



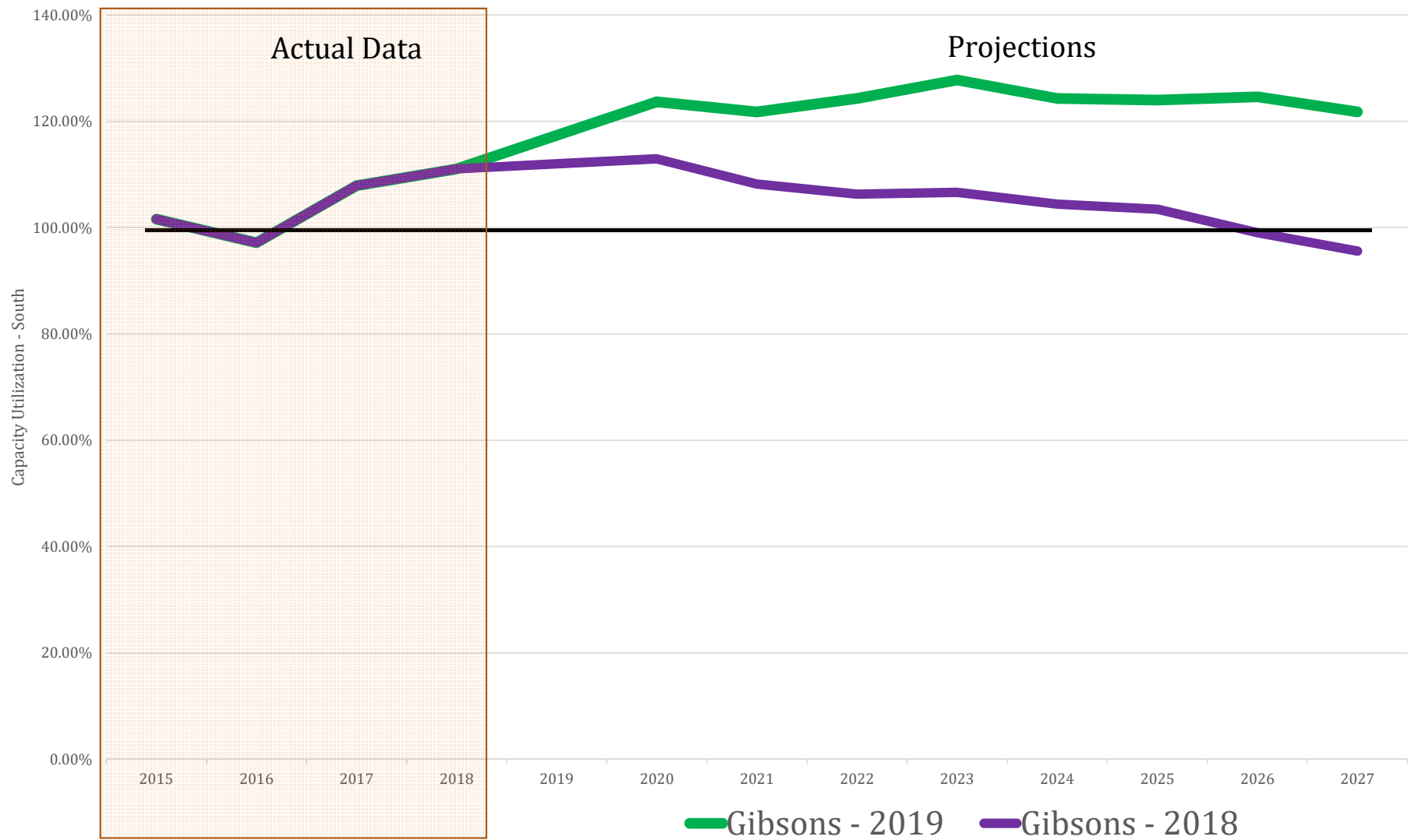
**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

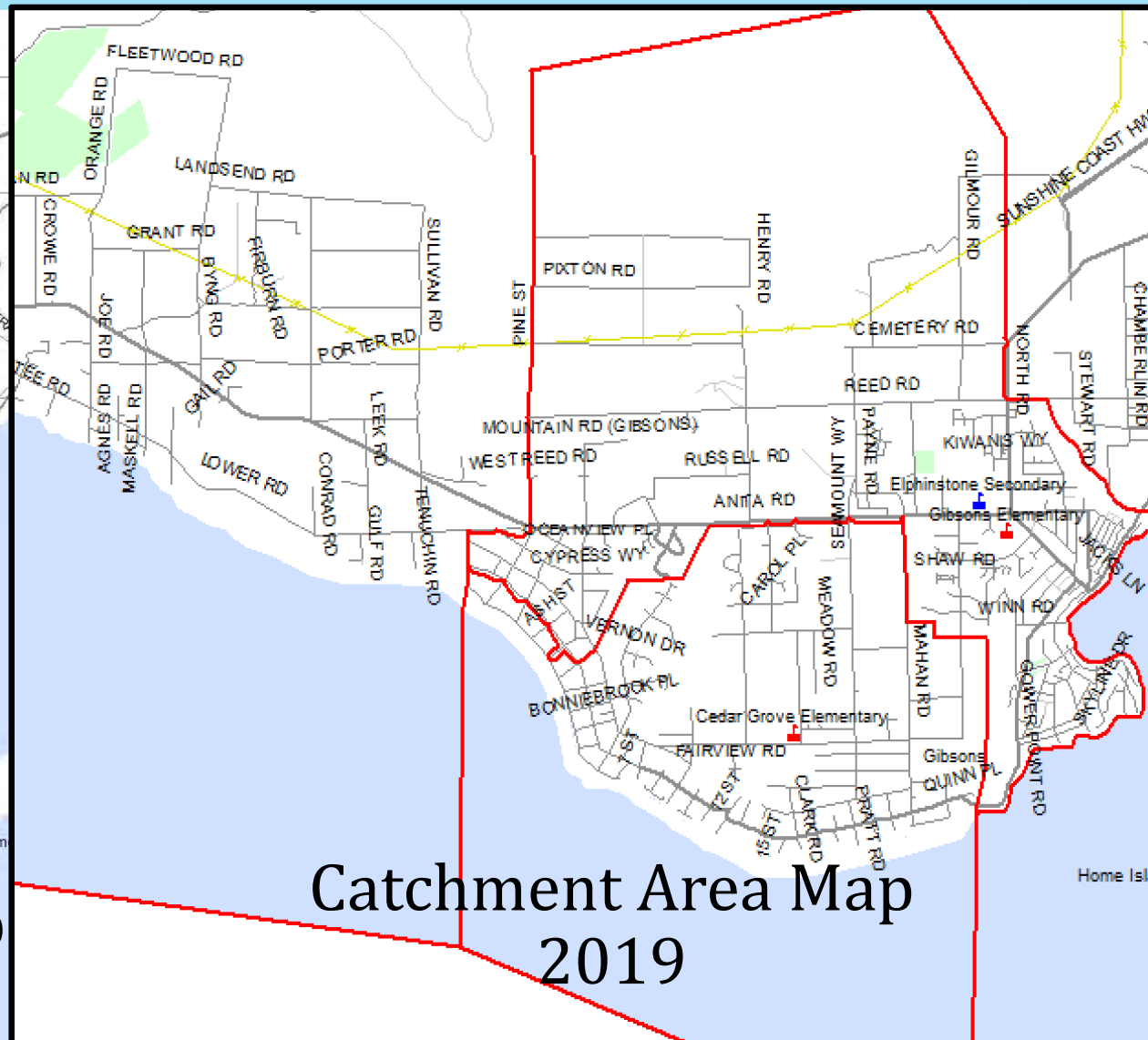
OPERATIONS COMMITTEE AGENDA

Tuesday, June 18, 2019, 12:30 p.m.
School Board Office - Gibsons, BC

Pages

1. Call to Order
2. Emergency Preparedness
Ministry of Education - Emergency Planning Management Guide
3. Gibsons Elementary Enrollment Review 1
4. Regulations for Review:
 - a. 3190 - Scent Considerate Environment 3
 - b. 4050 - Earthquakes 4
 - c. 4110 - Renovations 6
 - d. 4120 - Rental of School Facilities 9
 - e. 5030 - Financial Reporting 14
5. Local Government OCP and Zoning Referrals (standing item) 16
6. Adjourn





ADMINISTRATIVE REGULATIONS

Title: **Scent Considerate Environment**
 Category: **Health and Safety**
 Number: **3190**

I. **Rationale:**

School District No. 46 (Sunshine Coast) recognizes that health concerns may arise from exposure to scented products. To assist with the right of employees and students to work and learn in a safe and healthy environment, a scent considerate environment will be maintained.

II. **Definition:**

Scented products may include those used for personal hygiene such as cosmetics, perfumes, colognes, scented creams, deodorant, shampoos and conditioners, hair spray and soaps. Scented products may also include non-personal items such as scented candles, potpourri, scented household or industrial cleaning products, building materials, air fresheners and some types of flowers.

III. **Practices:**

A. Employees, students, volunteers and visitors shall refrain from using or wearing scented products at school district facilities.

B. Employees, students, volunteers and visitors will be made aware of the effects of scented products on other persons through signs posted in buildings, informational materials and education.

C. Students adversely affected by scented products should inform their teacher, who will inform the person using a scented product of this regulation and ask that he/she cooperate by using an unscented product. Staff will implement measures to reasonably accommodate the student affected.

D. Employees adversely affected by scented products should inform their Principal or building supervisor, who will inform the person using a scented product of this regulation and ask that he/she cooperate by using an unscented product. The School District will implement measures to reasonably accommodate the employee affected.

Received:

References:



ADMINISTRATIVE REGULATIONS

Title: **Earthquakes**
Category: **Facilities**
Number: **4050**

I. **Rationale:**

The Sunshine Coast School District is situated in an earthquake-prone region. Thoughtful preparation and planning is required in order to ensure the safety of students and staff.

II. **Procedures:**

A. The "Earthquake Handbook" shall be the primary source of information on earthquakes.

B. The Management representative responsible for District Health and Safety shall ensure that the "Earthquake Handbook" is kept current and that all supervisors are apprised of any amendments.

C. Principals and other site supervisors shall ensure that all members of staff and all students are kept current with procedures enunciated in the "Earthquake Handbook".

D. Earthquake drills shall be practised on at least three occasions at reasonable intervals throughout the school year.

E. Each school will develop and maintain an Earthquake/Disaster Response Plan and update it annually. Copies of the plan shall be sent to the school district office and changes shall be sent in October of each year.

Received:

References: Board Policy 1.2



ADMINISTRATIVE REGULATIONS

Title: **Earthquakes**
 Category: **Facilities**
 Number: **4050**

I. Rationale:

I. The Sunshine Coast School District is situated in an earthquake-prone region. Thoughtful preparation and planning is required in order to ensure the safety of students and staff.

II. Procedures:

II.A. The “Earthquake Handbook” shall be the primary source of information on earthquakes.

III.B. The Director Management representative responsible for District Health and Safety of Facilities shall ensure that the “Earthquake Handbook” is kept current- and that all supervisors are apprised of any amendments.

IV.C. Principals and other site supervisors shall ensure that all members of staff and all students are kept current with procedures enunciated in the “Earthquake Handbook”.

V. All employees shall be furnished with a copy of the “Earthquake Handbook”.

VI.D. Earthquake drills shall be practised on at least three occasions at reasonable intervals throughout the school year.

VII.E. Each school will develop and maintain an Earthquake/Disaster Response Plan and update it annually. Copies of the plan shall be sent to the school district office and changes shall be sent in October of each year.

Received:

References: Board Policy 1.2



Title: **Renovations**
 Category: **Facilities**
 Number: **4110**

I. Rationale:

School District No. 46 (Sunshine Coast) sees a continuing requirement for major renovations or repairs in schools to improve the functional suitability of the learning environment. The school district undertakes the responsibility to perform these renovations and alterations using proper work practices and control measures, in a way that will minimize potential hazards to the health and safety of students, employees and volunteers. School District No. 46 (Sunshine Coast) also recognizes the importance of an effective communication plan to inform parents, students and employees of the safety considerations that have been included in the renovation process.

II. Definitions:

A “major renovation” within a school is defined as any building modification that is extensive enough such that, special accommodations must be made to maintain a safe learning environment while the work is in progress, or when indoor air quality could potentially be compromised.

III. Practices:

A. Pre-Renovations:

1. Prior to establishing a schedule for any major renovation or repair, the Manager of Facilities, or designate, shall consult with the school principal and consider accommodations with respect to class relocation and safety requirements.
2. As part of the planning process for any major renovation or repair, the Manager of Facilities, or designate, shall complete the “Renovation and Repair Checklist” as included in Health Canada’s Indoor Air Quality Action Kit for Schools.
3. The Principal shall provide written notification detailing the renovation plan to parents, students and employees of the affected site at least four (4) weeks before the start-up of the renovation. In the event that emergent issues do not permit four (4) weeks notice, the Principal shall make every effort to inform parents, students and employees as soon as possible.



ADMINISTRATIVE REGULATIONS

Title: **Renovations**
 Category: **Facilities**
 Number: **4110**

4. The renovation notification will detail the scope of the renovation, the time line, and any known or reasonably foreseen hazards it presents to students, employees and/or volunteers with special health concerns.
5. The renovation notification will include a request that the school be informed of persons who have allergies and/or special health concerns which may be affected by the renovations.
6. The Principal shall consult with parents of students who are identified to explain procedures and to make special arrangements as required.
7. A Renovation Worksite Binder will be available at the school's office for review two (2) weeks prior to the start-up of renovations and will remain accessible to the public throughout the course of the renovation.
8. Materials in the binder shall include:
 - a) Products Used: Including Material Safety Data Sheets (MSDS), Technical Data Sheets (TDS) and/or Products Specification Sheets on all products to be used in the renovation.
 - b) Work Procedures: Including a description of how the timing, ventilation and barriers are to be arranged in order to minimize potential exposure, as well as a description of clean-up procedures.
 - c) Testing of Existing Materials: Anytime there is sanding, scraping, demolishing or breaking, lab reports will be included to provide test results for hazardous materials including, but not limited to, asbestos, lead and mold.
 - d) Communications: Copies of all communications and notifications relating to the renovation.
9. Concerns regarding the renovation plan, including materials used, should be brought to the attention of the school principal who, in consultation with the Manager of Facilities, will make every effort to accommodate and/or address the concerns presented.
10. Unresolved concerns will be forwarded to Vancouver Coastal Health for confirmation that the work plan is safe for students, employees and volunteers.



Title: **Renovations**
 Category: **Facilities**
 Number: **4110**

11. The Manager of Facilities shall have oversight of the renovations plan and will ensure that all work is done in a safe and practical manner. The decision of the Manager of Facilities shall be final and subject to the appeal procedures detailed in Regulation 5350 and Bylaw #70.

B. Renovation Phase:

1. Materials used in the renovation will be those that present the least hazard to building occupants. Wherever possible, products chosen will have an HMIS rating of 1 or less (as shown on MSDS sheets) and will be rated for use in schools/daycares (as specified on TDS sheets.)

2. Use of materials or products which present a potential health hazard will be limited to times outside of school hours, with sufficient time being allowed for drying or curing as stated by the manufacturer's guidelines. Increased ventilation will be put into place while the building is unoccupied in order to remove residual odors and airborne pollutants.

3. Throughout the course of the renovation, best practices will be maintained to ensure that all work areas are properly contained, have proper ventilation, dust elimination/control, safe passageway to emergency exits and washroom facilities.

4. Throughout the course of the renovation project, the school shall track symptoms relating to absenteeism.

5. If during the course of the project, the scope of work is expanded, and given that no increased hazard level is introduced;

a) The renovation work site binder shall be updated to include the new, expanded work scope.

b) Written notification shall be given to parents, students and staff of the affected site.

Received:

References: Board Policy 11.6, 12.6



ADMINISTRATIVE REGULATIONS

Title: **Rental of School Facilities**
 Category: **Facilities**
 Number: **4120**

I. **Rationale:**

The Board of Education of School District No. 46 (Sunshine Coast) welcomes and encourages the use of school facilities when not required for school purposes, in support of growth in community spirit, learning and health. The primary consideration of the Board regarding school facilities is their availability and readiness for student learning and associated activities.

II. **Practices:**

A. Access to Facilities

1. School facilities are reserved for school use and are not available for rent during the following hours:
 - a) Elementary classrooms and gyms: 7 a.m. – 5 p.m.
 - b) Secondary classrooms: 7 a.m. – 6 p.m.
 - c) Pender Harbour Elementary Secondary gym: 7 a.m. – 5 p.m.
 - d) Elphinstone Secondary gym: 7 a.m. – 8 p.m.
 - e) Chatelech Secondary gym: 7 a.m. – 8 p.m.
 - f) Schools must book all facility use outside of school hours through the Central Booking Office (e.g.: student concerts, talent shows and PAC meetings).
2. School facilities are not available for booking during any scheduled school holiday, any non-instructional day, or during exam weeks at secondary schools. Elementary school gymnasiums are not normally available for booking two weeks prior to the winter break.
3. A school district employee must be on duty in the school for the entire rental.
4. Unless there is an emergency, access to the school office shall not be granted.
5. Teacher work areas must be respected. The teacher's desk and materials must not be used. If any whiteboards have 'PLO' written on them, they must not be erased. The user group must bring their own supplies.



Title: **Rental of School Facilities**
 Category: **Facilities**
 Number: **4120**

B. Priority for Use

1. Priority for facility rentals shall be granted to users in the following order:
 - a) School use
 - b) Joint use partner
 - c) Community bookings for groups comprised of children and youth
 - d) Community bookings for groups comprised of adults

C. General Conditions

1. Where a school facility has been designated a joint facility in an agreement between the Board and another local governing body (e.g. SCRD), the use and rental fees for that facility shall be as provided for in the formal Master Joint Use Agreement or its Addendums.
2. The user group shall sign an agreement/contract specifying terms and conditions for the rental.
3. The user group shall undertake responsibility to ensure that:
 4. smoking is not permitted in the school or on school property,
 5. fire exits remain clear at all times,
 6. parking regulations are adhered to, and
 7. refuse is disposed properly in the appropriate bins.
8. The user group may serve alcohol at an event only if:
 9. The user group has informed the Central Booking Clerk of their intention to serve alcohol and permission has been granted by the school principal and the superintendent,
 10. The user group has obtained appropriate licensing through the Liquor Control Board,
 11. Alcohol is only served within the containment of the building structure,
 12. No alcohol is served or within view when minors are in the building, and
 13. The user group removes all traces of alcohol, including but not limited to empty cans and bottles, after the event. School garbage cans or dumpsters on school district property shall not be used for disposal.
14. Adult supervision is required at all times where persons under the age of 19 are in attendance.

Title: **Rental of School Facilities**
 Category: **Facilities**
 Number: **4120**

15. The school district reserves the right to refuse rental of property to any user group that damages property or equipment or behaves in a manner judged to be unacceptable.

16. Damage to facilities or equipment shall be assessed and paid to the district via the Central Booking Office before future rentals are considered.

17. The Board or its representative has the authority to refuse or to terminate any booking.

D. Field Bookings

1. The district reserves the right to cancel any booking if, in the opinion of the principal or Manager of Facilities and Transportation, weather conditions have rendered a field liable to damage by use at the scheduled time.

2. In order to allow for priority booking, applications for the use of fields for minor baseball should be submitted to the Central Booking Office no later than March 15th.

E. Use of Equipment and Furnishings

1. Equipment and furnishings needs shall be clearly specified in all rental applications. Additional charges may be required for set-up and tear down.

2. Non-expendable equipment or furniture shall be supplied at no charge. Equipment shall be returned to storage after the activity.

3. Expendable sports equipment such as, but not limited to, hockey sticks, bats and balls, shall not be loaned to rental groups.

4. Persons using apparatus and equipment do so at their own risk. The district shall not be held responsible for injuries to persons using the facility.

5. Games or equipment that damage the facility shall not be permitted. The use of any footwear or equipment that may leave marks on the gym floor is prohibited. Hockey sticks used in gymnasiums must have plastic blades.

6. User groups may not store equipment or personal possessions at any school facility outside of their facility booking.

7. No connections to electrical panels will be permitted without prior authorization from the Maintenance Department. This permission must be requested when booking facilities.

8. Computer labs and projection machines are not available for booking.

Title: **Rental of School Facilities**
 Category: **Facilities**
 Number: **4120**

9. The theatre at Chatelech Secondary may be rented by contacting the school directly.

F. Fees and Rental Rates

1. The Board shall, from time to time, establish such charges as it considers appropriate for the use of school facilities. The schedule of fees and rental rates shall be made available on the district's website and through the Central Booking Office.
2. Special requests for access to school board buildings and grounds that are not covered by the normal regulations may be submitted in writing to the Secretary-Treasurer for approval. The Secretary-Treasurer shall set charges for such rental situations on an individual basis.
3. In general, the rental of school facilities will be on a cost-recovery basis. Reduced rates may be available to groups that have a benefit to youth or the community.

G. Categorization of User Groups

1. Fees and rental rates listed in Schedule A are determined according to the following categorization of user groups.
 - a) Category 1:
 - (1) School groups,
 - (2) Parent Advisory Councils' organized activities (PAC).
 - b) Category 2:
 - (1) Youth groups largely comprised of school age and preschool children,
 - (2) C.U.P.E Local 801 meetings / S.C.T.A. meetings, and groups entirely comprised of district employees (if facility is not required by a renter in Categories 3 or 4).
 - c) Category 3:
 - (1) Cultural, religious, educational, and other non-profit groups including, but not limited to:
 - (a) Service clubs
 - (b) Local governments

ADMINISTRATIVE REGULATIONS

Title: **Rental of School Facilities**
Category: **Facilities**
Number: **4120**

- (c) Community Schools (for programs geared to adults)
 - (d) Private non-profit bookings (e.g. birthday parties)
- (2) Entrepreneurial groups offering programs for school age and preschool children
- d) Category 4:
 - (1) Entrepreneurial groups for private profit.

Received:

References: Board Policy 1, 12.6



Title: **Financial Reporting**

Category: **Finance**

Number: **5030**

I. **Rationale:**

The Board of Education is required to maintain a balanced budget and requires regular financial information for oversight purposes. In order to support the Board, staff shall bring timely and relevant financial information to the Board and propose budgetary changes as necessary.

II. **Procedures:**

A. The Secretary-Treasurer shall provide financial reports to the Board upon adoption of the Amended Budget and on a monthly basis thereafter, until the end of the school year.

B. The report shall provide an account of:

1. Actual expenditures for each of the budget sections;
2. Funds remaining in each of the sections;
3. Actual expenditures for the overall operating budget and the capital budget;
4. Funds remaining in both the overall operating budget and the capital budget.

C. The report shall provide information on program expenditures which project to a final deficit and shall provide a range of options which would lead to a reduction or elimination of a projected over expenditure.

D. Should the projections show an overall expected deficit, the Secretary Treasurer will disclose this to the Operations Committee with as much advance notice as possible. The Secretary Treasurer will then work with school and department leaders to revise plans with the aim of attaining balance by the end of the fiscal year.

Received:

References:



ADMINISTRATIVE REGULATIONS

Title: **Financial Reporting**
 Category: **Finance**
 Number: **5030**

I. Rationale:

The Board of Education is required to maintain a balanced budget and requires regular financial information for oversight purposes. In order to support the Board, staff shall bring timely and relevant financial information to the Board and propose budgetary changes as necessary.

II. Procedures:

~~I.A.~~ The Secretary-Treasurer shall provide a financial report to the Board monthly to the Management Committee, after adoption of the Amended Budget.

~~II.B.~~ The report shall provide an account of:

~~A.1.~~ Actual expenditures for each of the budget sections;

~~B.2.~~ Funds remaining in each of the sections;

~~C.3.~~ Actual expenditures for the overall operating budget and the capital budget;

~~D.4.~~ Funds remaining in both the overall operating budget and the capital budget.

~~III.C.~~ The report shall set out in detail information on program expenditures which project to a final deficit and shall provide a range of options which would lead to a reduction or elimination of a projected over expenditure.

~~IV.D.~~ At the Management Committee meeting revised expenditure patterns shall be considered with Should the projections show an overall expected deficit, the Secretary Treasurer will disclose this to the Operations Committee with as much advance notice as possible. The Secretary Treasurer will then work with school and department leaders to revise plans with the aim of attaining balance by the end of the fiscal year.

Received:

References:





Planning Department

474 South Fletcher Road | Box 340, Gibsons, BC V0N 1V0

Phone: 604-886-2274 | Fax: 604-886-9735

www.gibsons.ca

DEVELOPMENT APPLICATION REFERRAL FORM

Referral Date: June 6, 2019 .

Please review the attached development application and provide written comment on the back side of this form to Kirsten Rawkins, Town of Gibsons Planning Department, no later than: July 5, 2019 .

APPLICATION TYPE

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Development Permit | (Permit No. _____) |
| <input type="checkbox"/> Development Variance Permit | (Permit No. _____) |
| <input type="checkbox"/> Temporary Use Permit | (Permit No. _____) |
| <input type="checkbox"/> Sign Development Permit | (Permit No. _____) |
| <input type="checkbox"/> Agricultural Land Reserve Exclusion | (Application No. _____) |
| <input checked="" type="checkbox"/> Official Community Plan Amendment | (Application No. <u>OCP-2019-01</u>) |
| <input checked="" type="checkbox"/> Zoning Amendment Application | (Application No. <u>ZA-2019-01</u>) |

REFERRED TO

- | | |
|---|--|
| <input checked="" type="checkbox"/> M.O.T.I | <input checked="" type="checkbox"/> TOG Engineering Department |
| <input checked="" type="checkbox"/> SD-46 | <input type="checkbox"/> TOG Approving Officer |
| <input type="checkbox"/> Sunshine Coast Regional District | <input checked="" type="checkbox"/> Fire Department |
| <input type="checkbox"/> Agricultural Land Commission | <input checked="" type="checkbox"/> TOG Building Department |
| <input type="checkbox"/> Advisory Planning Commission | <input checked="" type="checkbox"/> See list below* |

DESCRIPTION OF PROPERTY

Lot/Parcel 9 Plan 4438 Block _____

District Lot/Section 684 Range _____

Other Description except part dedicated road on Plan BCP19378

Street Address 571 Shaw Road

Folio Number 008.000 Parcel Identifier (PID) 011-557-079

DESCRIPTION OF PROPOSAL

*Referrals also include: Squamish Nation, TOG Public Works Department, Vancouver Coastal Health, Sunshine Coast Regional economic Development Organization.

This proposal is for a 70-unit, below-market rental housing project through a collaboration between the Sunshine Coast Affordable Housing Society (SCAHS), the Town of Gibsons, and New Commons Development (NCD). Approximately 50% of the site is proposed to be developed with 70 units in two four-storey apartment buildings. Parking is proposed to be provided at grade. The housing units are proposed to be developed in two-phases, the remaining 50% of the site designed to accommodate a third phase conceptually proposed as a seniors care facility and medical clinic.

CONTACT INFORMATION

Date: _____

Agency or department: _____

For further more information on the comments provide below contact:

First Name _____ , *Last Name* _____ *Position* _____

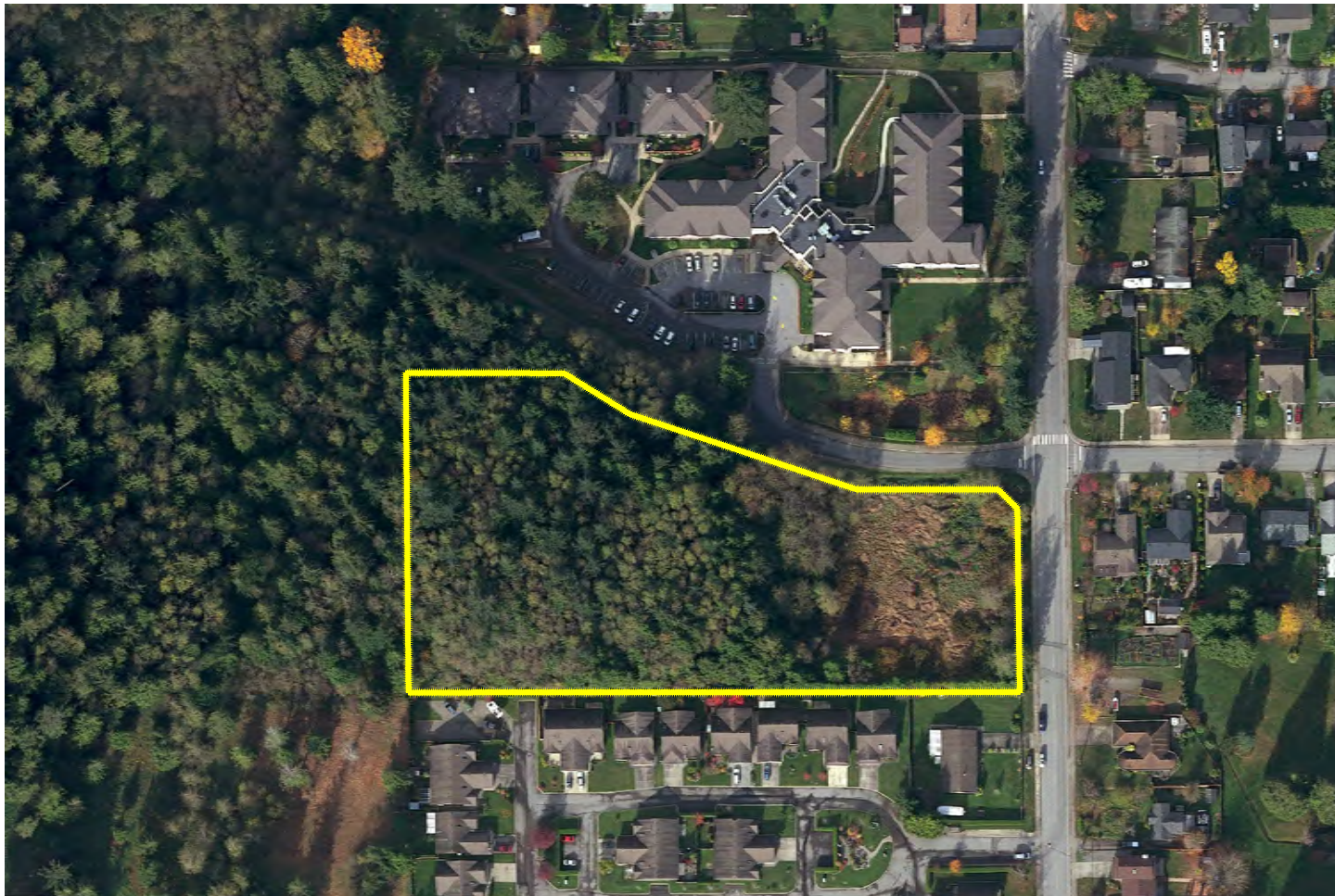
Phone _____ *Email* _____

COMMENT

RECOMMENDATION

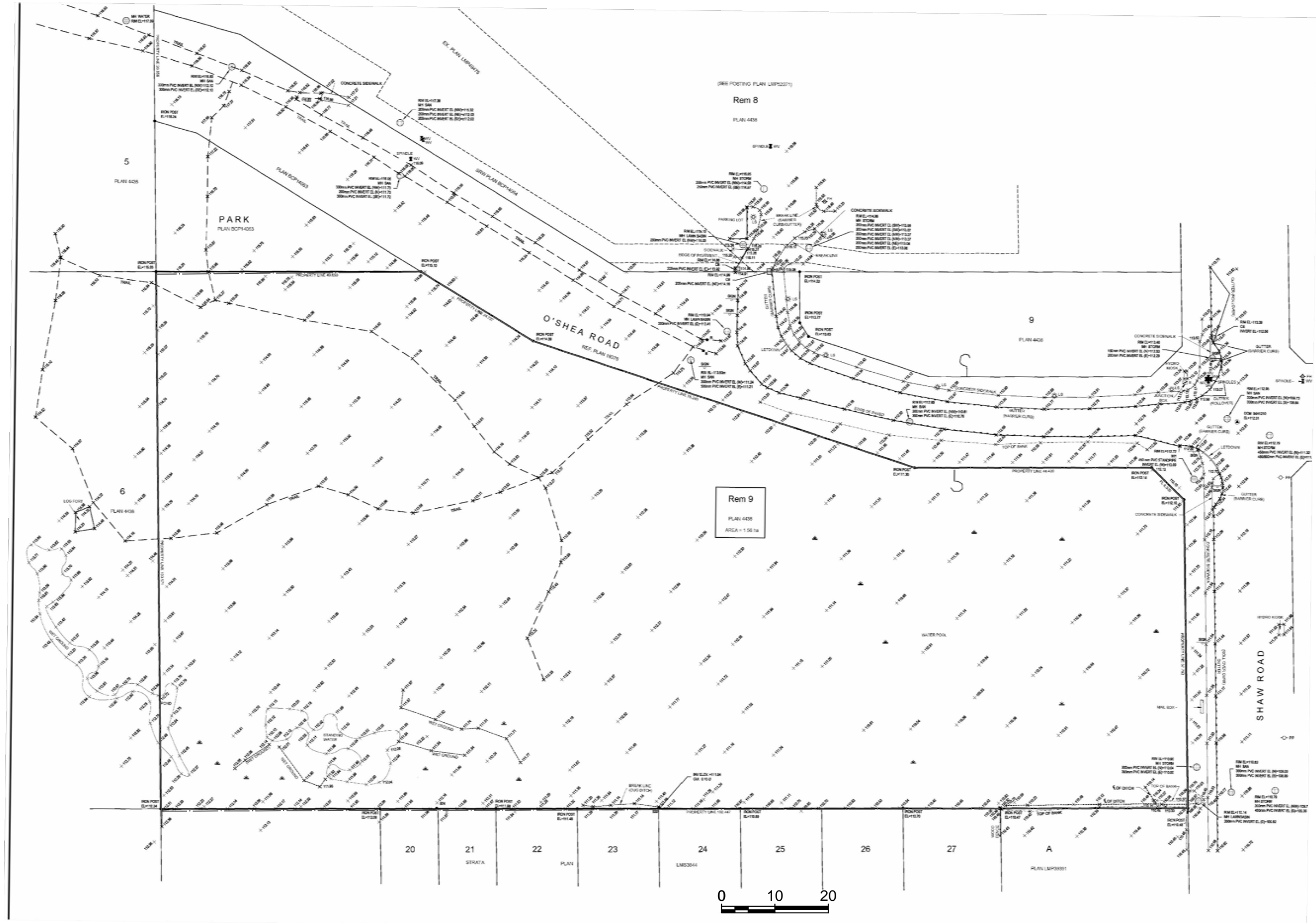
- ☐ Approval Recommended
- ☐ Approval Not Recommended
- ☐ Approval Recommended with Changes
- ☐ Interests Unaffected by Proposal
- ☐ Additional Information Required
- ☐ Other: _____

Shaw Road Affordable Housing Project Rezoning Application



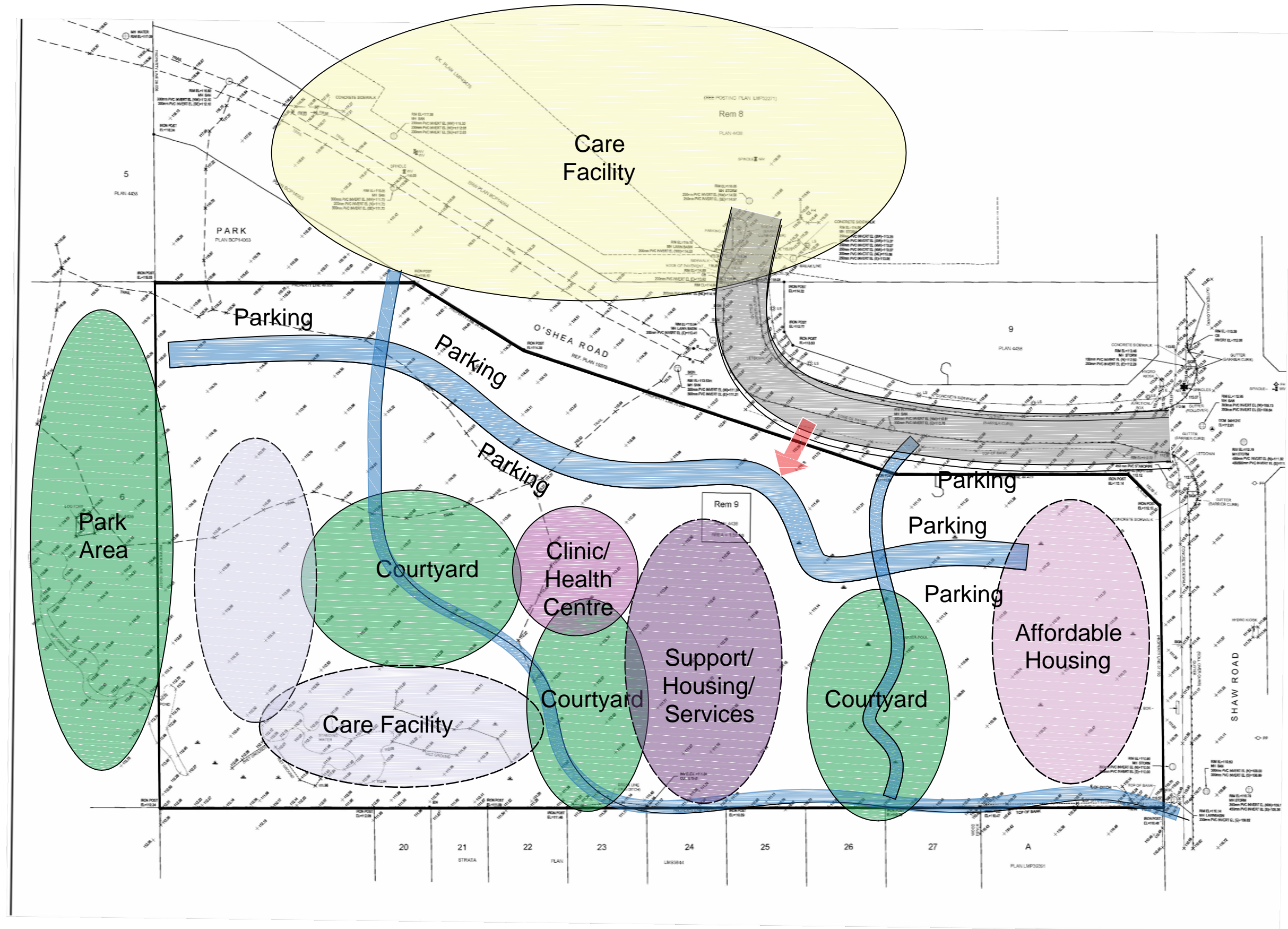
May 15th, 2019





Date: May 15th, 2019
Scale: 1/64" = 1'-0"

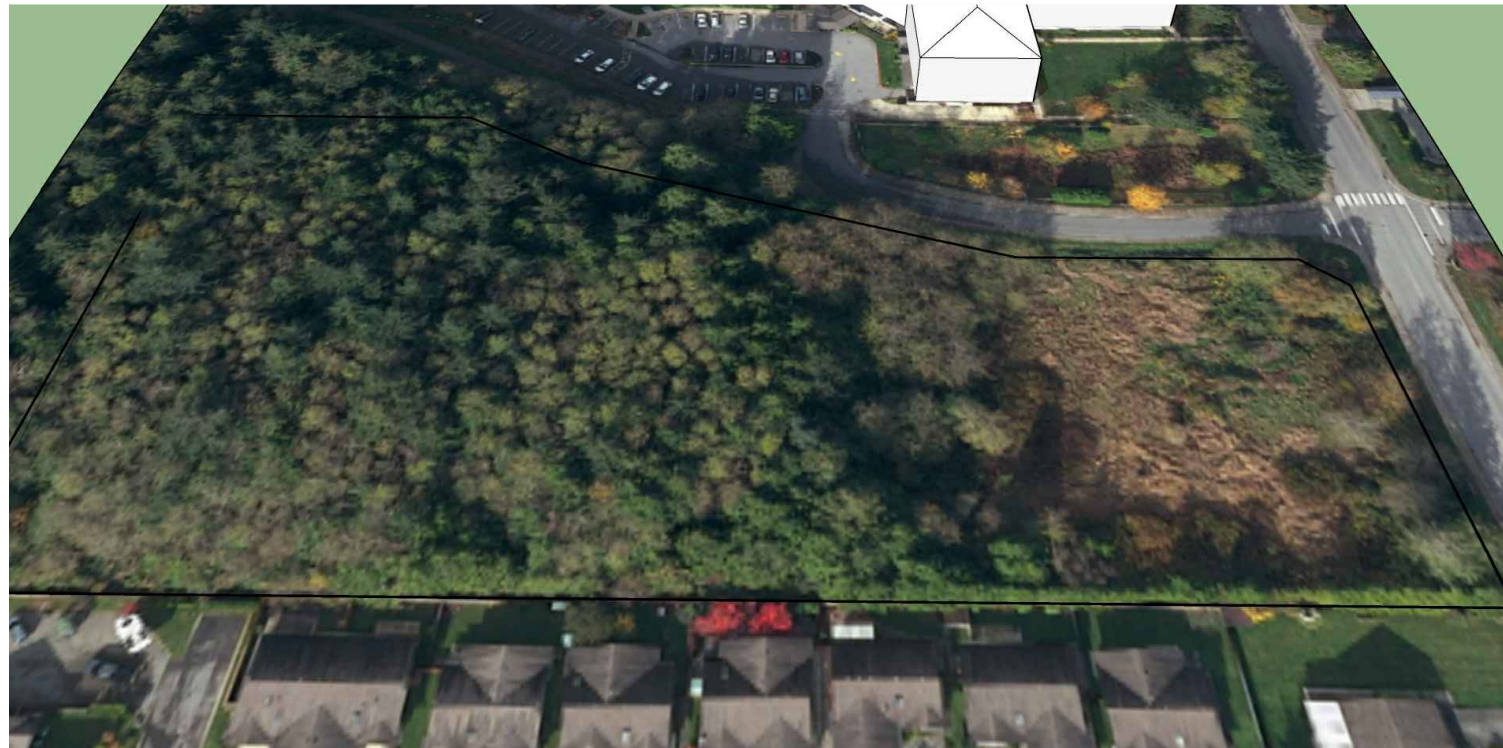
Shaw Road Affordable Housing Project - Site Planning/ Circulation











Phase 1



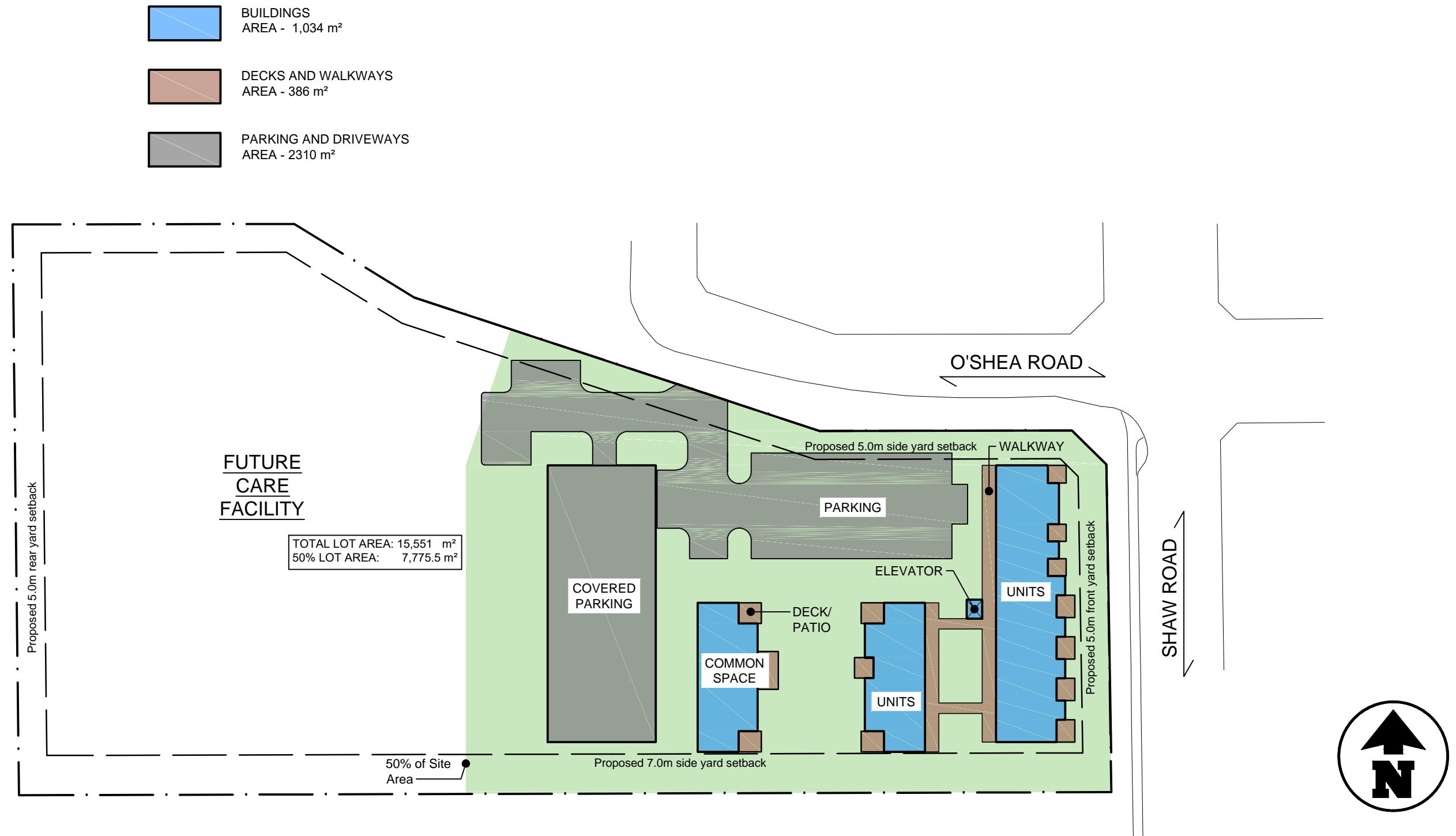
Phase 2

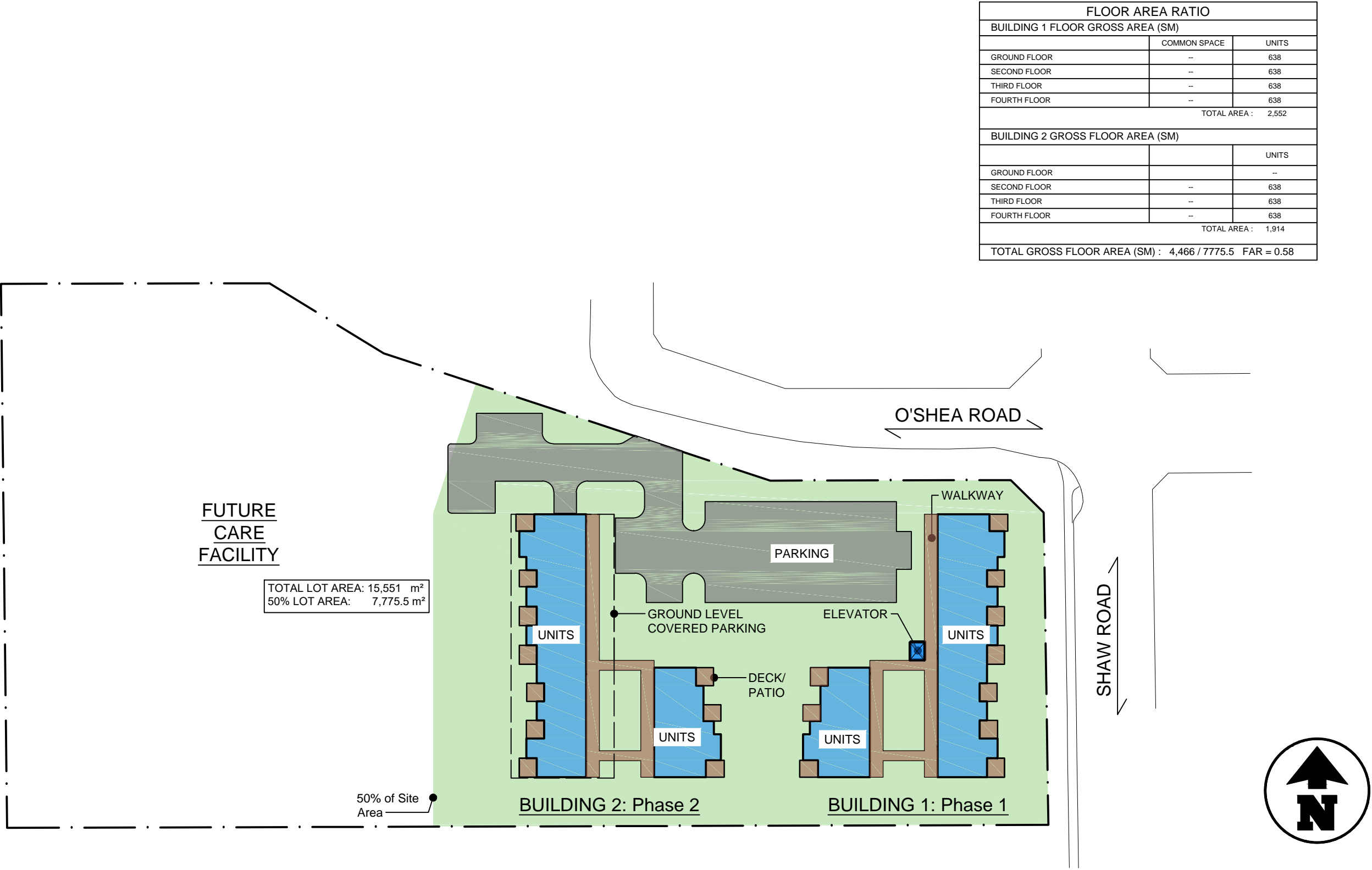


Phase 3









SITE STATISTICS FOR 50% OF SITE AREA	
TOTAL SITE AREA :	15,551 m²
SITE AREA: (Affordable Housing)	7,775.5 m²
ALLOWABLE # Units (1 per 110 m²)	
ALLOWABLE NO. OF UNITS:	70 units
Proposed Max. Building Height:	14.0 meters
Proposed Setbacks:	
Front yard:	5.0 meters
Interior side yard:	7.0 meter
Exterior Side yard:	5.0 meters
Rear yard:	7.0 meters

BUILDING 2 FLOOR AREA (SM)					BUILDING 1 FLOOR AREA (SM)				
FLOOR LEVEL	TYPE	FLOOR AREA	QTY.	TOTAL FLOOR AREA	FLOOR LEVEL	TYPE	FLOOR AREA	QTY.	TOTAL FLOOR AREA
GROUND FLOOR	COMMON	247.95	1	247.95	GROUND FLOOR	UNIT A	37.17	2	74.34
	COVERED PARKING	929.03	1	929.03		UNIT B	55.76	3	167.28
	WALKWAY's/ DECKS			62.41		UNIT C	72.49	3	217.47
TOTAL GROUND FLOOR AREA (Excluding decks/ walkways :				1,176.98		UNIT D	89.22	2	178.44
						EL/ MECH	20.00		20.00
						WALKWAY's/ DECKS			332.84
					TOTAL GROUND FLOOR AREA (Excluding decks/ walkways) :				657.53
SECOND FLOOR	UNIT A	37.17	2	74.34	SECOND FLOOR	UNIT A	37.17	2	74.34
	UNIT B	55.76	3	167.28		UNIT B	55.76	3	167.28
	UNIT C	72.49	3	217.47		UNIT C	72.49	3	217.47
	UNIT D	89.22	2	178.44		UNIT D	89.22	2	178.44
	EL/ MECH	20.00		20.00		EL/ MECH	20.00		20.00
	WALKWAY's/ DECKS			332.84		WALKWAY's/ DECKS			332.84
TOTAL SECOND FLOOR AREA (Excluding decks/ walkways) :				657.53	TOTAL SECOND FLOOR AREA (Excluding decks/ walkways) :				657.53
THIRD FLOOR	UNIT A	37.17	2	74.34	THIRD FLOOR	UNIT A	37.17	2	74.34
	UNIT B	55.76	3	167.28		UNIT B	55.76	3	167.28
	UNIT C	72.49	3	217.47		UNIT C	72.49	3	217.47
	UNIT D	89.22	2	178.44		UNIT D	89.22	2	178.44
	EL/ MECH	20.00		20.00		EL/ MECH	20.00		20.00
	WALKWAY's/ DECKS			332.84		WALKWAY's/ DECKS			332.84
TOTAL THIRD FLOOR AREA (Excluding decks/ walkways) :				657.53	TOTAL THIRD FLOOR AREA (Excluding decks/ walkways) :				657.53
FOURTH FLOOR	UNIT A	37.17	2	74.34	FOURTH FLOOR	UNIT A	37.17	2	74.34
	UNIT B	55.76	3	167.28		UNIT B	55.76	3	167.28
	UNIT C	72.49	3	217.47		UNIT C	72.49	3	217.47
	UNIT D	89.22	2	178.44		UNIT D	89.22	2	178.44
	EL/ MECH	20.00		20.00		EL/ MECH	20.00		20.00
	WALKWAY's/ DECKS			332.84		WALKWAY's/ DECKS			332.84
TOTAL FOURTH FLOOR AREA (Excluding decks/ walkways) :				657.53	TOTAL FOURTH FLOOR AREA (Excluding decks/ walkways) :				657.53
BUILDING 2 TOTAL AREA (Excl. walkways) :				3,150 SM	BUILDING 1 TOTAL AREA (Excl. walkways) :				2,630.12 SM



UNIT TYPES	UNIT A	37.17	400	STUDIO
	UNIT B	55.76	600	1 BERROOM
	UNIT C	72.49	780	2 BEDROOM
	UNIT D	89.22	960	3 BEDROOM

May 16, 2019

File No. 4320-50 2019

Dear Owner / Occupant:

REQUEST FOR COMMENT

**Application for a Manufacturer Lounge Endorsement License
Located at 5559 Wharf Avenue, Sechelt BC V0N 3A0 (Batch 44 Brewery)
Lot 13 Block 11 Plan 8643 District Lot 303 (PID. 009-988-726)**



Application: Batch 44 Brewery has applied to the Liquour and Cannabis Regulation Branch (LCRB) for a "Manufacturing Lounge Endorsement License"

The District is seeking your input on this application. Following receipt of public input, Council will be asked to make a decision to support or not support the application at its meeting of:

Wednesday June 5, 2019 at 7:00 pm

Proposed change: Batch 44 Brewery would like to obtain a manufacturing lounge endorsement license to allow them to have a lounge area within the current restaurant where they can sell and serve products produced by the brewery. The manufacturing lounge endorsement license would complement their food primary license. The lounge area will have a total capacity of 78 seats (with no patio seating), which includes the total seating of the current restaurant. The hours of liquor service would be from 12:00 pm – 12:00 am Monday to Sunday.

Comments: If you feel your interests are affected by this application, please provide written comments by **Wednesday May 29, 2019**. Comments can be sent to the District of Sechelt Planning & Development Services Department at:

Email: planning@sechelt.ca

Mail: P.O. Box 129 Sechelt BC V0N 3A0

In Person: Correspondence can be dropped off between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday the District of Sechelt located on the 2nd Floor, 5797 Cowrie Street, Sechelt, BC.

For further information, please contact the undersigned at 604-885-1986

Ian Holl, Development Planning Manager



March 21, 2019

SCRD File No.: BOV00164

Dear Property Owner / Occupier:

Re: Notice of Consideration of Board of Variance Application BOV00164

Applicant: Jillianne Smith and Kevin Montgomery (Castle Rock Kennels)

Legal Description: LOT B DISTRICT LOT 1506 PLAN 13421

P.I.D.: 008-630-747

Civic Description: 3113 Sunshine Coast Highway, Roberts Creek

A meeting of the Board of Variance will be held Monday, April 08, 2019 at 10:00 am in the Boardroom of the Regional District to consider an application to exempt the applicant from Section 531 (1) of the Local Government Act, which prohibits structural alterations or additions to buildings containing legally non-conforming uses. If the Board of Variance approves the exemption, the applicant would be permitted to enclose an existing building containing a kennel use in order to provide sound mitigation and improve overall kenneling conditions.

The Sunshine Coast Regional District Bylaw No. 380 and the Local Government Act, Section 541 require the Board of Variance to notify all owners and tenants in occupation of the land that is the subject of the application and properties adjacent to the land.

The intent of this Board of Variance application is to:

1. Allow for the enclosure of an existing building that contains a dog kennel, which is a legally non-conforming use. The intent of the proposed construction is to provide sound mitigation and improve the overall kenneling conditions.

A location map and site plan are attached to this letter.

Written comments regarding this application must be received by the Sunshine Coast Regional District, 1975 Field Road, Sechelt, BC, V0N 3A1 by Thursday, April 04, 2019. If you would like to attend the meeting to be heard on matters concerning this application please notify the Planning and Development Division at (604) 885-6804.

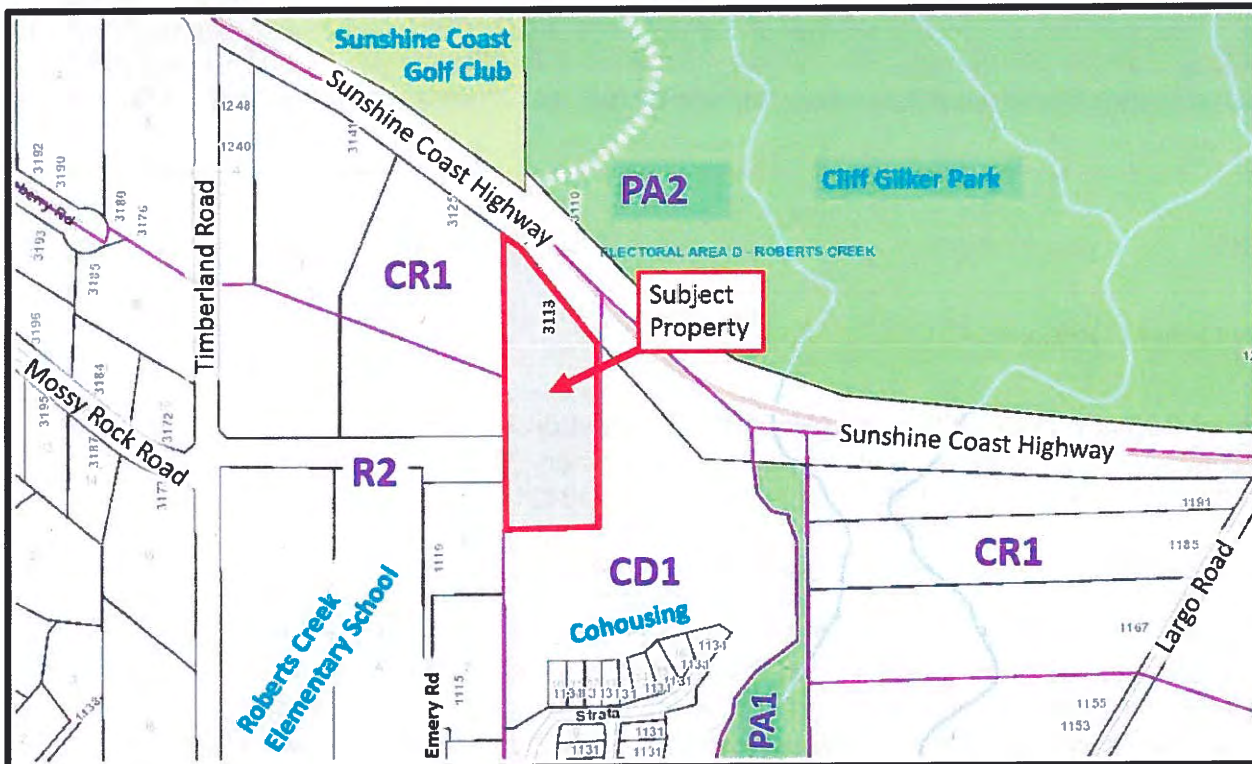
Regards,

A handwritten signature in black ink, appearing to read "Jonathan Jackson", with a stylized flourish at the end.

Jonathan Jackson, Senior Planner
Planning and Development Division

Attachments: Location Maps

ATTACHMENTS:



Location and Adjacent Zoning Map



Location of Existing Kenneling Facility Map