



**SPECIAL MEETING OF COUNCIL**  
**Tuesday, August 21, 2018 @ 7:00 PM**  
**George Fraser Room, Ucluelet Community Centre**  
**500 Matterson Drive, Ucluelet**

**AGENDA**

		Page
1.	CALL TO ORDER	
2.	ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY	
	Council would like to acknowledge the Yuułu?í?ath First Nations on whose territories the District of Ucluelet operates.	
3.	ADDITIONS TO AGENDA	
4.	APPROVAL OF AGENDA	
5.	ADOPTION OF MINUTES	
5.1.	August 7, 2018 Regular Minutes <a href="#">2018-08-07 Regular Council</a>	3 - 11
6.	UNFINISHED BUSINESS	
7.	MAYOR'S ANNOUNCEMENTS	
8.	PUBLIC INPUT, DELEGATIONS & PETITIONS	
8.1.	Public Input	
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	<ul style="list-style-type: none"> <li>• Roy Wilmin and Jessica Hutchinson Re: Spring Cove Causeway Removal <a href="#">D-1 Spring Cove Causeway Delegation</a></li> </ul>	
9.	CORRESPONDENCE	
9.1.	Gas Tax Agreement Community Works Fund Payment Union of BC Municipalities <a href="#">C-1 Gas Tax Agreement</a>	15
10.	INFORMATION ITEMS	
10.1.	Work Begins on New Tofino General Hospital Helipad Island Health <a href="#">I-1 Tofino Hospital Helipad</a>	17 - 18
10.2.	Upcoming Service Canada and Canada Revenue Agency Visit to Ucluelet in September 2018	19 - 22

Service Canada/Government of Canada

[I-2 Service Canada and CRA Visit](#)

- 10.3. Hwy 4 - Kennedy Hill Safety Improvements Traffic Interruptions Update 23 - 24  
Emil Anderson Construction (EAC) Inc.

[I-3 HWY 4 Kennedy Hill](#)

11. REPORTS

- 11.1. Development Permit with Variance for 1943 Peninsula Road - Canadian 25 - 56  
Princess Lodge

*John Towgood, Planner 1*

[R-1 DP18-05 Report](#)

- 11.2. OCP Update 57 - 58

*Bruce Greig, Manager of Community Planning*

[R-2 OCP Update Report](#)

12. OTHER BUSINESS

13. QUESTION PERIOD

14. CLOSED SESSION

*Procedural Motion to Move In-Camera:*

THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(i) and 90(1)(k) of the *Community Charter*.

15. ADJOURNMENT

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, August 7, 2018 at 7:30 PM**

Present:       **Chair:**           Mayor St. Jacques  
                  **Council:**       Councillors McEwen, Mole, Noel, and Oliwa  
                  **Staff:**           Abigail Fortune, Acting Chief Administrative Officer  
                          Marlene Lagoa, Deputy Municipal Clerk  
                          Bruce Greig, Manager of Community Planning  
                          Warren Cannon, Superintendent of Public Works

Regrets:

**1. CALL TO ORDER**

**1.1 Mayor St. Jacques called the meeting to order at 7:30 PM.**

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

**2.1 Council acknowledged the Yuulu?i?ath First Nations on whose territories the District of Ucluelet operates.**

**3. ADDITIONS TO AGENDA**

**3.1 There were no additions to the agenda.**

**4. APPROVAL OF AGENDA**

**4.1 August 7, 2018 Regular Agenda**

2017-001           **It was moved by Councillor Noel and seconded by Councillor McEwen**  
                          *THAT Council approve the August 7, 2018 Regular Agenda as presented.*  
**CARRIED.**

**5. ADOPTION OF MINUTES**

**5.1 July 10, 2018 Public Hearing Minutes**

2017-002           **It was moved by Councillor McEwen and seconded by Councillor Oliwa**  
                          *THAT Council approve the July 10, 2018 Public Hearing Minutes as presented.*  
**CARRIED.**

**5.2 July 10, 2018 Regular Minutes**

2017-003           **It was moved by Councillor McEwen and seconded by Councillor Oliwa**  
                          *THAT Council approve the July 10, 2018 Regular Minutes as presented.*  
**CARRIED.**

## 6. UNFINISHED BUSINESS

6.1 There was no unfinished business.

## 7. MAYOR'S ANNOUNCEMENTS

- 7.1
- Mayor St. Jacques congratulated Staff, all the volunteers and the community for an amazing Ukee Days last weekend.
  - Mayor St. Jacques noted there is a public event at the Ucluelet Community Centre next Tuesday, August 14, 2018 at 6:30 PM to discuss marine protected areas.

## 8. PUBLIC INPUT, DELEGATIONS & PETITIONS

### 8.1 Public Input

There were no members of the public who wished to speak.

## 9. CORRESPONDENCE

### 9.1 Invitation to Host AVICC Convention in 2020 or 2021 Association of Vancouver Island and Coastal Communities

2017-004           **It was moved by Councillor McEwen and seconded by Councillor Oliwa**  
*THAT Council direct Staff to apply to host either the 2020 or the 2021*  
*Association of Vancouver Island and Coastal Communities conference.*  
CARRIED.

### 9.2 Childcare BC New Spaces Fund Announcement Ministry of Children and Family Development

2017-005           **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council receive correspondence item, "Childcare BC New Spaces Fund*  
*Announcement" for information.*  
CARRIED.

### 9.3 Letter of Support for the Conversion of Amphitrite Coast Guard Building MP Gord Johns, Courtenay-Alberni

2017-006           **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council receive correspondence item, "Letter of Support for the*  
*Conversion of Amphitrite Coast Guard Building" for information.*  
CARRIED.

### 9.4 Pacific Rim Marine Search & Rescue Society Request for Support Royal Canadian Marine Search & Rescue

2017-007           **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council receive correspondence item, "Pacific Rim Marine Search &*

*Rescue Society Request for Support" for information.*

CARRIED.

**9.5 Thank you Note**

**Island Health - Pam Rardon, A/Direct, Alberni-Clayoquot**

2017-008

**It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council receive correspondence item, "Thank you note from Island Health" for information.*

CARRIED.

**9.6 Business of Aquaculture & Seafood Summit  
BC Salmon Farmers Association**

2017-009

**It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Mayor St. Jacques attend the Business of Aquaculture & Seafood Summit if available.*

CARRIED.

**9.7 Bylaw No. P1380 Non-Medical Cannabis Production  
Alberni-Clayoquot Regional District**

2017-010

**It was moved by Councillor Oliwa and seconded by Councillor Noel**  
*THAT Council receive correspondence item, "Bylaw No. P1380 Non-Medical Cannabis Production" for information.*

CARRIED.

**10. INFORMATION ITEMS**

**10.1 2017 CBT and the West Coast Nest's Annual Reports  
Clayoquot Biosphere Trust**

**10.2 Hwy 4 - Kennedy Hill Safety Improvements Traffic Interruptions  
Update  
Emil Anderson Construction (EAC) Inc.**

**10.3 Healthy Canada Launches Public Consultation on Proposed  
Approach to Cost Recovery for the Regulation of Cannabis  
Health Canada**

2017-011

**It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council receive information items 10.1, 10.2 and 10.3 as a block.*

CARRIED.

**11. COUNCIL COMMITTEE REPORTS**

**11.1 Councillor Sally Mole**  
*Deputy Mayor January – February*

**There were no committee reports from Councillor Mole.**

- 11.2 Councillor Marilyn McEwen  
*Deputy Mayor March – April*

**There were no committee reports from Councillor McEwen.**

- 11.3 Councillor Mayco Noel  
*Deputy Mayor July – October*

**=> Other Reports**

- Attended the July 19, 2018 meeting with MLA Jennifer Rice, Parliamentary Secretary for Emergency Preparedness.

- 11.4 Councillor Randy Oliwa  
*Deputy Mayor May – June*

**There were no committee reports from Councillor Oliwa.**

- 11.5 Mayor Dianne St. Jacques

**Alberni-Clayoquot Regional District Board**

- Attended July 25th meeting.
- Discussed the \$6 million grant for organics diversion at the landfills.
- Department of Fisheries and Oceans have been invited to attend the August 22nd meeting to speak about the marine protected areas and possible fishing closures.
- Hospital District group also met and discussed the opening of the new helipad at the Tofino Hospital.

**DFO Fisheries Committees for Groundfish & Hake**

- Attending a 3 day meeting in Vancouver later this week.

**12. REPORTS**

**12.1 Quarterly Projects Update - 2nd Quarter 2018**  
***Mark Boesen, Chief Administrative Officer***

- Councillor McEwen asked about the status of the Amphitrite House Building Improvements and public engagement. Abby Fortune shared that an open house will be held in the fall.
- Councillor Oliwa asked that the Affordable Housing Needs Assessment be added to the departmental priorities workplan and updated quarterly.

- 2017-012                   **It was moved by Councillor Oliwa and seconded by Councillor McEwen**  
*THAT Council approve recommendation 1 of report item, "Quarterly Projects Update - 2nd Quarter 2018" which states:*
1. *THAT Council receives this 2018 Q2 update on the progress of budgeted Staff projects.*

CARRIED.

**12.2 Commercial Water Meter Update**  
**Warren Cannon, Superintendent of Public Works**  
**Barbara Millar, Manager of Finance**

- Warren Cannon, Superintendent of Public Works answered Council's questions on the status and future of the commercial water meter program and rates.

- 2017-013                   **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council approve recommendation 1 of report item, "Commercial Water Meter Update" which states:*
1. *THAT Council receive the Commercial Water Meter Update report for information.*

CARRIED.

**12.3 Barkley Community Forest Survey Results**  
**Mark Boysen, Chief Administrative Officer**

- 2017-014                   **It was moved by Councillor Mole and seconded by Councillor Oliwa**  
*THAT Council approve recommendation 1 and 2 of report item, "Barkley Community Forest Survey Results" which states:*
1. *THAT Council receives the Barkley Community Forest funds survey results; and*
  2. *THAT Council directs staff to integrate the results of the Barkley Community Forest funds survey into the District's 2019 5-Year financial planning process.*

CARRIED.

**12.4 MIABC 2018 AGM Delegates at UBCM**  
**Marlene Lagoa, Deputy Municipal Clerk**

- 2017-015                   **It was moved by Councillor Mole and seconded by Councillor Oliwa**  
*THAT Council approve recommendation 1 of report item, "MIABC 2018 AGM Delegates at UBCM" which states:*
1. *THAT Council appoint the following delegate and alternates to vote on behalf of the District of Ucluelet's interests at the Municipal Insurance Association of BC's AGM taking place Tuesday, September 11, 2018: Voting Delegate - Mayor Dianne St. Jacques; Alternate #1 - Marilyn McEwen; and Alternate #2 Randy Oliwa.*

CARRIED.

**12.5 Modernization of Utility Taxation**  
**Councillor Mayco Noel**

2017-016

**It was moved by Councillor Noel and seconded by Councillor Oliwa**

*THAT Council approve recommendation 1, 2 and 3 of report item, "Modernization of Utility Taxation" which states:*

1. *THAT Council submit the following late resolution for consideration at the 2018 UBCM Convention:*

**WHEREAS** Section 644(2) of the Local Government Act is intended to define the requirements of a 1% annual tax on utilities carrying on business in a municipality;

**AND WHEREAS** utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include internet and cellular services:

**THEREFORE BE IT RESOLVED** that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services;

2. *THAT Council send a letter to the Minister of Municipal Affairs & Housing;*  
and

3. *THAT Council send a letter to all UBCM member municipalities encouraging them to write to the Minister of Municipal Affairs & Housing.*

CARRIED.

**12.6 Cheque Listing - July 2018**  
**Marlene Lagoa, Deputy Municipal Clerk**

2017-017

**It was moved by Councillor McEwen and seconded by Councillor Mole**

*THAT Council approve recommendation 1 of report item, "Cheque Listing - July 2018" which states:*

1. *THAT Council receive the District of Ucluelet's July 2018 Cheque Listing for information.*

CARRIED.

**12.7 Resolution Tracking - July 2018**  
**Marlene Lagoa, Deputy Municipal Clerk**

2017-018

- Council members asked staff for an update on the following: Peninsula Road crosswalks, CAO performance monitoring, OCP, and Community Housing Needs Assessment.

**It was moved by Councillor McEwen and seconded by Councillor Noel**

*THAT Council approve recommendation 1 of report item, "Resolution Tracking - July 2018" which states:*

1. *THAT Council receive the District of Ucluelet's Resolution Tracking List from July 2018 for information.*

CARRIED.

**12.8 Application for a Development Permit with Variance**  
***John Towgood, Planner 1***

- Councillor Oliwa shared his concerns with the phased proposal and asked what options were available to ensure that the larger family home is built within a reasonable time.
- Bruce Greig noted that the District is not able to dictate a minimum size for homes, only the maximum.

2017-019

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Council approve recommendation 1 of report item, "Application for a Development Permit with Variance" which states:*

1. *THAT Council approve Development Permit DP18-06 and Development Variance Permit DVP18-03 for Lot 6, District Lot 543, Native Island, Clayoquot District, Plan VIP76238 (1055 Helen Road), subject to the owners providing detailed landscape plans and erecting tree protection fencing prior to obtaining a building permit or commencing any site clearing works for the phased construction of a single-family residence and up to 4 guest cottages on the property.*

CARRIED.

**13. LEGISLATION**

**13.1 REPORT - Adoption of Bylaws No. 1233, 1234 & 1235**  
***Marlene Lagao, Deputy Municipal Clerk***

2017-020

**It was moved by Councillor McEwen and seconded by Councillor Mole**

*THAT Council approve recommendation 1, 2 and 3 of legislation item, "Adoption of Bylaws No. 1233, 1234, 1235" which states:*

1. *THAT Council adopt District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1233, 2018;*
2. *THAT Council give third reading to District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1234, 2018; and*
3. *THAT Council adopt Ucluelet Housing Agreement Bylaw No. 1235, 2018.*

CARRIED.

**13.2 BYLAW - District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1233, 2018**

2017-021

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Council District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1233, 2018 be adopted.*

CARRIED.

**13.3 BYLAW - District of Ucluelet Zoning Bylaw Amendment Bylaw No.**

**1234, 2018**

Councillor Oliwa was opposed.

2017-022           **It was moved by Councillor Noel and seconded by Councillor McEwen**  
*THAT District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1234, 2018 be given third reading.*

CARRIED.

**13.4 BYLAW - Ucluelet Housing Agreement Bylaw No. 1235, 2018**

2017-023           **It was moved by Councillor Noel and seconded by Councillor Oliwa**  
*THAT District of Ucluelet Housing Agreement Bylaw No. 1235, 2018 be adopted.*

CARRIED.

**14. OTHER BUSINESS****14.1 Committee of Whole Meeting**

- Councillor Noel would like to see a meeting scheduled to discuss the activities at Marine Drive and to hear from residents on issues of proper signage, street signs, crosswalks and sidewalks.
- Also concerned with speeding on Matterson Drive and if more measures need to be taken to slow down traffic such as speedbumps.
- Identifying areas for signage to promote back trails in the community to improve walkability.

**14.2 Maxtin Lengyel**

- Councillor Mole shared that she is working with community members to organize an event for local youth and Special Olympic winner Maxtin Lengyel.
- A community gathering to welcome Maxtin home is being planned for Sunday, August 12<sup>th</sup> around 5 pm.

2017-024           **It was moved by Councillor Mole and seconded by Councillor Noel**  
*THAT Council direct Staff to write to Maxtin Lengyel congratulating him on success at the Special Olympics Canada 2018 Summer Games.*

CARRIED.

**15. QUESTION PERIOD**

**15.1 There were no members of the public who wished to speak.**

**16. ADJOURNMENT**

**16.1 Mayor St. Jacques adjourned the meeting at 8:22 PM.**

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, August 7, 2018 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Dianne St. Jacques  
Mayor

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Mark Boysen  
CAO





## DISTRICT OF UCLUELET

### Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 11:00 a.m. the Wednesday preceding the subsequent Council meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

All correspondence submitted to the District of Ucluelet in response to this notice will form part of the public record and will be published in a meeting agenda. Delegations shall limit their presentation to ten minutes, except by prior arrangement or resolution of Council.

Please arrive by 7:20 p.m. and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor St. Jacques.

The District Office will advise you of which Council meeting you will be scheduled for if you cannot be accommodated on your requested date. For more information contact the District Office at 250-726-7744 or email [info@ucluelet.ca](mailto:info@ucluelet.ca).

Requested Council Meeting Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Name of person(s) to make presentation: \_\_\_\_\_

Topic: \_\_\_\_\_

- Purpose of Presentation:
- Information only
  - Requesting a letter of support
  - Other (provide details below)

Please describe:

Contact person (if different from above): \_\_\_\_\_

Telephone Number and Email: \_\_\_\_\_

Will you be providing supporting documentation?  Yes  No

If yes, what are you providing?

- Handout(s)
- PowerPoint Presentation

Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.





July 20, 2018

Mayor Dianne St. Jacques  
 District of Ucluelet  
 PO Box 999  
 Ucluelet, BC V0R 3A0

Dear Mayor Dianne St. Jacques:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2018/2019. An electronic transfer of \$63,507.71 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at [www.ubcm.ca](http://www.ubcm.ca).

For further information, please contact Gas Tax Program Services by e-mail at [gastax@ubcm.ca](mailto:gastax@ubcm.ca) or by phone at 250-356-5134.

Kind regards,

Wendy Booth  
 UBCM President

Pc: Mark Boysen, Chief Administrative Officer



**Marlene Lagoa****Subject:**

Island Health News: Work begins on new Tofino General Hospital helipad

[islandhealth.ca/news](http://islandhealth.ca/news)

## NEWS RELEASE

FOR IMMEDIATE RELEASE

August 13, 2018

### **Work begins on new Tofino General Hospital helipad**

TOFINO – Helicopter access to Tofino General Hospital will resume in early 2019, thanks to a strong community partnership between Island Health, the Tofino General Hospital Foundation and the Alberni-Clayoquot Regional District.

The new helipad will be built on Tofino General Hospital Foundation lands located adjacent to the hospital. It is in the same general area as the existing helipad, which closed in December, 2011 after Transport Canada issued an order for upgrades. A request for proposals for construction will be issued in the coming weeks, and work will begin once the tender is awarded.

Project cost will be shared by Island Health (60 per cent) and the Alberni-Clayoquot Regional Hospital District (40 per cent).

“The community has been clear that a helipad at Tofino General Hospital is an important part of the health-care picture for this region and it is great news that this project is moving forward,” said Health Minister Adrian Dix. “Once in place, this helipad will help ensure that the most critically ill patients are able to get to the care they need as quickly as possible.”

In late 2016, Island Health met with community stakeholders, including municipal representatives, neighbours and the hospital foundation for input into the proposed helipad. Following this consultation, a plan was developed for the project.

“Island Health is extremely pleased the helipad is underway,” said Leah Hollins, Chair of the Island Health Board of Directors. “We know helicopter access to Tofino General Hospital is

a priority for residents of the West Coast of Vancouver Island, and we appreciate the community support and feedback we received during our planning process.”

“The helipad will help to ensure residents and visitors to Tofino have access to critical emergency care if they need it,” said Scott Fraser, MLA for Mid-Island – Pacific Rim. “It will complement the already top-notch care provided by our health care professionals at Tofino General Hospital.”

“I know that hospital staff, emergency personnel, physicians and community members alike share a sense of relief and gratitude that the helipad is returning to the Tofino General Hospital,” said Josie Osborne, Chair of the Alberni-Clayoquot Regional Hospital District. “It’s a critical piece of infrastructure that has been challenging to live without, and we welcome its return.”

*Island Health provides health care and support services to more than 767,000 people on Vancouver Island, the islands in the Salish Sea and the Johnstone Strait, and mainland communities north of Powell River.*

*With more than 20,000 staff and over 2,000 medical staff, 6,000 volunteers, and the dedicated support of foundations and auxiliaries, Island Health delivers a broad range of health services, including: public health services, primary health care, home and community care, mental health and addictions services, acute care in hospitals, and much more across a huge, geographically diverse region.*

-30-

**Central/North Island media inquiries**

Cheryl Bloxham

250-370-8878

[cheryl.bloxham@viha.ca](mailto:cheryl.bloxham@viha.ca)

*This Island Health notice has been sent to media, MPs, MLAs, mayors, Island Health leaders, foundations and regional hospital district chairs on Vancouver Island. View online at [www.islandhealth.ca/news](http://www.islandhealth.ca/news)*

*If you no longer wish to receive Island Health news, please [click here](#) to request you be removed from the distribution list.*

## Marlene Lagoa

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**Subject:** Upcoming Service Canada and Canada Revenue Agency visit to Ucluelet, Tofino and Ahousaht in September 2018

**Attachments:** Ucluelet\_Sept 17\_2018\_NextVisitposter.doc; CRA Information Session Sept 2018.docx

**Subject:** Upcoming Service Canada and Canada Revenue Agency visit to Ucluelet, Tofino and Ahousaht in September 2018

Good afternoon,

My name is Kirsty Allen and I am a Citizen Services Officer with the Service Canada Centre in Port Alberni. I am sending this e-mail out to all of our contacts and community partners on the West Coast and I am hoping you are able to share this information widely with your networks and, if possible, to post the details of our visit on community bulletin boards and appropriate local or social media sites. We are hoping to reach as much of the community as possible so that everyone is aware that we are coming to provide services next month.

Service Canada and Canada Revenue Agency representatives will be visiting Ucluelet on Sept 17, Tofino on September 18 and Ahousaht on September 19th and I have attached printable posters for each of these visits which include the hours of service and locations as well. The CRA visits will be in the same locations on the same dates and times as the Service Canada visits, and the poster with this information is in a separate attachment.

### UCLUELET

September 17, 2018 10:30 am to 3:30 pm  
The Ucluelet Community Centre  
500 Matterson Dr.  
Ucluelet, BC

### TOFINO

September 18, 2018 9:00 am to 4:00 pm  
Westcoast Resource Society Office  
110 Second St (Behind the Roy Henry Vickers Gallery)  
Tofino, BC

### AHOUSAHT

September 19, 2018 10:30 am to 2:30 pm  
Chachimhyiip Ahousaht Holistic Center  
Ahousaht BC

There will be an Information Session about Canada Revenue Agency's Benefits & Credits and we will be offering a Service Canada Clinic in the three communities.

### The Canada Revenue Agency Info Session will include information such as:

#### CRA – Benefits & Credits

- Benefits and Credits available
- Canada Child Benefit and Children's special allowances
- Disability Tax Credit & Child Disability Benefit

- GST/HST Credit
- Community Volunteer Income Tax Program (CVITP)
- CRA forms and resources

**The Service Canada Clinic will provide community members with:**

- The opportunity to apply for a Social Insurance Number (SIN)
- ☐ The SIN is required for children when setting up a Registered Educational Savings Plan (RESP), or for youth starting their first jobs. The SIN must also be updated for individuals who have changed their name since obtaining their SIN. Information about what ID you need to apply for a SIN is available here <https://www.canada.ca/en/employment-social-development/services/sin/before-applying.html>
- Assistance with Public Pensions such as the Canada Pension (CPP), Old Age Security (OAS) and Guaranteed Income Supplement (GIS)
- Assistance with Employment Insurance (EI) enquiries/issues/questions
- Passport application (review only)
- Access codes for the My Service Canada Account which now links up to the Canada Revenue Agency Account
- If you are a business owner or an employer required to have your ID validated for the Record of Employment on the Web (ROE Web) registration we can help you.
- ☐ Information about the required identification can be found here <https://www.canada.ca/en/employment-social-development/programs/ei/ei-list/reports/roe-web-admin-guide>
- Information on a range of Government of Canada programs and services such as the Registered Educational Saving Program (RESP), and Apprenticeship Grants

I will try to send out another reminder that we are coming closer to the date of our visit, and your assistance in informing the community we are coming by promoting our visit is genuinely appreciated.

Kind regards,

Kirsty

Kirsty Allen

Citizen Services Officer: Citizen Services  
Service Canada/Government of Canada  
[kirsty.allen@servicecanada.gc.ca](mailto:kirsty.allen@servicecanada.gc.ca)

Agente de services aux citoyens: Services aux citoyens  
Service Canada/ Gouvernement du Canada  
[kirsty.allen@servicecanada.gc.ca](mailto:kirsty.allen@servicecanada.gc.ca)

# Service Canada



## Next Visit

### Ucluelet Scheduled Outreach Site

### Ucluelet Site de services externes réguliers

#### Where?

The Ucluelet Community Centre  
500 Matterson Dr.  
Ucluelet, BC

#### Lieu?

Le Centre Communautaire de Ucluelet  
500 avenue Matterson  
Ucluelet, C-B

#### When?

September 17, 2018 10:30 am to 3:30 pm

#### Quand?

Le 17 septembre 2018 10h 30 à 15 h 30

Some of the services we provide:

- ✓ Employment Insurance (EI),
- ✓ Old Age Security (OAS),
- ✓ Guaranteed Income Supplement (GIS),
- ✓ Canadian Pension Plan (CPP), Death and survivor and CPP Disability,
- ✓ Social Insurance Numbers
- ✓ Passport application review only

## **Information Session On Canada Revenue Agency's Benefits & Credits**

**Why file your tax return?**

**Benefits & credits available:**

- ✓ **Canada Child Benefit**
- ✓ **Disability Tax Credit**
- ✓ **GST/HST Credit**
- ✓ **Children's special allowances**

**Information on CRA forms & resources**

## **Session d'information sur les crédits d'impôt et prestations de l'Agence du revenu du Canada**

**Pourquoi produire une  
déclaration du revenu?**

**Prestations/crédits**

**disponibles :**

- ✓ **L'allocation canadienne pour enfants**
- ✓ **Crédit d'impôt pour personnes handicapées**
- ✓ **Crédits pour la TPS/TVH**
- ✓ **Allocations spéciales pour enfants**

**Information sur les formulaires  
et ressources de l'ARC**

### **Ahousaht BC**

Chachimhyip Ahousaht Holistic Center

Sept 19, 2018 10:30 am to 2:30 pm

### **Ucluelet, BC**

The Ucluelet Community Centre

500 Matterson Dr.

Sept 17, 2018 10:30 am to 3:30 pm

### **Tofino BC**

Westcoast Resource Society Office

110 Second St (Behind the Vickers Gallery)

Sept 18, 2018 9:00 am to 4:00 pm

**Presented by: Canada Revenue Agency**

**For more information please contact Karen Martin: 604-666-1282**



## EMIL ANDERSON CONSTRUCTION (EAC) INC.

August 16, 2018

**Re: Hwy 4 Kennedy Hill Safety Improvements  
Traffic Interruptions Update**

Dear Highway 4 travelers,

Here is another update on what to expect over the next few weeks at our jobsite, located 14km east of the Tofino/Ucluelet junction on Highway 4.

Date		Road Status
15-Aug	Wednesday	Road Closed between the following times: 1AM to 4AM 5AM to 7AM 10PM to 12AM except on Fridays Expect up to 30 minute delays at all other times, day and night, except there should be no delays from 5pm to 9pm. *No delays or closures after 8am on Friday, Aug 17
16-Aug	Thursday	
17-Aug	Friday*	
18-Aug	Saturday	No closures
19-Aug	Sunday	
20-Aug	Monday	
21-Aug	Tuesday*	
22-Aug	Wednesday	Road Closed between the following times: -1AM to 4AM -5AM to 7AM -10PM to 12AM except on Fridays Expect up to 30 minute delays at all other times, except there should be no delays from 5pm to 9pm. *No 1AM to 4AM closure on Tuesday, Aug 21
23-Aug	Thursday	
24-Aug	Friday	
25-Aug	Saturday	
26-Aug	Sunday	
27-Aug	Monday	
28-Aug	Tuesday	
29-Aug	Wednesday	
30-Aug	Thursday	
31-Aug	Friday	No closures
01-Sep	Saturday	
02-Sep	Sunday	
03-Sep	Monday	
04-Sep	Tuesday	

Page 1 of 2



## EMIL ANDERSON CONSTRUCTION (EAC) INC.

05-Sep	Wednesday	Road Closed between the following times: -1AM to 4AM -5AM to 7AM -10PM to 12AM except on Fridays Expect up to 30 minute delays at all other times.  *No delays or closures after 8am on Friday, Sep 14
06-Sep	Thursday	
07-Sep	Friday	
08-Sep	Saturday	
09-Sep	Sunday	
10-Sep	Monday	
11-Sep	Tuesday	
12-Sep	Wednesday	
13-Sep	Thursday	
14-Sep	Friday*	
15-Sep	Saturday	
16-Sep	Sunday	
17-Sep	Monday	

There is also a traffic advisory hotline which will provide detailed and up-to-date information to help plan your trip. The number is: **1 855 451-7152**.

Information will also be posted on electronic message boards at either ends of the project and along the Hwy 4 corridor between the west coast and Hwy 19 as well as information posted to **DriveBC.ca**. For your own safety, it is imperative you respect all construction signage, and stay well clear of any equipment.

We apologize for any inconveniences as a result of this project, but hope you understand that we are working towards a safer highway for all of us.

Further project information is available on the Ministry's project website at [www.gov.bc.ca/highway4kennedyhill](http://www.gov.bc.ca/highway4kennedyhill). Should you have any questions or concerns, you can leave a message on the traffic advisory hotline at 1 855 451-7152.

Sincerely,

Emil Anderson Construction (EAC) Inc.

David Gourlay  
EAC Project Coordinator



## STAFF REPORT TO COUNCIL

Council Meeting: August 21, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1

**FOLIO NO:** 126.950 **FILE NO:** 3060.20 – DP18-05

**SUBJECT:** DEVELOPMENT PERMIT WITH VARIANCE  
FOR 1943 PENINSULA ROAD – CANADIAN PRINCESS LODGE

**REPORT NO:** 18-85

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
APPENDIX B – DVP18-04  
APPENDIX C – DP18-05  
APPENDIX D – LETTERS FROM THE PUBLIC

### RECOMMENDATION(S):

1. **THAT** with regard to the proposed development of a 50-room addition to the Canadian Princess Lodge at Lot A, District Lot 282, 985, 986, 988, Clayoquot District Plan 43928, PID 004-517-041 (1943 Peninsula Road):
  - a) Council approve Development Variance Permit DVP18-04;
  - b) Council approve Development Permit DP18-05; and,
  - c) Council authorize the Mayor and Staff to enter into an agreement in the form of a Statutory Right-of-Way for a public pedestrian trail access along the waterfront of the subject property at 1943 Peninsula Road.

### PURPOSE:

To provide Council with information on a proposed 50-Unit Hotel addition and variance request at 1943 Peninsula Road (the “Subject Property”).

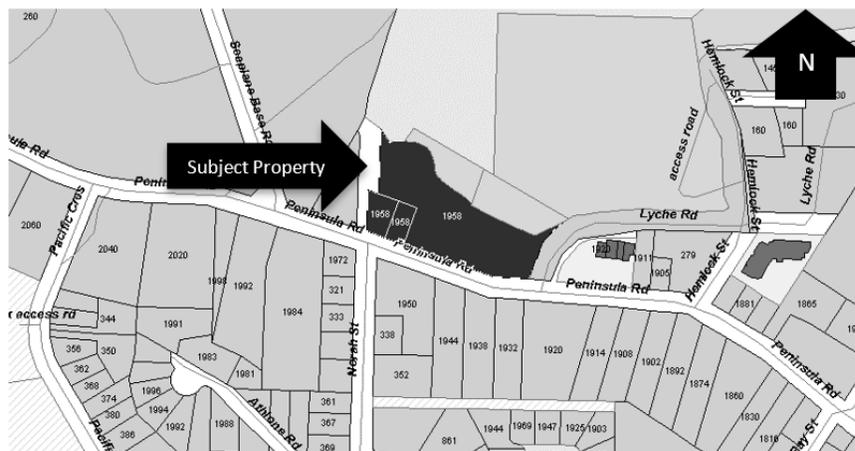


Figure 1 - Site Location

**BACKGROUND:**

The subject property currently has 3 hotel buildings containing 46 hotel units and a small office building. The Canadian Princess Lodge previously included the “Canadian Princess” ship which contained a restaurant and approximately 30 hotel rooms. The Canadian Princess had been moored in Ucluelet's harbor since 1979 and was towed out of the harbor to be dismantled in October of 2016 as part of the sale agreement between previous owner and the current owner. The current owner has done general upgrade work to the property such as upgrading the covered walkway, replacing roofing materials and replacing the existing dock structures. A development permit (DP) application was received to build a 50-unit hotel building on the Canadian Princess Lodge and Marina property. Planning Staff noted that a Development Variance Permit (**DVP**) would be required for the proposed building height, on-site parking requirement and the parking lots location.

**DISCUSSION:**

The subject property is within the Official Community Plan's (the “**OCP**”) “*Development Permit Area No. 6 Inner Boat Basin*” (**DPA No. 6**) and could be considered a key property in the area because it directly links Ucluelet's harbor with Ucluelet's main commercial corridor. This link is both physical and visual with this important view corridor. The applicant has worked with Planning Staff in the development of this proposal to consider the view corridors, frontage improvements, site circulation, landscaping and waterside public access. Staff have broken down the regulatory elements of this development as follows: OCP, zoning, requested variance, fire protection, and servicing.

**OCP:**

The subject property falls within DPA No. 6 which is established for the purposes of:

- Protection of the natural environment, its ecosystems and biological diversity;
- Protection of development from hazardous conditions; and,
- Establishment of objectives for the form and character of development in the resort region.

**Protection of the natural environment, its ecosystems and biological diversity**

The hotel addition is proposed to be located where the existing office and parking lot are situated. This development will not have any significant impact to the sites natural environmental elements. The water front trail which will be a future District of Ucluelet undertaking is located on the remnants of an old trail route and will not have any significant environmental impact.

**Protection of development from hazardous conditions**

The proposed development is of the scale that requires a Coordinating Registered Professional (**CRP**) and will have both structural and geotechnical engineers looking at soil stability. The architect has located the accommodation elements of the development on and above the main floor of the hotel which is located at 7.24m above geodetic.

**Establishment of objectives for the form and character of development in the resort region**

The Inner Boat Basin Development Permit Area is intended for large scale tourist commercial developments. The subject property's location on the Small Craft Harbor fronting Peninsula Road and its proximity to the village centre make this proposed development an important

opportunity for the revitalization of Ucluelet's commercial core. Key development permit guidelines for DPA No.6 are:

*"General views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 6.2 below. This may be done through considerations in building massing and height in key locations."*

The applicant worked with Planning Staff to maintain as much of the harbor view corridor as possible. The applicant located the proposed building over the footprint of the existing office building and close to the existing hotel buildings. The applicant created a higher building with a limited width along the waterfront in an attempt to maintain the view corridor over the parking lot. There is a loss of view corridor to the west, but the majority of the corridor is maintained. Staff have created the following rough sketch to illustrate how the view corridor will be affected (**Figure 2**).

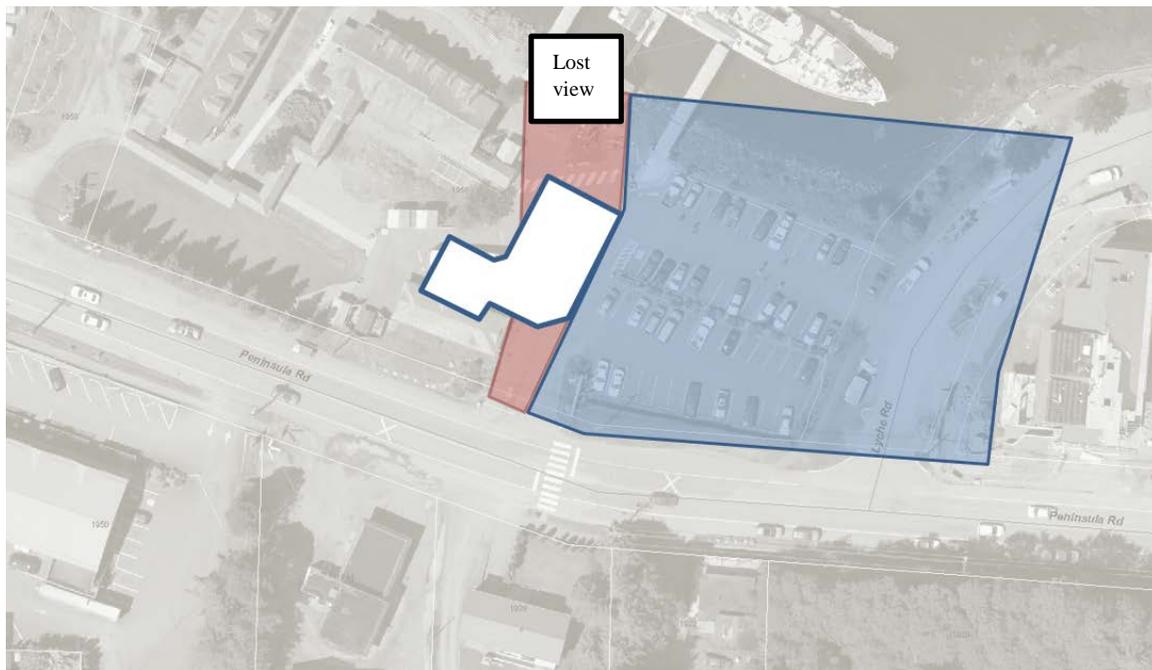


Figure 2 – View Corridor Rough Sketch

*"Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways."*

*"A continuous pedestrian pathway should follow the shoreline, where possible, across the entire Inner Boat Basin. This pathway should continue through and connect to the Village Square and Imperial Lane."*

The three existing Canadian Princess Lodge buildings are distributed to the west side of the property with walkway connections to the two parking lots. The proposed building is an extension of this concept with its spacing, connections and lobby courtyard. The applicant has also agreed to provide a Stationary Right of Way (**SRW**) covenant with the District of Ucluelet for a waterside public trail (**Figure 3**) that traverses the entire harbor waterfront. This trail will form an important part of the Ucluelet harbor trail system.

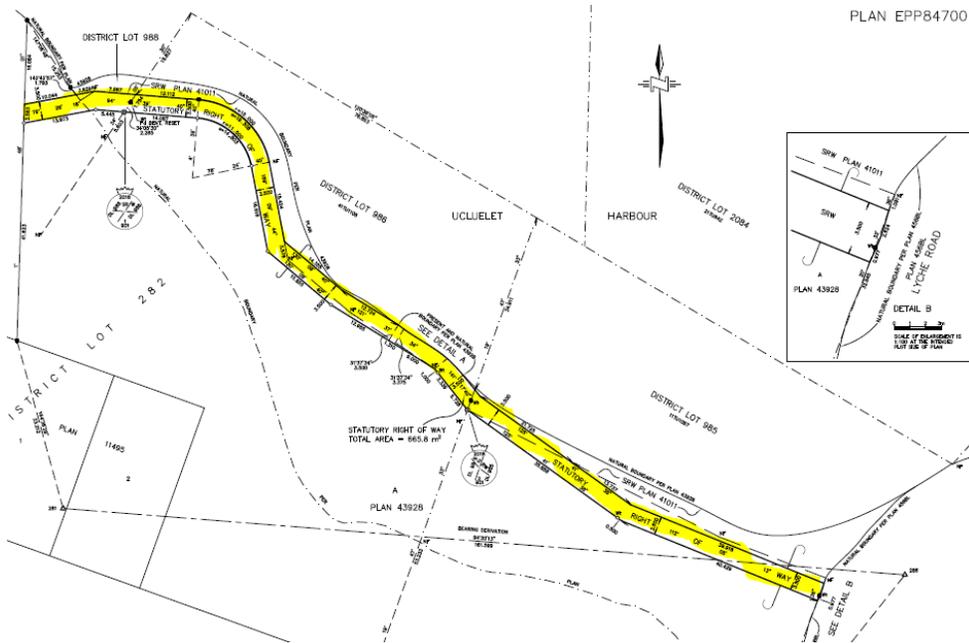


Figure 3 – Water Front SRW

*“Developments should also include the use of natural materials such as wood and stone, and landscaping which utilizes species native to the region. Contemporary designs which make these character references are encouraged.”*

The proposed building’s exterior finishes are a mix of green and gray Hardi-Panel, T&G cedar and Cultured Stone. The Building also has wood timber elements forming part of the Porte Cochere and roof eaves.

*“Building frontage design (any building elevation facing a public street) and associated public realm enhancement must create an attractive pedestrian environment. Considerations include:*

- *Easily identifiable building entrances;*
- *Narrow commercial storefronts;*
- *Concentrating signage at pedestrian eye level.*

*“Building siting in relation to the front lot line (or lot boundary line associated with main entrance to development) will be reviewed on a site by site basis to ensure an attractive and animated streetscape is achieved. Parking located at the rear of lots if possible and screened from street view with either a structure or landscaping, or where feasible, below grade;*

*On corner sites, buildings must be designed with consideration for their visual prominence, potential use as reference points and their ability to contain and define streets. Additionally, developments occurring at corner lots must consider their prominence within the streetscape hierarchy and include architectural detailing or massing which reflects this. All developments located at a corner must occupy that corner on both sides.*

A developer is generally responsible to upgrade the property’s frontage. This project is an upgrade and expansion of an existing development and therefore should only be expected to upgrade the frontage adjacent to the new elements. To encourage the applicant to upgrade the entire property’s frontage, Staff have suggested that the applicant accept a credit for the roads

portion of their overall Development Cost Charge (**DCC**). As Peninsula Road has been identified as DCC project, a credit can be given for work towards this DCC project. The overall DCC charge will roughly be:

50 units @ \$5,622 per unit = \$281,000

With the Roads portion of this charge being:

50 units @ \$1,737 per unit = \$86,850

The proposed works outside the specific frontage of the new building represents significantly more value than the credit given. The applicant proposes to upgrade the entire frontage from Lyche Road to Norah Road. This upgrade includes curbs, new sidewalks, traffic calming and landscaping. The applicant has supplied Staff with preliminary drawings of the civil and landscape work that form part of this application. More detailed engineered drawings of these works will be requested for the building permit for this project.

Vehicle circulation and the number of entrances and exits directly off Peninsula Road was another consideration in the design of this project. In general, the less a development perforates the traffic flow of Ucluelet's main arterial road the better. In consultation with Staff the applicant has reduced the number of entrances and exits directly off Peninsula Road to one with two other access points (one on Lyche Rd. and one on Norah Rd). Staff have suggested the applicant utilize the unused portion of Norah Road for the access of the western parking lot. The utilization of this lane will clean up and organize this open and undefined gravel area.

*Landscape planting schemes must provide definition and clarity within the public realm. Plant material should be used to:*

- *Imply space such as a café seating area;*
- *Signify a particular spot such as an entrance or gateway*
- *Define pedestrian corridors;*
- *Delineate private and semi-private space from public space;*
- *Beautify a streetscape; and*
- *Soften the transition of adjacent land uses.*

*Native trees and plants should be used where possible, and all associated landscaping materials must be of a "non-skid" type and of durable quality;*

The applicant is proposing to landscape the frontage between Lyche Road and Norah Road and areas directly around the new hotel building and reception. They have also indicated a pond and boat feature inside the courtyard of the proposal. They have indicated prominently deciduous boulevard trees with little details on the specific species for the accent landscaping. The DP will require a final landscape plan with a more detailed plant list prior to the issuance of a building permit. The final plan will be required to ensure that any landscaping or signage will be done in such a way as to protect views from Peninsula Road to the inner harbour.

#### ZONING

The subject property is within the CS-5 Tourist Commercial Zone. This zone is intended to provide for tourist commercial accommodations and other related recreational and primarily tourist commercial uses outside the District's Village Square and its residential areas, but in proper relationship to major thoroughfares and surrounding uses. The proposed "Hotel" is listed as a principle use on the property. The CS-5 expresses density in both lot coverage and floor area ratio:

- Lot Coverage:            Allowed: 40%            Proposed: 22.3%
- Floor area Ratio:        Allowed: .7 FAR           Proposed: .42 FAR

The proposal is well within the property’s allowable density. The maximum building height for the proposed principle building is 12m (39 ft). The applicant is requesting a Development Variance Permit to allow for a height of 15.57m (51 ft). Staff have also noted that the reworking of the existing parking lot to the west of the property will be in contravention of the zoning bylaw by not having a 3m (10ft) distance between the parking lot and the property line.

REQUESTED VARIANCE:

The applicant has submitted a request for a Development Variance Permit (DVP 18-04) to vary the following:

*Section CS-6.5.1 of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that the height of the principle building be a maximum of 12m (39 ft). The Applicant is requesting the maximum allowable height for a proposed 50-unit hotel be increased to 15.57m (51ft).*

This variance request is driven from suggestions from Staff that it would be preferable to create a narrow, taller building with a limited width along the waterfront to maintain a larger harbor view corridor than a low wide building. Staff consider that the extra storey would not impede any harbor view. Staff have also considered the proposed buildings massing or dominance in relation to Peninsula Road streetscape. The Moorage building gives a contextual transition for another larger building in the area (**Figure 4**). The Moorage building utilized its position on a slope and a setback upper storey to mitigate its dominant massing. The proposed building height is broken up by the Porte Cochere and reception area and the building is set back from the public realm by approximately 8.6m. Although this will be a slightly taller building than the Moorage, there are elements of continuity between the two buildings.



Figure 4 – The Moorage Building

Section 505.1 of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that existing and proposed uses on the site would require a total of 99 parking spaces. The applicant is requesting the required parking be reduced to 92 parking spaces.

The applicant has asked to reduce the parking requirement from 99 spaces to 92. The 99 spaces represent the requirements for the proposed building, the existing buildings and the existing dock space. The applicant has stated that part of their business model will be clients that arrive on chartered busses and the proposed site plans indicate one bus space on site and one bus loading space on the street. Staff are supportive of this variance, since even at full occupancy, a single charter bus would account for more than the 7-space difference from the zoning requirement. Staff also note the streetscape improvements includes additional defined on street public parking (8 spaces).

Section 503.2 (1) of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that all parking lots be must not be located within 3m (10 ft) of a lot line that abuts a highway. The applicant is requesting that part of the proposed parking lot be located within 0.3m (1 ft) of a lot line.

The applicants site circulation and parking design has some areas that are within 3m (10 ft) of the property line (**Figure 5**). Considering the scale of the project this a modest variance request.

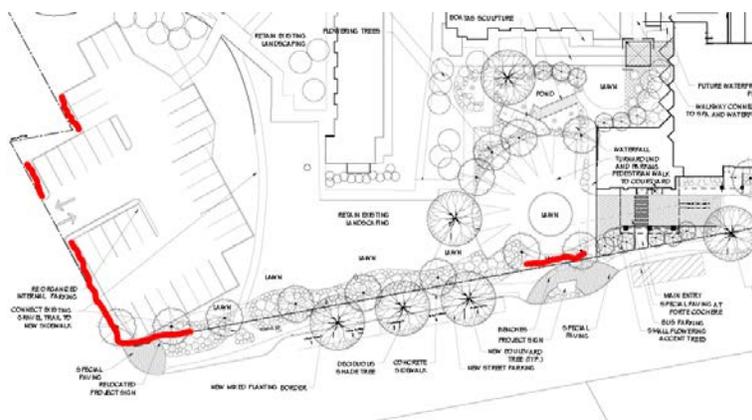


Figure 5 – Parking

### Fire Protection

This proposed project was referred to the Ucluelet Fire Brigade (**UFB**) for comment and the following are those comments :

- *The resort expansion will not affect firefighting access to the two existing buildings to the west.*
- *The building immediately to the west from the proposed will be impacted by the proposed plan.*
- *The turnaround associated with the main entrance to the proposed building is not fire apparatus friendly. Access to building next to the proposed is totally compromised with the proposed landscaping and placement of the new building*
- *The following items should be considered.*
  - *Fire annunciator panel and stand pipes to be located near the main entrance to new building.*

- *Bus Parking as indicated on the site plan should also be considered as fire lanes. One in front of the main entrance on Peninsula and one on the East side of new building in the parking lot area.*
- *The street side of the development is 4 stories while the marina side is actually 5 stories high (50'). The aerial apparatus required to support this structure should take in account the marina 5 story height. A minimum ladder height of 75' should be considered.*
- *Building #4 should be fully sprinklered.*
- *Access to the marina side of the property must be designed to accommodate fire department apparatus. Apparatus access should be developed along the harbour front trail, in front of the sauna and hot tub structure to access the waterfront plaza and building next to proposed. A fire lane needs to be developed from the East parking lot area to support the marina side of the development.*
- *A separate buried fire department connection should be established to support the South face of building #3 and West face of building #4. Access to the stand pipe would be in the vicinity of the West side of the reception lobby with an outlet mid span on building #3 south face.*
- *Fire alarm pull stations be positioned at least 3 feet from light switches.*
- *Is the exterior siding of combustible material?*
- *Is the positioning of the waste receptacle so as to be protected from the public.*
- *If a fire was started in the waste receptacle is the waste receptacle positioned to protect the building from fire extensions from the waste receptacle?*

These comments have been forwarded to the applicant. The applicant has stated that the building will be sprinklered and that the above comments can be resolved. As this project is a part 3 building it will have a Coordinating Registered Professional (CRP) ensuring the project meets all aspects of the BC Building Code which includes fire protection and access. Ucluelet currently has ladder access to the roof of a two storey building only. The proposed building exceeds that height regardless of the variance as do many buildings in Ucluelet. As Ucluelet grows a ladder apparatus that can meet the needs for buildings over 3 stories must be considered.

### Servicing

Public works has commented that both potable water and sewer capacities are sufficient for the increase in density from the existing 76 hotel unit and restaurant (inclusive the "Canadian Princess" ship) to the proposed 96 hotel unit without a restaurant. Further review on servicing including storm sewer, sanity sewer, water and civil road and sidewalk works will be required at the building permit stage.

### **REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

Staff time will be required to complete this application and ensure that the development follow the DP requirements as approved.

### **FINANCIAL IMPACTS:**

The District of Ucluelet will receive a DCC payment to assist the District in paying the capital costs for public works which service the proposed development. The project will also increase Ucluelet's tax base.

**POLICY OR LEGISLATIVE IMPACTS:**

Notification has been completed for the Development Variance Permit. Council should provide an opportunity to be heard during the August 21<sup>th</sup>, 2018, meeting to invite public input on the requested variance, before a decision is made on issuing the requested permits.

**SUMMARY:**

This application meets the guidelines of DPA No. 6 and the DVP request supports the retention of an important view corridor to the Small Craft Harbour. The proposed increase in density on the harbour and close to the village core can add to the walkability and revitalization of Ucluelet's core. The improvements to the Peninsula Road streetscape and the SRW for public access along the waterfront are important elements for the community's growth.

**OPTIONS REVIEW:**

1. **THAT** with regard to the proposed development of a 50-room addition to the Canadian Princess Lodge at Lot A, District Lot 282, 985, 986, 988, Clayoquot District Plan 43928, PID 004-517-041 (1943 Peninsula Road):
  - a) Council approve Development Variance Permit DVP18-04;
  - b) Council approve Development Permit DP18-05; and,
  - c) Council authorize the Mayor and Staff to enter into an agreement in the form of a Statutory Right-of-Way for a public pedestrian trail access along the waterfront of the subject property at 1943 Peninsula Road.  
**(Recommended)**
2. That Council defer consideration of the requested permits pending receipt of further information to be identified.
3. That Council refuse the current application and note what aspects of the DP guidelines have not been satisfied.

**Respectfully submitted:** John Towgood, Planner 1  
Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administrative Officer

**Achteck Construction Ltd.**

---

1837 W. 58<sup>th</sup> Ave. Vancouver, B.C. V6P 1X1

April 02, 2018

District of Ucluelet  
200 Main Street, Ucluelet  
British Columbia  
V0R 3A0

**Re: Development permit application for Canadian Princess Fishing Lodge**

We are pleased to submit this development permit application for Canadian Princess Fishing Lodge located at 1943 Peninsula Rd, Ucluelet, BC. Due to the increase of tourists to the town of Ucluelet, our client would like to develop a new 4-storey building with 50 rooms, new reception & lobby, and amenities including a sauna and a hot tub.

The new building and associated landscapes are designed to reflect the west-coast fishing village. Also the contemporary design of hotel will be in harmony with cultural and historical atmosphere of Town of Ucluelet.

We look forward to receiving your comments on our proposal. Please contact us at 778 996 6420 should you have any questions regarding our proposal.

Thank you for your time and consideration.

Your truly

Kevin Ryu, Project Manager

Achteck Construction Ltd.



# PROJECT INFORMATION

**LEGAL DESCRIPTION:** LOT A, DISTRICT LOTS 282, 985, 986 AND 988, PLAN 43628 AND LOTS 1 AND 2, DISTRICT LOT 282, PLAN 111495

**CIVIC ADDRESS:** 1943 PENINSULA ROAD  
VICTORIA, BRITISH COLUMBIA

# APPENDIX A

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02/04/2018

PROJECT NAME:

DATE / REVISION:

NO.	REVISION / REVISIONS	DATE
1	DP APPLICATION	FEB 08, 2018

alan lowe architect inc.

194 118 - 271 Elm St.  
Victoria, British Columbia  
T 250.360.2888

sheet:



PROJECT: CANADIAN PRINCESS LODGE AND MARINA

ADDRESS:

EXISTING SITE SURVEY PLAN

Project No.:	17-561
Date:	JUN 08, 2018
Drawn by:	LOME
Checked by:	LOME
Scale:	AS NOTED

**A1.0**



1 EXISTING SITE SURVEY PLAN  
SCALE: 1/2" = 1'-0"

# PROJECT INFORMATION

**LEGAL DESCRIPTION:** LOT A, DISTRICT LOTS 282, 985, 986 AND 988, PLAN 43928 AND LOTS 1 AND 2, DISTRICT LOT 282, PLAN 11495

**CIVIC ADDRESS:** 1943 PENINSULA ROAD  
UCLUELET, BRITISH COLUMBIA

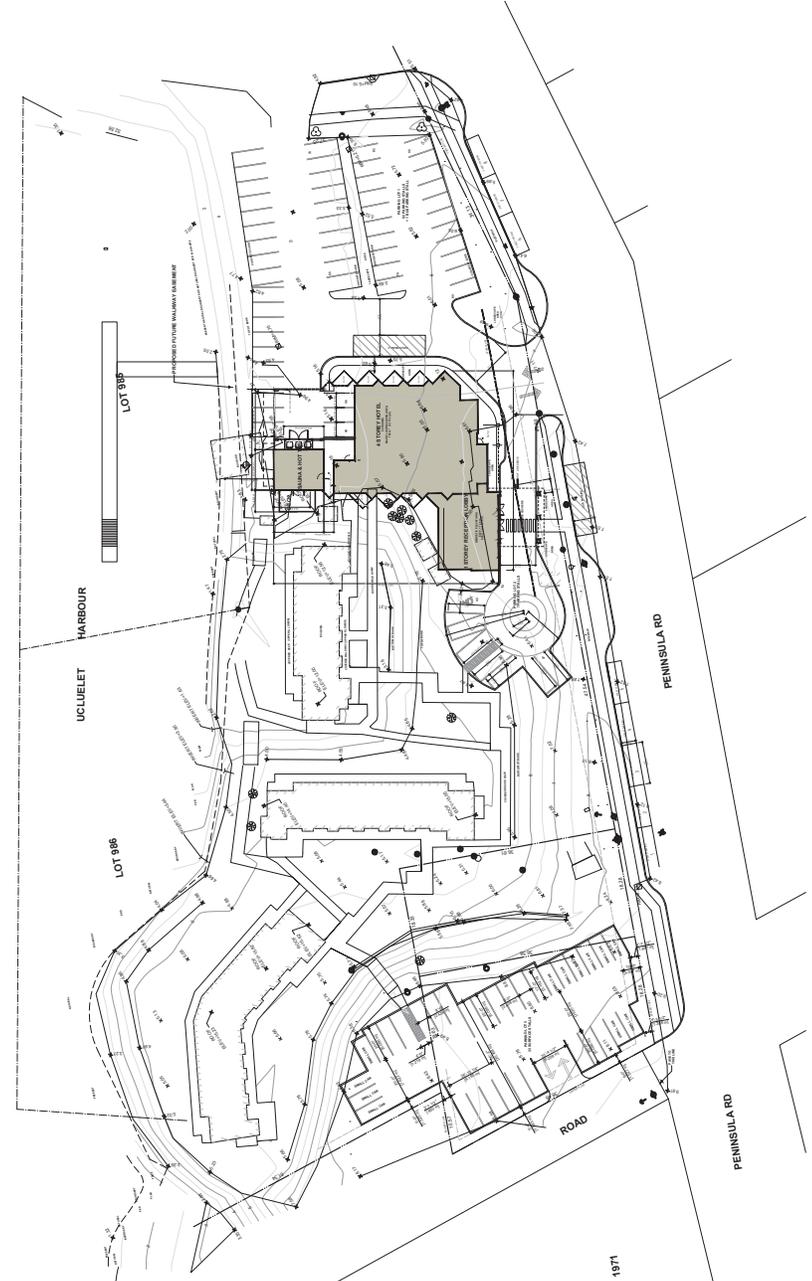
## ZONING DATA

**ZONING:** CS-5, TOURIST COMMERCIAL

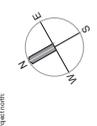
ALLOWED / REQUIRED	PROPOSED
LOT AREA: 11,195 m <sup>2</sup>	0.42 FAR
DENSITY: 0.77 FAR	0.42 FAR
LOT COVERAGE: 12 m	15.57 m
BUILDING HEIGHT: 4 storeys	4 storeys
HOTEL ROOMS: 46 (EXISTING)	
	99 (TOTAL)
SETBACKS:	
FRONT: 6 m	1.3 m (DRIVE THROUGH)
SIDE: 6 m	6 m
REAR: 6 m	8.2 m
OFF-STREET PARKING:	
HOTEL PARKING: 98 STALLS	92 STALLS
BUS PARKING: (INCLUDING 1 HANDICAPPED STALL)	2 STALLS
STREET PARKING:	8 STALLS
BUILDING AREAS:	
GROUND FLOOR AREA: 754 m <sup>2</sup> (8,114 sq ft)	
2ND FLOOR AREA: 615 m <sup>2</sup> (6,621 sq ft)	
3RD FLOOR AREA: 590 m <sup>2</sup> (6,355 sq ft)	
4TH FLOOR AREA: 483 m <sup>2</sup> (5,199 sq ft)	
LOWER FLOOR AREA: 483 m <sup>2</sup> (5,199 sq ft)	
GROSS FLOOR AREA: 3,027 m <sup>2</sup> (32,682 sq ft)	

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# APPENDIX A



1 OVERALL SITE PLAN  
SCALE: 1/8" = 1'-0"



NO.	ISSUED / REVISED	DATE
3	DP APPLICATION/REVISIONS	AUG 15/2018
2	DP APPLICATION	JULY 23/2018
1	DP APPLICATION	FEB 16/2018
0	NO. ISSUED / REVISED	DATE

alan lowe architect inc.  
1943 PENINSULA ROAD  
UCLUELET, BRITISH COLUMBIA  
V3R 2S9

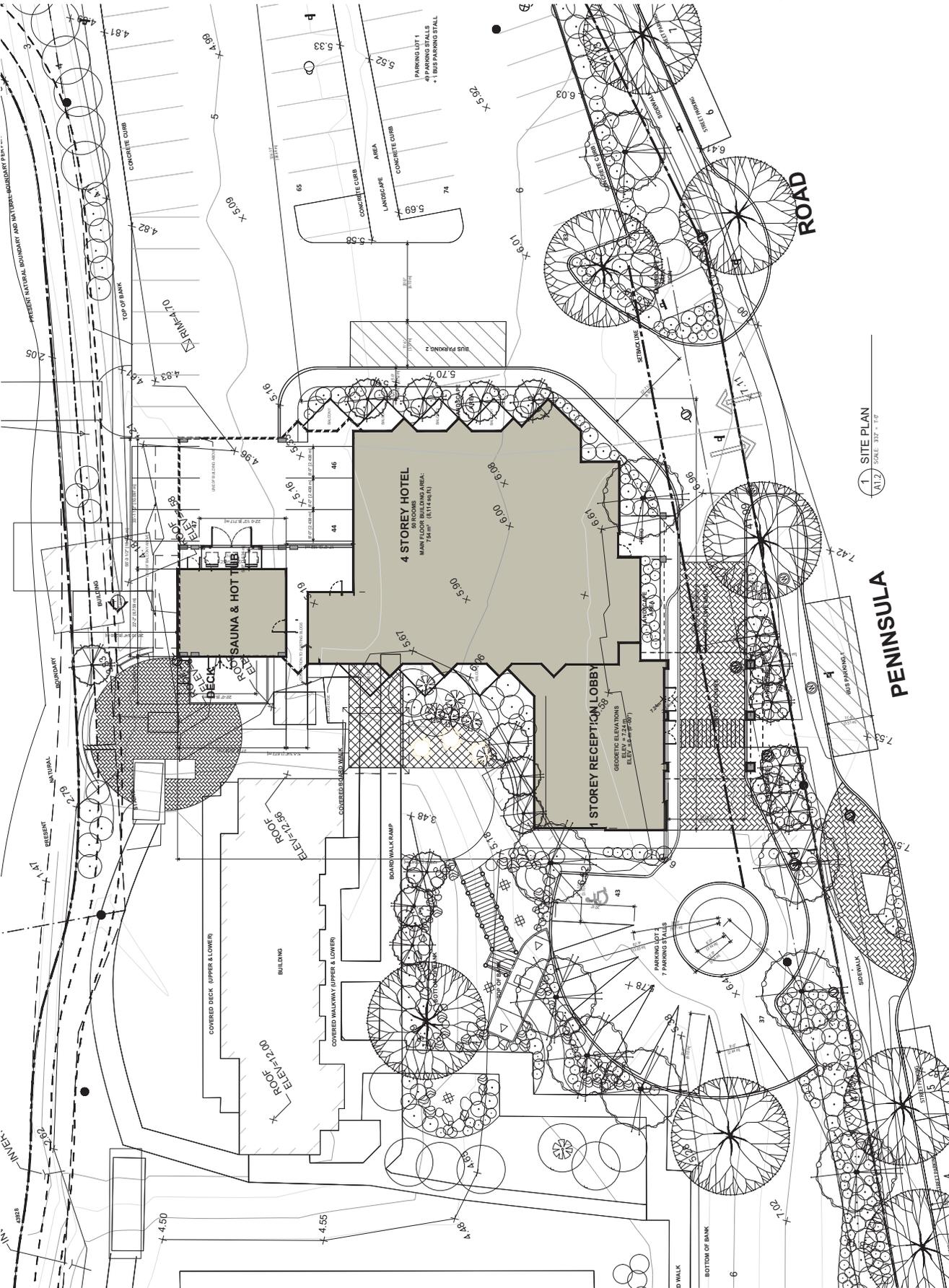


CANADIAN PRINCESS LODGE AND MARINA  
OVERALL SITE PLAN

Project No.:	17-561
Date:	AUG 15, 2018
Scale:	1/8" = 1'-0"
Drawn by:	LOWE
Checked by:	LOWE
Submitted:	

# APPENDIX A

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alan lowe architect inc.  
 UPE 116 - 21 Erie St.  
 Victoria British Columbia  
 1 250 300 2888

PROJECT NO. 17-561  
 DATE JUN 28, 2018  
 DRAWN BY AS NOTED  
 CHECKED BY LOWE  
 PROJECT NAME CANADIAN PRINCESS LODGE AND MARINA  
 ADDRESS 1943 PENINSULA ROAD  
 SHEET NO. SITE PLAN

1 SITE PLAN  
 SCALE: 1/8" = 1'-0"



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# APPENDIX A

PROJECT NAME:

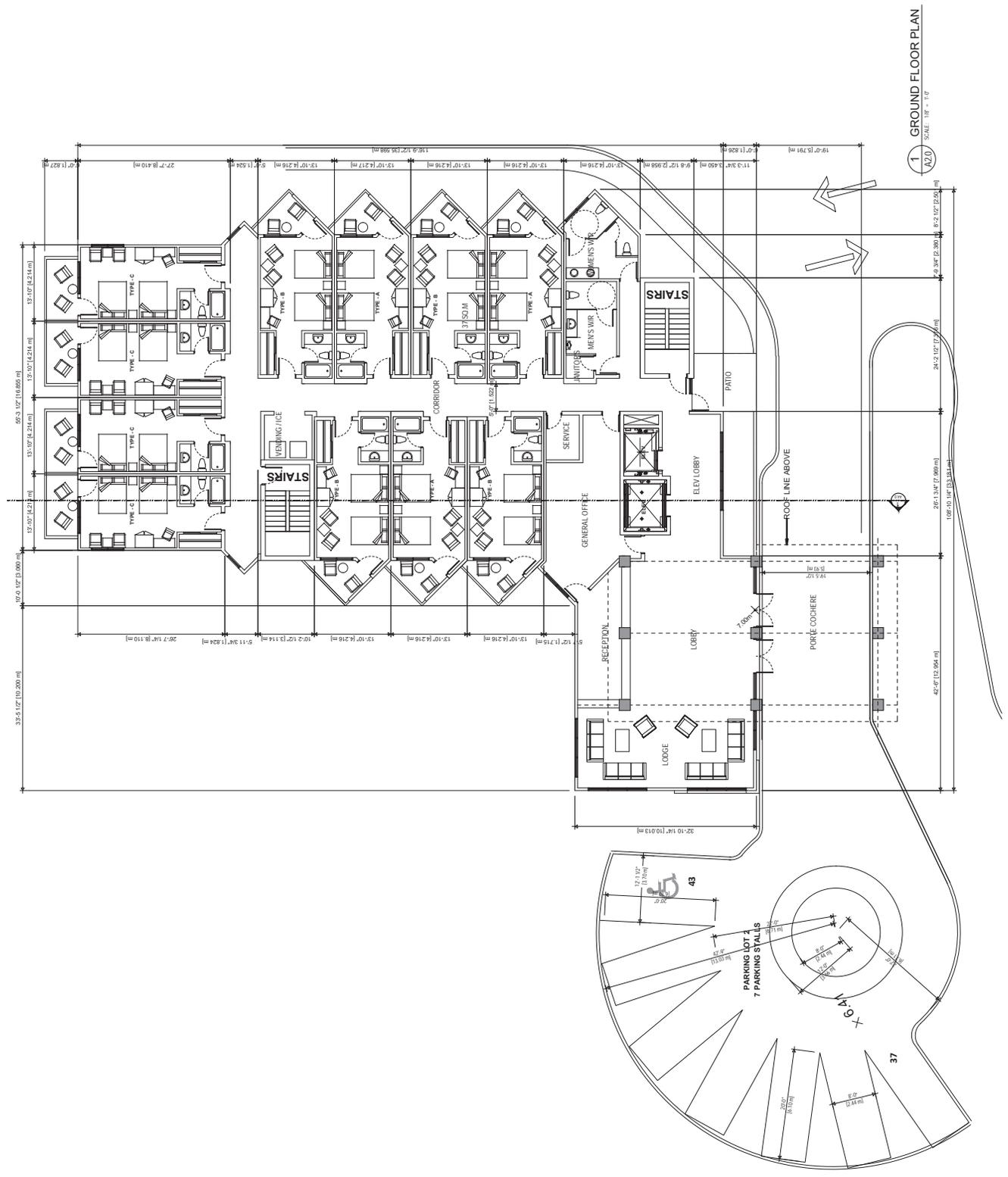
DATE / REVISION:	
1. DP APPLICATION	FEB 06, 2010
NO. / ISSUED / REVISIONS	
DATE	

alan lowe architect inc.  
 1118 - 271 Elm St.  
 Victoria British Columbia  
 1 250 300 2889



PROJECT: CANADIAN PRINCESS LODGE AND MARINA  
 ADDRESS:  
 GROUND FLOOR PLAN

PROJECT NO.: 17-581  
 DATE: JUN 05, 2018  
 SCALE: 1/8" = 1'-0"



1 GROUND FLOOR PLAN  
 SCALE: 1/8" = 1'-0"

# APPENDIX A

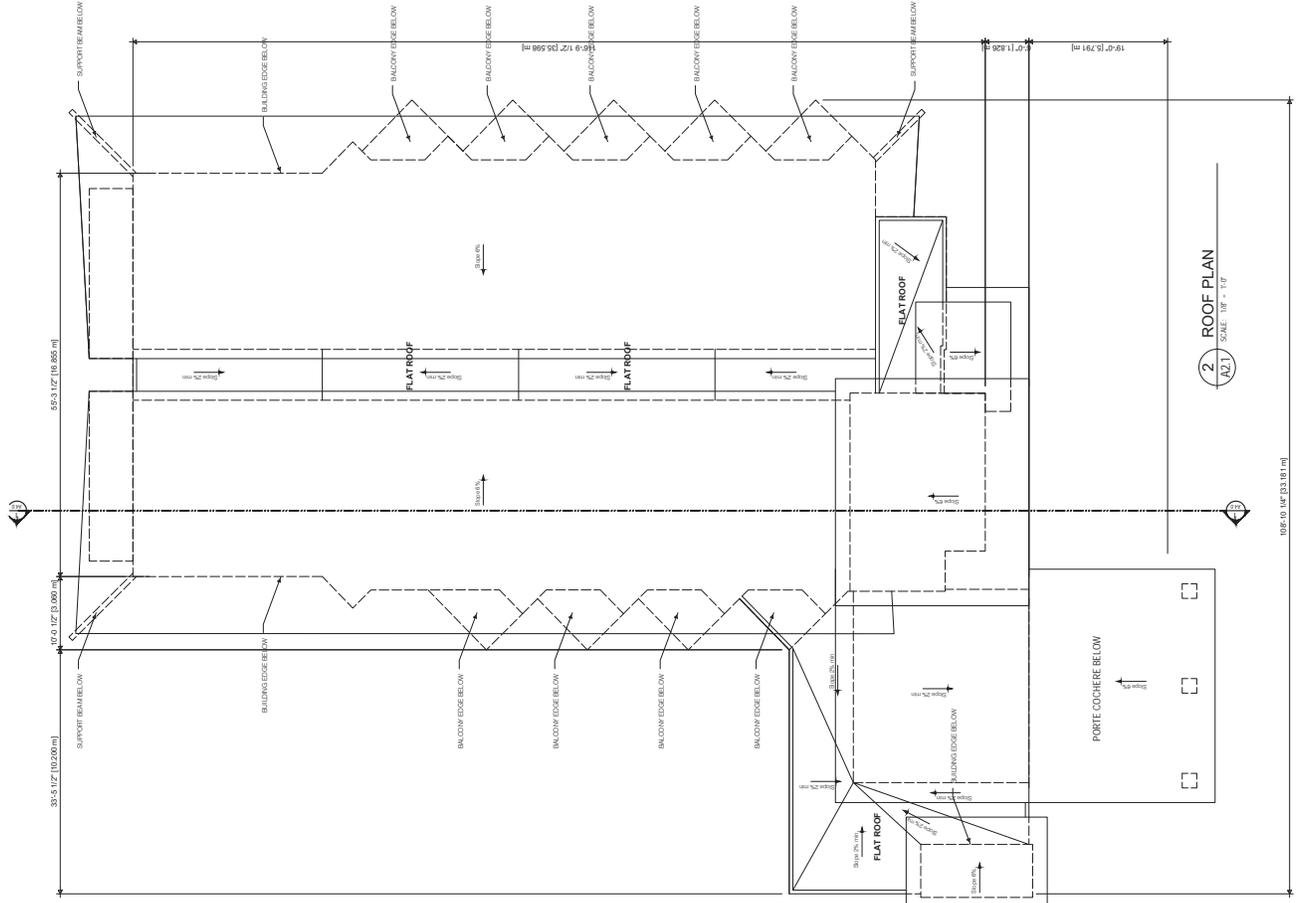
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DATE / REVISION:	
1. DP APPLICATION	FEB. 16, 2010
REV. / REVISION:	
DATE	

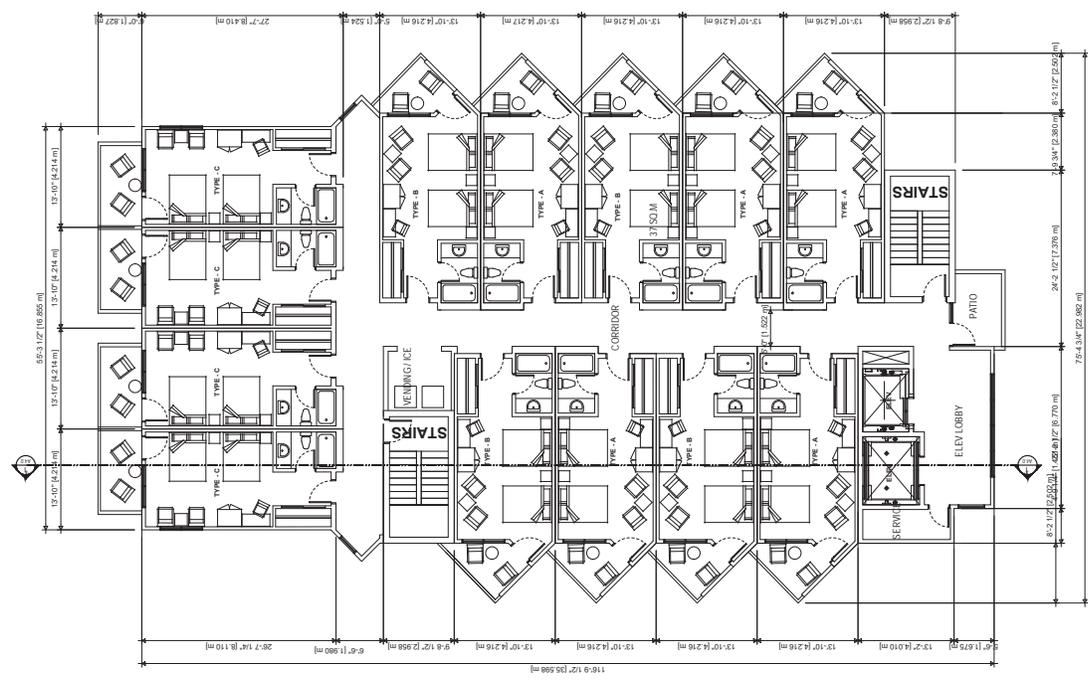
alan lowe architect inc.  
 104 118 - 27th Ave. S.  
 Vernon, British Columbia  
 1-250-930-2989

PROJECT: CANADIAN PRINCESS LODGE AND MARINA  
 ADDRESS: [REDACTED]  
 DRAWING NO.: TYPICAL FLOOR PLAN ROOF PLAN

PROJECT NO.: 17-561  
 DATE: JUN 28, 2018  
 DRAWN BY: AS NOTED  
 CHECKED BY: LONE  
 PROJECT: [REDACTED]



2 ROOF PLAN  
 SCALE: 1/8" = 1'-0"



1 TYPICAL FLOOR PLAN  
 SCALE: 1/8" = 1'-0"







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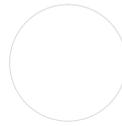
# APPENDIX A

project name:

drawn by:

No.	Issued / Revisions	Date
1.	DP APPLICATION	FEB 16, 20

alan lowe architect inc.  
 1055 145 St. Georges  
 Victoria, British Columbia  
 1 250.360.9886



OWNER: THE  
**CANADIAN PRINCESS  
 LODGE AND MARINA**  
 ADDRESS:  
 DRAWING TITLE:  
**RENDERINGS**

project no.:	17-521
date:	JUN 28, 2015
drawn by:	LOWE
checked by:	LOWE
scale:	100% = 1/0
sheet no.:	1

## A3.26



1 RENDERING 1  
 A3.2 SCALE: 1/15



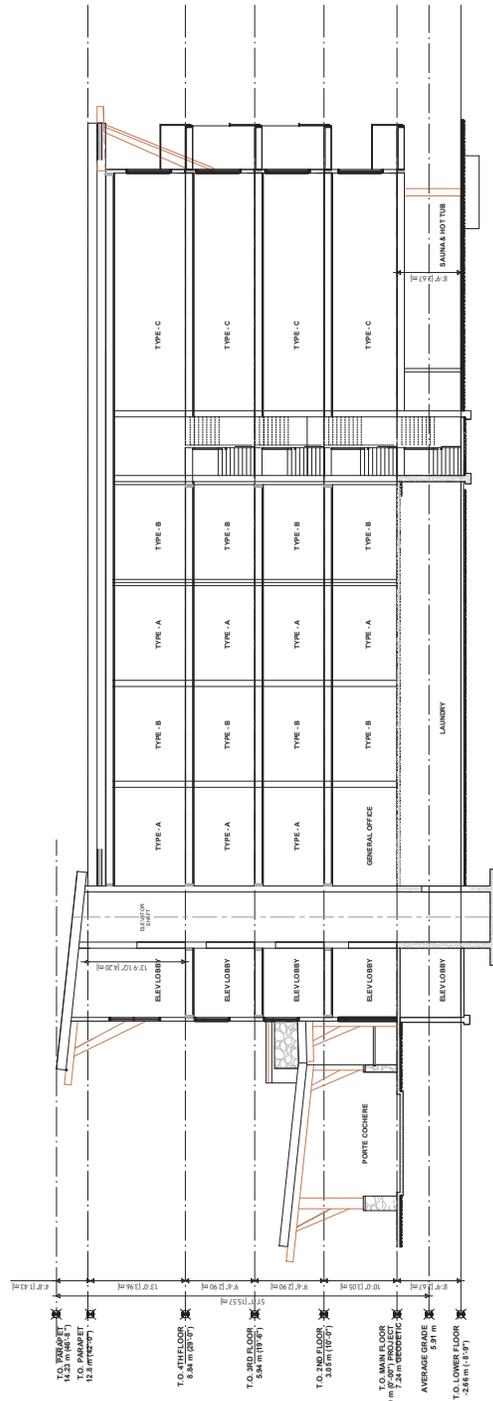
3 RENDERING 3  
 A3.2 SCALE: 1/15



2 RENDERING 2  
 A3.2 SCALE: 1/15

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# APPENDIX A



1 Section  
SCALE: 1/8" = 1'-0"

Rev.	Description	Date
1	DP APPLICATION	FEB 05, 2010
2	Revised	

alan lowe architect inc.  
 Unit 118 - 27 Erie St.  
 Victoria, British Columbia  
 T 250.360.2888  
 www.alanlowe.com



PROJECT: CANADIAN PRINCESS LODGE AND MARINA  
 ADDRESS: [REDACTED]  
 SECTION: SECTION

Project No.:	17-521
Date:	JUN 28, 2018
Drawn by:	LOVE
Checked by:	
Scale:	AS NOTED





## DEVELOPMENT VARIANCE PERMIT DVP18-04

Pursuant to section 498 of the Local Government Act, 2015:

1. This Development Variance Permit is issued to:

1067465 BC LTD, INC. NO BC1067465  
96 TERMINAL AVE, NANAIMO, BC, V0S 4J2

2. This Development Variance Permit applies to, and only to, those lands within the District of Ucluelet described below, and all buildings, structures, and other development thereon:

Lot: A, District Lot 282, 985, 986, and 988, Clayoquot District, Plan 43928 (1943 Peninsula Road).

3. This Development Variance Permit is issued subject to compliance with all the bylaws of the District of Ucluelet, except as specifically varied or supplemented by this Permit.
4. This Permit authorizes the following variance(s) to the District of Ucluelet Zoning Bylaw No. 1160, 2013 on the Lands:
  - Section CS-6.5.1 of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that the height of the principle building be a maximum of 12m (39 ft). The Applicant is requesting the maximum allowable height for a proposed 50-unit hotel be increased to 15.57m (51ft).
  - Section 505.1 of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that existing and proposed uses on the site would require a total of 99 parking spaces. The applicant is requesting the required parking be reduced to 92 parking spaces.
  - Section 503.2 (1) of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires that all parking lots be must not be located within 3m (10 ft) of a lot line that abuts a highway. The applicant is requesting that part of the proposed parking lot be located within 0.3m (1 ft) of a lot line. The areas of the proposed parking lot are indicated on the plan attached in Schedule A
5. As a condition of the issuance of this permit, prior to obtaining a building permit the Owner shall submit a final detailed landscape plan showing the number, type and location of new plant material to complete the screening and enhanced landscape buffers in the general locations shown on the plans attached in Schedule A, for review and approval by the Manager of Community Planning.



- 6. The work authorized by this Permit may only be carried out:
  - a. in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013, except where specifically varied or supplemented by this development variance permit.
  - b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.
- 7. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
- 8. This Permit is NOT a Building Permit.

AUTHORIZING RESOLUTION passed by the Municipal Council on the      day of      , 2018.

IN WITNESS WHEREOF this Development Variance Permit is hereby executed and issued by the Municipality the      day of      , 2018.

THE DISTRICT OF UCLUELET  
by its authorized signatories:

\_\_\_\_\_  
Dianne St. Jacques – Mayor

\_\_\_\_\_  
Mark Boysen – Corporate Officer

OWNER  
by its authorized signatory:

\_\_\_\_\_  
Name:

ISSUED the      day of      , 2018.

\_\_\_\_\_  
Bruce Greig - Manager of Community Planning



# SCHEDULE A – Site Plan

DATE: 2023.08.15  
DRAWN BY: [Name]  
CHECKED BY: [Name]

Scale: 1" = 100'-0"

Site Name: [Name]

Project No: [Number]

Client: [Name]

**PROJECT INFORMATION**

LEGAL DESCRIPTION: [Text]  
 ZONING DATA: [Text]  
 ZONING CODE: [Text]  
 ZONING DISTRICT: [Text]  
 ZONING BY-LAW: [Text]





## DEVELOPMENT PERMIT DP18-05

Pursuant to Part 14, Division 7 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

1067465 BC LTD, INC. NO BC1067465  
 96 TERMINAL AVE,  
 NANAIMO, BC, V0S 4J2

2. This Development Permit applies to and only to those lands within the District of Ucluelet described below and all buildings, structures, and other development thereon:

Lot: A, District Lot 282, 985, 986, and 988, Clayoquot District, Plan 43928 (1943 Peninsula Road).

3. This Development Permit is issued subject to compliance with all of the bylaws of the District of Ucluelet.

4. This Permit authorizes the construction of the following improvements on the Lands:

- a. One 4 ½ storey 50-unit hotel building.
- b. One spa / hot tub building.
- c. Landscape improvements.
- d. Frontage improvements from Lyche Road to Norah Road including:
  - i. 5' concrete sidewalk
  - ii. Curb and gutter
  - iii. Storm water management
  - iv. Full Landscaping
  - v. Full civil and landscape design of above works

These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings attached to this Permit as **Schedule A**.

5. This permit is issued subject to the following conditions:

- a. All works in the road right of way to be reviewed and approved by the both the District of Ucluelet and the Ministry of Transportation and Infrastructure.,
- b. The completion of a public Statutory Right of Way along the harbor waterfront.
- c. The completion of detailed landscape drawings.

6. The work authorized by this Permit may only be carried out:

- a. in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013, except as expressly varied by this Permit.
- b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.



- 7. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
- 8. This Permit is NOT a Building Permit.
- 9. **Schedules "A"** attached hereto shall form part of this Permit. The Municipality's Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.

**AUTHORIZING RESOLUTION** passed by the Municipal Council on the      day of      , 2018.

**IN WITNESS WHEREOF** this Development Permit is hereby executed and issued by the Municipality the      day of      , 2018.

**THE DISTRICT OF UCLUELET**  
by its authorized signatories:

\_\_\_\_\_  
Dianne St. Jacques – Mayor

\_\_\_\_\_  
Mark Boysen – Corporate Officer

**OWNER**  
by its authorized signatory

\_\_\_\_\_  
Owner, by its authorized signatory

**ISSUED** the      day of      , 2018.

\_\_\_\_\_  
Bruce Greig - Manager of Planning



## Schedule A

See Application – Appendix A

August 15, 2018

Dear Council,

RE: Canadian Princess variance proposal no18-04

I have reviewed the proposal with John Towgood this week.

I understand that this involves:

- 1) removing parking even though a 50 unit building is proposed
- 2) adding 3.67 metres to the existing height variance
- 3) introduces the idea that Ucluelet should have height restrictions for the view corridor now and into the future
- 4) the 'money shot' view

My property is located directly across from the Canadian Princess. Although I am relieved that the building plans do not include building directly in front of where the Canadian Princess boat was previously located, I have a couple of concerns.

- 1) The current plan includes encroaching on the view corridor – and exceeding the footprint of the “office building’ (the one designated to be renovated the same building that is responsible for the removal of the parking spaces)

My questions for the council – We have an OCP that is designed to protect the view corridors, with the development of The Moorage, the views of the harbour and the mountains have changed substantially – the view of the harbour is priceless, why would we consider reducing it in any way by permitting:

- increased height of the building (beyond current)
- encroaching beyond the current footprint in area and height

Once such a building is in place, our community can never get the view back.

- 2) Reducing parking. In my limited experience with development. I am aware of the requirements to protect our number one asset and manage the intense traffic challenges Ucluelet has, and they will grow.

My questions for the council: Why would we depart from the parking requirements that are always attached to development? The proposal involves adding 50 units, and I understand their business model revolves around, ideally, bussing in clients from the Asian markets, thereby, theoretically, eliminating the need for additional parking. Because parking is such a problem in Ukee already, it is not going to get better.

What happens when the business model changes (and it will) or the market doesn't work out as planned? The property is bankrupt, and a new business owner takes over? Not requiring and actually reducing the parking seems short-sighted, and this area of town will forever be congested, and unmanageable.

Other businesses were required to provide parking when they built, even though their customers mostly walked to the place of business. Why were variances not available to them?

- 3) Height restrictions for the view corridor. Ucluelet needs only to reflect on the ambitious plans to develop – Water's Edge, Whiskey Landing and the former Canadian Princess. It is my understanding that the architects and developers presented their plans, and the properties when finished, were unexpectedly bigger and inhibiting of view.

My concern is that Ucluelet is at a crossroad in our development as a community. We have the chance to preserve our precious views with a community plan that enhances our worth, and not to let developers define our view scapes to their maximum benefit.

- 4) Money Shot: I have heard in my discussions with the district and my neighbours, the term for the view property on Canadian Princess, 'that's the money shot, why wouldn't the developer want to exploit this money shot?' Can we take this time to define what the 'money shot' is for the community and not sell out our view space for a \$100,000 worth of sidewalks? Ucluelet's 'money shot' is priceless, it belongs to the community, not to developers who wish to exploit it for their exclusive purposes.

I appreciate the opportunity to share my thoughts, not only as a neighbour but also as a community member. The CP property currently has a premium view of the boat basin, mountains and the water. I am impressed with what this property already has. My concern is if we don't attend to the view corridor and the parking issues – for the future, we could be committing to a situation that will forever affect the priceless beauty of what we have now.

Let's maximize it for all of our benefits, including the Canadian Princess. I also am aware at this point – these are only plans and proposals, and to me, that means the opportunity to develop the best plan for both parties. I am aware and relieved to hear that the development is not in the parking lot, and to the District of Ucluelet, this appears to be a win. I encourage more consideration about whether to permit a multi-level building where there is none.

A building's view only benefits the owner and takes away from the community. By allowing this plan, our community forfeits the current viewing corridor and introduces growing vehicle congestion.

In summary I am opposed to:

- 1) height variance
- 2) reduction of parking
- 3) requiring that the parking be within 10 feet of lot line, vs the requested reduction to 1 foot.

Sincerely,

Lesley-Ann Marriott



## STAFF REPORT TO COUNCIL

Council Meeting: AUGUST 21, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, MANAGER OF COMMUNITY PLANNING

**FILE NO:** 6840-20-2018 OCP

**SUBJECT:** OCP UPDATE

**REPORT NO:** 18-86

**ATTACHMENT(S):** NONE

### **RECOMMENDATION(S):**

1. **THAT** Council direct staff to prioritize completion of the OCP draft and schedule extra meetings in September for consideration of an OCP adoption bylaw.

### **PURPOSE:**

The purpose of this report is to update Council on progress to update the Ucluelet Official Community Plan (OCP) bylaw, and seek direction on next steps.

### **BACKGROUND:**

The Ucluelet OCP was last updated in 2011. At the direction of Council, starting in 2016 the Planning department began a process to review and update the OCP with the aim of adopting an updated bylaw before the end of this Council term. Work in 2016 and 2017 primarily entailed public engagement activities by Vancouver Island University and students of the Masters of Community Planning program.

This spring, a well-attended community Open House and other engagement activities gathered feedback from residents on key issues and OCP topic areas. Since that time staff have been working on drafting a new OCP document, including new mapping and Development Permit Area guidelines. A preview of a section of policies and implementation steps was presented to Council in June as the 2018 Affordable Housing action plan.

The work required to prepare a comprehensive draft new OCP is substantial. The approach taken, supported by staff, has been to undertake the re-write of the document in-house. It has proven challenging to find adequate time to focus on this project among the other "day-to-day" demands on the department. Development approvals, building applications, land inquiries and bylaw enforcement activities are all operating at high levels. Consequently, a complete draft of the updated OCP document is not yet ready for Council's consideration.

### **TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

At this point it will take extraordinary measures to complete the draft OCP document and take it through the necessary steps for Council to be able to adopt a new OCP bylaw by its last regularly scheduled meeting on October 9, 2018.

Planning staff could set aside inquiries and development applications and focus entirely on completing the mapping and text amendments necessary to update the document. Extra meetings would be necessary in September (scheduled around the week of UBCM) to consider first readings of the bylaw, scheduling a public hearing and subsequently considering third reading. Final adoption of the OCP could conceivably still be considered at the October 9, 2018, regular meeting of Council. Staff note that this approach would, by necessity, have the effect of slowing down the processing of development applications, property inquiries and other current projects for a period of time.

As Council is aware, the municipal election will be underway in September and early October. Staff are seeking direction from Council on whether pressing to complete the OCP update this term is a priority. Alternatively, Council could receive the draft and provide direction on desired next steps early in its new term, later this fall.

**OPTIONS REVIEW:**

1. That Council direct staff to prioritize completion of the OCP draft and schedule extra meetings in September for consideration of an OCP adoption bylaw. **(Recommended)**
2. That Council direct staff to continue on the work to update the OCP, and bring the complete draft forward early in the next Council term.

**Respectfully submitted:** Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administrative Officer