY

(the "City")

DEVELOPMENT VARIANCE PERMIT

NO.: 7914-0153-00

Issued To: FIJI-CANADA ASSOCIATION

("the Owner")

Address of Owner: 13629 - 108 Avenue  
Surrey, BC V3T 2K4

1. This development variance permit is issued subject to compliance by the Owner with all statutes, by-laws, orders, regulations or agreements, except as specifically varied by this development variance permit.
2. This development variance permit applies to that real property including land with or without improvements located within the City of Surrey, with the legal description and civic address as follows:

Parcel Identifier: 008-459-576

Lot 1 Section 14 Block 5 North Range 2 West New Westminster District Plan 75602

13629 - 108 Avenue

(the "Land")

3. Surrey Zoning By-law, 1993, No. 12000, as amended is varied as follows:
  - (a) In Section C.2 of Part 5 Off-Street Parking and Unloading, the total combined parking requirements for a Neighbourhood Pub use and Offices use are reduced from 52 to 7 parking spaces for the existing 746-square metre (8,030 sq.ft.) neighbourhood pub and offices uses.
4. This development variance permit applies to only the building on the Land shown on Schedule A which is attached hereto and forms part of this development variance permit. This development variance permit does not apply to additions to, or replacement of, any of the existing buildings shown on attached Schedule A, which is attached hereto and forms part of this development variance permit.
5. The Land shall be developed strictly in accordance with the terms and conditions and provisions of this development variance permit.

6. The terms of this development variance permit or any amendment to it, are binding on all persons who acquire an interest in the Land.
  
7. This development variance permit is not a building permit.

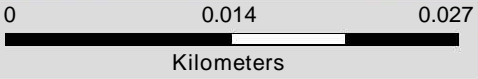
AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE      DAY OF      , 20 .  
ISSUED THIS      DAY OF      , 20 .

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Mayor – Dianne L. Watts


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City Clerk – Jane Sullivan



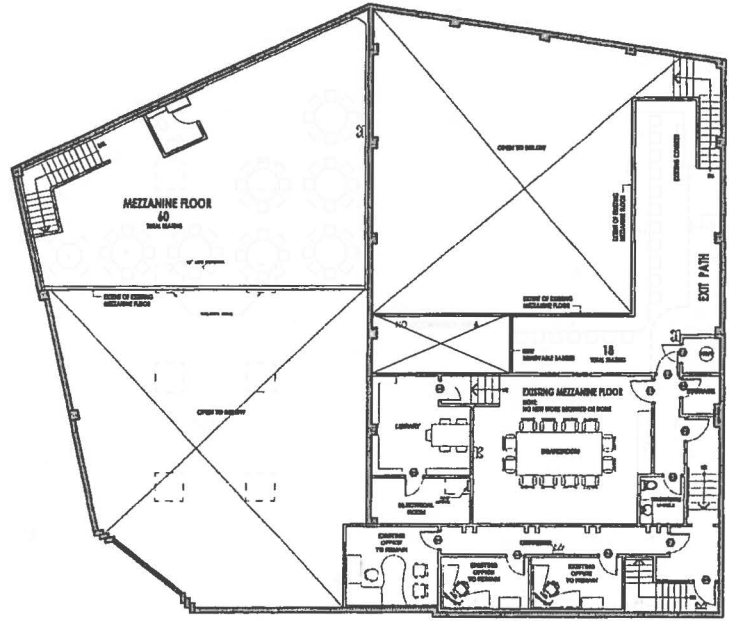
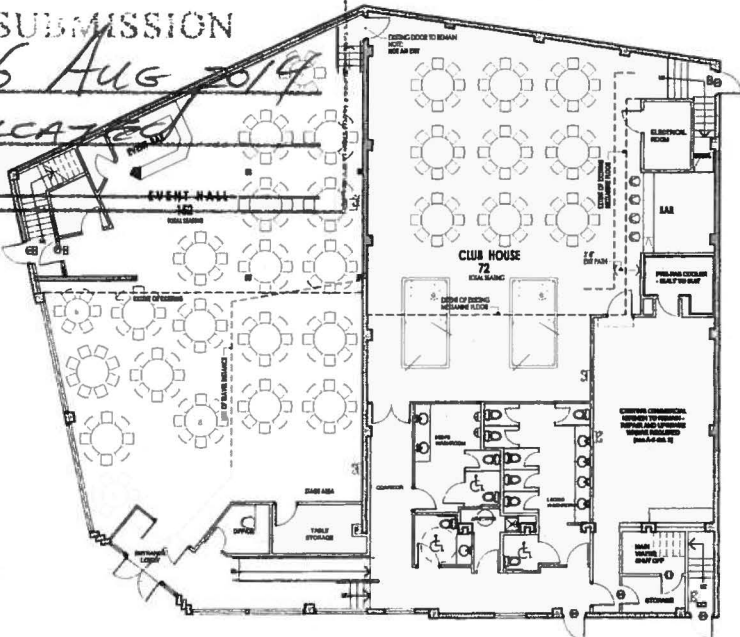
The data provided is compiled from various sources and is NOT warranted as to its accuracy or sufficiency by the City of Surrey. This information is provided for information and convenience purposes only. Lot sizes, legal descriptions and encumbrances must be confirmed at the Land Title Office. Use and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

Enter Map Description

 Scale: 1: 450  
Map created on: June-18-14

SURREY FIRE SERVICE  
 MAXIMUM OCCUPANT LOAD

OF 327 PERSONS  
 BASED ON SUBMISSION  
 DATED 26 Aug 2014  
 FOR INDICATED  
LAYOUT



- EVENT HALL**
- 16 - 5' Diam. Tables x 8 = 128
  - 01 - 5' Diam. Table x 7 = 7
  - 02 - 4' Diam. Tables x 6 = 12
  - 01 - 4' Diam. Table x 5 = 5  
20 Tables Persons = 152

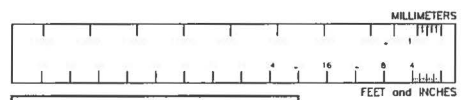
**Ground Level Floor Plan**  
 Scale: 1 Inch = 8 Feet

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT
WEST PART - EVENT HALL	190	152
EAST PART - CLUB HOUSE	90	72
EAST PART - KITCHEN	04	04
<b>TOTAL</b>	<b>284</b>	<b>228</b>

OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING

**SUMMARY**  
 OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT	REMARK
WEST PART - EVENT HALL	190	152	UNDER
EAST PART - CLUB HOUSE	90	72	UNDER
EAST PART - KITCHEN	04	04	SAME
WEST PART - MEZZANINE	60	60	SAME
EAST PART - MEZZANINE	33	18	UNDER
EAST PART - OFFICES	21	21	SAME
<b>TOTAL</b>	<b>298</b>	<b>327</b>	UNDER

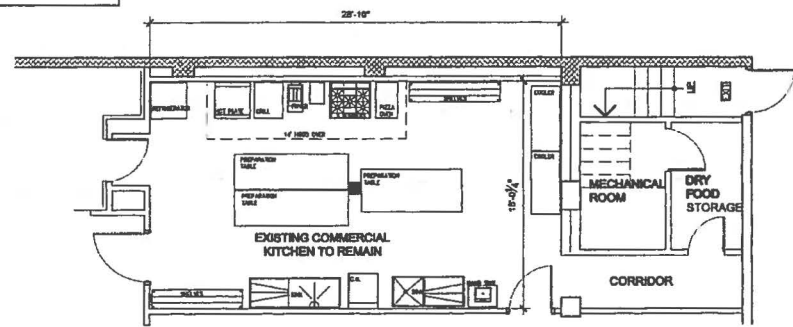


Note: THIS DRAWING TO BE READ IN CONJUNCTION WITH ARCHITECTURAL REFERENCE Dwg. No. A-04 OF APPROVED BUILDING PERMIT DRAWINGS.

**Upper Floor / Mezzanine Plan**  
 Scale: 1 Inch = 8 Feet

	ALLOWED OF OCCUPANT LOAD	PRESENT COUNT
WEST PART - MEZZANINE	60	60
EAST PART - MEZZANINE	33	18
EAST PART - OFFICES	21	21
<b>TOTAL</b>	<b>114</b>	<b>99</b>

OCCUPANCY BASED ON FURNITURE LAYOUT and SEATING



Existing Kitchen Layout  
 Scale: 1 Inch = 4 Feet

**FIJI CANADA ASSOCIATION**  
 13629 - 108 AVENUE SURREY B.C.  
**FURNITURE LAYOUT and SEATING**  
 REVISED August 25, 2014 AS PER MOCK-UP

**FCA-01**