



**COMMITTEE OF THE WHOLE MEETING
Tuesday, October 3, 2017 @ 7:30 PM
George Fraser Room, Ucluelet Community Centre
500 Matterson Drive, Ucluelet**

AGENDA

	Page
1. CALL TO ORDER	
2. ADOPTION OF MINUTES	
3. UNFINISHED BUSINESS	
4. PUBLIC INPUT AND DELEGATIONS	
4.1. Public Input	
4.1.1. Open invitation to all residents of the District of Ucluelet	
4.2. Delegations	
5. REPORTS FROM COUNCIL OR STAFF	
5.1. 1638 Cedar Road Proposed Purchase	3 - 6
<i>John Towgood, Planner 1</i>	
Cedar Road Purchase Report	
6. LATE ITEMS	
7. NEW BUSINESS	
8. QUESTION PERIOD	
9. CLOSED SESSION	
<i>Procedural Motion to Move In-Camera:</i>	
THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the <i>Community Charter</i> .	
10. ADJOURNMENT	

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 1650-20

SUBJECT: 1638 CEDAR ROAD PROPOSED PURCHASE

RECOMMENDATION(S):

1. **THAT** Council receive this informational report regarding the proposed purchase of the property at 1638 Cedar Road; and
2. **THAT** Council direct staff to schedule a Committee of the Whole meeting of October 3rd, 2017 to receive feedback from the public.

PURPOSE:

To provide Council with preliminary information on the potential purchase of 1638 Cedar Road, Lot: 1, Plan VIP33640, District: 09, PID 000-255-921 (the “**Subject Property**”) and potential creation of a village square parking lot on the property.

BACKGROUND:

Council directed the purchase the subject property (**Figure 1**) with subjects to that sale that would allow time for District Staff to review the viability of this property as a central parking area for the village square. These subjects are to be release on or before October 12th 2017.



Figure 1- Site Context

DISCUSSION:

This Staff review was based on:

- Official Community Plan's (the "OCP") Village Square designation policies:
 - Revitalization of an area in which a commercial use is permitted.
 - Establishment of objectives for the form and character of development in the resort region.
- Zoning Bylaw Requirements
- Financial Feasibility
- Environmental

OCP, Revitalization

The objectives that justify this designation include assisting in the revitalization of the Village Square and enhancing and creating form and character that befits the community's core area. Ucluelet is designated a "resort region" under Provincial legislation, and seeks to distinguish itself from nearby Tofino and other resort regions through its distinctive location, historical development and other attributes, much of which is to be characterized by its core Village Square. This Property is centrally located in the village square and not only represents an opportunity for a central parking area but it is also a key element for the breaking up the large block that is Village Square. The breaking up of this block is supported directly by Village Square Guideline No.12:

12. The block bound by Peninsula Road to the south, Cedar Road to the north, Main Street to the east and Bay Street to the west should be considered for its long-range redevelopment potential. This centrally located area is well positioned to become Ucluelet's core block, having strong connective qualities to other central areas. Situated between street oriented development, a series of alleys should lead to an internal system of courtyard and mews type developments with a mix of uses



Figure 2- OCP Image associated to Guideline No. 12

Planning Staff consider the purchase and development of this parking lot could further this OCP vision for the Village Square. With this lot extending behind multiple properties on Main Street there should be

opportunities as these lands develop to create multiple connections through to the parking lot as encouraged by guideline No.4

4. New developments should enhance the network of adjacent public open spaces and trails that connect and cross through the area;

The development of this lot a central parking lot and pedestrian hub could lead a revitalization of the adjacent properties with increased availability of parking and pedestrian traffic.

OCP, Establishment of objectives for the form and character

Form and Character guidelines normally look to site specific contexts. In the case of this parking lot Staff are looking more at the whole of the Village square and how this parking lot will affect it. The breaking up of the large Village Square lot is critical to areas walkability. For the most part this lot is in behind the areas street fronting properties, the proposed parking lot will not be taking up a large part of the commercial streetscape.

Zoning Bylaw Requirements

The Parking lot is currently “**CS-1 Zone** – Village Square Commercial” and would require a rezoning a “**P-3 Zone** – Limited Institutional” before the property could be used as a parking lot.

Financial Feasibility

The properties purchase price is \$290,000. Staff have identified that 50% of the purchase price could be provide through existing Resort Municipality Initiative (RMI) funding and the other 50% will be covered through a transfer from existing reserve funds.

Future costs include a traffic consulting study to develop options for the parking lot and how it can best be integrated into the Village Square. The full scope of this work will be determined this fall and costs reviewed during the financial planning process.

There will also be development costs to clear and construct the parking lot have not been professionally estimated at this time but Staff roughly estimate the development cost to be \$80,000 to \$100,000.

These future costs could be incorporated into the 2018 budget planning process, there is an existing parking lot further down Cedar street that is underutilized and Planning Staff would support the sale of this property to fund the development of the subject property. The current parking lot creates a gap in the commercial streetscape, it is not as centrally located, and it is not a key to increased pedestrian connectivity for the area. The cost of the parking layout work would be under \$1000 and be taken out of Planning Staffs Consultant budget.

Environmental

The Subject site used to be the location of bulk fuel storage tanks and related warehouses. In 2002 Chevron commissioned “SEACOR Environmental” to conduct a Stage 1 and 2 Primary Site Investigation. The conclusion of that 375-page study was that the subject lot was considered to meet the CSR commercial soil standards and the groundwater meet the aquatic life standards in place at that time.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

If Council eventually decides to proceed with the purchase of the property, there will be significant Staff time required to organize and report on any public engagement and the development of the lot will require time to write a Request for Proposal (RFP), review submissions, and ensure proper development of the parking lot.

FINANCIAL IMPACTS:

The financial implications for this proposal are:

- Purchase Price
- Construction Costs
- Staff Time
- Yearly maintenance of the Lot

Staff will further research the financial impacts of the development of this property as a parking lot before the closing of the purchase subjects.

POLICY OR LEGISLATIVE IMPACTS:

The use of this lot would require a rezoning.

NEXT STEPS:

1. Provide an opportunity for the public to comment on the purchase at a public meeting on October 3rd, 2017.
2. Prepare a Final Staff report at the October 10th, 2017 Council meeting to approve subject removal for the property purchase.

If Council approves the purchase of the property, staff will then take engage a parking consultant to develop more detailed options for public and Council review.

OPTIONS REVIEW:

1. Council receive this informational report regarding the proposed purchase of the property at 1638 Cedar Road; and
2. Council direct staff to schedule a Committee of the Whole meeting of October 3rd, 2017 to receive feedback from the public.

Respectfully submitted:

John Towgood, Planner 1

Mark Boysen, Chief Administrative Officer