

DISTRICT OF TOFINO

BYLAW NO. 947, 2003

**A BYLAW OF THE DISTRICT OF TOFINO
TO SET ADMINISTRATIVE CHARGES AND ESTABLISH PROCEDURES FOR
LIQUOR CONTROL AND LICENSING APPLICATIONS**

WHEREAS the Council of the District of Tofino is empowered and authorized pursuant to the Liquor Control and Licensing Act to fix the fees terms and conditions under which liquor licensing applications are considered by the District of Tofino;

NOW THEREFORE the Council of the District of Tofino, in the Province of British Columbia, in an open meeting assembled Hereby Enacts as Follows:

1. APPLICATIONS – NEW LIQUOR-PRIMARY

1. Applications in respect of proposed liquor-primary establishments made to the Liquor Control and Licensing Branch, when received by the District of Tofino for review and comment, shall be accompanied by an application fee of \$100.00 and a public notification fee of \$600.00 (refundable if notification is not distributed).
2. Upon receipt, initial review of the application and receiving the comments requested from other staff, the Royal Canadian Mounted Police, and agencies as appropriate, the Clerk will prepare a report for Council's consideration.
3. The Clerk shall give notice of Council's intention to consider an application to owners and occupiers of parcels of land any part of which is within 60.0 meters (196.85 feet) of the property subject of the application.
4. Notice of the application will be published by the District of Tofino in two consecutive editions of a newspaper and will be posted a minimum of 10 business days (excluding statutory holidays) at the Municipal Office. The notice will include:
 - a) the date and time that the application will be considered by Council;
 - b) an invitation to the public to comment on the application;
 - c) a map reference showing the location of the property that is subject of the application;
 - d) the type of license application and the criteria that the Council is obligated to take into account in considering the application;
 - e) the proposed person capacity; and
 - f) the proposed hours of liquor service.
5. Council may require that a public meeting or other public consultation process be held prior to final consideration of the application.
6. Public consultation under this type of application may be included during a public hearing to consider a Zoning Bylaw Amendment application, provided notice has been given in accordance with Section 1.4.
7. The resolution of Council in respect to an application will be forwarded to the Liquor Control and Licensing Branch within 90 days of receipt of the application unless an extension has been granted by the general manager.

2. APPLICATIONS – CHANGES TO LICENSE FOR LIQUOR-PRIMARY OR FOOD-PRIMARY ESTABLISHMENTS, AND FOR PATRON PARTICIPATION

1. Applications in respect of changes to liquor-primary establishment licenses and food-primary establishment licenses, and in respect of providing patron participation entertainment made to the Liquor Control and Licensing Branch, when received by the District of Tofino for review and comment, shall be accompanied by an application fee of \$100.00 and a public notification fee of \$600.00 (refundable if notification is not distributed).

2. Upon receipt, initial review of the application and receiving the comments requested from other staff, the Royal Canadian Mounted Police, and other agencies as appropriate, the Clerk will prepare a report for Council's consideration.
3. The Clerk shall give notice of Council's intention to consider an application to owners and occupiers of parcels of land any part of which is within 60.0 meters (196.85 feet) of the property subject of the application.
4. Notice of the application will be published by the District of Tofino in two consecutive editions of a newspaper and will be posted a minimum of 10 business days (excluding statutory holidays) at the Municipal Office. The notice will include:
 - a) the date and time that the application will be considered by Council;
 - b) an invitation to the public to comment on the application;
 - c) a map reference showing the location of the property that is subject of the application; and
 - d) the type of license change application and the criteria that the Council is obligated to take into account in considering the application;
5. Council may recommend a temporary license change for up to one year instead of a permanent change to a license.
6. The resolution of Council in respect to an application will be forwarded to the Liquor Control and Licensing Branch within 90 days of receipt of the application unless an extension has been granted by the general manager.

3. APPLICATIONS - CONFIRMATION OF OCCUPANT LOAD

1. Floor plans to accompany applications in respect of liquor-primary establishments and food-primary establishments to be made to the Liquor Control and Licensing Branch, when received by the District of Tofino for review and comment, shall be accompanied by an application fee of \$200.00.
2. Upon receipt, initial review of the floor plan, and receiving the comments requested from other staff, the Building Inspector will confirm ~~on~~ the maximum permitted occupant load in writing on the floor plans.

4. APPLICATIONS - SPECIAL OCCASION LICENCE

1. Applications in respect of special occasion licenses received by the District of Tofino for review and comment, shall be accompanied by an application fee of \$100.00, with the exception of those where the purpose of the event is raising funds for projects benefiting the community.

5. SHORT TITLE

1. This bylaw may be cited for all purposes as "**District of Tofino Liquor Control and Licensing Application Procedure and Fee Bylaw No. 947, 2003**".

READ a first time this 9th day of June, 2003

READ a second time this 9th day of June, 2003

READ a third time this 9th day of June, 2003

ADOPTED by Council this 23rd day of June, 2003

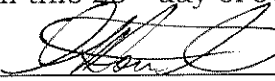


Allen Anderson, Mayor



Ian Howat, Administrator

I hereby certify the foregoing to be a true and correct copy of District of Tofino Liquor Control and Licensing Application Procedure and Fee Bylaw No. 947, 2003, as adopted by Council this 23rd day of June, 2003.



Ian Howat, Administrator