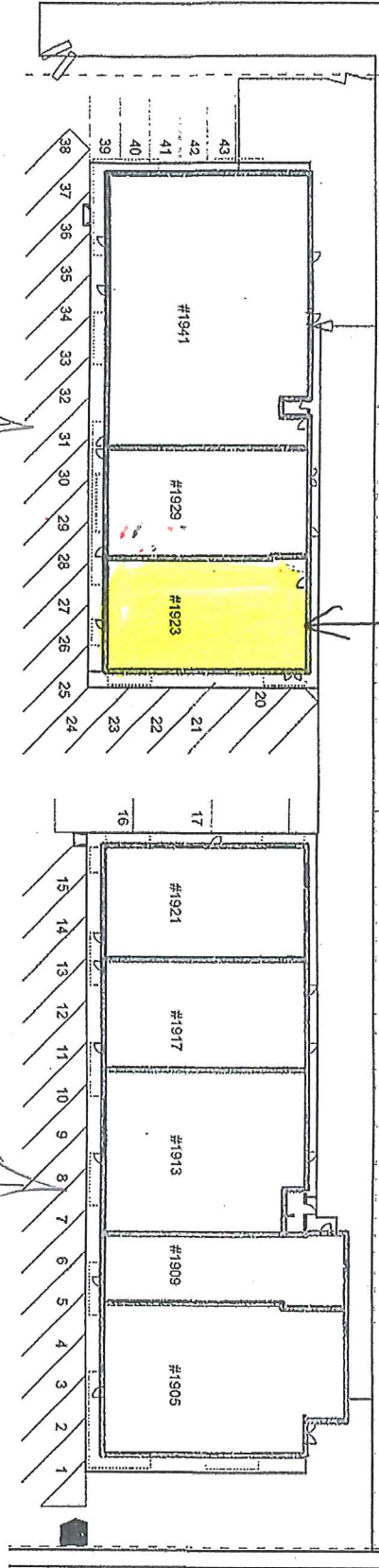


BREDIN ROAD

SPALL ROAD



ELKS LODGE
NEEDS 12-20
STRIPS

BUDGET AREA ± 866^m² KENT ROAD

BUDGET AREA ± 1008^m²

TOTAL 1868^m²

MINIMUM PARKING @ 2.2 STRIPS PER 100^m²

1868 ÷ 100 × 2.2 = 41 STRIPS

WHICH DECREASES TO 43

CALLAHAN
PROPERTY GROUP LTD.

Suite 218-1626 Richter Street, Kelowna, B.C. V1Y 2M3
PH (250) 717-3000 FAX (250) 717-3400

PROJECT:
KENT ROAD

KENT ROAD
KELOWNA, B.C.

DRAWING:
SITE PLAN

CHECKED BY:

SCALE 1"=50'

DRAWING NO.:

1 OF 1

B2 50921

CORNERSTONE
CONTRACT SERVICES



PROJECT NAME
ICELONA ELKS LODGE
1023 KENT ROAD
ICELONA, BC

DRAWING TITLE
EQUIPMENT PLAN &
SCHEDULE

PROJECT NO. - 2005-003

DATE: 2005-003
BY: DATE

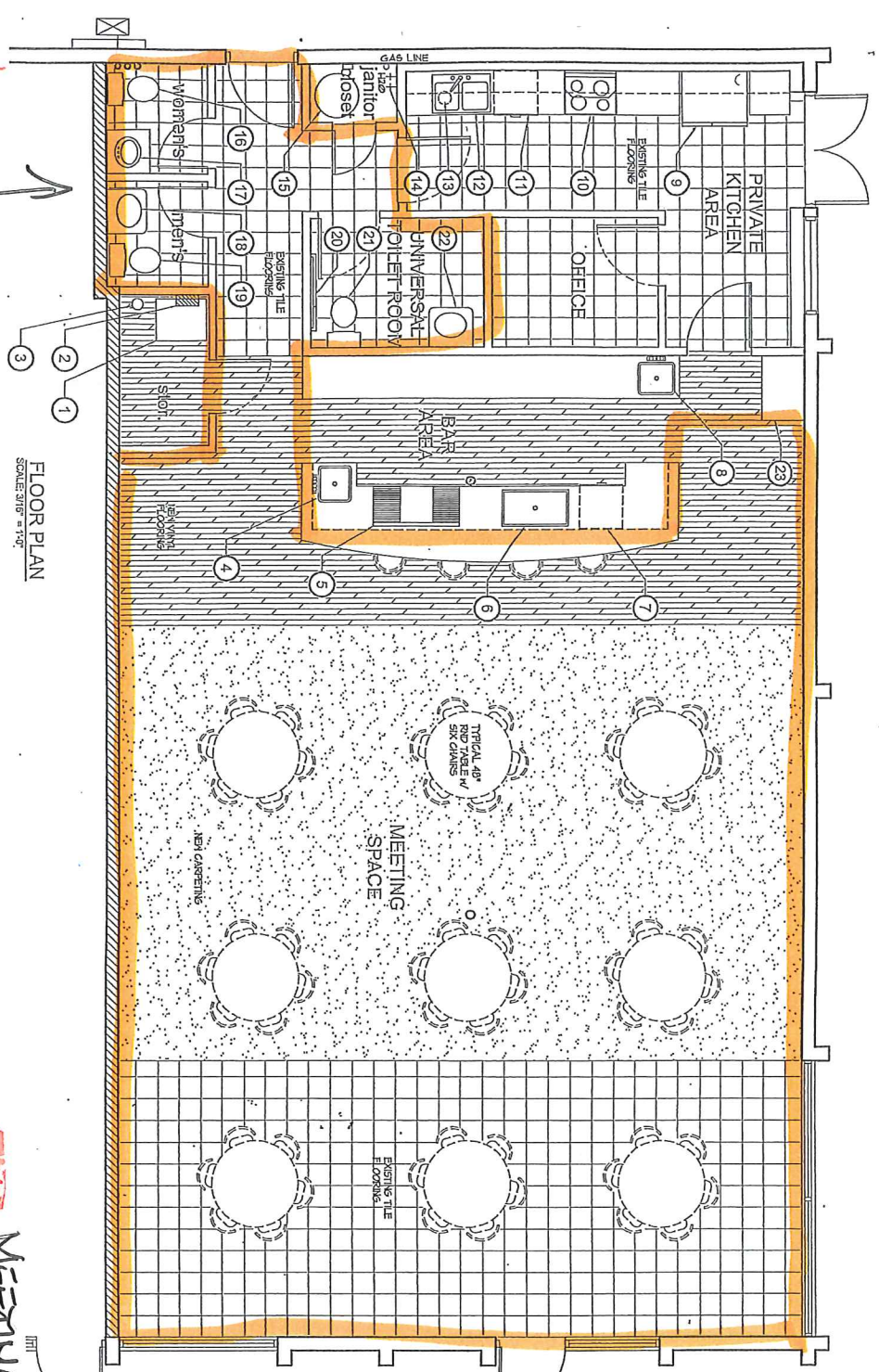
REVISIONS
NO. DESCRIPTION
BY DATE

NOTED FOR
L. 1023 KENT ROAD
BY: DATE

EQUIPMENT SCHEDULE

- 1 ICE MACHINE (FLR MOUNTED)
- 2 WATER FILTER SYSTEM (WALL MOUNTED)
- 3 CONDENSATION DRAIN (FLR MOUNTED)
- 4 GLASS PRE-WASH SINK (BUILT-IN)
- 5 GLASS CLEANER (FLR MOUNTED)
- 6 BOTTLE WASH (BUILT-IN)
- 7 UNDER CABINET REFR COOLER (FLR MOUNTED)
- 8 HAND WASH SINK (BUILT-IN)
- 9 STD REFRIGERATOR
- 10 STD ELECTRIC STOVE 6/4 RANGE HOOD
- 11 STD DISHWASHER (BUILT-IN)
- 12 STD DRYE KITCHEN SINK (BUILT-IN)
- 13 UNDER CABINET GREASE INTERCEPTOR
- 14 HOT & COLD TAPS FOR JANITOR STATION
- 15 HOT WATER TANK (FLR MOUNTED)
- 16 STD TOILET (FLR MOUNTED)
- 17 STD WASH BASIN (BUILT-IN)
- 18 STD WASH BASIN (BUILT-IN)
- 19 STD TOILET (FLR MOUNTED)
- 20 GRAB BAR (WALL MOUNTED)
- 21 ACCESSIBLE TTYE TOILET (FLR MOUNTED)
- 22 ACCESSIBLE TTYE SINK (WALL MOUNTED)
- 23 COFFEE BAR (FLR MOUNTED)

GENERAL NOTES:
1. ALL WALL SURFACES FINISHED WITH
SCORABLE BBS-SHELL LATEX PAINT.



FLOOR PLAN
SCALE: 3/16" = 1'-0"

WASHROOMS
Maximum
60

ELKS LODGE
@ 1923 KENT ROAD

THE MEETING SPACE
has a net floor area of
141 m². The maximum
occupant load shall be
60 persons, based on
WASHROOMS - 11 persons.

Reviewed
by City of Kelowna
Inspection Services
Aug 10/15

2005-003
1023 KENT ROAD
ICELONA, BC
2005-003
2005-003
2005-003



KELOWNA ELKS LODGE #52

1923 KENT ROAD

KELOWNA BC V1Y 7S6

The City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4

Letter of Intent

Kelowna Elks Lodge No 52 of the Benevolent and Protective Order of Elks of Canada generally known as Kelowna Elks Club (the "Club") proposes to move their establishment from 205-2040 Springfield Road, Kelowna British Columbia to 1923 Kent Road, Kelowna, British Columbia (the "New Location"). The primary reason for the move is economic in nature in terms of the operating costs of the Club. The New Location is ground floor in nature and being located in a non-residential area, there is more available parking. The New Location and its purpose being to serve members only and having 60 Persons interior-no patio, it should have considerably less impact on the public interest. (Reduction of 271 persons to 60). The Club earns income from meat draws (twice a week) and members only dinners on a notice only basis. All profits from the Club are donated to Elks Charities and the United Way to assist disadvantaged persons and non-profits operating within the City of Kelowna.

The New Location will be more central to the various residential areas comprising the City of Kelowna. The average age of the membership is 65 years and the Club does not foresee any noise issues and the proposed operating hours will be after the surrounding businesses have closed.

We trust that our application will be favourably received by you.

Kelowna Elks Club
Per: Al Blaquiere



Liquor Primary Transfer of Location Licence Application

Liquor Control and Licensing Form LCLB095

INSTRUCTIONS: Complete all applicable fields, attach required documents and submit with payment as outlined in Part 8. You may complete this form, one of two ways: 1) at your computer, save and then print; or 2) by hand - print clearly using dark ink.

- If you have any questions about completing this application, call the Branch toll-free at 1.866-209-2111
- LCLB forms and supporting materials which may be referred to in this document can be found at: www.pssg.gov.bc.ca/lclb

PART 1: Type of Application

Fee: \$2000.00 per licence

Office use only

C5 - LIC

Job No. _____

Please Check (☐) one of the following boxes to indicate the type of application you are submitting:

☒ Liquor Primary Licence - Transfer of Location

☐ Liquor Primary Club Licence - Transfer of Location

Licence Number: 029936

Licence Number: _____

Liquor-Primary licensees may apply to move the location of their Liquor-Primary establishment. Neither a Liquor Primary nor a Liquor Primary Club licence may be transferred from one establishment location to another unless the new establishment location is considered by the general manager to be located within a reasonably close distance from the existing establishment and within the same community as the existing establishment.

To meet the requirements of "same community", the relocation will be within the publicly recognized area in which the establishment is already located (i.e., downtown core). In determining whether the proposed location is within a "reasonably close distance", the general manager will consider whether the location is within comfortable walking distance from the existing establishment.

A location change is subject to local government resolution. See Part 9 of this form which explains the approval process.

If the relocation is at the same civic address and is within the existing building or is attached to or abutting the existing building, you may need to apply for a structural alteration instead. If in doubt, please contact the branch to confirm that this is the correct application form and process.

An incomplete package will be held for 45 days and if it is still incomplete, the application may be terminated.

PART 2: Licensee

Licensee Name [as on licence]: KELOWNA ELK CLUB

Mailing address (for all correspondence unless otherwise advised):

205-2040 SPRINGFIELD RD KELOWNA BC V1Y 9N7
Street City Province Postal Code

Contact Person:
(Full name)

Title/Position:

Business Contact Information:

Tel: 250 860-5841 Fax: 250 860-1167 E-mail: ELKSKEL@SHAW.CA

PART 3: Establishment Information

Note: Establishment/licence name changes and changes to signs, menus, awnings, advertising, etc. are subject to approval by the Liquor Control and Licensing Branch.

Current establishment name: KELOWNA ELK CLUB (BENEVOLENT AND PROTECTIVE ORDER OF ELK OF CANADA)

Proposed new establishment name (if applicable): N/A

Current street address: 205-2040 SPRINGFIELD RD KELOWNA BC V1Y 9N7
Street City Province Postal Code

Proposed street address: 1923 Kent KELOWNA BC V1Y 7S6
Street City Province Postal Code

Distance from current address to proposed address (in metres): 350 meters

Legal description of the proposed site: Lot 7, District Lot 129 (Lot 129) O.D.Y.D., Plan 20128
(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:

Local police
jurisdiction:

Kelowna RCMP

PART 4: 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 9 for an explanation of the liquor primary transfer of location approval process.

a) Proposed total interior capacity (occupant load): ~~198~~ 60

b) Proposed patio capacity (occupant load): ~~22~~ 0

- c) Describe the patio by addressing the three points in the space below, and, if applicable, providing the documentation requested in the fourth point.

1. Type of perimeter you intend to use to define and bound the patio area (ie: fencing, planters, iron railings, etc.)
2. Whether a portable bar is being used for food and/or liquor service
3. Whether the location of patio is immediately adjacent or contiguous to the interior licensed area

1) side of building, gated and locked fence
2) no portable bar
3) immediately adjacent
N/A.

4. If patio is located on a public sidewalk or other public property, you must attach written approval from local government or the landlord.

2. Proposed hours of sale

☐ Change requested: 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. Any change to liquor service hours will be reviewed by your local government/First Nation for consideration.

☐ No change requested: Complete the table below by entering the **current** opening and closing times for the establishment.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	11 ⁰⁰	12	12	12	12	12	11 ⁰⁰
CLOSE	1 ⁰⁰ AM	12	12	12	12	12	12 ⁰⁰

3. Zoning

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

4. Catering endorsement

Do you currently have a Catering endorsement? ☒ Yes ☐ No

If yes, LCLB will re-assess your eligibility for the catering endorsement of your new proposed location by ensuring you meet the following requirements:

- 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.

Licences with a catering endorsement are subject to an annual licensing fee of \$100 in addition to the annual renewal fees.

Do you wish to keep the catering endorsement at the new location? ☐ Yes ☒ No

PART 5: Letter of Intent (functions and services to be provided at proposed new location)

Explain the functions and services your facility or venue will provide at your proposed new location. 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.

Providing a location for members + guests of Kelowna Elks 52... O.P.E. to gather. ie bi-monthly meetings to conduct lodge business, community fundraisers to charity, occasional dances

Part 5 continued on page 3...

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): _____

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:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Site location | <input type="checkbox"/> Health care facilities |
| <input type="checkbox"/> Road access, egress, parking and all residential areas | <input type="checkbox"/> Seniors facilities |
| <input type="checkbox"/> All other licensed liquor primary or liquor primary club establishments and liquor primary applications in progress | <input type="checkbox"/> Recreational/sports facilities |
| <input checked="" type="checkbox"/> Churches | <input type="checkbox"/> Police stations |
| <input type="checkbox"/> Clubs | <input type="checkbox"/> Fire halls |
| <input type="checkbox"/> Schools (K-12, colleges, universities) | <input type="checkbox"/> Libraries |
| <input type="checkbox"/> Preschools | <input type="checkbox"/> Government buildings |
| <input type="checkbox"/> Day care centres | <input type="checkbox"/> 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.

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)

There are no currently licenced establishments meeting the same need

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)

No noise NOT Appl as our location is light industrial and commercial. There will be no outdoor amplifier and all customers are generally gone by 10 PM

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)

N/A

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)

based on 12 months of Ledge operations 12 months of the year. Ledge members & guests only attend late afternoon & evening

8. Additional Requests

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

N/A

PART 6: 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 Change of Location* form (LCLB095).
- ☒ 2. Application fee. See Part 8 of this application form.
- ☐ 3. Proof of valid interest in the site proposed for licensing. Provide a copy of the necessary documentation listed below for the type of valid interest relevant to your application:
 - ☐ • If the Applicant owns the property: a Certificate of Title in the Applicant's name.
 - ☒ • If the Applicant is renting or leasing: a fully executed lease or assignment/offer of lease which does not expire for at least 12 months from the date the licence is issued. The document must bear the same name as the Applicant for the licence. An offer for rent/lease must show rent paid, have a term and an expiry date and be signed by both the Applicant and the property owner.
 - ☐ • If the Applicant is buying the land and the building(s): a copy of the offer or option to purchase the property and building(s) in the Applicant's name. An offer or option must show price paid, have a term and expiry date, and be signed by both the Applicant and the property owner.

NOTE: You must continue to hold valid interest in the currently licensed site until the application receives site and community assessment approval or the equivalent.

- ☐ 4. 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").
- ☐ 5. Site map of the city, municipality, regional district or First Nation property with the proposed location clearly marked.
- ☐ 6. A sketch of the proposed establishment signage. Signs are subject to LCLB approval.

Motor Vessels, also provide:

- ☐ 8. 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 and surrounding areas.
- ☐ 9. Floor plans showing public access areas, kitchen/food service areas, liquor service bar and washroom facilities on the vessel.
- ☐ 10. A current captain accreditation certificate.
- ☐ 11. Photocopy of current 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*.

Note: Relocation of a motor vessel permits a licensee to change the base of motor vessel operations to a new home port, not to transfer the licence to another motor vessel.

PART 7: Declaration of Signing Authority Including Valid Interest

My signature, as Applicant, indicates that, with respect to the establishment:

- I am the owner of the business at it's current licensed location.
- ☒ I am the owner or lessee of the establishment at it's current licensed location.
- I understand that the general manager has the right to request the following documentation supporting valid interest at any time and I agree to provide the requested documentation in a timely manner upon request:
 - o If the applicant owns the property, a Certificate of Title in the applicant's name.
 - o If the applicant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 months from the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and be signed by both the applicant and the property owner.
 - o If the applicant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). An offer must show price paid, have a term and expiry date, and be signed by both the applicant and the property owner.
- I understand that loss of valid interest at any time while holding a licence is reason for the general manager to consider cancelling the licence.
I understand that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the licensing process or once a licence has been issued.
- I understand that the name(s) on documentation demonstrating valid interest must be identical to the applicant names(s).
- As the licensee, I will be accountable for the overall operation, for all activities within the establishment and will not allow another person to use the licence without having first obtained a written approval from the general manager.
- For licensees with a catering endorsement: I will be accountable for the overall operation, for all activities at catered events and will not allow another person to use the licence without having first obtained a written approval from the general manager.
- I understand that a licence can only be renewed if I am the owner of the business carried on at the licensed establishment and I am the owner or lessee of the licensed portion of the establishment.

Note: An agent, lawyer, resident manager or third party operator may not sign the declaration on behalf of the applicant.

I solemnly declare that the statements in this declaration are true.

Signature of any shareholder of a private corporation, signing officer of a public corporation or society, sole proprietor or all individuals in a partnership is required below:

Name of Official: Blaquiere A Position: President Date: 25/05/15
(last / first / middle) (Day/Month/Year)

Signature: _____

Name of Official: Bastiaanssen Judith Position: Secretary Date: 25/05/15
(last / first / middle) (Day/Month/Year)

Signature: _____

Name of Official: Dash Elsie Position: Past President Date: 25/05/15
(last / first / middle) (Day/Month/Year)

Signature: _____

Name of Official: Lang Aimee Position: Treasurer Date: 25/05/15
(last / first / middle) (Day/Month/Year)

Signature: A. Blaquiere

Section 15(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence".

False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence.

PART 8: Application Fee (non-refundable)

\$2000 per licence

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check (X) one):

☒ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)

☐ Money order, payable to Minister of Finance

☐ Credit card: ☐ VISA ☐ MasterCard ☐ AMEX

☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

Contact Information

Liquor Control and Licensing Branch

Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1

For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Phone: 250 952-5787 Fax: 250 952-7066 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca

PART 9: What Happens Next?

The Liquor Primary Licence transfer of location application and approval process.

1. The applicant must submit a complete application package and fee to Victoria Liquor Control and Licensing Branch head office.
2. The Liquor Control and Licensing Branch (LCLB) staff will review the application package for completeness and will advise the applicant in writing of any information/documentation required before the application can be considered complete.
3. LCLB staff will request your local liquor inspector conduct a site inspection and provide comments regarding your application.
4. LCLB staff will provide the applicant with a summary of their application requesting any comment or corrections before the application summary is forwarded to the relevant local government or First Nation requesting a resolution or comments.
5. Your local government or First Nation will be asked to provide a resolution or comments on your application. They have 90 days to respond and may ask for an extension of this period. The local government may also choose not to participate in the process but must provide a resolution explaining their decision.
6. Once a resolution has been received, LCLB will review the resolution and the application to determine whether or not to grant site and community assessment. The applicant and the local government or First Nation will be advised in writing of the decision. If approved, the applicant will be advised to provide plans to the branch for approval.
7. When construction or relocation is complete, the applicant should contact the local liquor inspector to arrange for a final inspection. If the new establishment passes inspection, the applicant will be issued a new licence upon receipt of annual fee. For licensees with catering endorsements, the liquor inspector will also confirm that your business location meets the requirements of a catering endorsement.

IMPORTANT NOTE: Your COMPLETE application package must contain this application form with responses in all the applicable fields, all the required documentation AND the full fee. If your application is submitted incomplete, it will cause a delay in processing your application.

Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to a liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 1996, c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOVT, Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111 Fax: 250 952-7066

LCLB095

6 of 6

Liquor Primary Transfer of Location

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number:

Expiry date:

(Month)

(Year)

Signature: