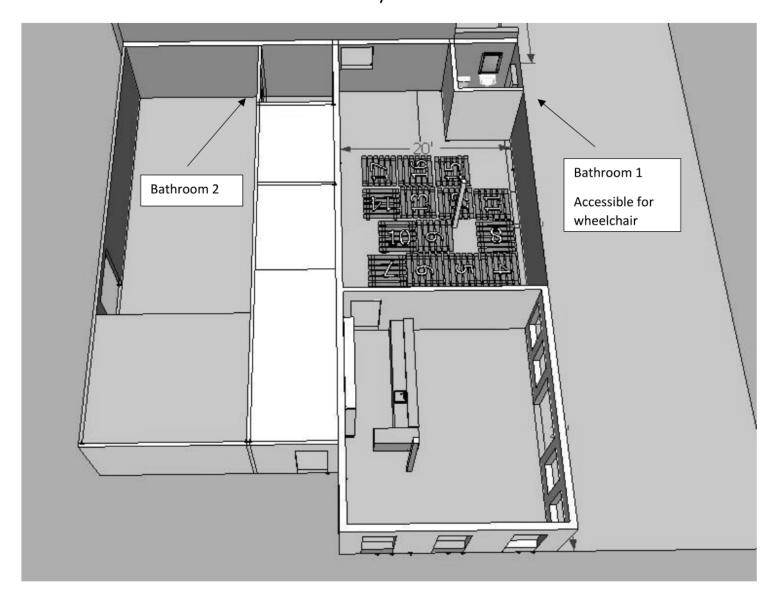
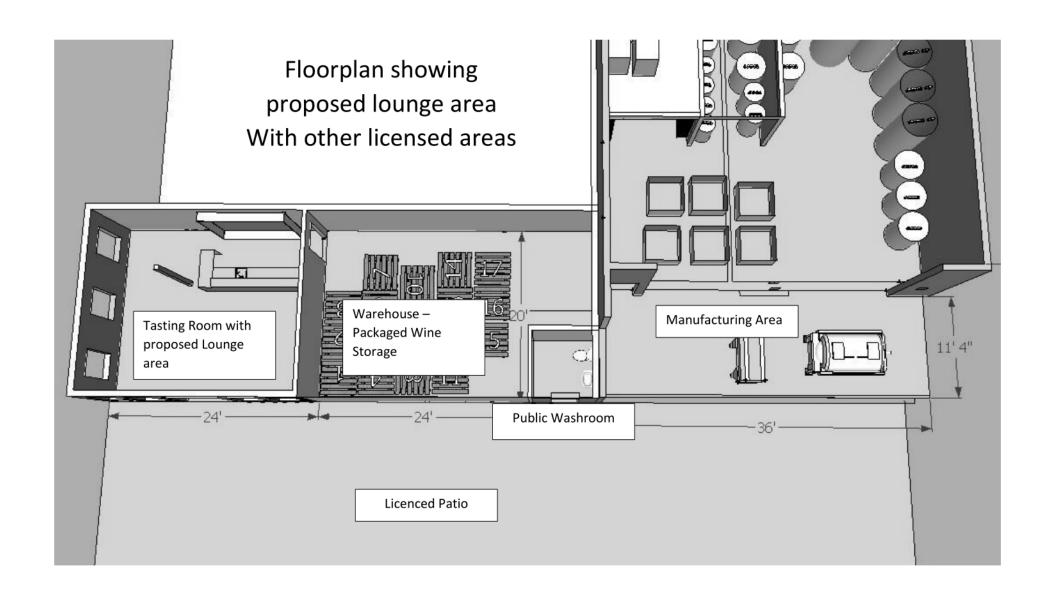
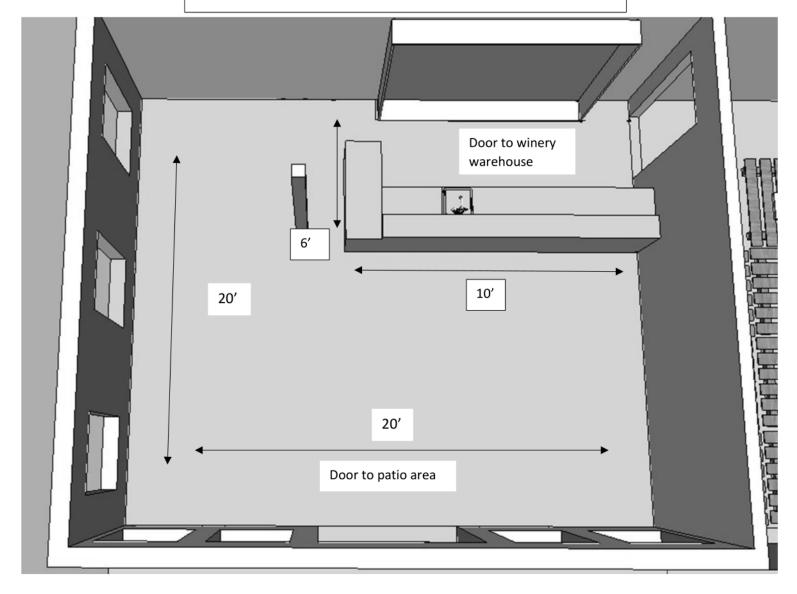
Floorplan showing 2 bathrooms one of them accessible by wheelchair

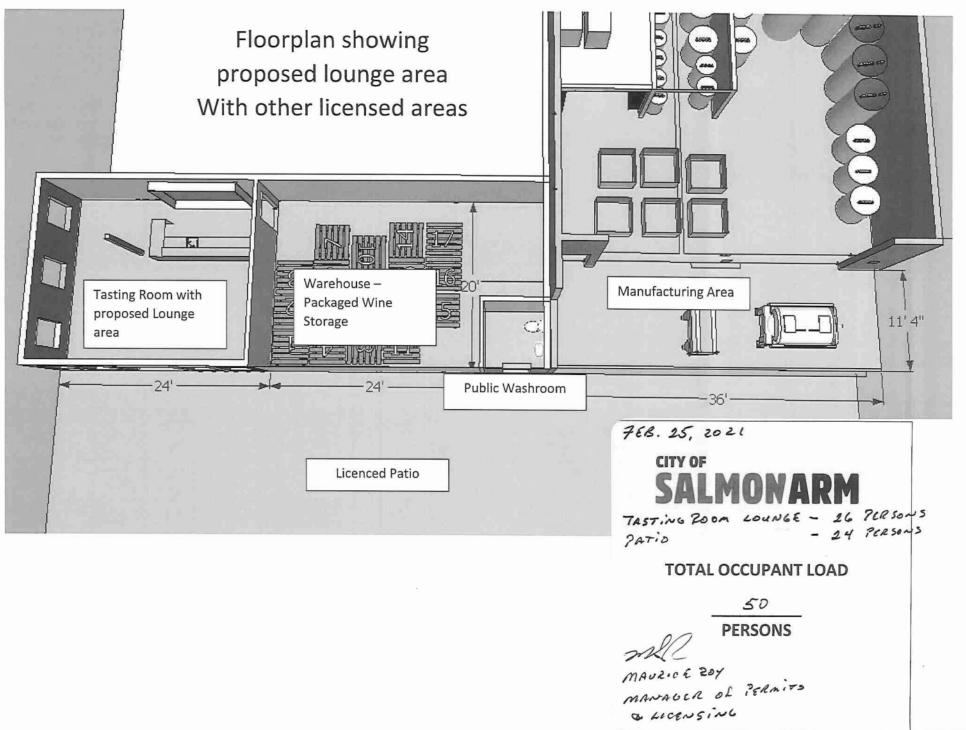




Floorplan of Proposed Lounge Area



Proposed Lounge Area



9. STAFF REPORTS

2. <u>Manager of Permits & Licensing - Marionette Winery (License extension to include lounge) 2540 40 Street NE</u>

0129-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: Council of the City of Salmon Arm has no objection to the increase of the license area to include a lounge at the Marionette Winery located at 2540 40 Street NE;

AND THAT: Council of the City of Salmon Arm is opting out of the comment and public consultation process.

CARRIED UNANIMOUSLY

I hereby certify this to be a true correct copy of Resolution No. 0129-2021 as made at the City of Salmon Arm Special Council Meeting of February 22, 2021.

Dated at Salmon Arm, British Columbia, this 25th day of February, 2021.

Erin Jackson

Director of Corporate Services

Frey, Tanya Lynn LCRB:EX

From: Frey, Tanya Lynn LCRB:EX Sent: April 30, 2021 9:38 AM

To: 'marionettewinery@gmail.com'

Subject: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

Attachments: Floor Plan_1.pdf; Floor Plan_2.pdf; Floor Plan_3.pdf; Site Plan_1.pdf;

StampedFloorPlan_Marionetteocc.pdf

Good Morning,

The Liquor and Cannabis Regulation Branch (LCRB) has received and reviewed your application package for a new Liquor Primary (LP) licence at 2540 40 Street NE in Salmon Arm. Applications are processed only when complete, which includes all documents and information noted on the applications. Upon initial review of your application, the following items are considered outstanding or require clarification:

Applicant Contact:

Unfortunately, the contact person's name has not been provided when applying for the above application.

Please identify who I will be working with respect to this application. I only have a generic email for the establishment and no identified individual attached to the application.

Letter of Intent:

It was identified that since the Liquor and Cannabis Regulation Branch (LCRB) moved to a more modernized approach to the application process, some of the files neglected to request for a letter of intent in and was missed in the build.

Can you please provide me some details to assist me in the following items:

<u>Specifically for the Lounge Application:</u>

- Please provide a letter of intent describing your proposed lounge to include the following points:
 - Describe the type of food service your endorsement area(s) will offer.
 Manufactures must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation
- Identify all types of entertainment that may be offered in your endorsement areas (e.g. films, darts, DJ booth, dance floor, gambling, karaoke, live music, pool, etc.)
 - Although a floor plan was provided with occupant load stamp from the City of Salmon Arm, it is missing some components on the face of the floor plan itself. – labeling the following items should also be included in your establishment on your floor plan:
 - Liquor Service Bars
 - Washrooms
 - Stairs, entrances, exits
 - Furniture layout tables, chairs, booths, etc.

- Confirm if the intent is to have the lounge completely overlap the tasting room area and onsite store
- Describe the composition of the neighbourhood (e.g. commercial, residential, industrial)
- Describe the potential for noise and other types of disturbance
- Describe the measures you will implement to ensure nearby residents are not disturbed by your establishment or patrons of your establishment
- Include any other information that may be relevant to your application.

Site Map:

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property. For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

*Floor plans and site plan provided when applying have been included in this email for your convenience.

Next Steps:

Once the requested information is provided, should I require more details I will be in touch. As
the City of Salmon Arm has opted out of public input, the LCRB will be providing instructions
and conduct this portion of the application instead. More details of this process will follow
once all establishment details are clarified and the required documents are submitted to
satisfy our completed application requirements.

The outstanding information/documentation noted above must be provided within 45 days of the date of this email (June 12, 2021). If the outstanding items or a request for additional time has not been received by the deadline, your application may be terminated on the expiry date with no further notice, and the non-refundable application fee will be forfeited.

Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me.

Kind Regards, Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG)

**Ph: 778-698-3135 | e: *TanyaLynn.Frey@gov.bc.ca | m: *PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more. Create account/BCeID. Questions?

Frey, Tanya Lynn LCRB:EX

From: Frey, Tanya Lynn LCRB:EX

Sent: May 3, 2021 11:52 AM

To: 'Marionette Winery'

Subject: Further Request for Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

Good Morning James,

Letter of Intent:

Thank you for providing your letter of intent, that was most helpful.

Floor Plan:

While I understand that the floor plans are quite detailed and provide details required. It would be best to have a floor plan that encompasses all that is necessary in one plan.

For instance the following items to be included in one plan:

- Encompass both the patio and the lounge including the configuration of the seating arrangements
- The floor plan is to be utilized as a tool to have it be a "snap-shot" of what is to be in place when licensed
- Service bar area(s) Unclear if there is to be just one in the interior or if there is an intent for one on the patio as well
- Public washroom I see that it is situated in between the proposed lounge and warehouse wine storage. Is it your intent to allow patrons to go through this storage area to access the washroom from the outside patio into the public washroom and back to the lounge?
- Exit/entrance accessible to patrons
- Stamp from the City of Salmon Arm

Site Plan:

The explanation of how the establishment is situated within its surrounding is sufficient; however, can you confirm if there are any other businesses not related to the manufacturing facility on the same site or building location?

Should I require more details prior to next steps, I will be in touch.

If you have any questions, feel free to contact me.

Kind Regards,

Tanya

From: Marionette Winery Sent: April 30, 2021 11:21 AM To: Frey, Tanya Lynn LCRB:EX

Subject: Re: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there - thank you for your email. I have included our letter of intent with this email as an attachment. . I had thought that I submitted it already to the city of Salmon Arm but I guess I hadn't or it got lost along the way. At any rate, I apologise for its omission. I can confirm that we want to use all of the tasting room area as the lounge area.

The washrooms are shown on the floor plan 3 in relation to the tasting room (which is the bottom right portion of the building). The liquor service area is depicted in Floor Plan 1 as a bar in the upper right corner. There is no furniture that's fixed at the moment. The idea of the lounge was to use our bistro tables or wine barrels we have out on our patio in the tasting room area when we use that area as a lounge area. I can certainly draw some tables and chairs and stools to fill out the area to our capacity as given by the city of Salmon Arm if that's helpful.

The patio is clearly shown on the Floor plan 2 document which is in the set of attachments - it is just outside the tasting room door labelled "licensed patio".

In terms of the site plan and it's relation to other residences: the adjacent properties are acreages with the houses on those properties being at least 150m away from our property line - which is why I didn't put them on the site plan. I can include a google maps screenshot to illustrate how far away houses are on these adjacent properties if that's helpful but in the site plan I've drawn they are so far away that the scale of the drawing would become a little unmanageable. What I mean to say that there is a great distance (more than 200m) between the proposed lounge area and any house on any of the adjacent properties.

I am the contact person in regards to the application of the proposed lounge area and I apologise if that wasn't made clear in the documents.

Sincerely,

James Smith
Operations Manager
Marionette Winery

On Fri, Apr 30, 2021 at 9:38 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

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Letter of Intent:

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Can you please provide me some details to assist me in the following items:

Specifically for the Lounge Application:

- Please provide a letter of intent describing your proposed lounge to include the following points:
 - Describe the type of food service your endorsement area(s) will offer.
 Manufactures must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation
- Identify all types of entertainment that may be offered in your endorsement areas (e.g. films, darts, DJ booth, dance floor, gambling, karaoke, live music, pool, etc.)
 - Although a floor plan was provided with occupant load stamp from the City of Salmon Arm, it is missing some components on the face of the floor plan itself. – labeling the following items should also be included in your establishment on your floor plan:
 - Liquor Service Bars
 - Washrooms
 - Stairs, entrances, exits
 - Furniture layout tables, chairs, booths, etc.
 - Confirm if the intent is to have the lounge completely overlap the tasting room area and onsite store
 - Describe the composition of the neighbourhood (e.g. commercial, residential, industrial)
 - Describe the potential for noise and other types of disturbance
 - Describe the measures you will implement to ensure nearby residents are not disturbed by your establishment or patrons of your establishment
 - Include any other information that may be relevant to your application.

Site Map:

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property. For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

*Floor plans and site plan provided when applying have been included in this email for your convenience.

Next Steps:

Once the requested information is provided, should I require more details I will be in touch. As
the City of Salmon Arm has opted out of public input, the LCRB will be providing instructions
and conduct this portion of the application instead. More details of this process will follow
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Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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manage your licence and submit applications.

<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>

Frey, Tanya Lynn LCRB:EX

From: Frey, Tanya Lynn LCRB:EX Sent: May 3, 2021 1:51 PM

To: 'marionettewinery@gmail.com'

Subject: Outstanding Items Required Prior to Next Steps: Job 011869 - Marionette Winery - Lounge

Endorsement

Attachments: floorplan showing 2 bathrooms, patio, tables and service area.pdf

Good Afternoon Jamie,

Thank you for your clarification.

I would still require to have the occupancy load stamp from the City of Salmon on this revised floor plan.

Can you also confirm that the picnic endorsement is **not** immediately adjacent to the exterior lounge patio.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG)

**Ph: 778-698-3135 | e: **TanyaLynn.Frey@gov.bc.ca | m: **PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery Sent: May 3, 2021 12:29 PM To: Frey, Tanya Lynn LCRB:EX

Subject: Re: Further Request for Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I have attached a more comprehensive floorplan. The patrons will have to go outside to access the washrooms. They do this already during tasting room operation and when they are using the licensed patio as well. There is only one service area. The idea as I mentioned before was to be able to include the lounge area as a licensed area for people to have a glass of wine when the weather is poor and being outside is too difficult. It would be nice to be able to offer for people to be inside or to have that option. We really only envision having around 25 people inside at the most. Down the road as our business grows we may decide to expand the lounge and tasting area into the warehouse but for now we don't need a large space or the need to host a large amount of people. It's mainly for the option to be able to be open during rainy days in the shoulder seasons and maybe once a week during the winter months for small gatherings..

There are no businesses in the surrounding acreages or on our property other than the licensed manufacturing area of the winery. It is our intention to have the lounge overlap the tasting area and onsite store and be incorporated into that area.
Thanks
Jamie
On Mon, May 3, 2021 at 11:51 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote: Good Morning James,
Letter of Intent:
Thank you for providing your letter of intent, that was most helpful.
Floor Plan:
While I understand that the floor plans are quite detailed and provide details required. It would be best to have a floor plan that encompasses all that is necessary in one plan.
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Site Plan:

storage. Is it your intent to allow patrons to go through this storage area to access the washroom from

the outside patio into the public washroom and back to the lounge?

Exit/entrance accessible to patronsStamp from the City of Salmon Arm

The explanation of how the establishment is situated within its surrounding is sufficient; however, can you
confirm if there are any other businesses not related to the manufacturing facility on the same site or
building location?

Should I require more details prior to next steps, I will be in touch.

If you have any questions, feel free to contact me.

Kind Regards, Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: April 30, 2021 11:21 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

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those properties being at least 150m away from our property line - which is why I didn't put them on the site plan. I can include a google maps screenshot to illustrate how far away houses are on these adjacent properties if that's helpful but in the site plan I've drawn they are so far away that the scale of the drawing would become a little unmanageable. What I mean to say that there is a great distance (more than 200m) between the proposed lounge area and any house on any of the adjacent properties.
I am the contact person in regards to the application of the proposed lounge area and I apologise if that wasn't made clear in the documents.
Sincerely,
James Smith
Operations Manager
Marionette Winery
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 Manufactures must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation
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 - Include any other information that may be relevant to your application.

<u>Si</u>	e	Μ	la	p	

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property. For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

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Next Steps:

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Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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accept electronically transmitted ap	plications containing credit	card information		

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<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>

Frey, Tanya Lynn LCRB:EX

From: Frey, Tanya Lynn LCRB:EX

Sent: May 3, 2021 2:26 PM

To: 'Marionette Winery'

Subject: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette Winery -

Lounge Endorsement

Good Afternoon Jamie,

The Liquor Control and Licensing Act, section 15 Liquor Control Licensing Regulation sections 34, 38, 72 and 81 as well as the Liquor Policy Manual section 4.11.4 Picnic area endorsement do not specify how far away. It is considered to be somewhat of what is called a "reasonable person test" in that it cannot be closely abutting in order to have overflow from the patio to the picnic area.

Keeping in mind though, when the inspector comes to see it, as they are the authority when viewing these endorsements to insure they are conforming to guidelines, regulations and the Act, they might find it to be too close to the patio and may require you to do some amendments prior to finalizing their inspection.

As for the occupancy load stamp, I recognize that this may appear to be an inconvenience to you but I'm afraid my hands are tied with respect to this. As an employee of the Liquor and Cannabis Regulation Branch (LCRB) I am not permitted to change or manipulate items that are within the floor plan. I am only permitted to line and add items accordingly within my control. I do not have the authority to move or manipulate something that was done by the city authorities.

Since the local government, the City of Salmon Arm has opted out of public comment, you may wait to provide the stamp until the public input and Site Community Assessment (SCA) is completed; however, I caution you in doing so as there is a time limit to getting that stamp or you can choose to do it at this time.

In most instances applicants/licensees like to get the occupancy stamp squared away prior to the SCA (should there be no issues with respect to the public input) goes faster through the process and shortens the time to the next step, Approval in Principle.

For your reference, see section 14: Occupant Load Stamp and Capacity in the <u>Liquor Policy Manual</u> for more information.

Please identify which route you prefer to go: Wait until your SCA is complete to get the occupancy stamp on to the new floor plan or to provide it to me prior to the next step and I will work accordingly.

Kind Regards, Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG)

**Ph: 778-698-3135 | e: **TanyaLynn.Frey@gov.bc.ca | m: **PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery **Sent:** May 3, 2021 2:00 PM To: Frey, Tanya Lynn LCRB:EX

Subject: Re: Outstanding Items Required Prior to Next Steps: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I'm really sorry but I'm a bit confused - Is it really necessary to go through the city again for this if I haven't changed any information that they've already stamped? Nothing has been altered and you did say that technically all the information needed was required. I apologise it just seems like an unnecessary step and we've got so much going on in terms of bottling and vineyard work ramping up right now. It would be great from our perspective if we could work with what we have.

It's been awhile since we got approved for our licensed patio but I do believe taht the licensed patio starts 8 feet away from the building which gives it a buffer area from the lounge. Is there any way you can confirm that from your end? It

Tanya Frey	
Tanya	
Kind Regards,	
Can you also confirm that the picnic endorsement is not immediately adj	acent to the exterior lounge patio.
I would still require to have the occupancy load stamp from the City of Sc	almon on this revised floor plan.
Thank you for your clarification.	
Good Afternoon Jamie,	
On Mon, May 3, 2021 at 1:50 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@go	ov.bc.ca> wrote:
Jamie	
Thanks	
might be 8 feet or 10 feet away - I can't remember. I do remember there being a more helpful in that regard. I'm hopeful that you will be able to access that infor license number, maybe?	buffer area in between. Sorry I can't l

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) **Ph:** 778-698-3135 | **e:** TanyaLynn.Frey@gov.bc.ca | **m:** PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 12:29 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Further Request for Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I have attached a more comprehensive floorplan. The patrons will have to go outside to access the washrooms. They do this already during tasting room operation and when they are using the licensed patio as well. There is only one service area. The idea as I mentioned before was to be able to include the lounge area as a licensed area for people to have a glass of wine when the weather is poor and being outside is too difficult. It would be nice to be able to offer for people to be inside or to have that option. We really only envision having around 25 people inside at the most. Down the road as our business grows we may decide to expand the lounge and tasting area into the warehouse but for now we don't need a large space or the need to host a large amount of people. It's mainly for the option to be able to be open during rainy days in the shoulder seasons and maybe once a week during the winter months for small gatherings..

There are no businesses in the surrounding acreages or on our property other than the licensed manufacturing area of the winery.

It is our intention to have the lounge overlap the tasting area and onsite store and be incorporated into that area.

Thanks
Jamie
On Mon, May 3, 2021 at 11:51 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:
Good Morning James,
<u>Letter of Intent:</u>
Thank you for providing your letter of intent, that was most helpful.
Floor Plan:
While I understand that the floor plans are quite detailed and provide details required. It would be best to have a floor plan that encompasses all that is necessary in one plan.
For instance the following items to be included in one plan:
 Encompass both the patio and the lounge including the configuration of the seating arrangements The floor plan is to be utilized as a tool to have it be a "snap-shot" of what is to be in place when licensed Service bar area(s) – Unclear if there is to be just one in the interior or if there is an intent for one on the
 patio as well Public washroom – I see that it is situated in between the proposed lounge and warehouse wine storage. Is it your intent to allow patrons to go through this storage area to access the washroom from the outside patio into the public washroom and back to the lounge? Exit/entrance accessible to patrons Stamp from the City of Salmon Arm
<u>Site Plan:</u>

•	The explanation of how the establishment is situated within its surrounding is sufficient; however, can you
	confirm if there are any other businesses not related to the manufacturing facility on the same site or
	building location?

Should I require more details prior to next steps, I will be in touch.

If you have any questions, feel free to contact me.

Kind Regards, Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: April 30, 2021 11:21 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there - thank you for your email. I have included our letter of intent with this email as an attachment. . I had thought that I submitted it already to the city of Salmon Arm but I guess I hadn't or it got lost along the way. At any rate, I apologise for its omission. I can confirm that we want to use all of the tasting room area as the lounge area.

The washrooms are shown on the floor plan 3 in relation to the tasting room (which is the bottom right portion of the building). The liquor service area is depicted in Floor Plan 1 as a bar in the upper right corner. There is no furniture that's fixed at the moment. The idea of the lounge was to use our bistro tables or wine barrels we have out on our patio in the tasting room area when we use that area as a lounge area. I can certainly draw some tables and chairs and stools to fill out the area to our capacity as given by the city of Salmon Arm if that's helpful.

The patio is clearly shown on the Floor plan 2 document which is in the set of attachments - it is just outside the tasting room door labelled "licensed patio".

In terms of the site plan and it's relation to other residences: the adjacent properties are acreages with the houses or those properties being at least 150m away from our property line - which is why I didn't put them on the site plan. I can include a google maps screenshot to illustrate how far away houses are on these adjacent properties if that's helpful but in the site plan I've drawn they are so far away that the scale of the drawing would become a little unmanageable. What I mean to say that there is a great distance (more than 200m) between the proposed lounge area and any house on any of the adjacent properties.
I am the contact person in regards to the application of the proposed lounge area and I apologise if that wasn't made clear in the documents.
Sincerely,
James Smith
Operations Manager
Marionette Winery
On Fri, Apr 30, 2021 at 9:38 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:
Good Morning,
The Liquor and Cannabis Regulation Branch (LCRB) has received and reviewed your application package for a new Liquor Primary (LP) licence at <u>2540 40 Street NE</u> in Salmon Arm. Applications are processed only when complete, which includes all documents and information noted on the applications. Upon initial review of your application, the following items are considered outstanding or require clarification:
Applicant Contact:
Unfortunately, the contact person's name has not been provided when applying for the above application.

Please identify who I will be working with respect to this application. I only have a generic email for the establishment and no identified individual attached to the application.

Letter of Intent:

It was identified that since the Liquor and Cannabis Regulation Branch (LCRB) moved to a more modernized approach to the application process, some of the files neglected to request for a letter of intent in and was missed in the build.

Can you please provide me some details to assist me in the following items:

<u>Specifically for the Lounge Application:</u>

- Please provide a letter of intent describing your proposed lounge to include the following points:
 - Describe the type of food service your endorsement area(s) will offer.
 Manufactures must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation
- Identify all types of entertainment that may be offered in your endorsement areas (e.g. films, darts, DJ booth, dance floor, gambling, karaoke, live music, pool, etc.)
 - Although a floor plan was provided with occupant load stamp from the City of Salmon Arm, it is missing some components on the face of the floor plan itself. – labeling the following items should also be included in your establishment on your floor plan:
 - Liquor Service Bars
 - Washrooms
 - Stairs, entrances, exits
 - Furniture layout tables, chairs, booths, etc.
 - Confirm if the intent is to have the lounge completely overlap the tasting room area and onsite store
 - Describe the composition of the neighbourhood (e.g. commercial, residential, industrial)
 - Describe the potential for noise and other types of disturbance
 - Describe the measures you will implement to ensure nearby residents are not disturbed by your establishment or patrons of your establishment
 - Include any other information that may be relevant to your application.

Site Map:

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property. For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

*Floor plans and site plan provided when applying have been included in this email for your convenience.

Next Steps:

Once the requested information is provided, should I require more details I will be in touch.
As the City of Salmon Arm has opted out of public input, the LCRB will be providing
instructions and conduct this portion of the application instead. More details of this process
will follow once all establishment details are clarified and the required documents are
submitted to satisfy our completed application requirements.

The outstanding information/documentation noted above must be provided within 45 days of the date of this email (June 12, 2021). If the outstanding items or a request for additional time has not been received by the deadline, your application may be terminated on the expiry date with no further notice, and the non-refundable application fee will be forfeited.

Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) **Ph:** 778-698-3135 | **e:** TanyaLynn.Frey@gov.bc.ca | **m:** PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

Due to security concerns,	and to keep your financia	l information private,	the Liquor and Ca	nnabis Regulation	3ranch will not
accept electronically trans	mitted applications conta	aining credit card infor	mation		

Liquor Licensees, we're modernizing! If you haven't yet, please set up your <u>Business BCeID</u> as soon as possible to ensure your smooth transition to our <u>new online licensing portal</u>. Starting in March you'll need your Business BCeID to manage your licence and submit applications.

<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>

Interior Lounge and Exterior Lounge Patio

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: Marionette Winery <marionettewinery@gmail.com>
Sent: May 17, 2021 at 7:42:24 AM Pacific Daylight Time

Attachments: image001.jpg

Good Morning Jamie,

I believe I have a better understanding now.

This looks like you will have an interior lounge as well as a patio? Am I correct?

If this is the case, please have an official of the City of Salmon Arm provide an occupancy load stamp total to separate out the interior lounge and the exterior lounge patio. The occupancy stamp is to be provided on a person capacity (both patrons and staff).

Should you wish to provide them this email as to what the LCRB requires, feel free to do so.

If they wish to have a conversation with me as well before they provide the stamp, I am prepared to do that.

If you also wish to have a telephone call to discuss, feel free to reach out.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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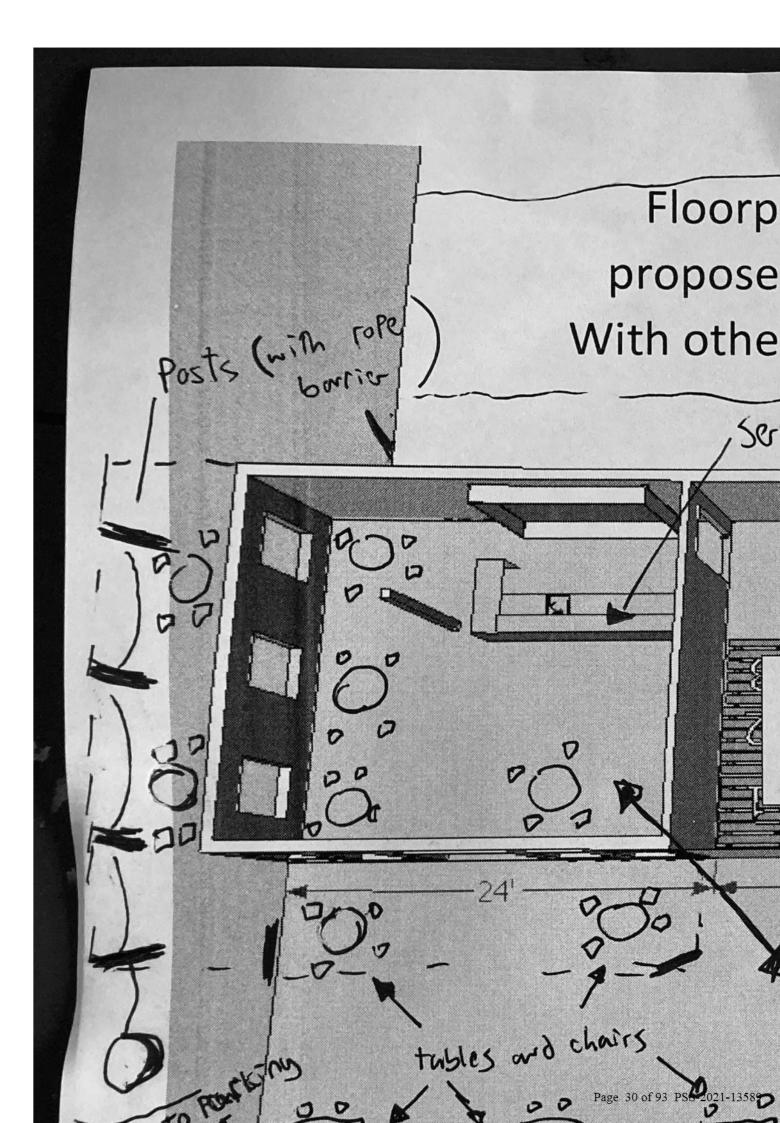
Learn more. Create account/BCeID. Questions?

From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 17, 2021 7:29 AM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> **Subject:** Re: Picnic Endorsement - New Application Process

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.



Sorry here's the attached sketch it's a bit rough

On Mon, May 17, 2021 at 7:26 AM Marionette Winery <marionettewinery@gmail.com> wrote:

Hi sorry i realize it's confusing but we are still applying for a lounge area it's just that the lounge area we want is going to be our existing picnic area and the tasting room.

But we'd still like to have a picnic area it would just be an area separated from the lounge area by landscaping. I've attached a rough sketch drawn on our floorplan. Thanks sorry for how confusing thi is. I feel like Doug (our liquor inspector) really crystallized what we want to do in our conversation bu

On Mon, May 17, 2021 at 6:45 AM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Morning Jamie,

Thanks for letting me know.

This changes the course of the application process.

You will no longer need an occupancy stamp if you are applying for a picnic endorsement.

You do need to go back into the <u>Liquor Licensing Portal</u> to apply. You will not need to go back in the queue. I will keep an eye out for your application and will process it as I see it.

This will require the local government to provide an accept/not accept statement on the online form however, so I will have to wait on them and then process accordingly.

There will be some questions that you will be asked when you are in the portal and some documents you will need to submit.

Once all of this is done I will review like I did for the lounge.

It's not as comprehensive as the lounge and there is no fee attached.

Kind Regards,

Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 14, 2021 3:04 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: FW: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi our liquor inspector Doug stopped by today and he explained our layout in a super clear way that really made everything make a lot of sense. I realize I must seem totally clueless but I just had a lot of confusion about what the legal definitions for our areas are.

What I had labeled on our plan as a licensed patio was actually our picnic area. I apologize for mislabeling it. Doug explained that what we actually want is for the picnic area to be the lounge area. So I'm changing our proposed lounge area to incorporate our current picnic area.

Our picnic area will be moved to an area just below which is separated by a 30ft landscaped margin which is indicated on the floor plan.

I'm going to submit to the city but I thought that maybe you could touch base with Doug about this? When I get it back from the city I'll give it to you. I'm sorry for all the confusion but I do feel that I am much clearer now that Doug has seen the layout and very generously helped us understand. Thanks

On Thu, May 13, 2021 at 2:52 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

I will need you to connect with the City directly. The contact information was what was available in the system.

I am not permitted to get an occupant load on your behalf.

However, if you come across roadblocks of the wrong contact person for example, please let me know and I will attempt to find another person for you.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 1:39 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Ok thanks so much I 've attached it below

On Thu, May 13, 2021 at 12:38 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

The process has not changed; however, I decided to let you submit it through my email as you were having difficulties.

I can provide you with a contact name.

The name that I see on the electronic file is Kathy Frese. <u>Kfrese@salmonarm.ca</u> 250-803-4010. If you come across more roadblocks please let me know as this system is still relatively new and I will alert it for troubleshooting.

I appreciate your patience in this matter.

Kind Regards,

Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 12:31 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Sorry I'm a bit confused - last time I submitted to the city I did it through the portal not to them directly. I was under the assumption that the portal was where I submitted to the city. I don't have an email for who I submit to at the city because I went through the portal. Why has it changed now?

On Thu, May 13, 2021 at 12:01 PM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Afternoon Jamie,

At this point in time, should you be having difficulties submitting the documents within the portal, I am prepared to accept what you receive from the City of Salmon Arm through my direct email.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 8:57 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I still am unable to upload the new floorplan onto the submit documents section of my application. I was wondering if I could get some help with how I'm supposed to submit my revised floorplan so that the city of Salmon Arm can review it? Thanks

Jamie

On Tue, May 4, 2021 at 7:18 AM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Morning Jamie,

I looked into your inquiry about your winery renewal.

I've attached the invoicing materials generated by our system here. On my end, I see that the renewal payment was made on March 01, 2021; as well as one that was generated but terminated yesterday.

Possibly this termination was done inadvertently when you looked in our system yesterday during our discussions and when you mentioned uploading to the portal?

I don't foresee this as an issue as our records indicate you paid the renewal, but just in case I will raise up your inquiry as this is a new system for both you and the Branch. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 3, 2021 2:54 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette

Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi yes, I do remember putting in how much we produced - it was s.21

- 24

so I know I filled that part out. I

just remember that and paying - and it does show on our credit card as being taken out so I'm really confused. But yes, I do distinctly remember going through the process to the end. Thanks again Jamie

On Mon, May 3, 2021 at 2:51 PM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Afternoon Jamie,

While I look into your request, can you confirm if you requested discretion.

For instance, did you declare that you produced the required amount of 4,500 Litres? Once I have more information on that I can check in on the invoicing. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 2:43 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Okay, thanks. I can understand your position. I guess I'll resubmit to the city now and get their stamp of approval. I guess I'll also have to wait for the inspector to deem whether or not the patio is too close. I'm sorry to ask this but can you do me a favour? I just realised when I was on the Liquor and Cannabis portal that it says we haven't renewed our license but I did pay for our license renewal at the beginning of March so I'm panicking a bit wondering why it said that. I've included a screen shot of our credit card stating that we paid March 01, so I know that I did that. I'm really bafffled by that. Would you mind checking that for me? I apologise if that's a weird request but because you're looking at my file I thought you might be able to help clarify what's happened. I've attached a pdf from our credit card statement showing the payment so I'm sure I did do that. Thanks again

Jamie

On Mon, May 3, 2021 at 2:26 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

The Liquor Control and Licensing Act, section 15 Liquor Control Licensing Regulation sections 34, 38, 72 and 81 as well as the Liquor Policy Manual section 4.11.4 Picnic area endorsement do not specify how far away. It is considered to be somewhat of what is called a "reasonable person test" in that it cannot be closely abutting in order to have overflow from the patio to the picnic area.

Keeping in mind though, when the inspector comes to see it, as they are the authority when viewing these endorsements to insure they are conforming to guidelines, regulations and the Act, they might find it to be too close to the patio and may require you to do some amendments prior to finalizing their inspection.

As for the occupancy load stamp, I recognize that this may appear to be an inconvenience to you but I'm afraid my hands are tied with respect to this. As an employee of the Liquor and Cannabis Regulation Branch (LCRB) I am not permitted to change or manipulate items that are within the floor plan. I am only permitted to line and add items accordingly within my control. I do not have the authority to move or manipulate something that was done by the city authorities.

Since the local government, the City of Salmon Arm has opted out of public comment, you may wait to provide the stamp until the public input and Site Community Assessment (SCA) is completed; however, I caution you in doing so as there is a time limit to getting that stamp or you can choose to do it at this time.

In most instances applicants/licensees like to get the occupancy stamp squared away prior to the SCA (should there be no issues with respect to the public input) goes faster through the process and shortens the time to the next step, Approval in Principle. For your reference, see section 14: Occupant Load Stamp and Capacity in the <u>Liquor Policy Manual</u> for more information.

Please identify which route you prefer to go: Wait until your SCA is complete to get the occupancy stamp on to the new floor plan or to provide it to me prior to the next step and I will work accordingly.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 2:00 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Outstanding Items Required Prior to Next Steps: Job 011869 - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I'm really sorry but I'm a bit confused - Is it really necessary to go through the city again for this if I haven't changed any information that they've already stamped? Nothing has been altered and you did say that technically all the information needed was required. I apologise it just seems like an unnecessary step and we've got so much going on in terms of bottling and vineyard work ramping up right now. It would be great from our perspective if we could work with what we have.

It's been awhile since we got approved for our licensed patio but I do believe taht the licensed patio starts 8 feet away from the building which gives it a buffer area from the lounge. Is there any way you can confirm that from your end? It might be 8 feet or 10 feet away - I can't remember. I do remember there being a buffer area in between. Sorry I can't be more helpful in that regard. I'm hopeful that you will be able to access that information about our patio through our license number, maybe?

Thanks

Jamie

On Mon, May 3, 2021 at 1:50 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

Thank you for your clarification.

I would still require to have the occupancy load stamp from the City of Salmon on this revised floor plan.

Can you also confirm that the picnic endorsement is **not** immediately adjacent to the exterior lounge patio.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < <u>marionettewinery@gmail.com</u>>

Sent: May 3, 2021 12:29 PM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

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a large space or the need to host a large amount of people. It's mainly for the option to be able to be open during rainy days in the shoulder seasons and maybe once a week during the winter months for small gatherings..

There are no businesses in the surrounding acreages or on our property other than the licensed manufacturing area of the winery.

It is our intention to have the lounge overlap the tasting area and onsite store and be incorporated into that area.

Thanks

Jamie

On Mon, May 3, 2021 at 11:51 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca> wrote:

Good Morning James,

Letter of Intent:

Thank you for providing your letter of intent, that was most helpful.

Floor Plan:

While I understand that the floor plans are quite detailed and provide details required. It would be best to have a floor plan that encompasses all that is necessary in one plan.

For instance the following items to be included in one plan:

- Encompass both the patio and the lounge including the configuration of the seating arrangements
- The floor plan is to be utilized as a tool to have it be a "snap-shot" of what is to be in place when licensed
- Service bar area(s) Unclear if there is to be just one in the interior or if there
 is an intent for one on the patio as well
- Public washroom I see that it is situated in between the proposed lounge and warehouse wine storage. Is it your intent to allow patrons to go through this storage area to access the washroom from the outside patio into the public washroom and back to the lounge?
- Exit/entrance accessible to patrons
- Stamp from the City of Salmon Arm

Site Plan:

 The explanation of how the establishment is situated within its surrounding is sufficient; however, can you confirm if there are any other businesses not related to the manufacturing facility on the same site or building location?

Should I require more details prior to next steps, I will be in touch.

If you have any questions, feel free to contact me. Kind Regards,

Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: April 30, 2021 11:21 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge

Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there - thank you for your email. I have included our letter of intent with this email as an attachment. . I had thought that I submitted it already to the city of Salmon Arm but I guess I hadn't or it got lost along the way. At any rate, I apologise for its omission. I can confirm that we want to use all of the tasting room area as the lounge area.

The washrooms are shown on the floor plan 3 in relation to the tasting room (which is the bottom right portion of the building). The liquor service area is depicted in Floor Plan 1 as a bar in the upper right corner. There is no furniture that's fixed at the moment. The idea of the lounge was to use our bistro tables or wine barrels we have out on our patio in the tasting room area when we use that area as a lounge area. I can certainly draw some

tables and chairs and stools to fill out the area to our capacity as given by the city of Salmon Arm if that's helpful.

The patio is clearly shown on the Floor plan 2 document which is in the set of attachments - it is just outside the tasting room door labelled "licensed patio".

In terms of the site plan and it's relation to other residences: the adjacent properties are acreages with the houses on those properties being at least 150m away from our property line - which is why I didn't put them on the site plan. I can include a google maps screenshot to illustrate how far away houses are on these adjacent properties if that's helpful but in the site plan I've drawn they are so far away that the scale of the drawing would become a little unmanageable. What I mean to say that there is a great distance (more than 200m) between the proposed lounge area and any house on any of the adjacent properties.

I am the contact person in regards to the application of the proposed lounge area and I apologise if that wasn't made clear in the documents.

Sincerely,

James Smith

Operations Manager

Marionette Winery

On Fri, Apr 30, 2021 at 9:38 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca wrote:

Good Morning,

The Liquor and Cannabis Regulation Branch (LCRB) has received and reviewed your application package for a new Liquor Primary (LP) licence at 2540 40 Street NE in Salmon Arm. Applications are processed only when complete, which includes all documents and information noted on the applications. Upon initial review of your application, the following items are considered outstanding or require clarification:

Applicant Contact:

Unfortunately, the contact person's name has not been provided when applying for the above application.

Please identify who I will be working with respect to this application. I only have a generic email for the establishment and no identified individual attached to the application.

<u>Letter of Intent</u>:

It was identified that since the Liquor and Cannabis Regulation Branch (LCRB) moved to a more modernized approach to the application process, some of the files neglected to request for a letter of intent in and was missed in the build.

Can you please provide me some details to assist me in the following items:

Specifically for the Lounge Application:

- Please provide a letter of intent describing your proposed lounge to include the following points:
 - Describe the type of food service your endorsement area(s) will offer. Manufactures must provide, at a minimum, a variety of hot or cold snacks and nonalcoholic beverages during all hours of operation
- Identify all types of entertainment that may be offered in your endorsement areas (e.g. films, darts, DJ booth, dance floor, gambling, karaoke, live music, pool, etc.)
 - Although a floor plan was provided with occupant load stamp from the City of Salmon Arm, it is missing some components on the face of the floor plan itself.

- labeling the following items should also be included in your establishment on your floor plan:
 - Liquor Service Bars
 - Washrooms
 - Stairs, entrances, exits
 - Furniture layout tables, chairs, booths, etc.
- Confirm if the intent is to have the lounge completely overlap the tasting room area and onsite store
- Describe the composition of the neighbourhood (e.g. commercial, residential, industrial)
- Describe the potential for noise and other types of disturbance
- Describe the measures you will implement to ensure nearby residents are not disturbed by your establishment or patrons of your establishment
- Include any other information that may be relevant to your application.

Site Map:

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property.
 For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

*Floor plans and site plan provided when applying have been included in this email for your convenience. Next Steps:

 Once the requested information is provided, should I require more details I will be in touch. As the City of Salmon Arm has opted out of public input, the LCRB will be providing instructions and conduct this portion of the application instead. More details of this process will follow once all establishment details are clarified and the required documents are submitted to satisfy our completed application requirements.

The outstanding information/documentation noted above must be provided within 45 days of the date of this email (June 12, 2021). If the outstanding items or a request for additional time has not been received by the deadline, your application may be terminated on the expiry date with no further notice, and the non-refundable application fee will be forfeited.

Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me. Kind Regards,

Tanya

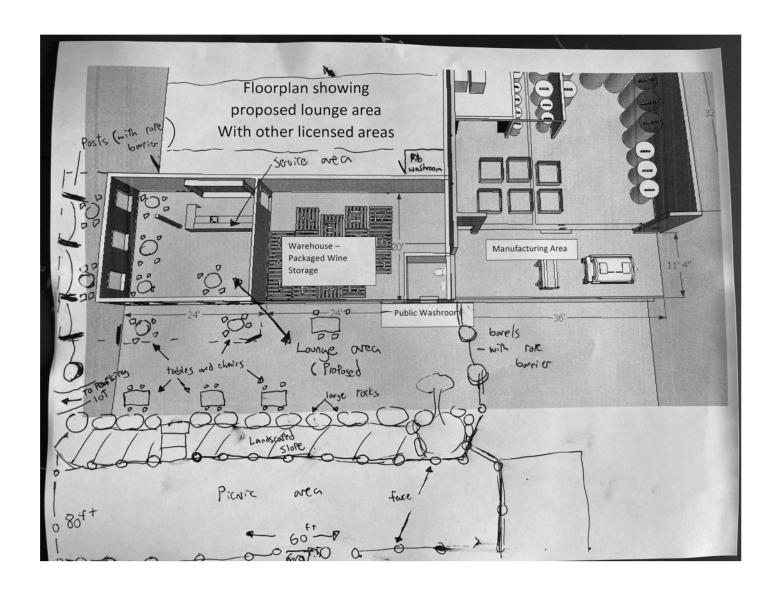
Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more.



Action Requested: Possible Structural Change: Need More Information

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: Marionette Winery <marionettewinery@gmail.com>
Sent: May 17, 2021 at 7:51:11 AM Pacific Daylight Time

Follow Up:

Good Morning Jamie,

Can you also confirm if you will be using part of your now picnic area to be part of the patio? I would need to determine if you are required to also apply for a structural change.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 17, 2021 7:27 AM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> **Subject:** Re: Picnic Endorsement - New Application Process

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi sorry i realize it's confusing but we are still applying for a lounge area it's just that the lounge area we want is going to be our existing picnic area and the tasting room.

But we'd still like to have a picnic area it would just be an area separated from the lounge area by landscaping. I've attached a rough sketch drawn on our floorplan. Thanks sorry for how confusing thi is. I feel like Doug (our liquor inspector) really crystallized what we want to do in our conversation bu

On Mon, May 17, 2021 at 6:45 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Morning Jamie,

Thanks for letting me know.

This changes the course of the application process.

You will no longer need an occupancy stamp if you are applying for a picnic endorsement.

You do need to go back into the <u>Liquor Licensing Portal</u> to apply. You will not need to go back in the queue. I will keep an eye out for your application and will process it as I see it.

This will require the local government to provide an accept/not accept statement on the online form however, so I will have to wait on them and then process accordingly.

There will be some questions that you will be asked when you are in the portal and some documents you will need to submit.

Once all of this is done I will review like I did for the lounge.

It's not as comprehensive as the lounge and there is no fee attached.

Kind Regards,

Tanya

From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 14, 2021 3:04 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: FW: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi our liquor inspector Doug stopped by today and he explained our layout in a super clear way that really made everything make a lot of sense. I realize I must seem totally clueless but I just had a lot of confusion about what the legal definitions for our areas are.

What I had labeled on our plan as a licensed patio was actually our picnic area. I apologize for mislabeling it. Doug explained that what we actually want is for the picnic area to be the lounge area. So I'm changing our proposed lounge area to incorporate our current picnic area.

Our picnic area will be moved to an area just below which is separated by a 30ft landscaped margin which is indicated on the floor plan.

I'm going to submit to the city but I thought that maybe you could touch base with Doug about this? When I get it back from the city I'll give it to you. I'm sorry for all the confusion but I do feel that I am much clearer now that Doug has seen the layout and very generously helped us understand. Thanks

James

On Thu, May 13, 2021 at 2:52 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

I will need you to connect with the City directly. The contact information was what was available in the system.

I am not permitted to get an occupant load on your behalf.

However, if you come across roadblocks of the wrong contact person for example, please let me know and I will attempt to find another person for you.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 1:39 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Ok thanks so much I 've attached it below

On Thu, May 13, 2021 at 12:38 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

The process has not changed; however, I decided to let you submit it through my email as you were having difficulties.

I can provide you with a contact name.

The name that I see on the electronic file is Kathy Frese. Kfrese@salmonarm.ca 250-803-4010.

If you come across more roadblocks please let me know as this system is still relatively new and I will alert it for troubleshooting.

I appreciate your patience in this matter.

Kind Regards,

Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 12:31 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Confirmation that Revised Floor Plan can be emailed to me directly Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Sorry I'm a bit confused - last time I submitted to the city I did it through the portal not to them directly. I was under the assumption that the portal was where I submitted to the city. I don't have an email for who I submit to at the city because I went through the portal. Why has it changed now?

On Thu, May 13, 2021 at 12:01 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

At this point in time, should you be having difficulties submitting the documents within the portal, I am prepared to accept what you receive from the City of Salmon Arm through my direct email. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 13, 2021 8:57 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I still am unable to upload the new floorplan onto the submit documents section of my application. I was wondering if I could get some help with how I'm supposed to submit my revised floorplan so that the city of Salmon Arm can review it? Thanks

Jamie

On Tue, May 4, 2021 at 7:18 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Morning Jamie,

I looked into your inquiry about your winery renewal.

I've attached the invoicing materials generated by our system here. On my end, I see that the renewal payment was made on March 01, 2021; as well as one that was generated but terminated yesterday.

Possibly this termination was done inadvertently when you looked in our system yesterday during our discussions and when you mentioned uploading to the portal?

I don't foresee this as an issue as our records indicate you paid the renewal, but just in case I will raise up your inquiry as this is a new system for both you and the Branch.
Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 2:54 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi yes, I do remember putting in how much we produced - it was s.21

s.21 and I do remember thinking that we^{s.21}

. I just

remember that and paying - and it does show on our credit card as being taken out so I'm really confused. But yes, I do distinctly remember going through the process to the end. Thanks again

Jamie

On Mon, May 3, 2021 at 2:51 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

While I look into your request, can you confirm if you requested discretion.

For instance, did you declare that you produced the required amount of 4,500 Litres? Once I have more information on that I can check in on the invoicing. Kind Regards,

Tarranta

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 3, 2021 2:43 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Response to Occupancy Load Stamp and Patio to Picnic Ratio Location - Marionette

Winery - Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Okay, thanks. I can understand your position. I guess I'll resubmit to the city now and get their stamp of approval. I guess I'll also have to wait for the inspector to deem whether or not the patio is too close. I'm sorry to ask this but can you do me a favour? I just realised when I was on the Liquor and Cannabis portal that it says we haven't renewed our license but I did pay for our license renewal at the beginning of March so I'm panicking a bit wondering why it said that. I've included a screen shot of our credit card stating that we paid March 01, so I know that I did that. I'm really bafffled by that. Would you mind checking that for me? I apologise if that's a weird request but because you're looking at my file I thought you might be able to help clarify what's happened. I've attached a pdf from our credit card statement showing the payment so I'm sure I did do that. Thanks again Jamie

On Mon, May 3, 2021 at 2:26 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

The Liquor Control and Licensing Act, section 15 Liquor Control Licensing Regulation sections 34, 38, 72 and 81 as well as the Liquor Policy Manual section 4.11.4 Picnic area endorsement do not specify how far away. It is considered to be somewhat of what is called a "reasonable person test" in that it cannot be closely abutting in order to have overflow from the patio to the picnic area.

Keeping in mind though, when the inspector comes to see it, as they are the authority when viewing these endorsements to insure they are conforming to guidelines, regulations and the Act, they might find it to be too close to the patio and may require you to do some amendments prior to finalizing their inspection.

As for the occupancy load stamp, I recognize that this may appear to be an inconvenience to you but I'm afraid my hands are tied with respect to this. As an employee of the Liquor and Cannabis Regulation Branch (LCRB) I am not permitted to change or manipulate items that are within the floor plan. I am only permitted to line and add items accordingly within my control. I do not have the authority to move or manipulate something that was done by the city authorities.

Since the local government, the City of Salmon Arm has opted out of public comment, you may wait to provide the stamp until the public input and Site Community Assessment (SCA) is completed; however, I caution you in doing so as there is a time limit to getting that stamp or you can choose to do it at this time.

In most instances applicants/licensees like to get the occupancy stamp squared away prior to the SCA (should there be no issues with respect to the public input) goes faster through the process and shortens the time to the next step, Approval in Principle.

For your reference, see section 14: Occupant Load Stamp and Capacity in the <u>Liquor Policy Manual</u> for more information.

Please identify which route you prefer to go: Wait until your SCA is complete to get the occupancy stamp on to the new floor plan or to provide it to me prior to the next step and I will work accordingly.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 938

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 2:00 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Subject: Re: Outstanding Items Required Prior to Next Steps: Job 011869 - Marionette Winery -

Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I'm really sorry but I'm a bit confused - Is it really necessary to go through the city again for this if I haven't changed any information that they've already stamped? Nothing has been altered and you did say that technically all the information needed was required. I apologise it just seems like an unnecessary step and we've got so much going on in terms of bottling and vineyard work ramping up right now. It would be great from our perspective if we could work with what we have.

It's been awhile since we got approved for our licensed patio but I do believe taht the licensed patio starts 8 feet away from the building which gives it a buffer area from the lounge. Is there any way you can confirm that from your end? It might be 8 feet or 10 feet away - I can't remember. I do remember there being a buffer area in between. Sorry I can't be more helpful in that regard. I'm hopeful that you will be able to access that information about our patio through our license number, maybe?

Thanks

Jamie

On Mon, May 3, 2021 at 1:50 PM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Afternoon Jamie,

Thank you for your clarification.

I would still require to have the occupancy load stamp from the City of Salmon on this revised floor plan.

Can you also confirm that the picnic endorsement is **not** immediately adjacent to the exterior lounge patio.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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From: Marionette Winery < marionettewinery@gmail.com >

Sent: May 3, 2021 12:29 PM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Further Request for Clarification Requested: Job 011869 - Marionette Winery -

Lounge Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I have attached a more comprehensive floorplan. The patrons will have to go outside to access the washrooms. They do this already during tasting room operation and when they are using the licensed patio as well. There is only one service area. The idea as I mentioned before was to be able to include the lounge area as a licensed area for people to have a glass of wine when the weather is poor and being outside is too difficult. It would be nice to be able to offer for people to be inside or to have that option. We really only envision having around 25 people inside at the most. Down the road as our business grows we may decide to s.21 but for now we don't need a large space or the

need to host a large amount of people. It's mainly for the option to be able to be open during rainy days in the shoulder seasons and maybe once a week during the winter months for small gatherings..

There are no businesses in the surrounding acreages or on our property other than the licensed manufacturing area of the winery.

It is our intention to have the lounge overlap the tasting area and onsite store and be incorporated into that area.

Thanks

Jamie

On Mon, May 3, 2021 at 11:51 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Morning James,

<u>Letter of Intent:</u>

Thank you for providing your letter of intent, that was most helpful.

Floor Plan:

While I understand that the floor plans are quite detailed and provide details required. It would be best to have a floor plan that encompasses all that is necessary in one plan.

For instance the following items to be included in one plan:

- Encompass both the patio and the lounge including the configuration of the seating arrangements
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- Exit/entrance accessible to patrons
- Stamp from the City of Salmon Arm

Site Plan:

• The explanation of how the establishment is situated within its surrounding is sufficient; however, can you confirm if there are any other businesses not related to the manufacturing facility on the same site or building location?

Should I require more details prior to next steps, I will be in touch.

If you have any questions, feel free to contact me.

Kind Regards,

Tanya

From: Marionette Winery < marionettewinery@gmail.com >

Sent: April 30, 2021 11:21 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Review Clarification Requested: Job 011869 - Marionette Winery - Lounge

Endorsement

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there - thank you for your email. I have included our letter of intent with this email as an attachment. . I had thought that I submitted it already to the city of Salmon Arm but I guess I hadn't or it got lost along the way. At any rate, I apologise for its omission. I can confirm that we want to use all of the tasting room area as the lounge area.

The washrooms are shown on the floor plan 3 in relation to the tasting room (which is the bottom right portion of the building). The liquor service area is depicted in Floor Plan 1 as a bar in the upper right corner. There is no furniture that's fixed at the moment. The idea of the lounge was to use our bistro tables or wine barrels we have out on our patio in the tasting room area when we use that area as a lounge area. I can certainly draw some tables and chairs and stools to fill out the area to our capacity as given by the city of Salmon Arm if that's helpful.

The patio is clearly shown on the Floor plan 2 document which is in the set of attachments - it is just outside the tasting room door labelled "licensed patio".

In terms of the site plan and it's relation to other residences: the adjacent properties are acreages with the houses on those properties being at least 150m away from our property line - which is why I didn't put them on the site plan. I can include a google maps screenshot to illustrate how far away houses are on these adjacent properties if that's helpful but in the site plan I've drawn they are so far away that the scale of the drawing would become a little unmanageable. What I mean to say that there is a great distance (more than 200m) between the proposed lounge area and any house on any of the adjacent properties.

I am the contact person in regards to the application of the proposed lounge area and I apologise if that wasn't made clear in the documents.

Sincerely,

James Smith

Operations Manager

Marionette Winery

On Fri, Apr 30, 2021 at 9:38 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Morning,

The Liquor and Cannabis Regulation Branch (LCRB) has received and reviewed your application package for a new Liquor Primary (LP) licence at <u>2540 40 Street NE</u> in Salmon Arm. Applications are processed only when complete, which includes all documents and information noted on the applications. Upon initial review of your application, the following items are considered outstanding or require clarification:

Applicant Contact:

Unfortunately, the contact person's name has not been provided when applying for the above application.

Please identify who I will be working with respect to this application. I only have a generic email for the establishment and no identified individual attached to the application.

Letter of Intent:

It was identified that since the Liquor and Cannabis Regulation Branch (LCRB) moved to a more modernized approach to the application process, some of the files neglected to request for a letter of intent in and was missed in the build.

Can you please provide me some details to assist me in the following items: <u>Specifically for the Lounge Application:</u>

- Please provide a letter of intent describing your proposed lounge to include the following points:
 - Describe the type of food service your endorsement area(s) will offer. Manufactures must provide, at a minimum, a variety of hot or cold snacks and nonalcoholic beverages during all hours of operation
- Identify all types of entertainment that may be offered in your endorsement areas (e.g. films, darts, DJ booth, dance floor, gambling, karaoke, live music, pool, etc.)
 - Although a floor plan was provided with occupant load stamp from the City of Salmon Arm, it is missing some components on the face of the floor plan itself. – labeling the following items should also be included in your establishment on your floor plan:
 - Liquor Service Bars
 - Washrooms
 - Stairs, entrances, exits
 - Furniture layout tables, chairs, booths, etc.
 - Confirm if the intent is to have the lounge completely overlap the tasting room area and onsite store
 - Describe the composition of the neighbourhood (e.g. commercial, residential, industrial)
 - Describe the potential for noise and other types of disturbance
 - Describe the measures you will implement to ensure nearby residents are not disturbed by your establishment or patrons of your establishment
 - Include any other information that may be relevant to your application.

Site Map:

 Please re-submit a copy of the site plan as it is in relation to the surrounding businesses/residences and all features of the property.
 For instance, it appears that the picnic area endorsement is not labeled on the site plan. (Note: A picnic area cannot overlap a lounge, including a lounge patio and it may not be immediately adjacent to a lounge (including any patios).

*Floor plans and site plan provided when applying have been included in this email for your convenience.

Next Steps:

Once the requested information is provided, should I require more
details I will be in touch. As the City of Salmon Arm has opted out of
public input, the LCRB will be providing instructions and conduct this
portion of the application instead. More details of this process will
follow once all establishment details are clarified and the required
documents are submitted to satisfy our completed application
requirements.

The outstanding information/documentation noted above must be provided within 45 days of the date of this email (June 12, 2021). If the outstanding items or a request for additional time has not been received by the deadline, your application may be terminated on the expiry date with no further notice, and the non-refundable application fee will be forfeited. Should you have any questions regarding your application and the required information/documents, please don't hesitate to contact me. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more.

Re: Marionette Winery - Answer Regarding Picnic

From: Marionette Winery <marionettewinery@gmail.com>

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: May 17, 2021 at 1:28:23 PM Pacific Daylight Time

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Tanya thanks that's great news. I do understand that and will be applying for a new picnic endorsement as soon as we get it clarified with Doug and we build some fence around that area which should be no later than the end of June.

I talked to Morris Roy in the city of Salmon Arm and he did want to call you to clarify what he needs to do. Is there a number you can give me that I can pass on to him.

Thanks again for all your help

Jamie

On Mon, May 17, 2021 at 1:07 PM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Afternoon Jamie,

I was able to reach out to my Team Lead this morning regarding our discussion.

He suggested that if you are not going on to use the picnic area as it is right now once your Lounge endorsement is complete, we may be able to accommodate a new picnic endorsement free of charge in the future and no structural change fee is required with the following conditions.

His ask is that in order to accommodate this, I must receive written confirmation from you (responding to this email is fine) that this is understood and that there is also the understanding that once the lounge is approved, we will terminate your existing picnic endorsement and you will apply for a new picnic area when you are able.

Kind Regards,

Tanya

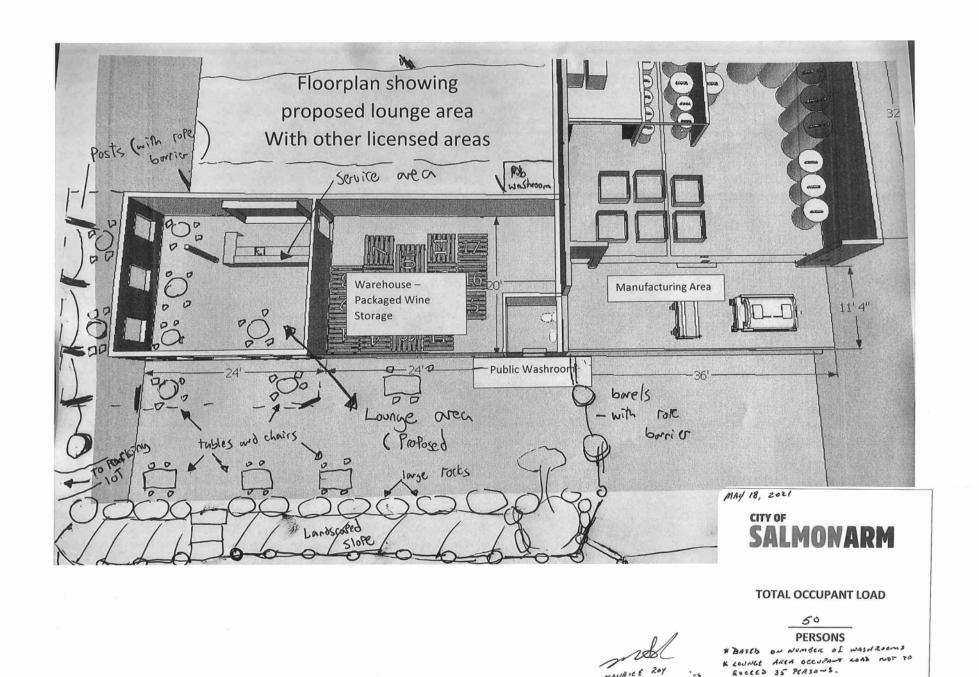
Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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<u>Learn more</u>. <u>Create account/BCeID</u>. <u>Questions?</u>



RE: Occupancy Load - Requesting Clarification

From: Maurice Roy <mroy@salmonarm.ca>

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: May 19, 2021 at 7:12:39 AM Pacific Daylight Time

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Tanya,

The overall occupant load (lounge and patio) is 50 persons, of which a maximum of 35 can be located in the lounge area.

Maurice Roy RBO CRBO | Manager of Permits and Licensing

Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | P 250.803.4013 | F 250.803.4041

E mroy@salmonarm.ca | W www.salmonarm.ca

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: Wednesday, May 19, 2021 7:05 AM **To:** Maurice Roy <mroy@salmonarm.ca>

Subject: Occupancy Load - Requesting Clarification

Good Afternoon Maurice,

Thank you for taking the time to provide Jamie Smith the occupancy load for his proposed lounge endorsement.

I just want to clarify that the notation is referencing the entire establishment of 50 persons for the total occupant load and that the lounge (including the patio) has an occupant load total of 35 persons (patrons and staff) or is it that the lounge (including the patio) has an occupant load total of 50 persons (patrons and staff) or is it some other configuration between the interior and exterior.

Should you wish to call to discuss I am available 7 am -3 pm with the exception of \$2.22

s.22

Ultimately, I would need something in writing so I can provide the applicant some clarity on how it was reviewed.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Next Steps: Job 011869 - Public Input Instructions

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: marionettewinery@gmail.com

Sent: May 19, 2021 at 8:20:03 AM Pacific Daylight Time

Attachments: Public Input Instructions.pdf

Good Morning Jamie,

Your application for your lounge endorsement is moving forward to the Site and Community Assessment stage (SCA) of the application process. As the City of Salmon Arm has opted out of providing comment on your application, the Branch must now consider the views of the residents and conduct the public input process on their behalf.

The attached letter outlines steps that you must complete for this next stage of the licensing process. This includes **both** outside signage and newspaper notice. Please read the documentation carefully as it includes within it instructions for the public input requirements including specifically the requirement of placing signage to allow for the maximum amount of visual representation of the intent proposed for the lounge within the establishment. It also includes the requirement of two consecutive newspaper announcements within your jurisdiction of the proposed establishment identifying the details of the lounge. Failure to execute the details as required may result in conducting public input again at your own expense. Aside: I discussed with Maurice the occupancy load and you will see that he has confirmed the overall capacity of the establishment to be 50 persons (patrons + staff) with a maximum of 35 persons in the interior lounge at any given time. As you and I had discussed, the determination of the occupancy load for him is determined on the amount of washrooms within the establishment.

I look forward to receiving your documentation requested by **July 19, 2021**. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Job#: 011869

May 19, 2021

Aspen Hills Ranch Ltd. c/o Jamie Smith 2540 40th Street NE Salmon Arm BC V1E 1Z3

Email: Marionettewinery@gmail.com

Dear Jamie:

Re: Lounge Application - Public Input Requirements

Licensee Name: Aspen Hills Ranch Ltd. Establishment Name: Marionette Winery

Establishment Location: 2540 40th Street NE in Salmon Arm

Winery Licence #: 306094

This is in response to your submission of a lounge application which was received by the Liquor and Cannabis Regulation Branch (the LCRB) on February 09, 2021.

The City of Salmon Arm confirmed by signing the electronic application on February 25, 2021 that they wish to opt out of commenting on this application. In circumstances where the local government opts out of gathering the views of the residents, this responsibility falls upon the LCRB to take over the process.

In order for the LCRB to assess the regulatory criteria and the views of residents, you must now give notice of the lounge endorsement application to residents in the area, including the hours and capacity for the proposed lounge. Public notification is intended to provide local residents with reasonable notice of the application and the nature of the requested licence.

To obtain the views of residents, you are required to post an exterior site sign at your proposed location. The sign must be posted in a manner that it is clearly visible to local residents (pedestrians and motor vehicle drivers). You must also place advertisements in the local newspaper in accordance with the specifications set out in this letter.

Please note that the process and wording outlined in the attached document is prescribed by the General Manager and must not be altered in any way. Under no circumstances can <u>you</u> gather the views of residents directly.

Marionette Winery Public Input Requirements

The Site Sign:

- Must reflect the exact wording detailed on the attached document, adding the appropriate expiry date.
- Must be at least 1.2 meters x 2.4 meters (4' x 8') in size.
- Must use print that is at least a minimum of 5 cm (2" high) block lettering on a background of contrasting colour.
- Must be posted for a minimum of 30 days immediately following the day the first newspaper advertisement is published.
- Must advertise an expiry date for public comment that is no sooner than 30 days after the day
 the sign is posted.

The Newspaper Advertisements:

- Must reflect the exact wording detailed on the attached document, adding the appropriate expiry date.
- Must be published in two successive <u>local</u> newspaper editions.
- Must be no less than 9 cm x 9 cm (3 1/2" x 3 1/2") in size.
- Must advertise an expiry date for public comment that is no sooner than 30 days after the
 day the first newspaper advertisement is published.
- Must show the same expiry date as is shown on the site sign.

Once you have posted the site sign, you must take two photos:

- One photo which will show the placement location relative to the establishment (at a reasonable distance), AND
- One photo clearly showing sign content (close up).

You must also provide a full-page copy of each newspaper advertisement.

Please be advised that the LCRB will keep the application active for a period of two months in order for you to complete the public notification requirement.

The LCRB will now anticipate receipt of the photos of the sign prior to **July 19, 2021.** If there is a delay in conducting this process, please contact me immediately so that the application is not deemed abandoned and subsequently terminated.

Please contact me should you require further clarification on this matter. I can be reached by phone at 778-698-3135 or by email at TanyaLynn.Frey@gov.bc.ca.

Sincerely,

Tanya Frey

Senior Licensing Analyst

Liquor and Cannabis Regulation Branch

cc: Doug Hufsmith, Regional Manufacturing Inspector

NEWSPAPER AND SITE SIGN ADVERTISEMENT FORMAT:

NOTICE OF INTENT

RE: LIQUOR CONTROL AND LICENSING ACT

<u>APPLICATION FOR A LOUNGE ENDORSEMENT</u>

Application for a lounge (with patio) has been received by the Liquor and Cannabis Regulation Branch from Aspen Hills Ranch Ltd. located at 2540 40th Street NE in Salmon Arm.

Proposed licensed hours are: Noon – 11 PM; Daily

Person capacity will be limited to overall 50 person capacity and of which a maximum of 35 persons can be located in the interior lounge area at any given time.

Residents located within a 0.5 mile (0.8 km) radius of the proposed site may comment on this proposal by:

1) Writing to:

The General Manager
C/O Senior Licensing Analyst
Liquor and Cannabis Regulation Branch
PO Box 9292
Victoria, BC V8W 9J8

2) Email to: LCRB.SLA@gov.bc.ca

PETITIONS AND FORM LETTERS WILL NOT BE CONSIDERED

To ensure the consideration of your views, your comments, name and address must be received on or before (*enter expiry date of 30 days from initial posting*). Please note that your comments may be made available to the applicant or local government officials where disclosure is necessary to administer the licensing process.

....Continued

Please attach this completed form to the site photos and newspaper advertisements and return to the Senior Licensing Analyst noted below.

Applicant Name	Aspen Hills Ranch Ltd.
Location of Proposed Site	2540 40 th Street NE in Salmon Arm
Type of Application	Lounge Endorsement
Job #	011869
Date application received by	February 09, 2021
LCRB	
Senior Licensing Analyst	Tanya Frey

Site Sign:

Date Site Sign Posted (MM/DD/YYYY)	Date Photo Taken* (MM/DD/YYYY)	Date Site Sign Removed (MM/DD/YYYY)

*PHOTO OF SIGN MUST BE SUBMITTED WITH FORM

Newspaper Advertisement:

Name of Newspaper:	Date First Ad Placed* (MM/DD/YYYY)	Date Second Ad Placed* (MM/DD/YYYY)

*ORIGINAL COPIES OF EACH ADVERTISMENT MUST BE SUBMITTED WITH FORM

Date photos of site sign and copies of newspaper advertisements received: | Number of responses received as a result of public input advertisements received: | Support | Oppose | Oppose | Oppose |

Deadline date for public response:	

Newspaper Criteria

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: Marionette Winery <marionettewinery@gmail.com>
Sent: May 31, 2021 at 6:48:17 AM Pacific Daylight Time

Attachments: image001.jpg, image002.jpg

Good Morning Jamie,

Thank you for providing the signage details. I will upload them to your electronic file.

As for the newspaper advertisements, a photo of each ad is fine as long as it has the following criteria clearly identified:

- The date of the paper the ad is located in
- The advert itself
- The name of the newspaper.

A photo of the **full page** to identify these criteria are usually all that is necessary; however, if there are some discrepancies or questions, I might need the actual clipping.

Please forward on the photos and I will review and let you know if it is necessary for further details. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery <marionettewinery@gmail.com>

Sent: May 28, 2021 3:27 PM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Subject: Pictures of sign

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there here are the pictures I took of our sign. Tammy Howkins from the Salmon Arm Observer is going to send me cuttings of the paper. When I get them do I need to send the actual cuttings or can I take a photo of Them? Cheers Jamie





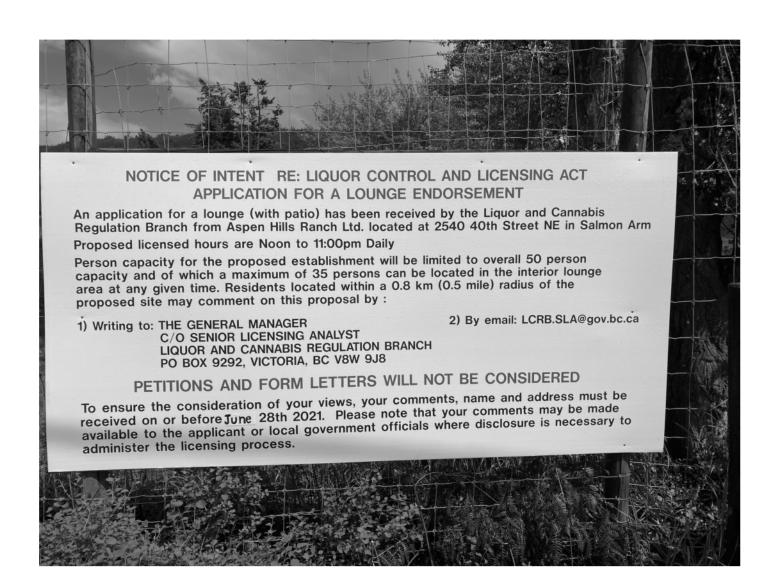
NOTICE OF INTENT R APPLICATION

An application for a lounge (with proposed licensed hours are Noor Person capacity for the proposed capacity and of which a maximum area at any given time. Residents proposed site may comment on the second site may co

1) Writing to: THE GENERAL MANAG C/O SENIOR LICENSI LIQUOR AND CANNAE PO BOX 9292, VICTO

PETITIONS AND PSS-F021-QPF





Fwd: May 28 page Legal Ad

From: Marionette Winery <marionettewinery@gmail.com>

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: June 8, 2021 at 12:38:11 PM Pacific Daylight Time Attachments: Marionettes Winery Legal ad SAAN210528 A12.pdf

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there here is the first clipping of the ad that ran in the paper. I will send the next one on the 14th when I get it from the publisher. Thanks

Jamie

----- Forwarded message -----

From: Tammy Howkins - Salmon Arm Observer < tammy.howkins@saobserver.net >

Date: Thu, Jun 3, 2021 at 3:37 PM Subject: May 28 page Legal Ad

To: Marionette Winery < marionettewinery@gmail.com>

HI Jamie

Here you are for the first ad that ran on the page with dates and paper. I will send the other when i get back after next week. So it will run this Friday but i will get it to you June 14 as i am away next week:) thanks

Sincerely,

Tammy Howkins

Multi Media Sales Consultant

250.832.2131 Ext 9207

Salmon Arm Observer

Shuswap Market News

Eagle Valley News

tammy.howkins@saobserver.net

Copyright

Copyright

NOTICE OF INTENT RE: LIQUOR CONTROL AND LICENSING ACT APPLICATION FOR A LOUNGE ENDORSEMENT

Application for a lounge (with patio) has been received by the Liquor and Cannabis Regulation Branch from Aspen Hills Ranch Ltd. located at 2540 40th Street NE in Salmon Arm.

Proposed licensed hours are: Noon - 11 PM; Daily

Person capacity will be limited to overall 50 person capacity and of which a maximum of 35 persons can be located in the interior lounge area at any

Residents located within a 0.5 mile (0.8 km) radius of the proposed site may comment on this proposal by:

1) Writing to: The General Manager C/O Senior Licensing Analyst Liquor and Cannabis Regulation Branch PO Box 9292, Victoria, BC V8W 9J8

2) Email to: LCRB.SLA@gov.bc.ca

PETITIONS AND FORM LETTERS WILL \underline{NOT} BE CONSIDERED

To ensure the consideration of your views, your comments, name and address must be received on or before June 28, 2021. Please note that your comments may be made available to the applicant or local government officials where disclosure is necessary to administer the licensing process.

Copyright

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FYI: Occupancy Load - Clarification

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: Maurice Roy <mroy@salmonarm.ca>

Sent: June 11, 2021 at 11:06:29 AM Pacific Daylight Time

Good Morning Maurice,

Thanks for that clarification.

I have been in communication with my team and we have decided that the item that will be placed as a T&C on the face of the license and on the surface of the floor plan to state the following: *When the patio is the only service area in use the maximum person capacity is 50 persons. The total person capacity for all service areas must not exceed 50 persons at any time.

This captures the understanding that the total is 50 persons at any given time.

The floor plan will also have the service areas marked as the following:

Person 01 = 35 Persons

Patio 1 = 0*

In this way, there is no indication that the total capacity could ever encompass 85 persons.

s.13

Once the public input is complete, you will be cc'd on the information.

Should you have any questions, feel free to contact me.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

From: Maurice Roy <mroy@salmonarm.ca>

Sent: June 9, 2021 8:45 AM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> **Subject:** RE: Occupancy Load - Requesting Clarification

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Tanya,

The total occupant load is 50 persons.

If there is no one in the lounge there could be 50 persons on the patio.

Do you have a suggestion on how best to document that scenario so it is clear to everyone?

I suggest that I give you a total occupant load and then the lounge load as a side note.

If I indicate 35 for the lounge and then 50 for the patio it could be mistaken as a total load of 85.

If I give you a lounge load of 35 and a patio load of 15 it leads to the question you just asked me.

Bit confusing for sure.

Cheers,

Maurice Roy RBO CRBO | Manager of Permits and Licensing

Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | P 250.803.4013 | F 250.803.4041

E mroy@salmonarm.ca | W www.salmonarm.ca

From: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca >

Sent: Wednesday, June 9, 2021 6:41 AM **To:** Maurice Roy mroy@salmonarm.ca

Subject: RE: Occupancy Load - Requesting Clarification

Good Morning Maurice,

I was asked by my Team Lead to confirm some details with respect to the patio. Although the lounge can only have the maximum amount of 35 persons, does this mean that if no one is situated in the lounge, that

the total occupancy of 50 persons may be permitted in the patio? Or would it be the amount minus the 35 persons, meaning a maximum of 15 persons.

Can you please confirm which of the two possibilities this is to be identified for Marionette Winery's occupancy Load.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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From: Maurice Roy <mroy@salmonarm.ca>

Sent: May 19, 2021 7:13 AM

To: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > **Subject:** RE: Occupancy Load - Requesting Clarification

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi Tanya,

The overall occupant load (lounge and patio) is 50 persons, of which a maximum of 35 can be located in the lounge area

Maurice Roy RBO CRBO | Manager of Permits and Licensing

Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | P 250.803.4013 | F 250.803.4041

E mroy@salmonarm.ca | W www.salmonarm.ca

From: Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca>

Sent: Wednesday, May 19, 2021 7:05 AM **To:** Maurice Roy mroy@salmonarm.ca

Subject: Occupancy Load - Requesting Clarification

Good Afternoon Maurice,

Thank you for taking the time to provide Jamie Smith the occupancy load for his proposed lounge endorsement.

I just want to clarify that the notation is referencing the entire establishment of 50 persons for the total occupant load and that the lounge (including the patio) has an occupant load total of 35 persons (patrons and staff) or is it that the lounge (including the patio) has an occupant load total of 50 persons (patrons and staff) or is it some other configuration between the interior and exterior.

Should you wish to call to discuss I am available 7 am -3 pm with the exception of s.22 s.22

Ultimately, I would need something in writing so I can provide the applicant some clarity on how it was reviewed.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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second clipping

From: Marionette Winery <marionettewinery@gmail.com>

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: June 18, 2021 at 4:08:32 PM Pacific Daylight Time

Attachments: SAAN210604_A12.pdf

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Hi there here is the second clipping. Thanks Jamie

A12 Friday, June 4, 2021

Salmon Arm Observer/Shuswap Market News News

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NOTICE OF INTENT RE: LIQUOR CONTROL AND LICENSING ACT APPLICATION FOR A LOUNGE ENDORSEMENT

Application for a lounge (with patio) has been received by the Liquor and Cannabis Regulation Branch from Aspen Hills Ranch Ltd. located at 2540 40th Street NE in Salmon Arm.

Proposed licensed hours are: Noon - 11 PM; Daily

Person capacity will be limited to overall 50 person capacity and of which a maximum of 35 persons can be located in the interior lounge area at any

Residents located within a 0.5 mile (0.8 km) radius of the proposed site may comment on this proposal by:

1) Writing to: The General Manager
C/O Senior Licensing Analyst
Liquor and Cannabis Regulation Branch
PO Box 9292, Victoria, BC V8W 9J8

2) Email to: LCRB.SLA@gov.bc.ca

PETITIONS AND FORM LETTERS WILL $\underline{\mathbf{NOT}}$ BE CONSIDERED

To ensure the consideration of your views, your comments, name and address must be received on or before June 28, 2021. Please note that your comments may be made available to the applicant or local government officials where disclosure is necessary to administer the licensing process.

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BC Stats Request

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: BC Stats CITZ:EX <BC.Stats@gov.bc.ca>

Sent: June 22, 2021 at 10:47:28 AM Pacific Daylight Time

Good Morning,

Please provide population statistics for 500 metres and 1 kms surrounding the area of 2540-40th Street NE in Salmon Arm. PID#010-500-987.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Public Input Results - Request for Reduction of Lounge Patio Noise

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: marionettewinery@gmail.com

Sent: June 29, 2021 at 7:38:26 AM Pacific Daylight Time

Good Morning Jamie,

I have now received and reviewed the public input results for your proposed lounge endorsement. There have been some concerns raised over the patio lounge in that live local music is amplified in the direction of the neighbours near by. Are you prepared to work with the community and have the lounge patio without music after 9 pm? This would give the neighbours some assurance and possible issues should it be allowable until 11 pm.

Please provide written confirmation that this is a concession that you are willing to work towards. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

FW: Small change to patio layout

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: marionettewinery@gmail.com

Cc: Lozinski, Kurt LCRB:EX <Kurt.Lozinski@gov.bc.ca>, Kendall, Mitch LCRB:EX

<Mitch.Kendall@gov.bc.ca>

Sent: July 2, 2021 at 8:37:47 AM Pacific Daylight Time

Attachments: Request for additional requested bounding.pdf, IMG-4499.jpg

Good Morning Jamie,

I seem to recall we discussed this over the phone, but I will relay the information here so you have it also in writing.

If you feel this would be better for your proposed patio area feel free to amend the stamped floor plan. I have attached both floor plans for your convenience.

As we discussed on the phone, ultimately licensees are responsible for selecting patio bounding and signage that clearly demarcates licensed patio areas from adjoining unlicensed areas and enables licensees to take appropriate care and control over the service area, as required under the licence Terms and Conditions, including controlling patron entry/exit and preventing liquor being removed from the service area. Where bounding does not sufficiently demarcate the service area, the Inspector will work with the licensee to ensure compliance.

I will be sending over your SCA decision letter under separate cover shortly. Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

From: James Smith <jamiemarionettewinery@gmail.com>

Sent: June 29, 2021 2:47 PM

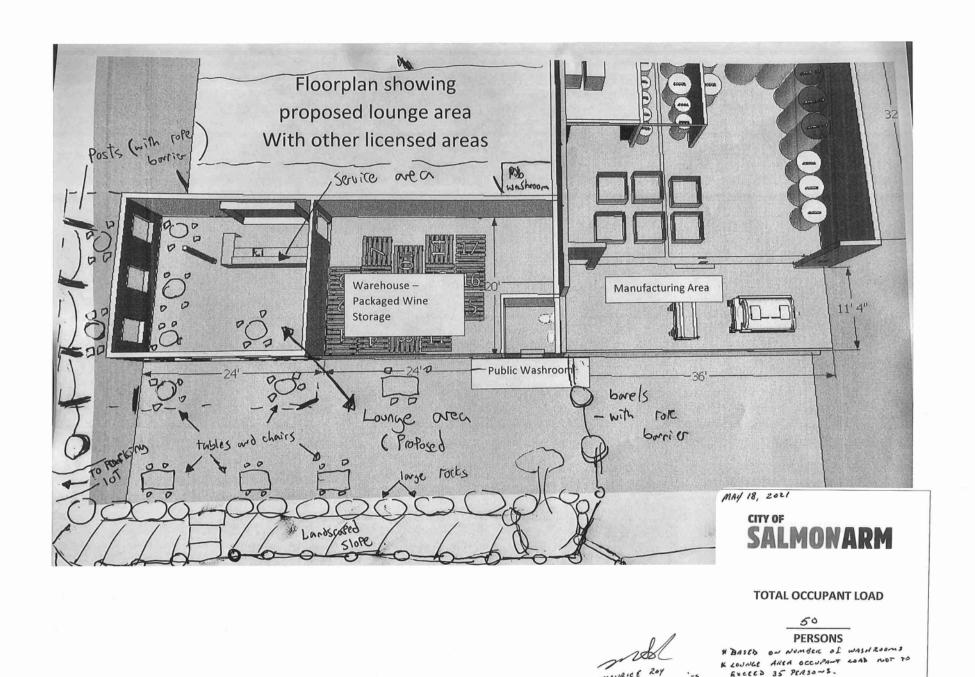
To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

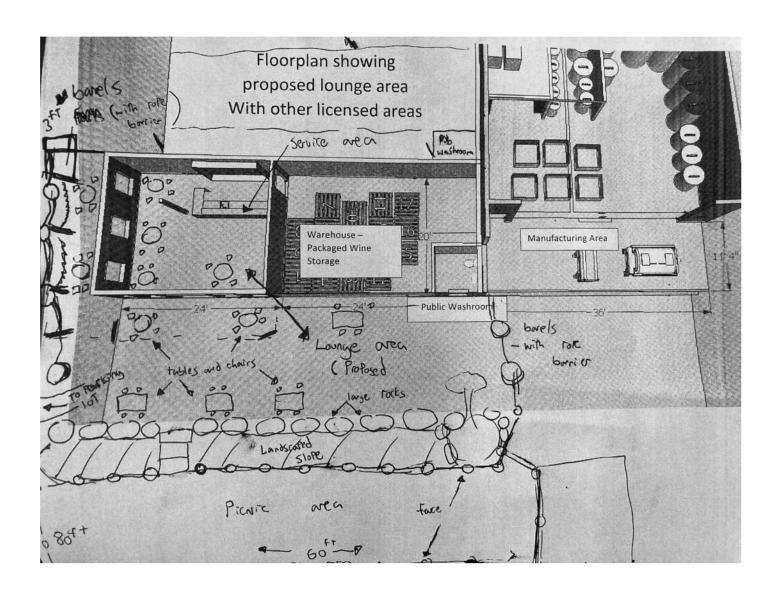
Subject: Small change to patio layout

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there I was wondering if I could make a small change to the patio layout. On the south side of the tasting room which faces the parking lot there's a barrier of ropes between the posts of the building. I'd like to move those ropes out 3 ft away from the posts and connect them to wine barrels so that patrons will be able to walk around people seated under the balcony. As it is I think that space is too narrow for traffic if it's cut off by the posts. I've edited the original drawing to illustrate that idea. Let me know what you think thanks

Jamie





SCA Decision Letter - Marionette Winery - Lounge Endorsement

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: marionettewinery@gmail.com

Cc: Lozinski, Kurt LCRB:EX <Kurt.Lozinski@gov.bc.ca>, mroy@salmonarm.ca,

Kendall, Mitch LCRB:EX < Mitch. Kendall@gov.bc.ca>

Sent: July 2, 2021 at 8:37:52 AM Pacific Daylight Time

Attachments: MFR SCA Decision Letter (Opt Out) - Lounge Endorsement.pdf

Good Morning Jamie,

This email is to confirm receipt and preliminary review of the above noted application and supporting documentation. The information you have provided the Liquor and Cannabis Regulation Branch (LCRB) allows your application to be considered complete as of the date of this letter. I have included your Site and Community Assessment (SCA) in which the attached letter the Branch has summarized the assessment of the community impacts and views of the residents (if any) considering primarily noise.

Having already received the occupancy load on your floor plan from your local government, the City of Salmon Arm, I will not require this; however, as stated in the previous email, should you wish to modify your patio as per your request, you will need to also modify it on the floor plan with the occupancy stamp to move forward with the application process. Once this is received, I will follow up with the next steps of the application.

Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Job# 011869

July 2, 2021

Aspen Hills Ranch Ltd. c/o Jamie Smith 2540 40th Street NE Salmon Arm BC V1E 1Z3

Email: marionettewinery@gmail.com

Dear Jamie:

Re: Decision of Site and Community Assessment (SCA) for a Lounge Endorsement

Licensee Name: Aspen Hills Ranch Ltd. Establishment Name: Marionette Winery

Establishment Location: 2540 40th Street NE in Salmon Arm

Winery Licence #: 306094

SCA Expiry Date: October 2, 2021

The applicant, Aspen Hills Ranch Ltd., is applying for a lounge endorsement at their proposed manufacturing site, located at above address. The proposed winery lounge will operate in an interior area overlapping the on-site store along with one exterior patio area. The exterior lounge patio will replace part of the current picnic endorsement area as discussed with Regional Manufacturing Inspector, Doug Hufsmith.

A tasting area is restricted to sample sizes of manufacturer products while a lounge endorsement allows for the sale and consumption of full servings; meaning regular servings of winery products may be consumed within the lounge.

The applicant has met the eligibility and suitability requirements of the *Liquor Control and Licensing Act* (the Act) and is now proceeding to the Site and Community Assessment Stage which requires Local Government/First Nation input. The application was provided to the City of Salmon Arm (the City) for consideration by Council. The City confirmed by way of notification via the LCRB licensing portal dated February 25, 2021, that they were opting out of providing comment on this application.

Pursuant to Section 39(1) of the Act, Liquor and Cannabis Regulation Branch (the LCRB) staff gathered information on the prescribed criteria. The applicant is now eligible for consideration of SCA approval.

Page 2 of 6 Lounge Endorsement SCA

The Issues

- Whether the SCA criteria have been applied;
- Whether to grant SCA approval;
- Whether issuance of a manufacturer lounge endorsement licence would be contrary to the public interest.

Factors To Be Considered

- Consideration of the following statutory criteria pursuant to section 71 of the *Liquor* Control and Licensing Regulation (the Regulations):
 - a) The location, person capacity and hours of service for the manufacturer lounge endorsement;
- Provide a resolution with comments on the following statutory criteria:
 - a) The impact of noise on nearby residents.
 - b) The impact on the community if the application is approved.
 - c) The view of residents and a description of the method used to gather views.
 - d) The Council's recommendations (including whether or not the application be approved) and the reasons on which they are based.

Relevant Legislation and Policy

I have reviewed the relevant sections of the Act, the Regulation and LCRB policies in considering the subject application.

Section 39 of the Act sets out the role of the General Manager in circumstances where Local Government/First Nation does not provide recommendations with respect to an application. This includes taking into account the prescribed criteria and gathering the views of residents.

Analysis

Any lounge endorsement has the potential to upset the balance within a community. With this in mind, I have conducted a review of the information provided by the applicant to the LCRB which includes: a Letter of Intent, a site map identifying the proposed location, and a floor plan defining the overall layout of the proposed area.

- The proposed lounge will be part of the manufacturing facility, located at 2540 40th Street NE in Salmon Arm;
- The proposed lounge has one interior area and one patio area abutting the interior service area. The applicant has proposed a maximum capacity of 50 persons total capacity. The maximum person capacity for the interior lounge is 35 persons and when the patio is the only service area in use the maximum person capacity is 50 persons. The total person capacity of all service areas must not exceed 50 persons at any given time. This capacity includes both patrons and staff;
- The proposed hours of liquor service are from 12:00 Noon to 11:00 PM daily;

Marionette Winery Lounge Endorsement SCA

- All amplified noise on the lounge patio will be prohibited after 9:00 PM; Daily (see analysis and decision discussed below)
- The applicant believes that the potential for noise and other impacts to the community
 will be minimal given that they are located on a site that is within the city limits of
 Salmon arm and less than a kilometer away from the Trans Canada Highway. The
 manufacturing facility shares the same building footprint as the residence of the
 owners/operators but is structurally separate from the residence.

In accordance with the Act, LCRB staff gathered the views of residents by way of directing public notification of the application. LCRB staff ensured the manufacturer lounge endorsement application details were advertised in two consecutive newspaper editions of 'Salmon Arm Observer/Shuswap Market News' on May 28, 2021 and June 04, 2021. In conjunction, the applicant placed a Notice of Intent sign at the winery location in a manner visible to all passersby, for a period of 30 days. Local residents within a 0.5 mile (0.8 km) radius were invited to comment on the application in writing to the General Manager by Date.

In response to the public notification, the LCRB did received two (4) comments in opposition and (0) in support of the application. (1) one comment came through without the proper requirements; therefore, it cannot be considered in the analysis. Of those residents who opposed the lounge endorsement, some of the concerns raised included:

- Alleged non-compliance of Provincial Health Orders during the COVID pandemic and ALC Regulations
- · Noise and disturbances for those on the premise
- Later opening then other establishments in the City of Salmon Arm

I have considered all of these comments and concerns raised with respect to the potential for increased noise and potential impact on local residents/neighbours. Public interest factors include the hours of operation and the location of the lounge patio. It is important to ensure that the licensee maintains effective management and control of the outdoor patio; as well as, the overall establishment during all hours of operation.

Although the amount of public input comments were minimal in number, in considering the location of the establishment, in particular its surrounding area, the geographical setting that can amplify noise, and the proximity to others, the licensee has confirmed in writing an agreement to reduce the noise of the lounge patio to be 9:00 PM instead of 11:00 PM; Daily. Furthermore, the LCRB will be placing a term and condition on the license prohibiting amplified sound on the patio past 9:00 PM. I also note that the public feedback was concerned with increased traffic and alleged non-compliance of Provincial Health Orders during the COVID pandemic and ALC Regulations, I am unable to consider these concerns as they do not fall under the LCRB's jurisdiction.

Marionette Winery Lounge Endorsement SCA

Decision

• All amplified noise on the lounge patio will be prohibited after 9:00 PM; Daily.

Based on the information before me, I am satisfied that adequate public notice of the applicant's proposal and opportunity for public comments was provided, and that anyone who wished to provide their views on the application was able to do so. I am further satisfied that a majority of residents in the area do not oppose a manufacturer lounge endorsement at the subject property and the granting of a manufacturer lounge endorsement would not be contrary to the public interest.

I am, therefore, granting Site and Community approval for a manufacturer lounge endorsement at 2540 40th Street NE in Salmon Arm with the following terms and conditions:

Terms and Conditions of the Manufacturer Lounge Endorsement:

- Maximum person capacity a maximum of 50 persons total capacity. The maximum
 person capacity for the interior lounge is 35 persons and when the patio is the only
 service area in use the maximum person capacity is 50 persons. The total person capacity
 of all service areas must not exceed 50 persons at any given time. This capacity includes
 both patrons and staff;
- Hours of liquor service will be from 12:00 Noon to 11:00 PM daily;
- All amplified noise on the lounge patio will be prohibited past 9:00 PM; Daily, and
- Minors are permitted in the lounge when accompanied by a parent or guardian or when they are employed as an entertainer within the lounge;
- In addition to selling winery products registered to the winery under this licence, the lounge area may also sell a limited amount of liquor from any other type of manufacturer. The cost of other liquor products cannot exceed 20% of the total liquor purchased for any yearly quarte
- Note that it is the responsibility of the licensee to take reasonable measures to ensure that
 the operation of the establishment does not disturb persons in the vicinity of the
 establishment.
- As per our conversation on May 17, 2021, the picnic is to be terminated once the lounge is complete; however, a structural change will not be required for a new picnic endorsement. The picnic may be operational until the interior lounge/ exterior patio are licensed.

Food Requirements

Manufacturer lounge areas must provide, at a minimum, a reasonable variety of hot or cold snacks and non-alcoholic beverages at reasonable prices during all hours of operation. Food service in the range of a restaurant is not required however packaged snacks commonly found in vending machines do not meet the minimum food requirements. Food must be available at all times the lounge is open/operating.

Marionette Winery Lounge Endorsement SCA

Plans Approval

This approval allows the applicant to proceed with development of floor plans for the proposed establishment. In accordance with the Regulations, prior to issuing a licence, the General Manager must set the person capacity.

A detailed floor plan with an occupant load determined by the City of Salmon Arm Manager of Permits and Licensing was received on May 18, 2021. The plans will be reviewed to ensure compliance with the Regulations and policy. If all is in order, one set of plans will be returned stamped "Approved in Principle" along with further instructions on the next step in the licensing process.

Terms of SCA Approval

This approval is personal to the applicant and cannot be sold or transferred without the prior approval of the LCRB.

The plans will be reviewed to ensure compliance with the Regulations and policy. If all is in order, one set of plans will be returned stamped "Approved in Principle" along with further instructions on the next step in the licensing process. The applicant is cautioned to not proceed until the plans have been approved by the LCRB.

Terms of SCA Approval

This approval will expire three months from the date of this letter on **October 02, 2021**. A written request for extension to this approval will only be considered if received no less than 30 days prior to the expiry of the SCA.

An extension request must satisfy the LCRB that a requirement for an extension is reasonable and that the delay is not directly attributable to the applicant. The request should be accompanied by evidence demonstrating that the delay is beyond the control of the applicant. Where another authority is responsible for the delay, a letter from that authority outlining current status and schedule for completion should accompany the request for extension.

This approval is personal to the applicant and cannot be sold or transferred without the prior approval of the LCRB.

If you have any questions about this decision, please contact me by phone at 778-698-3135 or by email at TanyaLynn.Frey@gov.bc.ca.

Sincerely,

Tanya Frey

Senior Licensing Analyst

Marionette Winery
Lounge Endorsement SCA
Page 6 of 6

Liquor and Cannabis Regulation Branch

cc: Kurt Lozinski, Regional Manager Maurice Roy, Manager of Permits and Licensing (<u>mroy@salmonarm.ca</u>)

Re: SCA Decision Letter - Marionette Winery - Lounge Endorsement

From: Marionette Winery <marionettewinery@gmail.com>

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Sent: July 7, 2021 at 11:05:02 AM Pacific Daylight Time

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there, it's such a small change that maybe I won't bother going back to the city and changing the occupancy stamp. It's literally just a conceptual difference in how I mark off the patio along the balcony edge of the tasting room. I'll maybe just leave it as it is. Cheers

Jamie

On Fri, Jul 2, 2021 at 8:37 AM Frey, Tanya Lynn LCRB:EX < TanyaLynn.Frey@gov.bc.ca > wrote:

Good Morning Jamie,

This email is to confirm receipt and preliminary review of the above noted application and supporting documentation. The information you have provided the Liquor and Cannabis Regulation Branch (LCRB) allows your application to be considered complete as of the date of this letter. I have included your Site and Community Assessment (SCA) in which the attached letter the Branch has summarized the assessment of the community impacts and views of the residents (if any) considering primarily noise.

Having already received the occupancy load on your floor plan from your local government, the City of Salmon Arm, I will not require this; however, as stated in the previous email, should you wish to modify your patio as per your request, you will need to also modify it on the floor plan with the occupancy stamp to move forward with the application process. Once this is received, I will follow up with the next steps of the application.

Kind Regards, Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8

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Job#: 011869

July 8, 2021

Aspen Hills Ranch Ltd. c/o Jamie Smith 2540 40th Street NE Salmon Arm BC V1E 1Z3

Email: marionettewinery@gmail.com

Dear Jamie:

Re: Approval in Principle (AIP) – Winery Lounge Endorsement

Licensee Name: Aspen Hills Ranch Ltd. Establishment Name: Marionette Winery

Establishment Location: 2540 40th Street NE in Salmon Arm

Winery Licence #: 306094 AIP Expiry Date: July 08, 2022

In accordance with *Liquor Control and Licensing Regulations* (the Regulations), Aspen Hills Ranch Ltd. has applied for a winery lounge endorsement to be located at the address above. The applicant received Site and Community Assessment (SCA) approval on July 02, 2021 and is now requesting approval for the lounge floor plan.

The proposed lounge will fully overlap the on-site store endorsement area as well as; operate as an exterior patio. The proposed occupant loads for the interior lounge and exterior patio service areas have been determined by the City of Salmon Arm to be 50 persons. The person capacity of the proposed service areas must not exceed the occupant load and includes both patrons and staff. For more information on occupant loads and person capacity, please refer to the Liquor and Cannabis Regulation Branch (the LCRB) Liquor Policy Manual, sections 13.1 and 13.2.

I have reviewed the submitted floor plan for compliance with the Regulations and LCRB policy specific to a manufacturer lounge endorsement. Enclosed is a copy of the floor plan which has been stamped "Approved in Principle". The proposed service area has been outlined in yellow for the lounge and will be confirmed by the Regional Manufacturing Inspector during final inspection. Once confirmed, the proposed lounge area will be 'red-lined'. The approved floor plan will become an official component of the licence.

This AIP allows the applicant to proceed with construction/renovations, but does not imply final approval. If this is not an accurate assessment of the plan, or the plan changes

Liquor and Cannabis Regulation Branch Mailing Address: PO Box 9292 Stn Prov Govt Victoria BC V8W 9J8 Location: 400-645 Tyee Road Victoria BC V9A 6X5 Website: <u>www.gov.bc.ca/lcrb</u> Phone: 1-866-209-2111 Fax: 250-952-7066 Lounge Endorsement AIP

significantly during construction, please contact the writer as new plans may be required to be submitted to determine if a new application is required.

This approval is subject to the following conditions:

- The maximum person capacity is 50 persons (patrons plus staff) as follows:
 - o Person01, Interior Lounge = 35 persons
 - o Patio 1 = 50 persons*
 - *The total person capacity of all service areas must not exceed 50 persons at any given time.
- A clear line of sight must be maintained from the service bar to all areas of the lounge and;
- For Lounge and/or patios, licensees are responsible for selecting bounding and signage that
 clearly demarcates licensed patio areas from adjoining unlicensed areas and enables licensees
 to take appropriate care and control over the service area, including controlling patron
 entry/exit and preventing liquor being removed from the service area;
- Licensees are responsible for ensuring their establishment is compliant with all local fire and building, zoning, jurisdictional bylaws, ALC, and health authority approvals.
- All amplified noise on the lounge patio will be prohibited past 9:00 PM; Daily

Further Terms and Conditions for the operation of the manufacturing facility and endorsement areas, including Serving It Right requirements, are set out in the <u>Manufacturer Terms and Conditions Handbook</u>, which is available on our website.

Please ensure you review the handbook prior to scheduling a final inspection as it will also be an opportunity to discuss any questions that you may have regarding the operation of your manufacturing business in accordance with the *Liquor Control and Licensing Act* and Regulation. **Note:** the guide is updated periodically – it is your responsibility to keep apprised of any changes that may occur.

Lounge Occupant Load and On-Site Store

As your interior lounge overlaps the on-site store, there may be retail patrons and lounge patrons in the service area at the same time. The occupant load for the lounge (Person01 = 35 persons) cannot be exceeded at any time.

Final Inspection Requirements

Please contact Regional Manager Kurt Lozinski by email at Kurt.Lozinski@gov.bc.ca to arrange for a final inspection. You may only schedule a final inspection once construction/renovations are complete and you are ready to open for business.

It is recommended that an authorized signatory attend the final inspection however, you may ask someone to attend on your behalf. Please ensure that the person attending the final inspection can make a decision or answer questions with respect to any compliance concerns on behalf of the applicant.

At the time of final inspection:

• Provide the Inspector with a colour copy of the AIP stamped floor plan and a copy of this letter;

Lounge Endorsement AIP

• The Inspector will verify that the establishment matches the approved floor plan(s);

- The Inspector will work with the licensee where patio bounding does not sufficiently demarcate the service area.
- The Inspector will verify there is adequate line of sight from the main service bar; and
- The Inspector will take photographs of the proposed service area(s) and other areas of the establishment.

The final inspection report, photographs and confirmed floor plan will then be forwarded to me for review and if all is in order, I can proceed with final approval.

Licensing fee: Upon completing the final review phase of the application, you will receive a notice on your portal dashboard allowing you to pay the first-year licensing fee pro-rated to March 31st.

This AIP expires on July 08, 2022. If you are unable to complete construction and arrange for a final inspection prior to the expiry date, you MUST submit a written request to the LCRB no less than 30 days prior to the expiry of the AIP. The request should be accompanied by evidence demonstrating that the delay is beyond the control of the applicant. Where another authority is responsible for the delay, a letter from that authority outlining current status and schedule for completion should accompany the request for extension. Failure to request an extension will result in the application being considered abandoned and subsequently terminated on the expiry date noted above. No further notice will be given.

If you have any questions, please contact me by phone at 778-698-3135 or by email at TanyaLynn.Frey@gov.bc.ca.

Yours truly,

Tanya Frey

Senior Licensing Analyst

Liquor and Cannabis Regulation Branch

cc: Kurt Lozinski, Regional Manager

Maurice Roy, Manager of Permits and Licensing (mroy@salmonarm.ca)

Job 011869 - Lounge Endorsement - Marionette Winery - AIP Floor Plan, Decision Letter, Site Plan

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: marionettewinery@gmail.com

Cc: Lozinski, Kurt LCRB:EX <Kurt.Lozinski@gov.bc.ca>, Kendall, Mitch LCRB:EX

<Mitch.Kendall@gov.bc.ca>, mroy@salmonarm.ca

Sent: July 8, 2021 at 8:41:40 AM Pacific Daylight Time

Attachments: Site Plan 1.pdf, MFR AIP Decision Letter - Lounge Endorsement.pdf, AIP

Floor Plan - Lounge.pdf

Good Morning Jamie,

This email is to confirm the receipt of the above noted application and supporting documentation. The information you have provided the Liquor and Cannabis Regulation Branch (LCRB) allows your application to be considered complete as a request for manufacturing lounge endorsement to be located at 2540 40 Street NE in Salmon Arm.

The attached Approval in Principle letter, site plan, and floor plan must be available for the Inspector and the letter provides instructions for final inspection.

Please print the floor plan in **colour** and have a copy available during the inspection process.

Should you have any questions, please do not hesitate to contact me.

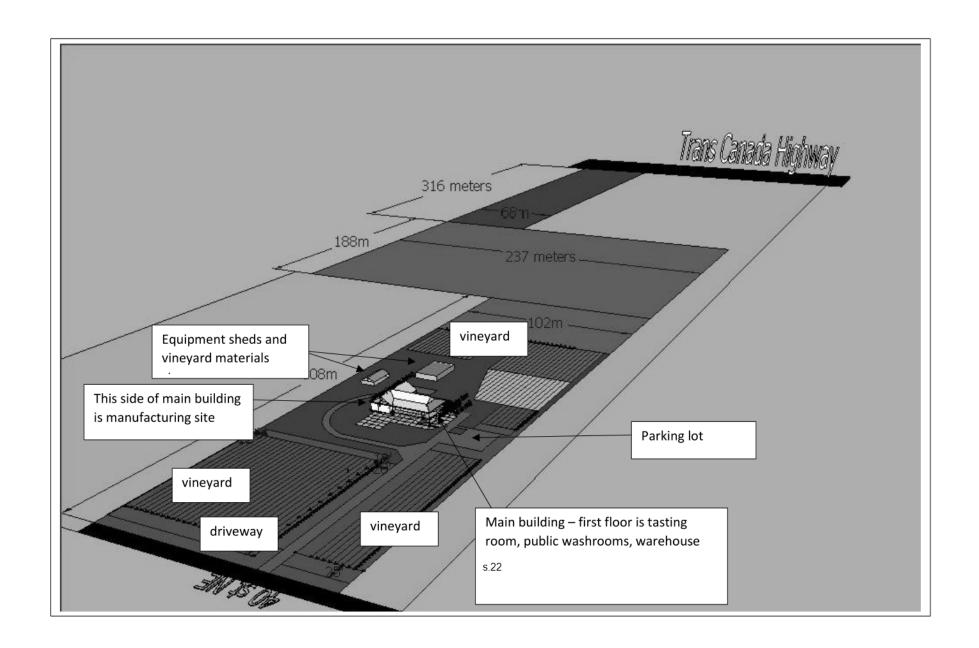
Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

Liquor Licensees, we're modernizing! If you haven't yet, please set up your <u>Business BCeID</u> as soon as possible to ensure your smooth transition to our <u>new online licensing portal</u>. Starting in March you'll need your Business BCeID to manage your licence and submit applications.





Job#: 011869

July 8, 2021

Aspen Hills Ranch Ltd. c/o Jamie Smith 2540 40th Street NE Salmon Arm BC V1E 1Z3

Email: marionettewinery@gmail.com

Dear Jamie:

Re: Approval in Principle (AIP) – Winery Lounge Endorsement

Licensee Name: Aspen Hills Ranch Ltd. Establishment Name: Marionette Winery

Establishment Location: 2540 40th Street NE in Salmon Arm

Winery Licence #: 306094 AIP Expiry Date: July 08, 2022

In accordance with *Liquor Control and Licensing Regulations* (the Regulations), Aspen Hills Ranch Ltd. has applied for a winery lounge endorsement to be located at the address above. The applicant received Site and Community Assessment (SCA) approval on July 02, 2021 and is now requesting approval for the lounge floor plan.

The proposed lounge will fully overlap the on-site store endorsement area as well as; operate as an exterior patio. The proposed occupant loads for the interior lounge and exterior patio service areas have been determined by the City of Salmon Arm to be 50 persons. The person capacity of the proposed service areas must not exceed the occupant load and includes both patrons and staff. For more information on occupant loads and person capacity, please refer to the Liquor and Cannabis Regulation Branch (the LCRB) <u>Liquor Policy Manual</u>, sections 13.1 and 13.2.

I have reviewed the submitted floor plan for compliance with the Regulations and LCRB policy specific to a manufacturer lounge endorsement. Enclosed is a copy of the floor plan which has been stamped "Approved in Principle". The proposed service area has been outlined in yellow for the lounge and will be confirmed by the Regional Manufacturing Inspector during final inspection. Once confirmed, the proposed lounge area will be 'red-lined'. The approved floor plan will become an official component of the licence.

This AIP allows the applicant to proceed with construction/renovations, but does not imply final approval. If this is not an accurate assessment of the plan, or the plan changes

Liquor and Cannabis Regulation Branch Mailing Address: PO Box 9292 Stn Prov Govt Victoria BC V8W 9J8 Location: 400-645 Tyee Road Victoria BC V9A 6X5

Website: <u>www.gov.bc.ca/lcrb</u> Phone: 1-866-209-2111 Fax: 250-952-7066 Marionette Winery Lounge Endorsement AIP

significantly during construction, please contact the writer as new plans may be required to be submitted to determine if a new application is required.

This approval is subject to the following conditions:

- The maximum person capacity is 50 persons (patrons plus staff) as follows:
 - o Person01, Interior Lounge = 35 persons
 - o Patio 1 = 50 persons*
 - *The total person capacity of all service areas must not exceed 50 persons at any given time.
- A clear line of sight must be maintained from the service bar to all areas of the lounge and;
- For Lounge and/or patios, licensees are responsible for selecting bounding and signage that
 clearly demarcates licensed patio areas from adjoining unlicensed areas and enables licensees
 to take appropriate care and control over the service area, including controlling patron
 entry/exit and preventing liquor being removed from the service area;
- Licensees are responsible for ensuring their establishment is compliant with all local fire and building, zoning, jurisdictional bylaws, ALC, and health authority approvals.
- All amplified noise on the lounge patio will be prohibited past 9:00 PM; Daily

Further Terms and Conditions for the operation of the manufacturing facility and endorsement areas, including Serving It Right requirements, are set out in the <u>Manufacturer Terms and Conditions Handbook</u>, which is available on our website.

Please ensure you review the handbook prior to scheduling a final inspection as it will also be an opportunity to discuss any questions that you may have regarding the operation of your manufacturing business in accordance with the *Liquor Control and Licensing Act* and Regulation. **Note:** the guide is updated periodically – it is your responsibility to keep apprised of any changes that may occur.

Lounge Occupant Load and On-Site Store

As your interior lounge overlaps the on-site store, there may be retail patrons and lounge patrons in the service area at the same time. The occupant load for the lounge (Person01 = 35 persons) cannot be exceeded at any time.

Final Inspection Requirements

Please contact Regional Manager Kurt Lozinski by email at Kurt.Lozinski@gov.bc.ca to arrange for a final inspection. You may only schedule a final inspection once construction/renovations are complete and you are ready to open for business.

It is recommended that an authorized signatory attend the final inspection however, you may ask someone to attend on your behalf. Please ensure that the person attending the final inspection can make a decision or answer questions with respect to any compliance concerns on behalf of the applicant.

At the time of final inspection:

• Provide the Inspector with a colour copy of the AIP stamped floor plan and a copy of this letter;

Lounge Endorsement AIP

• The Inspector will verify that the establishment matches the approved floor plan(s);

- The Inspector will work with the licensee where patio bounding does not sufficiently demarcate the service area.
- The Inspector will verify there is adequate line of sight from the main service bar; and
- The Inspector will take photographs of the proposed service area(s) and other areas of the establishment

The final inspection report, photographs and confirmed floor plan will then be forwarded to me for review and if all is in order, I can proceed with final approval.

Licensing fee: Upon completing the final review phase of the application, you will receive a notice on your portal dashboard allowing you to pay the first-year licensing fee pro-rated to March 31st.

This AIP expires on July 08, 2022. If you are unable to complete construction and arrange for a final inspection prior to the expiry date, you MUST submit a written request to the LCRB no less than 30 days prior to the expiry of the AIP. The request should be accompanied by evidence demonstrating that the delay is beyond the control of the applicant. Where another authority is responsible for the delay, a letter from that authority outlining current status and schedule for completion should accompany the request for extension. Failure to request an extension will result in the application being considered abandoned and subsequently terminated on the expiry date noted above. No further notice will be given.

If you have any questions, please contact me by phone at 778-698-3135 or by email at TanyaLynn.Frey@gov.bc.ca.

Yours truly,

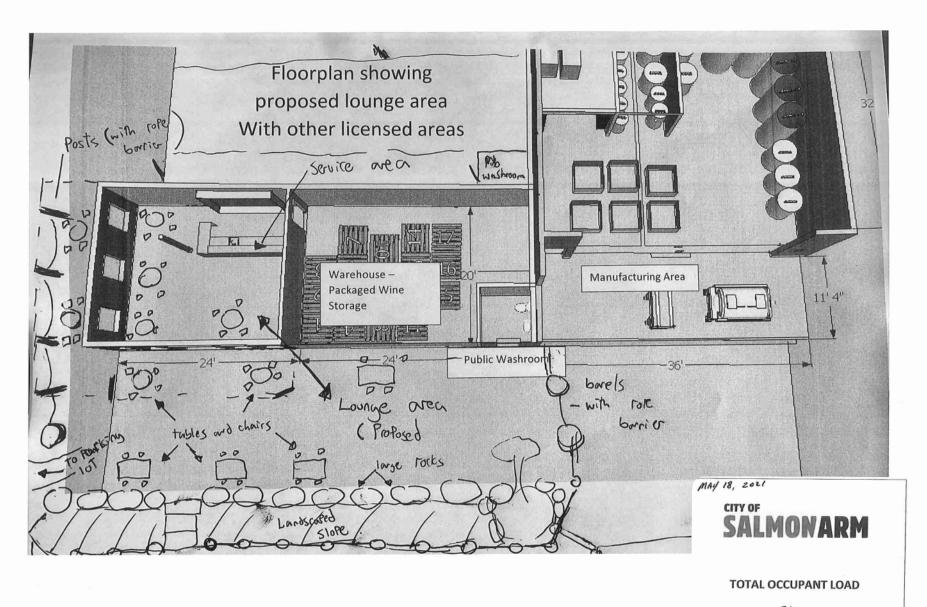
Tanya Frey

Senior Licensing Analyst

Liquor and Cannabis Regulation Branch

cc: Kurt Lozinski, Regional Manager

Maurice Roy, Manager of Permits and Licensing (mroy@salmonarm.ca)



50

PERSONS

Based on Number of Washrooms

K counce area occupant road not to

Exceed 35 Persons.

Job 011869 - Lounge Endorsement - Liquor Inspector - New Contact

From: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

To: Marionette Winery <marionettewinery@gmail.com>
Sent: August 17, 2021 at 8:06:30 AM Pacific Daylight Time

Good Morning Jamie,

Doug has retired. Your new Inspector is Kyle Stoner. 778-362-7031 or email at Kyle.Stoner@gov.bc.ca Kind Regards,

Tanya

Tanya Frey

Senior Licensing Analyst | Liquor and Cannabis Regulation Branch | Ministry of Public Safety and Solicitor General (PSSG) *Ph:* 778-698-3135 | *e:* TanyaLynn.Frey@gov.bc.ca | *m:* PO Box 9292, Stn Prov Govt, Victoria BC V8W 9J8 Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information

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Learn more. Create account/BCeID. Questions?

From: Marionette Winery <marionettewinery@gmail.com>

Sent: August 14, 2021 3:04 PM

To: Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca>

Subject: Re: Job 011869 - Lounge Endorsement - Marionette Winery - AIP Floor Plan, Decision Letter, Site Plan

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there, I'm having trouble getting in contact with Doug Huifman our liquor inspector and I was wondering if you could help me out. I've been wanting to schedule an inspection to complete the lounge license application but emails are just getting bounced back to me. Is Doug still our liquor inspector? Thanks

Jamie

On Thu, Jul 8, 2021 at 8:41 AM Frey, Tanya Lynn LCRB:EX <TanyaLynn.Frey@gov.bc.ca> wrote:

Good Morning Jamie,

This email is to confirm the receipt of the above noted application and supporting documentation. The information you have provided the Liquor and Cannabis Regulation Branch (LCRB) allows your application to be considered complete as a request for manufacturing lounge endorsement to be located at 2540 40 Street NE in Salmon Arm.

The attached Approval in Principle letter, site plan, and floor plan must be available for the Inspector and the letter provides instructions for final inspection.

Please print the floor plan in **colour** and have a copy available during the inspection process.

Should you have any questions, please do not hesitate to contact me.

Kind Regards,

Tanya

Tanya Frey

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Liquor and Cannabis Regulation Branch

Winery Licence #306094

Expires on March 31, 2022

Establishment Name: Marionette Winery
Licence Name: Marionette Winery
Location Address: 2540 40 Street NE

SALMON ARM, BC V1E1Z3

Issued to: Aspen Hills Ranch Ltd.

TERMS AND CONDITIONS

On-Site Store Endorsement Approved

Picnic Area Endorsement Approved

The terms and conditions to which this licence is subject include the terms and conditions contained in the licensee
Terms and Conditions Handbook, which is available on the Liquor and Cannabis Regulation Branch website. The
Terms and Conditions Handbook is amended from time to time.

- Liquor product sold in the on site store must be registered under the manufacturer licence.
- Subject to terms and conditions specified in the restriction or approval letter(s). A copy of restriction or approval letter(s) to be kept with current liquor licence.

YOUR CURRENT VALID LICENCE MUST BE PROMINENTLY DISPLAYED AT ALL TIMES. TAMPERING, ALTERING OR DEFACING THIS LICENCE IN ANY MANNER MAY RESULT IN THE LICENCE BEING CANCELLED.

Licence issued by the General Manager under the authority of the Liquor Control and Licensing Act.

Licence Printed: August 20, 2021