



**REGULAR MEETING OF COUNCIL**  
**Thursday, February 9, 2023 @ 4:00 PM**  
**Ucluelet Community Centre**  
**500 Matterson Drive, Ucluelet**

**AGENDA**

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12. QUESTION PERIOD

13. CLOSED SESSION

14. ADJOURNMENT



**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, January 24, 2023 at 4:00 PM**

Present:      **Chair:**            Mayor McEwen  
                   **Council:**        Councillors Anderson, Hoar, Kennington, and Mattei  
                   **Staff:**            Duane Lawrence, Chief Administrative Officer  
                                  Donna Monteith, Chief Financial Officer  
                                  Bruce Greig, Director of Community Planning  
                                  Joseph Rotenberg, Manager of Corporate Services  
                                  John Towgood, Municipal Planner  
                                  Monica Whitney-Brown, Planning Assistant

Regrets:

**1. CALL TO ORDER**

The meeting was called to order at 4:00 PM on January 24, 2023.

**1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH**

**Council acknowledged the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.**

**1.2 NOTICE OF VIDEO RECORDING**

**Audience members and delegates were advised that the proceeding was being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.**

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

**3.1 January 24, 2023, Regular Council Agenda**

2023.2033.REGULAR    *It was moved and seconded **THAT** Council adopt the January 24, 2023, Regular Council Agenda as presented.*

CARRIED.

**4. ADOPTION OF MINUTES**

**4.1 December 8, 2022 Special Council Minutes**

2023.2034.REGULAR    *It was moved and seconded **THAT** Council adopt the December 8, 2022, Special Council Minutes as presented.*

CARRIED.

#### 4.2 December 13, 2022 Regular Council Minutes

2023.2035.REGULAR *It was moved and seconded **THAT** Council adopt the December 13, 2022, Regular Council Minutes as presented.*

CARRIED.

#### 4.3 January 10, 2023 Regular Council Minutes

2023.2036.REGULAR *It was moved and seconded **THAT** Council adopt the January 10, 2023, Regular Council Minutes as presented.*

CARRIED.

### 5. PUBLIC INPUT & DELEGATIONS

#### 5.1 Delegations

**Signy Madden & Julie Rushton, United Way BC  
Re: Update on Local Social Issues and United Way  
Investments, Solutions, and Partnerships**

Signy Madden and Julie Rushton presented about local social issues and provided information about local United Way investments and partnerships. Ms. Rushton went on to outline available grant funding and grants provided by United Way to local organizations.

**Randy Oliwa & Yasushi Ohki, Pac Rim Home Development  
Cooperative  
Re: West Coast Workforce Housing Initiative Update and  
Introduction**

Randy Oliwa and Yasushi Ohki presented on behalf of the Pacific Rim Home Development Cooperative (PRHDC). The delegates outlined the Cooperative's mandate and provided an update on the organization's articles of incorporation, membership, and phase two of the West Coast Workforce Initiative.

The delegate requested that the District provide support to perform land mapping and that Council explore the creation of a Select Committee (made up of Councillors, District Staff, and the PRHDC team) to identify available and future lands for non-market development including the PRHDC's project, develop solutions to secure rental housing, and provide advice on bylaws and policies intended to develop a land bank.

Councillor Hoar joined the meeting at 4:23 PM.

The delegate responded to Council questions related to the size and location of PRHDC's member businesses, eviction, member fees, rental fees, and potential locations.

## 6. UNFINISHED BUSINESS

There was no unfinished business.

## 7. REPORTS

### 7.1 Covenant Modification & Development Variance Permit - 2010 Cynamocka Road *Monica Whitney-Brown, Planning Assistant*

Bruce Greig, Director of Community Planning Presented this report and reviewed the terms of the subject covenant.

Mr. Greig responded to Council questions related to other properties in the area which have the covenant on title and the allowed driveway use of the setback area. He also addressed Council questions about the difference between building schemes, covenants and zoning.

Ben Aston, the Applicant, addressed Council and outlined the proposed location and alternate location of the structure, the lack of greenspace buffer on the property, and his neighbour's opinion of the covenant modification.

Council discussed the application, Option B in the report, and the recommendation.

2023.2037.REGULAR *It was moved and seconded THAT Council direct staff to prepare an amendment to the Greenspace Covenant FB154853 as requested, and give public notice for Development Variance Permit 22-06 to reduce the side yard setback requirements for an accessory building at 2010 Cynamocka Road.*

DEFEATED.

2023.2038.REGULAR *It was moved and seconded **THAT** Council indicate to the applicant that modifying the Greenspace Covenant on the property at 2010 Cynamocka Road would not align with community interests, and suggest the applicant pursue their desired building construction within the zoning setbacks and existing covenanted building envelope.*

CARRIED.

### 7.2 Development Variance Permit for 1425 Helen Road *Monica Whitney-Brown, Planning Assistant*

Bruce Greig, Director of Community Planning Presented this report.

Mr. Greig responded to Council questions related to other parking variances issued in the area and parking on Imperial Lane.

Marie Tremblay and Ben Crofton, the Applicants addressed Council and noted that they believed the subject parking spots were located on their property, that on street parking will be lost if they are required to put parking on their property, a neighbouring property received a parking variance, and fielded Council questions related to challenges associated with putting parking on their property.

Council discussed the application and the Staff recommendation and an alternative resolution which allows the on street parking for the B&B use on a temporary basis.

2023.2039.REGULAR *It was moved and seconded **THAT** Council direct Staff to investigate using an alternative method to temporarily permit on street parking spaces for the B&B use at 1425 Helen Road and report back to Council.*

CARRIED.

### **7.3 Highway 4 Junction Landscaping** **Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report.

Mr. Lawrence addressed Council question related to the Ministry of Transportation's timelines and alternative options for landscaping the medians.

Council discussed the proposed landscaping, and alternative options for beautifying the medians. Council also discussed competing funding options and challenges with maintaining this area.

Councillor Hoar left the meeting at 5:50 PM due to technical difficulties. Councillor Hoar reentered the meeting at 5:55 PM.

2023.2040.REGULAR *It was moved and seconded **THAT** Council direct Staff to work with the Ministry of Transportation and Infrastructure on options for the installation of a low maintenance xeriscape for the highway junction islands and report back to Council with costs.*

CARRIED.

### **7.4 Responsible Conduct Policy** **Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report.

Council discussed the recommended resolution.

Councillor Hoar left the meeting at 6:16 PM due to technical difficulties.

2023.2041.REGULAR *It was moved and seconded **THAT** Council direct staff to develop a draft responsible conduct policy to be considered by Council at a future committee of the whole.*

CARRIED.

## 7.5 **CMHC Rapid Housing Initiative Grant** **Bruce Greig, Director of Community Planning**

Mr. Greig presented this report and provided some additional background information.

Mr. Greig addressed Council questions related to management of the property, the rezoning process, the proposed District cash contribution, and other priority projects funded through the Affordable Housing Fund. Mr. Lawrence addressed Council questions related to liability associated with the proposed five supportive affordable housing units .

Council discussed the proposed District cash contribution, community need, and management of the supportive affordable housing units.

2023.2042.REGULAR *It was moved and seconded **THAT** Council direct staff to issue a Request for Proposals (RFP) for a design/build contractor to construct five supportive affordable housing units on the District-owned property at 1300 Peninsula Road.*

CARRIED.

2023.2043.REGULAR *It was moved and seconded **THAT** Council direct staff to prepare a draft submission to the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative grant intake, for Council authorization at its March 14, 2023, regular meeting.*

CARRIED.

2023.2044.REGULAR *It was moved and seconded **THAT** Council authorize spending up to \$25,000 from the affordable housing reserve fund on preliminary survey, engineering, design and project management in preparation of the grant application, RFP and anticipated construction contract.*

CARRIED.

2023.2045.REGULAR *It was moved and seconded **THAT** Council indicate support to earmark up to \$200,000 from the municipal affordable housing reserve as a municipal cash contribution to the project, for consideration during the ongoing budget discussions and confirmation at the March 14, 2023, Regular Council meeting.*

CARRIED.

2023.2046.REGULAR *It was moved and seconded **THAT** Council direct staff to continue discussions with community social support service providers with the aim of developing a partnering agreement for the ongoing operation of the housing should the District succeed in obtaining project funding from the current Canada Mortgage and Housing Corporation (CMHC) grant or other sources.*

CARRIED.

2023.2047.REGULAR *It was moved and seconded **THAT** Council direct staff to prepare a zoning amendment bylaw to change the designation of the property at 1300 Peninsula Road from R-1 Single-family Residential to an appropriate multi-family residential zoning designation.*

CARRIED.

## 8. NOTICE OF MOTION

There were no notices of motion.

## 9. CORRESPONDENCE

### 9.1 BC Epilepsy Society Proclamation

*Deirdre Syms, Executive Director, & Sonia Ali, Provincial Manager of Programs, BC Epilepsy Society*

2023.2048.REGULAR *It was moved and seconded **THAT** the District of Ucluelet sign at the Junction be illuminated in purple on March 26 in support of the BC Epilepsy Society.*

CARRIED.

### 9.2 Ocean Protection Plan

*Trevor Heryet, Executive Director, Oceans Protection Plan, Transportation Canada*

### 9.3 Recent Election, Achievement of Common Goals, and Request to Prioritize Project

*Samantha Hackett, Chair, West Coast Multiplex Society*

## 10. INFORMATION ITEMS

### 10.1 Community Wildfire Resiliency Plan

*Rick Geddes, Fire Chief*

Mr. Geddes presented this report in conjunction with Lauren Shinnimin, contractor, of Frontera Forest, Solutions.

Ms. Shinnimin presented a power point presentation which outlined the District of Ucluelet Community Wildfire Resiliency Plan, in brief.

2023.2049.REGULAR *It was moved and seconded **THAT** Council recess for five minutes.*

CARRIED.

The meeting was adjourned at 6:57 pm and reconvened at 7:02 PM.

**10.2 Ucluelet Housing - 2023 Update**  
**Bruce Greig, Director of Planning**

Mr. Greig Presented this report.

**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

**11.1 Councillor Shawn Anderson**  
***Deputy Mayor April 1 - June 30, 2023***

Councillor Hoar reentered the meeting at 7:20 PM.

Councillor Anderson:

- attended a Alberni Clayoquot Health Network Table of Partners meeting and orientation; and
- attended bilateral meeting on Net Pen Transition presented by the Department of Fisheries and Oceans.

Councillor Anderson noted two fires which occurred over the holidays and commended the Fire Department, Fire Chief and Harbour Manager for their response.

2023.2050.REGULAR *It was moved and seconded that the Regular Council Meeting continue beyond three and a half hours.*

CARRIED.

**11.2 Councillor Jennifer Hoar**  
***Deputy Mayor January 1 - March 31, 2023***

Councillor Hoar commended Pacific Rim Arts Society's sponsorship of the Misssoula Children's performance. Councillor Hoar will attend the Vancouver Island Regional Library Board AGM on January 28th.

**11.3 Councillor Ian Kennington**  
***Deputy Mayor July 1 - September 30, 2023***

Councillor Kennington will attend the Urban Design Institute presentation called Understanding Urban Realities on January 25, 2023.

**11.4 Councillor Mark Maftei**  
***Deputy Mayor October 1 - December 31, 2023***

**11.5 Mayor Marilyn McEwen**

Mayor McEwen attended:

- the Barclay Community Forest meeting on January 11th;

- the ACRD board meeting on January 11th, where the 2023 assessment role was presented. Ucluelet had the highest percentage market change of the ACRD communities;
- the ACRD Transportation Working Group meeting on January 18th where interim west coast public transportation options were discussed with a consulting group; and
- Toward Collaborative Government and Shared Innovation webinar.

## 12. QUESTION PERIOD

Councillor Hoar left the meeting at 7:29 PM.

Randy Oliwa asked why District of Ucluelet sign at the junction is not illuminated? Staff will investigate this issue. Mr. Oliwa also sought clarification regarding PRHDC's recommended select committee. Council noted that the proposal would be discussed at a later date.

Lara Kemps, clarified that the previous Council's main concern was with safety issues at the Junction.

## 13. CLOSED SESSION

### 13.1 Procedural Motion to Move In-Camera

***THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(c),(g), and (i) of the Community Charter which involve:***

- ***labour relations or other employee relations;***
- ***litigation or potential litigation affecting the municipality; and***
- ***the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.***

2023.2051.REGULAR *It was moved and seconded **THAT** the meeting be closed to the public in order to address agenda items under Section 90(1)(c),(g), and (i) of the Community Charter which involve:*

- *labour relations or other employee relations;*
- *litigation or potential litigation affecting the municipality; and*
- *the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

CARRIED.

The meeting was closed to the public at 7:35 PM.  
Council returned to open session at 8:35 PM.

## 14. ADJOURNMENT

The meeting was adjourned at 8:36 PM on January 24, 2023

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, January 24, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

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Duane Lawrence, Corporate Officer

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Marilyn McEwen, Mayor



**DISTRICT OF UCLUELET**  
**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, January 31, 2023 at 4:00 PM**

Present:       **Chair:**           Mayor McEwen  
                   **Council:**       Councillors Anderson, Hoar, Kennington, and Mattei  
                   **Staff:**           Duane Lawrence, Chief Administrative Officer  
                           Donna Monteith, Chief Financial Officer  
                           Abby Fortune, Director of Parks and Recreation  
                           Joseph Rotenberg, Manager of Corporate Services  
                           Samantha McCullough, Executive Assistant  
                           Sam Parent, Finance Manager

Regrets:

**1. CALL TO ORDER**

The meeting was called to order at 4:00 PM.

**1.1 ACKNOWLEDGEMENT OF THE YUULU?IŁ?ATH**

**Council acknowledged the Yuulu?ił?ath, on whose traditional territories the District of Ucluelet operates.**

**1.2 NOTICE OF VIDEO RECORDING**

**Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.**

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

**3.1 January 31, 2023, Committee of the Whole Agenda**

2023.2023.COW     *It was moved and seconded **THAT** the January 31, 2023, Committee of the Whole Agenda be adopted as presented.*

CARRIED.

**4. REPORTS**

**4.1 2023 Grant in Aid and In-Kind Contributions**

***Donna Monteith, Director of Finance***

Ms. Monteith presented this report and noted that Grant in Aid and In-Kind Contribution awards will be determined at a future regular meeting of Council.

## 5. DELEGATIONS

### 5.1 Ucluelet Aquarium Society *Britt Buirs, Curator*

Jess Cloutier, Communications Coordinator, presented on behalf of the Ucluelet Aquarium Society. The Society is seeking funding to install a permanent skeleton articulation display of a Dall's Porpoise and White-Sided Dolphin.

### 5.2 Ucluelet and Area Child Care Society *Kathy de Vries*

Kathy de Vries provided an update on programming, enrollment, staffing (including shortages), training opportunities, District support, changing fees structures, and the Society's work toward developing additional capacity.

### 5.3 Westcoast Community Resources Society *Carrie Ho, Interim Executive Director*

Laurie Hanna, Executive Director, Westcoast Community Resources Society, outlined the Society's mandate, service areas and programming. The Society's In-Kind Contribution request would reduce their monthly rent at the Hub in the Ucluelet Community Centre and would be used to host annual Community Holiday Brunch.

### 5.4 Food Bank on the Edge *Cris Martin, President*

Cris Martin outlined the Food Bank's 2022 Grant in Aid project, and noted the Society's community partners, funding sources, 2022 projects and increased demand for services. The Food Bank is withdrawing their Grant-In-Aid request for \$2,000.00. The In-Kind Contribution request is to use space at the Ucluelet Community Centre and the Sea Plane Base.

Mayco Noël, Food Bank on the Edge Director, provided an update on the Food Bank's building project.

### 5.5 Pacific Rim Hospice Society *Tarni Jacobsen, Executive Director*

Tarni Jacobsen outlined the Society's Grant-In-Aid request for funding for their Registered Councillor. This position provides one on one grief counselling and facilitates the Society's Youth Peer Mentorship Programs. Ms. Jacobsen also outlined the Society's mandate and some of the Society's other programs.

**5.6 Pacific Rim Rotary Club**  
***Mary Brunet, Club Secretary***

Laurie Gherkie, Pacific Rim Rotary Club, outlined the Club's programs and partnerships. She went on to outline the In-Kind Contribution request which would be used for for a meeting space and Club social gatherings.

**5.7 Strawberry Isle Marine Research Society**  
***Karyssa Arnett, Executive Director***

Sophie Vanderbanck, Strawberry Isle Marine Research Society Program Coordinator, addressed Council questions about Build a Whale program fees which would be waived if Grant-In-Aid funding were provided. Ms. Vanderbanck also noted that the five to ten events referenced in the Society's application would be held in Ucluelet and Tofino.

**5.8 Ucluelet and Area Historical Society**  
***Barb Gudbranson, President***

Barb Gudbranson outlined the Society's In-kind Contribution request for use of the Ucluelet Community Centre facilities for board meetings, their annual Mothers Day Plant Sale, and a mobile museum.

**5.9 Ucluelet Junior Canadian Rangers**  
***Bernadette Herbert, Adult Committee Chair***

**5.10 Sea View Seniors Housing Society Forest Glen**  
***Cathy Whitcomb, Admin***

Cathy Whitcomb provided on update on navigating COVID-19, staffing and the Society's mandate. Ms. Whitcomb went on to outline the Seniors Volunteering with Seniors Program, included lunch-ins, as well as the Seniors Sunshine Club. The Society is seeking Grant-In-Aid funding to reinstate their lunch-in program.

**5.11 Surfrider Pacific Rim**  
***Sophie Peters, Beach Clean-Up Coordinator***

Laurie Hanna, Surfrider Pacific Rim Volunteer, explained Grant-In-Aid funds would be used to support the Love Your Beach Program. The In-Kind Contribution request is related to the Earth Day celebration.

**5.12 Pacific Rim Arts Society**  
***Kelly Deakin, Executive Director***

Kelly Deakin explained that Grant-In-Aid funds would be used to support for the 2023 Summer Festival. She noted that a Youth Committee has been convened to create, coordinate and execute a youth event.

**5.13 Pacific Rim Whale Festival Society**  
***Sarah Watt, Festival Coordinator***

Sarah Watt outlined 2023 Whale Festival events, website improvements, and the Society's In-Kind Contribution request to host Festival events at the Ucluelet Community Centre and their Grant-In-Aid funding request to support the Chowder Chow Down event and the Ucluelet Closing Party.

Councillor Maftai recused himself at 5:11 PM, as he is the Executive Director of the Raincoast Education Society.

**5.14 Raincoast Education Society**  
***Sarah Timberlake***

Sarah Timberlake noted the need for high quality programming for youth, which is provided by the Society's Field School. This program is offered to students of SD70 and provided by certified teachers. The Grant-in-Aid funding requested would offset 13% of the cost of the Field School programming offered in Ucluelet.

**6. ADJOURNMENT**

Councillor Maftai returned to the meeting at 5:16 PM after Item 5.14 concluded.

The meeting was adjourned at 5:17 PM

**CERTIFIED CORRECT:** Minutes of the Committee of the Whole Meeting held on Tuesday, January 31, 2023 at 4:00 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Duane Lawrence, Corporate Officer

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Marilyn McEwen, Mayor



## 4. REPORTS

### 4.1 BC Destination Development Grant *Abby Fortune, Director of Parks and Recreation*

Ms. Fortune presented this report. Council clarified that the washroom design is the same as the washrooms in the Cedar Hub Parking Lot.

2023.2025.SPECIAL *It was moved and seconded **THAT** Council approve an application for the Accessible Washroom Development Project through the BC Destination Development Fund in an amount of \$340,000.*

CARRIED.

### 4.2 2023 - 2027 Five Year Financial Plan (Verbal Report) *Donna Monteith, Chief Financial Officer*

Ms. Monteith presented this report. She began by outlining the budget processes, then noted challenges and a number of budget adjustments since the last budget meeting.

Ms. Monteith and Duane Lawrence (Chief Administrative Officer), fielded Council questions related to the District's investment portfolio, Bylaw Officer Position, other proposed temporary positions, equipment loans, and allocating RMI funds to the Wild Pacific Trail.

Rick Geddes, Fire Chief, outlined the Fire and Emergency Services 2023 Capital Projects as well as future Capital Projects.

Abby Fortune, Director of Parks and Recreation, outlined the Village Green Playground and Inner Boat Basin Pathway (Safe Harbour Pathway) projects.

Bruce Greig, Director of Community Planning, outlined current and future initiatives to be funded through the Affordable Housing Reserve fund.

James MacIntosh, Director of Engineering, outlined the following projects: Village Green Revitalization Phase 1, Amphitrite House, Peninsula Road Revitalization, Peninsula Road Storm Water, Larch Road Multi Use Pathway, Water Supply Submarine Replacement Line, and the Victoria Lift Station Bypass. Mr. MacIntosh presented a vehicle replacement schedule. He also outlined the Water Treatment & Filtration Project, including potential revisions to the scope of the project.

Ms. Monteith and Mr. Lawrence outlined the implications of obtaining a \$13,000,000.00 loan to fund the Water Treatment Filtration Project.

Staff addressed Council questions related to local water metering as well as, alternative water treatment options.

Ms. Monteith provided an overview summary of all of the capital projects planned for 2023 and those that are being carried forward from 2022.

Ms. Monteith, provided an update on the District's Asset Management Program, Reserve Funds and outlined budget process next steps.

Council discussed options for soliciting public feedback on the budget. Staff provided information on providing in-person events related to the budget, such as an open house.

**5. ADJOURNMENT**

The meeting was adjourned at 7:25 PM.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, January 31, 2023 at 5:30 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Duane Lawrence, Corporate Officer

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Marilyn McEwen, Mayor





## STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** DONNA MONTEITH, CHIEF FINANCIAL OFFICER

**FILE NO:** 3900-25

**SUBJECT:** REVENUE ANTICIPATION BORROWING BYLAW NO. 1325, 2023

**REPORT NO:** 23-15

**ATTACHMENT(S):** APPENDIX A - BYLAW NO. 1325, 2023

### RECOMMENDATION(S):

THAT Council give first, second and third readings to Revenue Anticipation Borrowing Bylaw No. 1325, 2023.

### BACKGROUND:

The purpose of this report is to introduce the District of Ucluelet Revenue Anticipation Borrowing Bylaw No. 1325, 2023 (the “Bylaw”) for Council consideration.

Although the fiscal year starts January 1 each year, municipalities collect the bulk of their taxation revenue from mid-May to early July. To manage cash flow during the first half of the year the District can use existing cash surpluses, an established \$2m line of credit (LoC) with CIBC, or borrow funds from the Municipal Finance Authority (MFA). Borrowing funds for this purpose, or keeping a line of credit, requires the District to adopt a Revenue Anticipation Borrowing Bylaw each year.

### ANALYSIS OF OPTIONS:

[Section 177](#) of the *Community Charter* authorizes municipalities to borrow in anticipation of the current year’s revenue as follows:

- 177** (1) *A council may, by bylaw, provide for the borrowing of money that may be necessary to*
- (a) meet current lawful expenditures, and*
  - (b) pay amounts required to meet the municipality's taxing obligations in relation to another local government or other public body.*
- (2) *The debt outstanding under this section must not exceed the total of*
- (a) the unpaid taxes for all purposes imposed during the current year, and*
  - (b) the money remaining due from other governments.*
- (3) *Before the adoption of the annual property tax bylaw in any year, the taxes in that year are deemed to be 75% of all property taxes imposed for all purposes in the preceding year.*
- (4) *When collected, revenue from property taxes must be used as necessary to repay money borrowed under this section.*

The Bylaw, as currently drafted, seeks authorization for the District to borrow up to \$4,852,908 from the Municipal Finance Authority (MFA). This is the maximum amount permitted due to [section 177\(3\)](#) of the *Community Charter*. Funds that are borrowed under the authorization provided by this bylaw will be repaid when revenue from property taxes is collected as prescribed in [section 177\(4\)](#) of the *Community Charter*.

<b>A</b>	Approve Revenue Anticipation Borrowing Bylaw No. 1325 as presented	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Gives the District maximum flexibility for options to meet cash flow requirements.</li> <li>• Allows the District to meet lawful expenses and pay amounts required to meet taxing obligations.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Should the District borrow funds from MFA, or use the LoC, interest charges will occur. The floating daily rate for short term loans from MFA was 4.94% on Jan 27/23.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Once property tax funds are received, they must be used to repay money borrowed under this bylaw.</li> <li>• No costs will be incurred if the District does not use the line of credit, or borrow from MFA.</li> <li>• Staff time would be required to obtain a loan, as well as to administer the payments back to MFA.</li> </ul>
<b>B</b>	Do not proceed with the bylaw at this time.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• No interest will be incurred against any funds that are borrowed.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• The District would have to eliminate the \$2m LoC with CIBC.</li> <li>• The District would be unable to borrow against anticipated revenue through MFA, or use an LoC.</li> <li>• The District may have to delay projects and operations due to limited funds within our accounts.</li> <li>• The District will only be able to expend moneys it holds within its current accounts.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• The District could have cash flow challenges in meeting expenditures</li> </ul>
		<u>Suggested Motion</u>	No motion is required if Council does not wish to proceed with adopting the bylaw.

#### POLICY OR LEGISLATIVE IMPACTS:

Enacting this Bylaw will ensure that the District can access funds for cash flow purposes if the need occurs. The revenue anticipation borrowing amount is not subject to electoral approval and does not require approval by the Inspector of Municipalities. Further, it does not form part of the municipal liability service limit calculation.

#### NEXT STEPS:

If adopted, a copy of the executed bylaw will be provided to MFA and CIBC.

Respectfully submitted:

DONNA MONTEITH, CHIEF FINANCIAL OFFICER

DUANE LAWRENCE, CAO

## Appendix A

**DISTRICT OF UCLUELET****Bylaw No. 1325, 2023**

A bylaw to provide for the borrowing of money in anticipation of revenue

---

**WHEREAS** the District of Ucluelet does not have sufficient money on hand to meet the current lawful expenditures of the municipality;

**AND WHEREAS** it is provided by Section 177 of the Community Charter that Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the municipality provided that the total of the outstanding liabilities does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year, the amount of the taxes during the current year for this purpose shall be deemed to be 75% of the taxes levied for all purposes in the immediately preceding year; and
- b) The whole amount of any sums of money remaining due from other governments;

**AND WHEREAS** the total amount of liability that Council may incur is four million eight hundred fifty-two thousand nine hundred eight dollars (\$4,852,908), being 75% of the whole amount of the taxes levied for all purposes in prior year, and zero dollars (\$0), being the whole amount of the sum of money remaining due from other governments.

**NOW THEREFORE** the Council of the District of Ucluelet, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "Revenue Anticipation Borrowing Bylaw No. 1325, 2023."
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of four million eight hundred fifty-two thousand nine hundred eight dollars (\$4,852,908).
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the officer assigned the responsibility of financial administration of the municipality.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

**READ A FIRST TIME** this day of

**READ A SECOND TIME** this day of

**READ A THIRD TIME** this day of

**ADOPTED** this day of

**CERTIFIED A TRUE AND CORRECT COPY** of the "Revenue Anticipation Borrowing Bylaw No. 1325, 2023."

---

Marilyn McEwen  
Mayor

---

Duane Lawrence  
Corporate Officer

**THE CORPORATE SEAL** of the  
District of Ucluelet was hereto  
affixed in the presence of:

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Duane Lawrence  
Corporate Officer



## REPORT TO COUNCIL

Council Meeting: February 9, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, MUNICIPAL PLANNER

**FILE NO:** 3360-20 RZ23-01 3090-20 DVP23-02

**SUBJECT:** ZONING AMENDMENT AND DEVELOPMENT VARIANCE PERMIT FOR 1300 PENINSULA ROAD **REPORT NO:** 23-19

**ATTACHMENT(S):** APPENDIX A – UCLUELET ZONING AMENDMENT BYLAW NO. 1324, 2023  
APPENDIX B – DEVELOPMENT VARIANCE PERMIT 23-02  
APPENDIX C – STAFF REPORT JANUARY 24, 2023

### RECOMMENDATION(S):

**THAT** Council, with regard to the proposed development of 5 affordable housing units at 1300 Peninsula Road:

1. Give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023; and,
2. Direct staff to give notice for a public hearing to be held on District of Ucluelet Zoning Amendment Bylaw No. 1324, 2022, and Development Variance Permit 23-02.

### BACKGROUND:

At the January 24, 2023, regular meeting Council reviewed a report (see **Appendix “C”**) on a CMHC Rapid Housing Initiative (**RHI**) grant. Council supported the pursuit of the possible grant funding for a 5-unit supportive affordable housing development (the **“Development”**) and specifically relevant to this report, Council made the following resolution:

*“THAT Council direct staff to prepare a zoning amendment bylaw to change the designation of the property at 1300 Peninsula Road from R-1 Single-family Residential to an appropriate multi-family residential zoning designation.”*

District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023, (**“Bylaw 1324”**) and Development Variance Permit 23-02 (**DVP23-02**) are the outcomes of that direction.

### BYLAW 1324:

Bylaw 1324 makes three specific changes to the *District of Ucluelet Zoning Bylaw No. 1160, 2013*, (the **“Zoning Bylaw”**).

1. Map Amendment

Bylaw 1324 would amend the zoning map (Schedule A of the Zoning Bylaw) by changing the zoning designation of 1300 Peninsula Road (PID: 026-919-788, Lot 34 Section 21, Clayoquot District Plan

VIP82303 - the “**Subject Property**”) from the *R-1 Zone Single Family Residential* to *R-2 Medium Density Residential*. A copy of the bylaw is attached as **Appendix “A”**. The R-2 zoning is the most appropriate zone to allow the proposed 5-unit supportive housing development.

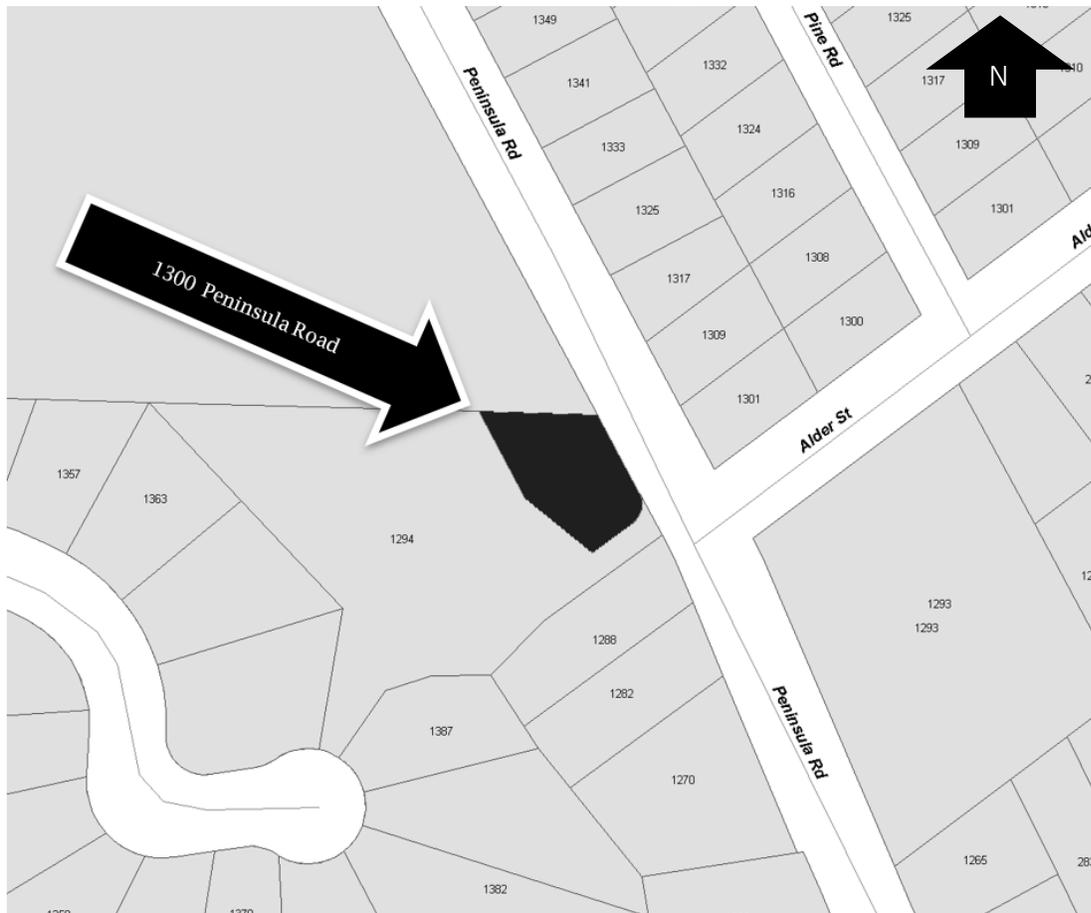


Figure 1– Subject Property

## 2. Density

Bylaw 1324 would amend the zoning bylaw by adding the following subsection to section R-2.2.1 (3) in alphanumeric order:

*“(d) Despite the above, five (5) units are permitted, located in one tri-plex building and one duplex building, for a “Moderate Level Support Services Housing” development on PID: 026-919-788, Lot 34 Section 21 Clayoquot District Plan VIP82303 (1300 Peninsula Road).”*

This amendment specially allows the 5-unit density and building configurations proposed in **Appendix “C”**.

## 3. Setbacks

Bylaw 1324 would further amend the zoning bylaw by adding the following subsection (R-2.5.4) to section R-2.5 in alphanumeric order:

*“R-2.5.4 Despite the above, the minimum front and side yard setback may be reduced to 1.5m (5’) and the minimum rear yard setback may be reduced to 3.0m (10’) for “Moderate Level Support Services Housing”.*

This amendment sets minimum setbacks specifically for the subject lot as required by the proposed development detailed in **Appendix “C”** and indicated in **Figure 2** below.

#### **DEVELOPMENT VARIANCE PERMIT 23-02**

To utilize this District-owned property, meet the RHI grant requirement of a minimum of 5 units, and to allow green space around and between the proposed buildings, the proposed development would provide a single parking space for each unit. A Development Variance Permit would be the most transparent approach to addressing the parking for the proposed buildings (see **Appendix “B”**). The variance reads as follows:

*“Reduce the required off-street parking for a duplex building and a 3-unit multiple family building development (total of 5 units) to a total of 5 parking spaces whereas section 505.1 of Ucluelet Zoning Bylaw No. 1160, 2013, would require a total of 9 parking spaces (3 for the duplex and 6 for the 3-unit multiple family dwelling).”*

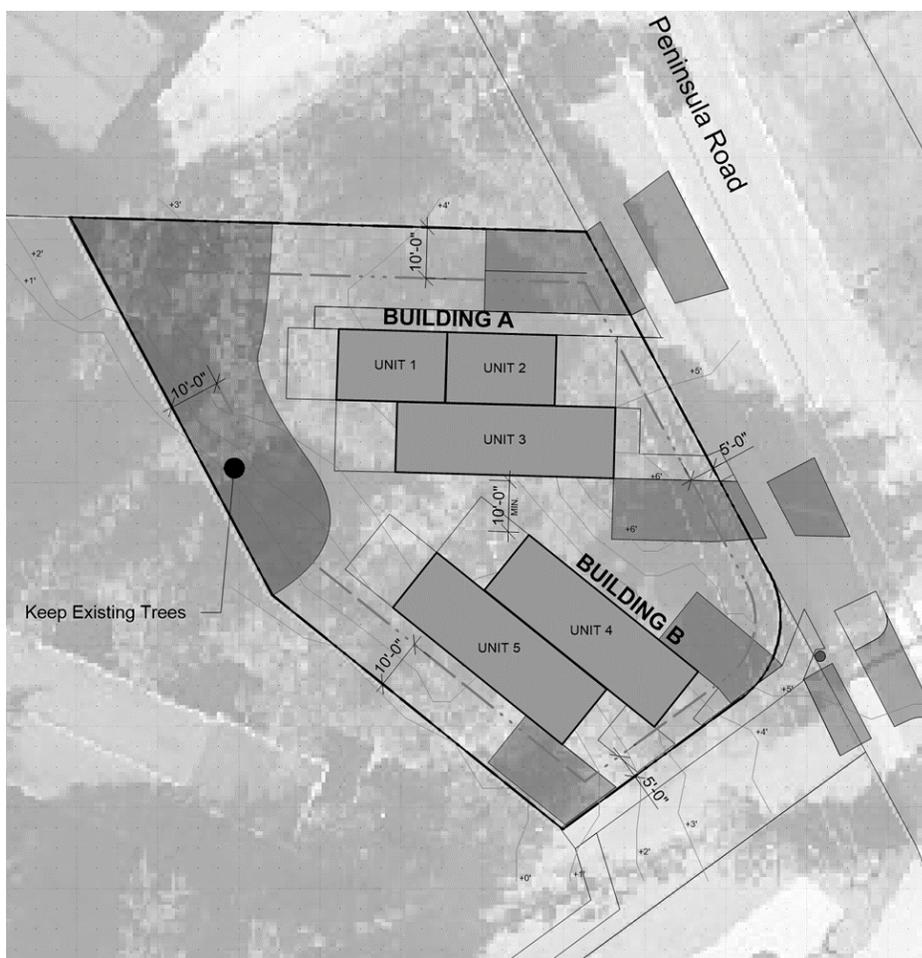


Figure 2 – Site and Parking Plan

ANALYSIS OF OPTIONS

<b>A</b>	Give first and second reading of Bylaw No. 1324, 2023 and direct staff to give notice for a public hearing.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would appropriately zone the property for the supportive housing development use as proposed.</li> <li>• Would increase the allowable density on this publicly-owned property.</li> <li>• Would provide an opportunity for public input on the proposal.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Would increase the allowable density on this publicly-owned property.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Would allow the application to proceed to a public hearing.</li> <li>• Staff time required to arrange public hearing and follow-up report.</li> </ul>
<b>B</b>	Amend the draft zoning bylaw prior to 2 <sup>nd</sup> reading by stating which and how elements or features are to be modified.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Modifying the zoning bylaw would ensure Council's intent for the development is met (if required).</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Unknown at this time.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Modifying the zoning bylaw would require additional staff time.</li> </ul>
		<u>Suggested Motion</u>	THAT Council direct staff to modify the draft District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023, to (state desired outcome of amendments).
<b>C</b>	Reject the application.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would maintain the subject property's existing original zoning.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• The current supportive housing development could not proceed.</li> <li>• Supportive housing grant application would not be submitted.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• The bylaw would not proceed to public hearing.</li> <li>• No further staff time or resources would be utilized to further the project.</li> <li>• \$200,00 of affordable housing funds would no longer be required for this project.</li> </ul>
		<u>Suggested Motion</u>	THAT Council rejected the application associated with RZ23-01 for 1300 Peninsula Road.

NEXT STEPS:

If Council gives first and second readings to Zoning Amendment Bylaw No. 1324, 2023, staff will undertake the necessary notification for a public hearing to be held on the bylaw and DVP at a date to be determined, potentially within the March 14, 2023, regular Council meeting.

**Respectfully submitted:**

John Towgood, Municipal Planner  
Bruce Greig, Director of Community Planning  
Duane Lawrence, CAO



## DISTRICT OF UCLUELET

### Zoning Amendment Bylaw No. 1324, 2023

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".  
(1300 Peninsula Road)

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**WHEREAS** the District of Ucluelet Council by Bylaw No. 1160, 2013, adopted the Zoning Bylaw and now deems it appropriate to amend the Zoning Bylaw;

**NOW THEREFORE** the Council of the District of Ucluelet, in open meeting assembled, enacts as follows:

#### 1. Text Amendment:

Schedule B of the District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended (the "Zoning Bylaw"), is hereby further amended by:

- A. adding the following subsection (d) to section R-2.2.1 (3) in alphanumerical order as follows:

"(d) Despite the above, five (5) units are permitted, located in one tri-plex building and one duplex building, for a "Moderate Level Support Services Housing" development on PID: 026-919-788, Lot 34 Section 21 Clayoquot District Plan VIP82303 (1300 Peninsula Road)."

- B. adding the following subsection (R-2.5.4) to section R-2.5 in alphanumerical order as follows:

"R-2.5.4 Despite the above, the minimum front and side yard setback may be reduced to 1.5m (5ft.) and the minimum rear yard setback may be reduced to 3.0m (10ft.) for a *Moderate Level Support Services Housing* development on Lot 34, Section 21, Clayoquot District, Plan VIP82303, PID: 026-919-788 (1300 Peninsula Road)."

#### 2. Map Amendment

Schedule A - Zoning Map of the Zoning Bylaw, is hereby further amended by changing the zoning designation of Lot 34, Section 21, Clayoquot District, Plan VIP82303, PID: 026-919-788 (1300 Peninsula Road), as highlighted in black on Schedule A attached to and forming part of this bylaw, from R-1 Zone-Single Family Residential to R-2 Medium Density Residential.

**3. Citation:**

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023”.

**READ A FIRST TIME** this      day of                      , **2023.**

**READ A SECOND TIME** this      day of                      , **2023.**

**PUBLIC HEARING** this      day of                      , **2023.**

**READ A THIRD TIME** this      day of                      , **2023.**

**ADOPTED** this      day of                      , **2023.**

**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023.”

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Marilyn McEwan  
Mayor

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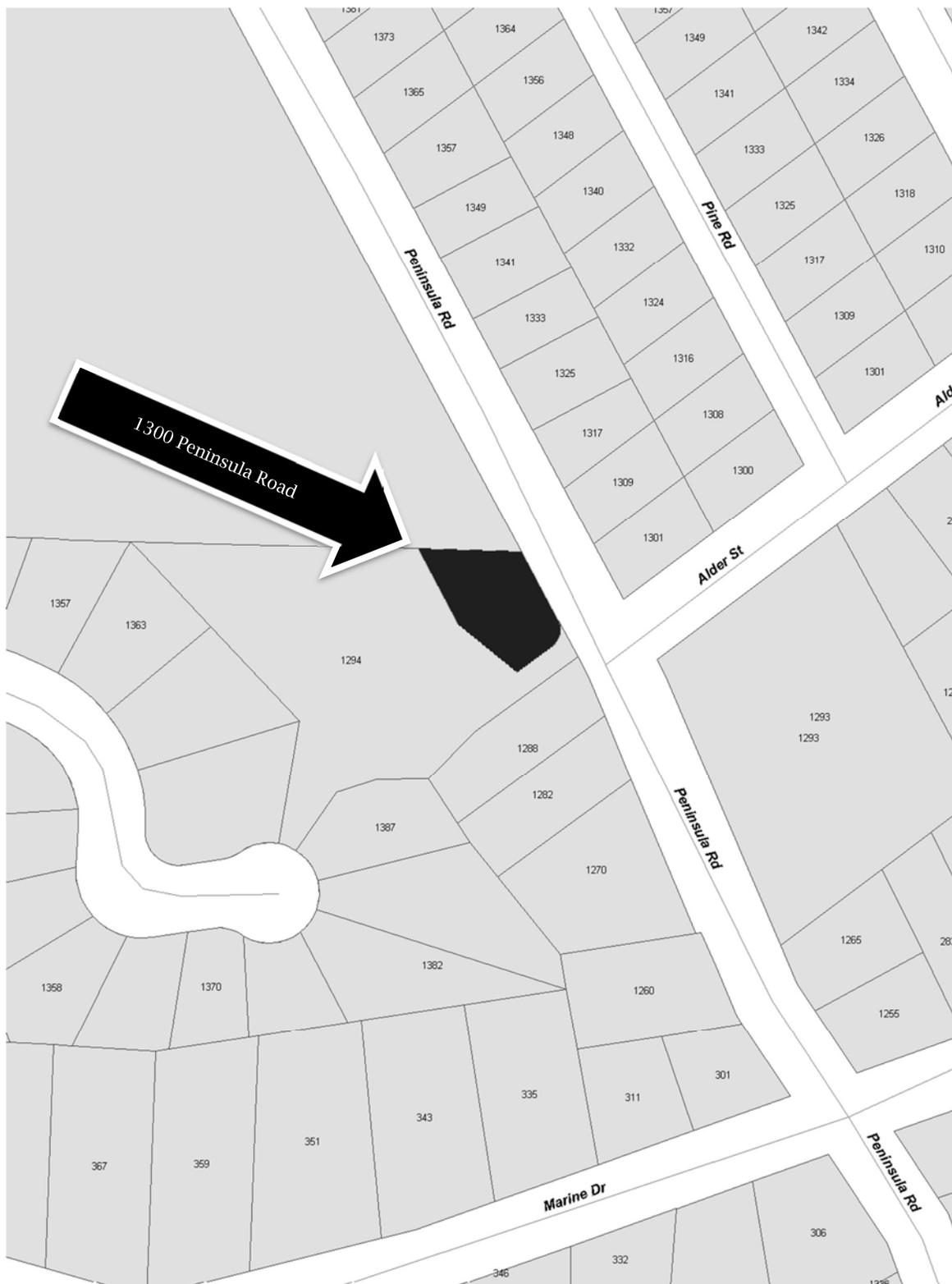
Duane Lawrence  
Corporate Officer

**THE CORPORATE SEAL** of the  
District of Ucluelet was hereto  
affixed in the presence of:

---

Duane Lawrence  
Corporate Officer

### Schedule A







**DEVELOPMENT VARIANCE PERMIT DVP23-02**

Pursuant to section 498 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Variance Permit is issued to:

*The District of Ucluelet, 200 Main Street, Ucluelet, BC.*

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

*PID: 026-919-788, Lot 34 Section 21 Clayoquot District Plan VIP82303 (1300 Peninsula Road).*

3. The work authorized by this Permit may only be carried out 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 and in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

4. This Permit authorizes the following variance specific to the plans and details attached as Schedule "A":

*Reduce the required off-street parking for a duplex building and a 3-unit multiple family building development (total of 5 units) to a total of 5 parking spaces whereas section 505.1 of Ucluelet Zoning Bylaw No. 1160, 2013, would require a total of 9 parking spaces (3 for the duplex and 6 for the 3-unit multiple family dwelling).*

5. 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.

6. This Permit is NOT a Building Permit.

**AUTHORIZING RESOLUTION** passed by the Municipal Council on the \_\_\_\_\_ of \_\_\_\_\_, 2023.

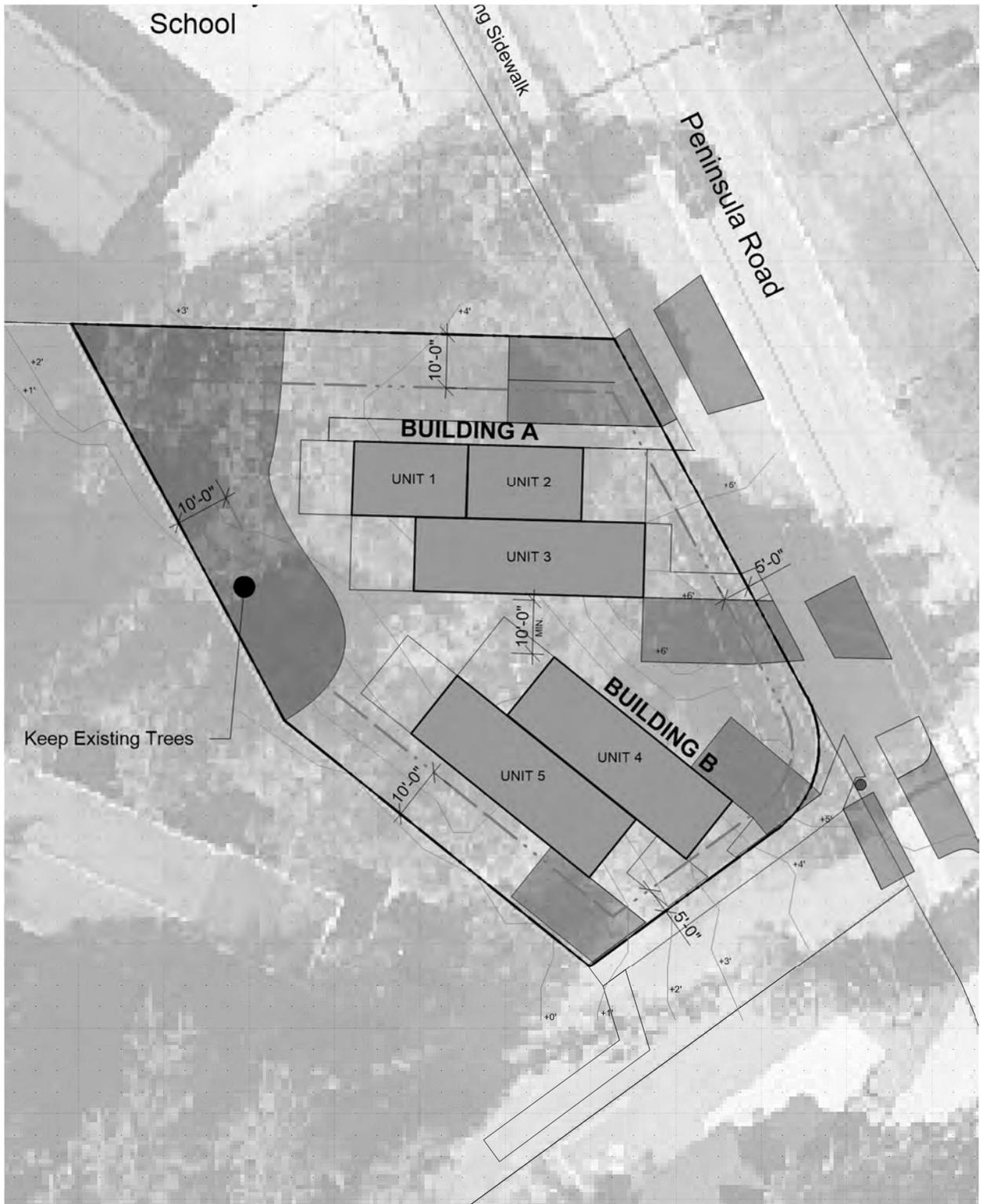
**IN WITNESS WHEREOF** this Development Variance Permit is hereby executed and issued by the Municipality the \_\_\_\_\_ of \_\_\_\_\_, 2023.

**ISSUED** the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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



### Schedule A





## REPORT TO COUNCIL

Council Meeting: January 24, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** BRUCE GREIG, DIRECTOR OF PLANNING **FILE NO:** 6630-24 CMHC  
**SUBJECT:** CMHC RAPID HOUSING INITIATIVE GRANT **REPORT NO:** 23- 12  
**ATTACHMENT(S):** APPENDIX A - CONCEPT PLANS  
APPENDIX B - DRAFT RFP FOR DESIGN/BUILD OF AFFORDABLE HOUSING

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### RECOMMENDATIONS:

1. **THAT** Council direct staff to issue a Request for Proposals (RFP) for a design/build contractor to construct five supportive affordable housing units on the District-owned property at 1300 Peninsula Road;
2. **THAT** Council direct staff to prepare a draft submission to the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative grant intake, for Council authorization at its March 14, 2023, regular meeting;
3. **THAT** Council authorize spending up to \$25,000 from the affordable housing reserve fund on preliminary survey, engineering, design and project management in preparation of the grant application, RFP and anticipated construction contract;
4. **THAT** Council indicate support to earmark up to \$200,000 from the municipal affordable housing reserve as a municipal cash contribution to the project, for consideration during the ongoing budget discussions and confirmation at the March 14, 2023, Regular Council meeting;
5. **THAT** Council direct staff to continue discussions with community social support service providers with the aim of developing a partnering agreement for the ongoing operation of the housing should the District succeed in obtaining project funding from the current Canada Mortgage and Housing Corporation (CMHC) grant or other sources; and,
6. **THAT** Council direct staff to prepare a zoning amendment bylaw to change the designation of the property at 1300 Peninsula Road from R-1 Single-family Residential to an appropriate multi-family residential zoning designation.

### BACKGROUND:

#### CMHC Grant – Rapid Housing Initiative:

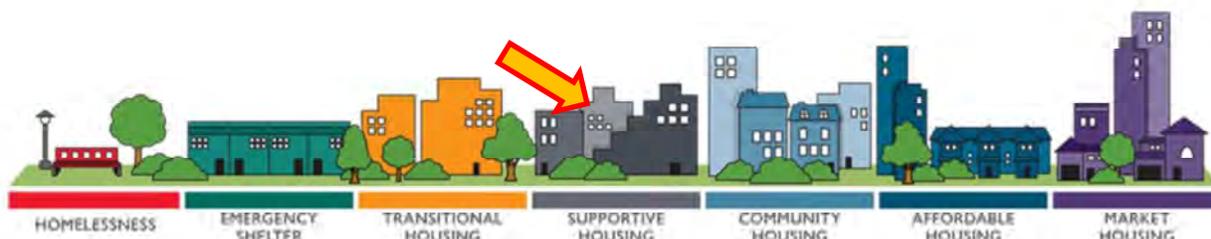
The Canada Mortgage and Housing Corporation (CMHC) recently announced an intake for phase 3 of the federal Rapid Housing Initiative. This grant is open to municipalities for funding affordable and supportive community housing projects.

Staff have taken a number of steps to understand the particulars of the grant program, and conclude that this may align with community needs and capacities to create a supply of housing to fill a critical gap in the Ucluelet housing spectrum. This is a small project, but one that could have a large impact on the lives of a handful of community members.

Community Issue – the need:

The [Ucluelet Housing Needs Assessment](#) identified that there are 75 Ucluelet households in “Extreme Core Housing Need”, and consistent with other regional data the greatest prevalence of this need among household types are lone parents, noting, “One out of four lone parents in the community face financial, spatial or quality hardship as they relate to housing”. Single person / roommate households are not far behind.

Initial staff discussion with a local non-profit service provider confirmed that there is great demand from lone parent households (particularly women and their children) for appropriate and stable affordable housing. This target demographic aligns with the CMHC grant opportunity which prioritizes projects aimed at supporting housing for women and their families.



Opportunity – the grant:

The CMHC [Rapid Housing Grant](#) intake is open until March 15<sup>th</sup>. Applications will be scored based on a number of criteria, including the ability to deliver the project within 18 months. This has prompted the approach that staff are recommending for Council’s consideration. The grant can fund up to 100% of costs, however it appears that successful projects will need to demonstrate a level of partnering commitment.

Opportunity – the site:

The District-owned property at the corner of Peninsula Road and Alder Street, immediate adjacent to the Ucluelet Elementary School grounds, is a site previously identified as one of the few lots that the municipality may be able to use for an appropriate development of affordable housing. Staff have tested the site for building location, outdoor space, and parking configurations - and have concluded that a 5-unit development in the form of two buildings of accessible duplex-style townhouses would fit the site and the neighbourhood context (see [Appendix “A”](#)).

Opportunity – partnership:

As mentioned, staff have had preliminary conversations with a local community social service provider who, at the staff level, expressed great interest and confirmed that this type of housing would be in high demand and would align with their programs meeting acute needs among community members experiencing personal, family and housing stress. Staff explored the idea of a partnership whereby the District would construct and own the building assets and the partner would ensure that community members genuinely deserving of the housing are able to access these rental units for themselves and their families. This partnership would solve the issue of ongoing management of the housing without the need for ongoing funding coming from the District. The service provider has a long track record in the community; because discussions have so far been at the staff level, and have not had time to receive full Board approval (or Council approval for that matter), it would be appropriate for further details to be provided to Council in a closed portion of the meeting – with the full details to become public in the coming weeks.

Opportunity – the housing:

The site and neighbourhood lean toward ground-oriented housing which could be fully accessible at the ground level, widening the potential range of community members who could benefit. The unit layouts lend themselves to compact but very livable homes with small dedicated outdoor spaces. The majority of units would contain three bedrooms to provide flexibility to accommodate families. A parking space would be provided for each unit, but all units would still have a small front garden entry facing the street to create a neighbourly presence facing the public road.

Strategy – the approach:

Staff recommend that the site particulars and concept plans be put out in a Request for Proposals (RFP) to experienced modular housing construction companies with experience on Vancouver Island. The recommended approach would be to aim at a design / build contract for the turn-key development of the five units on the site within the 18-month timeframe. The RFP would define the District's building program (what is it and what is it being used for) and the quality, durability, sustainability and energy efficiency goals that are expected to be met to provide value for this municipal asset, based on the concept plans.

The timing of the RFP would deliver proposals to the District shortly ahead of the March 15 grant deadline – this would enable staff to confirm a recommended proposal with Council on March 14<sup>th</sup> and tailor the grant submission with a known price and contractor's track record. Awarding a contract for the housing construction would be subject to successfully obtaining funding through the CMHC grant. A draft RFP document including scope and timeline is attached in **Appendix "B"**.

Staff have so far spoken with two experienced modular contractors who expressed interest and ability to complete the project within the stipulated grant timeline.

Groundwork:

Aside from exploring and discussing the grant details with CMHC and the community service provider, staff have initiated a site survey and sought proposals for geotechnical review and civil engineering for the site services. Regardless of whether the District is successful in the current grant application, this detailed information about the site would provide value for the District.

Financial Implications:

Staff are suggesting that up to a \$200,000 cash contribution to the project from the municipal affordable housing reserve fund would be an appropriate level of commitment for this project. Coupled with committing the land to this use for the foreseeable future (a \$700,000 value), the District’s commitment to the project would be significant. The building constructions costs are estimated at roughly \$2,000,000; this amount would be confirmed through the RFP and would then inform the grant application.

	cost /value	funding source
land	\$700,000	District owned
pre-design survey & engineering	\$25,000	District affordable housing reserve
Ucluelet cash contribution	up to \$200,000	District affordable housing reserve
capital grant for construction costs	approx. \$2,000,000	CMHC Rapid Housing Initiative
operating costs		community service partner

Conclusion:

Staff recommend that Council consider the motions laid out at the outset of this report to advance a grant application for this supportive affordable housing development on District land. The project would meet one of the most pressing, known housing needs in the community. There is a willing and qualified community partner expressing interest and able to take on the long-term operation and make this project a success. The current grant opportunity is, in staff’s opinion, a chance to perhaps align the planets to deliver a rapid affordable housing development to meet a small portion of a dire community need.

**ANALYSIS OF OPTIONS:**

<b>A</b>	That Council support pursuing the supportive affordable housing project at 1300 Peninsula Road as outlined in the staff report.	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>Aligns with an identified community housing need – one which will not otherwise be met without commitment of public resources from the District and/or other agencies.</li> <li>Would take advantage of the current CMHC grant opportunity to leverage federal funds to construct the project.</li> <li>Aligns with past initial work to identify where District resources are best spent to address community housing needs.</li> <li>Would take advantage of the site at 1300 Peninsula Road and its proximity to schools and other community facilities – making it particularly well suited for housing or families.</li> <li>Would support an existing non-profit community service provider in delivering their programs to support vulnerable persons and families in the community.</li> <li>Rental revenues would help offset the operational cost of the buildings.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Reduces future opportunities to undertake other affordable housing projects.</li> <li>Buildings would be a District asset that would need to be insured and included in the Districts long term asset management plan.</li> <li>District would need to plan for the ongoing care and maintenance of the buildings.</li> <li>Cost of operating a rental building can be high.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>Would require a significant commitment of staff time in the coming weeks to ensure the District puts its best foot forward with a complete grant application.</li> <li>Would commit the use of the District-owned property at 1300 Peninsula Road to use for affordable housing for the foreseeable future.</li> <li>Would commit a significant portion of the current Affordable Housing Reserve funds.</li> <li>Rental fees would need to cover insurance and maintenance costs of operating the buildings.</li> </ul>
<b>B</b>	THAT Council not support pursuing the grant application and/or development of affordable housing at 1300 Peninsula Road at this time.	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>Allows for OAP funding to be used for other affordable housing initiatives.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Would not address a known community housing need.</li> <li>Would not take advantage of the current grant and/or partnership opportunity.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>Staff time could be prioritized for other work.</li> <li>Affordable Housing Reserve funds would be available for other projects.</li> </ul>
		<b><u>Suggested Motion</u></b>	No motion required.

**POLICY OR LEGISLATIVE IMPACTS:**

The property is currently designated in the OCP Long-range Land Use Plan as “Multi-Family Residential” but is zoned as R-1 Single-Family Residential. One step for this project would be to rezone the property to an appropriate multi-family zoning designation.

**Respectfully submitted:**      **Bruce Greig, Director of Community Planning**  
   **John Towgood, Municipal Planner**  
   **Duane Lawrence, Chief Administrative Officer**  
   **Donna Monteith, Director of Finance**



**OPTION A**

FRONT ELEVATION

Zoning Amendment and Development Variance Permit for 1300 Peninsula Road...

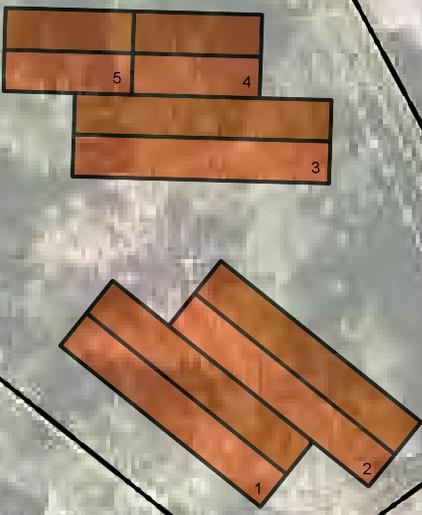
Elementary School

Existing Sidewalk

Peninsula Road

Alder Street

Existing Sidewalk

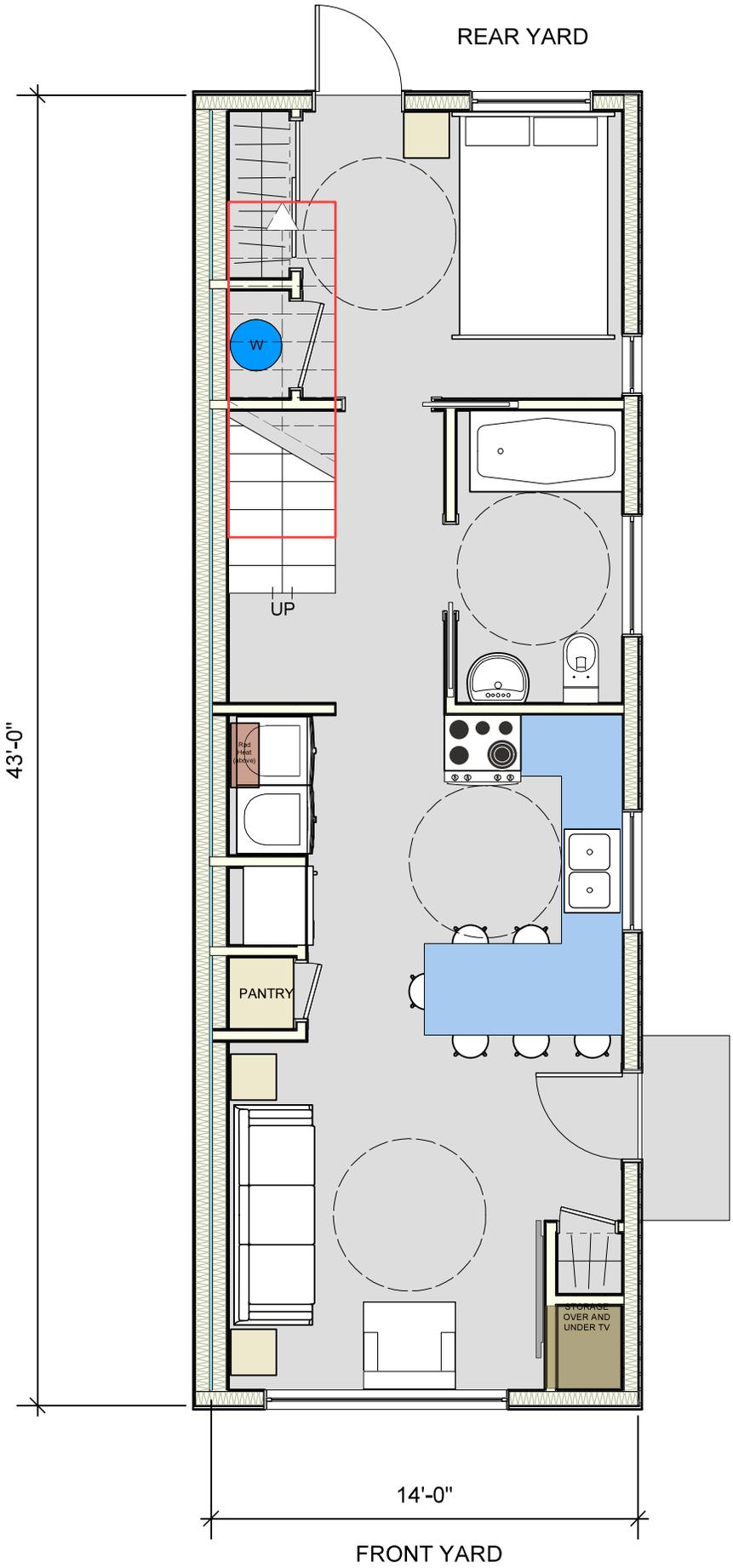


23'-0"

**OPTION A**

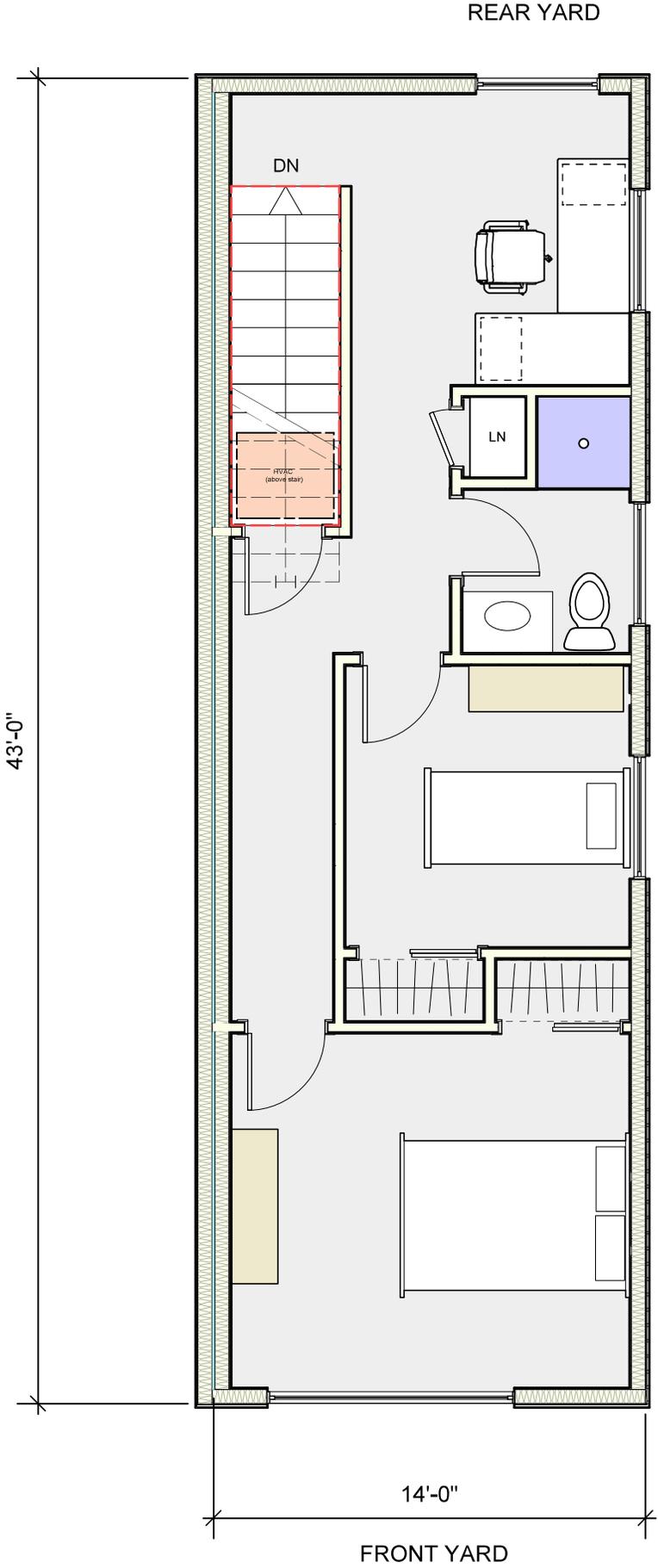
SITE PLAN





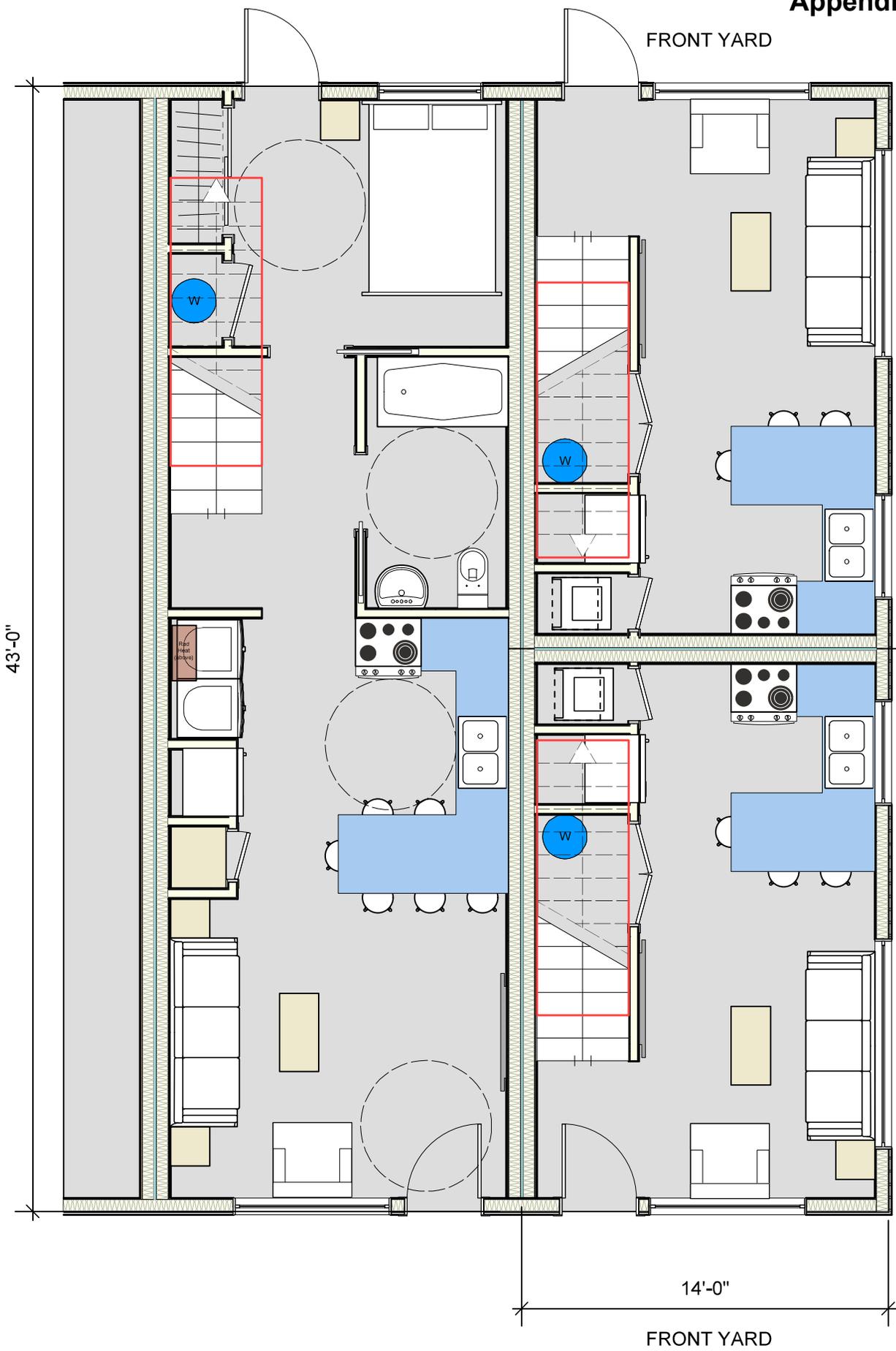
**OPTION A**

MAIN FLOOR PLAN



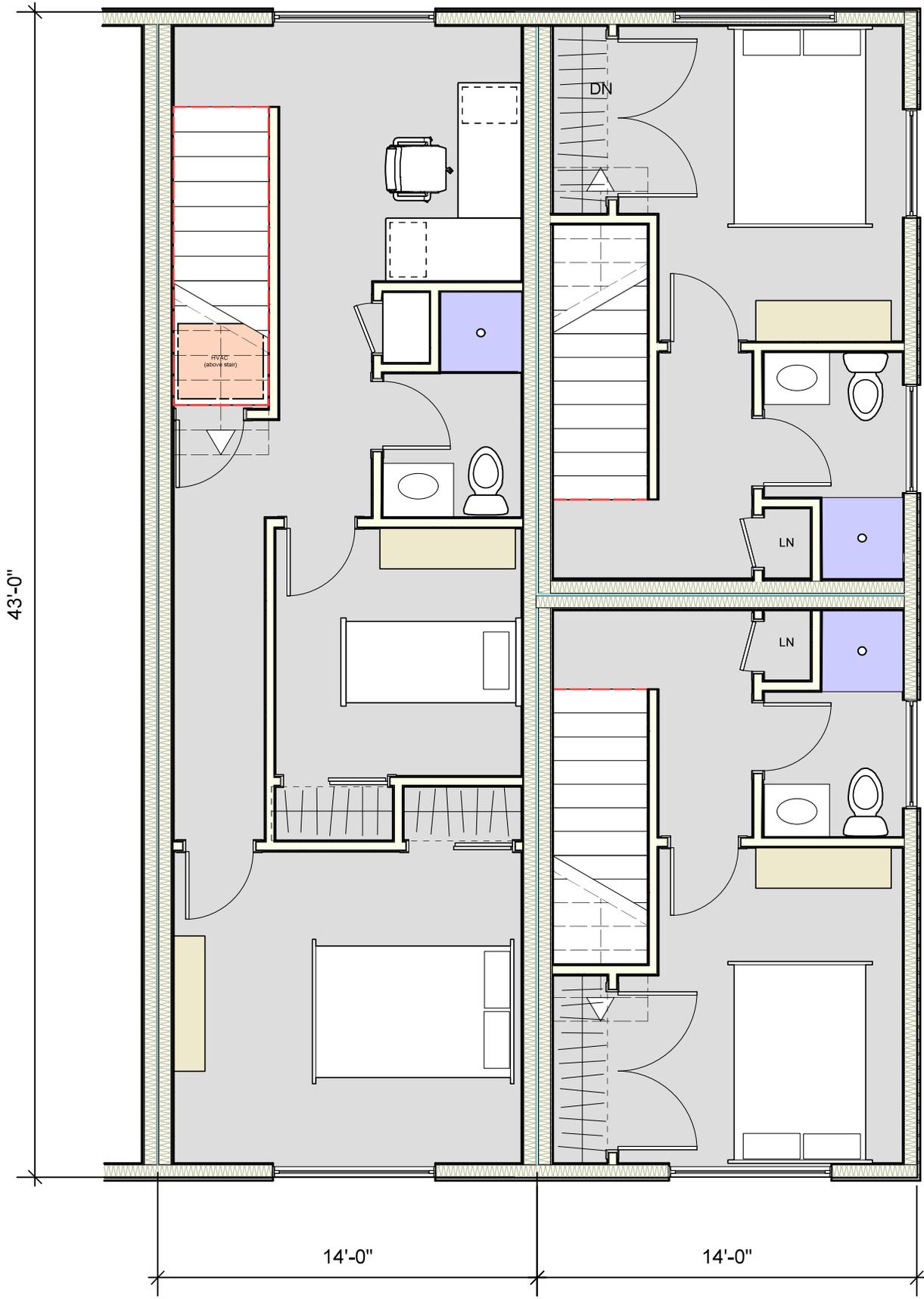
**OPTION A**

SECOND FLOOR PLAN



**OPTION B**

MAIN FLOOR PLAN



**OPTION B**

SECOND FLOOR PLAN



## REPORT TO COUNCIL

Council Meeting: February 9<sup>th</sup>, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** MONICA WHITNEY-BROWN, PLANNING ASSISTANT **FILE NO:** 3060-20 DP22-18

**SUBJECT:** DEVELOPMENT PERMIT FOR 449 MATTERSON DRIVE - LOT 16 RENTAL BUILDING **REPORT NO:** 23- 17

**ATTACHMENT(S):** APPENDIX A - APPLICATION  
APPENDIX B - DEVELOPMENT PERMIT 22-18  
APPENDIX C - S.219 COVENANT CA9460685

### RECOMMENDATION(S):

**THAT** Council authorize the Director of Community Planning to execute and issue Development Permit DP22-18 for the property at 449 Matterson Drive to allow the construction of a 48-unit rental apartment building and associated driveways, parking, and landscaping subject to:

- a) Final registration of the subdivision of the Lot 16 property to create the proposed “lot A” apartment building parcel at 449 Matterson Drive;
- b) Provision of all on and off-site works required to access and service the 48-unit rental apartment building including but not limited to: roads, sidewalks, landscaping, parking areas, potable water, sewer, storm water management, electrical and data services; and,
- c) Provision of a landscape deposit for 125% of the estimated costs of hard and soft landscape improvements on the property.

### BACKGROUND:

This application is for a form and character development permit (DP) for the construction of a three-storey, 48-unit rental apartment building on a portion of Lot 16, at the corner of Matterson Drive and Marine Drive. This building is part of a larger development on this property, the rezoning for which passed with *Zoning Bylaw Amendment Bylaw No. 1284, 2021*. The applicant is currently in the process of subdividing the property for the proposed uses, including creation of Lot A, which would be the future location of the Multi-Family rental apartment building that is the subject of this report (see **fig. 2**).

A result of the rezoning process was the requirement for a S.219 restrictive covenant to be registered on the property (see **Appendix “C”**). The covenant includes conditions that prohibit the separate sale of the single-family dwelling lots until the owner of Lot A has received a building permit for the construction of a Rental Apartment Building on Lot A, and prohibits residential use or occupancy of those parcels until the owner of Lot A has substantially completed construction

of a Rental Apartment building on Lot A. These terms ensure that the rental apartment building is constructed as the first phase of the development, as proposed.

Prior to applying for a building permit within a DP area, the applicant is required to obtain a form and character Development Permit (a [requirement](#) for all lands within the boundaries of Ucluelet being developed for Multi-Family uses). The application before Council at this time is for a Multi-Family Residential DP; Council should authorize the permit if they find it to be in line with community expectations and the DP Area guidelines.

In parallel with this application the owners have applied for preliminary review of the subdivision, and also for a Development Variance Permit for modifying the subdivision servicing standards for the new internal road (as was expected during the rezoning process). Those applications are not complete to the point where staff can advance them for decision; however, the owners have developed the architectural design of the apartment building to the point where the form and character can be considered in detail. If the applicant is successful in this DP application, they would be able to advance the design of the building toward construction drawings in parallel with their concurrent subdivision application. Before applying for a building permit for the apartment, the developer would need to first obtain a DVP (for the road) and then continue and complete the subdivision process.

#### DISCUSSION:

The development of the apartment is subject to the [Multi-Family Development Permit Area guidelines](#) in the *Official Community Plan Bylaw No. 1306, 2022*. Adherence to these guidelines is a key way for Council to evaluate the merits of a development permit application as contributing to the development of a pedestrian-oriented, compact and vibrant town which maintains its coastal village character. Key objectives of the form and character DP area are to protect important public views, create buildings at a scale which is comfortable and inviting to pedestrians, reflect and adapt to the climate and coastal weather, and acknowledge the heritage of Ucluelet.

The applicant has submitted (as part of their application package) a Development Permit Area Guideline Compliance Matrix (see **Appendix "A"**), which provides a comprehensive breakdown of how they have responded to each applicable guideline in their design proposal. The application appears to be in compliance with the majority of Form and Character guidelines, and contains rationale for those where they differ.

Broadly, the proposal presents a well-conceived rental apartment building. Parking for residents and visitors meets the zoning requirements. Staff note that bicycle parking and storage areas are provided on the ground floor. Thought has been given to an area for small outdoor gatherings or informal seating. Retained landscape areas along the edges of the property, select retained trees to break up the surface parking areas and new plantings would help soften the scale of the building. Staff also note that the layout of the proposed units appears to be functional and quite livable for residents.

Note that absent from the site plan are accessible pedestrian pathways connecting the route from the building to existing off-site public walkways or crossing points in all directions. Specifically, there is no walkway shown on Matterson Drive fronting the property connecting to the main on-

site path to the building entrance. A pathway along the Marine Drive frontage of the apartment parcel also does not appear on the plans but is proposed. The location and details of off-site pathways is reviewed as part of the subdivision and building permit processes.

#### ANALYSIS OF OPTIONS:

The developers of Lot 16 are seeking approval of the design of the apartment building, while they proceed with other aspects of the development.

A	Authorize the issuance of Development Permit 22-18, subject to conditions.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Applicant could proceed with advancing the architectural design of the 48-unit rental building.</li> <li>Development would proceed in a manner which is consistent with the Form and Character DP Area Guidelines in the Official Community Plan.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Approval would allow the development to proceed (subject to meeting conditions), and applicants would be able to advance their plans to be ready to apply for a building permit once the subdivision is complete.</li> </ul>
B	Advise the applicant of changes necessary to satisfy the DP guidelines as determined by Council	<u>Pros</u>	<ul style="list-style-type: none"> <li>Ensures the design meets Councils and community objectives.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Undetermined at this time.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Additional staff time to work with the developer on conveying and Councils requests and follow up reports to Council.</li> </ul>
		<u>Suggested Motion</u>	THAT Council, with regard to Development Permit 22-18, advise the proponent that to satisfy the Development Permit Guidelines for the apartment building being proposed for the property at 449 Matterson Drive, [provide alternative direction here]
C	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> <li>Unknown</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>A desirable rental housing development would be slowed or halted, delaying provision of 48 units of rental housing to the community.</li> <li>Development would not proceed in a manner consistent with the Form and Character DP Area Guidelines in the Official Community Plan.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Staff time will be required to follow-up with the applicant to amend the application to meet Council requirements.</li> <li>Staff will require direction from Council on how to interpret and apply the Form and Character DP Guidelines.</li> </ul>
		<u>Suggested Motion</u>	THAT Council reject the application for Development Permit 22-18 [noting specific DP guidelines that Council considers are not adequately met].

#### POLICY OR LEGISLATIVE IMPACTS:

This application complies with the Official Community Plan bylaw, the Ucluelet Zoning Bylaw, and the *Local Government Act*.



District of Ucluelet

Planning Department  
200 Main Street, Ucluelet, BC  
VOR 3A0, PO. Box 999  
tel 250-726-4770 fax 250 726 7335

# Development Application

## Type of Application

An application is submitted for one or more of the following:

- Official Community Plan Amendment
- Zoning Bylaw Amendment
- Development Permit (no variances)
- Development Permit (with variances)
- Development Permit Amendment
- Development Variance Permit
- Temporary Use Permit
- Board of Variance
- Strata Conversion
- Subdivision

## Description of Property

Civic Address (es): LOT16 at corner Matterson / Marine Drive

Legal Description: Lot \_\_\_\_\_ Plan \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ DL \_\_\_\_\_

LOT16 DISTRICT LOT 281 CLAYOQUOT DISTRICT PLAN VIP76214 EXCEPT PART IN PLANS VIP80735, VIP83067 AND VIP86140

## Applicant Information

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: Alfred Korpershoek Company name: dHKarchitects

Mailing address: 102-5190 Dublin Way Postal Code: V9T 0H2

Tel : 1-250-585-5810 Cell : \_\_\_\_\_

Email : ask@dhk.ca Fax : \_\_\_\_\_

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: 759419487165351175 Digitally signed by 759419487165351175 Date: 2022.10.17 11:27:34 -0700 Date: October 17th, 2022

## Registered Owner(s)

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

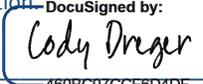
Registered Owner (s) name: 0985470 BC LTD

Mailing address: 6421 APPLECROSS ROAD Postal Code: V9VINI

Tel : \_\_\_\_\_ Cell : \_\_\_\_\_

Email : \_\_\_\_\_ Fax : \_\_\_\_\_

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature:  DocuSigned by: 460BC97CCF6D4DF...  DocuSigned by: 0124FAC94AE54E5... Date: 10/21/2022

## Office Use Only:

Folio No.:	File No.:	Date:	Receipt No.:	Fee:
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# Owners Authorization Form

## Type of Permit

- Single Family Dwelling
- Duplex
- Accessory Building
- Multi-Family Residential, No. of Units 48
- Commercial, No. of Units \_\_\_\_\_
- Industrial, No. of Units \_\_\_\_\_
- Public Buildings
- Mobile/Manufactured Home
- Occupant Load
- Addition
- Alteration/Renovation
- Secondary Suite
- Demolition
- Excavation
- Occupant Load
- Other \_\_\_\_\_



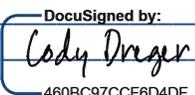
## Description of Property

Corner Matterson / Marine Drive, LOT16 DISTRICT LOT 281 CLAYOQUOT DISTRICT PLAN VIP76214 EXCEPT PART IN PLANS  
Civic Address: VIP80735, VIP83067 AND VIP86140 Zoning: R3

Legal Description: Lot \_\_\_\_\_ Plan \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ DL \_\_\_\_\_

This document shall serve to notify the District of Ucluelet that I am/we are the legal owner(s) of the property described above and do authorize the person indicated below ("Authorized Agent") to act on my/our behalf on all matters pertaining to any of the Permit Application(s) indicated below for the property described above, including the authority to endorse on my/our behalf application documents.

## Property Owner Information (please complete additional forms for more than four owners)

- Owner name: 0985470 BC LTD  
Mailing address: 6421 APPECROSS ROAD Postal Code: V9V1N1  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner Signature:  Date: 10/21/2022  
DocuSigned by: 460BC97CCF6D4DF...
- Owner name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
DocuSigned by: 0124FAC94AE54E5...
- Owner name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_
- Owner name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Authorized Agent

Agent's name: Alfred Korpershoek architect AIBC Company Name: dHKarchitects  
Mailing address: 102-5190 Dublin Way, Nanaimo Postal Code: V9T 0H2  
Tel: 1 250 585 5810 Cell: \_\_\_\_\_ Email: ask@dhk.ca  
Agent Signature:  Date: October 12th, 2022

Note: All registered owners of the property shall sign this Authorization Form. Use additional sheets if necessary. New Authorization Forms shall be submitted to the District of Ucluelet if the ownership of the property changes prior to issuance of the Permit applied for or before final approval is granted. It is understood that, until the District of Ucluelet is advised in writing that the agent no longer acts on behalf, the District of Ucluelet will deal exclusively with my agent with respect to all matters pertaining to the proposed building permit and are under no obligation to communicate with me or any other person other than my agent with regard to these permits. This authorization supersedes all previous appointments.

## Office Use Only

Folio No:	Permit No:	Date:	
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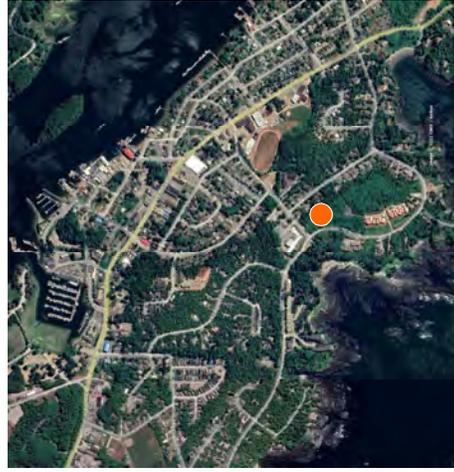


A100

48 Units

Lot 16, Multi Family Residential

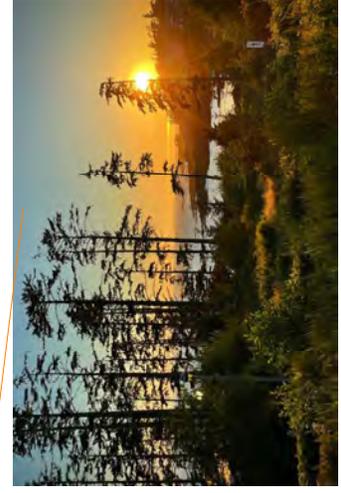
Udalltel, BC  
Mona B...  
PHASE 01 - 2022-2024



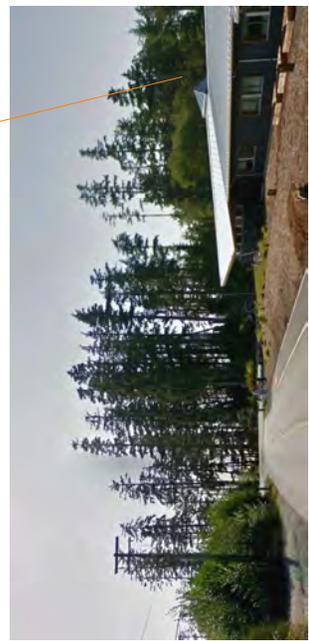
Development Permit for 449 Matterson Drive - Lot 16 Rental Building Moni...



Ucluelet Context



Ucluelet Context



**Site Location.**

This proposed development is located at the corner of Matterson Drive and Marine Drive, across from the Ucluelet Community Centre and with project "The Ridge" just further along Marine Drive. This project falls in CD-2A, Big Beach – District Lot 281.

**Site layout efficiency.**

While meeting the Bylaw requirements, we were able to maximize this site with 48 residential units in one building. Of the 48 units, 18, 825 SF units, will have 2 bedrooms. The remainder of the 30 units will have one bedroom, 29, with a floor area of 608 SF and one with 673 SF. While keeping the maximum amount of native vegetated area's we were able to fit the required 82 on site parking stalls. The building has amenities like, main floor storage and bicycle storage, common room, managers office, H/C washroom and a common patio area. At the main entry we will have a bicycle rack and bench under the entry canopy. The two upper floors will have spacious elevator lobbies provided with natural light.

**Design Concept**

Care is taken in providing an architecture that has incorporated distinct local elements as heavy timber, a fresh colour scheme and diverse durable wood (look) cladding. Much attention is given to the massing of this relatively large building, created with articulation of the smaller elements in volume, material and colour. As the local west coast rainforest does not provide in large natural faces other than bodies of water or larger rock formations we choose to visually reduce the mass of this building and choose for a low slope roof.

**Landscaping**

A lot of attention is given to the site's parking layout with the goal to keep and secure the existing native vegetation as much as possible and create the least amount of hard surfaces and building footprint. (See Landscape design)

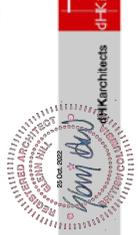


A101

**Design Rationale**

**Lot 16, Multi Family Residential**

Ucluelet, BC  
March 05, 2022-2024



A102

Site Plan

Lot 16, Multi Family Residential

Udaber, BC  
Municipal Engineer  
Plan No. 1 2022-054

Development Permit for 449 Matterson Drive - Lot 16 Rental Building Moni...



2023-04-27

LEGAL DESCRIPTION  
LOT 16 (ENCLINCT LOT 28) CLAYQUOT DISTRICT PLAN W/P/02 14 EXCEPT PART IN PLANS  
W/P/0133, W/P/0087 AND W/P/0140

Municipal Address  
449 Matterson Drive  
Uxaleak, B.C.

Zoning  
DPA, R3  
IV

SITE DATA  
Lot Area 4774 sqm  
Density FAR 0.35  
Actual 1310.77  
Floor Coverage 29%  
Max. Building Height 12 m  
39.67 Feet

Building Area (Excludes Airline Riser)  
Gross Max. F1 1340 m<sup>2</sup>  
Gross 2<sup>nd</sup> F1 1214 m<sup>2</sup>  
Total 2554 m<sup>2</sup>  
Floor Area 2554 m<sup>2</sup>  
3488.21 sqft

Parking Calculation  
Required 25  
Provided 25

Residential  
Max. 20%  
Min. 10%

HC Stalls 02  
Small Stalls max. 20%

Accessory Building max. 90m<sup>2</sup>  
height 5.0m

Unit Summary	1 Bedroom	2 Bedroom	Total
Level 1	8	6	14
Level 2	11	5	16
Level 3	11	5	16
Level 4	11	5	16
Level 5	11	5	16
<b>Total</b>	<b>52</b>	<b>26</b>	<b>78</b>

Residential Floor Area  
1 Bedroom 673.41 sqm  
2 Bedroom 524.44 sqm  
Total 1197.85 sqm  
12838.57 sqft

62.25% 31.25% 100.00%

62.25% 31.25% 100.00%

1  
1:150

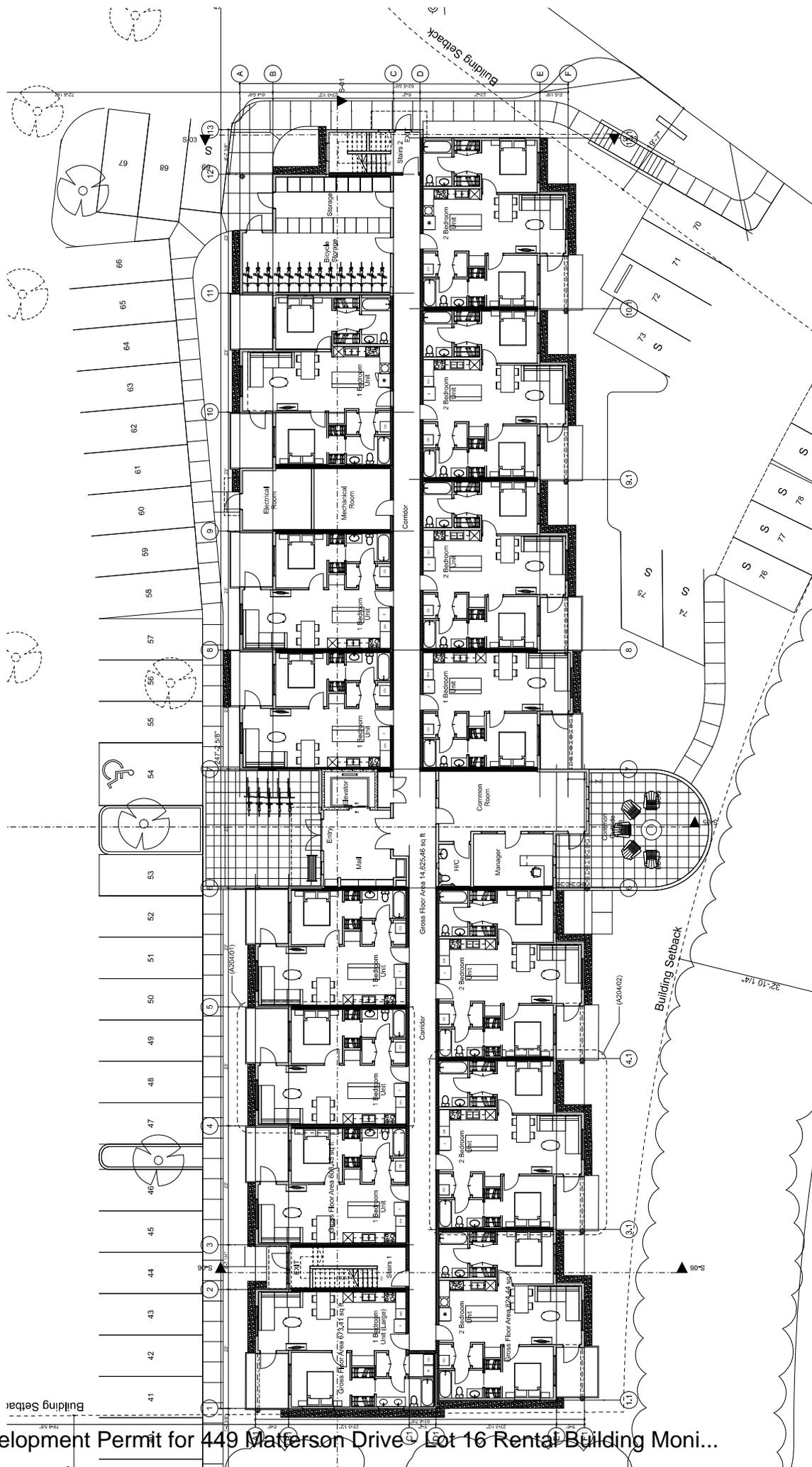


A201

Ground Floor

Lot 16, Multi Family Residential

Udvallet, BC  
Municipality  
Phase 01, 2022-2024



1  
1:96

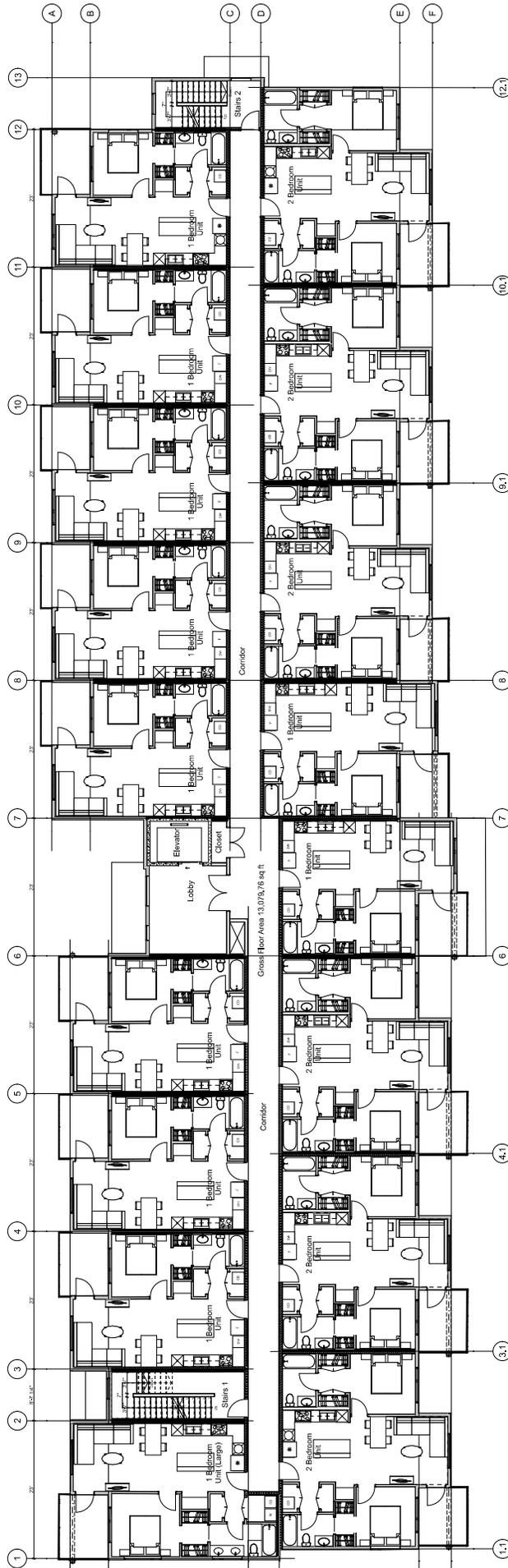


A202

Level 2

Lot 16, Multi Family Residential

Udvardi, BC  
Municipal ID: 2022-0004  
Phase 01: 2022-0004



1  
1:96

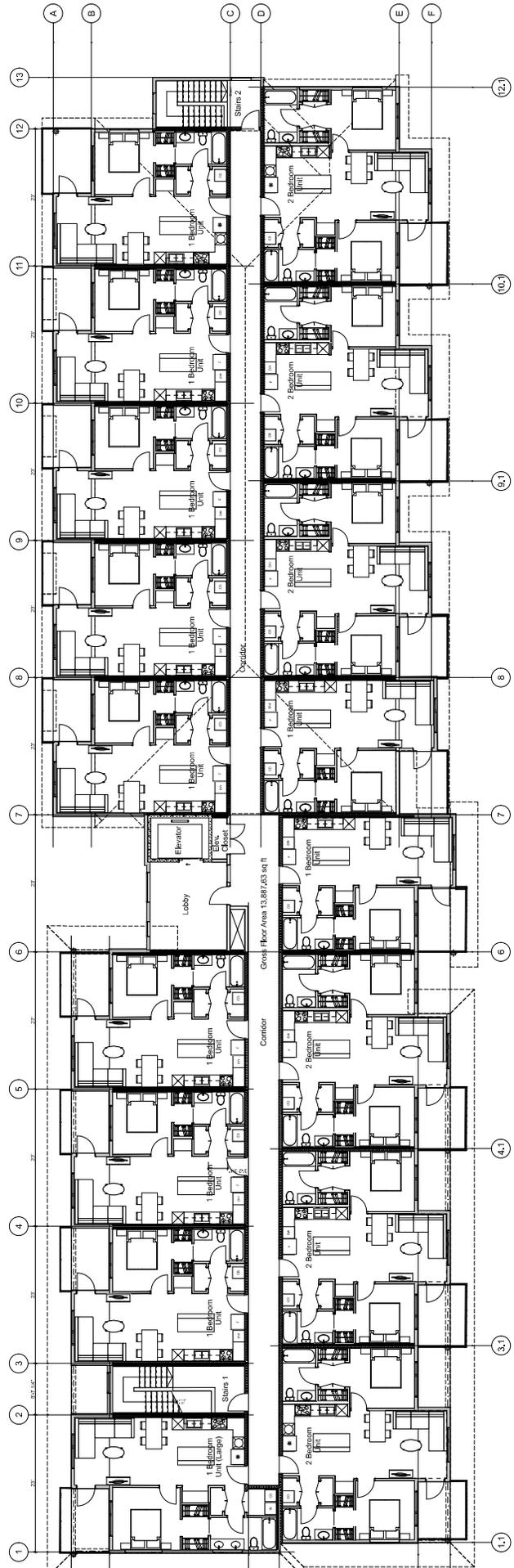


A203

Level 3

Lot 16, Multi Family Residential

Uchileli, BC  
Municipal ID: 2022-004  
Phase 01, 2022-004

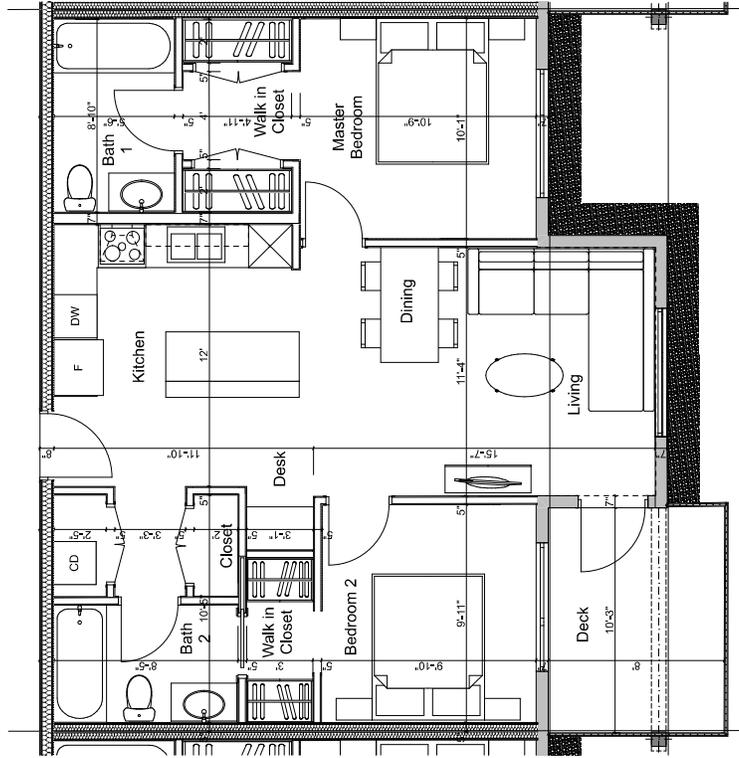


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1:96

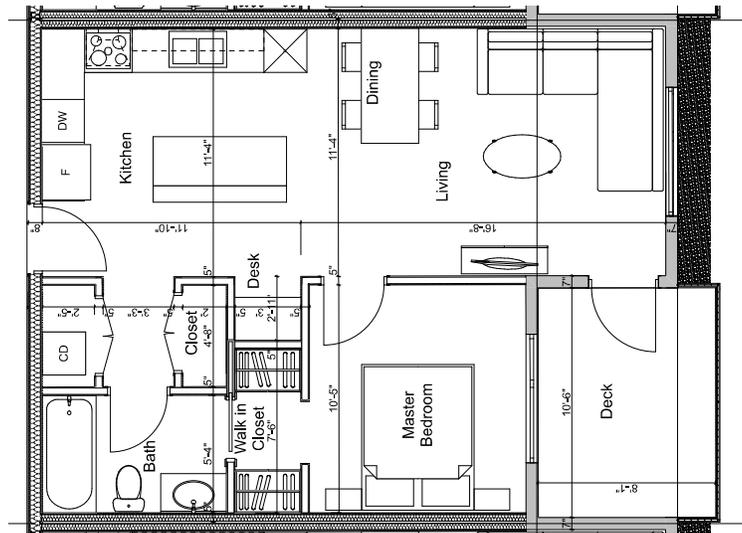


A204

Unit Plans



2 2 Bedroom Standard Unit  
824.4 SF



1 1 Bedroom Standard Unit  
608.5 SF

Lot 16, Multi Family Residential

Urbairtel, BC  
Municipal Development Act  
Phase 05 - 2022-2024



**A301**

**Elevations 1**

**Lot 16, Multi Family Residential**

Udall, BC  
Monsieur, BC  
P. 2022-05-04



**NORTH-WEST ELEVATION**



**PERSPECTIVE EAST**

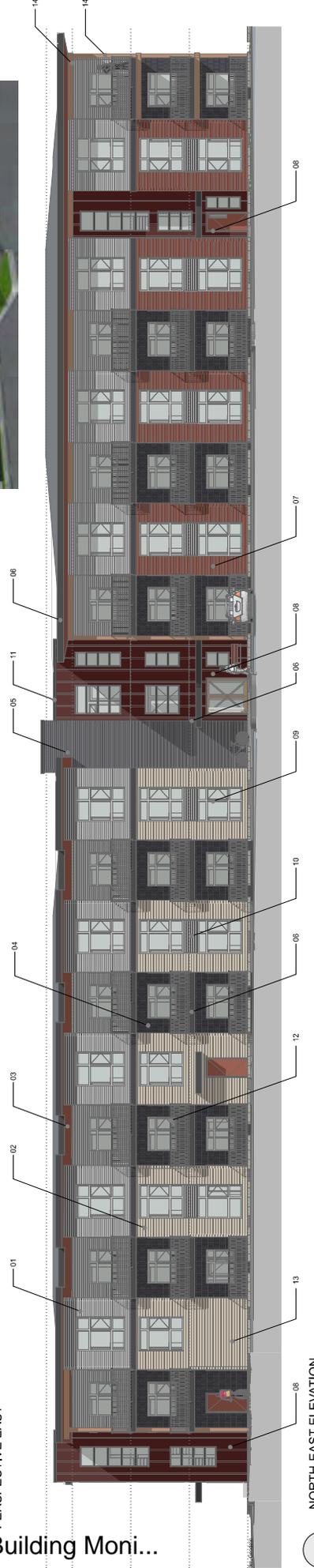
- Colours and Materials:**
- 01 Corrugated Metal 3/4" or 7/8", Light Grey
  - 02 Hardiplank, Autumn Tan
  - 03 Larchboard, Dark Natural Walnut
  - 04 Hardie Shingles, Night Grey
  - 05 Corrugated Metal, Dark Grey
  - 06 Fascias, Trim, Hardie Plank / Panel, Iron Grey
  - 07 Hardiplank, Traditional Red
  - 08 Hardie Board & Batten, Elegant Red
  - 09 White Vinyl Windows
  - 10 Panels, Corrugated Metal, Light Grey
  - 11 Flashings, Matt Black
  - 12 Guard Rails and Railings, Powder Coated Black
  - 13 Utility Doors, Weathered Zinc in Black Metal Door Frame,
  - 14 Heavy Timber, Semi Transparent Cedar finish
  - 15 Hardie Shingles, Khaki Brown
  - 16 Black Vinyl / Aluminum powder coated Windows



**PERSPECTIVE FRONT (NORTH)**



**PERSPECTIVE ENTRY**



**NORTH-EAST ELEVATION**



PERSPECTIVE SOUTH



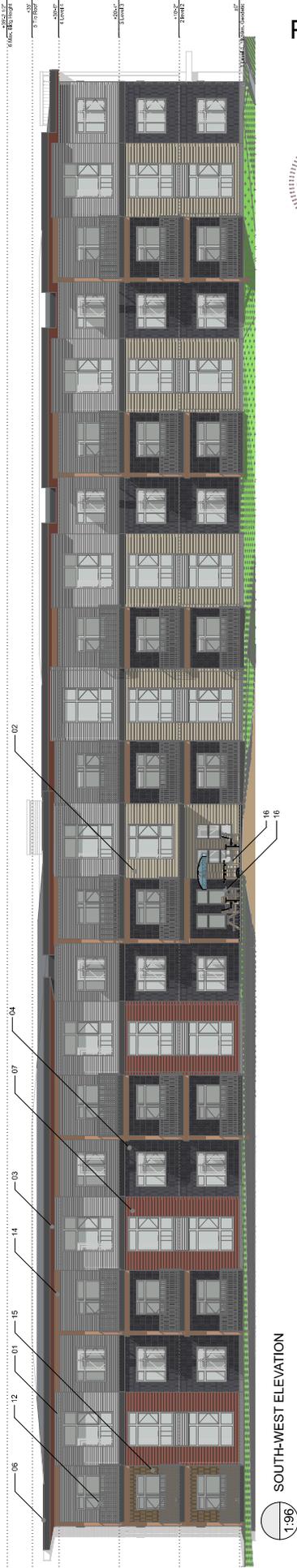
SOUTH-EAST ELEVATION

**Colours and Materials:**

- 01 Corrugated Metal 3/4" or 7/8", Light Grey
- 02 Hardieplank, Autumn Tan
- 03 Longboard, Dark National Walnut
- 04 Hardie Shingles, Night Grey
- 05 Corrugated Metal, Dark Grey
- 06 Fascia's, Trim, Hardie Plank / Panel, Iron Grey
- 07 Hardieplank, Traditional Red
- 08 Hardie Board & Batten, Elegant Red
- 09 White Vinyl Windows
- 10 Panels, Corrugated Metal, Light Grey
- 11 Flashings, Matt Black
- 12 Guard rails and Railings, Powder Coated Black
- 13 Utility Doors, Weathered Zinc in Black Metal Door Frame.
- 14 Heavy Timber, Semi Transparent Cedar finish
- 15 Hardie Shingles, Khaki Brown
- 16 Black Vinyl / Aluminum powder coated Windows



PERSPECTIVE WEST



SOUTH-WEST ELEVATION



**A302**

**Elevations 2**

**Lot 16, Multi Family Residential**

Uchueler, BC  
 March 11, 2022  
 Permit No. 2022-004



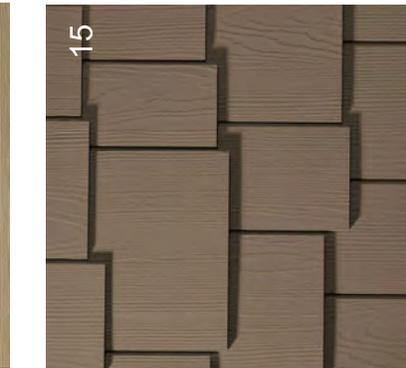
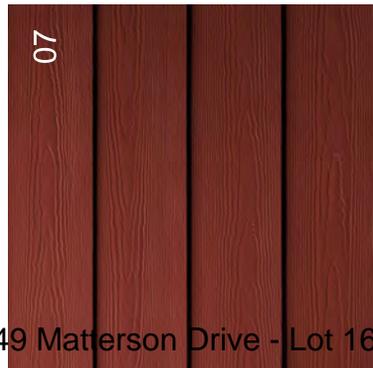
**A303**

**Material Palette**

**Lot 16, Multi Family Residential**

Uchueli, BC  
Moni Architects  
Project No. 2022-2004

- Colours and Materials:**
- 01 Corrugated Metal 3/4" or 7/8", Light Grey
  - 02 Hardieplank, Autumn Tan
  - 03 Longboard, Dark National Walnut
  - 04 Hardie Shingles, Night Grey
  - 05 Corrugated Metal, Dark Grey
  - 06 Fascia's, Trim, Hardie Plank / Panel, Iron Grey
  - 07 Hardieplank, Traditional Red
  - 08 Hardie Board & Baltem, Elegant Red
  - 09 White Vinyl Windows
  - 10 Panels, Corrugated Metal, Light Grey
  - 11 Flashings, Matt Black
  - 12 Guard rails and Railings, Powder-Coated Black
  - 13 Utility Doors, Weathered Zinc in Black Metal Door Frame.
  - 14 Heavy Timber, Semi Transparent Cedar finish
  - 15 Hardie Shingles, Khaki Brown
  - 16 Black Vinyl / Aluminium powder coated Windows













Ministry of  
Environment and  
Climate Change Strategy

## SCHEDULE 1 SITE DISCLOSURE STATEMENT

Has the site been used for any industrial or commercial purposes or activities described in SCHEDULE 2 of the Contaminated Sites Regulation?

Yes  No

Exemptions (See the Contaminated Sites Regulation, Division 3 of Part 2):

Does the application qualify for an exemption from submitting a site disclosure statement?

Yes  No

If yes, indicate which exemption applies \_\_\_\_\_

### I. CONTACT INFORMATION

A: SITE OWNER(s) or OPERATOR(s)			
LAST NAME McNabb		FIRST NAME(s) Lance	
COMPANY (if applicable) 0985470 B.C. Ltd. (Inc No. BC0985470)			
ADDRESS - STREET 6421 Applecross Road		CITY Nanaimo	
PROVINCE/STATE BC	COUNTRY Canada	POSTAL CODE V9V 1N1	
PHONE 250-390-5055 Ext 6		E-MAIL noreddeveshaw.ca	

B: PERSON COMPLETING SITE DISCLOSURE STATEMENT (Leave blank if same as above)	
<input type="checkbox"/> Agent authorized to complete form on behalf of the owner or operator	
LAST NAME	FIRST NAME(s)
COMPANY (if applicable)	

C: PERSON TO CONTACT REGARDING THE SITE DISCLOSURE STATEMENT			
LAST NAME McNabb		FIRST NAME(s) Lance	
COMPANY (if applicable) 0985470 B.C. Ltd. (Inc No. BC0985470)			
ADDRESS - STREET 6421 Applecross Road		CITY Nanaimo	
PROVINCE/STATE BC	COUNTRY Canada	POSTAL CODE V9V 1N1	
PHONE 250-390-5055 Ext 6		E-MAIL noreddeveshaw.ca	

## II. SITE INFORMATION

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude			Longitude		
DEGREES	MINUTES	SECONDS	DEGREES	MINUTES	SECONDS
48	56	09.7	125	32	55.6

Attach a map of appropriate scale showing the location and boundaries of the site.

### For Legally Titled, Registered Property

SITE ADDRESS (or nearest street name/intersection if no address assigned) INTERSECTION OF MATTERSON DRIVE AND MARINE DRIVE (PID: 025-812-823)	
CITY UCLUELET	POSTAL CODE V0R 3A0

PID	Land Description	Add	Delete
025-812-823	LOT 16, DL 281, CLAYOQUOT DISTRICT, PLAN VIP76214 (REMAINDER)	+	-

### For Untitled Crown Land

PIN numbers and associated Land Description (if applicable)

PIN	Land Description	Add	Delete
		+	-

And if available

Crown Land File Numbers	Add	Delete
	+	-

## III. INDUSTRIAL OR COMMERCIAL PURPOSES OR ACTIVITIES

In the format of the example provided, which of the industrial or commercial purposes or activities have occurred or are occurring on this site.

### EXAMPLE

Schedule 2 Reference	Description
E1	appliance, equipment or engine maintenance, repair, reconditioning, cleaning or salvage
F10	solvent manufacturing, bulk storage, shipping or handling

Schedule 2 Reference	Description	Add	Delete
		+	-

## IV. ADDITIONAL INFORMATION

1. Provide a brief summary of the planned activity and proposed land use at the site.

PROPOSED DEVELOPMENT IS A 41-LOT FEE SIMPLE SUBDIVISION WITH ROADS AND PARKS

2. Indicate the information used to complete this site disclosure statement including a list of record searches completed.

AERIAL IMAGES (CURRENT AND HISTORIC), GEOTECHNICAL INVESTIGATION INCLUDING TEST PITS

3. List any past or present government orders, permits, approvals, certificates or notifications pertaining to the environmental condition of the site. (Attach extra pages, if necessary):

**V. DECLARATIONS**

Where a municipal approval is not required, please indicate the reason for submission directly to the registrar:

Under Order     
  Foreclosure     
  CCAA Proceedings     
  BIA Proceedings  
 Decommissioning     
  Ceasing Operations

By signing below, I confirm that the information in this form is complete and accurate to the best of my knowledge:

  
 \_\_\_\_\_  
 SIGNATURE

2022/08/03  
 \_\_\_\_\_  
 DATE SIGNED (YYYY-MM-DD)

**APPROVING AUTHORITY CONTACT INFORMATION**

NAME		AGENCY	
ADDRESS			
PHONE		E-MAIL	

Reason for submission (Please check one or more of the following):

- Building Permit     
  Subdivision     
  Zoning     
  Development Permit

\_\_\_\_\_  
 DATE RECEIVED (YYYY-MM-DD)

\_\_\_\_\_  
 DATE SUBMITTED TO REGISTRAR (YYYY-MM-DD)



Form and Character Development Permit Areas:

General Guidelines

Section	Guideline	Design Response
---------	-----------	-----------------

Heavy timber structures are used to support balconies and roof overhangs. Traditional local cladding types are used like lap siding, shingles, board and batten as well as corrugated metal. The soffits are made in longboard. To reduce maintenance, maximize longevity and to achieve a lasting appearance in Ucluelet's challenging climate, fibre cement products are also being used.

F1 Building design, layout, finish and colour should be of a high quality that reflects traditional (e.g., fishing village) or contemporary West Coast architectural styles;

F2 Larger development should be broken up into smaller components. The image of any new larger building should be as a grouping of smaller pieces. Break up building massing by articulated building faces, stepping back whole or partial upper floors, and landscaping to soften the building appearance and present a human-scale presence at the pedestrian level;

The building is articulated horizontally and vertically in massing, colour and material choices. The individual residential units are largely identifiable from the outside. The vertical access positions are clearly recognizable from the outside and are used to break up the building facade in form and appearance. The roof line is broken up. The massing suggests 2 connected buildings.

F3 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; and  
 - Concentrating signage at pedestrian eye level.

With the recognizable vertical access positions the entrances and exits are clearly identified. The main entry is provided with a large canopy and zone for landscaping with seating to accommodate social interaction. Concentrated signage at eye level will be provided as illustrated in the drawing submission.

**Lot 16 Ucluelet / Apartment Parcel**      **Development Permit Area Guideline**      Date: October 17, 2022  
 Project Number: 21-0316      **Compliance Matrix**

F4      Parking shall be located at the rear of lots, if possible, and screened from street view with either a structure or landscaping, or where feasible, below grade;      *The majority of parking is provided at the rear and side of the lot. All parking areas are screened with significant landscaping and retained vegetation (Restrictive Covenant CA9460685).*

F5      Parking areas with more than 10 spaces should be broken into smaller groups, divided by landscaped areas and trees;      *Park dedication along the rear lot line adjacent to surface parking provides significant retained landscape retention adjacent to vehicle parking. This in combination with the 10m Greenspace Covenant Area noted above, more than adequately mitigate negative visual effect of parked vehicles on the site. Note that despite these site are restrictions and a 3 storey height restriction, the design team was still able to break up the parking rows in all but one row of 12 cars.*

F6      Awnings, deep roof overhangs or colonnades should be incorporated into buildings to provide weather protection along sidewalks and at building entrances. These devices must be an integral part of the overall design;      *For weather protection canopies and balconies over are provided at all building entrances.*

F7      On corner sites, buildings must be designed with consideration for their visual prominence, potential function as landmarks 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;      *In the first place through massing and use of material. Secondly by balconies at 4 corners and with windows at all sides of the building, the street scape hierarchy, functionality and visual interaction has been established in an appropriate and meaningful way with full consideration of the street corners of this side.*

**Lot 16 Ucluelet / Apartment Parcel**      **Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**

Date: October 17, 2022

The extensive use of blank walls, regardless of the material used, must be avoided. The visual impact of blank walls should be softened by using one or more of the following:

- F8 - Architectural details and/or articulated façade;
- Graphic or artistic illustration;
- Placement of doors and/or windows; and public seating and/or planters integrated into the façade.

Blank walls were avoided in this project.

Where adjoining properties have uses of different intensity (e.g. single family next to multi-family residential) or different types (e.g. residential next to commercial) an appropriate architectural, building and landscaping transition must be provided;

Enhance screening is provided between the Apartment Site and single instance of an adjoining (single family) lot. This will be a combination of 1.5m of landscaping and a 2.0m solid timber fence.

F10 Buildings should provide protection from rain (e.g. awnings, overhangs, canopies);

Protection from rain is provided at all balconies and entrances or exits.

The following exterior materials are encouraged:

- Wooden posts and beams with visible fastenings;
- Wood siding, planks, board-and-batten, shakes or shingles;
- Corrugated or standing-seam sheet metal;
- Weathering steel (e.g., Core-ten), aluminium, galvanized, zinc, copper or other non-reflective architectural metal elements;
- Finished concrete;
- Cementitious composite siding (e.g., Harai-plank) when detailed to avoid large areas of flat panels; and,
- Limited use of brick or local stone.

The project contains;

- Wooden posts and beams with visible fastenings,
- Cementitious composite siding, planks, board-and-batten, shakes or shingles suggesting the traditional use of wood with avoidance of panels are being used on this project.
- Corrugated and standing-seam sheet metal;
- aluminium, galvanized, zinc, and other non-reflective architectural metal elements are being used,
- Finished concrete;
- Very limited use of brick or local stone.

F11

**Lot 16 Ucluelet / Apartment Parcel**      **Development Permit Area Guideline**      Date: October 17, 2022  
 Project Number: 21-0316      **Compliance Matrix**

As part of the building vernacular, not only of Ucluelet but the BC coast in general, sloped roofs are indicative of the climate and weather of the region. Sloped roofs with an angle no less than 30 degrees (7:12 pitch) are strongly encouraged. Exceptions may be considered for flat or curved roofs for significant sites and landmark buildings displaying exceptional architectural design;

The building is provided with a low slope roof with a multitude of rain water leaders provided, as per requirements and mechanical design. We believe the roof forms are appropriately designed for this relatively large site and Ucluelet's affordable housing needs.

Roof materials must be in keeping with the character of Ucluelet. This includes the use of cedar shake and shingle, asphalt roof tile, standing-seam or corrugated sheet metal.

The roofing material will be bituminous and out of sight with wind speed and suction taken into account. The roof perimeter is turned upwards to provide rain protection over windows and balconies.

As a major contributor to the feel and character of the street, wood – particularly Red Cedar, is the preferred material for exterior cladding. The use of cedar shake or shingle applications is especially favoured. Cedar lap siding and vertical board-and-batten are also preferred.

As contributor to feel and character, Lap siding, shingles, and board & batten siding is used. To avoid excessive future maintenance, for this three story building, fibre cement cladding is used. Non-transparent traditional colours have been selected.

The use of vinyl siding, stucco, pebble dash or artificial stone is not supported.

Non supported cladding materials are not proposed.

As signage contributes to the character and feel of the area, it should reflect the artistic, cultural and historical traditions of Ucluelet. Signage must complement the architecture of the development and be sized appropriately;

Low level free standing site identification (entry) signage is proposed (Sheet L2, Detail 'B'). Sign materials include local cedar timber and painted galvanized fasteners.

Exterior illumination of signage (e.g., gooseneck fixtures) is encouraged;

Low voltage LED accent flood lighting is proposed to light only the sign face and limit any glare or light pollution to surrounding areas.

Carved or painted wooden signs and individual letters are encouraged;

A routed HDPE or cedar sign panel is proposed.

Interior-lit plastic sign panels are not supported;

Not proposed.

**Lot 16 Ucluelet / Apartment Parcel      Development Permit Area Guideline**  
Project Number: 21-0316      **Compliance Matrix**      Date: October 17, 2022

F20      All exterior mechanical units or equipment, including roof top units, must be enclosed in a manner that is attractive and integrated with the overall design;

We anticipate that most or all mechanical units can be mounted under the roof.

F21      Landscape plans submitted for a development permit shall illustrate type, size, and location of proposed planting, and shall detail all hard and soft landscaping elements to convey a comprehensive design for the site;

A complete Landscape Architecture drawing submission is provided illustrating a comprehensive design concept prepared in collaboration with the Project Architect (building) back-checked through our engineering team.

The project planting scheme complies with these Public Realm guidelines as follows:

- a. The tenant amenity space is contained within a defined space surrounded by planting areas.
- b. Entrances are defined by the building architecture, enhance concrete paving and seating.
- c. All pedestrian routes have an adjacent landscape strip with the exception of building and parking access points.
- d. The site is private and reserved for the use of building residents. Private spaces are delineated by landscape elements and retained vegetation buffers as noted above.
- e. The Marine Drive street frontage will be a 10m Greenspace Covenant Area noted above. The Matterson Drive street frontage will be a combination of retained trees and vegetation and enhanced landscaping at pedestrian and vehicle access points. Significant landscape buffering is provided along the proposed new internal road adjacent to the site interrupted only by pedestrian and vehicle access points.
- f. Refer to Notes above (Guideline F9).

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

- a. Define the edges of outdoor space such as a café seating area;
- b. Signify a particular spot such as an entrance or gateway;
- c. Highlight pedestrian corridors;
- d. Delineate private and semi-private space from public space;
- e. Beautify a streetscape; and,
- f. Soften the transition of adjacent land uses.

F22

Planting should be designed so that drivers' sight lines are maintained at intersections, manoeuvring aisles and parking lots;

Native trees and plants should be used where appropriate;

F23

F24

Site lines have been considered and are noted on Sheet L1.

All proposed shrubs and trees are indigenous species.

**Lot 16 Ucluelet / Apartment Parcel      Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**      Date: October 17, 2022

F25	<p>All landscaping shall be provided in accordance with British Columbia Society of Landscape Architects /British Columbia Nursery Trade Association landscape standards;</p>	<p>This is a standard requirement by the project Landscape Architect as noted on Sheet L1 - Planting Note 1.</p>
F26	<p>When laying out new parking areas, integrate vegetated bioswales to collect and filter stormwater;</p>	<p>There is insufficient site area to accommodate bioswales on this site due to the constraints of increased building setbacks and covenanted retention areas. The project civil engineer has identified areas of proposed permeable paving and a storm drainage system that includes oil/water separating catch basins to intercept contaminants before leaving the site.</p>
F27	<p>Hardscape materials must be of a "non-skid" type and of durable quality</p>	<p>Non-skid broom finished concrete sidewalks and stairs are proposed.</p>
F28	<p>Building and site design shall take into account CPTED (Crime Prevention Through Environmental Design) principles;</p>	<p>CPTED principles have been considered in the design. With the exception of the 10m Greenspace Covenant Area, all areas of the site are visible from residential units providing passive observation and monitoring.</p>
F29	<p>Site design should show functional, screened areas for waste and recycling in appropriate wildlife-smart containers.</p>	<p>Vegetative screening and a timber enclosure are provided surrounding the Garbage and Recycling Enclosure indicated on Sheet L1. Refer to Detail 'A', Sheet L2.</p>
F30	<p>All developments shall respect archaeological resources and comply with all relevant statutes for the protection thereof;</p>	<p>N/A</p>

N/A Note: Negotiated amenities such as a public trail access cannot be required through the Development Permit Application Process. The provision of any such amenity would be at the sole discretion of the Property Owner. That said, there may be an opportunity to provide a pedestrian connection through the 10m Greenspace Covenant Area. This connection would require an amendment to the existing Restrictive Covenant language.

When locating buildings allow space for the Wild Pacific Trail, Safe Harbour Trail and Harbour Walk within vegetated corridors along the coastline, as an integrated part of the design for properties located on the waterfront, as shown on Schedule 'C' Parks and Trails Network

F31

In order to preserve Ucluelet's dark skies, minimize impacts on adjacent land uses and avoid unnecessary impacts on nocturnal wildlife, outdoor lighting should be shielded so that all light is directed towards the ground.

F32

All on-site lighting will be shielded and full cut-off fixtures to respect night sky viewing within the resort region.

**Form and Character Development Permit Area:  
Multi-Family DPA IV**

Section      Guideline

Design Response

All buildings, structures and additions thereto must be designed and coordinated in a comprehensive manner

F.IV.1. considering efficient site circulation, the relationship between buildings, visual impact and design compatibility with its context;

The site design is appropriate for the context of this single building given the impact of covenanted spatial constraints on the site.

F.IV.2. Sloped roofs, rather than flat roofs, are preferred;

5% sloped Roofs are used to shed excessive rain. Rooflines reflect the architectural expression and built form of adjacent structures such as the UCC and Ridge Development.

**Lot 16 Ucluelet / Apartment Parcel**      **Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**      Date: October 17, 2022

<p>Where internal roadways are required, they should provide efficient circulation, encourage appropriate speed through physical design, and the pedestrian realm should be clearly defined by using alternative materials, landscaping and physical design;</p> <p>F.IV.3.</p>	<p>LA / Civil</p>
<p>Buildings or groups of buildings placed adjacent to a public street must face that street (or streets), with each unit having its own individual and distinct front entry from the street. Excessive use of blank walls must be avoided;</p> <p>F.IV.4.</p>	<p>The 10m Greenspace Covenant Area along Marine Drive prevents individual units access to the street. Blank walls are avoided.</p>
<p>Higher scale building forms may be located along Matterson Drive and Peninsula Road. Heights up to 12m (39 feet) may be permitted;</p> <p>F.IV.5.</p>	<p>The building conforms to the 11m. height requirement of the Zoning Bylaw.</p>
<p>Medium scale building forms are preferred in other areas zoned for multi-family uses, to provide sensitive transitions to single family areas;</p> <p>F.IV.6.</p>	<p>N/A</p>
<p>Where buildings are in very close proximity to the street or other public realm feature such as a pathway or courtyard, the finished floor level of that building should be raised by two feet as a minimum, to aid in privacy;</p> <p>F.IV.7.</p>	<p>N/A</p>
<p>Garages and garage doors must not dominate the street- front façade of multi-family buildings. All attempts must be made to accommodate integrated parking at the side or rear of units. If garage doors must be placed at the front of a building, they should be well integrated and subtle in appearance;</p> <p>F.IV.8.</p>	<p>N/A</p>
<p>Where visitor parking or common parking areas are required, small groupings of parking stalls interspersed with tree planting should be employed rather than 1 uninterrupted lot wherever possible. Native plants are preferred;</p> <p>F.IV.9.</p>	<p>Refer to Notes above (Guideline F5).</p>

**Lot 16 Ucluelet / Apartment Parcel      Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**      Date: October 17, 2022

- F.IV.10. Parking areas that are visible from the street and/or adjacent to residential buildings should be screened by substantial landscaping.      Refer to Notes above (Guideline F5 & F9).
- F.IV.11. A reasonable amount of common area must be included in all multi-family developments in the form of native landscaping, courtyards or the like;      Indigenous vegetation is retained within the common areas fronting Marine Drive within the 10m Greenspace Covenant Area. This is supplemented by an indigenous plant palette through out the site which also contains and defines the Tenant Amenity Space. The tenant Space includes seating and space to host BBQs and other social gatherings.
- F.IV.12. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical to maintaining the character of the community. All development must recognise these values and strive to minimize the adverse effects on the natural environment development can often bring. The form and character of buildings should reflect the natural beauty of the area. This can be achieved through:      N/A
- F.IV.13. The sensitive siting of buildings;      N/A
- F.IV.14. Producing architectural designs that are naturally inspired; and,      N/A
- F.IV.15. Using materials and building methods that are inherent to the area and its natural and man-made history.      N/A
- F.IV.16. New development with areas of high ground in the District should be designed to accommodate areas for evacuation in extraordinary cases of emergency. Access, parking areas and parks or other open space at the highest points should be designed with thought to how they could double as muster points, if needed;      High points of the site (above 20m) are located within the proposed surface parking area. Evacuation to the adjacent UCC site is likely a preferable alternative to an on site rally/muster point.

**Lot 16 Ucluelet / Apartment Parcel      Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**      Date: October 17, 2022

Clear-cutting forested sites is prohibited. Developments must present plans showing tree retention and measures to ensure protection of existing significant trees and shrubs, clearly delineated limits of disturbance during construction, along with new plantings. The plans shall show pre- and post-development conditions to prevent over-cutting. Protection of adequate root zone buffers around retained trees shall be identified by a qualified professional and shown on the plans;

Significant tree retention has already been provided within the proposed 10m Buffer/Parkland Dedication along the northeast property line and within the 10m Greenspace Covenant Area along Marine Drive. Additional tree retention is proposed where feasible. Refer to the Tree Retention List and Tree Protection Notes on Sheet L2 as prepared by the Project Landscape Architect/Arborist

F.IV.17. Mature Western Red Cedar and Sitka Spruce must be identified by a qualified arborist and, where they are determined to be healthy, preserved;

Refer to notes above.

The siting of new buildings, extensions to existing buildings as well as campsites and roads etc., must work sensitively around established existing vegetation and must be located to minimize alterations to the foreshore and other environmentally sensitive areas. As part of the efforts to maintain and enhance the landscape character of the area, all efforts must be made to retain landscape and ecological integrity

Refer to notes above.

F.IV.19. Minimal blacktop and hardscape paving should be used for driveways and patio areas, particularly in front yards. Gravel or grass driveways and wood decks are preferred;

Refer to Notes above (Guideline F26). The project civil engineer has identified areas of proposed permeable paving. Gravel and grass driveways are not considered a viable option for the property owner due to the ongoing long term maintenance requirements (weed removal, re-grading, etc.)

**Lot 16 Ucluelet / Apartment Parcel      Development Permit Area Guideline**  
 Project Number: 21-0316      **Compliance Matrix**

Date: October 17, 2022

Care has been taken to provide an architectural form and character that is derived from commonly used local building materials. Much attention was taken in the massing to create a humble articulation of the smaller elements in material and colour, horizontal and vertical. This is intended to achieve a more natural fit for this human intervention into the existing beauty of the area.

F.IV.21. Architectural form and character must be site-sensitive to both the physical environment, as well as to the qualities of natural beauty in the area. Buildings should work with the natural environment on all levels;

F.IV.22. All developments must provide robust visual buffers of parking, loading and service areas by way of retained and enhanced native vegetation along all boundaries. In the case of those boundaries fronting the road, reasonable efforts must be made to retain significant trees and shrubs between driveways;

F.IV.23. Wildlife-proof garbage and recycling containers must be provided for all new developments;

F.IV.24. All waste bins must be located at the rear of buildings or screened from view of public roads and pathways with solid wooden fencing.

Significant buffers were put in place through the Zoning Amendment process and are either contained within Lot Specific Setbacks or registered within a restrictive Covenant on title. Note that a 10m Parkland Dedication (buffer) was also secured along the north-eastern property line.

Noted.

Refer to Notes above (Guideline F21). Vegetative screening and a timber enclosure are provided.

**Lot 16 - Rental Apartments DP Application**  
**SCHEDULE OF QUANTITIES**

October-22  
 MacDonald Gray Consultants

ITEM	UNIT	QUANTITY	UNIT-COST	TOTALS
<b>Hard Landscape</b>				
Concrete paving w/ score pattern	sq.m.	90	125.00	11,250.00
Seatwall	l.m.	16	500.00	8,000.00
Leave strip c/w timber edge	l.m.	100	20.00	2,000.00
<b>SUB-TOTAL, Hard Landscape</b>				<b>21,250.00</b>
<b>Site Furnishings</b>				
2.0m timber fence/ garbage enclosure	l.m.	50	500.00	25,000.00
Bench	each	1	1,500.00	1,500.00
Picnic table	each	1	2,500.00	2,500.00
Bike rack	each	1	1,200.00	1,200.00
<b>SUB-TOTAL, Site Furnishings</b>				<b>30,200.00</b>
<b>Soft Landscape</b>				
Growing medium (450mm depth shrub areas)	cu.m.	255	100.00	25,500.00
Compost / Mulch, in place, 75mm depth	cu.m.	42	100.00	4,200.00
Tree, #7 pot	each	14	130.00	1,820.00
Tree, #5 pot	each	5	90.00	450.00
Tree, #1 pot	each	10	25.00	250.00
Shrub, #5 pots	each	43	60.00	2,580.00
Shrub, #2 pots	each	78	35.00	2,730.00
Shrub, #1 pots	each	377	10.00	3,770.00
Seed	sq.m.	130	25.00	3,250.00
<b>SUB-TOTAL, Soft Landscape</b>				<b>41,300.00</b>
<b>TOTAL</b>				<b>\$92,750.00</b>

macdonald gray

DEVELOPMENT PLANNING - LANDSCAPE ARCHITECTURE - ARBORICULTURE - URBAN DESIGN

Development Permit for 449 Matterson Drive - Lot 16 Rental Building Moni...









## DEVELOPMENT PERMIT DP22-18

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Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

*0985470 BC Ltd., 6421 Applecross Road, Nanaimo, British Columbia V9V 1N1*

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

*449 Matterson Drive, PID 025812823, Lot 16, Plan VIP76214, District Lot 281, Clayoquot Land District*

3. This Permit authorizes the following improvements on the Lands:
  - a) Addition of a 3-storey, 48-unit multi-family rental building.
  - b) Associated landscape and hardscape work including but not limited to:
    - i. Paved parking lot for 82 parking spots, including one accessible parking space and two access points.
    - ii. Internal landscape features and trees in accordance with drawings attached to this permit as Schedule A.
    - iii. The retention and augmentation of a treed buffer along the property in accordance with drawings attached to this permit as Schedule A.
  - c) These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings and specifications attached to this Permit as Schedule B.
4. Issuance of this permit will be subject to:
  - a) a deposit of 125% of the value of the proposed landscape works along the frontage of Matterson Drive and Marine Drive and street improvements.
  - b) Completion of the subdivision of Lot 16 to create the proposed apartment parcel at 449 Matterson Drive including lot servicing and access to the District's standards.
5. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
6. 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.
7. The owner shall substantially commence the development within 24 months of the date of Council authorization, after which this permit shall be null and void.
8. This Permit is NOT a Building Permit.
9. Schedule A and B 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.





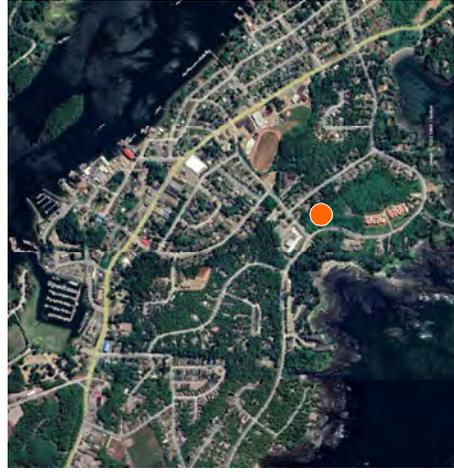


A100

48 Units

Lot 16, Multi Family Residential

Udvallet, BC  
Municipality of  
Phase 01, 2022-04-04



Development Permit for 449 Matterson Drive - Lot 16 Rental Building Moni...



Ucluelet Context

**Site Location.**

This proposed development is located at the corner of Matterson Drive and Marine Drive, across from the Ucluelet Community Centre and with project "The Ridge" just further along Marine Drive. This project falls in CD-2A, Big Beach – District Lot 281.

**Site layout efficiency.**

While meeting the Bylaw requirements, we were able to maximize this site with 48 residential units in one building. Of the 48 units, 18, 825 SF units, will have 2 bedrooms. The remainder of the 30 units will have one bedroom, 29, with a floor area of 608 SF and one with 673 SF. While keeping the maximum amount of native vegetated area's we were able to fit the required 82 on site parking stalls. The building has amenities like, main floor storage and bicycle storage, common room, managers office, H/C washroom and a common patio area. At the main entry we will have a bicycle rack and bench under the entry canopy. The two upper floors will have spacious elevator lobbies provided with natural light.

**Design Concept**

Care is taken in providing an architecture that has incorporated distinct local elements as heavy timber, a fresh colour scheme and diverse durable wood (look) cladding. Much attention is given to the massing of this relatively large building, created with articulation of the smaller elements in volume, material and colour. As the local west coast rainforest does not provide in large natural faces other than bodies of water or larger rock formations we choose to visually reduce the mass of this building and choose for a low slope roof.

**Landscaping**

A lot of attention is given to the site's parking layout with the goal to keep and secure the existing native vegetation as much as possible and create the least amount of hard surfaces and building footprint. (See Landscape design)



Ucluelet Context



A101

**Design Rationale**

**Lot 16, Multi Family Residential**

Ucluelet, BC  
March 05, 2022-2024



A102

Site Plan

Lot 16, Multi Family Residential

Udubert, BC  
Municipal ID: 1000000000  
Plan No.: 2022-004

Development Permit for 449 Matterson Drive - Lot 16 Rental Building Moni...



2023-04-07

LEGAL DESCRIPTION  
LOT 16 (DISTRICT LOT 26) CLAYQUOT DISTRICT PLAN WP190 14 EXCEPT PART IN PLANS  
WP19133, WP19087 AND WP19040

Municipal Address  
449 Matterson Drive  
Udubert, B.C.

Zoning  
DPA  
RS  
IV

SITE DATA

Lot Area	4704	Sq. Ft.	52
Density FAR	0.35	max.	3324.40
Actual	0.23		1101.71
14165			
Accty. Coverage	20%	max.	202.8 m <sup>2</sup>
Max. Building Height	12 m		39.4 Feet

Building Area (Excludes Airline Signs)

Ground Floor	1340 m <sup>2</sup>	142%
Ground 2 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 3 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 4 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 5 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 6 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 7 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 8 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 9 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 10 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 11 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 12 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 13 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 14 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 15 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 16 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 17 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 18 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 19 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 20 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 21 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 22 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 23 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 24 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 25 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 26 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 27 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 28 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 29 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 30 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 31 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 32 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 33 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 34 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 35 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 36 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 37 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 38 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 39 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 40 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 41 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 42 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 43 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 44 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 45 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 46 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 47 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 48 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 49 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 50 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 51 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 52 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 53 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 54 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
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Ground 60 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 61 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 62 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 63 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 64 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 65 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 66 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 67 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 68 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 69 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 70 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 71 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 72 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 73 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 74 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 75 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 76 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 77 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 78 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 79 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 80 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 81 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 82 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 83 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 84 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 85 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 86 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 87 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 88 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 89 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 90 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 91 <sup>st</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 92 <sup>nd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 93 <sup>rd</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 94 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 95 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 96 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 97 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 98 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 99 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%
Ground 100 <sup>th</sup> Fl.	1214 m <sup>2</sup>	106%

Parking Calculation

Category	Required	Provided
Residential	15	10
Visitor	20%	10
HC (Health Care)	0	0
Small (Retail, Office, etc.)	0	0
Accessory Building max. 9m <sup>2</sup> height	0	0
Accessory Building max. 5.0m height	0	0
<b>Total</b>	<b>35</b>	<b>20</b>

Residential Floor Area

1 Bedroom	673.41	3	2020.23
2 Bedroom	824.44	18	14839.92
3 Bedroom	824.44	48	33286.08
<b>Total</b>	<b>1722.29</b>	<b>69</b>	<b>50346.23</b>

69.23%

1:150

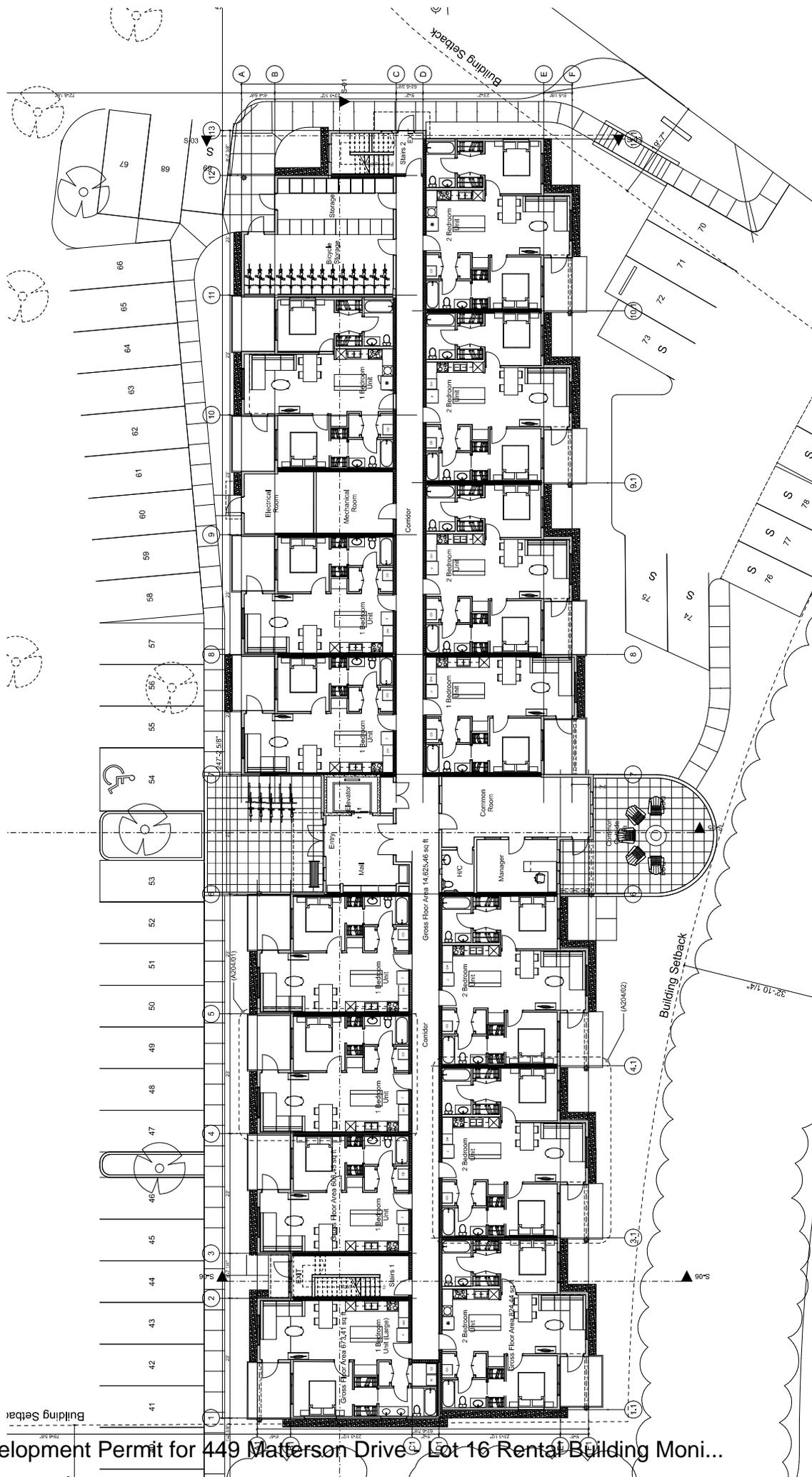


A201

Ground Floor

Lot 16, Multi Family Residential

Udvallet, BC  
Municipality  
Phase 01 - 2022-2024



1  
1:96

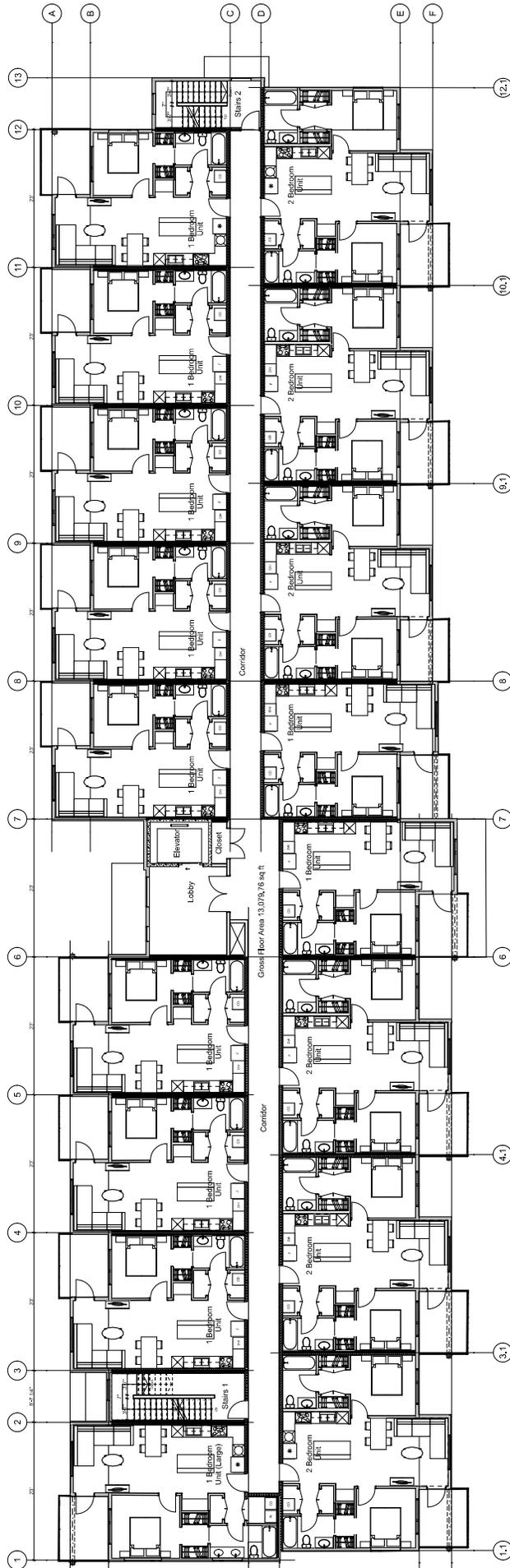


A202

Level 2

Lot 16, Multi Family Residential

Udvardi, BC  
Municipal ID: 2022-0004  
Phase 01: 2022-0004



1  
1:96

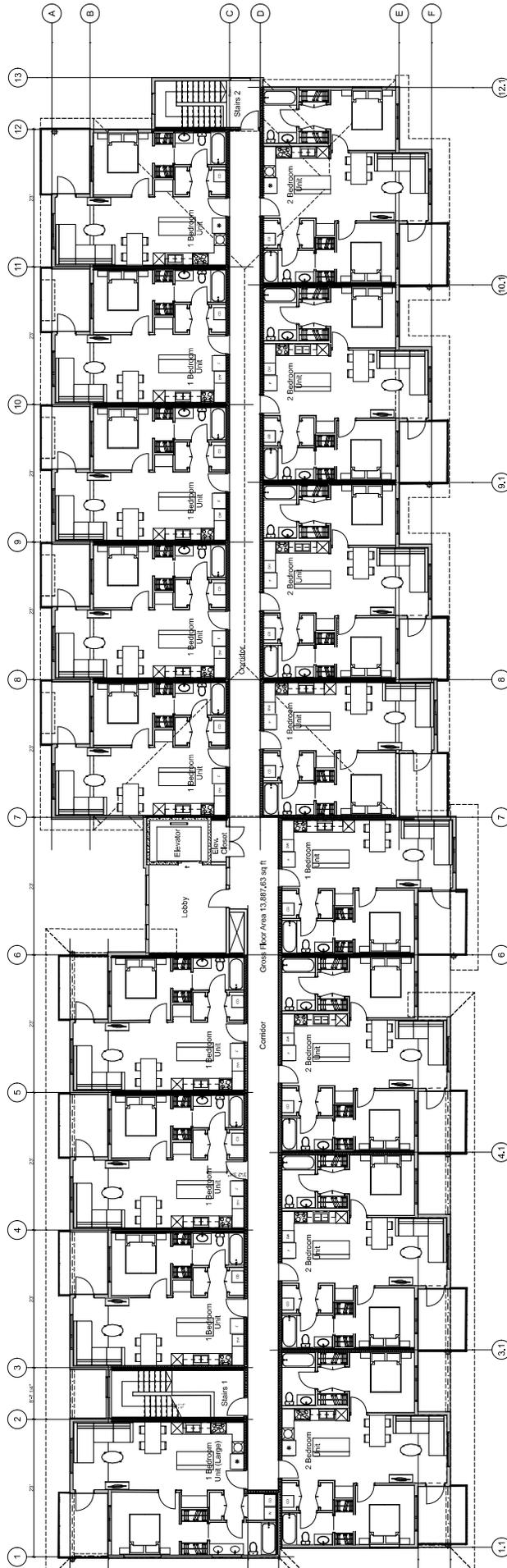


A203

Level 3

Lot 16, Multi Family Residential

Uchireli, BC  
Municipal ID: 2022-004  
Phase 01: 2022-004

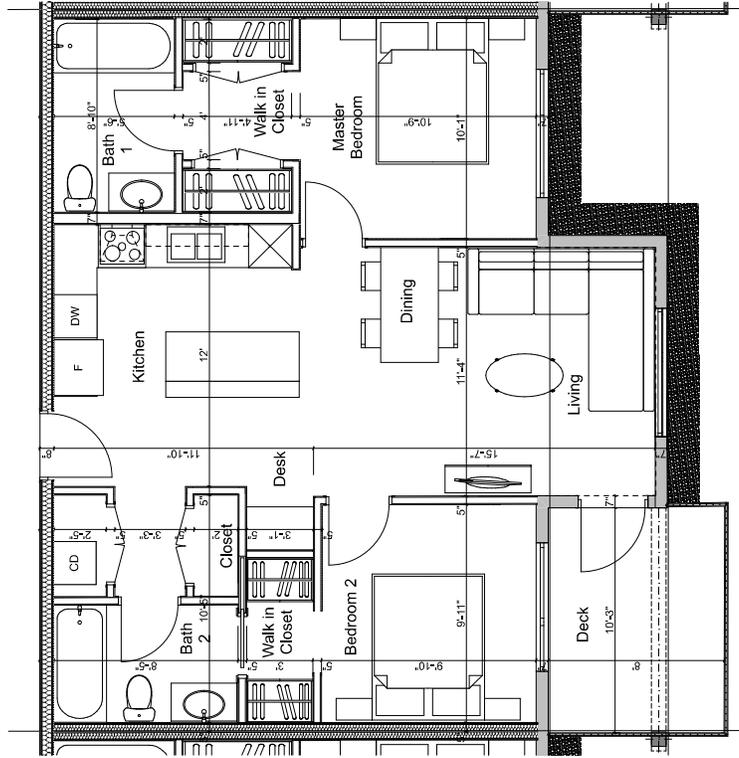


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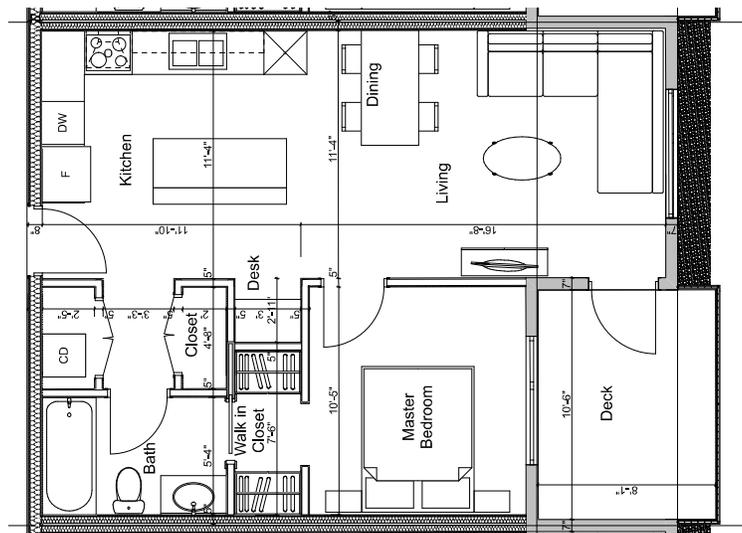


A204

Unit Plans



2 2 Bedroom Standard Unit  
824.4 SF



1 1 Bedroom Standard Unit  
608.5 SF

Lot 16, Multi Family Residential

Urbairer, BC  
March 15, 2022  
Phase 05 - 2022-004



A301

Elevations 1

Lot 16, Multi Family Residential

Udall, BC  
Monsieur, BC  
P. 2022-2024



NORTH-WEST ELEVATION

1:96



PERSPECTIVE EAST

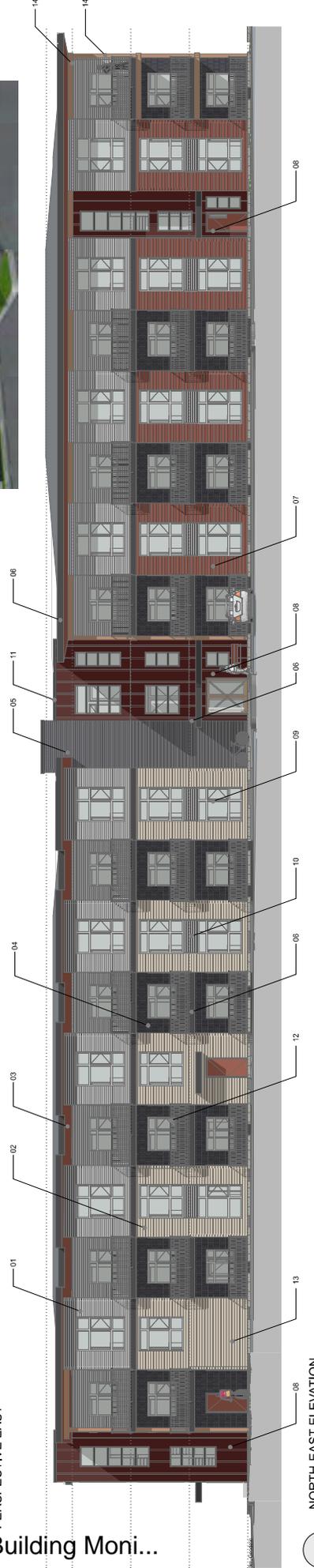
- Colours and Materials:**
- 01 Corrugated Metal 3/4" or 7/8", Light Grey
  - 02 Hardiplank, Autumn Tan
  - 03 Larchboard, Dark Natural Walnut
  - 04 Hardie Shingles, Night Grey
  - 05 Corrugated Metal, Dark Grey
  - 06 Fascias, Trim, Hardie Plank / Panel, Iron Grey
  - 07 Hardiplank, Traditional Red
  - 08 Hardie Board & Batten, Elegant Red
  - 09 White Vinyl Windows
  - 10 Panels, Corrugated Metal, Light Grey
  - 11 Flashings, Matt Black
  - 12 Guard Rails and Railings, Powder Coated Black
  - 13 Utility doors, Weathered Zinc in Black Metal Door Frame.
  - 14 Heavy Timber, Semi Transparent Cedar finish
  - 15 Hardie Shingles, Khaki Brown
  - 16 Black Vinyl / Aluminum powder coated Windows



PERSPECTIVE FRONT (NORTH)



PERSPECTIVE ENTRY



NORTH-EAST ELEVATION

1:96



PERSPECTIVE SOUTH



SOUTH-EAST ELEVATION

1:96

Colours and Materials:

- 01 Corrugated Metal 3/4" or 7/8", Light Grey
- 02 Hardieplank, Autumn Tan
- 03 Longboard, Dark National Walnut
- 04 Hardie Shingles, Night Grey
- 05 Corrugated Metal, Dark Grey
- 06 Fascia's, Trim, Hardie Plank / Panel, Iron Grey
- 07 Hardieplank, Traditional Red
- 08 Hardie Board & Batten, Elegant Red
- 09 White Vinyl Windows
- 10 Panels, Corrugated Metal, Light Grey
- 11 Flashings, Matt Black
- 12 Guard rails and Railings, Powder Coated Black
- 13 Utility Doors, Weathered Zinc in Black Metal Door Frame.
- 14 Heavy Timber, Semi Transparent Cedar finish
- 15 Hardie Shingles, Khaki Brown
- 16 Black Vinyl / Aluminum powder coated Windows



PERSPECTIVE WEST



SOUTH-WEST ELEVATION

1:96



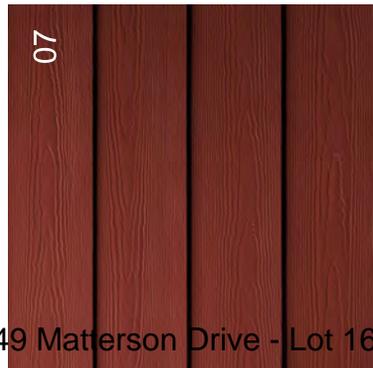
A302

Elevations 2

Lot 16, Multi Family Residential

Uchueler, BC  
Municipal ID: 2022-004  
Phase 01 - 2022-004

- Colours and Materials:**
- 01 Corrugated Metal 3/4" or 7/8", Light Grey
  - 02 Hardieplank, Autumn Tan
  - 03 Longboard, Dark National Walnut
  - 04 Hardie Shingles, Night Grey
  - 05 Corrugated Metal, Dark Grey
  - 06 Fascia's, Trim, Hardie Plank / Panel, Iron Grey
  - 07 Hardieplank, Traditional Red
  - 08 Hardie Board & Baltem, Elegant Red
  - 09 White Vinyl Windows
  - 10 Panels, Corrugated Metal, Light Grey
  - 11 Flashings, Matt Black
  - 12 Guard rails and Railings, Powder-Coated Black
  - 13 Utility Doors, Weathered Zinc in Black Metal Door Frame.
  - 14 Heavy Timber, Semi Transparent Cedar finish
  - 15 Hardie Shingles, Khaki Brown
  - 16 Black Vinyl / Aluminium powder coated Windows



**Lot 16, Multi Family Residential**

**Material Palette**

**A303**

Uchueli, BC  
March 01, 2022-2024



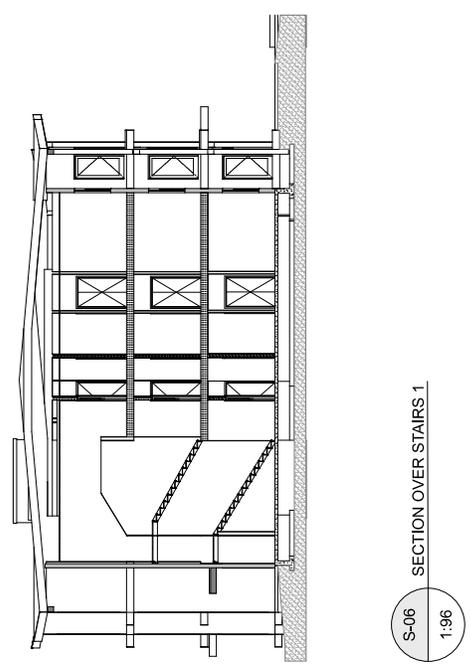
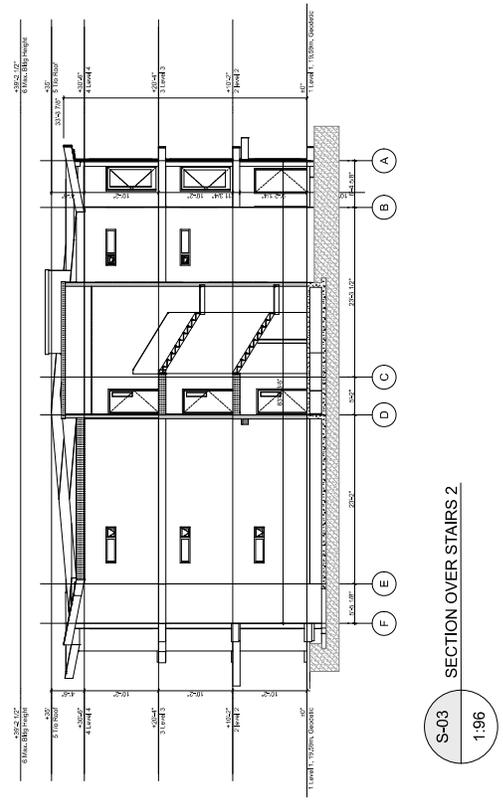
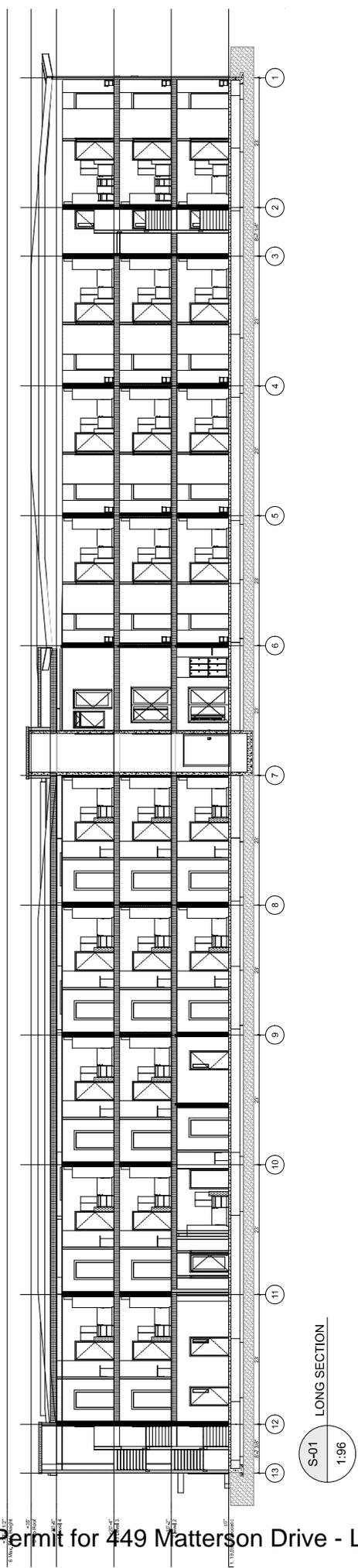


A701

Sections

Lot 16, Multi Family Residential

Uchaleli, BC  
Municipal ID: 2022-004  
Phase 01: 2022-004









Land Title Act  
**Charge**  
 General Instrument – Part 1

## 1. Application

**Michele Buick, Legal Assistant**  
**HEATH LAW LLP**  
**200-1808 Bowen Road**  
**Nanaimo BC V9S 5W4**  
**250-824-2080**

File No. 54508-2  
 Tel: (250) 753-2202  
 Type: Covenant

## 2. Description of Land

PID/Plan Number	Legal Description
<b>025-812-823</b>	<b>LOT 16 DISTRICT LOT 281 CLAYOQUOT DISTRICT PLAN VIP76214 EXCEPT PART IN PLANS VIP80735, VIP83067 AND VIP86140</b>

## 3. Nature of Interest

Type	Number	Additional Information
<b>COVENANT</b>		<b>Section 219 Land Title Act</b>

## 4. Terms

Part 2 of this instrument consists of:

**(b) Express Charge Terms Annexed as Part 2**

## 5. Transferor(s)

**0985470 B.C. LTD., NO.BC0985470**

## 6. Transferee(s)

**DISTRICT OF UCLUELET**  
**200 MAIN STREET**  
**UCLUELET BC V0R 3A0**

## 7. Additional or Modified Terms



8. Execution(s)

This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Witnessing Officer Signature

\_\_\_\_\_

**BRIAN J. SENINI**  
**Barrister & Solicitor**  
200 - 1808 BOWEN ROAD  
NANAIMO BC V9S 5W4

Execution Date

YYYY-MM-DD

**2021-10-21**

Transferor Signature(s)

**0985470 B.C. LTD.**  
By their Authorized Signatory

\_\_\_\_\_

**LANCE MCNABB**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Witnessing Officer Signature

\_\_\_\_\_

**JOSEPH ROTENBERG**  
**Commissioner for Taking Affidavits**  
**for British Columbia**  
200 MAIN STREET  
UCLUELET BC V0R 3A0

Execution Date

YYYY-MM-DD

**2021-10-26**

Transferor Signature(s)

**DISTRICT OF UCLUELET**  
By their Authorized Signatory

\_\_\_\_\_

**Name: MAYCO NOEL**

\_\_\_\_\_

**Name: DUANE LAWRENCE**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

<p><b>Electronic Signature</b></p> <p>Your electronic signature is a representation that you are a designate authorized to certify this document under section 168.4 of the <i>Land Title Act</i>, RSBC 1996 c.250, that you certify this document under section 168.41(4) of the act, and that an execution copy, or a true copy of that execution copy, is in your possession.</p>	<p><b>Brian James Senini IAT7J9</b></p> <p>Digitally signed by Brian James Senini IAT7J9 Date: 2021-10-27 09:16:32 -07:00</p>
--	---

**TERMS OF INSTRUMENT – PART 2**COVENANT (Section 219 *Land Title Act*)

THIS COVENANT dated for reference the 19<sup>th</sup> day of October, 2021 is

BETWEEN:

**0985470 B.C. LTD.**  
2240 JEFFS ROAD  
NANAIMO, BC  
V9S 5P7

(the “Grantor”)

AND:

**DISTRICT OF UCLUELET**  
Box 999  
200 Main Street  
Ucluelet BC V0R 3A0

(the “District”)

**WHEREAS:**

- A. The Grantor is the registered owner of land located at Marine Drive and Matterson Drive in Ucluelet, British Columbia and more particularly described as:

LOT 16 DISTRICT LOT 281 CLAYOQUOT DISTRICT PLAN VIP76214 EXCEPT PART  
IN PLANS VIP80735, VIP83067 AND VIP86140  
PID: 025-812-823

(the “Land”);

- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the District, in respect of the use of land or buildings, or the building on land;
- C. The Grantor has applied to the District for a rezoning of the Land to permit residential development of the Land, and in connection with the Grantor’s application for rezoning the Grantor has offered grant this Covenant to the District; and

- D. The Grantor wishes to grant this Covenant to the District to confirm the proposed development will be generally in accordance with the plans provided in support of the Grantor's rezoning application, and that it will not subdivide or develop the Land except on the terms and conditions agreed to by the parties and set out in this Covenant.

THIS COVENANT is evidence that in consideration of the payment of TWO DOLLARS (\$2.00) by the District to the Grantor, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), the Grantor covenants and agrees with the District, in accordance with section 219 of the *Land Title Act*, as follows:

### Definitions

2. In this Agreement:
- (a) "Development Plan" means the plan attached to this agreement as Schedule A;
  - (b) "Housing Agreement" means an agreement in the form authorized by the District's Housing Agreement Bylaw No. 1297;
  - (c) "Lot A" means the area labelled "Lot A (Apartment Site)" on the Development Plan, and includes a separate legal parcel created by subdivision of the Land and having boundaries generally in accordance with that area;
  - (d) "Lot B" means the area labelled "Lot B (Townhouse Site)" on the Development Plan, and includes a separate legal parcel created by subdivision of the Land and having boundaries generally in accordance with that area;
  - (e) "Manager" means the Corporate Officer appointed under Section 148 of the Community Charter; and
  - (f) a reference to the Land, as defined in recital "A", includes any lot, block, parcel or other area into which the Land may be subdivided.

### Restrictions on Subdivision, Use and Development of the Land

3. The Land must not be altered and the Owner must not start the construction of any buildings or structures on the Land unless the Owner has first:
- (a) Dedicated as Park the following areas of the Land:
    - (i) a 10-metre wide corridor immediately adjacent to the eastern boundary of the Land, generally as shown hatched and labeled "10m Greenbelt Park Dedication" on the Development Plan;

- (ii) at least 1,300 square metres on the Western side of the Land, generally as shown hatched and marked “1300 m<sup>2</sup> park dedication” on the Development Plan, with the final boundaries of the area to be approved by the Manager;
    - (iii) at least 280 square metres for use as a children’s play area, the location and configuration of which shall be to the satisfaction of the Manager; and,
  - (b) Registered as a charge on the title to the Land a covenant under s. 219 of the *Land Title Act* preserving as greenspace a 10-metre wide area of the Land (the “Covenant Area”) immediately adjacent to Marine Drive, the terms of which covenant must ensure retention of existing natural vegetation and, without limiting the requirement to retain vegetation, must prohibit any part of the Covenant Area from being used or developed as a driveway or to provide any other form of vehicle access to the Land.
- 4. Except to dedicate land as Park under section 2 of this Covenant, the Land must not be subdivided unless:
  - (a) the subdivision creates a parcel having boundaries generally in accordance with, and the Housing Agreement is registered as a notice and, if required by the Manager, a charge on title to Lot A, and a covenant prohibiting any further subdivision of or any building on Lot A is registered as a charge on title;
  - (b) before or together with the deposit of a subdivision plan that creates any parcel intended for a single-family dwelling unit, the Owner transfers ownership to the District, in fee simple, of at least one such parcel, and pays \$1,000 to the District for every other such parcel created by the plan;
  - (c) together with the deposit of a subdivision plan that creates any parcel intended for a single-family dwelling unit, the owner registers a covenant on title to every parcel that is not transferred to the District under s. 4(b) of this Agreement:
    - (i) prohibiting the separate sale of those parcels until the Owner of Lot A has received a building permit for the construction of a Rental Apartment Building on Lot A;
    - (ii) prohibiting residential use or occupancy of those parcels until the Owner of Lot A has substantially completed construction of a Rental Apartment Building on Lot A;
  - (d) before or together with the deposit of any subdivision plan that creates a parcel intended for multi-unit residential buildings, the Owner registers a charge on title

to that parcel prohibiting the construction of any such building unless the owner pays \$1,000 to the District for each dwelling unit to be constructed on the parcel; and,

- (e) the subdivision plan dedicates a highway connecting Marine Drive to Victoria Drive, in a location and configuration satisfactory to the Manager in his or her sole discretion, and the Owner constructs a road within that dedicated highway, to the District's standards (unless varied by Development Variance Permit or Development Permit issued by the District).
5. Vehicle access to and from the area of the Land labelled "Lot B (Townhouse Site)" on the Development Plan may only be provided in the location and configuration shown as "Road Connection" on the Development Plan.

#### **Amendments to Development Plan**

6. The Grantor may request, and the Manager may, in his or her sole discretion approve, minor deviations from the Development Plan, provided that any such requests or approvals must be made in writing.

#### **Discharge**

7. If the District does not adopt the bylaw necessary for the rezoning mentioned in recital C by November 30, 2021, this agreement shall be of not further force and effect and the District shall, at the Grantors request, sign a discharge of this Covenant and return it to the Grantor for registration at the Grantor's expense.
8. The District further agrees that if the Grantor:
- (a) completes the development of the land in accordance with the Development Plan, and in accordance with the terms of this Agreement, including without limitation by the registration of the further covenants and notices required by this agreement; and,
  - (b) delivers to the District a registrable discharge of this Covenant (but no others) from the title to the Land,

the District will execute the discharge, and return the executed discharge to the Grantor, and the Grantor may apply to register it in the Victoria Land Title Office.

**Subject to Bylaws**

9. This Covenant does not relieve the Grantor in any way from complying with all applicable bylaws of the District or other enactments applicable to the Land.

**Inspections**

10. The District and any of its officers and employees may enter on the Land at all reasonable times, to inspect the Land for the purpose of ascertaining compliance with this Covenant.

**Amendment**

11. This Covenant may be altered or amended only by an agreement in writing signed by the parties.

**No Public Law Duty**

12. Whenever in this Covenant the District is required or entitled to exercise any discretion in the granting of consent or approval, or is entitled to make any determination, take any action or exercise any contractual right or remedy, the District may do so in accordance with the contractual provisions of this Covenant only and will not be bound by any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice or otherwise.

**No Obligations on District**

13. The rights given to the District by this Covenant are permissive only and nothing in this Covenant:
- (a) imposes any duty of care or other legal duty of any kind on the District to the Grantor or to anyone else;
  - (b) obliges the District to enforce this Covenant, which is a policy matter within the sole discretion of the District; or
  - (c) obliges the District to perform any act, or to incur any expense for any of the purposes set out in this Covenant.

**No Effect on Laws or Powers**

14. This Covenant does not,
- (a) affect or limit the discretion, rights or powers of the District under any enactment or at common law, including in relation to the use or subdivision of the Land;

- (b) affect or limit any law or enactment relating to the use or subdivision of the Land;  
or
- (c) relieve the Grantor from complying with any law or enactment, including in relation to the use or subdivision of the Land.

**District's Right to Equitable Relief**

15. The Grantor agree that the District is entitled to obtain an order for specific performance or a prohibitory or mandatory injunction in respect of any breach by the Grantor of this Covenant.

**Covenant Runs With the Land**

16. Every obligation and covenant of the Grantor in this Covenant constitutes both a contractual obligation and a covenant granted under section 219 of the *Land Title Act* in respect of the Land and this Covenant burdens the Land and runs with it and binds the successors in title to the Land. For certainty, unless expressly stated otherwise, the term "Grantor" refers to the current and each future owner of the Land. This Covenant burdens and charges all of the Land and any parcel into which it is subdivided by any means and any parcel into which the Land is consolidated.

**Registration**

17. The Grantor agrees to do everything necessary, at the Grantor's expense, to ensure that this Covenant is registered against title to the Land with priority over all financial charges, liens and encumbrances registered, or the registration of which is pending, at the time of application for registration of this Covenant.

**Waiver**

18. An alleged waiver by the District of any breach of this Covenant by the Grantor is effective only if it is an express waiver in writing of the breach in respect of which the waiver is asserted. A waiver by the District of a breach by the Grantor of this Covenant does not operate as a waiver of any other breach of this Covenant.

**Notice**

19. Any notice to be given pursuant to this Covenant must be in writing and must be delivered personally or sent by prepaid mail. The addresses of the parties for the purpose of notice are the addresses on the first page of this Covenant and in the case of any subsequent owner, the address will be the address shown on the title to the Land in the Land Title Office.

If notice is delivered personally, it may be left at the relevant address in the same manner as ordinary mail is left by Canada Post and is to be deemed given when delivered. If notice is sent by mail, it is to be deemed given 3 days after mailing by deposit at a Canada Post mailing point or office. In the case of any strike or other event causing disruption of ordinary Canada Post operations, a party giving notice for the purposes of this Covenant must do so by delivery as provided in this section.

Either party may at any time give notice in writing to the other of any change of address and from and after the receipt of notice the new address is deemed to be the address of such party for giving notice.

#### **Enurement**

20. This Covenant binds the parties to it and their respective corporate successors, heirs, executors, administrators and personal representatives.

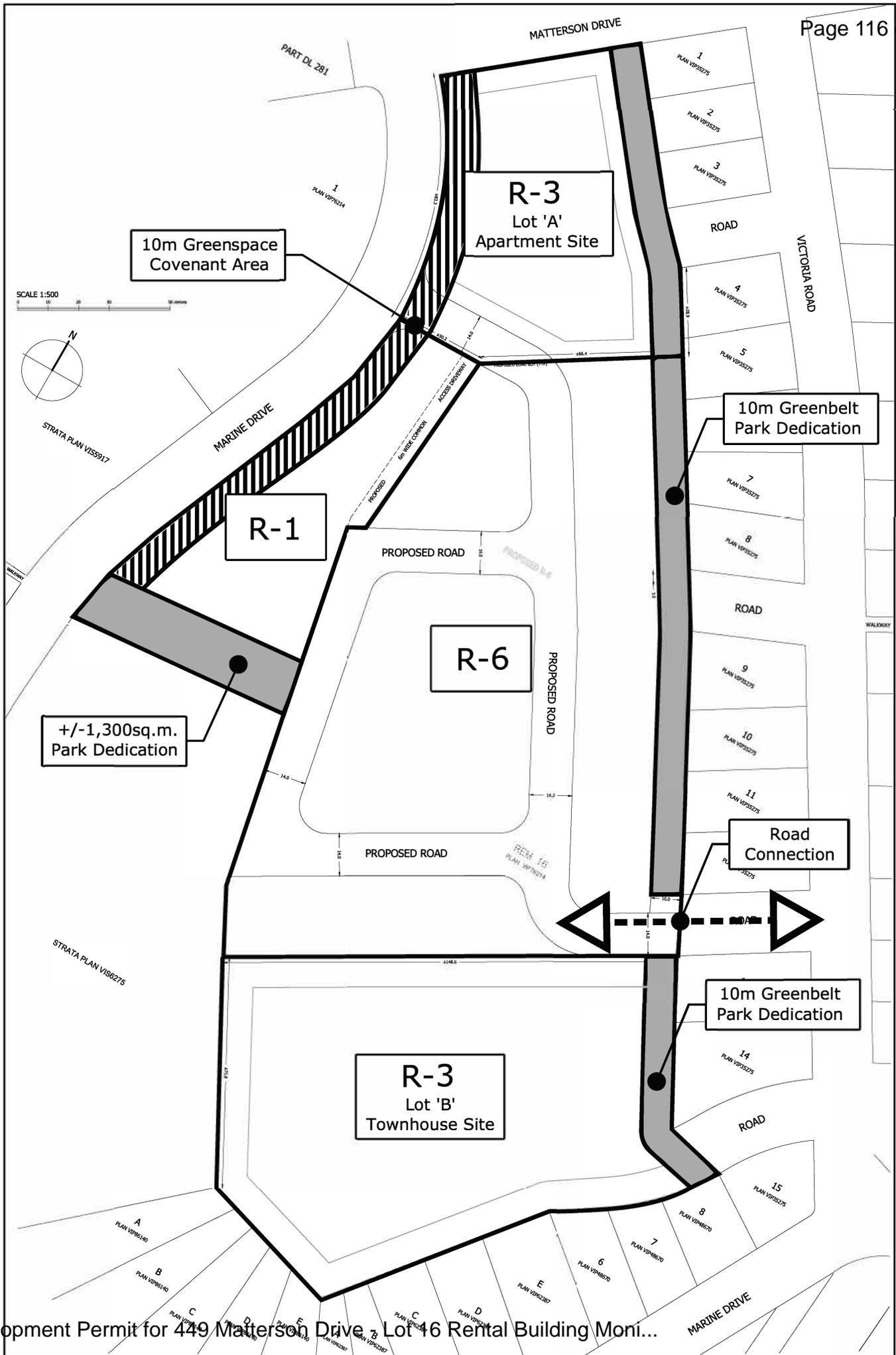
#### **Joint and Several**

21. If at any time more than one person (as defined in the *Interpretation Act* (British Columbia) owns the Land, each of those persons will be jointly and severally liable for all of the obligations of the Grantor under this Covenant.

#### **Further Acts**

22. The Grantor must do everything reasonably necessary to give effect to the intent of this Covenant, including execution of further instruments.

As evidence of their agreement to be bound by the terms of this instrument, the parties hereto have executed the Land Title Office Form C which is attached hereto and forms part of this Covenant.





## REPORT TO COUNCIL

Council Meeting: February 9<sup>th</sup>, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** MONICA WHITNEY-BROWN, PLANNING ASSISTANT **FILE No:** 3070-TUP23-02

**SUBJECT:** TEMPORARY USE PERMIT 23-02 (LOT 16, MARINE DRIVE) **REPORT No:** 23- 20

**ATTACHMENT(S):** APPENDIX A - APPLICATION  
APPENDIX B – TEMPORARY USE PERMIT 23-02

---

### RECOMMENDATION(S):

THAT Council, subject to public comment, authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-02 to allow five seasonal Recreational Vehicle (RV) camping spaces for local workers at the “Lot 16” development for a period of one year.

### BACKGROUND:

This Temporary Use Permit (TUP) application was received on January 16<sup>th</sup>, 2023, for the property at the corner of Marine Drive and Matterson Drive, PID 025812823, Lot 16, Plan VIP76214, District Lot 281, Clayoquot Land District (the “subject property”).

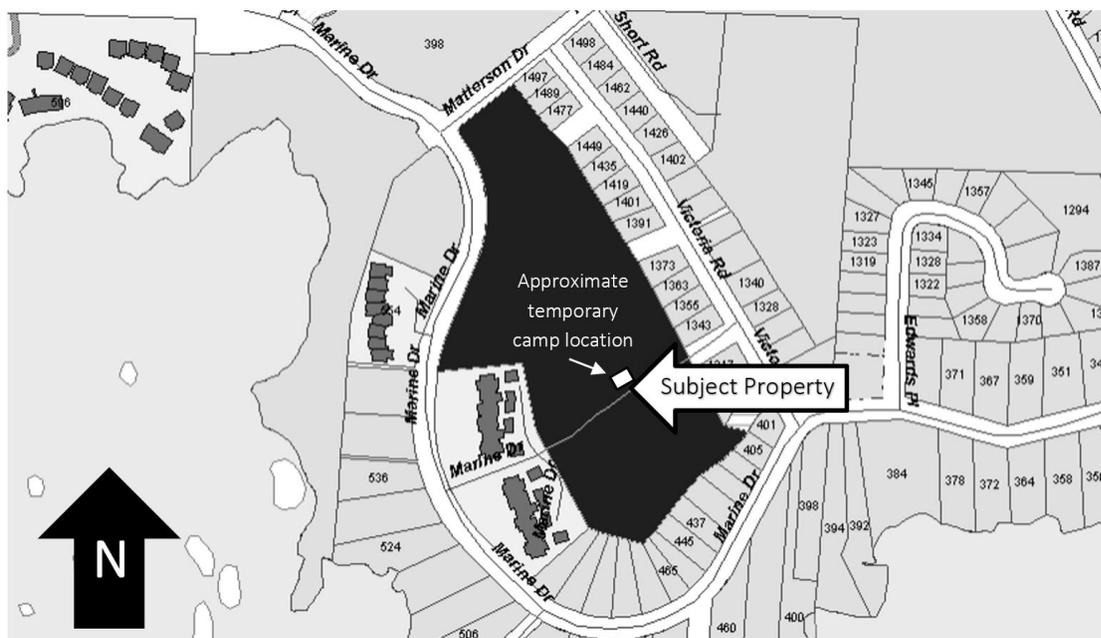


Figure 1 - Subject property

The applicant is proposing to use a portion of the subject property (see Fig. 2) for the placement of five seasonal recreational vehicles to provide accommodation for construction workers for the Lot 16 housing development. This Temporary Use Permit would be for a period of one year from the time of issuance.

**DISCUSSION:**

This applicant is proposing to use the subject property for five RVs for worker housing. The applicant is proposing a temporary camp, with temporary servicing. The RVs will all use generators and battery power. Potable water will be available regularly for all units. Trailer users can bring a 5 gallon reusable jug back to the trailer with them daily to top up the potable water supply on their trailer.

Trailer septic tanks will be regularly pumped out by a local company, and there will not be additional sanitary sewer or grey water storage tanks located on site. Garbage and recycling will be self contained within each trailer, and the applicant will manage disposal of garbage at the landfill.

There will also be a commercial grade, bear-safe recycling and garbage receptacle located within the parking area. There will be vehicle parking available on the site. Access to the trailer locations will be on "Road A" (see highlighted section of road A, fig.2). The site will be managed by an on-site superintendent, and the contact information for this person will be made available to the District to contact for any issues arising from the site.

The application has been reviewed by the Fire Chief. One of the permit conditions is a requirement that the final site layout be inspected and approved by the Fire Chief prior to occupancy of the recreational vehicles. The permit conditions include a stipulation of "quiet hours" from 10 pm to 7 am (see Appendix B).

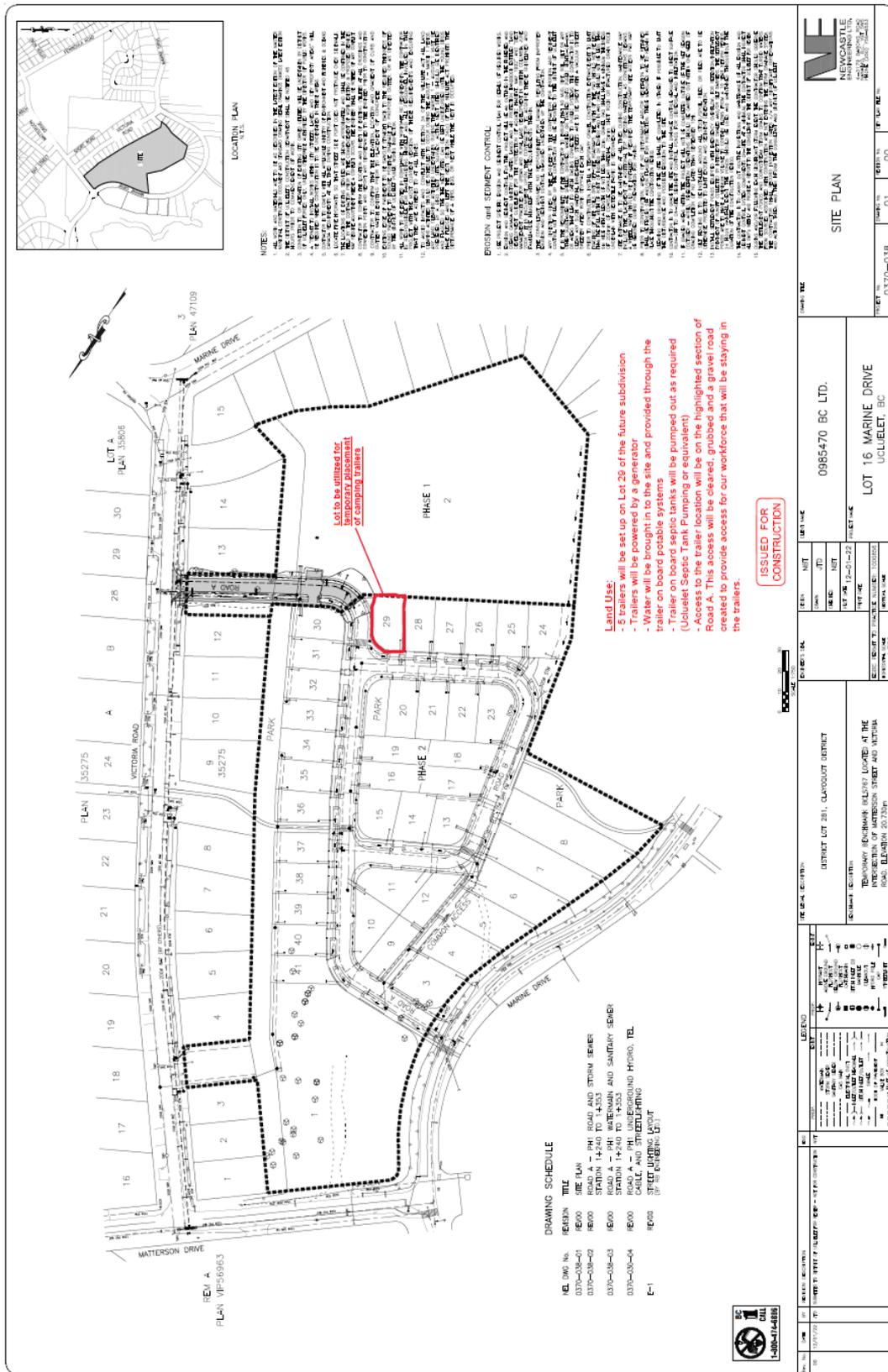


Figure 2 - Site Plan

**ANALYSIS OF OPTIONS:**

<b>A</b>	Authorize the issuance of Temporary Use Permit 23-02	<b>Pros</b>	<ul style="list-style-type: none"> <li>Will allow temporary accommodation for construction employees, facilitating for the next step in development of the Lot 16 project.</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Potential for increased noise and traffic in this area.</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>Approval will allow the application to proceed.</li> </ul>
<b>B</b>	Reject the application	<b>Pros</b>	<ul style="list-style-type: none"> <li>This site would not have additional noise and traffic in the area from workers camping (although the surrounding lands would still be a construction site).</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>The applicant would need to find alternate housing for their workers.</li> <li>Construction of the first phase of the Lot 16 development may be delayed</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>The Temporary Use Permit application would not proceed.</li> </ul>
		<b>Suggested Motion</b>	THAT Council reject the application for Temporary Use Permit 23-02.
<b>C</b>	Advise the application of additional permit conditions prior to issuance of Temporary Use Permit 23-02	<b>Pros</b>	<ul style="list-style-type: none"> <li>Addresses any additional concerns Council may have with respect to the issuance of the TUP.</li> <li>Continues to allow the applicant the ability to house workers on the work site.</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>Staff time to modify the TUP and advise the application of the additional conditions.</li> </ul>
		<b>Suggested Motion</b>	<p>THAT Council direct staff to amend Temporary Use Permit 23-02 by <b><i>(adding/removing)</i></b> conditions; and</p> <p>THAT Council, subject to public comment, authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-02 to allow five seasonal Recreational Vehicle (RV) camping spaces for local workers at the "Lot 16" development for a period of one year.</p>

**POLICY OR LEGISLATIVE IMPACTS:**

This application is compliant with the relevant provisions of the *Local Government Act*. Notification for this application has been completed.

**NEXT STEPS:**

If this application is approved:

- The attached TUP will be signed by the Director of Community Planning, issued to the applicant, and then a notice would be filed with the Land Title Office.
- The applicant of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed permit.

Respectfully submitted:      **Monica Whitney-Brown, Planning Assistant**

# Development Application

## Type of Application

An application is submitted for one or more of the following:

- Official Community Plan Amendment
- Zoning Bylaw Amendment
- Development Permit (no variances)
- Development Permit (with variances)
- Development Permit Amendment
- Development Variance Permit
- Temporary Use Permit
- Board of Variance
- Strata Conversion
- Subdivision

## Description of Property

Civic Address (es): Lot 16 Marine Drive  
Legal Description: Lot 16 Plan \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ DL \_\_\_\_\_

## Applicant Information

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: Kyle Corcoran Company name: Milner Group  
Mailing address: 2240 Jeffs Rd, Nanaimo, BC Postal Code: V9S 5P7  
Tel : (250) 756-0773 Cell : (250) 816-1301  
Email : kyle.corcoran@milnergroupp.ca Fax : \_\_\_\_\_

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: \_\_\_\_\_ Date: 1/06/23

## Registered Owner(s)

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

Registered Owner (s) name: 0985470 BC Ltd  
Mailing address: 200-1808 BOWEN ROADNANAIMO BC V9S 5W4 CANADA Postal Code: V9S 5W4  
Tel : \_\_\_\_\_ Cell : \_\_\_\_\_  
Email : \_\_\_\_\_ Fax : \_\_\_\_\_

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature: *Cody Dreger* Date: January 12, 2023

## Office Use Only:

Folio No.:	File No.:	Date:	Receipt No.:	Fee:
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# Owners Authorization Form

## Type of Permit

- |   |  |
|---|--|
| <input type="checkbox"/> Single Family Dwelling<br><input type="checkbox"/> Duplex<br><input type="checkbox"/> Accessory Building<br><input type="checkbox"/> Multi-Family Residential, No. of Units ____<br><input type="checkbox"/> Commercial, No. of Units ____<br><input type="checkbox"/> Industrial, No. of Units ____<br><input type="checkbox"/> Public Buildings<br><input type="checkbox"/> Mobile/Manufactured Home | <input type="checkbox"/> Occupant Load<br><input type="checkbox"/> Addition<br><input type="checkbox"/> Alteration/Renovation<br><input type="checkbox"/> Secondary Suite<br><input type="checkbox"/> Demolition<br><input type="checkbox"/> Excavation<br><input type="checkbox"/> Occupant Load<br><input checked="" type="checkbox"/> Other <u>3 RVs for 4-5 Months for Construction Use Only</u> |
|---|--|



## Description of Property

Civic Address: Lot 16 Marine Drive Ucluelet Zoning: \_\_\_\_\_  
 Legal Description: Lot \_\_\_\_\_ Plan \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ DL \_\_\_\_\_

This document shall serve to notify the District of Ucluelet that I am/we are the legal owner(s) of the property described above and do authorize the person indicated below ("Authorized Agent") to act on my/our behalf on all matters pertaining to any of the Permit Application(s) indicated below for the property described above, including the authority to endorse on my/our behalf application documents.

## Property Owner Information (please complete additional forms for more than four owners)

1. Owner name: 0985470 BC Ltd  
 Mailing address: 200-1808 BOWEN RD NANAIMO BC V9S 5W4 CANADA Postal Code: V9S5W4  
 Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner Signature: *Cody Dreger* Date: JAN. 13TH, 2023
2. Owner name: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_
3. Owner name: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_
4. Owner name: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Authorized Agent

Agent's name: Kyle Corcoran Company Name: Milner Group  
 Mailing address: 2240 Jeffs rd Nanaimo Postal Code: V9S 5P7  
 Tel: 250756 0773 Cell: \_\_\_\_\_ Email: admin@milnergroup.ca  
 Agent Signature: *Kyle Corcoran* Date: \_\_\_\_\_

*Note: All registered owners of the property shall sign this Authorization Form. Use additional sheets if necessary. New Authorization Forms shall be submitted to the District of Ucluelet if the ownership of the property changes prior to issuance of the Permit applied for or before final approval is granted. It is understood that, until the District of Ucluelet is advised in writing that the agent no longer acts on behalf, the District of Ucluelet will deal exclusively with my agent with respect to all matters pertaining to the proposed building permit and are under no obligation to communicate with me or any other person other than my agent with regard to these permits. This authorization supersedes all previous appointments.*

## Office Use Only

Folio No:	Permit No:	Date:	
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November 17, 2022



## Statement of Intent

### Temporary Use Permit

To: Monica Whitney

### Project: Lot 16 Marine Drive

Milner Group Ventures Inc. will need a temporary use permit to house our team for the on-site servicing of Lot 16 Marine Drive. The duration of the project will range from 2 to 6 months and will house 6 crew members. The intent of the permit is to park 5 trailers to accommodate our team.

Signed by: \_\_\_\_\_ *Kyle Corcoran* \_\_\_\_\_

Date Signed: January 06, 2023

Kyle Corcoran – Project Manager

Milner Group Ventures Inc.

2240 Jeffs Road

Nanaimo, BC V9S 5P7

Phone: (250) 816-1301



# TEMPORARY USE PERMIT TUP23-02

## General Terms

1. This Temporary Use Permit is issued to:

Kyle Corcoran (Milner Group Ventures Inc.)  
2240 Jeffs Rd., Nanaimo, BC

(the "Permittee")

as the authorized agent of the registered owner of, and shall apply only to, the lands and premises situate in the District of Ucluelet, in the Province of British Columbia, and more particularly described as:

PID 025812823, Lot 16, Plan VIP76214, District Lot 281, Clayoquot Land District (the "Lands").

2. This Temporary Use Permit is issued pursuant to section 492 to 497 of the *Local Government Act*.
3. This Temporary Use Permit is issued subject to compliance with all applicable District of Ucluelet Bylaws.
4. This Temporary Use Permit authorizes the following uses on the Lands:  
*Five seasonal recreational vehicle (RV)/trailer camping spaces for period of one year.*
5. This permit does not relieve an owner or occupier from obtaining any other approvals required by any other jurisdiction, or from meeting any other applicable regulations.
6. The permit holder, as a condition of issuance of this Permit, agrees to comply with the requirements and conditions of **Schedules 1-4**, which are attached hereto and form part of this permit.
7. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit.
8. 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.
9. This Permit is NOT a Building Permit.
10. This Permit is NOT a Development Permit.
11. Provisions of sections 495, 496 and 502 of the *Local Government Act* requiring security applies to this permit as set forth in **Schedule 2**.

TEMPORARY USE PERMIT – RV/TRAILER CAMPING SPACE

AUTHORIZING RESOLUTION passed by the Municipal Council on the      of      , 2023.

IN WITNESS WHEREOF this Temporary Use Permit is hereby executed and issued by the Municipality the  
of      , 2023.

THIS PERMIT SHALL EXPIRE on the day of the      of      , 2024 (1 year).

ISSUED the      day of      , 2022.

---

Bruce Greig - Director of Community Planning

TEMPORARY USE PERMIT – RV/TRAILER CAMPING SPACE

**Schedule 1 Required Undertaking**

TO THE DISTRICT OF UCLUELET:

I (We), Kyle Corcoran (Milner Group Ventures Inc.) representing *the Lands* hereby undertake as a condition of issuance of this Temporary Use Permit to:

- a) Cease use and remove any structures built to support the temporary use from the subject property not later than 1 month after the termination date set out on the Temporary Use Permit.
- b) Abide by all conditions of the Temporary Use Permit.
- c) Provide the occupant’s contact information to the District of Ucluelet.

I(We) understand that should we not fulfill the undertakings described herein, the District of Ucluelet or its agents may enter upon *the Lands* and perform such work as is necessary to eliminate the temporary use and bring the use and occupancy of the property into compliance with the District of Ucluelet bylaws, and that any securities submitted to the District pursuant to the Temporary Use Permit shall be forfeited and applied to the cost of restoration of *the Lands* as herein set out.

We further understand that in the event of a default of the conditions contained within the Temporary Use Permit, we shall forfeit the securities submitted to the District of Ucluelet.

This undertaking is attached hereto and forms part of the Temporary Use Permit.

Contact Information for the on-site Manager

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

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

DATE: \_\_\_\_\_

OWNERS: \_\_\_\_\_

WITNESS: \_\_\_\_\_

## TEMPORARY USE PERMIT – RV/TRAILER CAMPING SPACE

**Schedule 2 Security**

As a condition of the issuance of this Permit, the District of Ucluelet is holding a security set out below to ensure that development is carried out and operated in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to use the land as authorized according to the terms and conditions of the Permit and within the time provided, the District of Ucluelet may use the security to carry out the work by its servants, agents, or contractors, and any surplus shall be paid over to the Permittee; or should the Permittee carry out the development permitted by this Permit within the set time set out above, the security shall be returned to the Permittee. There is filed accordingly:

- a) A Letter of Credit or cash to be deposited into a specified bank account, to be held for the term of the permit in the amount of \$5000. The purpose of the security is to cover any associated costs to the District of Ucluelet with respect to the removal of recreational vehicle units and associated structures or services.

## TEMPORARY USE PERMIT – RV/TRAILER CAMPING SPACE

## Schedule 3 Terms of Temporary Use Permit Conditions

- a) The permitted temporary use shall be limited to the following uses;
- Five long-term seasonal recreational vehicle (RV)/trailer camping spaces.*
- b) The recreational vehicles are to be located as indicated on the site plan (Schedule 4)
- c) No other temporary uses other than the above-mentioned uses shall be permitted.
- d) Prior to occupation of the recreational vehicles, the permittee must arrange for an inspection of the final site layout by the District of Ucluelet Fire Chief. A complete and final site plan showing site layout must be submitted to the District of Ucluelet prior to occupation of the recreational vehicles.
- e) The Permittee will abide by the following conditions;
- i. RV/trailer units are not to be occupied until the access drive aisles, parking spaces, trailer pads and/or fire lanes are delineated to the satisfaction of the District. Access aisles and vehicle turnarounds are to be kept free at all times, for emergency access, and
  - ii. An on-site parking space shall be provided for each seasonal RV/trailer unit, in addition to the required parking for all other uses on site.
- f) The Permittee or a manager/caretaker must oversee the use of the Lands and their telephone and email contact shall be provided to the District and updated as required.
- g) The RV/trailer unit must be licensed and in good condition.
- h) The proposed seasonal trailer space is for staff accommodation to be inhabited by a maximum of two people, with a minimum of one person being a seasonal worker employed in the community. For clarity, this permit does not authorize short-term commercial tourist accommodation use of the proposed trailer space. The minimum length of stay is 30 consecutive days. The maximum length of stay is 6 months.
- i) At the end of each seasonal stay, or within 6 months (whichever is less), the Permittee shall notify the Bylaw Enforcement Officer in writing that the RV/trailer unit has been vacated.
- j) No person shall make, allow, or cause to be made any loud, objectionable, or unnecessary noise anywhere within the seasonal camping area which may disturb the peace, quiet, rest, enjoyment, comfort, and/or convenience of the neighborhood between the hours of 10 pm of one day and 7 am of the next day.
- k) The Permittee shall provide for collection and pickup of garbage and recycling in appropriate wildlife-proof containers.
- l) Areas around the RV/trailer unit will be kept clean and tidy at all times.
- m) The RV/trailer unit is to be full serviced or on-site washroom facilities are to be provided by the Permittee for use of the seasonal camping space, to the satisfaction of the District.
- n) The Permittee shall provide power to the RV/trailer unit in a safe manner inspected by a registered electrician.
- o) Generators should be located so as to minimize associated impact and noise pollution to the Wild Pacific Trail.
- p) Prior to any occupation of the units, the permittee must arrange and successfully pass a fire inspection. To complete this requirement, contact the Fire Department by emailing

## TEMPORARY USE PERMIT – RV/TRAILER CAMPING SPACE

[rgeddes@ucluelet.ca](mailto:rgeddes@ucluelet.ca) or calling (250) 726-7744. The permittee is responsible for maintaining the following for each unit;

- i. A working multipurpose fire extinguisher,
  - ii. A working smoke alarm,
  - iii. A working carbon monoxide alarm,
  - iv. Two means of egress in case of emergency,
  - v. A label on the inside of the door that displays the property address.
  - vi. The unit number (i.e. A, B, C, D etc) must be prominently displayed on the exterior of the unit facing the access.
  - vii. No portable heating or cooking appliances within the unit.
- q) The Permittee shall provide to the District of Ucluelet Fire Chief a key to any gate or obstruction to a fire access road needed to access the proposed site.
- r) Any works which occur on District property or rights-of-way shall be referred to Public Works for final approval.
- s) The municipal Bylaw Enforcement Officer may arrange for site inspection at any time, in a reasonable manner, to monitor compliance with the terms of the Temporary Use Permit.
- t) Failure of the Permittee to meet and maintain any of the terms listed above may result in suspension of the permit and forfeiture of the security deposit.







## REPORT TO COUNCIL

Council Meeting: February 9th, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** MONICA WHITNEY-BROWN, ASSISTANT PLANNER **FILE NO:** 3090-20 DVP23-01

**SUBJECT:** DEVELOPMENT VARIANCE PERMIT 23-01 (651 RAINFOREST DRIVE) **REPORT NO:** 23- 18

**ATTACHMENT(S):** APPENDIX A - APPLICATION  
APPENDIX B – DEVELOPMENT VARIANCE PERMIT 23-01

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### RECOMMENDATION(S):

**THAT** Council authorize the Director of Community Planning to execute and issue Development Variance Permit DVP23-01 to allow the construction of a guest cottage and associated deck with a minimum interior side yard setback of 4.3 metres from the lot line whereas section [GH.6.1](#) of the District of Ucluelet Zoning Bylaw No. 1160, 2013 requires 7.5 metres for an accessory guest cottage.

### BACKGROUND:

This development variance permit application was received on January 6<sup>th</sup>, 2023, for the property located at PID 026432544, Lot 50, Plan VIP79602, District Lot 282, Clayoquot Land District (the “subject property”).

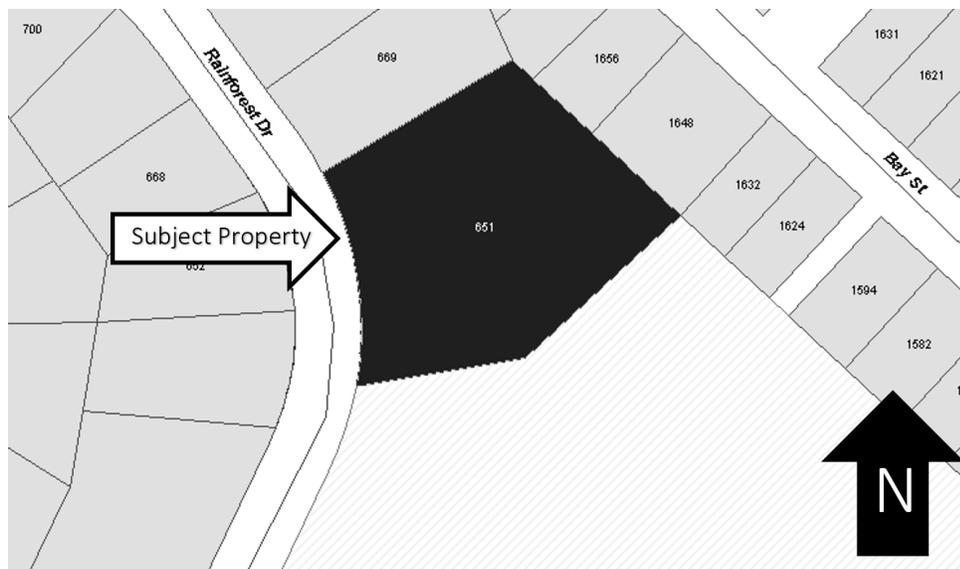


Figure 1 - Subject Property

This DVP application seeks to relax current bylaw constraints on interior side yard setback for a Guest House-zoned property, in order to allow the applicant to site an accessory Guest Cottage in their desired location (see **fig. 2** and **fig. 3**). The applicant has an existing building permit for this property, but the siting location of this guest cottage requires a variance prior to building. The applicant applied for and received a Board of Variance permit in 2019 to allow the Guest Cottages to be sited a minimum of 6.81 metres from each other, in order to have a smaller footprint for the work and maintain greater setbacks from the numerous watercourses which transect the property.

The area where the applicant is proposing to locate the Guest Cottage has been formerly used as an informal trail and has already been disturbed (see **Appendix "A"**). The applicant's property borders onto municipal park land on the interior side in question, which would be the only property noticeably impacted by a reduced setback.

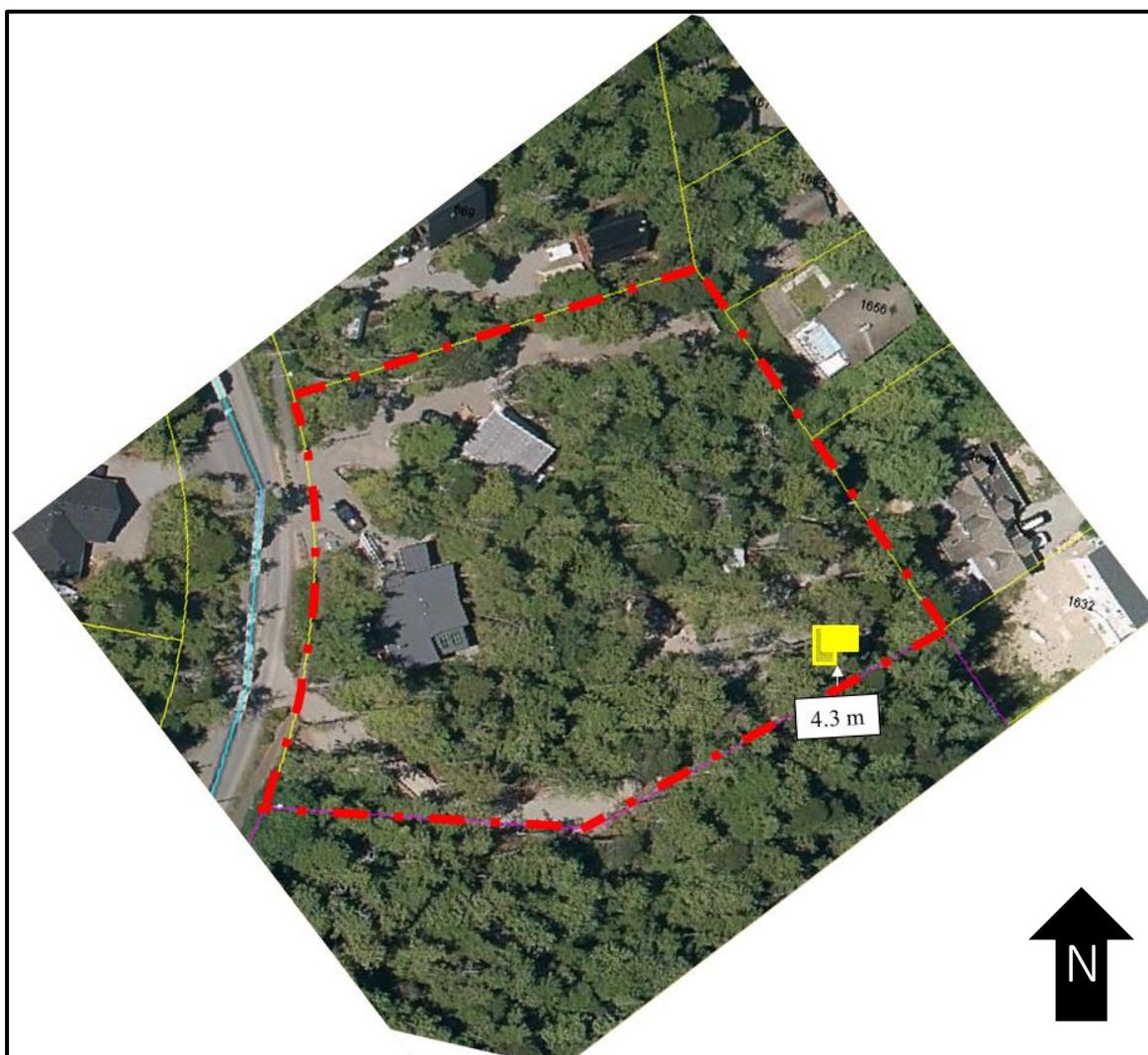


Figure 2 – Aerial view of subject Property

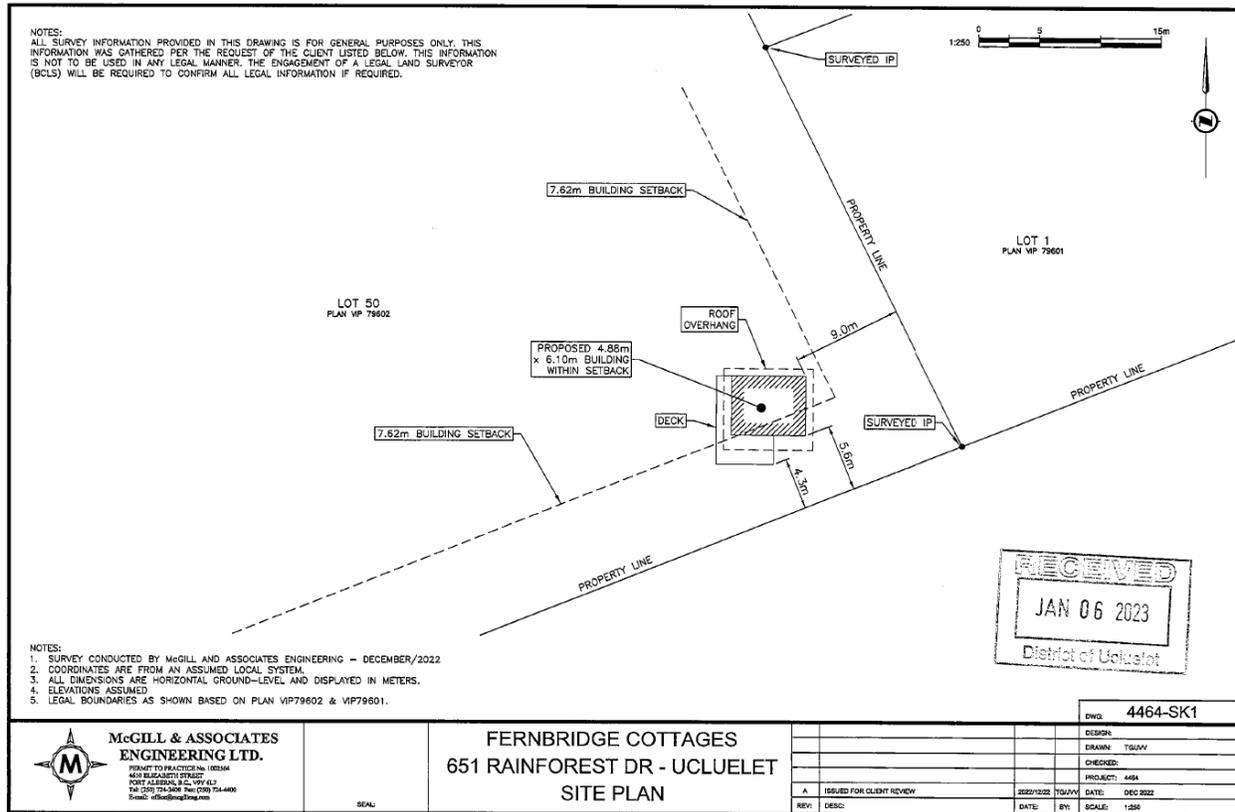


Figure 3 – Site Plan

**ANALYSIS OF OPTIONS:**

A	Authorize the issuance of Development Variance Permit 23-01	<b>Pros</b>	<ul style="list-style-type: none"> <li>Allows the applicant to locate their Guest Cottage in their desired location.</li> <li>Minimizes the amount of vegetation disturbance required to build a guest cottage.</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Allows a guest cottage to be located at a closer distance to municipal park land than permitted by the bylaw.</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>Approval would allow the application to proceed.</li> </ul>
B	Reject the application	<b>Pros</b>	<ul style="list-style-type: none"> <li>The applicant would need to site the guest cottage in compliance with all setbacks.</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Potential for greater disturbance on the site and further loss of existing trees and vegetation to locate the guest cottage outside of the setback.</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>The application would not proceed.</li> <li>Additional staff time will be required to amend the building permit and work with applicant to use alternative location.</li> </ul>
		<b>Suggested Motion</b>	THAT Council reject the application for Development Variance Permit 23-01.

<b>C</b>	Defer approval and request additional information as determined by Council	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Council identifies and receives information required to determine approval or rejection of the application.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• Delays applicants’ ability to proceed.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>• Additional staff time required for follow-up with applicant and additional report to Council.</li> </ul>
		<b><u>Suggested Motion</u></b>	<p>THAT Council direct staff to request the applicant provide additional information regarding:</p> <p style="margin-left: 40px;">a. b.</p> <p>And, that Staff report back to council.</p>

**POLICY OR LEGISLATIVE IMPACTS:**

This application is to vary section G-H.6.1: Minimum Setbacks of the *Ucluelet Zoning Bylaw No. 1160, 2013*. The dwelling is otherwise compliant with Zoning bylaw and the Official Community Plan bylaw. Pursuant to Section 499 of the *Local Government Act*, required notification for this application has been completed.

**NEXT STEPS:**

Council should provide an opportunity to receive public comment before deciding whether to authorize the requested variance.

If this application is approved:

- The attached DVP will be signed by the Director of Community Planning, issued to the applicant, and then notice will be filed with the Land Title Office.
- The applicant of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed permit.

Respectfully submitted:                      **Monica Whitney-Brown, Planning Assistant**  
**Bruce Greig, Director of Community Planning**

District of Ucluelet

Planning Department  
200 Main Street, Ucluelet, BC  
V0R 3A0, P.O. Box 999  
tel 250-726-4770 fax 250 726 7335

# Development Application

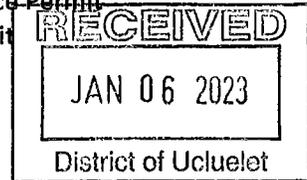
Folio 127099

DVP 23-01

**Type of Application**

An application is submitted for one or more of the following:

- Official Community Plan Amendment
- Zoning Bylaw Amendment
- Development Permit (no variances)
- Development Permit (with variances)
- Development Permit Amendment
- Development Variance Permit
- Temporary Use Permit
- Board of Variance
- Strata Conversion
- Subdivision



**Description of Property**

Civic Address (es): 651 rainforest dr  
Legal Description: Lot \_\_\_\_\_ Plan \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ DL \_\_\_\_\_

**Applicant Information**

Notice of Disclosure to Applicant(s): The following contact information will be available to the public and may be posted on the Districts' website to allow interested parties to contact you about this application.

Applicant name: John Harkin Company name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Fax: \_\_\_\_\_

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant Signature: [Signature] Date: Jan 6, 2023

**Registered Owner(s)**

List all registered owners. For strata properties, provide accompanying authorization from all strata owners (not just strata corp.). If the owner is an incorporated company/society, attach a current corporate/society search or "notice of directors".

Registered Owner (s) name: Same as above  
Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_ Fax: \_\_\_\_\_

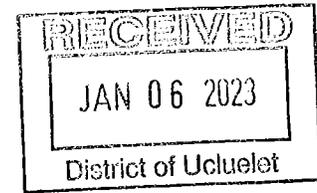
Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information is collected, used and disclosed under the authority of the Local Government Act, and section 26 (c) of the FOIPPA. The information will be used for the purpose of processing this application.

Owner Signature: [Signature] Date: Jan 6, 2023

**Office Use Only:**

Folio No.: <u>127-099</u>	File No.: <u>DVP 23-01</u>	Date: <u>Jan. 18/23</u>	Receipt No.: <u>72180</u>	Fee: <u>\$1,100.00</u>
------------------------------	-------------------------------	----------------------------	------------------------------	---------------------------

John Harkin  
651 Rainforest dr  
Ucluelet



District of Ucluelet  
District of Ucluelet Council  
John Towgood  
200 main St  
Ucluelet

Dear John and Council

I'm writing to seek a development variance to build 2 meters into my 7.62 meter setback. I have supplied technical drawings, Plans, fees, A biologist environmental review and this letter of hardship. I'll explain my reasons in point form.

Lot 50 Rainforest Dr., which is at 651 Rainforest Dr. has presented many challenges To build within the riparian zone. I have respected the natural vegetation and the water courses that run throughout the property and have had a biologist, David Clough guide me through the hardship process and his recommendations are presented within this application.

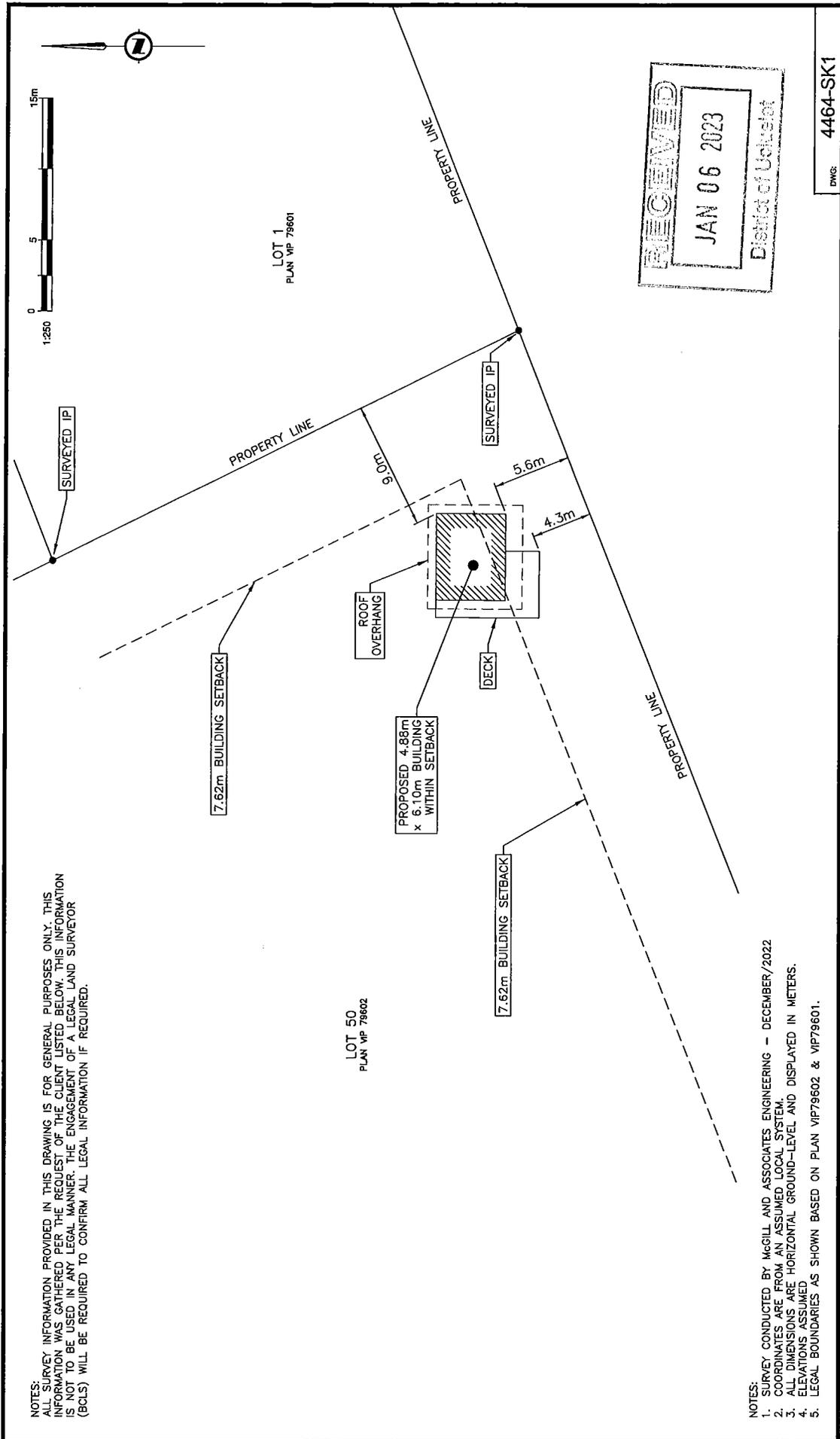
The cabin which will be used for nightly rentals, which I am permitted through my Guest House Zoning, has been moderately designed and will be built with minimal impact to the area.

- Why don't I just move the cabin ?
- 
- If I move the cabin I will have to take down some old growth trees and disturb the natural vegetation. The area of encroachment is an old trail which used to go from Bay Street to big beach before there any roads leading to Big Beach . So the area has already been cleared a very long time ago.
  
- Also if I move the cabin it will be too close , to the other cabin which is already built, and will affect the fire rules and bylaws ,
  
- Propose deck will be within 7 inches of the ground and will not affect any vegetation and is not part of the Bylaw

I hope you will agree with my development variance. Please don't hesitate to contact me if you have any questions. Thank you for your thoughtful consideration to this request.

Sincerely yours,

John Harkin



**RECEIVED**  
 JAN 06 2023  
 District of Ucluelet

NOTES:  
 ALL SURVEY INFORMATION PROVIDED IN THIS DRAWING IS FOR GENERAL PURPOSES ONLY. THIS INFORMATION WAS GATHERED PER THE REQUEST OF THE CLIENT LISTED BELOW. THIS INFORMATION IS NOT TO BE USED IN ANY LEGAL MANNER. THE ENGAGEMENT OF A LEGAL LAND SURVEYOR (BCLS) WILL BE REQUIRED TO CONFIRM ALL LEGAL INFORMATION IF REQUIRED.

LOT 50  
 PLAN VP 79602

LOT 1  
 PLAN VP 79601

- NOTES:
1. SURVEY CONDUCTED BY MCGILL AND ASSOCIATES ENGINEERING - DECEMBER/2022
  2. COORDINATES ARE FROM AN ASSUMED LOCAL SYSTEM.
  3. ALL DIMENSIONS ARE HORIZONTAL GROUND-LEVEL AND DISPLAYED IN METERS.
  4. ELEVATIONS ASSUMED TO BE HORIZONTAL GROUND-LEVEL AND DISPLAYED IN METERS.
  5. LEGAL BOUNDARIES AS SHOWN BASED ON PLAN VIP79602 & VIP79601.

**MCGILL & ASSOCIATES**  
**ENGINEERING LTD.**  
 PERMIT TO PRACTICE No. 1002564  
 450 ELIZABETH STREET  
 TEL: (250) 724-3400 FAX: (250) 724-4400  
 E-mail: [office@mgaengineering.com](mailto:office@mgaengineering.com)



**FERNBRIDGE COTTAGES**  
**651 RAINFOREST DR - UCLUELET**  
**SITE PLAN**

DWS:	4464-SK1
DESIGN:	
DRAWN:	TGJAV
CHECKED:	
PROJECT:	4464
ISSUED FOR CLIENT REVIEW	
DATE:	2022/12/22
BY:	TGJAV
DATE:	DEC 2022
SCALE:	1:250

REVISIONS:

**HARKIN CEDAR CABIN**  
651 RAINFOREST DR. UCLUELET BC. VOR 2A0

**LEGAL DESCRIPTION**  
LOT 50  
DISTRICT LOT 282  
CLAVOQUOT DISTRICT  
PLAN VIF79602

**PROPOSAL**  
DETACHED CABIN  
1 STOREY SLAB ON GRADE  
320 SF FOOTPRINT

**DRAWINGS**  
A1 SITE PLAN  
A2 FOUNDATION PLAN  
A3 GROUND STOREY PLAN  
A4 ROOF FRAMING  
A5 ELEVATIONS  
A6 ELEVATIONS  
A7 ELEVATIONS  
A8 ELEVATIONS  
A9 TYPICAL SECTION  
A10 WINDOW & DOOR SCHEDULE  
A11 ELECTRICAL LAYOUT

**FLP design**  
659 NELSON PL.  
TORINO, BC  
V0R 2Z0

**JOHN HARKIN**  
651 RAINFOREST DR.  
UCLUELET BC

**SITE PLAN**

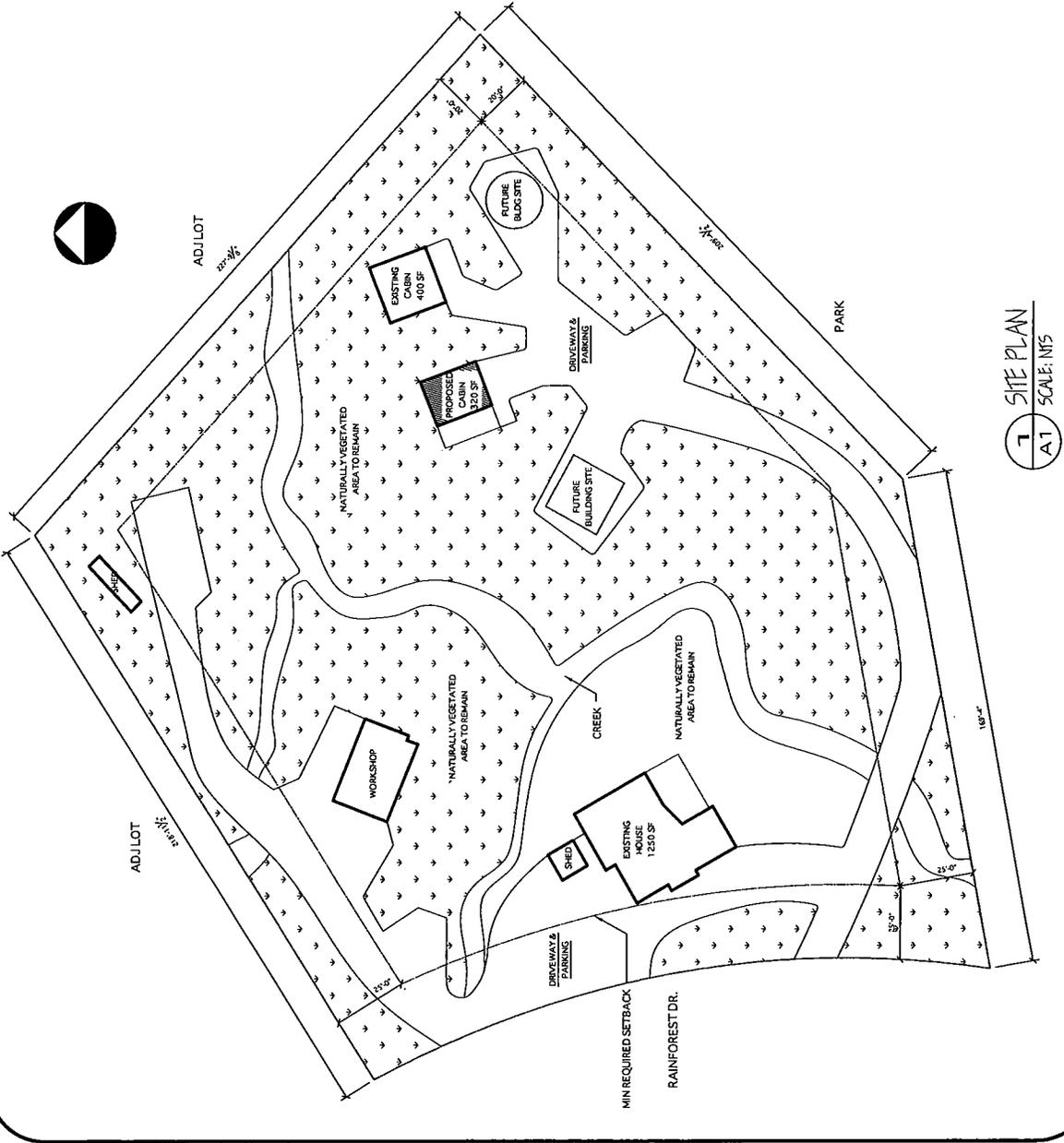
PROJECT NO.:

DRAWN: L. AKINS

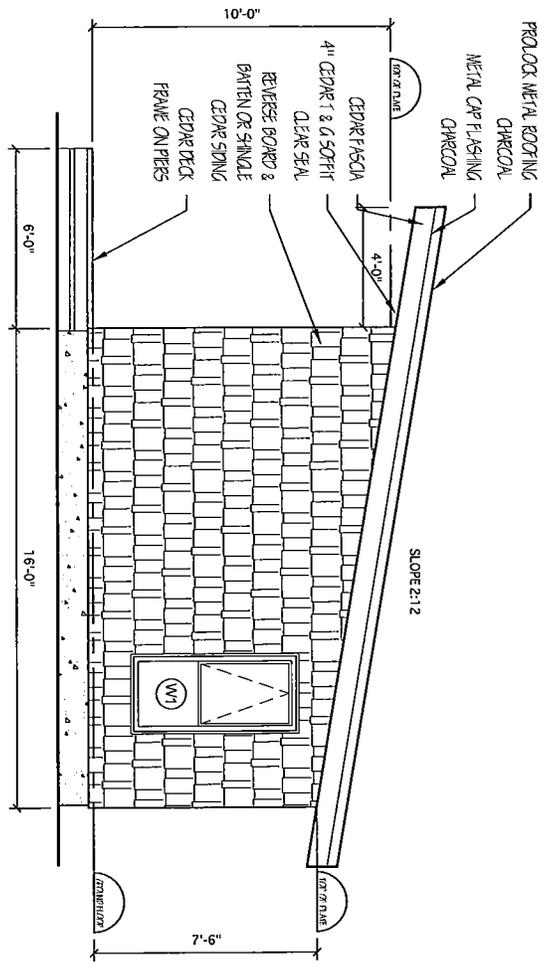
DATE: 2020.04.20

SCALE: NTS

**A1 OF 11**



**1 SITE PLAN**  
A1 SCALE: NTS



1  
A3 SOUTHEAST ELEVATION  
SCALE: 1/4" = 1'-0"

REVISIONS:

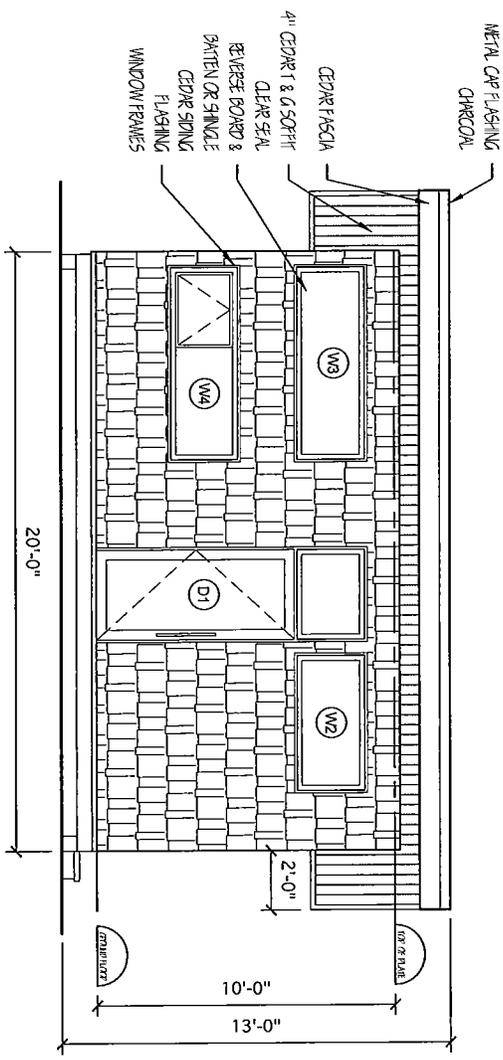
**Flip design**  
656 NELSON PL.  
TORONTO, ONT. M6G 1B7  
VOR ZZO

**JOHN HARKIN**  
651 RAINFOREST DR.  
VICTORIA, BC

**ELEVATIONS**

PROJECT NO:  
DRAWN: L. ARNS  
DATE: 2020.04.20  
SCALE: 1/4" = 1'-0"

A5 OF 11



1 SOUTHWEST ELEVATION  
A3 SCALE: 1/4" = 1'-0"

REVISIONS:

**FLIP DESIGN**  
651 NELSON PL.  
FOND DU LAC, WI  
54920

**JOHN HARKIN**  
651 RAINFOREST DR.  
DUBLISTON, BC

ELEVATIONS

PROJECT NO:  
DRAWN: L. HARKIN  
DATE: 2020.04.20  
SCALE: 1/4" = 1'-0"

A6 OF 11

D. R. Clough Consulting  
*Fisheries Resource Consultants*  
6966 Leland Road Lantzville B.C. V0R 2H0  
Ph/fax: 1-250-390-2901, email: [drclough@shaw.ca](mailto:drclough@shaw.ca)

Feb. 6, 2017

Attn: John Harkin, Property Owner,  
Lot 50, DL 282, Clayoquot Land District Plan VIP 79602  
(ph 250-266-0474)

## **RE: Environmental Review of Proposed House Location**

### **Introduction**

This report is to review the environmental aspects of the building and proposed home design on the subject property with respect to environmental setbacks. The report identifies the proposed footprint of the house with respect to distances to waterways. It then reviews the mitigation required to maintain riparian protection at the site. If the property owner follows this plan it will result in no serious harm and maintain protection of fish habitat.

### **Environmental Area Description**

The property is situated adjacent a stream known locally as Big Beach Creek (Fig. 1). There are three stream segments on the property, the mainstem Big Beach Creek and tributaries 1 & 2. The tributaries both drain from west off Rainforest Drive to east across the lot into the mainstem. The mainstem creek channel runs from north to south and splits the lot into east and west segments. The west segment is where the house is planned to be located has road access with frontage on Rainforest Drive. The east side of the property is surrounded by lots with no developed access.

#### **Drainages:**

**Mainstem Channel (Big Beach Creek):** This stream runs through the property. It begins from seepages above Bay Street that enter a ditched channel. Below Bay Street it flows into a forested section that drains between two house lots. The creek then enters the top of Lot 50 and flows through the middle of the lot. It then leaves the lot and goes under the Marine Drive culvert. It then flows another 75m to the ocean at Big Beach. The main channel is low gradient (less than 5% and most 1-2% gradient). It has no natural fish barriers such that Coho or Cutthroat could enter. The Marine Drive culvert is a manmade barrier and may stop entry of fish. Upstream areas offer resident trout habitat with perennial pools.

There are two small tributaries (#1 & #2) that enter the mainstem from the west side of Lot 50. They originate from seepages and ditch lines along Rainforest Drive.

Tributary 1 is a small ditch fed by drainage from Rainforest Drive. It was filled with vegetation and dry (in December). It offers no habitat or access to fish all the way to the mainstem.

Tributary 2 has potential fish access from the mainstem at high water levels as it has the same grade and no migration obstructions. The fish use would be seasonal or at high water and in the lower portions only. It is fed by a low lying forested area along Rainforest Drive that is partially open due to seasonal water accumulation.

#### **Riparian Plant Community:**

The west side of the creek where the house lot is located is a relatively flat bench at 5-10m above sea level. The west side is situated along the clearing for Rain Forest Drive and pedestrian walkway. The site plant community consists of a previously logged spruce forest with a dense second growth naturally regenerated stand of Red Alder, Western Red Cedar, White Pine and Western Hemlock remaining. The

tallest trees are estimated at 20m height and 0.6m diameter. There are many sapling trees of 10m or less in height. The understory vegetation is primarily Salal, Salmonberry and Pacific Crabapple. The canopy is completely closed over the main creek channels due to the low shrubbery, and multiple age trees filling the riparian area.

The east side of the creek is characterized as sloping and undulating. It has a wider band of trees along the east side of the creek that is approximately 20-50m wide and a dense Salmonberry thicket beyond to the property lines. Tributary 1 is located in a cleared area and has no significant plant community (low shrubs and grass) until it approaches within 10m of the main creek. Tributary 2 has a more extensive tree canopy and native shrubbery of 5-10m width on the workshop side.

## Site Plans

The home design was provided by John Gower, of John Gower Design in Courtenay B.C (Figure 1). The proposed house foundation area is approximately 143.3m<sup>2</sup> (11.38 m x 12.98 m) and the workshop area is 55 m<sup>2</sup> (9.14 m x 6.1 m). The house is situated on the west side of the lot facing Rainforest Drive. The mainstem creek is located to the east of the house. Tributary 1 bisects the house location and the proposed shop area. The proposed shop is located between Tributary 1 (south) and Tributary 2 (north). There is a proposed single entrance gravel driveway to serve the house and split off to the workshop area. The driveway crosses Tributary 1 where it is a small ditch fed by the road drainage.

## Drainage Setbacks

The proximity of the house and workshop are within 30 m of the creek channels. Based on the engineering surveys the following distances were determined for the development (see Figure 1).

**Table 1) Building Distance (Approximate in meters) to Drainages**

House Location	Distance (m)	Workshop Location	Distance (m)
West frontage to road	6.93	West setback from property line	22
Southwest corner to Big Beach Ck	20	Southeast corner to Big Beach Ck	11.5
Southeast corner to Big Beach Ck	7.5	Southwest corner to Trib 1	10
East frontage to Big Beach Ck	15.5	East frontage to Big Beach Ck	10.5
Northeast corner to Trib 1	6.43	Northwest corner to Trib 2	10
Northwest corner to Trib 1	14.5	Northeast corner to Big Beach Ck	10

## House Location

Figure 1 identifies the proposed house location with respect to the drainages. The house location with respect to Big Beach Creek is 7.5 m at its southeast corner, it then doubles to 15.5m distance on the east side and 20m away on the south side. The meandering stream channel results in approximately 12.5m as the average distance of the house from Big Beach Creek.

## Work Shop Location

The workshop is situated between all three channels. It is an average of approximately 10.75m from Big Beach Creek. The workshop is an average of 10 m from Tributary 2 to the north and Tributary 1 to the south.

## Discussion

The riparian distance to the house is approximately 12.5m and the workshop at 10m. Comparing these distances to the Riparian Area Regulation, the mainstem Big Beach Creek and tributary 2 would have a 10m setback as they are low gradient fish bearing streams. Tributary 1 if classed as a non-fish ditched channel and would warrant a 2m riparian reserve in the upper reaches beside the shop and house. The development of this house and shop would fall in line with the Riparian Area Regulation. The small encroachments area of the south house corner (7.5m) is possible to be mitigated to avoid harm to the

creek.

### **Encroachment Mitigation**

The house location follows a typical riparian area regulation lot development where the setback of 10m is required but with a house plan than was minimized to fit the lot but has an encroachment into the setback.

Mitigation and protection for this development to have no serious harm to fish habitat will follow the following plans;

1. Due to the undulating creek there is an encroachment to within 7.5m by the house that is offset by the additional distance for most of the remaining house area, where it is over 15m to the stream bank of the mainstem.
2. Signage/flagging must be installed to identify the riparian area prior to clearing and construction to ensure the limits of clearing are followed.
3. A sediment management plan for the house must be written by a professional and reviewed by the contractor. Environmental monitoring must be included in the construction to ensure encroachment protection and sediment management plans are implemented.
4. Storm water management designs for the development must maintain before development runoff levels. Infiltration structures for site runoff (i.e. Rock Pits collectors for downspouts) and porous driveway surfaces are recommended methods (subject to architect and engineering standards).
5. Once the house is built, Fencing is recommended to protect the riparian area. The fence should be set at the edge of the clearing limit for the house. The fence will serve to protect the site from trails, composting and other activities. The fence design should permit light passage to the plant community (i.e. a split rail or lodge pole fence design is recommended).
6. Planting must done be for all disturbed riparian areas; once the site clearing and building is completed, the disturbed and previously open areas along the three drainages within the remaining setback areas must be planted with native trees and shrubs approved by a native plant professional.

### **Conclusion**

The existing lot and development are within 30m of the creek channels but the argument can be made that a reduced setback comparing it to other environmental bylaws supported in B.C. would permit this development. If the property owner follows this plan it will result in no serious harm and maintain protection of fish habitat.

Regards



Dave Clough,RPBio



The proximity of the house and workshop are within 30 m of the creek channels. Based on the engineering surveys the following distances were determined for the development.

**Table 1) Building Distance (Approximate in meters) to Drainages**

House Location	Distance (m)	Workshop Location	Distance (m)
West frontage to road	6.93	West setback from property line	22
Southwest corner to Big Beach Ck	20	Southeast corner to Big Beach Ck	11.5
Southeast corner to Big Beach Ck	7.5	Southwest corner to Trib 1	10
East frontage to Big Beach Ck	15.5	East frontage to Big Beach Ck	10.5
Northeast corner to Trib 1	6.43	Northwest corner to Trib 2	10
Northwest corner to Trib 1	14.5	Northeast corner to Big Beach Ck	10

## Encroachment Mitigation

The areas of encroachment are to be mitigated by the following;

- 1.) Fencing along the development side of the property
- 2.) Native planting prescriptions for all disturbed areas
- 3.) No development in the riparian area of the southeast side of the creek
- 4.) Rain garden infiltration of roof runoff (ie Rock Pits) and limited hard surfaces

Additionally; the construction processes will be guided by a sediment management plan guided by a Qualified Environmental Professional.

Regards



Dave Clough, RPBio

## **D. R. Clough Consulting**

*Fisheries Resource Consultants*

6966 Leland Road Lantzville B.C. V0R 2H0

Ph/fax: 1-250-390-2901, email: drclough@shaw.ca

Jan. 18, 2017

Attn: John Harkin, Property Owner,  
Lot 50, DL 282, Clayoquot Land District Plan VIP 79602

## **RE: Environmental Review of Proposed House Location**

### **Introduction**

This report is to review and present the environmental aspects of building the proposed home design on the subject property and the mitigation for the adjacent riparian area.

### **Environmental Area Description**

The property is situated adjacent a stream known locally as Big Beach Creek (Fig, 1). This stream runs through the property. It begins from seepages above Bay Street that enter a ditched channel. Below it flows into a forested section that drains between two house lots off Bay Street. The creek then flows through the middle of Lot 50 which terminates just above the Marine Drive culvert.

There are two small tributaries (#1 & #2) that enter the mainstem from the west side of Lot 50. They originate from seepages and ditch lines along Rainforest Drive.

Below Lot 50 is a short, treed section that passes under the Marine Drive Culvert. The stream then flows another 75m to the beach.

**Fish Presence:** Fish presence was concluded based on stream habitat. The main channel is low gradient (less than 5% and most 1-2% gradient). It has no natural fish barriers such that Coho or Cutthroat could enter. The Marine Drive culvert is a manmade barrier and may stop entry of fish. Upstream areas offer resident trout habitat with perennial pools. Tributary 1 has infilled with vegetation was dry (in December) and offers no habitat or access to fish. Tributary 2 has fish access from the mainstem at high water levels as it has the same grade and no migration obstructions.

**Riparian Plant Community:** The site plant community consists of a Western Red Cedar, White Pine and Hemlock subdominant stand of a previously logged spruce forest. The understory vegetation is primarily Salal, Salmonberry and Pacific Crabapple. There is a large undeveloped area on the southwest side of the creek.

### **Site Plans**

The home design was provided by John Gower, of John Gower Design in Courtenay B.C. The proposed house foundation area is approximately 143.3m<sup>2</sup> (11.38 m x12.98 m). The house is situated on the west side of the lot facing Rainforest Drive. The mainstem creek is located to the east of the house.

Tributary 1 bisects the house location and the proposed work shop area. The proposed work shop area is 55 m<sup>2</sup> (9.14 m x 6.1 m) and is located between Tributary 1 and Tributary 2. There is a proposed single entrance gravel driveway to serve the house and split off to the workshop area. This driveway crosses the upstream ditch source of Tributary 1.

Figure 2 – Lot 50 riparian area



Site Photos (Dec. 12, 2016);

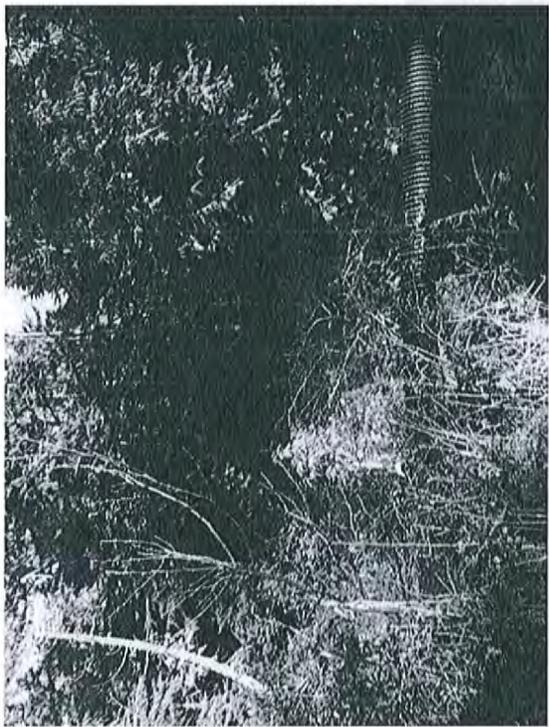


Photo 1 – Riparian area looking northeast across Trib 1 from Road.



Photo 2 – Big Beach Creek opposite house location



Photo 3 – Riparian area looking south east from road.



Photo 4 – Main creek channel is thickly vegetated.

## DEVELOPMENT VARIANCE PERMIT DVP23- 01

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Pursuant to section 498 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Variance Permit is issued to:

*John Harkin, [REDACTED], Ucluelet, BC, VOR 3A0.*

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

*651 Rainforest Drive, PID 026432544, Lot 50, Plan VIP79602, District Lot 282, Clayoquot Land District.*

3. The work authorized by this Permit may only be carried out 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 and in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

4. This Permit authorizes the following variance specific to the plans and details attached as Schedule "A":

*Reducing minimum interior side yard setback to 4.3 metres from the south lot line whereas Ucluelet Zoning Bylaw No. 1160, 2013 requires 7.5 metres, in order to locate a deck and Guest Cottage within the side yard setback.*

5. The above variance is granted for the proposed structures and use of the land as shown on Schedule A. Should the buildings be later removed or destroyed, this Development Variance Permit shall cease to apply and the zoning bylaw requirements in effect at the time shall apply.
6. 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.
7. This Permit is NOT a Building Permit.

**AUTHORIZING RESOLUTION** passed by the Municipal Council on the \_\_\_\_\_ of \_\_\_\_\_, 2023.

**IN WITNESS WHEREOF** this Development Variance Permit is hereby executed and issued by the Municipality the \_\_\_\_\_ of \_\_\_\_\_, **2023**.

**ISSUED** the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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





**From:** [Chris Bozman](#)  
**To:** [Info Ucluelet](#)  
**Date:** January 24, 2023 4:34:02 PM

---

**[External]**

To mayor and council

As a property owner within the Cynamocka / Lorne white neighbourhood we support Ben and Rebecas application to allow them to build a Aux box office on there property within the set back. This structure fits within the neighbourhood and the proper location has the least amount of tree and green space removal. It's clear that when built many homes on this street did not adhere to the green space set backs including 2010 yet where granted occupancy permits. Council should realize that the initial mistake in not enforcing these set backs originally will now result in further green space lost if owners must stay out of them. we would rather see an aux box in the already gravelled area of the drive way vs further having trees removed.

Thank you for your time

Sincerely

Chris Bozman

847 Lorne White place.

--

Chris Bozman

Saltwater Building Co

604 848 4040





Dear Mayor and Council,

**We are sending you this poster to celebrate Heritage Week, which takes place on February 20-26, 2023.** Heritage Week is an annual event, established by the National Trust for Canada in 1973, that encourages Canadians to learn about and advocate for the heritage in their communities.

Heritage BC is a not-for-profit that educates and builds awareness for heritage stewardship in the province, and every year we promote Heritage Week with posters, proclamations, and themed events to raise awareness for the importance of learning about our diverse heritage across the province.

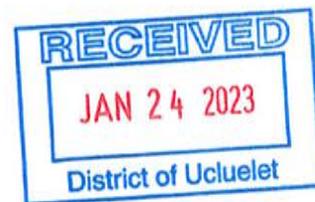
As the leaders of your community, your initiative can play an important role in stewarding the heritage, both tangible and intangible, in our communities for future generations. There are a few key things that you can do to promote awareness of and advocate for heritage.

- **Declare Heritage Week through a Municipal Proclamation**  
Every year, the Provincial Government and local governments across BC make proclamations for Heritage Week, signaling the importance of the stewardship of heritage in this province. If you have questions about this, please contact us.
- **Visit a Heritage Site, Museum, or Cultural Centre**  
Consider a local government 'field trip' to a local heritage site, museum or heritage organization to learn more about your community's history. Your visit can have a lasting impact on a small not-for-profit, and signal the value they bring to the community as stewards of history and heritage.
- **Learn About the Basics of Local Heritage Conservation**  
Local Governments have the capacity to conserve local heritage in all its forms through tools outlined in the Local Government Act. Familiarize yourself with these important tools by reading the free one-pagers on our website: [heritagebc.ca/heritage-quick-studies](http://heritagebc.ca/heritage-quick-studies).
- **Support and Introduce Heritage-Supporting Policies**  
In 2022, we released a report on the need to seismically upgrade historic buildings in the case of an earthquake, which can pose risks both to occupants life safety and to that of the building. Read the report at [heritagebc.ca/seismic-report](http://heritagebc.ca/seismic-report) to learn more, and consider introducing financial incentives to building conservation that are predicated on the inclusion of seismic upgrading.
- **Become a Member**  
For \$100 a year, a Government Membership to Heritage BC provides all staff planners and associated committee members with free access to our on-demand and live webinars, as well as discounts for heritage workshops and our annual conference. Promoting continuing education will create a strong foundation for the protection of your community's unique heritage.

Have questions about what we do at Heritage BC? Learn more on our website, [heritagebc.ca](http://heritagebc.ca) or reach out by email at [info@heritagebc.ca](mailto:info@heritagebc.ca). We would love to hear from you.

Thank you from all of us at Heritage BC!

**Kirstin Clausen**  
Executive Director  
604 417 7243  
[kclausen@heritagebc.ca](mailto:kclausen@heritagebc.ca)  
Greetings!



*As a not-for-profit organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.*

Heritage BC  
@heritagebcCanada <http://heritagebc.ca> info@heritagebc.ca



**Lailah McCallum**

---

**From:** Rob Fisher <rfisher@scalecollaborative.ca>  
**Sent:** January 18, 2023 9:17 AM  
**Subject:** Introduction to Social Procurement for Elected Officials and Senior Leadership

[External]

Good morning,

I'm writing to invite members of your organization's Council, Board or senior team to join a free online BCSPI learning workshop for elected officials and senior government leaders on Wednesday April 12 at 10:00 AM PST.

This one-hour information session is offered at no cost, and will provide a high-level overview of how social procurement practices can help support the strategic objectives of government and other purchasers by mobilizing existing financial resources to create community benefits.

If members of your organization are interested in attending this complimentary workshop, please respond with the names and email addresses of those interested and they will then be forwarded a calendar invitation containing information for how to participate.

Please let me know if you have any questions.



The graphic is a promotional banner for a BC SPI workshop. It features a blue and white color scheme with a mountain background. The text is arranged as follows:

- INTRODUCTION TO SOCIAL PROCUREMENT FOR ELECTED OFFICIALS & SENIOR LEADERSHIP** (Large, bold, black text)
- BCSPI** logo (Blue text with a horizontal line underneath)
- British Columbia Social Procurement Initiative (Small text below the logo)
- Online Workshop**  
**April 12, 2023 @ 10am PST** (Black text)
- PROCUREMENT FOR COMMUNITY WELLBEING** (White text on a dark blue rectangular background at the bottom)

Best,

--

**Rob Fisher**

Project Coordinator

British Columbia Social Procurement Initiative (BCSPI)

250-886-3063

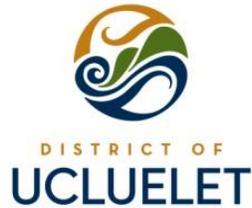
[Website](#) | [LinkedIn](#) | [Twitter](#)

Learn more about the Initiative that's changing the culture of public sector procurement. [Read the BC SPI brochure.](#)

*We respectfully acknowledge that we are located on the unceded territories of the Lekwungen-speaking peoples, now known as the Songhees and Esquimalt Nations.*

Introduction to Social Procurement for Elected Officials and Senior Lead...





## INFORMATION REPORT

Council Meeting: February 9, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** RICK GEDDES, FIRE CHIEF

**FILE NO:** 7130-02

**SUBJECT:** CANADIAN RED CROSS COMMUNITY ASSISTANCE TEAM PARTNERSHIP

**REPORT NO:** 23- 16

**ATTACHMENT(S):** APPENDIX A - DISTRICT OF UCLUELET AND CANADIAN RED CROSS COMMUNITY ASSISTANCE TEAM PROJECT PROPOSAL

### PURPOSE:

The purpose of this report is to provide an overview of the District of Ucluelet's partnership project with the Canadian Red Cross Community Assistance Team (CAT).

### BACKGROUND:

The Red Cross CAT is a two-year pilot project. The project is designed to assist communities in increasing their resilience to disasters by providing support at all phases of the emergency management cycle, with a focus on preparedness and response. Projects identified by communities must focus on building emergency management capacity at the local level.

In the spring of 2022, communities across BC-Yukon were invited to submit an Expression of Interest (EOI) to participate in the CAT project. Criteria to apply for the project included:

- Priority given to remote, rural, and Indigenous communities
- Experience with repeated emergencies, and
- Having the capacity at the community level to work with the CAT to complete the project.

District of Ucluelet staff responded with a submission, the goal of which was to enhance the level of emergency preparedness in the community.

Part of the selection process included a community assessment which evaluated community demographics, current emergency preparedness, emergency management structure including Emergency Operations Centre, emergency management successes and challenges, community experience with disaster and hazards, and capacity.

Ucluelet's EOI was assessed by the Community Assistance Team and deemed to be a good fit for the CAT Project. Ucluelet was one of four communities accepted into the project for 2022/23.

The Ucluelet project officially kicked off with an introductory virtual meeting in late November of 2022 and is expected to run through to June 2023.

### FINANCIAL IMPLICATIONS:

Other than staff time, costs associated with this project will be borne by the Canadian Red Cross.



# Ucluelet Project Proposal

## The District of Ucluelet and Canadian Red Cross Community Assistance Team



Date: 3 Feb 2023 version FINAL

District of Ucluelet Project sponsor: Rick Geddes, Fire Chief

Red Cross Project Manager: Ethan Laverty, Community Assistance Team Manager

Red Cross Project Lead: Elaine Fisher, Community Assistance Advisor

## 1. Background on the Community Assistance Team

The Red Cross Community Assistance Team (CAT) develops tailored, action-based resilience planning in partnership with communities to strengthen local capacity and capability across BC and Yukon. The CAT has partnered with the District of Ucluelet on a project focussed on personal preparedness for all hazards and particularly in the event of a community evacuation brought about by a tsunami or other hazard.

## 2. Background on the District of Ucluelet

Ucluelet is a district municipality on the Ucluelet Peninsula on the west coast of Vancouver Island in British Columbia, Canada. Ucluelet means "people of the safe harbour" in the indigenous Nuu-chah-nulth language. Ucluelet's early history is that of a logging and fishing hub; the town still has an active small craft harbour. Tourism now plays a significant role in its economy, primarily accommodation and food services. Other large employers include the School District 70, the municipality, and the fish processing sector. Ucluelet also has an active and vibrant arts and culture scene.

### **Population and governance:**

As of 2021, the population of Ucluelet was 2,066, a 20.3% increase from 1,717 in 2016.

Ucluelet is a member municipality of the Alberni Clayoquot Regional District, which is a federation consisting of member Municipalities Port Alberni, Tofino, Ucluelet, Treaty First Nations; Huu-ay-aht, Yuuʔuʔiʔath, Uchucklesaht Tribe Government and Toquaht Nation and six electoral areas; "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek). The Alberni-Clayoquot Regional District is within the traditional territory of ten First Nations.

### **Emergency Management:**

The current Fire Chief, Rick Geddes, is the first full time Fire Chief in the history of the village. This has brought new energy and focus to the emergency management role. Part of his role is to develop and renew the Emergency Management Plan, which is currently from 2011 and considered outdated.

Through formal agreement, the Red Cross manages the provision of Emergency Support Services (ESS) in Ucluelet. In this regard, the Red Cross recruits and trains volunteers to deliver ESS in the community.

### **Communication and Media:**

Ucluelet has two local radio stations; Tuff City Radio and Ukee Radio. Local news is also available in print and online from the Tofino-Ucluelet Westerly News.

### **Useful links:**

- <https://ucluelet.ca/>
- [https://ucluelet.ca/images/Consolidated\\_Community\\_Profile\\_Document\\_Oct\\_2019.pdf](https://ucluelet.ca/images/Consolidated_Community_Profile_Document_Oct_2019.pdf)

## 3. Project Vision and Goal

The Red Cross Community Assistance Team (CAT) has partnered with the District Municipality of Ucluelet on a project to increase the visibility of Ucluelet's emergency response program through socialization of existing plans to residents and visitors, specifically regarding evacuation routes and procedures. A secondary benefit may be to strengthen volunteer capacity in the area.

## 4. Project Scope

The following describes what is both in-scope and out-of-scope for this project.

### In Scope & Deliverables

The project will deliver the following measurable outcomes:

- Identification and mapping of community groups and organizations (formerly referred to as stakeholders) with a role or interest in Ucluelet's emergency management plans;
- Visit to Ucluelet for engagement session(s) with groups identified above.
- Establish a baseline survey of resident's knowledge and comfort level with all-hazard emergency preparedness.
- Leveraging the existing Evacuation Guide, develop a plan to socialize emergency evacuation procedures and routes among residents; this could be done by zone and/or with the support of volunteers or business groups.
- Develop and/or build upon information campaign for tourists and temporary visitors, (exact format to be decided during initial project meetings and after first community visit).
- Deliver a final report to Ucluelet including recommendations for next steps; and
- Administer an 'exit survey' to measure project success.

Note that the scope may also factor in other concurrent emergency evacuation initiatives already underway in Ucluelet such as:

- Monthly tsunami siren tests already held in Ucluelet.
- The potential of a National Research Council project providing funding to the University of Ottawa to conduct a study around evacuation planning using GPS transponders

### Out of Scope

The following will not form part of the scope of this project:

- Updating of the District's existing Emergency Plan dated June 1, 2011
- Making any revisions or changes to the existing Ucluelet Evacuation Guide ver 2.0 dated 2 Nov 2021

## 5. Deliverables

Aligned with the in-scope list:

- a. Resource and relationship map of groups involved in emergency management and evacuation: this could be subdivided into a preparedness group as well as an evacuation support group.
- b. In person engagement session with groups identified in step (a)
- c. Establishment of baseline emergency evacuation knowledge and level of personal preparedness aimed at residents (to take the form of an awareness and preparedness survey)
- d. Safety and evacuation information campaign aimed incorporating at tourists and temporary visitors.
  - a. Add in the development of the evacuation preparedness materials for the community members incorporating the evacuation plan for the various neighbourhoods.
  - b. Neighbourhood evacuation training: ideas include the use of a train-the-trainer approach using volunteers, and to focus on zones.

- e. Second community visit tied in with Tsunami Preparedness Week, April 9-15, 2023.
  - a. Socialize the evacuation plan and other goals as established during the project.
- f. Final report and recommended next steps.
- g. Exit survey for community groups identified in step (a)

## 6.0 Project Schedule

The following represents the general project schedule:

December 2022	<ul style="list-style-type: none"> <li>• Project kick off.</li> <li>• Finalization of Project Plan</li> </ul>
January 2023	<ul style="list-style-type: none"> <li>• Document review</li> <li>• planning for community visit and engagement session(s),</li> <li>• finalize list of community partners/groups, prepare resource map.</li> <li>• prepare baseline survey</li> </ul>
February 2023	<ul style="list-style-type: none"> <li>• Early Feb: first community visit, facilitate engagement session(s)</li> <li>• Confirmation and finalization resource map</li> <li>• Administration of baseline survey</li> </ul>
March 2023	<ul style="list-style-type: none"> <li>• Prepare for second visit.</li> <li>• Research and preparation of visitor information campaign</li> <li>• Roll out visitor campaign</li> </ul>
April	<ul style="list-style-type: none"> <li>• Roll out visitor campaign, continued</li> <li>• Second community visit and engagement, scheduled around Tsunami Preparedness Week, April 9-15, 2023,</li> </ul>
May	<p>Project closure activities including:</p> <ul style="list-style-type: none"> <li>• Final report and recommended next steps.</li> <li>• Deliver exit survey and conduct exit interview</li> </ul>

## 7.0 Project team and Responsibilities

Project Sponsor: Rick Geddes, District of Ucluelet

Project Manager: Ethan Laverty, Community Assistance Team

Project Lead: Elaine Fisher, Community Assistance Team

Community Assistance Team will:

- Provide project management function including scheduling of meetings.
- Offer emergency management subject matter expertise.
- Facilitate community engagement sessions.

District of Ucluelet project sponsor will:

- Engage with the project team as the project progresses.
- Liaise with community groups and organizations and invite them to participate as req'd
- Contribute local knowledge and subject matter expertise.

## 8.0 Key Interested Parties

The initial list of confirmed or potential project community groups and interested parties/stakeholders includes the following and will be refined as the project progresses. After the first community visit this list will be further refined, but the following table serves as a starting point.

Organization	Represented by	Role R – Responsible A – Accountable C – Consult I – Inform
District of Ucluelet	Rick Geddes, Fire Chief	R, A
	Samantha McCullough, Director of Communications	C, I
	Emergency Management Planning group	C, I, A
	Mayor and Council	I, A
Tourism Ucluelet	Denise Stys-Norman, Executive Director	C
First Nations	Yuułu?it?ath Government Toquaht Nation	C, I
District of Tofino	Keith Orchiston, EM coordinator	C, I
Regional District of Alberni-Clayoquot	Heather Zenner	C, I
Ucluelet Harbour Master	Kevin Cortes, Harbour Master	C, I
School District 70 (Pacific Rim)	Drew Ryan, school Principal	C, I
Media	Tofino-Ucluelet Westerly Newspaper, two local radio stations Tuff City Radio and Ukee Radio	I
Local businesses	Co-op, Hotel Association, Superior Propane	C, I
Local service clubs, volunteer groups, food banks, special interest groups, charities etc	Pacific Rim Rotary Club, West Coast SAR, Seaview, Fish & Loaves food bank, On the Edge	I

Organization	Represented by	Role R – Responsible A – Accountable C – Consult I – Inform
	food bank, Seaview Seniors Housing Society, local ESS volunteers	
Others who may have an interest and/or a role to play:	Emergency Management BC, BCEHS, RCMP, BHAS, Parks Canada, Coast Guard/DFO, MoTi, Canadian Rangers	C, I

## 9.0 Project Risks

The following project risks have been identified and will be monitored and discussed at regular project meetings.

Risk	Probability	Impact	Mitigation
Project vision and goals are not clearly identified and communicated.	Low	<ul style="list-style-type: none"> <li>misunderstanding and confusion over what the project is, why it is taking place, and what the end product will be.</li> <li>hard to get community partners onboard with the project</li> </ul>	<ul style="list-style-type: none"> <li>project vision and goals are reiterated at all project meetings and are located at the top of meeting minutes</li> <li>Refer to the project vision often in project communication</li> </ul>
Failure to identify and engage all relevant community groups with a responsibility or interest in the project.	Low	<ul style="list-style-type: none"> <li>Potential project delay if an affected group is left out or whose perspective is not considered.</li> <li>Resistance to project if a group has inadvertently been left out</li> </ul>	<ul style="list-style-type: none"> <li>Community group scoping exercise as part project initiation</li> <li>Goal of first community visit will be to ensure project network is complete.</li> <li>Regular project communications</li> <li>Biweekly meeting: standing agenda item related to project groups.</li> </ul>
Red Cross team is required to pivot off the project, to emergency response deployment (wildfire, flood etc.)	Low (response season usually starts in May)	<ul style="list-style-type: none"> <li>Project timeline could be affected</li> </ul>	<ul style="list-style-type: none"> <li>Efforts will be made to ensure not all team members are deployed at the same time.</li> <li>Extend project timeline.</li> <li>Postpone project</li> </ul>
Ucluelet experiences an emergency event which supersedes the project	Medium	<ul style="list-style-type: none"> <li>Project timeline could be affected</li> </ul>	<ul style="list-style-type: none"> <li>Resume the project after the emergency event is concluded</li> </ul>
Failure to identify and engage all relevant community groups	Low	<ul style="list-style-type: none"> <li>Potential project delay if an affected group is left</li> </ul>	<ul style="list-style-type: none"> <li>Community group scoping exercise as part project initiation</li> </ul>

Risk	Probability	Impact	Mitigation
with a responsibility or interest in the project		<p>out or whose perspective is not considered.</p> <ul style="list-style-type: none"> <li>Resistance to project if a group has inadvertently been left out</li> </ul>	<ul style="list-style-type: none"> <li>Goal of first community visit will be to ensure project network is complete</li> <li>Regular project communications</li> <li>Biweekly meeting: standing agenda item related to project groups</li> </ul>

## 10.0 Communications

Project team will hold biweekly project meetings via Zoom, Red Cross will issue meetings codes. Other meetings will be arranged as needed.

## 11.0 Performance Measures

Baseline and exist surveys will serve as measurements to gauge success of this project.

Thank you,

Please direct any questions to

Ethan Laverty [ethan.laverty@redcross.ca](mailto:ethan.laverty@redcross.ca) or

Elaine Fisher [elaine.fisher@redcross.ca](mailto:elaine.fisher@redcross.ca)



**Joseph Rotenberg**

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**From:** Joseph Rotenberg  
**Sent:** February 6, 2023 12:29 PM  
**To:** Joseph Rotenberg  
**Subject:** FW: Southern Resident Killer Whale Bulletin - Public Survey open!

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**From:** Southern Resident Killer Whales / Épaulards residents du Sud <[tc.srkw-ers.tc@tc.gc.ca](mailto:tc.srkw-ers.tc@tc.gc.ca)>  
**Sent:** January 24, 2023 1:50 PM  
**To:** Info Ucluelet <[info@ucluelet.ca](mailto:info@ucluelet.ca)>  
**Subject:** Southern Resident Killer Whale Bulletin - Public Survey open!

**[External]**

The Government of Canada would like to hear from you! On January 19 an online survey was launched to seek feedback on the potential management measures to help the recovery of the of Southern Resident Killer Whales.

Trouble viewing this email? [Read it online](#)



A graphic with a dark green background and white text that reads "Southern Resident Killer Whale Bulletin". Below the text is a horizontal line.



Photo by: Miles Ritter

Stay up to date on rules and guidelines // Help protect this iconic species

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### PROVIDE INPUT ON SOUTHERN RESIDENT KILLER WHALE MANAGEMENT MEASURES FOR 2023 THROUGH AN ONLINE SURVEY

The Government of Canada would like to hear from you! Submit your feedback by February 19, 2023.

On January 19, an [online survey](#) was launched to seek feedback on the [potential management measures](#) to help the recovery of the Southern Resident Killer Whales.

Your ideas and feedback will help us refine the potential management measures and help us understand potential implications of the options being considered.

**We invite you to review the potential management measure options for 2023, and submit your comments to help inform this year's approach.** The public survey is available on the Fisheries and Oceans Canada website until February 19, 2023. Please use this [link](#) to access the survey.

Since 2019, the Government of Canada has implemented a suite of measures to protect and further support the recovery of Southern Resident Killer Whales. These measures address key threats to the recovery of this population, including reduced quantity and access to their prey, and increased noise and disturbance in their habitat.



### VISIT US AT THE VANCOUVER BOAT SHOW AND THE SEATTLE BOAT SHOW

If you're in Vancouver or Seattle please stop by and chat with us at the [Vancouver Boat Show](#) (February 1 - 5) or [Seattle Boat Show](#) (February 3 - 11).

Be sure to check out the [Seminar and Workshop schedule](#) for the Vancouver Boat Show. Parks Canada and Fisheries and Oceans Canada are delivering programs about boating around whales. See the details below:

**Be A Whale Hero!** - February 1 at 1:15pm - Join Rachel Schoeler from Parks Canada for a fun and interactive seminar for all ages.

**Boating around Marine Mammals in Canada & Washington, USA: A joint presentation by Fisheries and Oceans Canada and Washington Department of Fish & Wildlife** - February 2 at 5:00pm - Join Whale Protection Unit Fishery Officer, Catriona Day and WDFW Sergeant, Hwa Kim, as they share the laws and guidelines related to the protection of whales and orcas.



### MEET THE SOUTHERN RESIDENT KILLER WHALES

Today we are introducing Onyx (L-87). While most killer whales spend their entire lives traveling with their mother's family, Onyx is the exception. He has switched the pod that he travels with three times!

Explore the [Parks Canada Superpod Blog](#) and meet people along the Pacific Coast who are taking action to help protect Southern Resident Killer Whales. The newest blog follows Kelsey Lee as she talks to us all about contaminants.

Photo by: Miles Ritter



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Report any violations or incidents involving marine mammals (that you observed or were involved in) to Fisheries and Oceans Canada's 24/7 Observe, Record, Report Line:

**1-800-465-4336**

[DFO.ORR-ONS.MPO@dfo-mpo.gc.ca](mailto:DFO.ORR-ONS.MPO@dfo-mpo.gc.ca)

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For more information on the 2022 measures and how the Government of Canada is keeping its promise to protect and recover this endangered, iconic whale population, please follow these links:

2022 Management Measures

Watching Marine Wildlife

[CONTACT](#)



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