

File No.: 04-1000-20-2021-412

January 4, 2022

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request dated August 3, 2021 under the ***Freedom of Information and Protection of Privacy Act, (the Act)***, for:

Record of Park Board and Special Events Filming - Rental Agreement R105846, along with any correspondence between the applicant (Stanley Park Brewing) and Park Board and Special Events Filming related to the agreement and issuing of the permit. Date Range: January 1, 2021 to August 3, 2021.

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.15(1)(l) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2021-412); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signed by Cobi Falconer]

Cobi Falconer, MAS, MLIS, CIPP/C
Director, Access to Information & Privacy
cobi.falconer@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4

If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible.

Or you can call the Acting FOI Case Manager at 604-873-7407

Encl.

:kt

From: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
To: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
Date: 7/12/2021 10:13:05 AM
Subject: Conditional Approval - SPB 2nr Anniversary

Hi Liz,

Please find below conditional approval for your information. Most of these items are either already satisfied or do not apply to your event, but please do review them and follow up with the requirements at your earliest convenience. The estimate cost of permit for 10-day celebration comes to \$5,775 including gst. This figure may change, should the event logistics evolve over time.

Any questions feel free.

- **PUBLIC HEALTH:** It is the responsibility of each event organizer/permittee to adhere to enhanced public health and safety protocols, and follow guidance required by provincial and regional health authorities, the BC Centre for Disease Control (BCCDC), Public Health Agency of Canada (PHAC), WorkSafeBC, and the City of Vancouver/Park Board.

Here are some helpful links: [Province-wide restrictions](#) / [Communicable disease plan](#)

- **LIABILITY INSURANCE:** A Certificate of Insurance, with coverage as required by the City, is mandatory for events or activities on City and Park Board property, and for the use of any City or Park Board facilities. The minimum insurance requirement is a coverage limit of \$2,000,000 Commercial General Liability insurance against third party claims for bodily injury, death, property and loss of use. In some circumstances, higher coverage and a license agreement may be required. For specific requirements, information on purchasing your Certificate of Insurance, and a printable Certificate of Insurance form for your insurer to complete, please see: <http://vancouver.ca/doing-business/insurance-requirements-for-filming-event-and-facility-use.aspx>.

For your convenience, the following insurance companies are believed to provide liability insurance for sport, leisure, recreation, special events or facility rentals:

SBC Insurance Agencies Ltd: (604) 737-3018

Shephard Ashmore (Vancouver) Insurance Inc: (604) 684-9349. Apply directly online, at: <http://eventpolicy.ca>

The City and the Park Board do not endorse or recommend these or any insurance companies or brokers, and neither the City nor the Park Board makes any representation or assumes any responsibility or liability of any kind whatsoever as to an appropriate insurer for your purposes or any additional coverage you might require or which might otherwise be advisable for you.

You are free to obtain the required insurance from any insurance company of your choice, provided the coverage you obtain meets the minimum insurance requirements of the City or

Park Board, as the case may be, and you are solely responsible to ensure that the insurer you choose and the insurance obtained are suitable and adequate for all your or your team /organization's insurance needs. Please complete have your insurance company complete the form below. Form must be completed no later than 15 days prior to the event date. No other insurance forms will not be accepted. [Insurance certificate form for filming and special events](#) 📎 175KB

⊙Any contractors (i.e. bouncy castles; amusement rides; route coordinators) you are working with are required to provide a Certificate of Insurance with evidence of their own Commercial Third Party insurance coverage (\$5M coverage for most) that names the City of Vancouver, Vancouver Park Board and other required groups as additional insureds. We do have insurance certificates on file for commonly-utilized companies, so please ask if we require an updated copy. Contractors without insurance policies on file can be referred to our website for specific requirements, information on purchasing an accepted Certificate of Insurance, and a printable Certificate of Insurance form for their insurer to complete (*Due to COVID-19, use of amusement and entertainment devices are restricted. Please check with your Special Events and Filming Officer for the latest information.*)

- **TECHNICAL SAFETY BC (1-866-566-7233) > Use of Inflated Amusement Devices (e.g Bouncy Castles / Jump Houses)**

The Technical Safety BC (TSBC) has specific safety regulations for "Inflated Amusement Devices" whereas individuals may not operate a regulated product UNLESS the product is registered with the TSBC, has a valid operating permit, and the operator has a valid Amusement Device Contractors License. Exemptions exist for "Private Events" if the general public does not have access to the inflated amusement device and use is restricted to invited guests of the event organizer (i.e. company events, private parties, etc.). If the event site is a suitable location for an inflated amusement device, proof of the TSBC's requirements – including the contractor's Certificate of Insurance (min. \$5M Commercial General Liability) – must be provided to your Special Events & Filming Office representative. <https://www.technicalsaftycbc.ca/amusement-devices-operating-permits>

- **NOT-FOR-PROFIT PERMIT FEE ELIGIBILITY:** If your event is organized by a not-for-profit organization, proper documentation of not-for-profit status (eg. registered non-profit or charitable society number) is required. Alternatively, if your event is organized by an event production company or someone other than a not-for-profit organization, and you are seeking a not-for-profit permit fee, a not-for-profit group must be the beneficiary of 100% proceeds from the event and must submit a separate endorsement letter. The letter should be on official letterhead and should include:

- ⊙Acknowledgement that the not-for-profit organization is the beneficiary of 100% of the net proceeds generated by the event;

- ⊙A contact name, position title, phone number and email address for the not-for-profit organization's representative;

- ⊙The organization's proof of not-for-profit status (eg. registered non-profit society number).

If these conditions are not met, your event will be categorized under our Private /Commercial permit fees.

- **SITE MAP:** *(Due to COVID-19, you may be asked to provide additional information on your site map. Please check with your Special Events and Filming Officer for details.):* Please include a detailed site map (hand drawn or computer generated) of how you see your event set-up looking. Include things such as staging, tents, arts & crafts stations, food concessions, sound systems / speakers, sponsor or event-related vehicles, etc. as well as the dimensions and labels for each item. Please keep in mind that all tents must be placed at least 10 feet away from other structures (e.g. other tents, buildings, trees, etc.). For walks/runs, the site map should be for the start/finish assembly area. Please include elements required by BCCDC for a COVID Safety Protocols (ie, line ups, entrance/exits, spacing of participants and event staff).
- **RUN/WALK ROUTE:** *(Due to COVID-19, you may be asked to provide additional information on your route map. Please check with your Special Events and Filming Officer for details.):* Where applicable, please submit a detailed route map for each distance your event offers (eg. 10km run/walk and 5km walk) that indicates any aid stations, marshal placements or other special features. Please include elements required by BCCDC for a COVID Safety Protocols
- **PRODUCTION SCHEDULE:** This should include the timing of all activities planned throughout the event starting from the site setup to post event cleanup (e.g. equipment and supply deliveries/pick-ups, park staff service requests, event start & end times, entertainment and other event activity schedules).
- **SUSTAINABLE EVENTS & WASTE MANAGEMENT:** The City encourages event organizers to consider how to minimize the environmental impacts of your event, helping Vancouver to become the [greenest city in the world by 2020](#). To support your event application, you will need to complete a [Sustainable Event Form](#) (please see the link below) to tell us how your event plans to manage waste and be more sustainable. You have three options for collecting and removing your event waste:

- ⊙To request City of Vancouver services, complete this form: <http://vancouver.ca/doing-business/apply-for-waste-pickup-for-an-event-in-a-park.aspx>
- ⊙If arranging for another waste removal service or to do it yourself, complete this form: <http://vancouver.ca/doing-business/apply-to-pack-out-waste-for-an-event-in-a-park.aspx>
- ⊙If your event does require waste or recycling service, complete the green events section of this form: <http://vancouver.ca/doing-business/apply-to-pack-out-waste-for-an-event-in-a-park.aspx>

For tips on how to plan a Green Event, we encourage you to read the [Green Event Planning](#)

[Guide](#) online. For questions related to managing waste at your event, please contact: Peter Chi, COV Sanitation [604.326.4729](tel:604.326.4729) or greenevents@vancouver.ca.

Note: You are responsible for leaving your event area clean and litter-free, otherwise you will be charged for City services to clean the area. Do not use existing bins in parks on or City property for waste from your event.

- **PARK USE:** The Vancouver Park Board has strict guidelines regarding use spikes to secure tents, fencing and other apparatus. Parks with sprinklers systems can be punctured and damaged. Replacement and repair will be the responsibility of the event organizer.

Spiking must be approved by a Park Superintendent/Supervisor. If approved, the following steps must be at the organizer's expense.

- ⊙ M-Scoping required to locate i.e. Gas line, water line, Electrical line. M-Scope documents required on-site and a copy provided to special events coordinator and park superintendent/supervisor. (coordinator to provide contact if needed)
- ⊙ BC One Call needs to be contact and a ticket number must be provided to special events coordinator and park superintendent/supervisor. (at least 10 days before event)
- ⊙ Sprinkler heads must be marked on irrigated fields prior to spiking
- ⊙ Spikes must be marked for ease of visibility
- ⊙ Inventory of spikes is required
- ⊙ No spiking within 1.5 meters either side of areas identified
(See Additional Approvals for permit requirements)

- **PARK STAFF SERVICE REQUESTS:**

Please indicate whether you will require any Park Staff Services for your event (eg. power washing, electrical access, extended washroom hours, washroom cleaning, water access, gates removed, etc.). Note: additional charges may apply for park staff service requests.

- **SALES / VENDING:** The Vancouver Park Board has strict guidelines regarding vending at public parks, especially in regards to private entrepreneurs or businesses selling items on our parks. Therefore, permission is required from the Park Board Special Events & Filming office for any sales at your event. Any sales must:

- ⊙ focus on event participants (not the general public); and
- ⊙ be ancillary to a larger event (directly related to the purpose or "cause" of the event)

To proceed with the vending approval process, please submit a list of vendors as well as a description of the items they'd like to sell.

- **AMPLIFIED SOUND:** Speakers should face away from residential areas and sound should be kept at a reasonable level, for event participants only. Your Special Events & Filming representative will work with you on designating an appropriate sound level. For further information, please visit the City of Vancouver's [SoundSmart](#) website.

- **ENTERTAINMENT:** *(Due to COVID-19, the type of entertainment activities may be restricted. Please check with your Special Events and Filming Officer for details.):* The entertainment line-up should be included in your Production Schedule. Entertainment should be appropriate for all ages and should not be disruptive to the neighbourhood (e.g. drumming, rock bands, etc. are often problematic), thus conforming to the appropriate sound levels designated by your Special Events & Filming representative. (UAV/Drones not permitted)
- **RESIDENT NOTIFICATION LETTERS:** If your event takes place in a public park surrounded by residences, you will be required to distribute resident notification letters to homes within 2 blocks of the park a minimum of 1 week prior to your event. The letter should be on the host organization's official letterhead and should include the name and phone number of the event staff who can be reached during the event. A copy of the letter should be submitted to the Special Events & Filming officer assigned to your event.
- **EVENT SPONSORS:** Event sponsors need to meet Park Board guidelines and be approved by the Park Board Special Events & Filming Office. Upon approval, sponsor banners cannot exceed 3' x 10' and a limit of one banner (or comparable marketing activation) per sponsor applies.
- **ALCOHOLIC BEVERAGES:** Park Board approval is required to serve alcoholic beverages at any special events. A Special Occasion Permit is also required from the Liquor Control & Cannabis Regulation Branch once Park Board approval is granted. Police approval in writing from the Vancouver Police Department's Emergency & Operations Planning Section is also mandatory for all public SOPs. Your Special Events & Filming Office representative can provide you with further information on the consultation and approval process.
- **MOVIES IN OUTDOOR SPACES:** Any movie rented, borrowed or purchased from a retail outlet is likely for home use only. If you want to show a movie at your event, a movie you rent, borrow or purchase from a retail outlet is intended for home use and cannot be shown in public without first acquiring a Public Performance Viewing License from the company who has distribution rights for the movie you are showing. Check the movie cover for the name of the distribution company which is likely either Audio Cine Films (www.acf-film.com; 1-800-289-8887) or Criterion Pictures (www.criterionpic.com; 1-800-565-1996). A copy of the license is required by the Special Events & Filming Office before your Special Event permit will be issued. If you are working with a contractor to show the movie, it should be written into your contract that you require a copy of the Public Performance Viewing License prior to the event.

ADDITIONAL APPROVALS:

- **VANCOUVER COASTAL HEALTH (604-675-3800) > Food or Personal Services** *(Due to COVID-19, these services may be restricted. Please contact Vancouver Coastal Health for the latest information before you proceed with the event.)*

- ⊙ **Food Services** - If your event includes food of any kind, please contact the Vancouver Health Department to determine whether a food permit is required (Shelley Beaudet 604-675-3807). Further information, including the Temporary Food Services Application Form, is available online: http://www.vch.ca/your_environment/food_safety/permits/
- ⊙ **Personal Services** – If your event includes any personal services (eg. facepainting, temporary tattoos, massage therapy, etc.), Vancouver Coastal Health approval is required. (Samson Wong (604) 675-3836).
- ⊙ **Water Aerosols** - If your event includes the use of water aerosols (mistifiers, spray stations, hot tub displays, etc.) please follow Vancouver Coastal Health's guidelines: <https://vancouver.ca/files/cov/vancouver-coastal-health-legionnaires-disease-guide-tradeshows-events.pdf>.

- **CITY OF VANCOUVER EVENTS OFFICE (604-257-8850) > Use of City sidewalks, streets &/or properties**

If your event takes place on any City streets, sidewalks &/or properties (eg. Vancouver Art Gallery), a separate permit is required from the City Events Office. Examples include a parade /procession, a run/walk route, roving entertainers or other set-up on City property.
http://app.vancouver.ca/fase_net/appform.aspx

- **CITY OF VANCOUVER DEVELOPMENT SERVICES (604-871-6184) > Erecting large tents or stages**

The following temporary structures require separate permits and approval from the City of Vancouver Development Services <http://bulletins.vancouver.ca//2005/2005-002.PDF>:

- ⊙ Tents over 645 sq. ft. (or 20' x 30') or multiple tents put together (less than 10' apart) where the total structure exceeds 645 sq. ft. (e.g. six 10'x10' tents);
- ⊙ Stages over 430 sq. ft. (or 20' x 20') and/or 4' high

You are also required to contact Development Services if you plan on having more than 60 people on stage or under a tent at one time.

If Building Review Branch require an E-2 for a Park Board property, organizers are required to send the completed form, the site plan, a pdf copy of permit drawings (sealed engineering or architectural) and Park Board Special Events permit to Nataalka Lubiw - Nataalka.lubiw@vancouver.ca. (Facilities Planning & Development)

- Once this information is received, Facilities Planning & Development will send the organizer a Tenant Improvement Letter to sign.
- Once the letter is signed, Facilities Planning & Development will forward the signed E-2 form to Building Review Branch

The requirements below may also be found in the following link to Bulletin 2005-002-BU: updated for 2018 <http://bulletins.vancouver.ca//2005/2005-002.PDF>

1. Application form: <http://former.vancouver.ca/commsvcs/developmentservices>

[/tentsandstages/pdf/tentstageapp.pdf](#)

2. Owner's Undertaking letter (Schedule E-2 for privately owned land):
<http://vancouver.ca/files/cov/schedule-e2-owners-undertaking-letter-for-tenant-improvements.pdf>
Or
3. Lessee's Undertaking letter (Schedule E-3 for government owned land):
<http://vancouver.ca/files/cov/schedule-e3-lessees-undertaking-letter-for-tenant-improvements.pdf>
4. Two site plans indicating approximate locations and dimensional clearance of the tents in relation to the streets, buildings, and other structures.
5. Structural Schedule B and two structural floor plans (to be submitted by structural engineer for tents > 60 m² in area and stages > 40 m² or > 1.2 m in height).
(Note: make sure engineer provides design criteria and climatic data for wind pressure, seismic loading, and snow loading if event if taking place in the winter).
6. Architectural Schedule B and two floor plans (to be submitted by architect for tents > 275 m² in area).
7. Flame spread certificate complying with the CAN/ULC-S109-M standard (to be provided by the tent supplier).

- **CITY OF VANCOUVER ELECTRICAL PERMITS 604-873-7611 > *Electrical Work and Use of Generator***

Installation of electrical equipment and/or electrical installation supplied from a generator require a City of Vancouver Electrical Permit and approval from the Electrical Inspections Branch. Apply online: <http://vancouver.ca/home-property-development/electrical-permit-for-construction-or-renovation.aspx>

- **VANCOUVER FIRE DEPARTMENT (604-873-7860) > *Fire performances / installations, fireworks, occupancy levels***

A Fire Permit is required if your event includes the use of fire (fire performances, fireworks, fire installations). Sky lanterns not permitted.

- **PORT OF VANCOUVER "MARINE EVENT PERMIT" (604-665-9086) > *Events with a water-based component***

All organized activities on the water – including special events with a water-based component (eg. kayaking, stand-up paddleboarding, open water swimming, etc.) - require a no-charge Marine Event Permit. Each application is examined so that any safety and operational concerns can be addressed, in order that the event will be both safe and successful. If required, Port of Vancouver coordinates with any scheduled vessel crossings or other marine events they're aware of and notifies other "stakeholders" such as VPD Marine Squad, Coast Guard Pacific's Marine Communications & Traffic Operations branch, and Coast Pilots (the governing body responsible for bringing freighter ships into the harbor).

<https://www.portvancouver.com/development-and-permits/>

- **REFUND POLICY FOR SPECIAL EVENT PERMITS:**

- § Application fees are non-refundable;
- § Level 1, Level 2: Minimum of 30 calendar days' notice prior to date of reservation for refund minus a \$30.00 administration fee;
- § Level 3, Level 4, and Level 5: Minimum of 30 calendar days' notice prior to date of reservation for refund minus an administration charge equal to 50% of the permit fee;
- § No refunds will be issued with less than 30 calendar days' notice prior to date of reservation.

Yuna Flewin | Special Events and Filming Officer
Business Development | Vancouver Board of Parks & Recreation
t. 604.257.8498 | e. yuna.flewin@vancouver.ca
pronouns: she/her

I respectfully acknowledge that I live and work in the traditional territories of the x m m (Musqueam), skwxw̓mesh

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
CC: "Park Events" <ParkEvents@vancouver.ca>
Date: 6/28/2021 1:59:21 PM
Subject: [EXT] RE: Introduction & Update
Attachments: image006.gif
Site Plan 2021.PNG
2021_special-events-application-form-parks.pdf

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Please see attached for the application form and site map. Let me know what else you need from me at this time.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 1, 2021 2:43 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

It was nice chatting with you. As per, here is the link to our events page: <https://vancouver.ca>

</doing-business/organize-an-event-in-a-park.aspx>

The application form can be found under Step 6. The permit fee is also listed on the same page – your activation is considered a commercial/private event.

In addition, included below is the property line indicating the boundary between programmable space and passive use.

The guidelines for washrooms requirements are 2 water closets for every 40 participants up to 400 participants or 2 water closets for every 50 participants over 400 participants. Please consider the capacity inside the restaurant and the patio between the pub and the tennis courts when making the calculation.

Also attached is an application form for filming. Please complete and return along with the events application and site map.

The amplified sound should be restricted wherever possible due to consideration for the adjacent neighbourhood. We will require concurrence from the biologist regarding the impact on the surrounding heron colony.

Any other questions let us know.

Regards,
Yuna



From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Wednesday, May 26, 2021 10:17 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi there,

Can we do 11:30? Or Noon?

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: May 26, 2021 9:42 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: FW: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Are you able to join us for a half hour WebEx meeting tomorrow at 11am?

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: Friday, May 21, 2021 2:39 PM

To: Rosa, Emily <Emily.Rosa@vancouver.ca>

Subject: RE: Introduction & Update

Thanks Emily. I will set up a meeting for the three of us sometime next week.

From: Rosa, Emily <Emily.Rosa@vancouver.ca>

Sent: Friday, May 21, 2021 10:35 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: FW: Introduction & Update

Thank you,
Emily



Vancouver Board of Parks and Recreation
[Special Events](#) and [Filming](#) Department
2099 Beach Avenue, Vancouver BC, V6G 1Z4
t. 604-257-8516
parkevents@vancouver.ca

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, May 21, 2021 9:08 AM
To: Woo, Leeza <Leeza.Woo@vancouver.ca>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thank you, Leeza.

Hello Emily! It's nice to e-meet you. Hoping we can schedule some time next week to connect on Stanley Park Brewing's plans to activate outside of brewpub, in the park, this summer.

Let me know if there's a day that would work best for you.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Woo, Leeza <Leeza.Woo@vancouver.ca>
Sent: May 21, 2021 8:33 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: FW: Introduction & Update

EXTERNAL E-MAIL: leeza.woo@vancouver.ca

Hi Elizabeth,

Thanks for the chat yesterday. I'm connecting you with Emily Rosa, she should be able to help you with your request.

Thanks,
Leeza

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:33 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>; Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Emily,

Thanks for the quick response. I'm looking to activate outside of our brewpub in Stanley Park.

@Woo, Leeza please let me know a few dates in the next coming weeks that would work with you for an introduction chat on our teams plans for here in the park!

Thank you both,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Schultz, Emily <Emily.Schultz@vancouver.ca>
Sent: May 13, 2021 10:22 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: emily.schultz@vancouver.ca

Hi Elizabeth,

Nice to e-meet you too and thanks for reaching out. Are you looking at activate at VanDusen Botanical Garden? Just looping in my colleague Leeza Woo who manages corporate activations on all Park Board sites including VanDusen. Would likely be best to start the conversation with Leeza.

Cheers,



Emily Schultz | Supervisor of Revenue & Visitor Services
VanDusen Botanical Garden & Bloedel Conservatory
e. emily.schultz@vancouver.ca t. 604.604.257.8401
My pronoun is: she, her

I am grateful to live and work on the unceded, ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:16 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>
Subject: Introduction & Update

Hi Emily,

I hope this email finds you well.

I'm Liz, the Brand Experience Specialist here at Stanley Park Brewing. It's nice to e-meet you.

I'd love to find some to connect and chat through some of the plans our team is looking to execute this summer in the park. Building off of the success of our permitted extended patio last summer for our anniversary, we're very keen to replicate that same style of event.

Let me know some times in the next coming weeks that would work well for you.

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

Stanley Park Brewing Company Limited - Email Disclaimer: <http://www.stanleyparkbrewing.com/email-disclaimer>
[\[stanleyparkbrewing.com\]](http://www.stanleyparkbrewing.com)



2 YEAR ANNIVERSARY - OUTDOOR SPACE SET-UP & SERVICE

VANCOUVER PARK BOARD

SITE 1 - Permit Required

Sq Footage: ~900-1000 sq ft.

Capacity: 50 guests

**Not including staff/servers & artists/performers*

**Potential to increase guest capacity based on site dimensions / layout?*

Service: Staff will liaise with guests on orders; table service only.
No beer line-ups. Service ends between 9:30-10pm. Everyone out by 10:30pm

Sound: Music ends by 10pm.

- Fencing around site perimeter (Red)
- Entrance & Exit (Green)
- Washrooms (Blue)
- Stage for yoga instructor & artists (Yellow)
- Tables (orange)
- Sanitation Stations available throughout site and/or on each table (orange)
- Serving Stations / Bars (purple)



✠ STANLEY PARK BREWING ✠



SPECIAL EVENT PERMIT APPLICATION

SPECIAL EVENTS & FILMING OFFICE, VANCOUVER PARK BOARD
2099 Beach Avenue, Vancouver BC, V6G 1Z4 Phone: 604.257.8516 Fax: 604.257.8501
Email: parkevents@vancouver.ca Website: vancouverparks.ca

Save completed form
and submit by email

Submission of this application constitutes a request to use park space for the purpose of a Special Event and does not guarantee event approval. To avoid any misunderstandings, please read "A Guide to Special Events in Vancouver Parks" available online and the "Terms and Conditions" at the end of this form.

**PLEASE NOTE: APPLICATIONS MUST BE RECEIVED 2 MONTHS PRIOR TO THE EVENT DATE.
LATE APPLICATIONS MAY NOT BE PROCESSED OR APPROVED**

Date of Application : June 28th 2021

1.0 APPLICANT INFORMATION

Applicant Organization:	Stanley Park Brewing Restaurant & Brewpub	Applicant Name:	Liz Niton
Address:	8901 Stanley Park Drive		
City:	Vancouver	Province:	BC
		Postal Code:	V6G3E2
Work/Home Phone:		Cell:	s.15(1)(l)
		Fax:	
Website:	stanleyparkbrewing.com	Email:	elizabeth.niton@stanleyparkbrewing.com
Contact Name ON-SITE Day of Event:	Elizabeth Niton or Jeremiah Nickel	Cell:	s.15(1)(l)

If you are producing this event on behalf of another organization, please specify host organization:

Type of Organization:

- ☐ Registered Non-profit - Include Society Number
- ☒ Private/Commercial
- ☐ Other (please specify)

2.0 EVENT INFORMATION

Name of Event: Stanley Park Brewing - 2nd Anniversary Celebration

Please specify which Park(s) you are requesting as well as the specific location(s) in each Park.

**Note: Please include set up/take down date(s) and time(s) if different from the event date(s)*

Park & Location(s) eg: Killarney Park, North West grass area	Date(s)	Set Up Time		Event Time		Take Down Time	
		Start	End	Start	End	Start	End
Stanley Park, West grass area from Brewpub	July 22 - Aug 1	7pm	10pm	10am	10pm	7pm	10pm

Type of Event:

- ☐ Festival ☒ Private Party ☐ Sporting Event (non run/walk) ☐ Run / Walk
- ☐ Community Celebration ☐ Product Launch / Promotion ☐ Other (please specify):

If a Run or Walk:

1) Is your run or walk a timed event? ☐ YES ☐ NO

2) Please describe the route below:
*Note: A **detailed route map** should be included with your application that clearly shows the start and finish area, as well as any water/aid stations, entertainment areas or other elements*

Full Description of Event Activities
 Birthday celebrations, with activities such as live music, yoga in the park, Pride festivities, drag brunch, beer garden

What is the primary purpose of your event?

☐ Fundraising ☐ Promotion ☐ Revenue Generation ☒ Other (please specify)

Additional details:

Will your event be open to the public or private (by invitation)? ☐ Public ☒ Private

Are participants required to register or purchase tickets for this event? ☒ YES ☐ NO

If YES, please elaborate:

Number of Participants: Number of Spectators: TOTAL Attendance:

Has this event occurred in a Vancouver Park Board park before? ☒ YES ☐ NO If YES, please provide details below:

a) How many years? b) Last permit # (if available) c) Date(s) on last permit

d) Will there be any change from previous events? ☒ YES ☐ NO If YES, please note below any changes for this year's request:

Contact the CITY OF VANCOUVER EVENTS OFFICE (604.257.8850) regarding activities on streets and/or sidewalks

3.0 EVENT LOGISTICS

Please indicate whether your event will include any of the following:

TEMPORARY STRUCTURES (eg. tents/canopies, stage, generator, portable washrooms, etc.) ☒ YES ☐ NO

If YES, please describe (including quantity and dimensions):

- Fencing perimeter - low stage
 - picnic tables
 - beer top/bars (accessible / run by onsite employees)
 - bba / food prep area (accessible / run by onsite employees)

Contact the CITY OF VANCOUVER DEVELOPMENT SERVICES (604.871.6184) regarding approvals for temporary structures

AMPLIFIED SOUND (eg. music, announcements, etc.) ☒ YES ☐ NO

If YES, please describe:

music performances, and announcements amplified for a few hours a day (not the full day)

FOOD (eg. BBQ, potluck, pre-packaged snacks, bottled water, food vendors, etc.) ☐ YES ☐ NO

**Note: Restrictions may apply*

If YES, please describe:

BEER & BEVERAGE MENU
 Stanley Park Brewing canned beer and draft.
 Beverages: bottled water, soda, juice
 Wine: available by request/not advertised

Contact VANCOUVER COASTAL HEALTH (604.675.3800) regarding approvals for food and beverages

SALES OF ANY KIND (eg. raffle tickets, t-shirts, food, merchandise, etc.)☒ YES ☐ NO**Note: 6 months notice required as Board approval may be necessary*

If YES, please describe:

Yes, ticket sales online. Food & beverage will be purchased on site through our electronic system.

ENTERTAINMENT (eg. live performers, bouncy castles, games, climbing walls, etc.)☒ YES ☐ NO**Note: Commercial Third Party Liability Insurance may be required*

If YES, please describe:

Drag performances, live musicians, host

PERSONAL SERVICES (eg. face painting, temporary tattoos, henna, etc.)☐ YES ☒ NO

If YES, please describe:

Contact VANCOUVER COASTAL HEALTH (604.675.3800) regarding personal services**SPONSORS**☐ YES ☒ NO

If YES, please specify who the sponsors are and what their presence will be at your event (eg. display booths, sales, product sampling, etc.)

ALCOHOLIC BEVERAGES (eg. beer garden, VIP tent, etc.)☒ YES ☐ NO**Note: 6 months notice required as Board approval may be necessary*

If YES, please describe:

BEER & BEVERAGE MENU

Stanley Park Brewing canned beer and select draft options

Limited edition Pride beer - Rainbow Riot Sangria Beer

Contact the LIQUOR CONTROL & LICENSING BRANCH (1.866.209.2111) to obtain a Special Occasion Licence**VEHICLE ACCESS / PARKING REQUIREMENTS**☒ YES ☐ NO

(eg. equipment load-in, display/promotional vehicles, parking needs, etc.)

If YES, please describe:

- Equipment load-in / on-site installation (day of) - July 22

Contact the CITY OF VANCOUVER EVENTS OFFICE (604.257.8850) regarding vehicle access or parking requests on streets**OTHER PROPOSED ACTIVITIES or ADDITIONAL COMMENTS** (eg. Fire or Pyrotechnics)**Note: Additional approvals or permits may be required*

Please describe:

PROPOSED SERVICES **Note: extra costs or additional approvals may apply*

Please indicate whether you will be requesting any of the following services:

☐ Washroom Facilities☐ Use of Streets or Sidewalks☐ Electrical Access or Generator☐ Traffic Control☐ Water or Hydrant Access

Please provide details:

4.0 ENVIRONMENTAL RESPONSIBILITYIs your organization taking any measures for your event to be environmentally responsible? ☒ YES ☐ NO

If YES, please describe:

Yes, we will be contracting the City's green event services to collect and dispose of waste/recycling from the event.

THE FOLLOWING ITEMS SHOULD BE SUBMITTED WITH YOUR APPLICATION:

- \$30 APPLICATION FEE is required in order to process your request. Payment can be made by credit card or cheque (payable to "Vancouver Park Board") and delivered or mailed to the address at the top of this application form. Once your permit application has been approved, this amount will be deducted from your permit fee.
- A SITE PLAN and ROUTE MAP (Walk/Run) clearly indicating the area(s) you intend to use and the setup for your event.
- A copy of your current BUDGET for your event.
- Completion of the WASTE MANAGEMENT FORM best suited to your event's waste management requirements. This form can be filled out from the Park Board Special Events web page.

PLEASE NOTE: Upon approval of your Park Board Special Event Permit application, insurance, additional applications and permits may be required for other City of Vancouver Departments.

STANDARD PERMIT REQUIREMENTS FOR SPECIAL EVENTS, RUNS, WALKS

All fees and projected costs must be paid within fifteen (15) days of booking confirmation unless other arrangements have been agreed upon. Sites are not reserved until payment has been received. Please make cheques payable to the VANCOUVER BOARD OF PARKS AND RECREATION. Current fees, charges and refund policy can be viewed on our website: <http://vancouver.ca/parks/fees/permitevents.htm>.

THE FOLLOWING ARE INCORPORATED INTO, AND FORM PART OF, THE PERMIT AGREEMENT:**INSURANCE REQUIREMENTS:**

THE LICENSEE MUST OBTAIN COMPREHENSIVE GENERAL LIABILITY INSURANCE PROTECTING THE CITY OF VANCOUVER, VANCOUVER BOARD OF PARKS RECREATION, AND THE VANCOUVER POLICE BOARD AGAINST LIABILITY FOR BODILY INJURY, DEATH OR PROPERTY DAMAGE, ARISING OUT OF THE EVENT. MINIMUM LIMIT OF \$2,000,000 COMMERCIAL GENERAL LIABILITY INSURANCE AGAINST THIRD PARTY CLAIMS FOR BODILY INJURY, DEATH, PROPERTY AND LOSS OF USE. (NOTE: A HIGHER LIMIT OF LIABILITY INSURANCE MIGHT BE REQUIRED DEPENDING ON EVENT SPECIFIC DETAILS (TRAFFIC IMPACTS, ATTENDANCE NUMBERS, LOCATION, LENGTH OF EVENT). MAXIMUM DEDUCTIBLE \$5,000.00 PER OCCURRENCE, WITH A CROSS LIABILITY CLAUSE.

ACCEPTABLE PROOF OF INSURANCE MUST BE RECEIVED BY THE BOARD OF PARKS AND RECREATION PRIOR TO THE USE OF ANY FACILITIES COVERED UNDER THIS PERMIT.

NOTE: THE FOREGOING SATISFIES THE CITY'S MINIMUM INSURANCE REQUIREMENTS. THE CITY DOES NOT WARRANT THAT THIS INSURANCE IS ADEQUATE FOR THE LICENSEE'S NEEDS. BY ACCEPTING THIS PERMIT, THE LICENSEE ACKNOWLEDGES SOLE RESPONSIBILITY FOR OBTAINING WHATEVER COVERAGE THE LICENSEE DEEMS NECESSARY. * INSURANCE CAN BE OBTAINED THROUGH ANY INSURANCE AGENT. FOR YOUR CONVENIENCE, THE FOLLOWING AGENT IS FAMILIAR WITH THE INSURANCE REQUIREMENTS: SPORT B.C. INSURANCE, (604.737.3018).

TERMS AND CONDITIONS:

1. THE LICENSEE IS RESPONSIBLE FOR ENSURING THAT: THE ASSIGNED AREA IS APPROPRIATE FOR THE ACTIVITY; THE ACTIVITY IS CONDUCTED IN A SAFE, ORDERLY MANNER; THE ACTIVITY IS RESTRICTED TO THE ASSIGNED AREA; THE EVENT ACTIVITIES DO NOT INTERFERE WITH OTHER PARK USERS.
2. ANY PROPERTY DAMAGE WHICH OCCURS DURING THE PERMITTED EVENT, SET-UP OR TAKE-DOWN, IS THE RESPONSIBILITY OF THE LICENSEE. DAMAGE TO PARK PROPERTY SHOULD BE REPORTED IMMEDIATELY. IT WILL BE ASSESSED AND REPAIR COSTS BILLED TO THE LICENSEE.
3. THE LICENSEE IS RESPONSIBLE FOR LEAVING THE AREA CLEAN AND LITTER-FREE AND MAY BE BILLED FOR ANY SUBSEQUENT COST INCURRED BY THE BOARD FOR CLEAN-UP.
4. IF TRAFFIC CONTROL IS REQUIRED, THE VANCOUVER POLICE DEPARTMENT AND THE CITY ENGINEERING DEPARTMENT MUST BE CONSULTED.
5. ALL PERMITTED GROUPS MUST USE SPORTS FIELD WHITING (NON-TOXIC) WHEN MARKING VANCOUVER PARK BOARD FIELDS/PARKS.
6. BARBECUES MAY BE USED PROVIDED THEY ARE THIRTY (30) INCHES FROM THE GROUND, BUT NOT ABOVE, OR ON ASPHALT, CONCRETE OR PICNIC TABLES. COALS ARE TO BE TAKEN OFF-SITE.
7. ONLY PAPER OR PLASTIC CUPS MAY BE USED FOR BEVERAGES. FOR SAFETY REASONS, NO GLASS CONTAINERS ARE PERMITTED.
8. THE CITY OF VANCOUVER RESERVES THE RIGHT TO CANCEL AN EVENT OR ACTIVITY FOR ANY REASON AND SHALL NOT BE RESPONSIBLE FOR ANY ASSOCIATED COSTS OR DAMAGES.

PARK BOARD BY-LAWS REQUIRE THAT UNLESS SPECIFICALLY PERMITTED:

1. VEHICLES ARE NOT TO BE DRIVEN ONTO GRASSED AREAS OR RESTRICTED ACCESS AND SERVICE ROADS AT ANY TIME. NON-PERMITTED VEHICLES MAY BE TOWED.
2. SERVICE OF FOOD IS SUBJECT TO BY-LAW REQUIREMENTS OF THE CITY HEALTH DEPARTMENT.
3. THE SALE OF GOODS, THE COLLECTION OF AN ADMISSION FEE, OR THE OPERATION OF A CONCESSION IS PROHIBITED.
4. THE OPERATION OF A PUBLIC ADDRESS SYSTEM, OR AMPLIFIED MUSIC, IS NOT PERMITTED.
5. "NO ALCOHOLIC BEVERAGES ARE TO BE DISPENSED, SOLD OR CONSUMED ON THE PARK AT ANY TIME." (SECTIONS 42 AND 43 OF THE LIQUOR CONTROL AND LICENSING ACT.)
6. SIGNAGE, BANNERS OR ADVERTISEMENTS ARE NOT PERMITTED.
7. THE ERECTION OF STRUCTURES, FENCES, POLES, TENTS, STAGES, BLEACHERS, PORTABLE TOILETS, THE USE OF FIRE OR FIREWORKS, OR THE INSTALLATION OF ELECTRICITY IS PROHIBITED.

PARK USERS MUST CARRY THE PERMIT AND PRESENT IT UPON REQUEST. PERMITS WILL BE REVOKED WITHOUT PAYMENT OF ANY COMPENSATION IN THE EVENT OF A BREACH OF ANY LAWS, BY-LAWS, OR CONDITIONS SET UP HEREIN OR IN FORCE. NON-COMPLIANCE MAY ALSO RESULT IN ADDITIONAL CHARGES.

Please complete the online form at www.vancouver.ca/parks/events and email it to parkevents@vancouver.ca

If necessary, print and fax this completed form to 604-257-8501

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/16/2021 11:38:07 AM
Subject: [EXT] RE: Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Sorry for any confusion! I didn't see any where in your emails the 1 hour show limit. Apologies.

Is there anything else you need from me at this time?

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 15, 2021 12:10 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Thank you for agreeing to keep the sound to a reasonable level throughout the celebration.

Just for the record, I originally only agreed to a 1-hour show x 2 performances per evening x 6

days. Anything beyond was added without my consent.

Having established that, with your confidence in sound management, I hope we'll be able to keep the peace with the neighbourhood as well deliver an entertaining event to your guests.

Best,
Yuna

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, July 15, 2021 11:29 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Thanks for sharing. That's the email I copied where you said the schedule was approved and where it outlines the pride hours are two hour events. I'll ensure that the 29th and 30th are also two hour max like outlined in that email chain.

I'm confident that we'll keep the noise at an appropriate volume, with speakers facing away from the neighbourhood. I'm doing my best to minimize sound and ensure there won't be any issues so we can have a successful event.

Thanks,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 15, 2021 10:41 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Thank you for the clarification on the details of proposed activations. There may be additional questions with regards to the farmers market - I will be in touch shortly.

As for the entertainment, it's disappointing to find out our previous agreement was not honored. Please find attached – it shows the flow of our communication leading to the arrangement – 1-hour show x 2 performances x 6 days. As discussed, last year's celebration was much shorter in duration so we tried to find a middle ground between providing appropriate level of entertainment to the guests and considerations for the neighbourhood.

If we receive complaints from the adjacent neighbourhood, we will have to deploy park rangers to the event site and request the volume/hours to be adjusted. If you are agreeable to this condition, we can give it a try for the first week and assess for the next – how does that sound?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, July 15, 2021 9:48 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Sharing some information on Talaysay Tours [here \[talaysay.com\]](https://talaysay.com). They are a partner of ours, and we will be using the space for an educational evening and covering costs for any one who wishes to join. The tours will simply be starting and ending at our extension space.

Park Sesh Day/ Brand Ambassador Activations: We're using this space similar to our other extension as a beer garden, with a limited food and drink menu, and some fun activities for guests to participate in if they choose (such as park games).

Farmer's Market: Sunday August 1st we are allowing certified vendors in our local community to come use our space free of charge to display their products.

In regards to the music – I'm going off of your email from July 2nd.

Hello Liz,

Good news – we have concurrence to proceed with the proposed entertainment schedule. Please set up the speakers away from the residential area and control the volume to avoid disturbance.

The evening schedule is the same as what we had it last year. It won't be a straight 3 hours from 7-10pm as there will be intermissions. So likely closer to 2 actual playing hours.

Thanks,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 15, 2021 9:39 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Please clarify what these activities entail?

Talaysay Tours; Park Sesh Day / BA Activations; Farmers Market

In addition, there are discrepancies on what we agreed to in terms of music programming –

please find below my comments:

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Wednesday, July 14, 2021 7:58 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Site Capacity and Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Hope you're well. Please see attached for my schedule of events for the week. If you have any questions, let me know.

Days with music are what we outlined previously:
23-25 4-6pm/7-9pm (We agreed to 1-hour session for each performance)
29th 7-10pm (We agreed to 7-9pm)
30th 7-10pm (Please see above)
31 10-12/1-2pm /7-10pm (We agreed to 1-hour session for two earlier performances only)

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 13, 2021 6:49 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: Site Capacity and Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Confirming we now have concurrence from VFRS on site capacity at 75 persons inside the licensed area daily.

When the production schedule is ready, please send me a copy.

Thank you.

Yuna Flewin
Special Events and Filming
Vancouver Park Board

Stanley Park Brewing Company Limited - Email Disclaimer: <http://www.stanleyparkbrewing.com/email-disclaimer> [[stanleyparkbrewing.com](http://www.stanleyparkbrewing.com)]

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/14/2021 7:57:33 PM
Subject: [EXT] RE: Site Capacity and Production Schedule
Attachments: Schedule1.PNG
Schedule2.PNG

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Hope you're well. Please see attached for my schedule of events for the week. If you have any questions, let me know.

Days with music are what we outlined previously:

23-25 4-6pm/7-9pm

29th 7-10pm

30th 7-10pm

31 10-12/1-2pm /7-10pm

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(i)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 13, 2021 6:49 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: Site Capacity and Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Confirming we now have concurrence from VFRS on site capacity at 75 persons inside the licensed area daily.

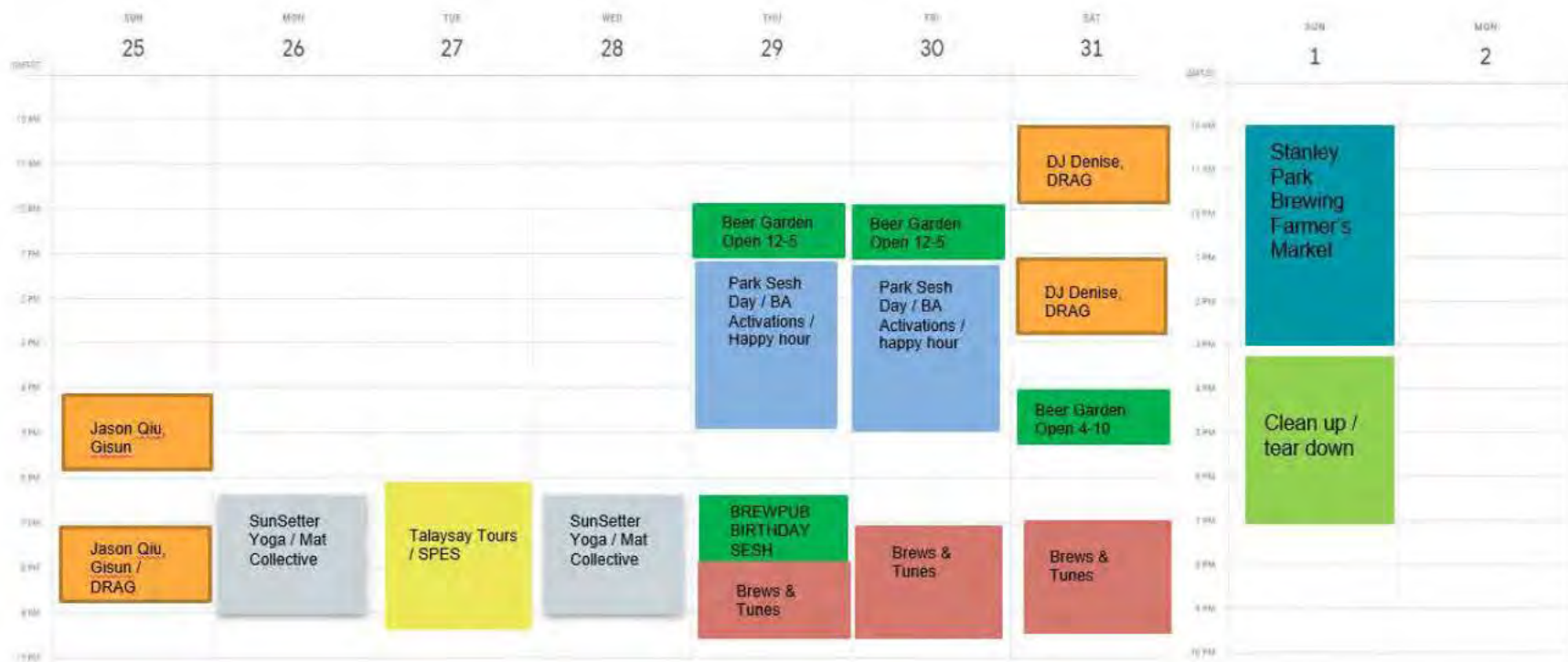
When the production schedule is ready, please send me a copy.

Thank you.

Yuna Flewin
Special Events and Filming
Vancouver Park Board

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	FRI 23	SAT 24
GMT-07		
10 AM		
11 AM		
12 PM		
1 PM	Set up Day	
2 PM		
3 PM		
4 PM		
5 PM	Just Us, Old Soul Rebel	Romeo, The Della Kit
6 PM		
7 PM		
8 PM	Just Us, Old Soul Rebel / DRAG	Romeo, The Della Kit / DRAG
9 PM		
10 PM		



From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/2/2021 2:34:11 PM
Subject: [EXT] RE: Site Layout and Entertainment
Attachments: image003.gif
Capacity.PNG

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

This is what I have worked up for the capacity. The space last year was 950 sq ft. Based off this we have a capacity of 75.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 2, 2021 1:08 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

The site capacity depends on two things: PHO and fire code. PHO allows for 50% of site capacity and fire code 1.2m²/person. We should submit fire the revised site map drawn to scale as soon as possible.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Friday, July 02, 2021 12:57 PM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Site Layout and Entertainment

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

That's such great news, thanks! Yes, our team mentioned that this is how we had the speakers set up last year as well. We'll be sure to do so again.

I've attached a photo of how our set up looked last year. We'll be using the same format. I'm looking into the exact details of the fencing and sizing. With this layout I believe we're staying a safe distance away from the tree root zone, but we can discuss in person. Looking forward to meeting.

I did have a few questions around capacity and our restrooms. With the news of some restrictions being lifted and outdoor events being allowed a capacity greater than 50, I wanted to see what the maximum number of people we could have in our space could potentially be.

In the brewpub, we have 8 water closets and one accessible stall. Downstairs under the brewpub there is also 1 universal/accessible stall, the women's washroom has 4 stalls and 1 accessible, and the men's has 2 stalls, 1 accessible and 2 urinals. Based on these numbers, and our max capacity of the brewpub being 200, how many people can we have in this extension?

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 2, 2021 11:16 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hello Liz,

Good news – we have concurrence to proceed with the proposed entertainment schedule. Please set up the speakers away from the residential area and control the volume to avoid disturbance.

Secondly, we have the following comments from Park Ops. wrt the site layout:

“The entrance is too close to the tree root zone as well as the irrigation box & quick coupler. If the entrance could be moved to the right side of the shrub bed, next to the tree, that would work better. There is a single chain fence located on that side, but maybe a section of it could be removed.”

I will invite you to a site meeting next Tuesday at 9:30am.

Regards,
Yuna

From: Flewin, Yuna
Sent: Tuesday, June 29, 2021 1:28 PM
To: 'Niton, Elizabeth' <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

I am still concerned about the neighbourhood and wildlife impact. I will check with my manager and environmental planner and get back in touch.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Tuesday, June 29, 2021 10:58 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Set up would be Friday July 23rd around 12. Tear down would be Sunday August 1st around 5pm.

The schedule for music would only be:

Stanley Park	Friday	4:00 PM	Just Us, Old Soul Rebel
Stanley Park	Friday	7:00 PM	Just Us, Old Soul Rebel / DRAG
Stanley Park	Saturday	4:00 PM	Romeo, The Della Kit
Stanley Park	Saturday	7:00 PM	Romeo, The Della Kit / DRAG
Stanley Park	Sunday	4:00 PM	Jason Qiu, Gisun
Stanley Park	Sunday	7:00 PM	Jason Qiu, Gisun / DRAG
Stanley Park	Pride Sat 31st	10:00 AM	DJ Denise, DRAG
Stanley Park	Pride Sat 31st	1:00 PM	DJ Krista Mac, DRAG

Thursday July 29th 7-9pm.

Friday July 30th 7-9pm.

Hope this helps!

Thank you!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 10:52 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Please send me the proposed schedule for amplified music at your earliest convenience □ I will hold off making a commitment for approval until I get a chance to review the whole picture.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 10:44 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

We'll have two quiet yoga sessions, and then just operating as a beer garden. No music!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 9:49 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

What's happening during the week?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 9:22 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

On the weekends, yes!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 9:20 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

Just to clarify, each show is an hour-long x 2 sessions per evening/day?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 9:06 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thanks, Yuna. The schedule I provided for Pride events that I sent in my previous email would be on the weekend in two hour time blocks, with no music being played after 9pm.

Hope that helps clarify!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 8:54 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

If 5 days the live music should be limited to 2 hours per evening. You are welcome to play a background music at a much lower volume for the additional couple of hours.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Monday, June 28, 2021 4:02 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

I'm really hoping we can move forward with only 5 days out of 10 with music. The music would only be for a few hours on those days.

Thanks,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 28, 2021 3:59 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Will you be able to reduce the schedule to 2 evenings per week?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Monday, June 28, 2021 3:23 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Totally understand. The music will certainly not be for the whole week. We'll have periods with music on. For instance, the schedule for the first weekend and the second Friday in partnership with the Vancouver Pride Society is:

Stanley Park	Friday	4:00 PM	Just Us, Old Soul Rebel
Stanley Park	Friday	7:00 PM	Just Us, Old Soul Rebel / DRAG
Stanley Park	Saturday	4:00 PM	Romeo, The Della Kit
Stanley Park	Saturday	7:00 PM	Romeo, The Della Kit / DRAG
Stanley Park	Sunday	4:00 PM	Jason Qiu, Gisun
Stanley Park	Sunday	7:00 PM	Jason Qiu, Gisun / DRAG
Stanley Park	Pride Sat 31st	10:00 AM	DJ Denise, DRAG
Stanley Park	Pride Sat 31st	1:00 PM	DJ Krista Mac, DRAG

Our actual anniversary day is the Thursday (29) so we will likely have music that day as well and on the Friday night. I'm finalizing dates and events right now. I may revise the application that we are setting up on the Friday and tear down will be the 1st. Let me know if that changes anything.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 28, 2021 3:13 PM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Many thanks for the documents.

All looks good except for the schedule - as we touched on at our initial meeting, we will not be able to approve 11 consecutive days of music at this site. Please choose one or two evenings per week (our preference is Friday and Saturday evening between 6-10pm).

In addition to the attached, please send me a copy of your liquor permit from the Province for this event, production schedule and run of show as soon as possible.

Based on the number of attendees daily, the cost of permit will be approx. \$2,000. Due to the timing of this event application, no refund will be issued unless the event is cancelled due to sudden changes to the current PHO.

Regards,
Yuna

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Monday, June 28, 2021 1:59 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Cc: Park Events <ParkEvents@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Please see attached for the application form and site map. Let me know what else you need from me at this time.

Cheers,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 1, 2021 2:43 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

It was nice chatting with you. As per, here is the link to our events page: <https://vancouver.ca/doing-business/organize-an-event-in-a-park.aspx>

The application form can be found under Step 6. The permit fee is also listed on the same page – your activation is considered a commercial/private event.

In addition, included below is the property line indicating the boundary between programmable space and passive use.

The guidelines for washrooms requirements are 2 water closets for every 40 participants up to 400 participants or 2 water closets for every 50 participants over 400 participants. Please consider the capacity inside the restaurant and the patio between the pub and the tennis courts when making the calculation.

Also attached is an application form for filming. Please complete and return along with the events application and site map.

The amplified sound should be restricted wherever possible due to consideration for the adjacent neighbourhood. We will require concurrence from the biologist regarding the impact on the surrounding heron colony.

Any other questions let us know.

Regards,
Yuna



From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Wednesday, May 26, 2021 10:17 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi there,

Can we do 11:30? Or Noon?

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: May 26, 2021 9:42 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: FW: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Are you able to join us for a half hour WebEx meeting tomorrow at 11am?

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: Friday, May 21, 2021 2:39 PM

To: Rosa, Emily <Emily.Rosa@vancouver.ca>

Subject: RE: Introduction & Update

Thanks Emily. I will set up a meeting for the three of us sometime next week.

From: Rosa, Emily <Emily.Rosa@vancouver.ca>

Sent: Friday, May 21, 2021 10:35 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: FW: Introduction & Update

Thank you,
Emily



Vancouver Board of Parks and Recreation
[Special Events](#) and [Filming](#) Department
2099 Beach Avenue, Vancouver BC, V6G 1Z4
t. 604-257-8516
parkevents@vancouver.ca

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, May 21, 2021 9:08 AM
To: Woo, Leeza <Leeza.Woo@vancouver.ca>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thank you, Leeza.

Hello Emily! It's nice to e-meet you. Hoping we can schedule some time next week to connect on Stanley Park Brewing's plans to activate outside of brewpub, in the park, this summer.

Let me know if there's a day that would work best for you.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(i)

elizabeth.niton@stanleyparkbrewing.com

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8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Woo, Leeza <Leeza.Woo@vancouver.ca>
Sent: May 21, 2021 8:33 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: FW: Introduction & Update

EXTERNAL E-MAIL: leeza.woo@vancouver.ca

Hi Elizabeth,

Thanks for the chat yesterday. I'm connecting you with Emily Rosa, she should be able to help you with your request.

Thanks,
Leeza

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:33 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>; Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Emily,

Thanks for the quick response. I'm looking to activate outside of our brewpub in Stanley Park.

@Woo, Leeza please let me know a few dates in the next coming weeks that would work with you for an introduction chat on our teams plans for here in the park!

Thank you both,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Schultz, Emily <Emily.Schultz@vancouver.ca>
Sent: May 13, 2021 10:22 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: emily.schultz@vancouver.ca

Hi Elizabeth,

Nice to e-meet you too and thanks for reaching out. Are you looking at activate at VanDusen Botanical Garden? Just looping in my colleague Leeza Woo who manages corporate activations on all Park Board sites including VanDusen. Would likely be best to start the conversation with Leeza.

Cheers,



Emily Schultz | Supervisor of Revenue & Visitor Services
VanDusen Botanical Garden & Bloedel Conservatory
e. emily.schultz@vancouver.ca t. 604.604.257.8401
My pronoun is: she, her

I am grateful to live and work on the unceded, ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:16 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>
Subject: Introduction & Update

Hi Emily,

I hope this email finds you well.

I'm Liz, the Brand Experience Specialist here at Stanley Park Brewing. It's nice to e-meet you.

I'd love to find some to connect and chat through some of the plans our team is looking to execute this summer in the park. Building off of the success of our permitted extended patio last summer for our anniversary, we're very keen to replicate that same style of event.

Let me know some times in the next coming weeks that would work well for you.

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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[\[stanleyparkbrewing.com\]](http://www.stanleyparkbrewing.com)

2nd YEAR ANNIVERSARY - OUTDOOR SPACE

VANCOUVER PARK BOARD

SITE 1 - Permit Required

Cost: \$2,000

Square Footage: ~900-1000 sq ft.

Map provided by Park Board:



Considerations for Physical Distancing

Indoor Employee/Public Space	<ul style="list-style-type: none">Calculate the total unencumbered square meters available and divide that by 5, to allow for 5 square meters (54 square feet) of space per person. The resulting figure is the maximum occupancy for that space.
Events Numbers	<ul style="list-style-type: none">The maximum number of participants is 50, including employees and public, ensuring adequate space is available.

Map/Measurement taken by Google:



0.097 ha = 970 Sq Ft

‡ STANLEY PARK BREWING ‡

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/8/2021 2:33:51 PM
Subject: [EXT] RE: Site Layout and Entertainment
Attachments: image003.gif
Fencing around site perimeter.pdf

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Hope you're having a great day so far!

See attached for site map with dimensions, and legend included.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 7, 2021 8:53 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

It was nice meeting you in person yesterday. You looked different from the virtual meeting, and I ended up passing right by you!

Quickly following up on the site map will it be possible to have it sent over by the end of tomorrow?

VFRS needs to review the map to provide concurrence, and they require a lead time of a minimum of two weeks.

Regards,
Yuna

From: Flewin, Yuna
Sent: Friday, July 02, 2021 2:59 PM
To: 'Niton, Elizabeth' <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Site Layout and Entertainment

Can you put them all in one map with a legend.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, July 02, 2021 2:55 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Site Layout and Entertainment

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Hi Yuna,

How is this?

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 2, 2021 2:49 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Can you put the details including fence line, entrance/exit, tables, chairs, bards, etc. Fire will need to put those details into consideration when calculating the max. occupancy.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, July 02, 2021 2:34 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Site Layout and Entertainment

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

This is what I have worked up for the capacity. The space last year was 950 sq ft. Based off this we have a capacity of 75.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: **s.15(1)(l)**

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 2, 2021 1:08 PM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

The site capacity depends on two things: PHO and fire code. PHO allows for 50% of site capacity and fire code 1.2m²/person. We should submit fire the revised site map drawn to scale as soon as possible.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, July 02, 2021 12:57 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Site Layout and Entertainment

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

That's such great news, thanks! Yes, our team mentioned that this is how we had the speakers set up last year as well. We'll be sure to do so again.

I've attached a photo of how our set up looked last year. We'll be using the same format. I'm looking into the exact details of the fencing and sizing. With this layout I believe we're staying a safe distance away from the tree root zone, but we can discuss in person. Looking forward to meeting.

I did have a few questions around capacity and our restrooms. With the news of some restrictions being lifted and outdoor events being allowed a capacity greater than 50, I wanted to see what the maximum number of people we could have in our space could potentially be.

In the brewpub, we have 8 water closets and one accessible stall. Downstairs under the brewpub there is also 1 universal/accessible stall, the women's washroom has 4 stalls and 1 accessible, and the men's has 2 stalls, 1 accessible and 2 urinals. Based on these numbers, and our max capacity of the brewpub being 200, how many people can we have in this extension?

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(f)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 2, 2021 11:16 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hello Liz,

Good news – we have concurrence to proceed with the proposed entertainment schedule. Please set up the speakers away from the residential area and control the volume to avoid disturbance.

Secondly, we have the following comments from Park Ops. wrt the site layout:

“The entrance is too close to the tree root zone as well as the irrigation box & quick coupler. If the entrance could be moved to the right side of the shrub bed, next to the tree, that would work better. There is a single chain fence located on that side, but maybe a section of it could be removed.”

I will invite you to a site meeting next Tuesday at 9:30am.

Regards,
Yuna

From: Flewin, Yuna

Sent: Tuesday, June 29, 2021 1:28 PM

To: 'Niton, Elizabeth' <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

I am still concerned about the neighbourhood and wildlife impact ▯ I will check with my manager and environmental planner and get back in touch.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 10:58 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Set up would be Friday July 23rd around 12. Tear down would be Sunday August 1st around 5pm.

The schedule for music would only be:

Stanley Park	Friday	4:00 PM	Just Us, Old Soul Rebel
Stanley Park	Friday	7:00 PM	Just Us, Old Soul Rebel / DRAG
Stanley Park	Saturday	4:00 PM	Romeo, The Della Kit
Stanley Park	Saturday	7:00 PM	Romeo, The Della Kit / DRAG
Stanley Park	Sunday	4:00 PM	Jason Qiu, Gisun
Stanley Park	Sunday	7:00 PM	Jason Qiu, Gisun / DRAG
Stanley Park	Pride Sat 31st	10:00 AM	DJ Denise, DRAG
Stanley Park	Pride Sat 31st	1:00 PM	DJ Krista Mac, DRAG

Thursday July 29th 7-9pm.

Friday July 30th 7-9pm.

Hope this helps!

Thank you!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 10:52 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Please send me the proposed schedule for amplified music at your earliest convenience □ I will hold off making a commitment for approval until I get a chance to review the whole picture.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 10:44 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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We'll have two quiet yoga sessions, and then just operating as a beer garden. No music!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 9:49 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

What's happening during the week?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 9:22 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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On the weekends, yes!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 29, 2021 9:20 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Just to clarify, each show is an hour-long x 2 sessions per evening/day?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Tuesday, June 29, 2021 9:06 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thanks, Yuna. The schedule I provided for Pride events that I sent in my previous email would be on the weekend in two hour time blocks, with no music being played after 9pm.

Hope that helps clarify!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(f)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 29, 2021 8:54 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

If 5 days the live music should be limited to 2 hours per evening. You are welcome to play a background music at a much lower volume for the additional couple of hours.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Monday, June 28, 2021 4:02 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

I'm really hoping we can move forward with only 5 days out of 10 with music. The music would only be for a few hours on those days.

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 28, 2021 3:59 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

Hi Liz,

Will you be able to reduce the schedule to 2 evenings per week?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Monday, June 28, 2021 3:23 PM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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Hi Yuna,

Totally understand. The music will certainly not be for the whole week. We'll have periods with music on. For instance, the schedule for the first weekend and the second Friday in partnership with the Vancouver Pride Society is:

Stanley Park	Friday	4:00 PM	Just Us, Old Soul Rebel
Stanley Park	Friday	7:00 PM	Just Us, Old Soul Rebel / DRAG
Stanley Park	Saturday	4:00 PM	Romeo, The Della Kit
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Stanley Park	Pride Sat 31st	DJ Denise, AM DRAG
Stanley Park	Pride Sat 31st	DJ Krista Mac, PM DRAG

Our actual anniversary day is the Thursday (29) so we will likely have music that day as well and on the Friday night. I'm finalizing dates and events right now. I may revise the application that we are setting up on the Friday and tear down will be the 1st. Let me know if that changes anything.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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Sent: June 28, 2021 3:13 PM

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Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Many thanks for the documents.

All looks good except for the schedule - as we touched on at our initial meeting, we will not be able to approve 11 consecutive days of music at this site. Please choose one or two evenings per week (our preference is Friday and Saturday evening between 6-10pm).

In addition to the attached, please send me a copy of your liquor permit from the Province for this

event, production schedule and run of show as soon as possible.

Based on the number of attendees daily, the cost of permit will be approx. \$2,000. Due to the timing of this event application, no refund will be issued unless the event is cancelled due to sudden changes to the current PHO.

Regards,
Yuna

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Monday, June 28, 2021 1:59 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Cc: Park Events <ParkEvents@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

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Hi Yuna,

Please see attached for the application form and site map. Let me know what else you need from me at this time.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: June 1, 2021 2:43 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

It was nice chatting with you. As per, here is the link to our events page: <https://vancouver.ca/doing-business/organize-an-event-in-a-park.aspx>

The application form can be found under Step 6. The permit fee is also listed on the same page – your activation is considered a commercial/private event.

In addition, included below is the property line indicating the boundary between programmable space and passive use.

The guidelines for washrooms requirements are 2 water closets for every 40 participants up to 400 participants or 2 water closets for every 50 participants over 400 participants. Please consider the capacity inside the restaurant and the patio between the pub and the tennis courts when making the calculation.

Also attached is an application form for filming. Please complete and return along with the events application and site map.

The amplified sound should be restricted wherever possible due to consideration for the adjacent neighbourhood. We will require concurrence from the biologist regarding the impact on the surrounding heron colony.

Any other questions let us know.

Regards,
Yuna



From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Wednesday, May 26, 2021 10:17 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi there,

Can we do 11:30? Or Noon?

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: May 26, 2021 9:42 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: FW: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Are you able to join us for a half hour WebEx meeting tomorrow at 11am?

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: Friday, May 21, 2021 2:39 PM

To: Rosa, Emily <Emily.Rosa@vancouver.ca>

Subject: RE: Introduction & Update

Thanks Emily. I will set up a meeting for the three of us sometime next week.

From: Rosa, Emily <Emily.Rosa@vancouver.ca>

Sent: Friday, May 21, 2021 10:35 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: FW: Introduction & Update

Thank you,
Emily



Vancouver Board of Parks and Recreation
[Special Events](#) and [Filming](#) Department
2099 Beach Avenue, Vancouver BC, V6G 1Z4
t. 604-257-8516
parkevents@vancouver.ca

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Friday, May 21, 2021 9:08 AM
To: Woo, Leeza <Leeza.Woo@vancouver.ca>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

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Thank you, Leeza.

Hello Emily! It's nice to e-meet you. Hoping we can schedule some time next week to connect on Stanley Park Brewing's plans to activate outside of brewpub, in the park, this summer.

Let me know if there's a day that would work best for you.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Woo, Leeza <Leeza.Woo@vancouver.ca>
Sent: May 21, 2021 8:33 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: FW: Introduction & Update

EXTERNAL E-MAIL: leeza.woo@vancouver.ca

Hi Elizabeth,

Thanks for the chat yesterday. I'm connecting you with Emily Rosa, she should be able to help you with your request.

Thanks,
Leeza

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:33 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>; Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Emily,

Thanks for the quick response. I'm looking to activate outside of our brewpub in Stanley Park.

@Woo, Leeza please let me know a few dates in the next coming weeks that would work with you for an introduction chat on our teams plans for here in the park!

Thank you both,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Schultz, Emily <Emily.Schultz@vancouver.ca>
Sent: May 13, 2021 10:22 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: emily.schultz@vancouver.ca

Hi Elizabeth,

Nice to e-meet you too and thanks for reaching out. Are you looking at activate at VanDusen Botanical Garden? Just looping in my colleague Leeza Woo who manages corporate activations on all Park Board sites including VanDusen. Would likely be best to start the conversation with Leeza.

Cheers,



Emily Schultz | Supervisor of Revenue & Visitor Services
VanDusen Botanical Garden & Bloedel Conservatory
e. emily.schultz@vancouver.ca t. 604.604.257.8401
My pronoun is: she, her

I am grateful to live and work on the unceded, ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:16 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>
Subject: Introduction & Update

Hi Emily,

I hope this email finds you well.

I'm Liz, the Brand Experience Specialist here at Stanley Park Brewing. It's nice to e-meet you.

I'd love to find some to connect and chat through some of the plans our team is looking to execute this summer in the park. Building off of the success of our permitted extended patio last summer for our anniversary, we're very keen to replicate that same style of event.

Let me know some times in the next coming weeks that would work well for you.

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

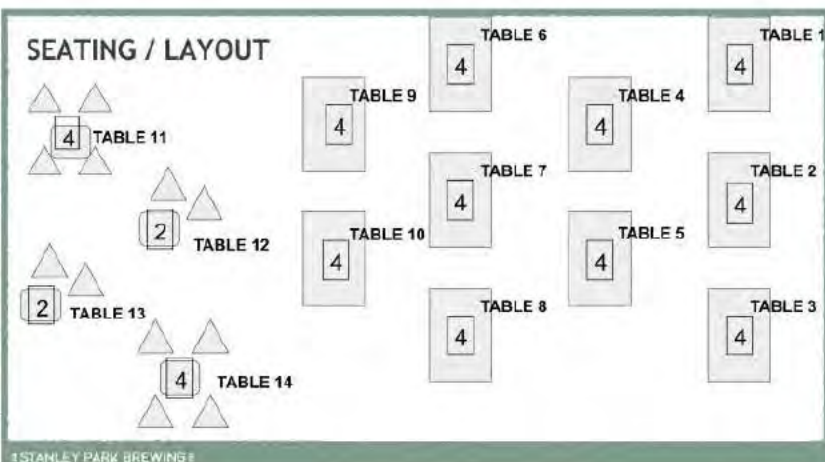
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

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[\[stanleyparkbrewing.com\]](http://www.stanleyparkbrewing.com)



- Fencing around site perimeter (Red)
- 60ft x 100ft x 60ft x 100ft approx. (40" tall x 48" wide screens were used)
- Entrance & Exit (Green)
- Washrooms (Blue)
- Stage for yoga instructor & artists (Yellow)
- Tables (orange)
- Sanitation Stations available throughout site and/or on each table (orange)
- Serving Stations / Bars (purple)

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/2/2021 12:56:42 PM
Subject: [EXT] RE: Site Layout and Entertainment
Attachments: image003.gif
_DSC0462.jpg

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Hi Yuna,

That's such great news, thanks! Yes, our team mentioned that this is how we had the speakers set up last year as well. We'll be sure to do so again.

I've attached a photo of how our set up looked last year. We'll be using the same format. I'm looking into the exact details of the fencing and sizing. With this layout I believe we're staying a safe distance away from the tree root zone, but we can discuss in person. Looking forward to meeting.

I did have a few questions around capacity and our restrooms. With the news of some restrictions being lifted and outdoor events being allowed a capacity greater than 50, I wanted to see what the maximum number of people we could have in our space could potentially be.

In the brewpub, we have 8 water closets and one accessible stall. Downstairs under the brewpub there is also 1 universal/accessible stall, the women's washroom has 4 stalls and 1 accessible, and the men's has 2 stalls, 1 accessible and 2 urinals. Based on these numbers, and our max capacity of the brewpub being 200, how many people can we have in this extension?

Cheers,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

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8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 2, 2021 11:16 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: Site Layout and Entertainment

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hello Liz,

Good news we have concurrence to proceed with the proposed entertainment schedule. Please set up the speakers away from the residential area and control the volume to avoid disturbance.

Secondly, we have the following comments from Park Ops. wrt the site layout:

The entrance is too close to the tree root zone as well as the irrigation box & quick coupler. If the entrance could be moved to the right side of the shrub bed, next to the tree, that would work better. There is a single chain fence located on that side, but maybe a section of it could be removed.

I will invite you to a site meeting next Tuesday at 9:30am.

Regards,
Yuna

From: Flewin, Yuna
Sent: Tuesday, June 29, 2021 1:28 PM
To: 'Niton, Elizabeth' <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

I am still concerned about the neighbourhood and wildlife impact I will check with my manager and environmental planner and get back in touch.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Tuesday, June 29, 2021 10:58 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Set up would be Friday July 23rd around 12. Tear down would be Sunday August 1st around 5pm.

The schedule for music would only be:

Stanley Park	Friday	4:00 PM	Just Us, Old Soul Rebel
Stanley Park	Friday	7:00 PM	Just Us, Old Soul Rebel / DRAG
Stanley Park	Saturday	4:00 PM	Romeo, The Della Kit
Stanley Park	Saturday	7:00 PM	Romeo, The Della Kit / DRAG
Stanley Park	Sunday	4:00 PM	Jason Qiu, Gisun
Stanley Park	Sunday	7:00 PM	Jason Qiu, Gisun / DRAG
Stanley Park	Pride Sat 31st	10:00 AM	DJ Denise, DRAG
Stanley Park	Pride Sat 31st	1:00 PM	DJ Krista Mac, DRAG

Thursday July 29th 7-9pm.

Friday July 30th 7-9pm.

Hope this helps!

Thank you!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 10:52 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Please send me the proposed schedule for amplified music at your earliest convenience □ I will hold off making a commitment for approval until I get a chance to review the whole picture.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 10:44 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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We'll have two quiet yoga sessions, and then just operating as a beer garden. No music!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 9:49 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

What's happening during the week?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 9:22 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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On the weekends, yes!



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 9:20 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

Just to clarify, each show is an hour-long x 2 sessions per evening/day?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Tuesday, June 29, 2021 9:06 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thanks, Yuna. The schedule I provided for Pride events that I sent in my previous email would be on the weekend in two hour time blocks, with no music being played after 9pm.

Hope that helps clarify!



Liz Niton | Brand Experience Specialist

Mobile: **s.15(1)(l)**

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

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From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: June 29, 2021 8:54 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Introduction & Update

EXTERNAL E-MAIL:yuna.flewin@vancouver.ca

If 5 days the live music should be limited to 2 hours per evening. You are welcome to play a background music at a much lower volume for the additional couple of hours.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Monday, June 28, 2021 4:02 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

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I'm really hoping we can move forward with only 5 days out of 10 with music. The music would only be for a few hours on those days.

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Mobile: s.15(1)(l)

elizabeth@stanleyparkbrewing.com

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Subject: RE: Introduction & Update

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Hi Yuna,

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Our actual anniversary day is the Thursday (29) so we will likely have music that day as well and on the Friday night. I'm finalizing dates and events right now. I may revise the application that we are setting up on the Friday and tear down will be the 1st. Let me know if that changes anything.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(i)

elizabeth.niton@stanleyparkbrewing.com

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Regards,
Yuna

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Monday, June 28, 2021 1:59 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Cc: Park Events <ParkEvents@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

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Cheers,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

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Sent: June 1, 2021 2:43 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

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Any other questions let us know.

Regards,
Yuna



From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Wednesday, May 26, 2021 10:17 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Introduction & Update

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Hi there,

Can we do 11:30? Or Noon?

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

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Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: May 26, 2021 9:42 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: FW: Introduction & Update

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Are you able to join us for a half hour WebEx meeting tomorrow at 11am?

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: Friday, May 21, 2021 2:39 PM

To: Rosa, Emily <Emily.Rosa@vancouver.ca>

Subject: RE: Introduction & Update

Thanks Emily. I will set up a meeting for the three of us sometime next week.

From: Rosa, Emily <Emily.Rosa@vancouver.ca>

Sent: Friday, May 21, 2021 10:35 AM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: FW: Introduction & Update

Thank you,
Emily



Vancouver Board of Parks and Recreation
[Special Events](#) and [Filming](#) Department
2099 Beach Avenue, Vancouver BC, V6G 1Z4
t. 604-257-8516
parkevents@vancouver.ca

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To: Woo, Leeza <Leeza.Woo@vancouver.ca>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thank you, Leeza.

Hello Emily! It's nice to e-meet you. Hoping we can schedule some time next week to connect on Stanley Park Brewing's plans to activate outside of brewpub, in the park, this summer.

Let me know if there's a day that would work best for you.

Cheers,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Woo, Leeza <Leeza.Woo@vancouver.ca>
Sent: May 21, 2021 8:33 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Rosa, Emily <Emily.Rosa@vancouver.ca>
Subject: FW: Introduction & Update

EXTERNAL E-MAIL: leeza.woo@vancouver.ca

Hi Elizabeth,

Thanks for the chat yesterday. I'm connecting you with Emily Rosa, she should be able to help you with your request.

Thanks,
Leeza

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:33 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>; Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: [EXT] RE: Introduction & Update

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Emily,

Thanks for the quick response. I'm looking to activate outside of our brewpub in Stanley Park.

@Woo, Leeza please let me know a few dates in the next coming weeks that would work with you for an introduction chat on our teams plans for here in the park!

Thank you both,
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Schultz, Emily <Emily.Schultz@vancouver.ca>
Sent: May 13, 2021 10:22 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Cc: Woo, Leeza <Leeza.Woo@vancouver.ca>
Subject: RE: Introduction & Update

EXTERNAL E-MAIL: emily.schultz@vancouver.ca

Hi Elizabeth,

Nice to e-meet you too and thanks for reaching out. Are you looking at activate at VanDusen Botanical Garden? Just looping in my colleague Leeza Woo who manages corporate activations on all Park Board sites including VanDusen. Would likely be best to start the conversation with Leeza.

Cheers,



Emily Schultz | Supervisor of Revenue & Visitor Services
VanDusen Botanical Garden & Bloedel Conservatory
e. emily.schultz@vancouver.ca t. 604.604.257.8401
My pronoun is: she, her

I am grateful to live and work on the unceded, ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, May 13, 2021 10:16 AM
To: Schultz, Emily <Emily.Schultz@vancouver.ca>
Subject: Introduction & Update

Hi Emily,

I hope this email finds you well.

I'm Liz, the Brand Experience Specialist here at Stanley Park Brewing. It's nice to e-meet you.

I'd love to find some to connect and chat through some of the plans our team is looking to execute this summer in the park. Building off of the success of our permitted extended patio last summer for our anniversary, we're very keen to replicate that same style of event.

Let me know some times in the next coming weeks that would work well for you.

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

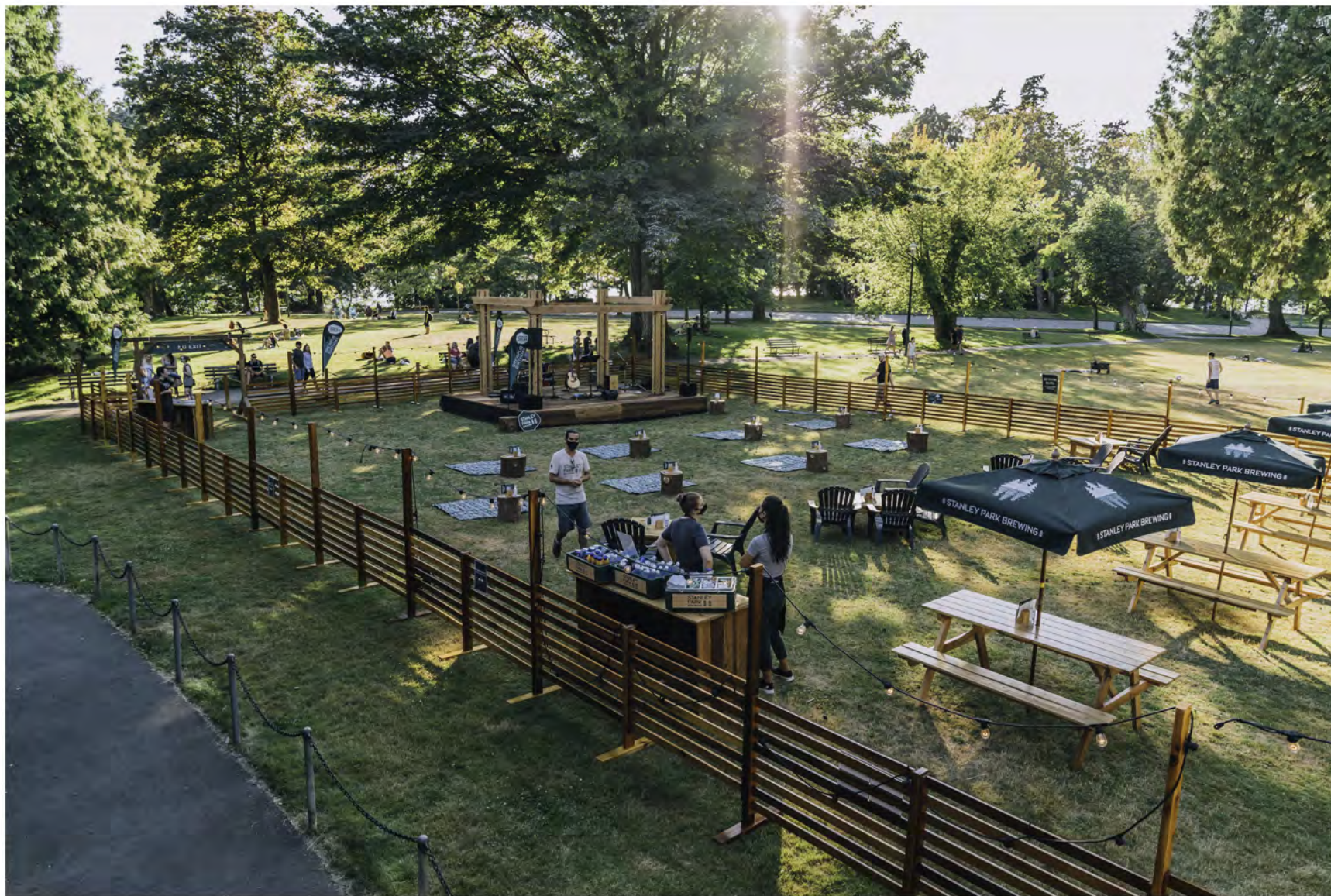
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

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[\[stanleyparkbrewing.com\]](http://www.stanleyparkbrewing.com)



From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/29/2021 12:21:32 PM
Subject: [EXT] Re: Sound Level

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Thanks for the note. We have a decibel reader and have been logging the readings ensuring we are keeping the noise levels under 70. I'm here on site monitoring the noise levels at all times.

Thanks so much,
Liz

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: Thursday, July 29, 2021 12:01
To: Niton, Elizabeth
Subject: Sound Level

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Our office has just received a complaint regarding the sound level – could you work with the sound crew to make sure the level is kept to 70 db at 150 ft from the front of the speakers?

If the complaint calls for park ranger intervention in the future, please expect a visit from the ranger on duty, have a chat and adjust the level if necessary.

Any questions please feel free to get in touch.

Regards,

Yuna Flewin
Special Events and Filming
Vancouver Park Board

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From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/20/2021 10:17:26 AM
Subject: [EXT] RE: SPB 2nr Anniversary Event Permit

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thanks so much, Yuna! Was a pleasure working with you on this.



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

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8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 20, 2021 9:57 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: SPB 2nr Anniversary Event Permit

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Please find attached event permit for the 2nd year anniversary celebration. Have a safe and successful event!

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Tuesday, July 20, 2021 9:43 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Payment and Liquor Permit - SPB 2nr Anniversary

City of Vancouver security warning: Do not click on links or open attachments

unless you were expecting the email and know the content is safe.

Hi Yuna,

I've gone in and paid the permit. Thanks so much for your help on this!

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 20, 2021 9:19 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: RE: Payment and Liquor Permit - SPB 2nr Anniversary

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

We have changed the setting for George's account – it should be good for online payment now.

Once the payment is out of the way, I can issue the permit.

Thanks,

Yuna

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Monday, July 19, 2021 5:48 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Payment and Liquor Permit - SPB 2nr Anniversary

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Yes, we are keeping capacity at 75.

Hours of the beer garden will be:
Thursday 12 – 5pm
Friday 12 – 5pm
Saturday 5:30 – 9pm

Otherwise, everything else is on the production schedule I shared with you and just operating during those event times.

I did use s.15(1)(l) as the login to pay the fee and there is no payment coming up on that account.

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 19, 2021 3:40 PM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: RE: Payment and Liquor Permit - SPB 2nr Anniversary

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Thanks for the documents.

Can you confirm the daily capacity for the activation site is 75 and not 115 as listed in the site map?

What are the hours of operation for the beer garden?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Monday, July 19, 2021 3:04 PM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Payment and Liquor Permit - SPB 2nr Anniversary

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Please see attached for the approved Temporary Extension.

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 17, 2021 3:55 PM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Payment and Liquor Permit - SPB 2nr Anniversary

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

The liquor license is still pending for review. Please send me a copy.

The payment can be made online by following the steps below:

1. Go to: [s.15\(1\)\(l\)](#)
2. Your login is [s.15\(1\)\(l\)](#)
3. Once you are logged in, go to MY ACCOUNT on the top right corner.
4. Under ORGANIZATION SERVICES click on LIST ORGANIZATION ACCOUNT BALANCE.
5. Your rental agreement will be listed under OUTSTANDING BALANCE.
6. Click on the green PAY BALANCE button and follow the instructions.

Thank you.

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Friday, July 16, 2021 5:12 PM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Conditional Approval - SPB 2nr Anniversary

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

This is approved on our end. What is the best way to go ahead with payment?

Thanks,
Liz

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 12, 2021 10:13 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Conditional Approval - SPB 2nr Anniversary

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

Hi Liz,

Please find below conditional approval for your information. Most of these items are either already satisfied or do not apply to your event, but please do review them and follow up with the requirements at your earliest convenience. The estimate cost of permit for 10-day celebration comes to \$5,775 including gst. This figure may change, should the event logistics evolve over time.

Any questions feel free.

- **PUBLIC HEALTH:** It is the responsibility of each event organizer/permittee to adhere to enhanced public health and safety protocols, and follow guidance required by provincial and regional health authorities, the BC Centre for Disease Control (BCCDC), Public Health Agency of Canada (PHAC), WorkSafeBC, and the City of Vancouver/Park Board.

Here are some helpful links: [Province-wide restrictions \[gov.bc.ca\]](https://gov.bc.ca) / [Communicable disease plan \[worksafebc.com\]](https://worksafebc.com)

- **LIABILITY INSURANCE:** A Certificate of Insurance, with coverage as required by the City, is mandatory for events or activities on City and Park Board property, and for the use of any City or Park Board facilities. The minimum insurance requirement is a coverage limit of \$2,000,000 Commercial General Liability insurance against third party claims for bodily injury, death, property and loss of use. In some circumstances, higher coverage and a license agreement may be required. For specific requirements, information on purchasing your Certificate of Insurance, and a printable Certificate of Insurance form for your insurer to complete, please see: <http://vancouver.ca/doing-business/insurance-requirements-for-filming-event-and-facility-use.aspx>.

For your convenience, the following insurance companies are believed to provide liability insurance for sport, leisure, recreation, special events or facility rentals:

SBC Insurance Agencies Ltd: (604) 737-3018

Shephard Ashmore (Vancouver) Insurance Inc: (604) 684-9349. Apply directly online, at:

<http://eventpolicy.ca> [eventpolicy.ca]

The City and the Park Board do not endorse or recommend these or any insurance companies or brokers, and neither the City nor the Park Board makes any representation or assumes any responsibility or liability of any kind whatsoever as to an appropriate insurer for your purposes or any additional coverage you might require or which might otherwise be advisable for you.

You are free to obtain the required insurance from any insurance company of your choice, provided the coverage you obtain meets the minimum insurance requirements of the City or

Park Board, as the case may be, and you are solely responsible to ensure that the insurer you choose and the insurance obtained are suitable and adequate for all your or your team /organization's insurance needs. Please complete have your insurance company complete the form below. Form must be completed no later than 15 days prior to the event date. No other insurance forms will not be accepted. [Insurance certificate form for filming and special events](#) 📎 175KB

- Any contractors (i.e. bouncy castles; amusement rides; route coordinators) you are working with are required to provide a Certificate of Insurance with evidence of their own Commercial Third Party insurance coverage (\$5M coverage for most) that names the City of Vancouver, Vancouver Park Board and other required groups as additional insureds. We do have insurance certificates on file for commonly-utilized companies, so please ask if we require an updated copy. Contractors without insurance policies on file can be referred to our website for specific requirements, information on purchasing an accepted Certificate of Insurance, and a printable Certificate of Insurance form for their insurer to complete (*Due to COVID-19, use of amusement and entertainment devices are restricted. Please check with your Special Events and Filming Officer for the latest information.*)

- **TECHNICAL SAFETY BC (1-866-566-7233) > Use of Inflated Amusement Devices (e.g Bouncy Castles / Jump Houses)**

The Technical Safety BC (TSBC) has specific safety regulations for "Inflated Amusement Devices" whereas individuals may not operate a regulated product UNLESS the product is registered with the TSBC, has a valid operating permit, and the operator has a valid Amusement Device Contractors License. Exemptions exist for "Private Events" if the general public does not have access to the inflated amusement device and use is restricted to invited guests of the event organizer (i.e. company events, private parties, etc.). If the event site is a suitable location for an inflated amusement device, proof of the TSBC's requirements – including the contractor's Certificate of Insurance (min. \$5M Commercial General Liability) – must be provided to your Special Events & Filming Office representative.

<https://www.technicalsafetybc.ca/amusement-devices-operating-permits>
[\[technicalsafetybc.ca\]](https://www.technicalsafetybc.ca)

- **NOT-FOR-PROFIT PERMIT FEE ELIGIBILITY:** If your event is organized by a not-for-profit organization, proper documentation of not-for-profit status (eg. registered non-profit or charitable society number) is required. Alternatively, if your event is organized by an event production company or someone other than a not-for-profit organization, and you are seeking a not-for-profit permit fee, a not-for-profit group must be the beneficiary of 100% proceeds from the event and must submit a separate endorsement letter. The letter should be on official letterhead and should include:

- Acknowledgement that the not-for-profit organization is the beneficiary of 100% of the net proceeds generated by the event;
- A contact name, position title, phone number and email address for the not-for-profit organization's representative;
- The organization's proof of not-for-profit status (eg. registered non-profit society number).

If these conditions are not met, your event will be categorized under our Private /Commercial permit fees.

- **SITE MAP:** *(Due to COVID-19, you may be asked to provide additional information on your site map. Please check with your Special Events and Filming Officer for details.):* Please include a detailed site map (hand drawn or computer generated) of how you see your event set-up looking. Include things such as staging, tents, arts & crafts stations, food concessions, sound systems / speakers, sponsor or event-related vehicles, etc. as well as the dimensions and labels for each item. Please keep in mind that all tents must be placed at least 10 feet away from other structures (e.g. other tents, buildings, trees, etc.). For walks/runs, the site map should be for the start/finish assembly area. Please include elements required by BCCDC for a COVID Safety Protocols (ie, line ups, entrance/exits, spacing of participants and event staff.
- **RUN/WALK ROUTE:** *(Due to COVID-19, you may be asked to provide additional information on your route map. Please check with your Special Events and Filming Officer for details.):* Where applicable, please submit a detailed route map for each distance your event offers (eg. 10km run/walk and 5km walk) that indicates any aid stations, marshal placements or other special features. Please include elements required by BCCDC for a COVID Safety Protocols
- **PRODUCTION SCHEDULE:** This should include the timing of all activities planned throughout the event starting from the site setup to post event cleanup (e.g. equipment and supply deliveries/pick-ups, park staff service requests, event start & end times, entertainment and other event activity schedules).
- **SUSTAINABLE EVENTS & WASTE MANAGEMENT:** The City encourages event organizers to consider how to minimize the environmental impacts of your event, helping Vancouver to become the [greenest city in the world by 2020](#). To support your event application, you will need to complete a [Sustainable Event Form](#) (please see the link below) to tell us how your event plans to manage waste and be more sustainable. You have three options for collecting and removing your event waste:
 - To request City of Vancouver services, complete this form: <http://vancouver.ca/doing-business/apply-for-waste-pickup-for-an-event-in-a-park.aspx>
 - If arranging for another waste removal service or to do it yourself, complete this form: <http://vancouver.ca/doing-business/apply-to-pack-out-waste-for-an-event-in->

- [a-park.aspx](#)
- If your event does require waste or recycling service, complete the green events section of this form: <http://vancouver.ca/doing-business/apply-to-pack-out-waste-for-an-event-in-a-park.aspx>

For tips on how to plan a Green Event, we encourage you to read the [Green Event Planning Guide](#) online. For questions related to managing waste at your event, please contact: Peter Chi, COV Sanitation [604.326.4729](tel:604.326.4729) or greenevents@vancouver.ca.

Note: You are responsible for leaving your event area clean and litter-free, otherwise you will be charged for City services to clean the area. Do not use existing bins in parks on or City property for waste from your event.

- **PARK USE:** The Vancouver Park Board has strict guidelines regarding use spikes to secure tents, fencing and other apparatus. Parks with sprinklers systems can be punctured and damaged. Replacement and repair will be the responsibility of the event organizer.

Spiking must be approved by a Park Superintendent/Supervisor. If approved, the following steps must be at the organizer's expense.

- M-Scoping required to locate i.e. Gas line, water line, Electrical line. M-Scope documents required on-site and a copy provided to special events coordinator and park superintendent/supervisor. (coordinator to provide contact if needed)
 - BC One Call needs to be contact and a ticket number must be provided to special events coordinator and park superintendent/supervisor. (at least 10 days before event)
 - Sprinkler heads must be marked on irrigated fields prior to spiking
 - Spikes must be marked for ease of visibility
 - Inventory of spikes is required
 - No spiking within 1.5 meters either side of areas identified
- (See Additional Approvals for permit requirements)

- **PARK STAFF SERVICE REQUESTS:**

Please indicate whether you will require any Park Staff Services for your event (eg. power washing, electrical access, extended washroom hours, washroom cleaning, water access, gates removed, etc.). Note: additional charges may apply for park staff service requests.

- **SALES / VENDING:** The Vancouver Park Board has strict guidelines regarding vending at public parks, especially in regards to private entrepreneurs or businesses selling items on our parks. Therefore, permission is required from the Park Board Special Events & Filming office for any sales at your event. Any sales must:
 - focus on event participants (not the general public); and
 - be ancillary to a larger event (directly related to the purpose or "cause" of the event)

To proceed with the vending approval process, please submit a list of vendors as well as a

description of the items they'd like to sell.

- **AMPLIFIED SOUND:** Speakers should face away from residential areas and sound should be kept at a reasonable level, for event participants only. Your Special Events & Filming representative will work with you on designating an appropriate sound level. For further information, please visit the City of Vancouver's [SoundSmart](#) website.
- **ENTERTAINMENT:** *(Due to COVID-19, the type of entertainment activities may be restricted. Please check with your Special Events and Filming Officer for details.):* The entertainment line-up should be included in your Production Schedule. Entertainment should be appropriate for all ages and should not be disruptive to the neighbourhood (e.g. drumming, rock bands, etc. are often problematic), thus conforming to the appropriate sound levels designated by your Special Events & Filming representative. (UAV/Drones not permitted)
- **RESIDENT NOTIFICATION LETTERS:** If your event takes place in a public park surrounded by residences, you will be required to distribute resident notification letters to homes within 2 blocks of the park a minimum of 1 week prior to your event. The letter should be on the host organization's official letterhead and should include the name and phone number of the event staff who can be reached during the event. A copy of the letter should be submitted to the Special Events & Filming officer assigned to your event.
- **EVENT SPONSORS:** Event sponsors need to meet Park Board guidelines and be approved by the Park Board Special Events & Filming Office. Upon approval, sponsor banners cannot exceed 3' x 10' and a limit of one banner (or comparable marketing activation) per sponsor applies.
- **ALCOHOLIC BEVERAGES:** Park Board approval is required to serve alcoholic beverages at any special events. A Special Occasion Permit is also required from the Liquor Control & Cannabis Regulation Branch once Park Board approval is granted. Police approval in writing from the Vancouver Police Department's Emergency & Operations Planning Section is also mandatory for all public SOPs. Your Special Events & Filming Office representative can provide you with further information on the consultation and approval process.
- **MOVIES IN OUTDOOR SPACES:** Any movie rented, borrowed or purchased from a retail outlet is likely for home use only. If you want to show a movie at your event, a movie you rent, borrow or purchase from a retail outlet is intended for home use and cannot be shown in public without first acquiring a Public Performance Viewing License from the company who has distribution rights for the movie you are showing. Check the movie cover for the name of the distribution company which is likely either Audio Cine Films (www.acf-film.com [acf-film.com]; 1-800-289-8887) or Criterion Pictures (www.criterionpic.com [criterionpic.com]; 1-800-565-1996). A copy of the license is required by the Special Events & Filming Office before your Special Event permit will be issued. If you are working with a contractor to show the movie, it should be written into your contract that you require a copy of the Public Performance Viewing License prior to the event.

ADDITIONAL APPROVALS:

- **VANCOUVER COASTAL HEALTH (604-675-3800) > Food or Personal Services** *(Due to COVID-19, these services may be restricted. Please contact Vancouver Coastal Health for the latest information before you proceed with the event.)*

- **Food Services** - If your event includes food of any kind, please contact the Vancouver Health Department to determine whether a food permit is required (Shelley Beaudet 604-675-3807). Further information, including the Temporary Food Services Application Form, is available online: [http://www.vch.ca/your_environment/food_safety/permits/\[vch.ca\]](http://www.vch.ca/your_environment/food_safety/permits/[vch.ca])
- **Personal Services** – If your event includes any personal services (eg. facepainting, temporary tattoos, massage therapy, etc.), Vancouver Coastal Health approval is required. (Samson Wong (604) 675-3836).
- **Water Aerosols** - If your event includes the use of water aerosols (mistifiers, spray stations, hot tub displays, etc.) please follow Vancouver Coastal Health's guidelines: <https://vancouver.ca/files/cov/vancouver-coastal-health-legionnaires-disease-guide-tradeshows-events.pdf>.

- **CITY OF VANCOUVER EVENTS OFFICE (604-257-8850) > Use of City sidewalks, streets &/or properties**

If your event takes place on any City streets, sidewalks &/or properties (eg. Vancouver Art Gallery), a separate permit is required from the City Events Office. Examples include a parade /procession, a run/walk route, roving entertainers or other set-up on City property.
http://app.vancouver.ca/fase_net/appform.aspx

- **CITY OF VANCOUVER DEVELOPMENT SERVICES (604-871-6184) > Erecting large tents or stages**

The following temporary structures require separate permits and approval from the City of Vancouver Development Services <http://bulletins.vancouver.ca//2005/2005-002.PDF>:

- Tents over 645 sq. ft. (or 20' x 30') or multiple tents put together (less than 10' apart) where the total structure exceeds 645 sq. ft. (e.g. six 10'x10' tents);
- Stages over 430 sq. ft. (or 20' x 20') and/or 4' high

You are also required to contact Development Services if you plan on having more than 60 people on stage or under a tent at one time.

If Building Review Branch require an E-2 for a Park Board property, organizers are required to send the completed form, the site plan, a pdf copy of permit drawings (sealed engineering or architectural) and Park Board Special Events permit to Natalka Lubiw - Natalka.lubiw@vancouver.ca. (Facilities Planning & Development)

- Once this information is received, Facilities Planning & Development will send the organizer a Tenant Improvement Letter to sign.
- Once the letter is signed, Facilities Planning & Development will forward the signed E-2

o form to Building Review Branch

The requirements below may also be found in the following link to Bulletin 2005-002-BU: updated for 2018 <http://bulletins.vancouver.ca//2005/2005-002.PDF>

1. Application form: <http://former.vancouver.ca/commsvcs/developmentservices/tentsandstages/pdf/tentstageapp.pdf>
 2. Owner's Undertaking letter (Schedule E-2 for privately owned land):
<http://vancouver.ca/files/cov/schedule-e2-owners-undertaking-letter-for-tenant-improvements.pdf>
Or
 3. Lessee's Undertaking letter (Schedule E-3 for government owned land):
<http://vancouver.ca/files/cov/schedule-e3-lessees-undertaking-letter-for-tenant-improvements.pdf>
 4. Two site plans indicating approximate locations and dimensional clearance of the tents in relation to the streets, buildings, and other structures.
 5. Structural Schedule B and two structural floor plans (to be submitted by structural engineer for tents > 60 m² in area and stages > 40 m² or > 1.2 m in height).
(Note: make sure engineer provides design criteria and climatic data for wind pressure, seismic loading, and snow loading if event if taking place in the winter).
 6. Architectural Schedule B and two floor plans (to be submitted by architect for tents > 275 m² in area).
 7. Flame spread certificate complying with the CAN/ULC-S109-M standard (to be provided by the tent supplier).
- **CITY OF VANCOUVER ELECTRICAL PERMITS 604-873-7611 > *Electrical Work and Use of Generator***
Installation of electrical equipment and/or electrical installation supplied from a generator require a City of Vancouver Electrical Permit and approval from the Electrical Inspections Branch. Apply online: <http://vancouver.ca/home-property-development/electrical-permit-for-construction-or-renovation.aspx>
 - **VANCOUVER FIRE DEPARTMENT (604-873-7860) > *Fire performances / installations, fireworks, occupancy levels***
A Fire Permit is required if your event includes the use of fire (fire performances, fireworks, fire installations). Sky lanterns not permitted.
 - **PORT OF VANCOUVER MARINE EVENT PERMIT (604-665-9086) > *Events with a water-based component***
All organized activities on the water – including special events with a water-based component (eg. kayaking, stand-up paddleboarding, open water swimming, etc.) - require a no-charge Marine Event Permit. Each application is examined so that any safety and operational concerns can be addressed, in order that the event will be both safe and successful. If required, Port of Vancouver coordinates with any scheduled vessel crossings or other marine events they're aware of and notifies other "stakeholders" such as VPD Marine Squad, Coast

- Guard Pacific's Marine Communications & Traffic Operations branch, and Coast Pilots (the governing body responsible for bringing freighter ships into the harbor).

<https://www.portvancouver.com/development-and-permits/> [portvancouver.com]

- **REFUND POLICY FOR SPECIAL EVENT PERMITS:**

- Application fees are non-refundable;
- **Level 1, Level 2:** Minimum of 30 calendar days' notice prior to date of reservation for refund minus a \$30.00 administration fee;
- **Level 3, Level 4, and Level 5:** Minimum of 30 calendar days' notice prior to date of reservation for refund minus an administration charge equal to 50% of the permit fee;
- No refunds will be issued with less than 30 calendar days' notice prior to date of reservation.



Yuna Flewin | Special Events and Filming Officer
Business Development | Vancouver Board of Parks & Recreation
t. 604.257.8498 | e. yuna.flewin@vancouver.ca
pronouns: she/her

I respectfully acknowledge that I live and work in the traditional territories of the xʷməθN̓čəḥəm (Musqueam), skwxw̓mesh

Stanley Park Brewing Company Limited - Email Disclaimer: <http://www.stanleyparkbrewing.com/email-disclaimer> [stanleyparkbrewing.com]

From: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
To: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
Date: 7/13/2021 9:26:28 AM
Subject: [EXT] RE: Stanley Park Brewery

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Thanks, Yuna for the update. To my understanding this is what we were issued last year as well. No questions on my end.

Thanks!
Liz



Liz Niton | Brand Experience Specialist
Mobile: s.15(1)(l)
elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.
8901 Stanley Park Drive, Vancouver, BC, V6G 3E2
Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>
Sent: July 13, 2021 8:49 AM
To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Subject: FW: Stanley Park Brewery

This email refers to COVID-19. Be careful with ongoing phishing campaigns.

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

I understand that the Provincial event license will not be issued in time for your anniversary event. In light of this, we will consider switching the licensing to Temporary Extension of Service Area (TESA) if the following conditions are agreed to:

- The license will be used only for the identified space west of the Brewery for the sole purpose of hosting the anniversary celebration event between July 23 and August 1;
- There is no increase in occupant load beyond the existing parameters of the last building permit and/or occupancy permit for the facility (i.e. any additional seats /capacity outdoors must match a reduction in seats/capacity indoors);
- There are no structures (platforms, tents, stages, canopies, etc.) that require a CoV building permit ☐ please review the following parameters: <https://vancouver.ca/files/cov/2005-002-building-permit-application-requirements-for-temporary-tents-and-stages.PDF>.

Let us know.

Thank you,
Yuna

From: Laura Clayton <l.clayton@jrg.ca>
Sent: Monday, July 12, 2021 10:00 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Cc: Edna Lizotte <edna@risingtideconsultants.ca>
Subject: [EXT] Re: Stanley Park Brewery

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Thank you for your follow up. We are now looking to attain a TESA license as we believe the conclusion was the event license would not be able to be attained in time for July 23. We can easily strain the TESA license with approval from the park board.

I've included Edna, our licensing manager for clarification if needed.

Thank you again

Laura Clayton
Regional Managing Partner – Public Houses
Joseph Richard Group Head Office

T: 604.503.0055
M: 604.649.5339
E: l.clayton@jrg.ca



Group of Companies

f **t** **ig** **#**
[facebook.com][twitter.com][instagram.com]
5708 176th Street
Surrey, BC V3S 4E3

On Jul 12, 2021, at 3:07 PM, Flewin, Yuna <yuna.flewin@vancouver.ca> wrote:

\u-257 ?

Hello Laura,

Thank you for your continued patience. I just received confirmation from the City that this event only requires a special event license from the Province. We are still waiting for concurrence from the VFRS on site capacity, but for now, please send us the license obtained from the Province, and we can move forward with event planning.

Many thanks,
Yuna

From: Laura Clayton <l.clayton@jrg.ca>
Sent: Friday, July 09, 2021 2:36 PM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] FW: Stanley Park Brewery

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Thank you for taking the time to call me.

Below is the email from our licensing company and her correspondence with the city of Vancouver.

Let me know when you have approval from the fire inspection, and I will send over a letter of approval for us to provide for the TESA.

Thanks again

Laura Clayton
Regional Managing Partner – Public Houses
Joseph Richard Group Head Office

T: 604.503.0055
M: 604.649.5339
E: l.clayton@jrg.ca

<[image003.png](#)> <[image004.png](#)> <[image005.png](#)> <[image006.png](#)> <[image007.png](#)>
[\[jrg.ca\]](#) [\[facebook.com\]](#) [\[twitter.com\]](#) [\[instagram.com\]](#)

5708 176th Street
Surrey, BC V3S 4E3

From: Edna Lizotte <edna@risingtideconsultants.ca>

Date: Friday, July 9, 2021 at 2:06 PM

To: Laura Clayton <l.clayton@jrg.ca>

Cc: George Tachejian <george@jrg.ca>

Subject: FW: Stanley Park Brewery

Hi Laura,

Good news!!!! Below is the email from the City confirming that approval is only required from the Park Board.

We have the BCeID login and password for Stanley Park Brewing so can submit the temp extension whenever you confirm that the Park Board is okay with doing a Temporary Extension of Service Area (TESA) application for the other licensed area on the Food Primary and provide a floor plan.

As mentioned, that would allow you to expand your Food Primary Person 01 of 115 persons to the new area (licence attached for your information). The new area will need to be bound, similar to your current bounding on the other side of the building. We'll just need a floor plan showing the dimension for the area you want to expand into. This will also be approved by the Liquor Branch until June 1, 2022 so perhaps mention that to Sev as well.

Happy to have further calls if required.

Warm regards,

Edna Lizotte | Manager of Licensing

<image011.jpg>

p: 604.669.2928 | c: 604.727.7879 | f: 604.669.2920

edna@risingtideconsultants.ca | www.risingtideconsultants.ca [risingtideconsultants.ca]

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

This message is directed in confidence solely to the person named above. The information in this message, and any attachment, may be proprietary, confidential, privileged and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any use, distribution, copying or disclosure is prohibited. If you have received this message in error, please notify us immediately by telephone (at our expense) or by e-mail and delete this message, without making a copy. Thank you for your cooperation.

From: Hicks, Claudia <claudia.hicks@vancouver.ca>

Sent: Monday, July 27, 2020 4:15 PM

To: Edna Lizotte <edna@risingtideconsultants.ca>

Subject: Stanley Park Brewery

Hi Edna,
The Development permit has been withdrawn as the Parks Board are going to issue all the permits required for the COVID 19 patio program on Parks Board property.
Take care.
With thanks,
Claudia Hicks
Project Coordinator - Development Review Branch
Development, Buildings & Licensing
604.871.6083

<image012.png>

CONFIDENTIALITY NOTICE: This message and any accompanying documents contain confidential information intended for a specific individual and purpose. This message is private and protected by law. If you are not the intended recipient, you are hereby notified that any disclosure, copying or distribution, or the taking of any action based on the contents of this information, is strictly prohibited

Stanley Park Brewing Company Limited - Email Disclaimer: <http://www.stanleyparkbrewing.com/email-disclaimer> [[stanleyparkbrewing.com](http://www.stanleyparkbrewing.com)]

From: "Flewin, Yuna" <yuna.flewin@vancouver.ca>
To: "Niton, Elizabeth" <elizabeth.niton@stanleyparkbrewing.com>
Date: 7/15/2021 10:40:36 AM
Subject: RE: Production Schedule

Hi Liz,

Thank you for the clarification on the details of proposed activations. There may be additional questions with regards to the farmers market - I will be in touch shortly.

As for the entertainment, it's disappointing to find out our previous agreement was not honored. Please find attached – it shows the flow of our communication leading to the arrangement – 1-hour show x 2 performances x 6 days. As discussed, last year's celebration was much shorter in duration so we tried to find a middle ground between providing appropriate level of entertainment to the guests and considerations for the neighbourhood.

If we receive complaints from the adjacent neighbourhood, we will have to deploy park rangers to the event site and request the volume/hours to be adjusted. If you are agreeable to this condition, we can give it a try for the first week and assess for the next – how does that sound?

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>
Sent: Thursday, July 15, 2021 9:48 AM
To: Flewin, Yuna <yuna.flewin@vancouver.ca>
Subject: [EXT] RE: Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Sharing some information on Talaysay Tours [here \[talaysay.com\]](https://www.talaysay.com/). They are a partner of ours, and we will be using the space for an educational evening and covering costs for any one who wishes to join. The tours will simply be starting and ending at our extension space.

Park Sesh Day/ Brand Ambassador Activations: We're using this space similar to our other extension as a beer garden, with a limited food and drink menu, and some fun activities for guests to participate in if they choose (such as park games).

Farmer's Market: Sunday August 1st we are allowing certified vendors in our local community to come use our space free of charge to display their products.

In regards to the music – I'm going off of your email from July 2nd.

Hello Liz,

Good news – we have concurrence to proceed with the proposed entertainment schedule. Please set up the speakers away from the residential area and control the volume to avoid disturbance.

The evening schedule is the same as what we had it last year. It won't be a straight 3 hours from 7-10pm as there will be intermissions. So likely closer to 2 actual playing hours.

Thanks,
Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 15, 2021 9:39 AM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Please clarify what these activities entail?

Talaysay Tours; Park Sesh Day / BA Activations; Farmers Market

In addition, there are discrepancies on what we agreed to in terms of music programming ?
please find below my comments:

From: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Sent: Wednesday, July 14, 2021 7:58 PM

To: Flewin, Yuna <yuna.flewin@vancouver.ca>

Subject: [EXT] RE: Site Capacity and Production Schedule

City of Vancouver security warning: Do not click on links or open attachments unless you were expecting the email and know the content is safe.

Hi Yuna,

Hope you're well. Please see attached for my schedule of events for the week. If you have any questions, let me know.

Days with music are what we outlined previously:

23-25 4-6pm/7-9pm (We agreed to 1-hour session for each performance)

29th 7-10pm (We agreed to 7-9pm)

30th 7-10pm (Please see above)

31 10-12/1-2pm /7-10pm (We agreed to 1-hour session for two earlier performances only)

Cheers,

Liz



Liz Niton | Brand Experience Specialist

Mobile: s.15(1)(l)

elizabeth.niton@stanleyparkbrewing.com

STANLEY PARK BREWING CO.

8901 Stanley Park Drive, Vancouver, BC, V6G 3E2

Please consider the environment before printing this email.

From: Flewin, Yuna <yuna.flewin@vancouver.ca>

Sent: July 13, 2021 6:49 PM

To: Niton, Elizabeth <elizabeth.niton@stanleyparkbrewing.com>

Subject: Site Capacity and Production Schedule

EXTERNAL E-MAIL: yuna.flewin@vancouver.ca

Hi Liz,

Confirming we now have concurrence from VFRS on site capacity at 75 persons inside the licensed area daily.

When the production schedule is ready, please send me a copy.

Thank you.

Yuna Flewin
Special Events and Filming
Vancouver Park Board

Stanley Park Brewing Company Limited - Email Disclaimer: <http://www.stanleyparkbrewing.com/email-disclaimer> [[stanleyparkbrewing.com](http://www.stanleyparkbrewing.com)]

Rental Agreement



Park Board Special Events and
Filming
2099 Beach Avenue
Vancouver, BC, CA V6G 1Z4

PHONE:(604) 257-8400
EMAIL:parkevents@vancouver.ca

Rental Agreement # R105846

Status Approved

Date Jul 20, 2021 9:53 AM

Organization Name	Stanley Park Brewery Co - 5578	Organization Phone 1	+1 (604) 681-0460
Customer Type	Customer	Number	
Organization Address	8901 Stanley Park Drive Vancouver, BC V6G 3E2		
Agent Name	George Tachejian	Contact Phone	+1 (604) 681-0460
		Number	
		Email Address	george@jrg.ca
System User	PBYF 003 PBYF		

Rental Fee	\$5,500.00
GST PB	\$275.00
Discounts	\$0.00
Subtotal	\$5,775.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$5,775.00
Total Payment	\$5,775.00
Refunds	\$0.00
Balance	\$0.00

Stanley Park Brewery Anniversary Event

1 resource(s) 10 booking(s) Subtotal: \$5,500.00

Event Notes:

The permit holder shall indemnify the City of Vancouver and its Board of Parks and Recreation and all their respective officials, officers, employees and agents for and against any loss, injury, damage or expense they or any of them may suffer, incur or experience and shall indemnify them for and against any and all complaints, demands, claims, actions, suits and judgments for any loss, injury, damage or expense anyone else may suffer, incur or experience arising out of or in any way connected with the permitted activities or the use of the facilities identified in this Facility Permit.

The Vancouver Park Board is publicly funded and the use of parks and facilities must reflect this fact. Users must comply with all applicable City by-laws and Federal and Provincial legislation, including the British Columbia Human Rights Code which prohibits discriminatory conduct including conduct that would expose persons or groups to hatred or contempt.

Organizers of events and activities must adhere to enhanced public health and safety protocols, and follow guidance required by provincial and regional health authorities, the BC Centre for Disease Control (BCCDC), Public Health Agency of Canada (PHAC), WorkSafeBC, and the City of Vancouver/Park Board.

STANLEY PARK BREWING RESTAURANT & BREWPUB – 2ND ANNIVERSARY CELEBRATION

CONTACT: LIZ NITON, s.15(1)(l) JEREMIAH NICKEL, 778.233.8487

INSURANCE: \$5M PER OCCURRENCE

ATTENDEES: 75 DAILY

LOCATION: STANLEY PARK MEADOW WEST OF THE RESTAURANT

DATE(S): JULY 23 – AUGUST 1

SETUP: JULY 23, 12–3 PM

TAKE DOWN: AUGUST 1, 3–7 PM

PERMISSION TO HOST 2ND ANNIVERSARY EVENT AS PER SITE MAP. ORGANIZER TO FOLLOW NECESSARY COVID SAFETY REQUIREMENTS OUTLINED BY THE HEALTH AUTHORITY FOR PHASE 3 OF THE RESTART PLAN. ORGANIZER TO SWEEP THE EVENT SITES FOR DEBRIS,

City of Vancouver - FOI 2021-412 - Page 115 of 121

NEEDLES, ETC. DAILY.

****ACTIVITIES**

LIVE MUSIC, YOGA, DRAG PERFORMANCE & BEER GARDEN

****HEAT SAFETY & AIR QUALITY**

ORGANIZER TO TAKE APPROPRIATE PRECAUTIONS AGAINST HEAT AND AIR QUALITY RELATED ILLNESSES: <https://vancouver.ca/people-programs/hot-weather.aspx> & <http://www.vch.ca/public-health/environmental-health-inspections/healthy-built-environment/air-quality/outdoor-air-quality>

****SET-UP**

SITE PERIMETER 60' X 100' X 60' X 100'. PERMISSION TO SET UP PERIMETER FENCING, ONE RISER FOR MUSICAL PERFORMANCE AND YOGA INSTRUCTION, PICNIC TABLES & CHAIRS, AND SERVING STATIONS AS PER SITE MAP.

ALL TENTS LARGER THAN 20' x 30' (645 SQ FT) AND STAGES LARGER THAN 20' x 20' (430 SQ FT) SUBJECT TO COV DEVELOPMENT SERVICES APPROVAL -- PLEASE CONTACT PAOLO VOLPI (604) 871-6184.

ALL STRUCTURES AND SUPPLIES MUST BE CARTED OR CARRIED INTO THE PARK AND WEIGHTED ONTO THE GROUND - USE OF STAKES IS NOT PERMITTED.

ALL GENERATORS REQUIRE ELECTRICAL DEPARTMENT APPROVAL -- PLEASE CALL THE ENQUIRY CENTRE (604) 873-7611 AND APPLY FOR TEMPORARY ELECTRICAL PERMIT.

ALL SERVICE ROADS AND PATHWAYS ARE NOT TO BE OBSTRUCTED.

****SOUND**

PERMISSION TO HAVE AMPLIFIED SOUND FOR MUSICAL PERFORMANCE AS SPECIFIED BELOW. SPEAKERS MUST FACE AWAY FROM RESIDENTIAL AREA. SOUND LEVEL MUST BE KEPT AT A MINIMUM (MUST NOT EXCEED 70 DB @ 150 FT FROM THE FRONT OF THE SPEAKER). PLEASE ENSURE ALL CORDS AND WIRES ARE COVERED TO PREVENT TRIPPING HAZARDS. NO AMPLIFIED SOUND PRIOR TO 10AM OR AFTER 9PM. PLEASE BE MINDFUL OF IMPACT TO THE ADJACENT NEIGHBOURHOOD AND ADJUST THE VOLUME AND FREQUENCY OF AMPLIFIED SOUND USE AS NEEDED.

JULY 23, 4-6PM (JUST US & OLD SOUL REBEL) & 7-9PM (JUST US, OLD SOUL REBEL & DRAG)

JULY 24, 4-6PM (ROMEO & THE DELLA KIT) & 7-9PM (ROMEO, THE DELLA KIT & DRAG)

JULY 25, 4-6PM (JASON QUI & GISUN) & 7-9PM (JASON QUI, GISUN & DRAG)

JULY 29, 7-9PM

JULY 30, 7-9PM

JULY 31, 10AM-12PM (DJ DENISE & DRAG) & 1-3PM (DJ DENISE & DRAG) & 7-9PM

****FOOD/ALCOHOL**

PERMISSION TO HOST A BEER GARDEN AS PER SITE MAP AS BELOW. CAPACITY DETERMINED BY THE VANCOUVER FIRE AND RESCUE SERVICES (75 MAX. DAILY); SECURITY DETERMINED BY VANCOUVER POLICE DEPARTMENT IN COMPLIANCE WITH THE SPECIAL EVENT PERMIT REQUIRED ISSUED BY THE BRITISH COLUMBIA LIQUOR AND CANNABIS REGULATION BRANCH.

THURSDAY: 12-5PM

FRIDAY: 12-5PM

SATURDAY: 5:30-9PM

ALL FOOD SERVICES SUBJECT TO VANCOUVER COASTAL HEALTH APPROVAL. CONTACT SHELLEY BEAUDET (604.675.3807).

****PERSONAL SERVICES**

ALL PERSONAL SERVICES, WHERE A PERSON PROVIDES AN APPLICATION TO SKIN OR ON THE BODY OF ANOTHER PERSON, SUBJECT TO VANCOUVER COASTAL HEALTH APPROVAL. PLEASE CONTACT SAMSON WONG 604.675.3836.

****VEHICLE ACCESS/PARKING**

NO VEHICLES ALLOWED TO DRIVE OR PARK ON GRASS AREAS OR SERVICE LANES AT ANY TIME.

VEHICLES MUST PARK IN DESIGNATED PARKING STALLS. 5 MINUTE STOPPING AT LOADING ZONES ONLY. ALL EQUIPMENT MUST BE CARTED OR CARRIED OVER.

****PARK STAFF SERVICES**

NOT REQUESTED.

****CLEAN UP AND WASTE MANAGEMENT PLAN**

FULL CLEAN UP REQUIRED. WASTE MANAGEMENT PLAN SUBJECT TO CITY OF VANCOUVER SANITATION APPROVAL. WASTE REMOVAL SERVICES AVAILABLE AS REQUIRED - ADDITIONAL CHARGES APPLICABLE.

NO IMPACT TO EXISTING VEGETATION, TREES, BRANCHES, FOLIAGE WITHIN THE AREA. PLYWOOD REQUIRED FOR ALL ACTIVITIES AND SET UP ON GRASS. ANY DAMAGES INCURRED SUBJECT TO ADDITIONAL REPAIR CHARGES - TO BE NEGOTIATED WITH PARK SUPERVISOR POST EVENT.

****FEES AND CHARGES**

PERMIT FEES ARE APPLICABLE AS PER CURRENT VANCOUVER PARK BOARD FEES AND CHARGES.

NOTE: PLEASE CARRY A COPY OF THIS PERMIT AT ALL TIMES DURING EVENT.

PLEASE NOTE: VANCOUVER'S PARK AND BEACHES ARE SMOKE-FREE. THE SMOKING REGULATION BYLAW PROHIBITS SMOKING IN ALL VANCOUVER PARKS, BEACHES, SEAWALLS, TRAILS AND PUBLIC GOLF COURSES. ENFORCEMENT OF THE BYLAW WILL BE CARRIED OUT BY PARK RANGERS WHO NOW HAVE THE AUTHORITY TO ISSUE INFRACTION TICKETS TO OFFENDERS. FINES FOR A FIRST OFFENCE ARE \$250. FOR MORE INFORMATION, PLEASE VISIT WWW.VANCOUVER.CA/SMOKEFREEPARKS

If a situation arises on the day of the event and require Park Board assistance, please call 311 and ask to talk to a Park Ranger in the area.

Booking Summary

Stanley Park Brewery Grass Area W (Park Event - Private and commercial events)

Center: Stanley Park

START DATE	START TIME	END DATE	END TIME	ATTENDEE	AMT W/O TAX
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Jul 23, 2021	9:00 AM	Aug 1, 2021	10:00 PM	--	
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Occurs every day effective Jul 23, 2021 until Aug 1, 2021 from 9:00 AM to 10:00 PM

Jul 23, 2021	9:00 AM	Jul 23, 2021	10:00 PM	1	\$0.00
Jul 24, 2021	9:00 AM	Jul 24, 2021	10:00 PM	1	\$0.00
Jul 25, 2021	9:00 AM	Jul 25, 2021	10:00 PM	1	\$0.00
Jul 26, 2021	9:00 AM	Jul 26, 2021	10:00 PM	1	\$0.00
Jul 27, 2021	9:00 AM	Jul 27, 2021	10:00 PM	1	\$0.00
Jul 28, 2021	9:00 AM	Jul 28, 2021	10:00 PM	1	\$0.00
Jul 29, 2021	9:00 AM	Jul 29, 2021	10:00 PM	1	\$0.00
Jul 30, 2021	9:00 AM	Jul 30, 2021	10:00 PM	1	\$0.00
Jul 31, 2021	9:00 AM	Jul 31, 2021	10:00 PM	1	\$0.00
Aug 1, 2021	9:00 AM	Aug 1, 2021	10:00 PM	1	\$0.00

Resource level fees		\$5,500.00
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Park Event - Restaurant Fee	\$500.00 / Each x 10	\$5,000.00
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Park Event - RST Alcohol	\$50.00 / Each x 10	\$500.00
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Custom Questions

QUESTION	ANSWER
----------	--------

Will you have amplified sound (eg. music, announcements, etc.)?	Yes
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● Specify:	Music
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Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
-------------	----------	-----	----------------

>Event or Filming Park Use Agreement	Jul 23, 2021	George Tachejian	Waiver Signed by: George Tachejian on Jul 17, 2021
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RENTAL AGREEMENT PAYMENT OPTIONS:

1) ONLINE: with the proper online account access, you can pay your balance due. If you need assistance with online access, please contact parkevents@vancouver.ca.

2) MAIL A CHEQUE: only cheque payments can be processed by mail. Please DO NOT mail cash or credit card information. All cheques are payable to the City of Vancouver and can be sent to Vancouver Park Board Special Events and Filming, 2099 Beach Avenue, Vancouver BC, V6G 1Z4.

3) IN PERSON: please reference your rental agreement # and staff will be able to process a cash, cheque, debit or credit card payment in person during regular operating hours at any Vancouver Park Board community centre.

The Vancouver Park Board hereby grants the permit holder and/or representative permission to use the facilities outlined, subject to the terms and conditions of this agreement contained herein and attached hereto all of which form part of this agreement. In consideration of this permit, the permit holder and/or representatives on behalf of the permit holder agrees:

To comply and to cause those using the facilities under this permit to comply with all of the terms and conditions of this permit;

To inspect the premises and facilities covered by this permit prior to any use by the permit holder to ensure that the facilities are suitable for the permit's holder's intended use;

That all Park Board premises and facilities are accepted "as is" and are used entirely at the permit holder's own risk;

Accepting this permit from the Park Board constitutes an acknowledgement from the permit holder and/or representative that he/she has read and understands the conditions and undertakings contained herein and further that he/she has the authority to represent and bind the licensee on all matters pertaining to this permit.

The Vancouver Park Board is publicly funded and the use of parks and facilities must reflect this fact. Users must comply with all applicable City by-laws and Federal and Provincial legislation, including the British Columbia Human Rights Code which prohibits discriminatory conduct including conduct that would expose persons or groups to hatred or contempt.

Vancouver's parks and beaches will be smoke-free effective September 1, 2010.

TERMS AND CONDITIONS: The following "Terms and Conditions" are incorporated into and form part of this permit agreement.

1. The licensee is responsible for ensuring that: the assigned area is appropriate for the activity; the activity is conducted in a safe, orderly manner; the activity is restricted to the assigned area; the event/activities do not interfere with other park users.

2. Any property damage which occurs during the permitted activity, set-up or take down, is the responsibility of the licensee. Damage to park property should be reported immediately. It will be assessed and repair costs billed to the licensee.

3. The licensee is responsible for leaving the area clean and litter free and may be billed for any subsequent cost incurred by the Board for clean-up.

4. If traffic control is required, the Vancouver Police Department and the City Engineering Department must be consulted.

5. Barbeques may be used provided they are thirty (30) inches from the ground, but not above or on asphalt, concrete or picnic tables. Coals are to be taken off site or placed in hot coal disposal pits.

6. Only paper or plastic cups may be used for beverages. For safety reason, no glass container are permitted.

7. The City of Vancouver reserves the right to cancel an activity for any reason and shall not be responsible for any associated costs or damages.

TERMS AND CONDITIONS: The following "Terms and Conditions" are incorporated into and form part of this permit agreement.

1. The licensee is responsible for ensuring that: the assigned area is appropriate for the activity; the activity is conducted in a safe, orderly manner; the activity is restricted to the assigned area; the event/activities do not interfere with other park users.

2. Any property damage which occurs during the permitted activity, set-up or take down, is the responsibility of the licensee. Damage to park property should be reported immediately. It will be assessed and repair costs billed to the licensee.
3. The licensee is responsible for leaving the area clean and litter free and may be billed for any subsequent cost incurred by the Board for clean-up.
4. If traffic control is required, the Vancouver Police Department and the City Engineering Department must be consulted.
5. Barbeques may be used provided they are thirty (30) inches from the ground, but not above or on asphalt, concrete or picnic tables. Coals are to be taken off site or placed in hot coal disposal pits.
6. Only paper or plastic cups may be used for beverages. For safety reason, no glass container are permitted.
7. The City of Vancouver reserves the right to cancel an activity for any reason and shall not be responsible for any associated costs or damages.

INSURANCE REQUIREMENTS FOR EVENT:

The permittee/licensee must obtain Commercial General Liability Insurance protecting the City of Vancouver, Vancouver Board of Parks and Recreation and the Vancouver Police Board against third party claims for bodily injury, death or property damage arising out of the activities conducted by or behalf of the permittee/licensee. The minimum limits shall be up to \$5,000,000 inclusive per occurrence with a deductible no greater than \$500.00 The policy shall contain a cross liability clause and name the City of Vancouver, Vancouver Board of Parks and Recreation and the Vancouver Police Board as "additional insureds" with respect to liability arising out of the Event. Satisfactory evidence of insurance must be received by the Board of Parks and Recreation prior to use of any facilities covered under this permit.

PARK BOARD BY-LAWS REQUIRE THAT UNLESS SPECIFICALLY PERMITTED:

1. Vehicles are not to be parked or driven onto grassed areas or restricted access and service roads at any time. Non-permitted vehicles may be towed.
2. Service of food is subject to by-law requirements of the City Health Department.
3. The sale of goods, the collection of an admission fee, or the operation of a concession is prohibited.
4. The operation of a public address system or amplified music is not permitted.
5. "No alcoholic beverages are to be dispensed, sold or consumed on the park at any time." (Sections 42 and 43 of the Liquor Control and Licensing Act).
6. Signage, banners or advertisements are not permitted.
7. The erection of structures, fences, poles, tents, stages, bleachers, portable toilets, chairs, the use of fire or fireworks, or the installation of electricity is prohibited.

PARK BOARD GUIDELINES FOR PRIVATE/COMMERCIAL RECREATION OPERATORS:

1. All activities must be in accordance with all City of Vancouver and Vancouver Park Board Municipal Codes and Bylaws.
2. All activities must remain in the approved area of the park.
3. The permit holder must be prepared to present the valid permit at all times.
4. The permit holder is responsible for:
 - Inspecting the area for hazardous materials/conditions.
 - Removing and properly disposing of refuse.
 - Ensuring that any unsafe conditions are properly addressed prior to any use of the area.
 - Rotating locations within the designated area in the park to minimize wear and tear on the landscaping.
5. Maximum of 20 participants per class unless otherwise approved and included in the permit.
6. The Park Board reserves the right to limit the amount of park use by any given Operator, dependent on demand and wear and tear on the

landscaping.

7. No financial transactions, registration, flyer distribution, active advertising or other forms of business to be conducted on parkland. Signage of any type is not permitted.

8. No refunds for cancelled permit time due to inclement weather. Cancellations for other purposes must be requested in writing with a minimum of 5 business days' notice. In this case, a full refund minus a \$30 administration fee will be issued.

9. No amplified sound unless otherwise approved and included in the permit.

10. No additional lighting will be provided or supplied by either the Vancouver Park Board or permit holder.

11. Areas where commercial recreation activities are not permitted:

- On or adjacent to playgrounds, park furnishings, waterparks and wading pools
- Skateboard bowls, basketball courts, tennis courts, sports fields and other sports pads
- Designated dog off-leash areas
- Pedestrian pathways, boardwalks, seawall and linkages
- Picnic areas
- Cultural displays
- Memorials
- Horticultural display areas or ornamental gardens
- Natural or environmentally sensitive areas including: designated ravines, wooded areas, sites of natural and/or scientific interest, areas which have undergone significant habitat restoration, wetlands or their buffer zones

REFUND POLICY FOR SPECIAL EVENTS, WEDDING CEREMONIES, FILMING & COMMERCIAL PHOTOGRAPHY:

1. Special Events:

- Level 1, Level 2: a minimum of 30 calendar days notice prior to date of reservation for refund minus a \$30.00 administration fee.
- Level 3, Level 4, and Level 5: a minimum of 30 calendar days notice prior to date of reservation for refund minus an administration charge equal to 50% of the permit fee.
- No refunds issued for Special Event permit cancellations less than 30 calendar days from event date.

2. Wedding Ceremonies:

- a minimum of 30 calendar days notice prior to date of reservation for refund minus an administration charge equal to 50% of the permit fee.

3. Filming:

- A minimum notice of 5 working days is required for a refund, minus the equivalent of 4 hours of staffing time (at the posted staff rate). No refunds will be issued if less than 5 working days notice is provided.

4. Commercial Photography:

- Minimum notice of 5 working days is required for a refund, minus a \$30.00 administration fee.

Vancouver Park Board GST# R121361042

Payment and Refund

RECEIPT #	DATE	FEE DESCRIPTION	EVENT	RESOURCE	PAYMENT / REFUND
1758691.001	Jul 20, 2021	Park Event - RST Alcohol	Stanley Park Brewery Anniversary Event	Stanley Park Brewery Grass Area W	\$525.00
1758691.001	Jul 20, 2021	Park Event - Restaurant Fee	Stanley Park Brewery Anniversary Event	Stanley Park Brewery Grass Area W	\$5,250.00

X:

X:

Date:

Date:

Park Board Special Events and Filming

Mailing Address: 2099 Beach Avenue, Vancouver, BC
V6G 1Z4

Phone Number: (604) 257-8400

Email Address: parkevents@vancouver.ca

Stanley Park Brewery Co

Customer Type: Customer

Customer ID: 932347

Mailing Address: 8901 Stanley Park Drive, Vancouver, BC
V6G 3E2

Organization Phone 1 Number: +1 (604) 681-0460

Authorized Agent Name: George Tachejian

Contact Phone Number: +1 (604) 681-0460

Email Address: george@jrg.ca