



Job#: 002301043-022

July 28, 2020

Vessel Liquor Store Ltd.
Via email: adminoffice@radcliffelane.com

Dear Leigh Large:

**Re: Structural Change Application – Alteration / Renovation
Vessel Liquor Store
Licensee Retail Store (LRS) - Liquor Licence #: 195411
Located at: 1609 Fort Street, Victoria, BC V8R 1H8
Plan Approval in Principle – Expires January 28, 2021**

This is in response to your submission of a structural change application which was received by the Liquor and Cannabis Regulation Branch (the Branch) on June 19, 2020.

As per the information provided in your application, as well as the submitted floor plans, you have proposed to expand the existing licensee retail store into the adjacent space.

The proposed renovation will consist of:

- Demolishing the wall separating the existing and proposed area;
- Expanding the retail space;
- Enclosing the doorway in the proposed area – no change to LRS entry; and
- Adding extra storage, a staff room, workstations and an office.

Based on my review of the floor plan layout, I am satisfied that the proposed layout complies with statutory and Liquor and Cannabis Regulation Branch policy provisions specific to an LRS. Please find attached one yellow lined floor plan bearing an “Approved, in Principle” (AIP) stamp.

In granting this approval in principle, please note that it is conditional upon the licensee’s understanding and compliance with, but not limited to the following:

- All existing terms and conditions on the face of the LRS license will remain in effect;
- Minors must be accompanied by a parent or guardian who is shopping;
- When you verify a customer’s age, you and your employees must ask for two pieces of identification;

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8

Location:
4th floor 645 Tye Road
Victoria BC V9A 6X5
Phone: 250 952-5787
Facsimile: 250 952-7066

Website:
www.gov.bc.ca/liquorregulationandlicensing

- Line of sight from the sales counter must be adequate in order for staff to maintain effective management of the entire licensed establishment and must meet the liquor inspector's satisfaction at the time of the final inspection; and
- The LRS Terms and Conditions Guidebook is updated from time to time and it is important to be aware of any changes as noted within the guide. Click [here](#) to view the guide.

This approval in principle allows you to proceed with the changes as applied for; however, it does not imply final approval. If there are any changes to the submitted application, you are responsible for notifying the Branch as soon as possible. Please be aware that significant changes to your submitted proposal will require a new application, supporting documentation, and fees.

YOUR NEXT STEPS:

Please contact Liquor Inspector, Gord Fearn at 250-419-8719 or email Gord.Fearn@gov.bc.ca for a final inspection once the changes are complete.

- Please ensure that this letter as well as the enclosed approved in principle floor plan are both available for review at time of inspection. The floor plan has been yellow-lined, so please print in colour.
- 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 licensees.

This plan approval in principle expires on January 28, 2021 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 Branch 30 days prior to expiry of 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.

If all is in order and upon receipt of inspection photographs, comments and confirmation from Inspector Fearn that the physical layout of the establishment is as depicted on the enclosed floor plans and the final inspection is satisfactory, you will receive a final approval letter, an updated licence and an official validated floor plan to post within your establishment.

Please allow five business days for staff to finalize the application process once the final inspection has been successfully concluded.

If you require any further assistance, please do not hesitate to contact me at 778-974-3386 or at Danielle.Reimer@gov.bc.ca.

Sincerely,

D Reimer

Danielle Reimer
Licensing Analyst
Liquor & Cannabis Regulation Branch

Attachment – AIP Floor Plan

cc: Gord Fearn, Liquor Inspector (via email)

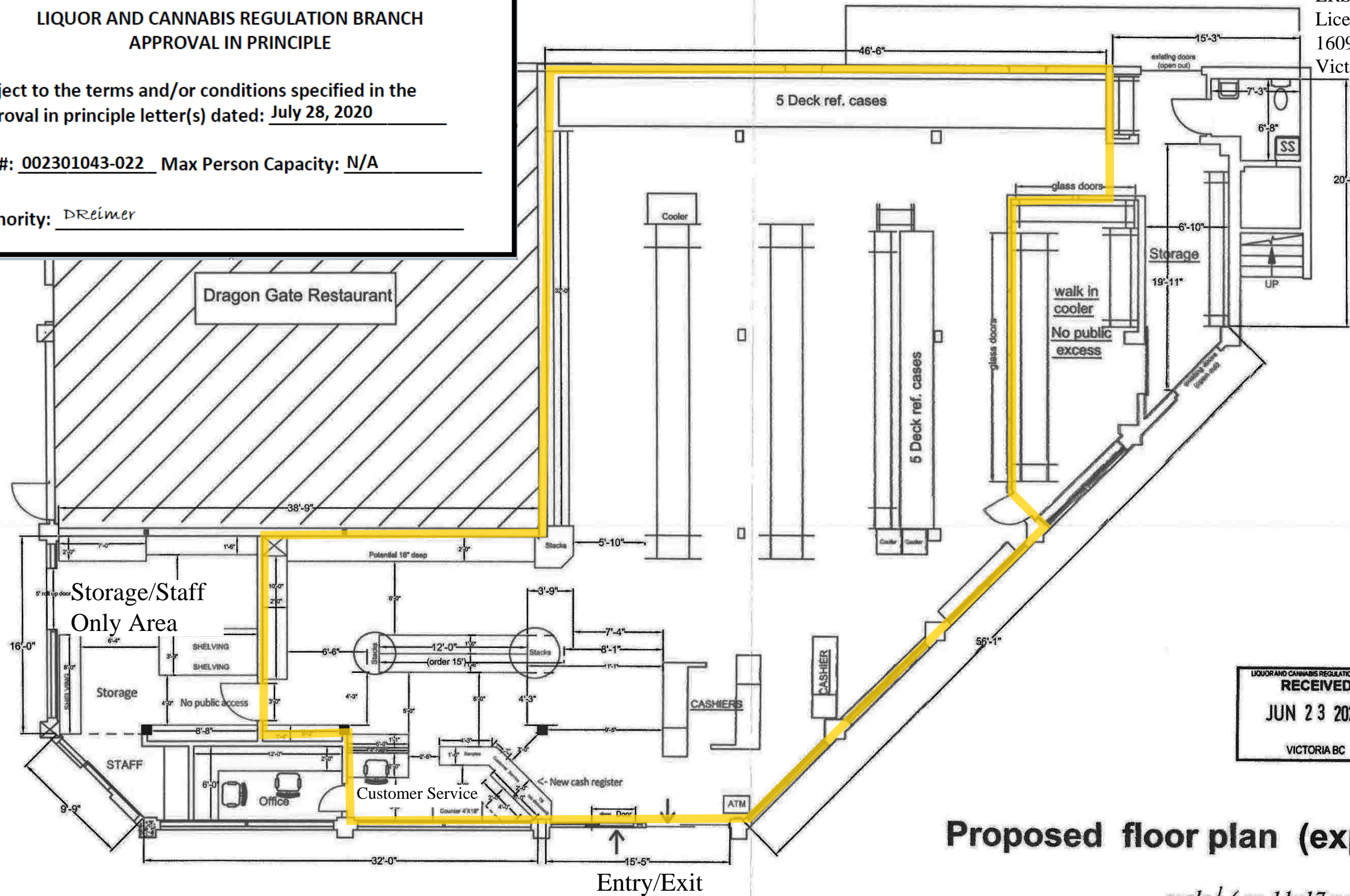
LIQUOR AND CANNABIS REGULATION BRANCH
APPROVAL IN PRINCIPLE

Subject to the terms and/or conditions specified in the approval in principle letter(s) dated: July 28, 2020

Job #: 002301043-022 Max Person Capacity: N/A

Authority: DReimer

LRS-Job#: 002301043-022
Licence#: 195411
1609 Fort Street
Victoria, BC V8R 1H8



LIQUOR AND CANNABIS REGULATION BRANCH
RECEIVED
JUN 23 2020
VICTORIA BC

Proposed floor plan (expansion)

scale $\frac{1}{8}$ (on 11x17 paper)