

AGENDA ITEM NO: 7.5

MEETING DATE: February 25, 2025

STAFF REPORT – COVER SHEET

SUBJECT: Meadowlands Golf and Country Club –
Liquor Primary Structural Change
(LLA00111) DATE: February 19, 2025

DEPARTMENT: Legislative Services PREPARED BY: Carolyn Wilkinson

1. SUMMARY OF ISSUE:

A Liquor Primary Structural Change application has been received from Meadowlands Golf and Country Club, located at 47823 Yale Road. The purpose of the application is to expand the patio, increase capacity and change the allowable hours of operation. Further, the applicant plans to eliminate their Food Primary Licence on the lower level areas and change the establishment to their Liquor Primary Licence #036608.

The applicant is proposing to have occupant loads of 292 persons including staff, as shown on the included Occupant Load plan approved by Chilliwack Fire Department on January 17, 2025. The main floor restaurant will hold 70 persons; 88 on the patio; 92 on the second floor; and, 42 on the upstairs patio. The proposed daily hours of operation are Monday to Sunday from 9:00 am until 1:00 am.

The application was referred to the City’s Development, Engineering, and Planning Departments, the Fire Department, and the Chilliwack RCMP Detachment and their comments are attached for Council’s information.

Also attached for Council’s information are copies of the following:

- Liquor Primary Licence Application;
- Email of Intent; and,
- Proposed floor plan.

In accordance with “Public Hearing/Public Information Meeting Procedural Bylaw 2004, No. 3004”, Council may:

- a) Opt out of comment; or,
- b) Provide comment with respect to whether or not to recommend approval of the application; and,
- c) Call a Public Information Meeting to gather the views of the public.

If Council chooses to opt out of comment, Option (a), the Branch will gather public input and contact Local Government staff for information to assist the Branch in considering the regulatory criteria. If Council chooses to provide comment on whether or not to recommend approval, Option (b), input from the public will be required.

2. RECOMMENDATION:

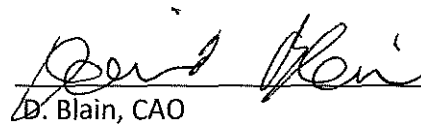
That Council receive for information the Liquor Primary Structural Change application, from Meadowlands Golf and Country Club located at 47823 Yale Road; and further, that a Public Information Meeting be called for March 11, 2025.



Jamie Leggatt, Director
Communication and Legislative Services

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



D. Blain, CAO

Wilkinson, Carolyn

From: Schipper, Garrett
Sent: February 20, 2025 7:54 AM
To: Wilkinson, Carolyn; Leary, Erin; Jefford, Kara; Minar, Krista; Elliot, Ron (RCMP/GRC)
Subject: RE: New Liquor Licence Application - Meadowlands Golf and Country Club - LLA00112 - 47823 Yale Road

Hi Carolyn,

Bylaw has no concerns with this application.

Garrett



Garrett Schipper | Deputy Director of Development & Regulatory Enforcement Services | Development & Regulatory Enforcement Services

P: 604.793.2753 | C: 604.703.6161 | F: 604.793.2285 | E: schipper@chilliwack.com

City of Chilliwack | 8550 Young Road, Chilliwack, BC, Canada V2P 8A4 | www.chilliwack.com

The City of Chilliwack acknowledges that we are honoured to live, work, and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples

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Wilkinson, Carolyn

From: Jefford, Kara
Sent: February 19, 2025 4:31 PM
To: Wilkinson, Carolyn; Leary, Erin; Schipper, Garrett; Minar, Krista; Elliot, Ron (RCMP/GRC)
Subject: RE: New Liquor Licence Application - Meadowlands Golf and Country Club - LLA00112 - 47823 Yale Road

No concerns for traffic or parking within this site.

Kara



CHILLIWACK

Kara Jefford P.Eng. (she, her, hers) | Director of Engineering | Engineering

P: 604 793 2815 | E: k.jefford@chilliwack.com

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Wilkinson, Carolyn

From: Leary, Erin
Sent: February 19, 2025 4:33 PM
To: Wilkinson, Carolyn
Subject: RE: New Liquor Licence Application - Meadowlands Golf and Country Club - LLA00112 - 47823 Yale Road

Hi,

The subject property is located within the OR (Outdoor Recreation) Zone, which permits a banquet area bar lounge in association with a golf course of this size. Considering this, there are no concerns with the requested change from a food primary to liquor primary licence as the principal use of the property is as a golf course. The impact of the proposed use is expected to be minimal, and the use is not anticipated to affect or increase parking or traffic above-and-beyond what would normally be expected from the restaurant and golf course. The Community Standards Bylaw 2021, No. 5041 will be in effect and in force, from time to time.

Please let me know if you need anything else.

Regards,



CHILLIWACK

Erin Leary (she/her) | Manager of Development Planning | Planning Department

P: [604 793 2835](tel:6047932835) | F: [604 793.2285](tel:6047932285) | E: leary@chilliwack.com

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The City of Chilliwack acknowledges that we are honoured to live, work, and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

We're updating our Official Community Plan!

Sign up for project updates: engagechilliwack.com/chwk2050

Wilkinson, Carolyn

From: Minar, Krista
Sent: February 19, 2025 4:26 PM
To: Wilkinson, Carolyn; Leary, Erin, Schipper, Garrett, Jefford, Kara; Elliot, Ron (RCMP/GRC)
Subject: Re: New Liquor Licence Application - Meadowlands Golf and Country Club - LLA00112 - 47823 Yale Road

Upon the last occupancy review by Fire Inspector Simpson, the fire department has no further concerns.



Krista Minar | Assistant Fire Chief | Fire Prevention & Investigations
City of Chilliwack Fire Department
P. 604.793.2732
45950 Cheam Avenue, Chilliwack, BC
Canada V2P 1N6
www.chilliwack.com/fire



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Wilkinson, Carolyn

From: Elliot, Ron (RCMP/GRC) <ron.elliott@rcmp-grc.gc.ca>
Sent: February 19, 2025 4:54 PM
To: Jefford, Kara; Wilkinson, Carolyn; Leary, Erin; Schipper, Garrett; Minar, Krista
Subject: RE: New Liquor Licence Application - Meadowlands Golf and Country Club - LLA00112 - 47823 Yale Road [EXTERNAL]

The RCMP has no concerns

Ron

Sergeant Ron Elliot, Serg.
Chilliwack Admin Support NCO
RCMP Upper Fraser Valley Regional Detachment / GRC Détachement Régional d' Upper Fraser Valley
45924 Airport Road,
Chilliwack, B.C. V2P 1A2
Tel/Télé: 604-702-4216
Cel: 604-316-5793
ron.elliott@rcmp-grc.gc.ca



Provide Comment on LP Structural (cap inc.) Application

Use this form to apply for a Structural Change if requesting an increase in person capacity of your Liquor Primary licensed establishment

The application fee is \$440.

If you leave this page, the information you input will be saved. You can continue later from the dashboard.

BEFORE STARTING THE APPLICATION

The term "local government" is a defined term in our Act and may also include: municipal government, city hall, regional district, local trust, etc. governing the geographic area where your proposed establishment is located. In certain areas, the approving authority may be Indigenous Nation. For the purpose of this guide we will use the short form "LG/IN".

A Structural Change is defined as a change to the existing approved service area(s), including but not limited to:

- a change in the position of a wall or partial height divider (pony wall) or fixed objects (e.g planters, fencing, etc.) used as separation between/within a service area
- new construction
- the removal or addition of permanent display cabinets, stages or dance floors
- a change to the food and liquor service bar location or size
- in the position of access and exit points leading to or from a licensed service area
- the removal of a service area from the liquor licence
- change to capacity (occupant load) of a licensed establishment with or without changes to the licensed service area(s)
- such other construction or changes the general manager considers may affect patron routing, capacity, or the line of sight between a staff control point and the licensed area of the establishment.

Expand Guide

If an LG/IN is the applicant, the Branch will gather community input and consider the regulatory criteria; the LG/IN is not permitted to conduct public input or provide comments on their own application. This is to prevent conflicts of interest. The applicant must pay any costs incurred to obtain the views of residents.

✉ If you have any questions about this application, contact the Liquor and Cannabis Regulation Branch (LCRB) at LCRBLiquor@gov.bc.ca (<mailto:LCRBLiquor@gov.bc.ca>)

ESTABLISHMENT DETAILS

Establishment Name

LIQUOR PRIMARY LOCATION ADDRESS

The establishment is currently located at the following address:

Address

City

Province

Postal Code

Country

Parcel Identifier (PID)**ESTABLISHMENT CONTACT DETAILS**

The phone and email address used to contact your establishment

Establishment Email**Establishment Phone****APPLICATION DETAILS****Describe in full detail, what the changes are that you want considered: ***

We would like to expand the patio, up the seating capacity, add minor endorsement, change hours to 7AM-1AM everyday. We would like to get rid of our FP and make it all LP. I have spoken with Linda Hoy and she has comment that is possible.

If you are applying to remove all interior service areas, creating a stand-alone patio, describe the location of the patio in relation to the unlicensed permanent structure. A stand-alone patio must adjoin a permanent structure (affixed to a foundation) which is plumbed and wired, and which the applicant owns or leases.

Floor Plan

Attach a high-quality copy of the proposed floor plan(s)

The floor plan(s) must be stamped with an occupant load for each proposed service area. The occupant load stamp must be signed and dated by the issuing authority within 1 year prior to the date of submission of this application.

Occupant load is the maximum number of persons (patrons plus staff) permitted in the service area and is generally determined by the Local Government (LG) / Indigenous nation (IN) fire and/or building authorities. If the LG/IN authority will not provide the occupant load, you must request they provide a letter confirming they do not issue occupant load and submit it with this application. The Branch will then accept your floor plan(s) with the occupant load calculation determined, and stamped/dated/signed, by a registered professional architect or engineer.

It is an application requirement to submit a floor plan with an occupant load stamp. An application will not be considered complete until a current (within the last 12 months) occupant load stamped floor plan is received.

Plans must show all service areas and the following details:

- labels for each room
- patio(s)
- liquor service bars
- stage
- dance floor
- sound or DJ booth
- stairs, entrances and exits
- kitchen
- washrooms

Plans must also show the physical separation (e.g. pony wall or full height wall) separating the proposed service area(s) from other liquor licences or unlicensed areas. If there is another liquor licence, or another business (such as a retail store) at the same site, provide floor plans showing the other business in relation to the proposed LP establishment.

[Floor Plan_1.pdf \(api/file/e4ec43c1-7ad7-ef11-b851-005056836bf0/download-file/application/Floor Plan_1.pdf?serverRelativeUrl=%2Fadoxio_application%2F121539_E4EC43C17AD7EF11B851005056836BF0%2FFloor%20Plan_1.pdf&documentType=FloorPlan\)](#) 763

Enter the total occupant load as indicated by your local government. This number can be either the total stamped on the floor plan or the sum of occupant loads across all service areas, as listed in the occupant load stamp.

Total occupant load *

Total occupant load

SERVICE AREAS

Use the following table to list the service areas and provide their proposed person capacity (patrons and staff combined) for your establishment. Use names like **Patio** to refer to a patio service area.

Note: Proposed capacity cannot exceed occupant load issued by the local authority.

Area No	Area/Floor Level	Indoor	Patio	Proposed Capacity
1	Patio		<input type="checkbox"/>	120

Total Requested Capacity 120

APPLICATION CONTACT DETAILS

Please provide contact information for the contact that the LCRB should communicate with regarding this application.

First Name *

Jo-Ann

Last Name *

Thompson

Title/Position

Phone Number (main) *

Email *

By submitting the email address, you agree that the Liquor and Cannabis Regulation Branch can use it to communicate with you about this application.

DECLARATIONS

The application must only be submitted by an individual with the authority to bind the applicant. The branch relies on the applicant to ensure that the individual who submits this application is authorized to do so. Typically, an appropriate individual in a corporation will be a duly authorized signatory who will usually be an officer or, in some cases, a director.

Note: A lawyer or consultant, may NOT submit this application on behalf of the applicant.

* I understand and affirm that I am authorized to submit the application.

Section 20 (1) of the Liquor Control and Licensing Act states: "The general manager may refuse to issue, renew, transfer or amend a licence if the applicant fails to disclose a material fact required by the application or makes a false or misleading statement in the application."

* I understand and affirm that all of the information provided for this application is true and complete.

LOCAL GOVERNMENT/INDIGENOUS NATION CONFIRMATION OF RECEIPT OF APPLICATION

LG/IN

Chilliwack

Name of Official

Carolyn Wilkinson

Title/Position

Deputy Corporate Officer

Phone

(604) 793-2700

Email

wilkinson@chilliwack.com

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

- The applicant will bring their completed Structural Change application form and floor plan to LG/IN.
- If there are any major issues LG/IN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/IN is comfortable with the application proceeding, LG/IN staff will Accept the application using the button below. LG/IN will keep a copy of the signed application form and all supporting documents.
- The applicant will submit the application 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 view of residents and a description of the method used to gather views.
 - The LG/IN 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/IN opts out, or is the applicant, the Branch will gather public input and contact LG/IN 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 UPLOAD DOCUMENTS, DRAG FILES HERE OR [BROWSE](#).
FILES MUST BE IN PDF, JPEG, OR PNG FORMAT.
MAX FILE SIZE: 25MB.

Opt Out of Comment

Reject Application

Provide Resolution

Wilkinson, Carolyn

From:
Sent: February 18, 2025 9:49 AM
To: Wilkinson, Carolyn
Subject: Fwd: Liquor Licence Application - 47823 Yale Road [EXTERNAL]

Sent from my iPhone

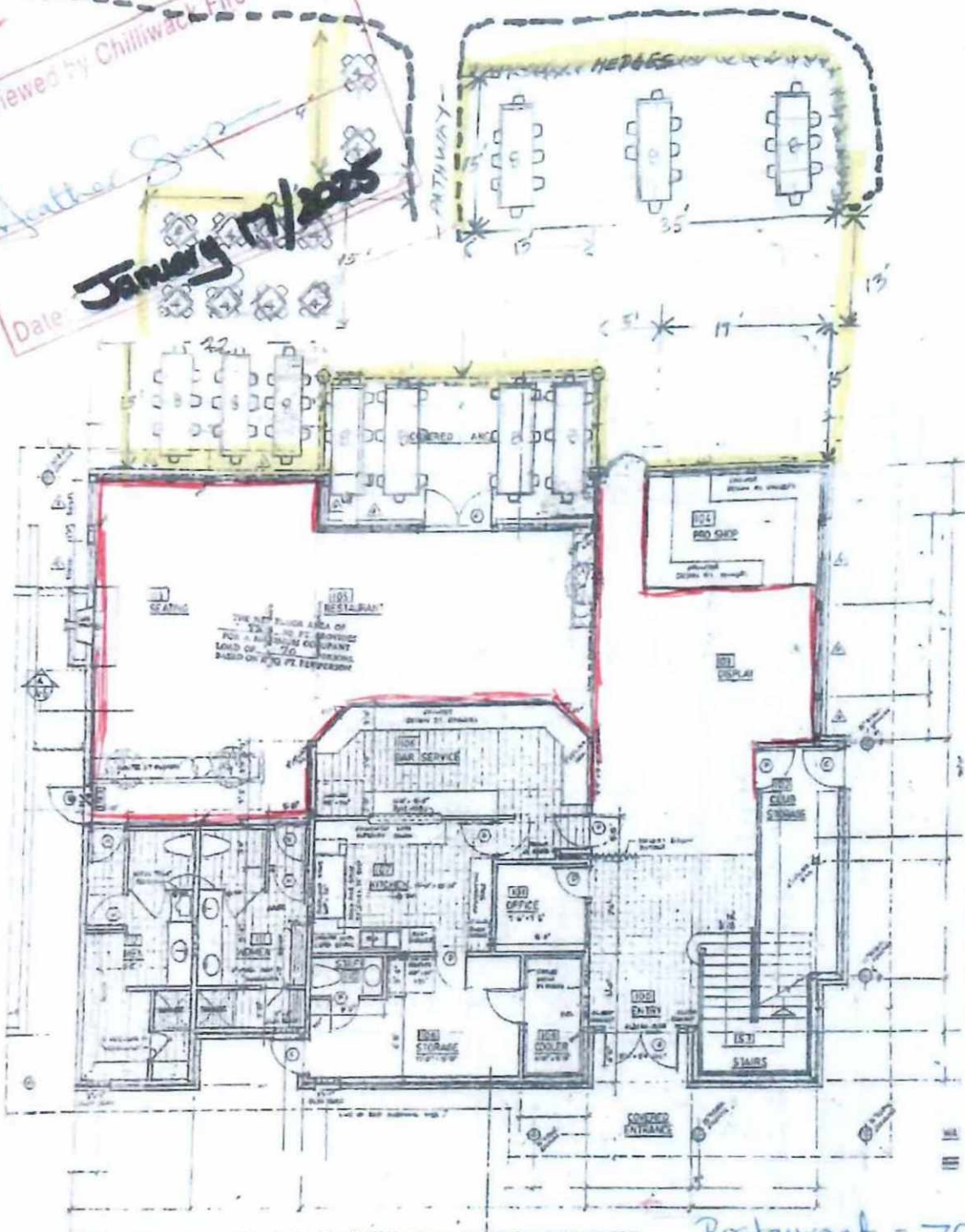
Begin forwarded message:

From: KEITH MAJOR
Date: February 18, 2025 at 9:47:50 AM PST
To: Jo
Subject: Re: Liquor Licence Application - 47823 Yale Road

Good Morning, Our intent is to eliminate the Food Primary as opposed to just removing the lower-level FP area and the lower-level exterior patio and change the entire establishment to liquor primary while also extending the LP to include the lower portion of the current FP as well as extending the patio outside. We proposing to request an interior capacity for the entire lower level, with a zero-capacity patio, patrons taken from interior and to do the same with the currently existing FP area and patio on the second level. If permitted, we would prefer one total capacity for the interior upper and lower and capacity for both patios to be taken from the interior. We would also like to change our hours of operations to 9AM-1AM everyday of the week. Currently our upstairs is only used for odd events, and these events could still be continued with a LP as we are permitted minors until 10PM. We will also be applying for a Family Food Service Endorsement for all our off season events. Please let me know if you need anything else.

← 10 ft 1000 Boy
Reviewed by Chilliwack Fire Dept.

Feather Sign
Date: January 17/2005



MAIN FLOOR PLAN

MEADOWLANDS GOLF & COUNTRY CLUB

47823 Yale Road East, Chilliwack, B.C.,
Canada V2P 7N3

Restaurant = 70

Patio = 88

Upstairs = 92

Upstairs

patio = 42

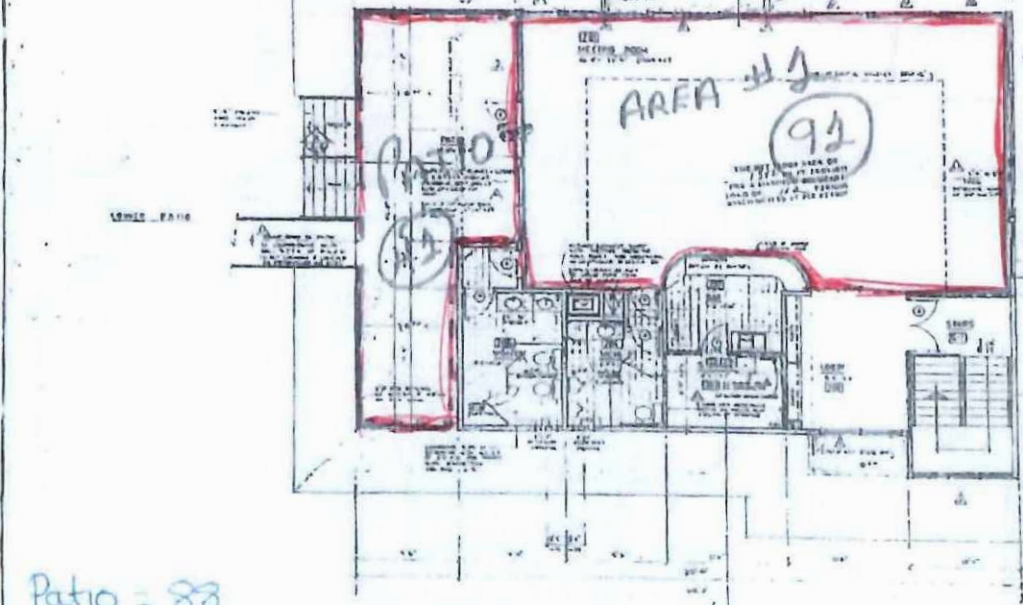
Total Persons including staff = 292

Reviewed by Chilliwack Fire Dept.

Aparker Simpson

Date: *January 17/2025*

LCRB OFFICIAL PLAN
MUST BE KEPT WITH LIQUOR LICENCE AND
AVAILABLE FOR INSPECTION AT ALL TIMES
Date Issued: Aug 24 1992
LP Licence # 147941 General Manager



Patio = 83
Restaurant = 70
Upstairs = 92
upstairs
patio = 42

UPPER FLOOR PLAN

MEADOWLANDS
Pg. 2 of 2

UPPER FLOOR PLAN
MEADOWLANDS GOLF & COUNTRY CLUB
PROVIDED: CLUBHOUSE
CHILLIWACK
B.C.
PlanTech
A-3

Total Persons

including staff = 292