



*Experts in licensing for the success of your business*

November 14, 2019

By Email

City of Port Moody  
100 Newport Drive,  
Port Moody, BC  
V3H 5C3

To Whom It May Concern:

**Re:               Liquor Primary Application for "Livelyhood"**  
**Address:       3224 St. John's Street, Port Moody, BC, V3H 2C9**  
**Applicant:     Livelyhood Public House Ltd.**

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Please find attached a Liquor Primary Licence Application for "Livelyhood" to be located at 3224 St. John's Street, Port Moody, BC, V3H 2C9. The applicant is looking to use their experience to create a pub with a modern pub culture to serve the business and residents of the immediate community. Livelyhood will be a fun, dynamic upscale liquor primary establishment which will cater to the diverse population and business community of the Port Moody area. The applicant will draw guest such as tourists within the area along with local residences from the Port Moody, Port Coquitlam, Coquitlam and Burnaby areas.

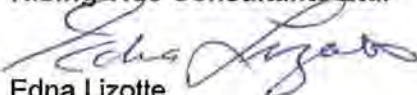
To support this application, please find attached the following documentation:

- Completed Liquor Primary Licence Application;
- Letter of Intent;
- Floor plans;
- Application fee can be paid by credit card so please advise when you wish to receive payment.

If you could please arrange to sign off on Part 8 of the application just "Acknowledging Receipt of Application" and return the signed application, we can submit to the Liquor and Cannabis Regulation Branch who will then wait for your Resolution of Council.

Please do not hesitate to contact me if you require any additional information or if you have any questions.

Yours truly,  
Rising Tide Consultants Ltd.

  
Edna Lizotte  
Manager of Licensing

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[www.risingtideconsultants.ca](http://www.risingtideconsultants.ca)

1620-1130 West Pender Street, Vancouver, BC, V6E 4A4 604-669-2928



Liquor and Cannabis Regulation Branch  
400-645 Yee Road, Victoria, BC V9A 6X5  
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 9J8  
Phone: 250-952-5787 Fax: 250-952-7066

## LIQUOR PRIMARY LICENCE APPLICATION FORM

Liquor and Cannabis Regulation Form LCRB001

### Instructions:

Using the attached guide, complete this application form and assemble all required documents. Once complete, follow instructions for submitting your application package to local government/first nation and the Liquor Control and Licensing Branch.

### Part 1: Type of Application

☐ New Liquor Primary Club ☒ New Liquor Primary

Office use only

Job No. \_\_\_\_\_

Identify Establishment Type: Night Club/Cabaret

### Part 2: Applicant

Applicant Name: Livelyhood Public House Ltd.

Business Number: 706195286

Mailing Address: 5708 176th Street Surrey, BC V3S 4E3

If different than  
location address.

Street

City

Province

Postal Code

Contact Person: Andre Bourque

Applicant Type:

☐ Sole Proprietor/Individual

☐ Partnership

☒ Private Corporation

☐ Public Corporation

☐ Society

Other: \_\_\_\_\_

2a. Do you or any individual associated with this application have a tied house association (see page 3 of the guide) with a manufacturer or agent? ☐ No ☒ Yes

\*If yes, identify each licence number(s). Attach a separate list if needed.

Glass House Winery - - Licence No. 306627

Please check (✓) Yes or No to each of the following:

☐ No ☒ Yes The applicant is the owner of the business in respect of which the licence is to be issued or will become the owner before the licence is issued.

☐ No ☒ Yes At the time of application, the applicant is:  
• The owner of or has an agreement to purchase the place or premises that will form the proposed establishment, or  
• The lessee or has a binding offer to lease the place or premises that will form the proposed establishment.

☐ No ☒ Yes At the time the licence is issued, the applicant will be:  
• The owner of the place or premises that forms the establishment, or  
• The lessee of the place or premises that forms the establishment (term no less than 12 months).

### Part 3: Contact Person

Name: Edna Lizotte - Rising Tide Consultants

Position: Manager of Licensing

Email: edna@risingtideconsultants.ca

Phone: 604-669-2928

The applicant authorizes this contact person to be the primary contact for the duration of the application process only.

### Part 4: Establishment

4a. Proposed Name: Livelyhood

4b. Physical Address: 3224 St. John's Street, Port Moody, BC

Street

City

Postal Code

Phone: **FIPPA s. 21**

Business Email: andre@jrg.ca

4c. Parcel Identifier (PID): 017-646-456

4d. Local Government/First Nation: City of Port Moody

4e. Local Police: Port Moody Police

4f. Is this location zoned for liquor service? ☐ No ☒ Yes

4g. If the LP licence is issued, would you like mail sent to the establishment? ☒ No ☐ Yes

4h. Will this establishment overlap a food primary licence (aka dual licence)? ☒ No ☐ Yes

4i. Is your establishment a standalone patio with no interior seating? ☒ No ☐ Yes

### Part 5: Establishment Proposal

This section requires several supporting documents to be submitted with your application. Please see page 3 of this form for more information regarding letter of Intent, floor plans and site plan.

#### 5a. Proposed Service Areas:

Complete the following based on your establishment floor plan and occupant load (see page 6 of guide):

Area No.	Floor Level (e.g. Basement, Main, 2nd)	Indoor	Outdoor	Occupant Load
1.	Main			250
2.				
3.				
4.				
5.				
Total Occupant Load (of all licensed areas):				

#### 5b. Hours of Liquor Service:

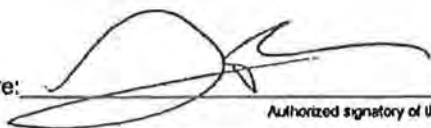
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open	9AM	9AM	9AM	9AM	9AM	9AM	9AM
Close	2AM	2AM	2AM	2AM	2AM	2AM	2AM

### Part 6: Declaration of Signing Authority

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59".

As the applicant or authorized signatory of the applicant, I understand and affirm that all of the information provided is true and complete.

Signature:



Authorized signatory of the applicant

Name:

Andre Bourque  
(last / first / middle)

Position:

Director  
(if not an individual)

Date:

30/10/19  
(Day/Month/Year)

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

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the applicant to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the applicant is an individual or sole proprietor, the individual himself/herself
- If the applicant is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the applicant is a general partnership, one of the partners
- If the applicant is a limited partnership, the general partner of the partnership
- If the applicant is a society, then a director or a senior manager (as defined in the *Societies Act*)

## Part 7: Checklist

Your application package must include the following documents. An incomplete application will delay the licensing process.

- ☒ Completed Liquor Primary Licence Application (this form).
- ☒ Letter of Intent (see pages 5 & 6 of the guide).
- ☒ Floor Plan (2 copies) preferably with occupant load (see page 6 & 7 of the guide).
- ☒ Site Map that shows the location of your proposed establishment, all features of the property, parking and road access. Identify any other liquor licences and businesses operating at the same site.
- ☒ Applicant documents based on applicant type (see pages 7 & 8 of the guide). Including:
  - ☒ Personal History Summary form (LCLB004).
  - ☒ Copy of Criminal Record Search completed by local RCMP/Police Detachment.
  - ☒ Corporate documents as needed based on applicant type.
- ☒ Proposed Signage (see page 9 of the guide).
- ☐ Golf Courses and Vessels: additional documents listed on pages 9 of the guide.
- ☒ Family Food Service, if applicable (see Appendix I on page 10 of the guide).
- ☒ Patio(s), if applicable (see Appendix II on page 11 of the guide).
- ☐ Any additional information (labelled per question number on application form) if there is not sufficient space to answer a question on the application form.
- ☒ Take your application form, letter of intent and floor plan to Local Government/First Nation (Part 8 below).
- ☒ After Part 8 is completed, submit your application package to the Branch (Parts 9 and 10 below).

## Part 8: Local Government/First Nation (LG/FN) Confirmation of Receipt of Application

This is to be filled out by your local government/First Nation office prior to submitting this application to the branch.

Local government/First Nation (name): CITY OF PORT MOODY

Name of official: ROBYN MACLEOD Title/Position: MANAGER BLDG, BYLAW

Email: rmacleod@portmoody.ca Phone: 604 469 4621

Signature of Official: [Signature] Date Received: Nov 18, 2019

Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment.

**Note:** The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land? ☒ No ☐ Yes

Is a zoning amendment required for the proposed site? ☒ No ☐ Yes

### Instructions for Local Government/First Nation (LG/FN)

This serves as notice that an application for a new liquor licence is being made within your community. The Branch requests that you consider this application (application form, letter of intent, and floor plan) and provide the Branch with a resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed LP application form, letter of intent and floor plan to LG/FN.
- If there are any major issues (e.g. zoning), LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 8 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.

To provide a resolution or comment:

- Gather public input for the community within the immediate vicinity of the establishment.
- Consider these factors which must be taken into account when providing resolution/comment:
  - The location of the establishment.
  - The person capacity and hours of liquor service of the establishment.

Provide a resolution/comment with comments on:

- The impact of noise on nearby residents.
  - The impact on the community if the application is approved.
  - The views of residents and a description of the method used to gather views.
  - The LG/FN recommendations (including whether or not the application be approved) and the reasons on which they are based.
- Provide any reports that are referenced in, or used to determine, the resolution/comment.
  - If more than 90 days is required, provide a written request for extension to the Branch.
  - If LG/FN opts out, or is the applicant, the Branch will gather public input and contact LG/FN staff for information to assist the Branch in considering the regulatory criteria.

If you have any questions, or the establishment is located on Treaty First Nation land, please call the Branch toll-free at 1-866-209-2111 to speak to the Senior Licensing Analyst.

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### Part 9: Submit Application Package

Once signed by local government/First Nation, submit your complete application package to:

Liquor and Cannabis Regulation Branch  
Courier: 400-645 Tyee Road, Victoria BC V9A 6X5  
Mail: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8  
E-mail: [liquor.licensing@gov.bc.ca](mailto:liquor.licensing@gov.bc.ca)

If you have any questions, contact us toll-free at 866-209-2111 and ask to speak to the Senior Licensing Analyst for your geographic area. Or email us at [liquor.licensing@gov.bc.ca](mailto:liquor.licensing@gov.bc.ca) or visit our website for more information: [www.gov.bc.ca/liquorregulationandlicensing](http://www.gov.bc.ca/liquorregulationandlicensing)

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### Part 10: Application Fee \$2,200 (non-refundable)

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

Payment is by (check ☒ one):

- ☐ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)
- ☐ Money order, payable to Minister of Finance
- ☐ Credit card: ☐ VISA ☐ MasterCard ☐ AMEX
- ☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.
- ☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (a) and (c) of the *Freedom of Information and Protection of Privacy Act* and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the *Liquor Control and Licensing Act*. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

LCRB001

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Liquor Primary Licence Application Form

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

Name of cardholder (as it appears on card):

Credit card number:  Expiry date:  /   
(Month) (Year)

Signature:

**APPLICATION FOR A LIQUOR PRIMARY LICENCE**

**AT: LIVELYHOOD  
3224 ST. JOHN'S STREET,  
PORT MOODY, BC, V3H 2 C9**

**APPLICANT: LIVELYHOOD PUBLIC HOUSE LTD.**

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**LETTER OF INTENT FOR THE  
APPLICATION FOR A LIQUOR PRIMARY LICENCE**

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**Submitted to:**

**Liquor and Cannabis Regulation Branch  
400-675 Tyee Road  
Victoria, B.C.V9A 0B4**

**Submitted by:**

**Rising Tide Consultants Ltd.  
1620 - 1130 West Pender Street,  
Vancouver BC V6E 4A4  
Tel: (604) 669-2928  
Fax: (604) 669-2920**

## **INTRODUCTION**

The applicant is applying for what will essentially be a replacement liquor primary licence at 3224 St. John's Street, Port Moody, to create a pub with a modern pub culture to serve the business and residents of the immediate community. The proposed liquor primary licensed area is for a pub-style establishment with a proposed total capacity of approximately 250 persons (including staff).

Livelyhood will be a fun, dynamic upscale liquor primary establishment which will cater to the diverse population and business community of the Port Moody area. The applicant will draw guest such as tourists within the area along with local residences from the Port Moody, Port Coquitlam, Coquitlam and Burnaby areas.

The establishment has previously held a liquor primary licence for this exact location. However, after a lengthy period of dormancy they were not able to extend the dormancy period and therefore, they are applying for a new licence for the same area that will have a new design, layout and operators.

Attached is a copy of the previous liquor primary license and the floor plan along with a plan of the new proposed area.

## **HOURS OF OPERATION**

The proposed hours of licensing for this liquor primary licence are 9:00 a.m. to 2:00 a.m. seven days per week as was previously approved for the Brew Street establishment that used to reside at this location.

## **ENTERTAINMENT**

The entertainment in this pub will include background music along with some live entertainment that will support the local musician community. Additionally, there will be TV monitors available for guests to enjoy occasional sporting events. This pub will provide exceptional food and beverage service in a modern pub culture environment. The applicant will ensure compliance with the Liquor and Cannabis Regulation Branch policies for a liquor primary licensed establishment.

## **FOOD SERVICE**

This pub will provide exceptional food and beverage service in a modern pub culture environment.

Livelyhood will be a unique food and beverage environment with an extensive menu of hot and cold items with appetizers, entrees & desserts. The menu is based around homemade comfort food, with different daily specials.

Beverages range from local craft beers, wine, coolers, spirits and non-alcoholic soft drinks.

## **TARGET MARKET**

The location of this pub is such that it will cater to three distinct groups including: residents of Port Moody, Port Coquitlam, Coquitlam and Burnaby, the business people working in the surrounding offices and businesses and tourists visiting Port Moody seeking a modern pub culture experience. The target market group will be primarily 30-50 years of age with a variety of occupations. It is expected the majority of patrons will be urban locals with some tourist patrons.

The proposed site is in an area of Port Moody that has very few liquor primary establishments (2 within a 3 km radius).

This area is currently seeing significant growth in both population and small business. Given the significant population of the area and the size of the business community to be served, the applicant will focus on providing a quality pub experience for the residential and business community of this area.

## **COMPOSITION OF NEIGHBOURHOOD**

The new proposed liquor primary licensed establishment is located in the Port Moody area. Within this area there are a variety of mixed uses items with the most prominent being, residential, and urban commercial.

This area is currently seeing significant growth in both population and small business. Given the significant population of the area and the size of the business community to be served, the applicant will focus on providing a quality pub experience for the residential and business community of this area.

The following is a list of the social facilities and public buildings in the immediate area of the site:

- Koko's Activity Centre
- Corbeau Park

## **NOISE IN THE COMMUNITY**

The applicant is an experienced operator, who has a well-established history with the Liquor and Cannabis Regulation Branch and local communities where they currently operate. While it is the applicant's intent to have live music from time to time, the applicant will not permit the pub to be detrimental to the area in anyway.

The applicant will adhere to the City of Port Moody guidelines. Additionally, they have procedures in place to ensure they comply with city noise by-laws. They feel it is in their best interest to ensure no noise will negatively impact the surrounding community. Based on the above noted information, the applicant feels their presence within the community will not create additional noise.

## **BENEFITS TO THE COMMUNITY**

The applicant's proposed establishment will benefit the community in the following ways:

- Employment opportunities for residents of the area;
- Provide a source of additional tax revenue for the city, the provincial and federal governments;
- Further diversify the hospitality venues available to the residents, business people and tourists to Port Moody;
- Provides an additional venue for community events, fundraisers and special events;
- Involvement in community sponsorships and activities;
- Compliment other nearby businesses in the area;
- Provide a venue for musicians to perform and therefore support local artists

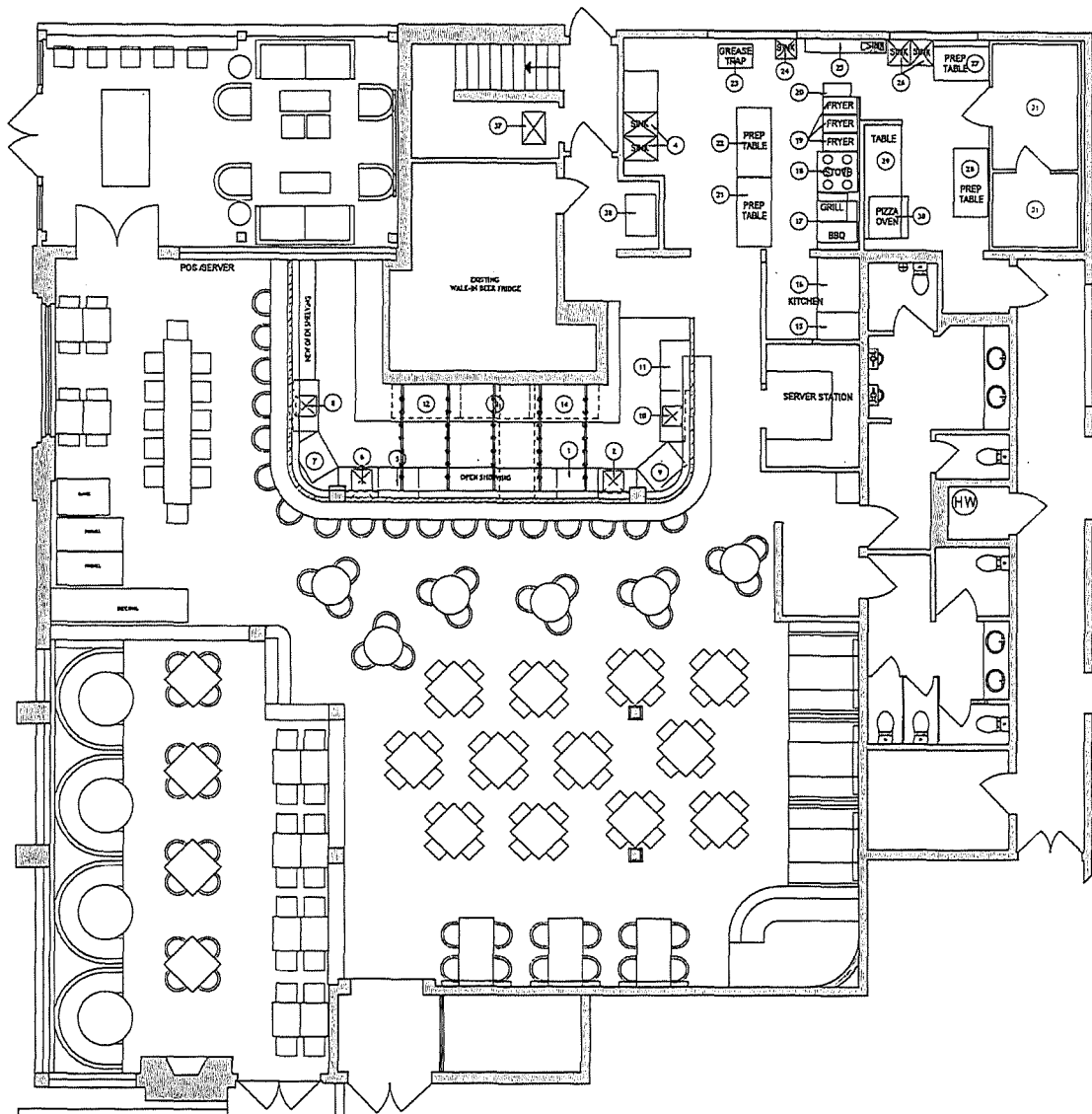
## **OTHER FACTORS**

The applicant also submits the following additional factors for consideration:

- The size of the proposed venue is approximately 250 persons;
- The venue is for a modern pub concept;
- There will be extensive food service available and a commercial grade kitchen;
- The applicant is an experienced operator with various established Town Halls, Pubs and Public Houses in various communities in British Columbia and Alberta.

All of which is respectfully submitted this 14<sup>th</sup> day of November, 2019.

Edna Lizotte  
Manager of Licensing



EQUIPMENT SCHEDULE			
ITEM #	QUANTITY	CATEGORY	SIZE
1	1	EXISTING ICE WELL	36" W
2	1	EXISTING SINK CABINET	36" W
3	N/A	REMOVED FROM SCOPE	N/A
4	2	EXISTING SINK	21" W / CA
5	1	EXISTING ICE WELL	22 1/4" W
6	1	EXISTING SINK CABINET	42" W
7	1	EXISTING ICE WELL	36" W
8	1	EXISTING SINK CABINET	42" W
9	1	EXISTING ICE WELL	36" W
10	1	EXISTING SINK CABINET	42" W
11	1	NEW DISHWASHER	42" W
12	1	EXISTING TRAY COOLER	60" W X 28" D
13	1	EXISTING TRAY COOLER	60" W X 28" D
14	1	EXISTING TRAY COOLER	60" W X 28" D
15	1	EXISTING REFRIGERATOR WITH STAND	
16	1	EXISTING TABLE	48" W
17	1	NEW PLAT-TOP WITH STAND	36" W
18	1	EXISTING 6 BURNER STOVE	36" W
19	2	EXISTING FRIDGE	12" W / CA
20	1	NEW BREAKING TABLE	12" W
21	1	EXISTING PREP TABLE	60" W
22	1	EXISTING PREP TABLE	60" W
23	1	EXISTING GARAGE TRAP	36" W
24	1	EXISTING SINK	18" W
25	1	EXISTING SINK WITH STAINLESS STEEL COUNTER	30" W
26	2	EXISTING SINK	30" W / CA
27	1	EXISTING PREP TABLE	48" W
28	1	EXISTING PREP TABLE	60" W
29	1	EXISTING TABLE	60" W
30	1	EXISTING PIZZA OVEN	36" W
31	1	EXISTING WALL IN COMBO COOL FREEZER	180" W
32	4	NEW METAL SHELVING UNITS ON CASTERS	
33	1	EXISTING FREEZER	
34	1	EXISTING MOVABLE TABLE	
35		EXISTING WALL IN FRIDGE SHELVING UNITS	
36		EXISTING SHELVING UNITS	
37	1	NEW HOP SINK	
38	1	EXISTING ICE MAKER	

# FORM

804-001-014  
TOWN/COLLECTIVE/CA  
701 - 104 FARMERS STREET BIL. 3  
VANCOUVER, BC  
V6L 1Y5

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THIS DRAWING SHALL NOT BE SCALED. THE  
GENERAL CONTRACTOR SHALL VERIFY ALL  
DIMENSIONS, DATUMS AND LEVELS PRIOR TO  
COMMENCEMENT OF WORK. ANY DISCREPANCIES  
ARE TO BE REPORTED TO THE INTERIOR DESIGNER  
IMMEDIATELY.

1 20-018-10 SUBJECT & CONSTRUCTION  
No Date Issued/Revision

Date: 20 AUGUST 2019

Scale: 1/4" = 1'-0"

Project:  
LIVELYHOOD

3224 ST JOHNS STREET  
PORT MOODY BC

Drawing Title:  
HEALTH PLANS

Drawing No.:  
ID 1.05

Revision No.:  
1

\*\*\* ALL DIMENSIONS ARE TO BE CONFIRMED BY CONTRACTOR PRIOR TO CONSTRUCTION \*\*\*

SUPERSEDES ALL PREVIOUS REVISIONS