



REGULAR MEETING OF COUNCIL
Tuesday, March 12, 2024 @ 4:00 PM
George Fraser Room in the Ucluelet Community Centre and Electronically (Via Zoom)
500 Matterson Drive, Ucluelet

AGENDA

This meeting is conducted both in-person in the George Fraser Room and electronically through Zoom.

Visit [Ucluelet.ca/CouncilMeetings](https://ucluelet.ca/CouncilMeetings)

for Zoom login details, links to the livestream on YouTube and other information about Council meetings.

Members of the public may attend the George Fraser Room in the Ucluelet Community Centre to hear, or watch and hear, this meeting including any electronic participation.

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1. CALL TO ORDER
 - 1.1 ACKNOWLEDGEMENT OF THE YUULU?I?ATH
Council would like to acknowledge the Yuulu?i?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.
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- 12.1 Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2024
- 12.2 Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2024
- 12.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2024
- 12.4 Councillor Mark Maftai
Deputy Mayor, October 1 - December 31, 2024
- 12.5 Mayor Marilyn McEwen
13. QUESTION PERIOD
14. CLOSED SESSION
15. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Thursday, February 8, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, and Kennington
 Staff: Abby Fortune, Director of Community Services
 Joseph Rotenberg, Manager of Corporate Services

Regrets: Councillor Maftai

1. CALL TO ORDER

The Committee of the Whole meeting was called to order at 4:04 PM.

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

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2. LATE ITEMS

There were no late items.

2.1 Procedural Motions

2024.2024.COW *IT WAS MOVED AND SECONDED:*

***THAT** Council suspend section 18.3 of the Council Procedure Bylaw for the duration of this meeting to allow 18 delegations.*

CARRIED.

2024.2025.COW *IT WAS MOVED AND SECONDED:*

***THAT** Council amend the February 8, 2024, Committee of the Whole Agenda by moving delegation item 5.1.17 to 5.1.8.*

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 February 8, 2024 Committee of the Whole Agenda

2024.2026.COW *IT WAS MOVED AND SECONDED:*

***THAT** the February 8, 2024 Committee of the Whole agenda be approved as amended.*

CARRIED.

4. REPORTS

4.1 2024 Grant in Aid & In-Kind Contributions *Abigail K. Fortune, Director of Community Services*

Ms. Fortune provided a brief overview of this report.

5. PUBLIC INPUT AND DELEGATIONS

5.1. Delegations

5.1.1 **Bernie Herbert, Ucluelet Junior Canadian Ranger Patrol** *In-Kind Contribution Request*

Ms. Herbert outlined the Ranger's in-kind request which would provide free UAC Hall space for the Ranger's weekly meetings.

5.1.2. **Sarah Watt, Pacific Rim Whale Festival Society** *In-Kind Contribution Application*

The Pacific Rim Whale Festival Society did not present.

5.1.3. **Mary Brunet, Pacific Rim Rotary Club** *In-Kind Contribution Application*

Kelly Deakin outlined the in-kind contribution request which would provide free meeting and event space for the club.

5.1.4. **Elyse Goatcher-Bergman, Ucluelet and Area Childcare Society** *In-Kind Contribution Application*

Jadessa Olson presented on behalf of the Society. The delegate introduced the daycare's new Manager Natasha Bernard and then outlined the Society's in-kind contribution request which would allow them to continue to operate their daycare in the Community Centre rent free. Ms. Olson noted that this contribution is necessary for the Society to meet their mandate of providing low cost childcare.

5.1.5. **Patricia Sieber, Sea View Seniors Housing Society, Forest Glen** *In-Kind Contribution Application*

Ms. Sieber outlined the history of their luncheon program, and noted that luncheons are now be held at the Ucluelet Community Centre. She then outlined their in-kind contribution request which would allow the Main Hall to be used rent free for these lunches.

**5.1.6. Cris Martin, Food Bank on the Edge
*In-Kind Contribution Application***

Ms. Martin outlined Food Bank on the Edge activities and this society's in-kind contribution request, which would allow the Seaplane Base to be used rent free for the Christmas Hamper program.

**5.1.7. Barb Gudbranson, Ucluelet & Area Historical Society
*In-Kind Contribution Application***

Ms. Gudbranson outlined the Society's in-kind contribution request and the Society's scheduled events.

**5.1.8. Courtney Johnson, Paula Ross Dance Society
*Grant in Aid Application***

Ms. Johnson outlined the Society's history and their application which would fund the purchase of theatre and sound equipment used for local performances.

**5.1.9. Josh Jenkins, Ucluelet Chamber of Commerce
*In-Kind Contribution Application***

Mr. Jenkins outlined the Chamber's in-kind contribution request which will provide space for their Board meetings.

**5.1.10. Suzanne, Ucluelet Dog Park Coalition
*Grant in Aid Application***

The Ucluelet Dog Park Coalition did not present.

**5.1.11. Mark Maftai, Raincoast Education Society
*Grant in Aid Application***

Sarah Timberlake explained that the Grant in Aid would fund the Society's Ucluelet Field School offered to Ucluelet students. The delegate noted that it is unclear why School District 70 does not fund this program even though it is provided to school children during school hours.

**5.1.12. Sully Rogalski, Coastal Queer Alliance
*Grant in Aid Application***

Sully Rogalski outlined the Alliance's mandate and the activities which would be funded if Grant in Aid funding was awarded.

**5.1.13. Kelly Deakin, Pacific Rim Arts Society
*Grant in Aid Application***

Ms. Deakin outlined the Society's programming and noted that Grant in Aid funding will be used as the Society's equity contribution for grant applications to fund their annual Cultural Festival which will be hosted at the Orange Door Gallery and the Thornton Creek Hatchery.

**5.1.14. Laurie Hannah, Westcoast Community Resources Society
*In-Kind Contribution and Grant in Aid Application***

Ms. Hannah outlined the Society's mandate, services and planned events. The delegate then clarified that the Society is only seeking in-kind support in the form of rental relief for their office at the Ucluelet Community Centre.

**5.1.15. Daniel Raab, Surfrider Pacific Rim
*Grant in Aid Application***

Surfrider Pacific Rim did not present.

**5.1.16. Penny Jones, Ucluelet Racquet Sports Club
*Grant in Aid Application***

Trevor Jones outlined the Club's mandate, noted their growing membership, the age range of their participants and outlined the Club's funding request for the first annual Total Fluke Pickleball Tournament. The delegate also provided details about the projected economic impact of the tournament, excellent local court surfaces, and noted the Club does not anticipate requesting funding for the tournament in future years.

**5.1.17. Pacific Rim Home Development Cooperative
*Grant in Aid Application***

Pacific Rim Home Development Cooperative did not present.

**5.1.18. Mara McLaughlin, Redd Fish Restoration Society
*Grant in Aid Application***

Redd Fish Restoration Society did not present.

6. NOTICE OF MOTION

There were no notices of motion.

7. QUESTION PERIOD

There were no questions.

8. ADJOURNMENT

The Committee of the Whole meeting was adjourned 5:07 PM.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Thursday, February 15, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftei
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Joseph Rotenberg, Manager of Corporate Services

Regrets:

1. CALL TO ORDER

The February 15, 2024, Regular Council Meeting was called to order at 4:00 PM.

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

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2. LATE ITEMS

2.1 Letter of Support Request - Ucluelet Racquet Sports Club

Penny Jones, Ucluelet Racquet Sports Club, Board of Directors

2024.2048.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council amend the February 15, 2024, Regular Council Meeting Agenda by adding the late item, "Letter of Support Request - Ucluelet Racket Sports Club" as item 10.2, and renumbering the remaining correspondence items.

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 February 15, 2024, Regular Council Agenda

2024.2049.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the February 15, 2024, Regular Council Meeting Agenda be adopted as amended.

CARRIED.

4. ADOPTION OF MINUTES

4.1 January 8, 2024, Special Council Meeting Minutes

2024.2050.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 8, 2024, Special Council Meeting minutes be adopted as presented.

CARRIED.

4.2 January 9, 2024, Regular Council Meeting Minutes

2024.2051.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 9, 2024, Regular Council Meeting minutes be adopted as presented.

CARRIED.

4.3 January 23, 2024, Regular Council Meeting Minutes

2024.2052.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the January 23, 2024, Regular Council Meeting minutes be adopted as presented.

CARRIED.

4.4 October 19, 2023 Regular Harbour Authority Meeting Minutes

2024.2053.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the October 19, 2023, Regular Harbour Authority Meeting Minutes be adopted as presented.

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Jessica Dunn & Tom Rattray, Harbour Air Re: Starting Flight Operations in Ucluelet

The delegate provided details about Harbour Air's proposed new service to the Ucluelet Harbour which would involve two flights per day from June to October. The delegate further outlined the benefits of this service to the community, potential noise abatement procedures and next steps.

6. PUBLIC HEARINGS

The Mayor reviewed the public hearing rules and Staff outlined how members of the public could participate in the hearing in-person and electronically. Staff

further noted that all related documents were available for review at the place of the meeting.

6.1 District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023 & Development Variance Permit DVP23-12 (256 Matterson Drive)

The public hearing was opened at 4:22 PM.

6.1.1 Proposed Bylaw & Background Information

Staff provided an overview of Bylaw No. 1335, 2023 and Development Variance Permit DVP23-12 in general terms.

6.1.2 Related Written Correspondence Received During the Notice Period

There was no written correspondence on the proposed Bylaw or Development Variance Permit.

6.1.3 Applicant Presentation

The applicant's agent outlined the purpose of the zoning amendment and development variance permit which includes creating an additional housing unit.

6.1.4 Public Input

The Mayor called three times for members of the public to provide public input on the Zoning Amendment Bylaw and the Development Variance Permit.

There was no public input.

The public hearing was closed at 4:34 PM.

6.2 District of Ucluelet Zoning Amendment Bylaw No. 1336, 2024 (Forbes Road Food Bank)

The Mayor opened this public hearing at 4:36 PM.

6.2.1 Proposed Bylaw and Background Information

Staff provided an overview of the Bylaw No. 1336, 2024 in general terms.

6.2.2 Related Correspondence Received During the Notice Period

There was no written correspondence on the proposed Bylaw.

6.2.3 Public Input

The Mayor called three times for members of the public to provide public input on the Zoning Amendment Bylaw.

There was no public input.

This public hearing was closed at 4:39 PM.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. REPORTS

8.1 Fire and Emergency Services 2023 Annual Report *Rick Geddes, Fire Chief*

Chief Geddes presented this information report. The Mayor noted the Fire Department will host a Spout Ball game on March 16th to kickoff the 2024 Whale Festival. Chief Geddes noted that it is the 75th anniversary of the Fire Department.

8.2 Harbour Manager Report - February 15, Update *Kevin Cortes, Harbour Manager*

The Harbour Manager presented this report.

8.3 Whiskey Dock Expansion Project *Kevin Cortes, Harbour Manager & Abby Fortune, Director of Community Services*

Ms. Fortune presented this report. In response to Council questions Ms. Fortune clarified that float planes would be moored at the existing docks at Whiskey Dock, rather than at the proposed expanded dock facility.

2024.2054.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council, acting as the Harbour Authority, approve the Whiskey Dock Expansion project as described in Report No. 24-12 up to a maximum of \$30,000 for 2024.*

CARRIED.

8.4 Small Craft Harbour Head Lease Renewal *Abby Fortune, Director of Community Services*

Ms. Fortune presented this report.

2024.2055.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council, acting as the Harbour Authority, authorize the Corporate Officer to execute the Head Lease as proposed by the Department of Fisheries Small Craft Harbour under Section 4 (2) of the Federal Real*

Property Regulations (SOR/92-502) and acting through the Regional Director of Small Craft Harbours by virtue of a delegation under Section 3 of the Federal Real Property and Federal Immovables Act (S.C.1991, chapter 50) for the term of five years 2022 to 2027 between the District of Ucluelet and Department of Fisheries Small Craft Harbour.

CARRIED.

**8.5 Short-Term Rental Accommodations Act: Opt-in Options
Bruce Greig, Director of Community Planning**

Mr. Greig presented this report.

2024.2056.REGULAR *IT WAS MOVED AND SECONDED:*

1. **THAT** Council not “opt in” to the Provincial principal residence requirement under the Short-Term Rental Accommodations Act for properties operating short-term rental accommodation at this time; and,

2. **THAT** Council direct staff to report back within the next year as greater detail becomes available on how the new legislation and regulations will apply to different classes of accommodation service providers in addition to hotels and motels.

CARRIED.

**8.6 Legislative Changes Related to Public Hearings
Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg presented this report.

2024.2057.REGULAR *IT WAS MOVED AND SECONDED:*

THAT, when public hearings are prohibited under section 464 of the Local Government Act, Council direct Staff to present the draft zoning amendment bylaw for the first time to Council after notice has been given in accordance with section 467 of the Local Government Act.

CARRIED.

9. NOTICE OF MOTION

There were no notices of motion.

9.1 Procedural motion to recess the meeting

2024.2058.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the meeting be recessed for five minutes.

CARRIED.

The meeting was recessed at 6:13 PM and resumed at 6:22 PM.

10. CORRESPONDENCE

**10.1 Redd Fish - Letter of Support Request
Jessica Hutchinson, Redd Fish, Executive Director**

Councillor Maftai left for the remainder of the meeting at 6:13 PM.

2024.2059.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council provide Redd Fish Restoration Society with a letter of support for their Stewardship Centre project.

CARRIED.

**10.2 Letter of Support Request - Ucluelet Racquet Sports Club
Penny Jones, Ucluelet Racquet Sports Club, Board of Directors**

It was noted that the Rec Hall at Sea Plane Base Road is at the end of its useful life and there are plans to demolish and replace it in the next five to seven years.

2024.2060.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council draft a letter of support for the Ucluelet Racquet Sports Club to support their grant application regarding the Sea Plane Base renovation project.

CARRIED.

**10.3 Seniors' Luncheon Invitation
Pat Sieber, Board Chair, Sea View Seniors' Housing Society -
Forest Glen**

**10.4 Legislative Reform Initiative Update
Vanessa Craig, Chair, Regional District of Nanaimo**

11. INFORMATION ITEMS

**11.1 Harbour Authority Resolution Tracker - February 15, 2024
Abby Fortune, Director of Community Services**

**11.2 Monthly RCMP Policing Report, January 2024, Ucluelet Detachment
"E" Division
Sgt. Marc Jones, Ucluelet Detachment**

**11.3 Request for Illumination of the District Sign in Purple on March
26th, 2024
Deirdre Syms, Executive Director, BC Epilepsy Society**

2024.2061.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the District illuminate the sign at the Junction in purple for World Epilepsy Day on March 26, 2024.

CARRIED.

**11.4 Forest Enhancement Society of BC Funded Projects
Steven F. Kozuki, Executive Director, Forest Enhancement Society
of BC**

11.5 Consultation on 2024 Marine Finfish Licence Reissuance and

Conditions

Aquaculture Management Division, Fisheries and Oceans Canada

11.6 Alberni-Clayoquot Regional District Launches FireSmart Home Partnership Program

Heather Thomson, ACRD Communications Coordinator

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson

Deputy Mayor, April 1 - June 30

Councillor Anderson attended the Local Government Leadership Association (LGLA) Conference from January 31 to February 2. He noted discussions related to legislative changes including Development Cost Charges, Amenity Cost Charges and requirements to pre-zone areas for residential development.

12.2 Councillor Jennifer Hoar

Deputy Mayor, January 1 - March 31

Councillor Hoar attended the LGLA conference from January 31 to February 2. She noted interesting workshops and discussion related to housing. Specifically, a presentation by the Natural Asset Initiative which provides assistance with natural asset assessments.

On February 8, Councillor Hoar attended the District of Ucluelet Committee of the Whole meeting where grant in aid and in-kind applicants presented their applications for funding or in-kind support.

On February 11, Councillor Hoar attended the 2024 Vancouver Island Regional Library (VIRL) Annual General Meeting. VIRL reported that 38% of interactions are now virtual, and only 37% of population within the VIRL service area hold library cards. Councillor Hoar noted the useful e-resources available through the VIRL.

On February 14, Councillor Hoar attended the Ground Fish Trawl Advisory Committee meeting where the enhanced monitoring program for the salmon bycatch in the hake fishery was discussed.

12.3 Councillor Ian Kennington

Deputy Mayor, July 1 - September 30

Councillor Kennington attended the LGLA conference January 31 to February 2. He noted a housing legislation workshop which included discussion on pre-zoning to meet the next twenty years of housing demands. He also noted helpful conversation related to Development Cost Charges and Amenity Cost Charges.

12.4 Councillor Mark Maffei
Deputy Mayor, October 1 - December 31

12.5 Mayor Marilyn McEwen

On January 24, Mayor McEwen attended the Alberni-Clayoquot Regional District (ACRD) Committee of the Whole meeting where 19 proposed initiative cases were presented for consideration during the budget process.

On January 24, the Mayor also attended the ACRD Board of Directors meeting. She noted the West Coast Landfill compost cover building contract was awarded, and a resolution that will be forwarded to the Association of Vancouver Island Coastal Communities to request the Ministry of Transportation work with communities with only one access road to assess alternate routes through forestry roads.

On January 25, the Mayor attended the Minato Bay Open House at the Ucluelet Community Centre and on January 26, the Mayor attended an Island Health update where local health statistics were presented.

Mayor McEwen attended the LGLA conference from January 31 to February 2. The Mayor noted a workshop on the provincial housing bills that were introduced in Fall 2023, a presentation on the August wildfire in West Kelowna, and the Natural Asset Infrastructure program.

On February 7, the Mayor attended the ACRD Committee of the Whole meeting for grant in-aid requests. There were 43 requests.

On February 8, the Mayor attended the District of Ucluelet Committee of the Whole where grant in aid and in-kind requests were presented.

On February 9, the Mayor attended the ACRD Transportation Committee Meeting. She noted the ACRD is committing \$70,000 towards a consulting firm to analyze studies which have been completed on alternate access routes to the communities.

On February 14, the Mayor attended the ACRD Committee of the Whole Meeting, where departments presented their budgets. The Mayor also attended the ACRD board meeting, where VIRL presented their budget. VIRL's budget has increased by 15% since last year.

13. QUESTION PERIOD

There were no questions.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2024.2062.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the meeting be closed to the public pursuant to the following sections of the Community Charter:

- 90(1)(c) labour relations or other employee relations;
- 90(1)(g) litigation or potential litigation affecting the municipality; and,
- 90(1)(i) 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 6:55 PM and returned to open session at 8:23 PM.

15. ADJOURNMENT

The meeting was adjourned at 8:23 PM.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor

Certified Fair and Accurate, Joseph Rotenberg, Manager of Corporate Services

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Monday, February 26, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftai
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Rick Geddes, Fire Chief
 Joseph Rotenberg, Manager of Corporate Services

Regrets:

1. CALL TO ORDER

The Special Council Meeting was called to order at 4:00 PM.

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

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2. LATE ITEMS

2.1 Approval of the Agenda

There were no late items.

2024.2027.SPECIAL *IT WAS MOVED AND SECONDED*

THAT the February 26, 2024, Special Council Meeting Agenda be adopted as presented.

CARRIED.

3. REPORTS

3.1 2024 - 2028 Draft Five Year Financial Plan (Verbal Report With Accompanying Presentation)

Duane Lawrence, Chief Administrative Officer and Chief Financial Officer

Mr. Lawrence outlined the proposed 2024 District of Ucluelet Budget, the District's current and anticipated debt load, average changes to local property assessments, and proposed tax rates for communities on the Island as well as other Resort Municipalities.

Staff presented two taxation scenarios for Council's consideration. The first scenario included an:

- increased requisition of \$477,850 for the District's operating budget;
- increased requisition of \$150,000 for the District's Water Filtration Project;
- increased requisition of \$150,000 to fund capital investments (such as replacement or repair of roads, water, sanitary, sewer and equipment);
- estimated tax increase of 8.63% for residential classified properties; and
- estimated tax increase of 7.04% for business classified properties.

The second scenario presented by Staff included an:

- increased requisition of \$477,850 for the District's operating budget;
- increased requisition of \$250,000 for the District's Water Filtration Project;
- increased requisition of \$250,000 to fund capital investments (such as replacement or repair of roads, water, sanitary, sewer and equipment);
- estimated tax increase of 10.784% for residential classified properties; and
- estimated tax increase of 8.229% for business classified properties.

Council discussed the scenarios presented by Staff and requested that Staff seek public input on the following two scenarios:

- Scenario 3:
 - an increased requisition of \$477,850 for the District's operating budget;
 - an increased requisition of \$750,000 to fund the Water Filtration Project and capital investments;
 - estimated tax increase of 13.17% for residential classified properties; and
 - estimated tax increase of 9.59% for business classified properties.
- Scenario 4:
 - an increased requisition of \$477,850 for the District's

- operating budget;
- an increased requisition of \$1,000,000 to fund the Water Filtration Project and capital investments;
- estimated tax increase of 15.37% for residential classified properties; and,
- estimated tax increase of 10.83% for business classified properties.

4. ADJOURNMENT

4.1 Motion to Adjourn

2024.2028.SPECIAL *IT WAS MOVED AND SECONDED*

THAT the February 26, 2024 Special Council meeting be adjourned.

CARRIED.

The meeting was adjourned at 6:30 PM.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, February 27, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Joseph Rotenberg, Manager of Corporate Services

Regrets:

1. CALL TO ORDER

The February 27, 2024, Regular Council Meeting was called to order at 4:00 PM.

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 February 27, 2024, Regular Meeting Agenda

2024.2063.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council adopt the February 27, 2024, Regular Meeting Agenda as presented.

CARRIED.

4. UNFINISHED BUSINESS

There was no unfinished business.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Sergeant Marc Jones, Ucluelet RCMP Detachment Re: Quarterly Policing Report and Policing Priorities

Sergeant Jones noted that the 2023 policing priority was speed enforcement and requested direction from Council on 2024 local policing priorities. The Sergeant further noted:

- impaired driving is a national policing priority;
- the detachment is seeking individuals to fill paid jail guard positions and a volunteer position related to speed enforcement issues;
- the detachment has applied for two additional police officers; and
- the Auxiliary Policing Program will commence in April.

Council members noted issues with speed enforcement in the school and playground zones.

6. BYLAWS

6.1 Rezoning and OCP Amendment for 1061 Helen Road John Towgood, Municipal Planner

Bruce Greig, Director of Community Planning, clarified that the subject application is for a six unit multi-family development in five buildings not the 11 units presented in the initial application package.

The applicant was invited to present. The applicant did not present.

- 2024.2064.REGULAR *IT WAS MOVED AND SECONDED:
THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1337, 2024, be introduced and be given first and second reading.*
CARRIED.
- 2024.2065.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council considers the District of Ucluelet Official Community Plan Amendment Bylaw No. 1337, 2024, in conjunction with the District of Ucluelet 2023 – 2027 Financial Plan Bylaw No. 1329, 2023 and the Alberni-Clayoquot Regional District Waste Management Plan.*
CARRIED.
- 2024.2066.REGULAR *IT WAS MOVED AND SECONDED:
THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1337, 2024, be referred to the Yuulu?i?ath Government and that, given the narrow focus of Bylaw No. 1337, 2024, Council is satisfied that no further consultation is required with other persons, organizations, and authorities identified in sections 475(2)(a) and (b) of the Local Government Act.*
CARRIED.

2024.2067.REGULAR *IT WAS MOVED AND SECONDED:
THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1337, 2024, be referred to a public hearing.*
 CARRIED.

2024.2068.REGULAR *IT WAS MOVED AND SECONDED:
THAT District of Ucluelet Zoning Amendment Bylaw No. 1322, 2024 be introduced, given first and second reading, and advanced to a public hearing.*
 CARRIED.

2024.2069.REGULAR *IT WAS MOVED AND SECONDED:
THAT District of Ucluelet Tsunami Risk Tolerance Interim Policy 8-5280-2, which supersedes District of Ucluelet Tsunami Risk Tolerance Interim Policy 8-5280-1, be adopted.*
 CARRIED.

**6.2 Zoning Amendment and DVP for Part of 256 Matterson Drive
 Bruce Greig, Director of Community Planning**

2024.2070.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023.*
 CARRIED.

2024.2071.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023.*
 CARRIED.

2024.2072.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Director of Community Planning to execute and issue Development Variance Permit 23-12.*
 CARRIED.

7. NOTICE OF MOTION

There were no notices of motion.

8. CORRESPONDENCE

**8.1 Concern Regarding High-Density Development at Lot 543
 Leanne Pelosi and Jeff Keenan**

**8.2 Ucluelet Chamber of Commerce Economic Development
 Committee
 Graham Aspinal, President, and Josh Jenkins, Executive Director,
 Ucluelet Chamber of Commerce**

2024.2073.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council appoint Councillor Anderson and Councillor Kennington to*

represent the District of Ucluelet on the Ucluelet Chamber of Commerce Economic Development Committee until December 31, 2024.

CARRIED.

**8.3 Ucluelet Skatepark Committee Letter of Support Request
Rylie Noyes, On Behalf of the Ucluelet Skatepark Committee**

Councillor Hoar recused herself due to a conflict of interest and left the meeting at 4:44 PM.

2024.2074.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council authorize the issuance a letter of support for the Ucluelet Skatepark Committee's grant application to the Co-op Community Spaces for funding for phase one of the Committee's skatepark upgrades project and agree to receive the grant funds and issue a charitable tax fund to the Co-op.

CARRIED.

**8.4 Association of Vancouver Island and Coastal Communities (AVICC)
AGM and Convention, Victoria, BC
Leah Hollins, Board Chair, Island Health**

Councillor Hoar returned to the meeting at 4:47 PM after item 8.3 was dealt with.

Council requested that Staff request a meeting with Island Health on April 12th at 10:30 AM to discuss the new medical centre slated for construction in Ucluelet, staffing at this centre, and issues with aging in place in rural communities like Ucluelet. Mayor McEwen, Councillor Anderson and Councillor Maftei plan to attend this meeting.

**8.5 Vital Conversation on Coastal Safety, Prevention and Regional
Coordination-Reminder
Brooke Wood, Manager of Community Initiatives, Clayoquot
Biosphere Trust**

2024.2075.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Mayor McEwen and Councillor Anderson represent the District of Ucluelet at the Pacific Rim Region Coastal Safety Coordination Meeting on March 4, 2024.

CARRIED.

9. INFORMATION ITEMS

**9.1 AVICC Resolution Submissions
Sharie Minion, Mayor, City of Port Alberni**

**9.2 Bulletin 24-01: Promoting Cannabis-friendly Spaces and
Consuming Cannabis on Public Patios
Cannabis Policy and Communications, Liquor and Cannabis**

Regulation Branch

9.3 New Wood Smoke Reduction Program Announcement
Heather Thomson, Communications Coordinator, ACRD

10. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

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

Councillor Anderson attended an Alberni Clayoquot Health Network Table of Partners meeting. The Network's mission statement and vision were reviewed, and information about the Youth Futures Program and the West Coast Regional Transit Program were provided.

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

Councillor Hoar attended the budget Special Council Meeting on February 26th.

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

10.4 Councillor Mark Maffei
Deputy Mayor, October 1 - December 31, 2023

Councillor Maffei attended an event hosted by Clayoquot Action where the movie Salmon Secrets which is about salmon farming, was shown.

10.5 Mayor Marilyn McEwen

The Mayor noted Pink Shirt Day is on February 20th. Pink Shirt Day raises awareness about bullying and fundraises for fostering youth self esteem.

On February 21st the Mayor:

- attended the Westcoast Committee Meeting where the Board voted in favour of increasing tipping fees and discussed options for creating a reuse it area where construction waste can be redistributed. The Board also voted in favour of increasing the budget for Pacific Rim WildSaf BC. This will allow WildSafeBC to move from having a part time coordinator to a fulltime coordinator;
- met with Sergeant Jones to discuss local policing issues; and
- attended the 100 Women Who Care event where Pacific Rim Hospice Society was awarded \$12,800.

On February 26th, the Mayor attended the Special Council meeting where budget issues were considered.

On February 28th the Mayor will attend the Seniors Lunch where the Seniors Advocate will address attendees.

11. QUESTION PERIOD

11.1 Resident Concerns Related to Parking Enforcement and Accessibility

A resident outlined concerns related to parking enforcement in and around their home as well as accessibility concerns related to the residential waste bins and the location of the designated accessible parking spot near the District Office.

Council noted the Accessibility Committee is developing a plan which will be subject to public input.

12. CLOSED SESSION

12.1 Procedural Motion to Move In-Camera

2024.2076.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the February 27, 2024 Regular Council Meeting be closed to the public pursuant to the following sections of the Community Charter:

- *90(1)(c) labour relations or other employee relations;*
- *90(1)(g) litigation or potential litigation affecting the municipality;*
- *90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- *90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting; and,*
- *90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED.

The meeting was closed to the public at 5:11 PM.

13. ADJOURNMENT

13.1 Motion to Adjourn

The meeting returned to open session at 8:40 PM.

2024.2077.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the February 27, 2024, Regular Council meeting be adjourned.

CARRIED.

The meeting was adjourned at 8:40 PM.

CERTIFIED CORRECT:

Marilyn McEwen, Mayor

Duane Lawrence, Corporate Officer



DISTRICT OF UCLUELET Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 12:00 p.m. five clear days before a Council Meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

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

Please arrive 10 minutes early and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor McEwen.

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

Requested Council Meeting Date: March 12, 2024
Organization Name: MacDonald Gray Consultants / dHK architects & Property Owners
Name of person(s) to make presentation: Nigel Gray, Paul Koopman
Topic: Lot 1 - District Lot 1 / Land Use Discussion - Vision for the Property

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

Please describe:

After initial discussions with District Planning Staff, the property owners would like to present their vision for the property to Council ahead of making a formal Development Application.

Contact person (if different from above): Nigel Gray
Telephone Number and Email: [REDACTED]

Will you be providing supporting documentation? Yes No
If yes, what are you providing? Handout(s)
 PowerPoint Presentation

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

The personal information you provide on this form is collected under s. 26(c) of the FOIPPA and will be used for the purpose of processing your application to appear as a delegation before the District of Ucluelet Council. The application will form part of the meeting's agenda and will be published on the website. Your personal telephone number and e-mail address will not be released except in accordance with the Freedom of Information and Protection of Privacy Act. Questions about the collection of your personal information may be referred to the Manager of Corporate Services 200 Main Street, PO Box 999, Ucluelet BC, V0R 3A0 or by telephone at 250-726-7744.



REPORT TO COUNCIL

Council Meeting: March 12, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, MUNICIPAL PLANNER

FILE No: 3360-20 RZ23-04

SUBJECT: ZONING AMENDMENT FOR 1626 LARCH ROAD

REPORT No: 24-19

ATTACHMENT(s): APPENDIX A - APPLICATION

APPENDIX B – UCLUELET ZONING AMENDMENT BYLAW No. 1332, 2024

RECOMMENDATION(S):

1. **THAT** Council give first, second, and third reading of the Ucluelet Zoning Amendment Bylaw No. 1332, 2024.
2. **THAT** Council adopt Ucluelet Zoning Amendment Bylaw No. 1332, 2024.

BACKGROUND:

An application was received to amend the *District of Ucluelet Zoning Bylaw 1160, 2013*, as amended (the “**Zoning Bylaw**”) to facilitate a renovation of a home to accommodate the applicants’ family needs and to build a secondary suite for long-term housing unit at 1626 Larch Road (Lot 18, Plan VIP30931, District Lot 282, Clayoquot Land District) (the “**Subject Property**”).



Figure 1- Subject Property

DISCUSSION:

The subject property is designated R-1 Single-Family Residential (**R-1**), with neighbouring properties largely consisting of single-family dwellings with some duplex/multi-family properties located in the general area. The maximum allowable Floor Area Ratio (**FAR**) and Lot Coverage (**LC**) in the R-1 zone is 35% of the lot area. The applicant is proposing a renovation and addition to their existing single-family dwelling. Their plans include converting the existing attached garage into bedroom space and building an addition on the North and the West side of the property to create a ground floor-garage with a 687sqft Secondary Suite above. The purpose of their development would be to accommodate their family better, and to provide an aging-in-place housing suite option for the applicant's father at some point in the future. While the proposed changes would result in a higher FAR and LC than immediately adjacent properties, the increase is moderate at 0.07 FAR and 9% LC.

This proposal represents the creation of an additional infill housing unit that is within walking distance from the school and Ucluelet commercial core. This type of housing is supported by the following *Official Community Plan* policies:

Policy 2.16 *Support infill development near the Village Square to create a complete and compact core that is walkable, vibrant and attractive as a place to live, work and play without the need for a car.*

Policy 3.131 G. *explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)*

POLICY OR LEGISLATIVE IMPACTS:

This application is consistent with the Official Community Plan and would amend the Zoning Bylaw if adopted. A special note should be given to the recent adoption of [Bill 44 Housing Statutes \(Residential Development\) Amendment Act, 2023](#), Bill 44 having been given Royal Assent must now be followed. Specific to this application is amendment number 5 which amends the Section 464 of the Local Government Act (**LGA**) by adding the following subsection:

- (3) *A local government must not hold a public hearing on a proposed zoning bylaw if*
- a) an official community plan is in effect for the area that is the subject of the zoning bylaw,*
 - b) the bylaw is consistent with the official community plan,*
 - c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and*
 - d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development.*

As the purpose of Bylaw No.1332 is for a residential development, the District of Ucluelet must not hold a public hearing. Staff have given the required notice of first reading and Council is now in a position to give Zoning Amendment Bylaw No. 1332 up to three readings and its final adoption.

ANALYSIS OF OPTIONS:

A	Give first, second and third readings, and adopt Bylaw No. 1332	<u>Pros</u>	<ul style="list-style-type: none"> • Would allow the applicant to expand their SFD to meet their family needs. • Would result in an additional unit of long-term housing being built.
		<u>Cons</u>	<ul style="list-style-type: none"> • Would result in a slightly larger and taller building than was originally anticipated for the property.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would allow the applicant to build their addition as designed.
B	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> • Unknown
		<u>Cons</u>	<ul style="list-style-type: none"> • Would limit the owner’s ability to utilize the property to meet family needs. • Would not result in an additional long-term housing unit built on site.
		<u>Implications</u>	<ul style="list-style-type: none"> • The applicant would need to revise their project design or abandon the project. .
		<u>Suggested Motion</u>	No motion is required.

NEXT STEPS:

If the bylaw is adopted the applicant could then submit for a building permit.

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

To whom it may concern,

We would like to add a small addition on our home to create a bit more space for our family. (We have two children, one of which is now 14 a teenager and she would tell you as she tells me on a daily basis, she deserves her own room sharing with her younger brother is no longer acceptable). We are asking to bring the front of our house out 6 feet to give more space, and we would like to tun our existing Garage into living space and a second bathroom as I'm sure you could imagine a family of four to share one bathroom can be horrible. We wish to add a garage to the side of our home and make it two story to add long-term Living suite/ In-law suite above the garage. This space would not be used for vacation rental, rather for my father to live in since my mom passed, we would like him to be with us.

Thank you for your consideration

Mills Family

(Shaun, Kellie, Katie and Bentley Mills)

GENERAL NOTES:

ALL DIMENSIONS ARE APPROXIMATE AND ARE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL QUALITY DIMENSIONS, SECS, LOADS, ETC. PRIOR TO ANY CONSTRUCTION. DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND MATERIALS SHOWN ON DRAWINGS BEFORE PROCEEDING. CONTRACTOR SHALL CHECK ALL EXISTING GRACES AND LOCATIONS OF CITY SERVICES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND MATERIALS SHOWN ON DRAWINGS BEFORE PROCEEDING. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND MATERIALS SHOWN ON DRAWINGS BEFORE PROCEEDING. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND MATERIALS SHOWN ON DRAWINGS BEFORE PROCEEDING.

GENERAL EXAMINATION NOTES:

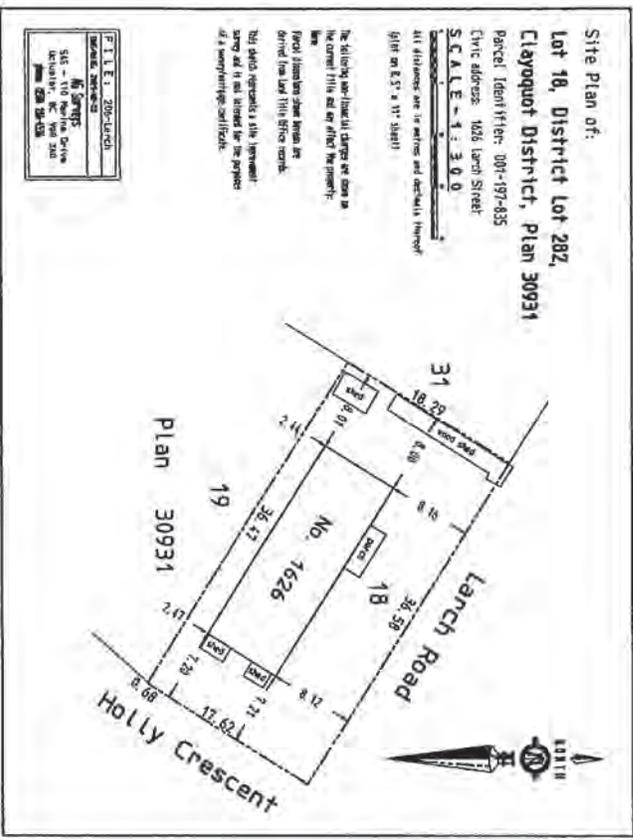
ALL EXISTING FOUNDATION SHALL BE EXAMINED AND FOUNDATION SHALL BE REPAIRED OR REPLACED AS NECESSARY. ALL EXISTING FOUNDATION SHALL BE EXAMINED AND FOUNDATION SHALL BE REPAIRED OR REPLACED AS NECESSARY. ALL EXISTING FOUNDATION SHALL BE EXAMINED AND FOUNDATION SHALL BE REPAIRED OR REPLACED AS NECESSARY. ALL EXISTING FOUNDATION SHALL BE EXAMINED AND FOUNDATION SHALL BE REPAIRED OR REPLACED AS NECESSARY.

TERRAIN AND EXISTING PROTECTIONS:

EXISTING TERRAIN SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE. EXISTING TERRAIN SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE. EXISTING TERRAIN SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE. EXISTING TERRAIN SHALL BE MAINTAINED TO THE MAXIMUM EXTENT POSSIBLE.

MILLS RESIDENCE FOR: REVIEW

UCLUELET, BC V0R 3A0
DATE: JUNE 28th, 2021



BUILDING AND CODE INFORMATION:

CIVIC ADDRESS:	205 LARCH RD, UCLUELET, V0R 3A0
LEGAL DESCRIPTION:	LOT 18, DISTRICT LOT 282, CLAYOQUOT DISTRICT, PLAN 30931
ZONING:	R-1
PROPERTY TOTALS:	
FLOOR AREA COVERAGE:	35%
LOT AREA:	50.0 M ² (112.204 SF)
LOT COVERAGE:	35%
TOTAL FLOOR AREA:	17.5 M ² (37.376 SF)
TOTAL FLOOR AREA RATIO:	35%
PROPOSED RESIDENCE PROPOSED:	20.0 M ² (43.056 SF)
TOTAL FLOOR AREA:	37.5 M ² (80.432 SF)
LOT COVERAGE:	75%
MAXIMUM BUILDING HEIGHT:	3.0 M (9.84 FT)
TOTAL FLOOR AREA RATIO:	75%

INDEX:

PAGE #	CATEGORIES USED	PAGE DESCRIPTION
1-1	TITLE PAGES	TITLE PAGE, SITE PLAN (SECTION)
1-1	FLOOR PLANS	EXISTING SITE PLAN
1-1	ALIAS	PROPOSED SITE PLAN
1-1	ALIAS	PROPOSED FIRST FLOOR, GARAGE
1-1	ALIAS	PROPOSED FIRST FLOOR, SECOND FLOOR, ROOF
1-1	ALIAS	EXISTING ELEVATIONS
1-1	ALIAS	PROPOSED ELEVATIONS
1-1	ALIAS	SECTIONS
1-1	ALIAS	DETAILS
1-1	ALIAS	PERSPECTIVES

REVISIONS:

NO.	DESCRIPTION
1	ISSUED FOR REVIEW



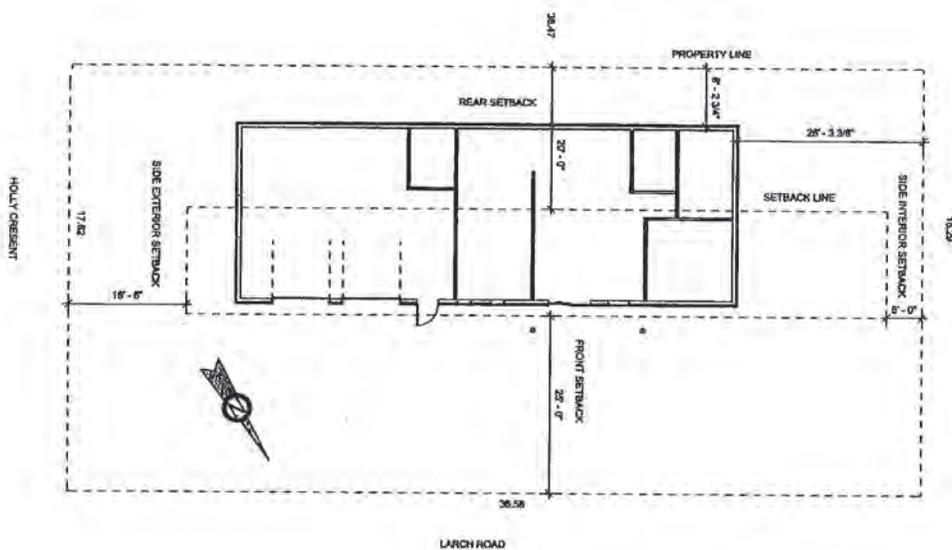
PO BOX 107
TOWN OF UCLUELET, BC V0R 3A0
info@vector.ca
www.vector.ca

MILLS RESIDENCE

1626 LARCH RD, UCLUELET, BC V0R 3A0

Project:	Mills Residence
Drawn by:	John Towgood
Sheet Size:	A1 (841 x 594)
Date:	06-28-2021
Revision:	
Scale:	As Shown
Sheet Title:	Site Plan
File Name:	1626 Larch Plan
Sheet Number:	T 1.01

© Existing Site Plan
08-11-19

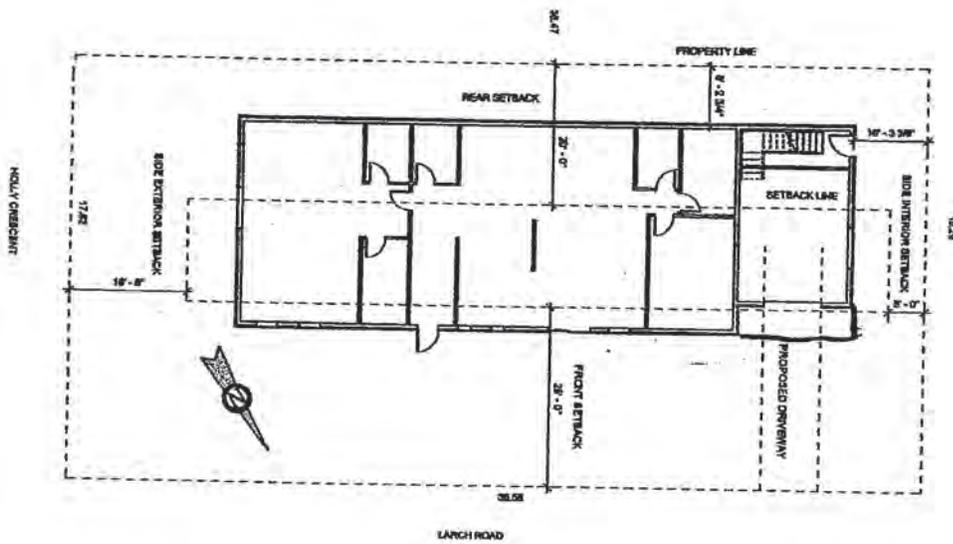


<p>MILLS RESIDENCE</p> <p>1626 LARCH RD, UCLUELET, BC V0R 3A0</p>		<p>Nector design · build · live</p> <p>PO BOX 1067 TORONTO, ON, M6H 2Z2 info@nector.ca www.nector.ca</p>
<p>Project: Mills Residence Drawn By: [Name] Drawn Date: 08-20-2019 Revisions:</p>		
<p>Scale: As Shown</p> <p>Sheet Number: A1.01</p>		

Zoning Amendment for 1626 Larch Road John Towgood, Municipal Planner

34%

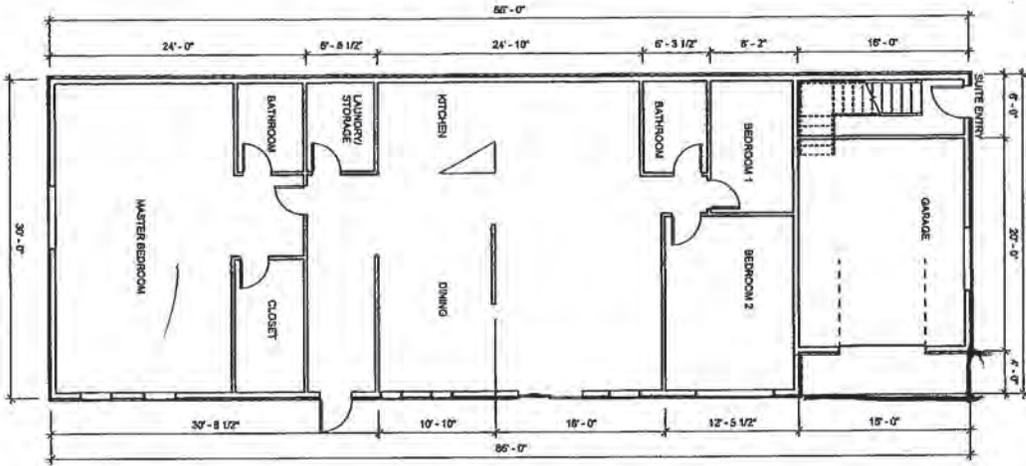
Proposed Site Plan
1/1" = 1/8"



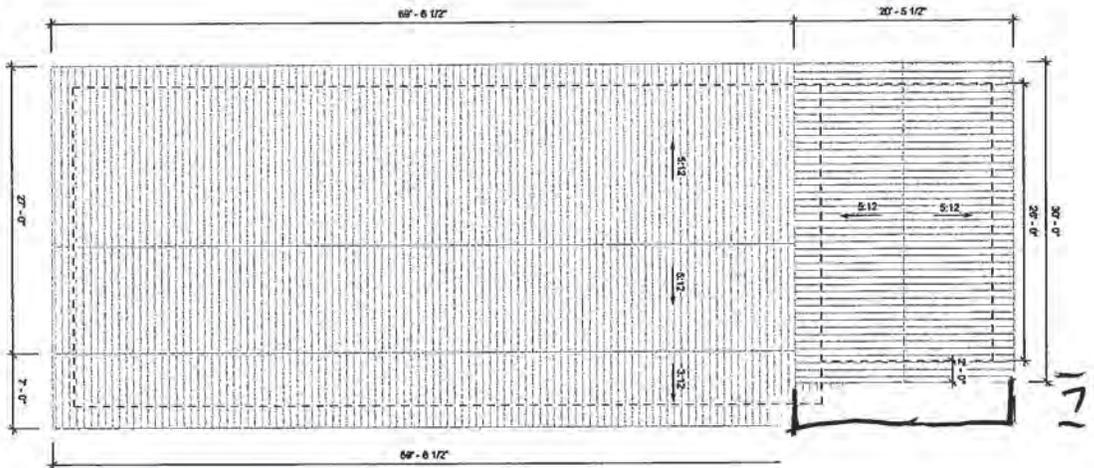
<p>MILLS RESIDENCE 1626 ARCH RD, UCLUELET, BC V0R 3A0</p>		<p>Vector Design - Build - Measure 7090 128th Street, Unit 128 Vancouver, BC V6P 2C9 www.vector.ca</p>
<p>Project: Mills Client: John Towgood Drawn By: [Name] Check: [Name] Date: 04.24.12 Revisions:</p>		
<p>Scale: As Noted Sheet Number: A 1.02</p>	<p>Per: [Name] Drawn: [Name] Proposed Site Plan</p>	

Zoning Amendment for 1626 Larch Road John Towgood, Municipal Planner

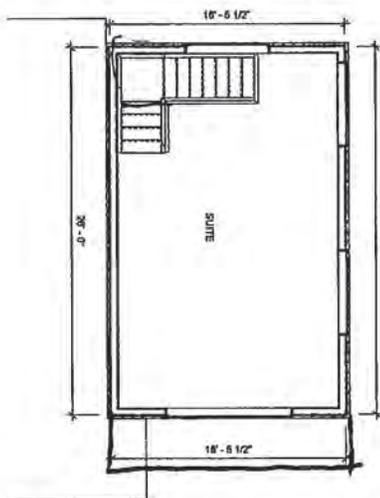
② Proposed First Floor
Site = 1'-0"



① Proposed Second Floor
Site = 1'-0"



② Proposed Second Floor
Site = 1'-0"



- FLOOR PLAN KEY:**
- NOTES A SPOILT LOAD
 - TYPICAL FOUNDATION WALL
 - TYPICAL INSULATED EXTERIOR WALL
 - TYPICAL INTERIOR WALL
 - FIREWALL
 - WINDOW TAG
 - DOOR TAG

ALL EXTERIOR DIMENSIONS TO FACE OF STUD U.O.M.
ALL INTERIOR DIMENSIONS TO FACE OF STUD U.O.M.



PO BOX 1087
TORINO, BC, V0R 2Z0
info@nector.ca
www.nector.ca

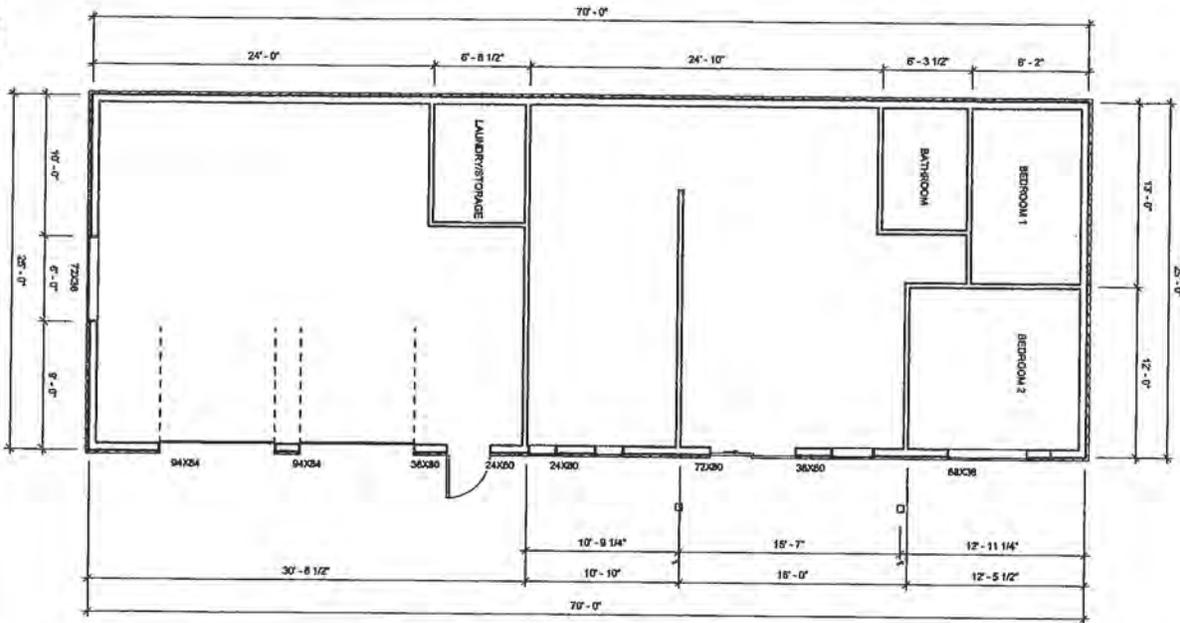
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1626 LARCH RD, UCLUELET, BC V0R 2A0

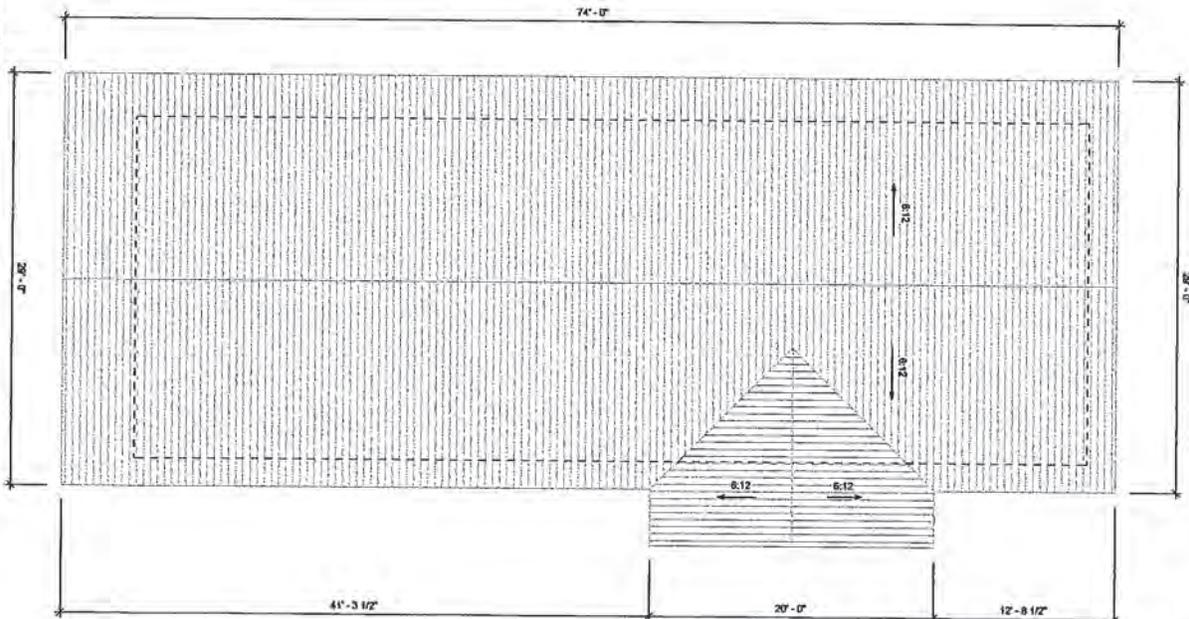
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Drawn By	SLF
Sheet Size	A1.04
Client	1626 LARCH RD
Revision	01/2021
For:	
Sheet Title:	
Proposed Floor:	
Second Floor:	

Scale: As Shown
Sheet Number: A1.04

② Existing First Floor
1/4" = 1'-0"



① Existing Second Floor
1/4" = 1'-0"



- FLOOR PLAN NOTES:
- ALL EXTERIOR DIMENSIONS TO FACE OF STUD U/LAK
 - ALL INTERIOR DIMENSIONS TO FACE OF STUD U/LAK
- NOTES A POINT LOAD
- 1'-2" x 3" TYPICAL FOUNDATION WALL
 - 8" x 8" TYPICAL INSULATED EXTERIOR WALL
 - 8" x 8" TYPICAL INSULATED INTERIOR WALL
 - W/ WINDOW TAG
 - W/ DOOR TAG

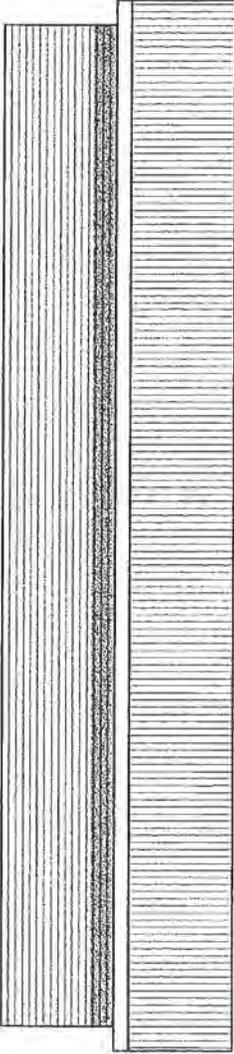


MILLS RESIDENCE											
1626 ARCH RD, UCLUELET, BC V0R 3A0											
Nector design • build • live											
info@nector.ca www.nector.ca											
PO BOX 1847 TOWNSHIP OF UCLUELET BC V0R 3A0											
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Drawn By	3/1/17										
Sheet Size	A1.03										
Date	04-24-2017										
Revision:											
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For	Residential										
Sheet Title	Existing First Floor										
Scale	As Noted										

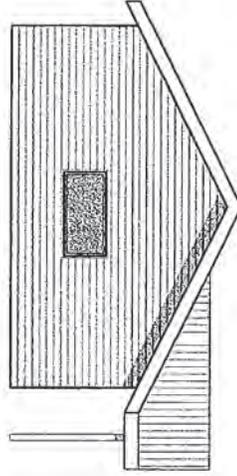
Existing

Existing Dimensions
1/8" = 1'-0"

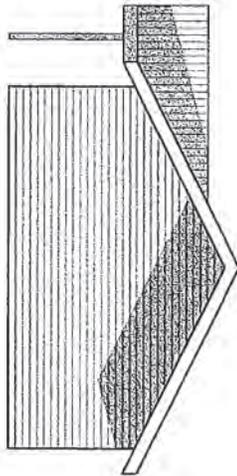
REAR



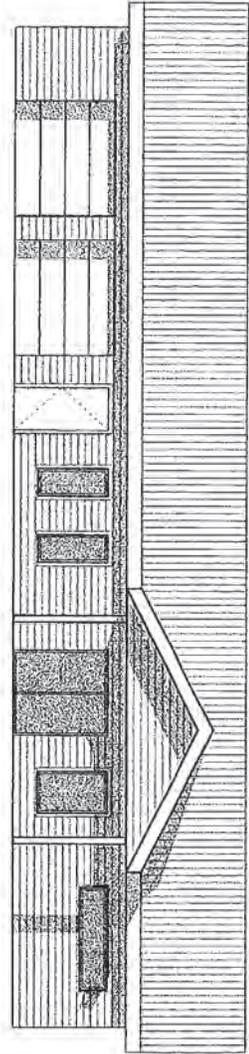
LEFT



RIGHT



FRONT



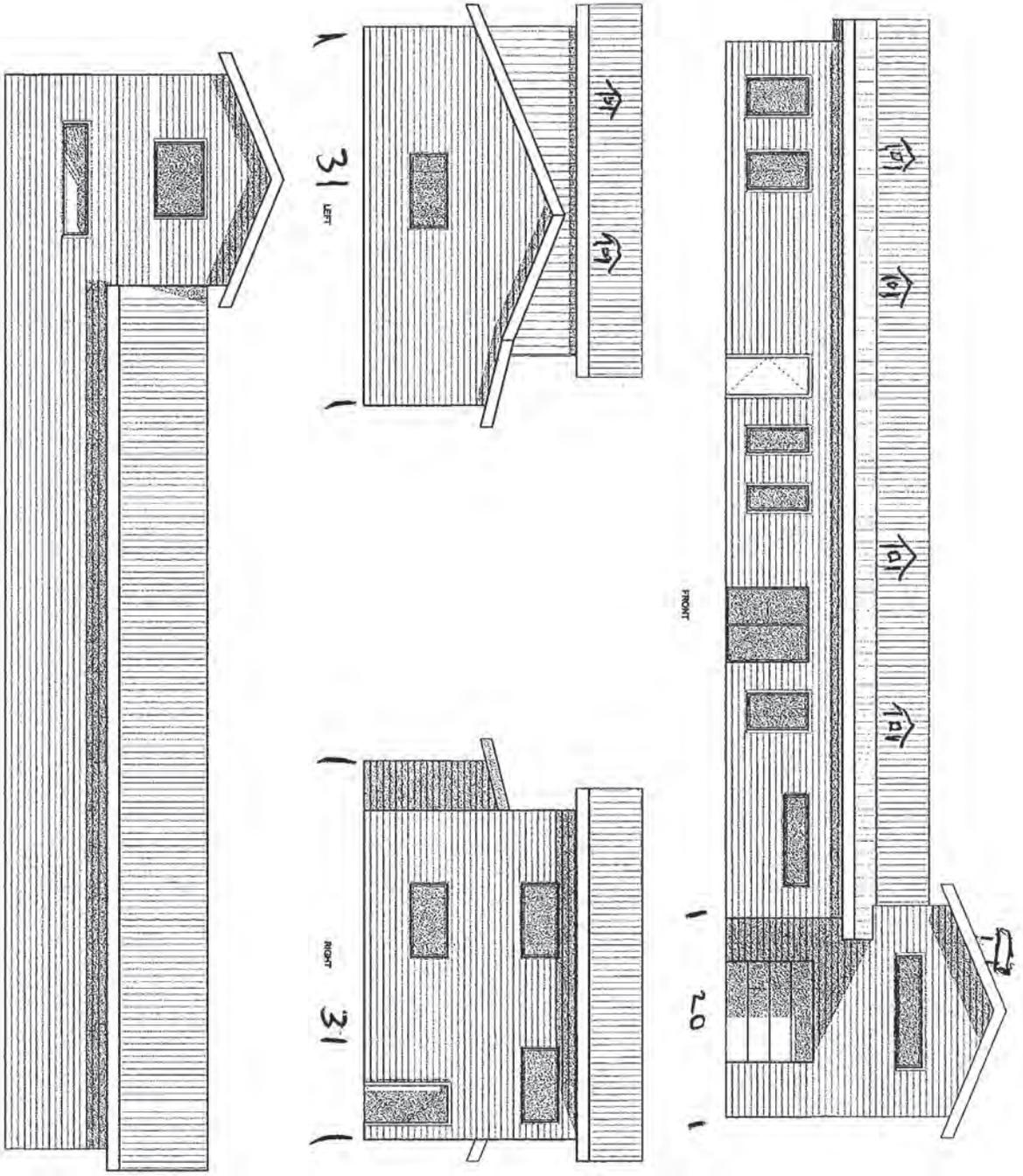
<p>MILLS RESIDENCE 1626 ARCH RD, UCLUELET, BC V0R 3A0</p>	
<p>Project: Mills Residence Client: John Towgood Design By: [Blank] Street Size: [Blank] Date: 06-24-17 Revisions: [Blank]</p>	<p>Scale: As Shown Sheet Title: [Blank] Drawing Elevation: [Blank]</p>
<p>Sheet Number: A.2.011</p>	<p>Scale: As Shown</p>



 PO BOX 487
 TOWOOD BC V0R 3A0
 info@nectardesign.ca
 www.nectardesign.ca

Approved Dimensions
1/2" = 1'-0"

This is showing what we would like to do. Add a garage 20' x 31' on side of our house with a second story for a apartment to be added. we would also like to add 6' to the front of our house



SCALE

1626 LARCH RD		UCLUELET, BC V8R 3A0
Project Details		
Project Name	1626 LARCH RD	<p>PO BOX 1087 TOWN OF UCLUELET, BC V8R 3A0 info@nector.ca www.nector.ca</p>
Drawn By	B.F.	
Sheet Size	A2	
Date	08-20-2017	
Revised:		
File Name		
Sheet Title		
Project Description		
Scale	As Shown	
Sheet Number	A2.02	

DISTRICT OF UCLUELET**Zoning Amendment Bylaw No. 1332, 2024**

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".
(1626 Larch Road)

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, is hereby further amended by:

- A. adding the following subsection (2) to section R-1.7 in alphanumerical order, as follows:

"R-1.7.2 Notwithstanding other regulations in this bylaw, on the lands legally described as Lot 18, Plan VIP30931, District Lot 282, Clayoquot Land District, PID 001197835 (1626 Larch Road) the following regulations apply:

- 1) Maximum allowable Floor Area Ratio: 0.42
- 2) Maximum allowable Lot Coverage: 44%

2. Citation:

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1332, 2024".



STAFF REPORT TO COUNCIL

Council Meeting: March 12, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF COMMUNITY SERVICES

FILE NO: 1880-20

SUBJECT: 2024 GRANTS IN AID AND IN-KIND CONTRIBUTIONS AWARD

REPORT NO: 24-21

ATTACHMENT(S): APPENDIX A – GRANTS IN AID & IN-KIND CONTRIBUTIONS POLICY 5-1805-2
 APPENDIX B – SCHEDULE OF 2024 GRANTS IN AID AND COUNCIL CONTRIBUTION REQUESTS
 APPENDIX C - Grant in Aid and In-Kind Contributions Applications

RECOMMENDATION(S):

THAT Council approve the Grants in Aid and In-Kind contributions for 2024 as presented in Appendix B, “Schedule of 2024 Grants in Aid and Council Contribution Requests” attached to staff report No. 24-21.

BACKGROUND:

The District of Ucluelet provides Grants in Aid to assist community groups, not-for-profit societies, and organizations with specific projects. Council also provides In-Kind Contributions towards rentals and leases of facilities owned/operated by the District. Grants and In-Kind Contributions are considered on a year-to-year basis.

Applicants must meet the following eligibility requirements for Grants in Aid and In-Kind Contributions:

- a) Not-for-profit community organizations operating within the District of Ucluelet, or which provide a social service to Ucluelet residents. Preference will be given to organizations based in Ucluelet or those that provide a social service to Ucluelet residents and where there is no overlapping service already existing;
- b) The signature on the application must be an authorized signatory and representative of the organization;
- c) Project must be completed within 12 months of receipt of the grant;
- d) It should be a goal of each organization to reduce the amount of financial support requested from the District of Ucluelet in each subsequent fiscal year.

The following types of proposals are ineligible and will not be considered by Council:

- a) Proposals requesting funding for sports organizations for competition/travel expense;
- b) Monies to subsidize a commercial organization;
- c) Projects that duplicate projects, programs, services, or events already provided within the District of Ucluelet;
- d) Assistance for the payment of property taxes or various programs or services legislated by other levels of government;
- e) Proposals for support of research activities, staff training or professional activities;
- f) Proposals from individuals;

- g) Proposals from groups that did not submit the required final report from grants received in previous years.

The requests for funds from Grants in Aid and Council In-Kind Contributions are attached as Appendix B. Applicants were invited to present their requests at a Committee of the Whole meeting on February 8, 2024. Council members individually considered all of the requests and provided staff with individual allocations of the available funds. These allocations were combined and then averaged to provide the total suggested allocations as presented in Appendix B.

ANALYSIS OF OPTIONS

Staff are recommending the approval of Grants in Aid to a maximum combined total of \$21,647 and In-Kind Contributions to a maximum combined total of \$45,910 based on the evaluation criteria in the policy, and the amount approved by Council in the 5-year financial plan.

The combined value of 2024 grant in aid requests totaled \$34,300; however, the current annual budget is only \$21,647, which is a difference of \$12,653.

Under the Grants in Aid Policy the Ucluelet Sports Racquet Club request is ineligible as the District of Ucluelet Recreation Department now runs the annual Pickleball Tournament. Therefore, ineligibility section c) would apply. “Projects that duplicate projects, programs, services, or events already provided within the District of Ucluelet.” Therefore, the grant requests total \$30,800, which is a difference of \$9,153.

The combined value of 2024 In-Kind contribution requests totaled \$45,910, which is below the current annual budget of \$47,500.

A	Approval of Grants in Aid and In-Kind contributions to the maximum budgeted amount.	<u>Pros</u>	<ul style="list-style-type: none"> No new taxes are required if approvals remain within the budgeted amount. Provides support to local non-profit organizations. Increases the number of services and events hosted in Ucluelet by non-profit organizations
		<u>Cons</u>	<ul style="list-style-type: none"> Some societies may not receive the funding hoped for. Some organizations may be required to seek additional funding from alternate sources. In-kind contributions of District spaces reduce rentable space availability and increases the reliance on subsidization.
		<u>Implications</u>	<ul style="list-style-type: none"> Rental revenues are reduced by the value of the in-kind contributions.
B	Approval of Grants in Aid and In-Kind contributions in an amount determined by Council.	<u>Pros</u>	<ul style="list-style-type: none"> Council funds all the programs they wish. Organizations would not be required to seek additional funding to support their initiatives.
		<u>Cons</u>	<ul style="list-style-type: none"> Increased taxes or alternative funds would need to be added to the 2024 financial plan.
		<u>Implications</u>	<ul style="list-style-type: none"> The five-year financial plan will need to be updated prior to the first reading of the bylaw. Rental revenues are reduced by the value of the in-kind contributions.

	<u>Suggested Motion</u>	<p>THAT Council amend Appendix B, “Schedule of 2024 Grants in Aid and Council Contribution Requests” attached to staff report No. 24-21, as follows:</p> <p style="margin-left: 40px;">a. _____;</p> <p style="margin-left: 40px;">b. _____;</p> <p style="margin-left: 40px;">c. _____.</p> <p>THAT Council approve the Grants in Aid and In-Kind contributions for 2024 as presented in Appendix B, “Schedule of 2024 Grants in Aid and Council Contribution Requests” attached to staff report No. 24-21, as amended.</p> <p>THAT Council direct staff to amend the draft Five Year Financial Plan by increasing the property tax requisition by an amount equal to the increase in grant in aid contributions as approved in the Schedule of 2024 Grants in Aid and Council Contribution Requests.</p>
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NEXT STEPS:

- Grant in aid payments will be made by March 31 each year.
- In-kind contributions will be communicated to the appropriate department.

Respectfully submitted: ABBY FORTUNE, DIRECTOR OF COMMUNITY SERVICES



POLICY NUMBER: 5-1850-2

REFERENCE:

Grants In Aid & In-Kind Contributions

ADOPTED BY:

Council
 November 12, 2019

AMENDED DATE:

N/A

SUPERSEDES:**5-1850-1****DEPARTMENT:**

Finance

EFFECTIVE DATE:

November 12, 2019

Policy Statement:

Page 1 of 3

The District of Ucluelet provides grants in aid to financially assist community groups, not-for-profit societies and organizations for a specific project. Council also provides in kind contributions towards rentals and leases of facilities owned/operated by the District. It is recognized these organizations are valuable in helping the District provide a community focus. Funding decisions will be made on a year to year basis and continuing support should not be anticipated.

1. Criteria:

Criteria for evaluating proposals for grants in aid and in-kind contributions will be as follows:

- a) Not-for-profit community organizations operating within the District of Ucluelet or which provide a social service to Ucluelet residents.
- b) It should be a goal of each organization to reduce the amount of financial support requested from the District of Ucluelet in each subsequent fiscal year.
- c) The signature on the application must be an authorized signatory and representative of the organization.
- d) Project must be completed within 12 months of receipt of the grant.
- e) Preference will be given to organizations based in Ucluelet or those that provide a social service to Ucluelet residents and where there is no overlapping service already existing.

2. Ineligible Proposals:

The following types of proposals are ineligible to receive grants in aid or in-kind contributions and will not be considered by Council:

- a) Proposals requesting funding for sports organizations for competition/travel expense.
- b) Monies to subsidize a commercial organization.



- c) Projects that duplicate projects, programs, services or events already provided within the District of Ucluelet.
- d) Assistance for the payment of property taxes or various programs or services legislated by other levels of government.
- e) Proposals for support of research activities, staff training or professional activities.
- f) Proposals from individuals.
- g) Proposals from groups that did not submit the required final report from grants received in previous years.

3. Application Procedure:

- a) Application forms are available online at www.ucluelet.ca or by emailing a request to finance@ucluelet.ca. Completed forms and all supporting documentation may be delivered to 200 Main Street, mailed to Box 999 Ucluelet BC, V0R 3A0 or submitted by email to finance@ucluelet.ca.
- b) All applications must be received by December 15 each year.
- c) Each application should include the following details:
 - the nature, goals and objectives;
 - the names of those involved and if applicable a list of the Board of Directors;
 - projected statement of revenue and expenses;
 - additional support the organization currently receives from the District of Ucluelet: permissive tax exemption; in-kind donations; waiving of rental fees; and
 - any additional funding sources;
 - amount of funding requested.

4. Grant & In-Kind Contribution Review Process:

- a) Applications will first be reviewed by the Finance Department to ensure each application is eligible and complete; no application will be considered if it is incomplete or if a previous grant was provided and the conditions of funding specified in this policy or by resolution of Council were not fully satisfied.
- b) Council will meet to review the applications prior to February 28 each year.
- c) At that meeting, applicants will be permitted 5 minutes to make a presentation to Council supporting their application.
- d) At a subsequent meeting, Council will make the final decision on the applications.
- e) The financial plan will be updated to reflect the total amount of grants and in-kind support to be provided by Grants in Aid and Council Contributions.
- f) Grant financial payments will be made prior to March 31 each year.
- g) Any in-kind support contribution will be communicated to the appropriate departments.



The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL

- h) Communication will be sent to all applicants by the Finance department advising them of Council's decision.
- i) A list of grant recipients will be posted in the annual statement of financial position (SOFI).

5. Conditions of Support:

- a) Funding must be used for the purpose requested. Any funds not used for the requested purpose must be returned to the District of Ucluelet.
- b) District of Ucluelet financial support must be acknowledged at the event or in all printed publicity material relating to the funded activity.
- c) A final report must be submitted to Council by February 28 of the following year including a financial summary of the project.

**District of Ucluelet
Council Grants-in-Aid Requests 2024
Working Form**

	2024 Requests	2024 Recommended	2024 Actual	2023 Requests	2023 Actual
Coastal Queer Alliance	5,000	2,500			
Food Bank on the Edge					
Pacific Rim Arts Society	3,000	3,000		2,500	2,125
Pacific Rim Home Development Cooperative	500				
Pacific Rim Hospice Society				4,000	3,625
Pacific Rim Whale festival				1,000	750
Paula Ross Dance Society	2,500	2,250			
Raincoast Education Society	10,000	7,162		10,000	3,800
REDD Fish Restoration Society	2,500	2,087			
Seaview Seniors' Housing Society				3,500	3,375
Strawberry Isle Marine Research Society				2,500	2,056
Surf Rider - Pacific Rim	4,800	3,398		1,000	681
Ucluelet Aquarium Society				6,330	4,313
Ucluelet Dog Park Coalition	2,000	750			
Ucluelet Sports Racquet Club*	(3,500)				
USS \$500 scholarship	500	500		500	500
TOTAL GRANTS REQUESTED/APPROVED	27,300	21,647	-	31,330	21,224
Maximum Approved Grant Budget	21,647	21,647	21,647	21,224	
Over/(Under) Budget	5,653	-	(21,647)	10,106	21,224

* no longer meet criteria

**District of Ucluelet
In-Kind Contributions 2024**

	2024 Requests	2024 Recommended	2024 Actual	2023 Requests	2023 Actual
<u>Facility Fees Waived or (in-kind)</u>					
Food Bank on the Edge	150	150		130	130
Pacific Rim Arts Society	200	200			
Pacific Rim Home Development Cooperative	25				
Pacific Rim Whale Festival Society	570	570		625	625
Sea View Seniors' Housing Society	2,640	2,640			
Pacific Rim Rotary Club	300	300		450	450
Ucluelet & Area Childcare Society	34,605	34,605		34,000	34,000
Ucluelet & Area Historical Society	625	625		735	735
Ucluelet Junior Canadian Rangers	800	800		1,400	1,400
Ucluelet Chamber of Commerce	245	245			
Westcoast Community Resources Society	5,750	5,750		5,750	5,750
TOTALS	45,910	45,885	-	43,090	43,090
Maximum Approved Contributions Budget	47,500	47,500		47,490	47,490
Over/(Under) Budget	(1,590)	(1,615)	-	(4,400)	(4,400)

Appendix C



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet Junior canadian ranger patrol		
Society Registration #:	Contact Person: Bernie Herbert	Contact Person Position: Adult committee Chair
Phone: S. 22(1)	Fax:	E-mail: uclueletjcr@gmail.com
Mailing Address:		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To help guide youth to be healthy active community members	
Organization's Objectives (attach additional information if available): Depending on the needs and interests of the local young people, the specialities of the adult staff and the resources available. In general however, The Junior Canadian Ranger program has three basic "circles " of training. Ranger skills, life skills, and traditional skills.	
Nature of Services Provided by Organization: Our little group has represented at Canada day, remembrance day, helped and gained knowledge at Thornton creek hatchery , did a beach clean up at end of summer at Big Beach, and will be assisting the food bank with holiday hampers. We enjoy helping out where ever we can.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
Our direct group is 15- 20 including adult support. But we are able to assist more groups and concentrate on citizenship skills too.	Our youth and community that we are able to assist are the ones that benefit

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We are requesting continued usage of the UAC Hall for our weekly meetings (We meet monday eves 645pm - 9pm and the continued use of our storage space we use there.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

With out the support from the district for the in kind use of the spaceour group would no longer be able to exist

Grant-In-aid Amount Requested:	\$ 800.00
<i>(not applicable to In-Kind requests)</i>	

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Adult Committee
Date of Application:	Dec 3 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Whale Festival Society		
Society Registration #:	Contact Person: Sarah Watt	Contact Person Position: Festival Coordinator
Phone: S. 22(1)	Fax:	E-mail:
Mailing Address: P.O. Box 955 Ucluelet, BC V0R 3A0. (info@pacificrimwhalefestival.com)		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input checked="" type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: (Marine based) Inspire, educate and entertain during the Spring Break	
Organization's Objectives (attach additional information if available): Entertain and Educate locals and visitors about the return of the Grey whale migration during spring and the wider marine ecosystem. Provide opportunities for businesses to increase return during the off-peak season through Pacific Rim Whale Festival activities. Provide educational opportunities for local youth around the marine environment.	
Nature of Services Provided by Organization: Events: Art workshops Scientific Discussions Children entertainment and education Culinary events Concerts and beach cleans	
How many people do you expect to serve by this Application? 300+	Who are the people to benefit from your activity or functions? Residents of West Coast Vancouver Islands Visitors to the West Coast for Spring Break Local businesses

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Chowder Chowdown - Main Hall in UCC - Saturday 16th March 9am til 3pm. \$300

Meeting Room UCC - 1 meeting per month, Oct through April, 1.5 hours each (AGM 2 hours) \$7 months x \$25, plus \$35 AGM

George Fraser Community Room - 2.5 hours, x 1 during festival (Marc 16-23rd, exact date tbd) \$60

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

Offsetting the costs of venue expenses means we can put these costs towards entertainment fees, travel and accomodation.

The size and facilities of the space requested is very specific to each event and ensures we are able to maximise capacity and fundraising efforts.

Grant-In-aid Amount Requested:	\$	0	\$550.00
<i>(not applicable to In-Kind requests)</i>			

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	
Date of Application:	2023-12-10

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Rotary Club		
Society Registration #:	Contact Person: Mary Brunet	Contact Person Position: Club Secretary
Phone: S. 22(1)	Fax:	E-mail: pacificrimrotary@gmail.co
Mailing Address: S. 22(1)		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: We are a Service club, part of Rotary International	
Organization's Objectives (attach additional information if available): To serve the community in developing projects and events that serve our local community, ie. Disc Golf Course, Pumpkins in the Mist. To promote the ideals of Rotary International in giving humanitarian services, promoting good will and upholding high standards in ethics.	
Nature of Services Provided by Organization: Local service projects include: developing the Disc Golf Course nearing completion, organizing the Chowder Chow Down (part of Whalefest), holding the Pancake Breakfast (part of Ukee Days), organizing Pumpkins in the Mist, Earth Week Community Clean-up, beach cleans, sponsoring the Soapbox Derby We also support other local non-profits ie. the Food Bank	
How many people do you expect to serve by this Application? We have a current membership of 22 and welcome new members and supporters.	Who are the people to benefit from your activity or functions? Residents and visitors to our community benefit from our activities and community events. We also support ANAF and the Food Bank.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We are requesting an in-kind contribution by providing a meeting space for our club at the UCC on the 2nd Wednesday of each month for 2 hours (6-8 pm).

We are also requesting in-kind use of the Main Hall and kitchen on March 16 to host the Chowder Chow Down (part of Whalefest), use of the Main Hall and kitchen to host the Pancake Breakfast (part of Ukee Days) and use of the UCC to sponsor and host Pumpkins in the Mist at the end of October.

Our current Board of Directors are: Kelly Deakin, President; Laurie Gehrke, Treasurer; Mary Brunet, Secretary; Betty Winpenny; Ryan Wackett; Elsie Koulelis

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

A regular meeting space would provide stability for the club. Use of the UCC for our events would assist in supporting these events by eliminating the expense of room rental. Our goal is to utilize 100% of our fundraising efforts to go toward service projects. As a non-profit, this in-kind contribution would be of great assistance in realizing our goal.

Grant-In-aid Amount Requested: | \$
(not applicable to In-Kind requests)

n/a

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Club Secretary
Date of Application:	December 13, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet and Area Childcare Society		
Society Registration #: S0045400	Contact Person: Elyse Goatcher-Bergmann	Contact Person Position: Board Secretary
Phone: S. 22(1)	Fax:	E-mail: uacsboard@gmail.com
Mailing Address: PO S. 22(1) Ucluelet BC V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To provide quality, affordable and accessible childcare to the Ucluelet region.	
Organization's Objectives (attach additional information if available): Our mission is to provide the best care and early learning environment possible to support Ucluelet families, caregivers and the broader community. We aim to provide quality, consistent children's programming through nurturing care, enabling each child to learn and grow at his/her/their own pace. The Society seeks to promote imagination, curiosity, respectful relationships and independence in a play-based environment.	
Nature of Services Provided by Organization: We are a licensed, non-profit daycare offering care for children aged 1-12 in the Ucluelet area. Offerings include: Group Day Care - Ages 3 to 5, maximum 24 children Multi-Age Program - Ages 1-12, maximum 8 children After School Program - Kindergarten to age 12, during school closures, summer and spring breaks.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
Over 80 children per year. Approximately 60 families.	Children, community members and families requiring childcare and afterschool care. We also provide access to developmental resources and connection to other related services.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The in-kind contribution to the Society's rental of the purpose-built daycare space in the Ucluelet Community Centre ensures that the Society can continue to operate at an affordable rate that allows families to access vital childcare services. The Centre also provides stable, living-wage employment for community members, along with professional development and training opportunities.

Our functions are aligned with Council's current Strategic Plan in supporting an affordable, liveable and inclusive community. Our services support the economic and social well-being of Ucluelet, and we look forward to working with the DOU to accomplish our mutual goals.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

If the Society were responsible for paying monthly rent of \$2746.41 + gst (\$34,604.77 per year), the community may lose a vital asset and service. As a non-profit society, we receive the majority of funding through the provincial Child Care Operating Fund, which limits our ability to raise and apply fees to cover costs. Without the in-kind support of the District of Ucluelet, our society may have to decrease staff and/or vital services to the community resulting in increased affordability, livability and social pressures.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ N/A
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	E. Goatcher-Bergmann
Position\Title:	Board Secretary
Date of Application:	December 13, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

RECEIVED
 DEC 1 2 2023
 District of Ucluelet



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Sea View Seniors Housing Society Forest Glen		
Society Registration #: S0042895	Contact Person: Patricia Sieber	Contact Person Position: vice-chair Seaview Senior
Phone: S. 22(1)	Fax:	E-mail: S. 22(1)
Mailing Address: S. 22(1)		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type: <input checked="" type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: Seniors' Housing/Seniors' Advocacy/Active Participation/Social Contact	
Organization's Objectives (attach additional information if available): Seniors Volunteering with Seniors' to support healthy living and socialization on the coast, post- pandemic. To provide a consistent opportunity for seniors to gather and share information about available services and assess needs.	
Nature of Services Provided by Organization: Activities designed to keep Forest Glen Residents connected with the community. Activities to foster the maintenance of social networks with and among seniors, and combat the social isolation that has negative impacts on the quality of life.	
How many people do you expect to serve by this Application? 60 participants at last luncheon pre- COVID. Anticipate building to that level again	Who are the people to benefit from your activity or functions? Seniors of Ucluelet and surrounding communities. Guests often include others who offer services to seniors and need to establish and maintain contact with seniors.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The District of Ucluelet has generously granted us funding for the years of 2022 and 2023. Due to the restrictions on public use of Forest Glen, we have been unable to use these funds. We thank you for allowing us to keep these funds on reserve for anticipated resumption. We are now thinking outside of the box (Forest Glen being the box) and have asked for use of the Community Centre's Main Hall and Kitchen. We hope to hold a luncheon once a month using the main hall of the Community Centre until we are able to once again invite people back to Forest Glen. Therefore, we are requesting an in-kind donation of the main hall and kitchen once a month. At this point in time we do not have a clear idea of how far our reserved funds will go in financing each luncheon. If we do not have to pay for the use of the hall, we may be able to hold 8 or more luncheons.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

If we are not given use of the hall as an in-kind donation, we will hold only as many luncheons as we can afford. If we are unable to continue monthly, we may once again lose the momentum and participation we built up pre-COVID.

Grant-In-aid Amount Requested:	\$
<i>(not applicable to In-Kind requests)</i>	

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Vice-chair Sea View Seniors' Housing Society
Date of Application:	December 12, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: <i>FOOD BANK ON THE EDGE</i>		
Society Registration #: <i>884556911RR0001</i>	Contact Person: <i>CRIS MARTIN</i>	Contact Person Position: <i>PRESIDENT</i>
Phone: <i>250-726-6906</i>	Fax:	E-mail: <i>foodbankedge@gmail.com</i>
Mailing Address: <i>P O Box 1146, UCLUELET, BC V0R 3A0</i>		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:

Health/Social Services
 Tourism/Economic Development
 Youth Services
 Arts & Culture
 Sports & Recreation
 Other: *Community Resource - Food Security*

Purpose of Organization:
to help address food insecurity on the west coast

Organization's Objectives (attach additional information if available):
To provide access to nutritious food; support community food initiatives.

Nature of Services Provided by Organization:
weekly distribution of food hampers to registered clients. share surplus donations with community partners (WCRS Community Lunch; Forest Glen Senior Housing; Ucluelet Day Care)

How many people do you expect to serve by this Application?
approx 160-180/month

Who are the people to benefit from your activity or functions?
Singles, couples + families who reside in West Coast Communities

Aug./Sept./Oct. - we saw over 200 each month!

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We are asking for an in-kind donation of the use of the Seaplane Base Rec Hall for the purposes of organizing & distributing food hampers for the 2024 Christmas Hamper, 2 days in December leading up to Christmas.

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

We aren't requesting any funds.

Grant-In-aid Amount Requested: \$ 0
 (not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	President
Date of Application:	Dec. 12, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet & Area Historical Society		
Society Registration #: S-23893	Contact Person: Barb Gudbranson	Contact Person Position: President
Phone: S. 22(1)	Fax:	E-mail: info@ucluelethistory.ca
Mailing Address: P.O. Box 397, Ucluelet, B. C V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To gather, preserve and protect the history of Ucluelet & surrounding area.	
Organization's Objectives (attach additional information if available): To gather and preserve information, records and objects of educational, historical and cultural value associated with Ucluelet and the surrounding area. To establish and maintain active archives for the purpose of preserving and recording historical information to be used for public exhibit, education and enjoyment.	
Nature of Services Provided by Organization: To gather and archive historical documentation, photographs and artifacts for future educational programs and exhibits. To protect and preserve the history of Ucluelet and the surrounding area. To assist in offering educational opportunities for all community members and visitors to the area.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
This application is an in-kind request, that allows planning meeting that will serve between 150 - 300 people.	Community members, tourists, historian enthusiasts, researchers will all benefit from activities hosted by the Ucluelet & Area Historical Society.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We are requesting an in-kind donation of meeting space and presentation space at the Ucluelet Community Centre with proposed dates of; January 8, February 12, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 21, November 18, December 9.

Presentation dates have not been identified the first one will be in February during Heritage Week

We would also request use of the UAC Hall for the Annual Mother's Day plant sale on May 11, with set up on May 10 evening at 5:00 pm.

The UAHS is also working on a grant application in creation of a local heritage site and would request meeting space weekly, the preferred dates being, January 10, 17, 24, 31, February 7, 14, 21 28 at 5:00 - 6:30 pm.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

It would be most challenging for the UAHS to meet or host their events without the space requested above.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 625.00
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	B.Gudbranson
Position\Title:	President
Date of Application:	December 14, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet Chamber of Commerce		
Society Registration #:	Contact Person: Josh Jenkins	Contact Person Position: Executive Director
Phone: 250-266-5555	Fax:	E-mail: info@uclueletchamber.com
Mailing Address: Box 428, Ucluelet, BC, V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input checked="" type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: Economic Development, business services/advocacy	
Organization's Objectives (attach additional information if available): To be the connecting body between the Ucluelet business/organization community, the municipality and other levels of government and the community as a whole.	
Nature of Services Provided by Organization: Business services, advocacy, events, economic development	
How many people do you expect to serve by this Application? 100-150	Who are the people to benefit from your activity or functions? Business owners, non-profit organizations, the District, the neighbouring Nations, the community as a whole

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Board meetings for the Ucluelet Chamber of Commerce, possibly the AGM.

Jan 17 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Feb 8 - AGM (?) - Activity rooms 1 & 2 - 5pm to 7pm (2 hours) *not confirmed

Feb 21 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Mar 20 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Apr 17 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

May 15 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Jun 19 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Jul 17 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Aug 21 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Sep 18 - Activity room 1 or 2 - 5:30pm to 6:30pm (1 hour)

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

The Ucluelet Chamber of Commerce would not have an appropriate space to utilize for their board of director meetings. This would hinder it's ability to revitalize and grow the board, and the Chamber's ability to function at it's highest level.

Grant-In-aid Amount Requested: | \$
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Executive Director
Date of Application:	Dec. 14, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

RECEIVED NOV 01 2023 District of Ucluelet

Name of Organization: Ucluelet Dog Park Coalition

Society Registration #: *purely volunteers !!* Contact Person: Suzanne Contact Person Position: member

Phone: S. 22(1) Fax: E-mail: S. 22(1)

Mailing Address: S. 22(1)

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:

Health/Social Services Tourism/Economic Development Youth Services

Arts & Culture Sports & Recreation Other:

Purpose of Organization: to service the MANY dogs : owners

Organization's Objectives (attach additional information if available): TO enrich the experience for the dogs and their owners... it's a very busy park year round -provide new equipment

Nature of Services Provided by Organization: maintain, preserve and promote the only dog park on the west coast - very social group -> we love our park!!

How many people do you expect to serve by this Application? many -> lots

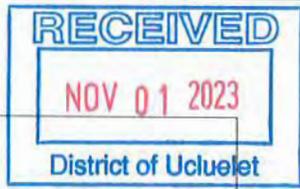
Who are the people to benefit from your activity or functions? - all dog owners and visitors to the west coast

of dog owners drive from Tofino which has no park and new leash restrictions on Tofino beaches... limited options !!

fyi -> there are locals that frequent the park 3 times a day year round

very busy

was featured on the front page of the Westerley last year



Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The Ucluelet Dog Park is the busiest, year round park in Ucluelet... it's free, all ages are welcome and it's an undeniable social hub for all dog owners !! We love our park !!

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

No.. we, the volunteers and with the help of the COOP & Windsor Plywood, refurbished the park last year

All VOLUNTEER effort by Ucluelet locals that care !!

Grant-In-aid Amount Requested: \$ 2000.00 (not applicable to In-Kind requests)

to purchase new dog park equipment /

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

obstacles for play !!

Signature:	S. 22(1)
Position\Title:	member
Date of Application:	November 1 st , 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

please ; thank you !!



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Raincoast Education Society		
Society Registration #: 89319 8614 RR 0001	Contact Person: Mark Maffei	Contact Person Position: Executive Director
Phone: 250 213 5666	Fax:	E-mail: mark@raincoasteducation.o
Mailing Address: 1084 Pacific Rim Highway, Tofino BC, Box 815 VOR 2Z0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: Science Education	
Organization's Objectives (attach additional information if available): The RES, established in 2000, operates under a mandate "To shape an environmentally sustainable future for the Clayoquot and Barkley Sound region through education and community stewardship."	
Nature of Services Provided by Organization: The RES has three main areas of activity: 1) Youth education (Field School, spring camps, summer camps) 2) Adult education (Raincoast Institute, Speaker Series, Ambassador Programming) 3) Research and monitoring	
How many people do you expect to serve by this Application? 1,000+ residents	Who are the people to benefit from your activity or functions? Our programs target everybody who lives here. Our Field School program reaches every student K-7 within our region, our adult education programs reach about 600+ local residents per year. We also engage with 2,000+ visitors/y

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):
 We are requesting \$10,000 to offset the costs of offering the Ucluelet Field School program. This program is offered at no cost to students or SD70 and consists of up to 100 class field trips per year (on average each student goes on one trip per month).

We would like to highlight the value of this programming - our ask of \$10,000 covers about 550 student-trips at a cost of \$18/student/trip. There is no other group or organization that can offer this amount and quality of programming at such a low cost. Funding this program is a direct contribution to the exact kind of educational/recreational programming that the District is always talking about wanting to support.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

We are constantly struggling to fund this program in Ucluelet. This same program in Tofino is supported by a number of local businesses and private donors, but even after five years running in Ucluelet we are still subsidizing the cost with surplus from Tofino. Ultimately, as our costs rise, we will likely have to scale back our programming.

Partial funding is still valuable to us as every dollar goes directly towards the program.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 10,000
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Executive Director
Date of Application:	Nov 28 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Coastal Queer Alliance		
Society Registration #: S0074869	Contact Person: Sully Rogalski (they/them)	Contact Person Position: Director
Phone: S. 22(1)	Fax: N/A	E-mail: attached
Mailing Address: S. 22(1)		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input checked="" type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To create representation and resources for the local queer community	
Organization's Objectives (attach additional information if available): attached	
Nature of Services Provided by Organization: attached	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions? attached
We project 10-12 youth per session, at 3 events monthly for 6 months is approximately 215 youth.	

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

attached

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

attached

Grant-In-aid Amount Requested: | \$ **5,000**
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Director
Date of Application:	December 1, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

Email: coastalqueeralliance@gmail.com

Organization's Objectives:

Coastal Queer Alliance (CQA) is a Tofino based non profit dedicated to creating a vibrant and inclusive community for local queer folks. Our primary objectives include queer resource development, community building, and advocating for increased representation. Since April 2021 CQA has developed healthcare, educational, and workplace resources; built community through monthly events that bring queer folks together, and advocated broadly for the increased representation and visibility of queer folks and their needs in our communities. Through these objectives, we aim to build a community deeply rooted in collective care, ensuring that everyone has access to the necessary resources and connections to live with joy and dignity.

Nature of Services Provided by Organization:

Coastal Queer Alliance delivers a diverse range of services to fulfill its mission of creating an inclusive and thriving experience for the queer community. Through Queer Surf, a program running from June through September, CQA provides a low-barrier surfing experience through offering free gear, transportation, and access to the queer surf community, particularly welcoming those new to the sport. CQA also fosters community through hosting regular events such as art gatherings, movie nights, clothing swaps, and queer skate nights. To support access to queer healthcare, CQA has established local resources for the queer community and works in active partnerships with Coastal Family Resource Coalition and Nuu-chah-Nulth Tribal Council to educate local healthcare providers on offering queer-competent care. CQA has also developed and delivered workplace queer competency training to many businesses and organizations within Tofino and Ucluelet. Recognizing the lack of resources and spaces dedicated to queer youth in our community, CQA is excited to launch the Queer Youth Connections pilot program in collaboration with Ucluelet Secondary School (USS), running from January to April 2024. Through these initiatives, Coastal Queer Alliance exemplifies its dedication to fostering community, breaking down barriers, and providing tailored support across all ages within the queer community.

Who are the people to benefit from your activity or functions?

Queer Youth Connections is targeted for youth ages 12-17, with no firm age restriction that would exclude any youth who want to participate. All youth who identify as queer, are questioning, or simply have questions, are welcome to attend.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

CQA is seeking funding to support the continued delivery and expansion of Queer Youth Connections (QYC) from September 2024-February 2025. QYC is currently operating as a pilot program, running from January through April 2024. This program aims to address the lack of dedicated resources for queer youth in our communities. QYC hosts monthly meetups alternating between Tofino and Ucluelet that focus on building a supportive space by exploring essential aspects of connection for queer youth: self-identity, consent, creative expression,

connection to nature through queer and Indigenous teachings, and community-building. Each event provides a structured yet flexible framework, offering tools for language, age-appropriate media, and confidence-building activities. The QYC pilot is intended to act as a starting point to gather queer youth priorities so that CQA can align the continued expansion of the program with the identified needs.

Funding will enable the expansion of this pilot, allowing for monthly meet-ups to take place in Ty-histanis in addition to Tofino and Ucluelet, removing access barriers for youth and increasing the number of participants. It would allow CQA to expand and respond to youth requests including regular meet-ups, queer youth sporting events, music programs for queer youth, and more.

At the Coastal Family Resource Coalition's August 2023 meeting, three youth attended to present data on regional youth priorities; two primary priorities identified included increased access to events that take place outside of the town they live in, and supportive spaces with adults where confidentiality and trust can be fostered. Additionally, from previous testimonials shared by queer youth and teachers at USS, CQA recognizes that a significant amount of queer youth feel unsafe, unsupported, and are at risk or are currently experiencing bullying due to their sexuality and/or gender identities. CQA has taken to heart these priorities, and in response, is seeking to supplement access for all youth to spaces that are supportive, trusting, and educational. QYC is open to all youth who identify as queer, are questioning, or simply have questions. In creating supportive spaces for queer youth and allies alike, we work to challenge the current conditions for queer youth and create a safer and more supportive community for all youth.

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

If granted partial funding, the project would occur but the scope would be reduced. The capacity to offer multiple monthly meet ups and the ability to respond to youth priorities would be limited. CQA is seeking additional funding to support QYC, so the scope of the project would be dependent on the total amount of funding received from DOU as well as other sources.



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Arts Society		
Society Registration #: S0009107	Contact Person: Kelly Deakin	Contact Person Position: Executive Directors
Phone: 250 726 2443	Fax:	E-mail: pacificrimarts@gmail.com
Mailing Address: PO Box 468 Ucluelet, BC V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To engage and encourage arts and culture within the West Coast Communities	
Organization's Objectives (attach additional information if available): To increase awareness and appreciation of, and participation in arts and culture in Ucluelet, Tofino, Long Beach and all outlying areas of the West Cost of Vancouver Island. By engaging the communities in events and festivals with programs for all ages that engage local talents. To partner with other organizations and bring the community together, by enhancing the local arts and culture awareness and economy.	
Nature of Services Provided by Organization: Arts and Culture activities including but not limited to, Children's Theatre, ArtSplash Annual Art Show, Annual Pacific Rim Summer Festival and Cultural Heritage festival, Youth programs, Tofino Poet Laureate, Glee Club, outreach programs to remote indigenous communities, the Orange Door Gallery and partnering with other local and municipal parties to provide year round programming.	
How many people do you expect to serve by this Application? 3000 +	Who are the people to benefit from your activity or functions? PRAS aims to provide affordable arts and culture experiences through festivals and events for the local population as well as visitors to the area, by enhancing their experience through festivals and events.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):
 The Cultural Heritage Festival is a festival that highlights the culture and heritage of our West Coast Communities. With a new theme each year, the 2024 theme is Hatchery Life, in partnership with the Thornton Creek Hatchery. PRAS will be working with the Hatchery to bring relevant information to the Community and visitors of how the Hatchery plays a role in all life cycles along the West Coast. We will be creating, art exhibits, hatchery tours, informative workshops.
 Venue: Ucluelet Community Centre meeting room for workshops (2 days)
 Big Beach - picnic area (1 day) for conversation and possible salmon feast

Implications for the Organization if this application is not approved.
 Would the project occur if partial funds were awarded?
 PRAS will work hard to obtain the funding from our regular funders including Municipal support such as yours.
 PRAS greatly appreciates any funding the District is able to provide.
 The project will move forward if partial funds are awarded, with the knowledge that we will need to create fundraisers throughout the year in order to reach our budget goal for this festival.

Grant-In-aid Amount Requested:	\$ 3000
<i>(not applicable to In-Kind requests)</i>	

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Kelly Deakin
Position\Title:	Executive Director
Date of Application:	Jan 18, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Westcoast Community Resources Society		
Society Registration #: S0028514	Contact Person: Laurie Hannah	Contact Person Position: Executive Director
Phone: 250-266-3492	Fax: 250-726-2353	E-mail: exec.director@wccrs.ca
Mailing Address: PO Box 868, Ucluelet, BC V0R3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input checked="" type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: Support all community members to meet their basic needs.	
Organization's Objectives (attach additional information if available): Our mission is to empower and support all members of our communities to move beyond systemic barriers, violence, and abuse through the provision of safe shelter, education and counselling services. We provide responsive, safe and supportive services to individuals and families while supporting their right to explore options and make choices in all areas of their lives. We do this in partnership with other services and resources on the westcoast.	
Nature of Services Provided by Organization: We host 12 programs which include a Transition House, Second Stage supportive Housing, Women's Counseling, Women's Outreach, Community Outreach, Sexual Assault Response Program, PEACE counseling for children, Substance Outreach Worker, Youth and Family Substance Use Counseling, Community Youth Worker, Child and Youth Special Needs Worker, and Community Living BC Coordinator. All these programs are free to westcoast community members.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
Over 1000 individuals, our regions population according to CBT 2023 Vital Signs is 7,626 and all of the 9 communities have access to our programs.	All community members on the west coast, everyone who visits our Hub office and attends our holiday luncheon, benefit from our activities and functions. This includes free weekly soup lunches, free tax clinics and more. Most of the individuals are impacted by violence, disadvantaged and marginalized.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details, ie how many times/hrs per month/location etc):
 WCRS would respectfully request an in-kind donation of \$5000 to reduce our monthly rent in the UCC Hub area. This allows us the flexibility to respond to changing needs quickly and adapt our service delivery accordingly.

WCRS looks forward to continuing to host the annual Holiday Luncheon in mid December. We are requesting an in-kind donation for use of main hall on the day of the event and use of kitchen 2 days leading up the event. The cost for a two day rental is \$750. A full-day rental fee being \$375 and then access the day before to set-up and to store pre-made food.

Implications for the Organization if this application is not approved.
 Would the project occur if partial funds were awarded?
 Implications would be reduced accessibility to serve our clients at the Hub. Our Hub space is essential for community members to connect with our free child, youth and adult counseling services without this many individuals would present at the hospital or other community services unnecessarily. Attending our events at the Hub are important gateway for community members to access our other programs and services and to create a sense of belonging for all.

With increased awareness our holiday luncheon has grown year after year. The increased cost of food and increased number of participants has placed significant financial strain on our budget. We would have to limit our service delivery with no or partial funding, potentially not offer the holiday luncheon to the community at all.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 5,750.00
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Laurie Hannah
Position \ Title:	Executive Director
Date of Application:	December 11, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Surfrider Pacific Rim https://www.pacificrim.surfrider.org		
Society Registration #: 805979424RR0001	Contact Person: Daniel Raab	Contact Person Position: Chapter Coordinator
Phone: S. 22(1)	Fax:	E-mail: Draab@pacificrim.surfrider.org
Mailing Address: 1451 Pacific Rim Highway, PO Box 1459, Tofino, V0R 2Z0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: Surfrider Foundation is dedicated to the protection and enjoyment of the ocean, beaches, and waves, for all people, through a powerful activist network.	
Organization's Objectives (attach additional information if available): Surfrider Pacific Rim is a chapter of Surfrider foundation Canada, based out of Tofino BC. Surfrider Foundation is dedicated to the protection and enjoyment of the world's ocean, waves and beaches, for all people, through a powerful activist network. Surfrider fights for plastic reduction, ocean protection, beach access, coast & climate health, and clean accessible water for all. Surfrider Pacific Rim has built a network of coastal defenders who transform their passion for the coast into lasting protection. We are a community of dedicated guardians including First Nations, grassroots environmentalists, scientists, ocean lovers, surfers, beach walkers and fishing enthusiasts. We bring local knowledge together with national experts in law, policy and science.	
Nature of Services Provided by Organization: Surfrider Pacific Rim has many active and successful campaigns and programs operating within the Pacific Rim. These include: Love Your Beach Clean (LYBC), our Beach Clean Program which operates on a monthly basis between Tofino & Ucluelet. Surfrider's mission for LYBC is to educate, collect, record and recycle coastal litter and marine debris at Ocean Legacy's Plastic Depot. The Hold on to Your Butt (HOTYB) program prevents cigarette pollution through the collection and recycling of butts that are deposited in recycling containers in Tofino and Ucluelet. Our Youth Environmental Stewardship program (YES) provides an education curriculum for the school boards in addition to a youth run Surfrider club. Take Back the Tap (TBTT) consists of advocacy for the elimination of single use plastic within the Pacific Rim and beyond. The Ocean Friendly Business (OFB) program is a hands on constructive community program which works to register 15 new businesses in Tofino and Ucluelet each year as Ocean Friendly, by helping businesses transform their current operations to eliminate unnecessary plastics, divert waste from landfill, and adopt regenerative practices. Lastly, Rise Above Plastic's (RAP) program goal is to reduce the impacts of plastics in the marine environment by raising awareness about the dangers of plastic pollution through targeted campaigns, education and outreach at events.	
How many people do you expect to serve by this Application? Est. 2,200 locals & 100,000+ tourists annually	Who are the people to benefit from your activity or functions? The benefactors of Surfrider Pacific Rim's programs and campaigns include those who reside within the Pacific Rim, as well as tourists staying within Tofino and Ucluelet. Our volunteers come from widespread locations, and continuously gain insight and knowledge from the positive environmental outcomes and victories our programs, campaigns and initiatives provide. In addition, the YES program's curriculum benefits students within the Pacific Rim school board. Finally, our numerous ocean-environmental sustainability based initiatives work to create both a framework and exemplification for other coastal based communities to use to create positive environmental change.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Objectives of Surfrider Pacific Rims Grant-in-Aid application will go towards acquiring an accessible fresh water refill station within the District of Ucluelet. Providing accessible fresh water to Ucluelet residents as well as our towns tourists population. Our application relates to Surfrider Pacific Rim's Take Back the Tap (TBTT) campaign, which has the goal of eliminating single-use plastic water bottles under 1 litre from Tofino and Ucluelet. As part of this campaign, we support acquiring outdoor water dispensers to make fresh tap water accessible to west coast communities and visitors.

The financial support received by the Grant-in-Aid application will allow staff hours to coordinate on the best location with DoU staff, work on any documentation needed, procure and pay for the water dispenser, as well as generate external communications to build awareness about this additional water refill station. The last water dispenser we provided to the DoU was made possible by an ACRD grant, and the water dispenser was from "Mountain Fresh", which the DoU staff provided as the preference. If desired, we can purchase a dispenser from this same company.

<http://www.mountainfresh.co.nz/> model F6Q

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

Our Chapter would not have the resources necessary to install the proposed water refill stations in the foreseeable future without adequate funding through grants and in-kind donations. Therefore, the Ucluelet Grant-in-Aid application approval would result in Surfrider Pacific Rim being able to successfully acquire and install a freshwater refill station within the District of Ucluelet.

Grant-In-aid Amount Requested: \$ 4,800
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Chapter Coordinator
Date of Application:	04 / 12 / 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet Racquet Sports Club		
Society Registration #: S0076938	Contact Person: Penny Jones	Contact Person Position: Director
Phone: S. 22(1)	Fax:	E-mail: ukeepicklers@gmail.com
Mailing Address: S. 22(1)		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input checked="" type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To foster the growth and development of racquet sports in Ucluelet.	
Organization's Objectives (attach additional information if available): The URSClub currently has a membership of 46 mostly year round permanent residents, half male and half female members, of ages 30 - 82. The club is actively working to raise funds to support the construction of an outdoor tennis/pickleball court with School District 70.	
Nature of Services Provided by Organization: The club encourages pickleball, badminton and when there's a tennis court - tennis - social play and coaching. We encourage adults and seniors with weekly drop in open houses at the Sea Plane Base Rec Hall for play, practice and skill development, fostering regular exercise, and also a healthy sense of connection, community and wellbeing. We also host Friday night drop in sessions at the High School and are seeing an increase in 20-30 year old pa	
How many people do you expect to serve by this Application? Up to 150.	Who are the people to benefit from your activity or functions? Directly - 150 Pickleball Players; 75 teams of two pickleball players for Vancouver Island. Indirectly - the whole business and tourism community as out of town players will book accommodations, eat at restaurants, book whale tours, purchase gas etc.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Use of the Sea Plane Base Rec Hall and High School Gym for a Friday evening and full Saturday and Sunday mid - late March 2024 for the 1st Annual 'Total Fluke' Whale Fest Pickleball Fundraising Tournament. All proceeds being banked to contribute to the build of outdoor court.

Estimated Costs: USS Gym Rental Saturday and Sunday \$1000

Advertising \$500

Equipment Rental - Fencing between courts & PA \$1000

Honorariums for referees & line judges (for 3 final games only) \$300

T-shirts & Trophies \$2000

Incidentals \$200

Total \$5000

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

If not approved the tournament would be scaled down and the cost of entry per team to participate would increase, therefor potentially reducing overall enrollment and eliminating any fundraising.

We anticipate restricting enrolment for the first year to 75 teams at \$20/team = \$1500 thereby requesting \$3500 from the District to support this annual event.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 3500.00
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	P.Jones
Position\Title:	Director
Date of Application:	December 12, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF
UCLUELET

**GRANT-IN-AID/IN-KIND CONTRIBUTION
APPLICATION FORM**

Name of Organization: Pac Rim Home Development Cooperative		
Society Registration #:	Contact Person: Diane Harskamp	Contact Person Position: Coordinator
Phone: 250-726-2929	Fax:	E-mail: S. 22(1)
Mailing Address: Box 1204 Ucluelet, B.C. V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	<input type="checkbox"/> Health/Social Services <input checked="" type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:
Purpose of Organization:	Build affordable housing to support Pac Rim services, businesses and employees
Organization's Objectives (attach additional information if available):	Engage our community in discussions around adding affordable housing for the Pacific Rim through participation in our NFP cooperative.
Nature of Services Provided by Organization:	At this point, the cooperative is recruiting members who are committed to pursuing the goal of building 40 units of affordable housing for Pac Rim employees.
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
The entire population of the Pacific Rim communities.	Ucluelet and Pac Rim First Nations communities who are committed to increasing accessible housing for their employees.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

A Pac Rim Home Development Cooperative Open House

1. Meeting space at the Ucluelet Community Centre
Once, preferrably in mid-January to early February
An evening - 7pm to 8:30 pm
2. \$500 grant for snacks & beverages and for some printed materials and advertising

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

PRHDC will need to pursue other sources of funding and find another venue.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 500.00
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Coordinator
Date of Application:	December 12th, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION
APPLICATION FORM

Name of Organization: <i>Paula Ross Dance Society</i>		
Society Registration #:	Contact Person: <i>Courtney Johnson</i>	Contact Person Position:
Phone: <i>S. 22(1)</i>	Fax:	E-mail: <i>S. 22(1)</i>
Mailing Address: <i>S. 22(1)</i>		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: <i>To support performing arts on the west coast of Van. Is.</i>	
Organization's Objectives (attach additional information if available): <i>It is our mission to help performing arts programs and events flourish on the west coast, as it is an area that is often under represented.</i>	
Nature of Services Provided by Organization: <i>The Paula Ross Dance Society has assisted multiple arts and culture programs with costumes, sets, tuition for students entering programs in the community, workshops</i>	
How many people do you expect to serve by this Application? <i>sixty</i>	Who are the people to benefit from your activity or functions? <i>students in any arts & culture program from dance classes, Glee performers, to adult theatre.</i>

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Activities supported by this application are the children's Elee productions, all dance classes and adult theatre. The Paula Ross dance society is looking for assistance with purchasing sound equipment that will benefit all community programming at the Ucluelet Community Centre and visiting performers

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

The society would continue to offer as much assistance to community program as possible, and look for other funding opportunities to try and enhance sounds for arts and culture programs at the Ucluelet Community centre

Grant-In-aid Amount Requested: \$ 2500
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	S. 22(1)
Position\Title:	Chairman of the board
Date of Application:	Dec 10/2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Redd Fish Restoration Society		
Society Registration #: 8903 6358 RR0001	Contact Person: Mara McLaughlin	Contact Person Position: Operations Coordinator
Phone: 250-726-2424	Fax:	E-mail: mara@reddfish.org
Mailing Address: PO Box 641, 286 Main Street		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: **see attached document	
Organization's Objectives (attach additional information if available): **see attached document	
Nature of Services Provided by Organization: ***see attached document	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions? ***see attached document
All members of the 7 communities within the Clayoquot and Barkely Sounds, plus the numerous visitors to these areas that come from worldwide.	

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

***see attached document

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

*** see attached document

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 2,500
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	MM
Position\Title:	Operations Coordinator
Date of Application:	December 12

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

District of Ucluelet Grant in Aid 2023 – REDD FISH RESTORATION SOCIETY

Purpose of Organization:

To restore damaged coastal ecosystems, rebuild populations of threatened and endangered fish and wildlife, and inspire an ethic of stewardship by reconnecting people with the environment.

Organization's Objectives (attach additional information if available):

Redd Fish Restoration Society (Redd Fish) is a registered charity focused on restoration, research, and education. For over 27 years, Redd Fish has worked with the nuučaanuł Nations in Clayoquot and Barkley Sound on ecological restoration in their hahuułi (territory). Our restoration work takes a holistic approach – focusing on Indigenous leadership and community engagement, incorporating local knowledge and perspectives, and committing to perpetual stewardship are foundational for effective restoration. Together our mission is to use the best available science, technology, and Indigenous ecological knowledge to restore damaged coastal ecosystems and rebuild wild salmon stocks.

Nature of Services Provided by Organization:

Our restoration work embodies a holistic, watershed-level approach; it addresses the root causes of habitat degradation and species decline and focuses on restoring the processes and relationships that govern and shape these ecosystems. Redd Fish has completed over 87 km of stream habitat restoration, 150 ha of forest restoration, placed 578 m³ of clean spawning gravel, deactivated 249 km of high-risk logging roads, planted 120,000 trees, and has raised and invested over 30 million dollars in habitat restoration on Vancouver Island.

Redd Fish also has a major focus on community education and outreach. We strive to provide opportunities for locals and visitors to learn about the importance of wild salmon, and why habitat restoration is so essential. We work with the local Nations to bring nuučaanuł values into our education and incorporate nuučaanuł language wherever we can. Some of our educational services include interpretive forest walks at restoration sites, hands-on experiential learning, and kids' education programs.

Who are the people to benefit from your activity or functions?

Our work benefits people of all the communities in the region. Watershed restoration has ecological, cultural, and economic benefits that radiate outward. Members of our communities are also benefited through job creation, skill building and education, and visitors every year are benefited through education and enhanced understanding of the place they are in.

The project that this funding will target is the Salmon Trail (description of the program in next question). This program is aimed towards youth and children, but its education topics and themes have the potential to benefit people of all ages, backgrounds, and knowledge levels.

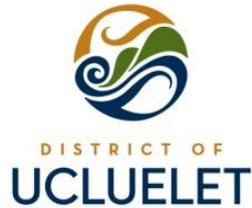
Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The Salmon Trail is a joint project between Redd Fish Restoration and the Ucluelet Aquarium, that first ran in summer 2022. It aims to educate the public (locals and visitors to the region) about the freshwater and marine ecosystems that surround us, and how important species like salmon depend on healthy ecosystems to thrive. The Salmon Trail consists of 5 stations around Ucluelet and Tofino that take place on different days of the week throughout the summer months (June - August). The stations are: the Wild Pacific Trail (Lighthouse Loop), Wickaninnish Beach, the Tofino Public Market, Redd Fish Supply Co., Ucluelet Aquarium, and the Ucluelet Sunday Market (pending). Each station represents the ecosystems that make up different links of a salmon's lifecycle – the river, the forest, estuaries, near-shore ocean habitat, the open ocean, and human impacts. Each station has its own educational activity that participants must complete. Participants starting the program will receive the Salmon Trail Passport – this booklet has a map highlighting all the stations around Tofino and Ucluelet and will be stamped every time an activity at a station is completed. A staff member will be present to answer questions, educate, and engage with visitors. A major focus of the education at the booths will be on the interconnectivity of ecosystems, and how all aspects affect each other. There will also be information on the restoration work that Redd Fish does, and why it is so critical to conserve wild salmon populations. Community members and visitors to the area will gain a deeper understanding of how their interactions with our environment have the potential to cause negative impacts, and how they can reduce that. The Salmon Trail promotes a sense of community and encourages kids (and all ages) to participate in events around Tofino and Ucluelet. Since the Salmon Trail will connect events in both Tofino and Ucluelet, it will encourage visitors to go between the two towns to explore, which will promote economic sustainability for small businesses.

The funds from this grant will support the program by helping pay for staff time associated with running this year of the Salmon Trail, including design time for materials.

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

The Salmon Trail will still go ahead if partial funds are awarded, but some aspects will have to be scaled back (such as design time, promotions, number of printed materials, and quality of printed materials) and engagement with the public may be reduced.



REPORT TO COUNCIL

Council Meeting: March 12, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, MUNICIPAL PLANNER

FILE No: 3090-20 DVP24-01

SUBJECT: DEVELOPMENT VARIANCE PERMIT FOR 1626 LARCH ROAD

REPORT NO: 24-20

ATTACHMENT(S): APPENDIX A - APPLICATION
APPENDIX B- DEVELOPMENT VARIANCE PERMIT 24-01

RECOMMENDATION(S):

THAT Council authorize the Director of Community Planning to execute and issue Development Variance Permit 24-01.

BACKGROUND:

An application was received to vary minimum setback and height regulations of the *District of Ucluelet Zoning Bylaw 1160, 2013*, as amended (the “**Zoning Bylaw**”) to facilitate a renovation of a home to accommodate applicants family needs and to build a secondary suite for long-term housing at 1626 Larch Road (Lot 18, Plan VIP30931, District Lot 282, Clayoquot Land District) (the “**Subject Property**”).



Figure 1- Subject Property

DISCUSSION:

The subject property is designated R-1 Single-Family Residential (**R-1**), with neighbouring properties largely consisting of single-family dwellings with some duplex/multi-family properties located in the general area. The applicant requires multiple variances in respect to the setback requirements and maximum height to facilitate a proposed addition. The subject property is on a

corner lot. To identify which street fronting lot line is the “front lot line” of the corner lot, Ucluelet’s Zoning Bylaw provides the following definition:

“Front Lot Line” The property boundary line of the lot and the highway it abuts and gains primary access from, however in the case of a corner lot, means the shortest lot line abutting the highway.”

This definition identifies the subject property’s front lot line as the property line fronting Holly Crescent. However, the house has been built facing and accessed off Larch Road. To accommodate the proposed addition, the applicant needs to vary the following:

1. A Front Yard Setback of 23.5’ whereas section R-1.6.1(1)(a) of the zoning bylaw indicates a minimum of 25’; and
2. A Rear Yard Setback of 5’ whereas section R-1.6.1(1)(b) of the zoning bylaw indicates a minimum of 20’; and
3. An Exterior Side Yard Setback of 11.5’ whereas section R-1.6.1(1)(d) of the zoning bylaw indicates a minimum of 16.5’; and
4. A Maximum Height for the principle building of 30’ whereas section R-1.5.1 of the zoning bylaw indicates a maximum of 28’.

The requested variances are all modest in nature except for the Rear Yard Setback variance request of 5’ whereas the zoning bylaw indicates a minimum of 20’. Even though this request seems like a large deviation from the expected setback pattern of R-1, it is mitigated by the orientation of the building and the lots position as a corner lot. The home was built facing Larch Road and, in appearance from the way the home was built, the front yard could be considered off Larch Road. This has the effect that what is the rear yard appears to be a side yard. The proposed 5’ setback could be considered consistent in appearance with the rest of the Larch Road streetscape as shown in the image below:

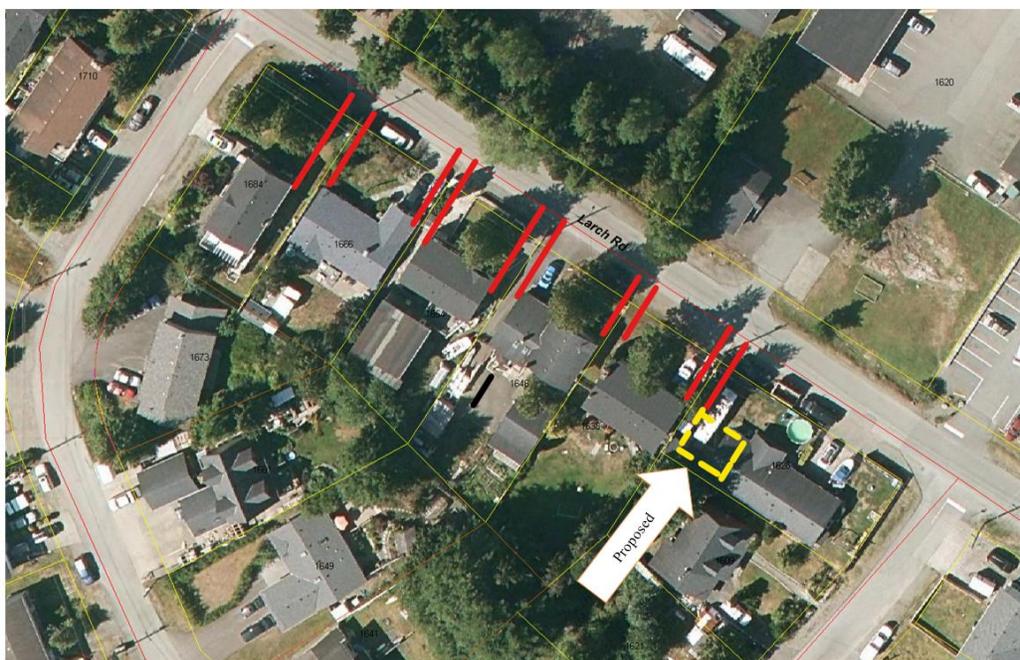


Figure 2 – Side Yard Comparison (Red lines indicate the approximate distance between homes)

This proposal represents the creation of an additional infill housing unit that is within walking distance from the school and Ucluelet commercial core. This type of housing is supported by the following *Official Community Plan* policies:

Policy 2.16 *Support infill development near the Village Square to create a complete and compact core that is walkable, vibrant and attractive as a place to live, work and play without the need for a car.*

Policy 3.131 G. *explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)*

ANALYSIS OF OPTIONS:

A	Authorize Development Variance Permit 24-01	<u>Pros</u>	<ul style="list-style-type: none"> • Would allow the applicant to expand their SFD to meet their family needs. • Would result in an additional unit of long-term housing being built.
		<u>Cons</u>	<ul style="list-style-type: none"> • Would result in a slightly larger and taller building than was originally anticipated for the property.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would allow the applicant to expand their SFD as designed.
B	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> • Unknown
		<u>Cons</u>	<ul style="list-style-type: none"> • Would limit the owner’s ability to utilize the property to meet family needs. • Would not result in an additional long-term housing unit built on site.
		<u>Implications</u>	<ul style="list-style-type: none"> • The application would need to revise their project design or abandon the project.
		<u>Suggested Motion</u>	No motion is required.

POLICY OR LEGISLATIVE IMPACTS:

This application is consistent with relevant provisions of the *Official Community Plan* and *Local Government Act*.

NEXT STEPS:

If the Variance is authorized the applicant could then submit for a building permit for the proposed addition.

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

To whom it may concern,

We would like to add a small addition on our home to create a bit more space for our family. (We have two children, one of which is now 14 a teenager and she would tell you as she tells me on a daily basis, she deserves her own room sharing with her younger brother is no longer acceptable). We are asking to bring the front of our house out 6 feet to give more space, and we would like to tun our existing Garage into living space and a second bathroom as I'm sure you could imagine a family of four to share one bathroom can be horrible. We wish to add a garage to the side of our home and make it two story to add long-term Living suite/ In-law suite above the garage. This space would not be used for vacation rental, rather for my father to live in since my mom passed, we would like him to be with us.

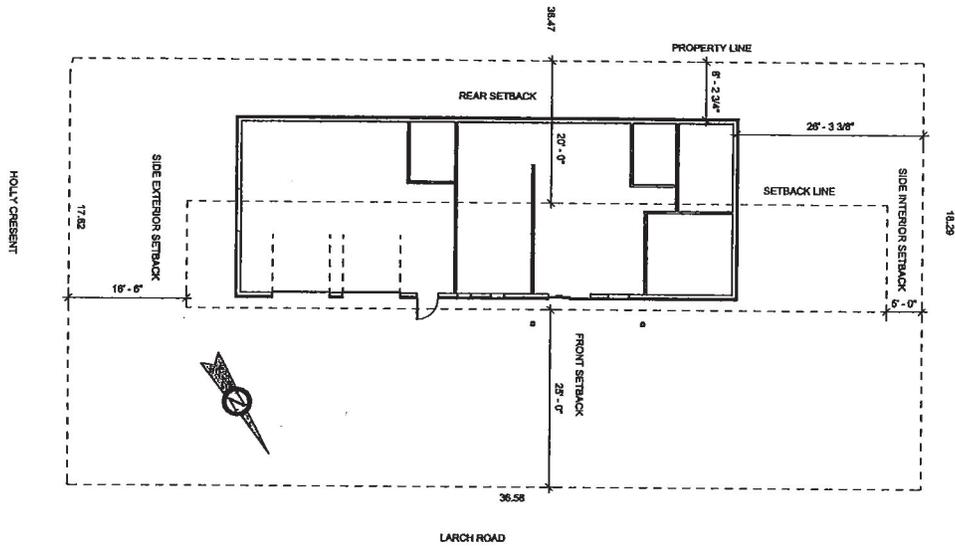
Thank you for your consideration

Mills Family

(Shaun, Kellie, Katie and Bentley Mills)

Easting House

Editing Site Plan
08-11-13



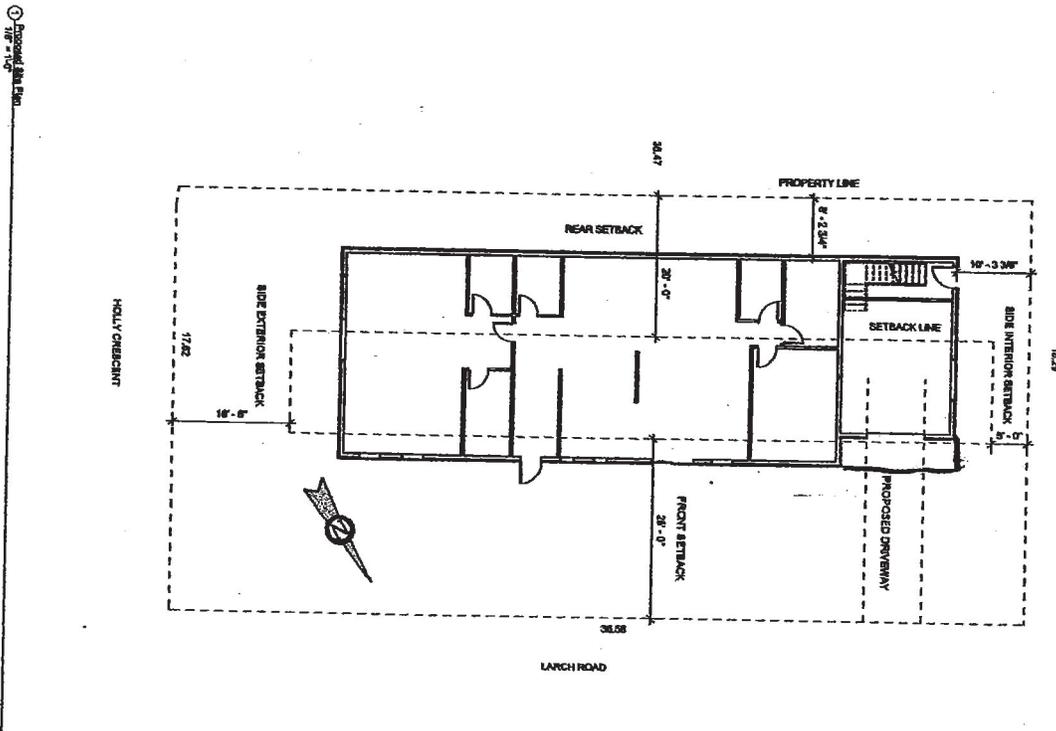
Neclar
design • build • live
PO BOX 1047
TORINO BC, V0R 2Z0
info@neclar.ca
www.neclar.ca

MILLS RESIDENCE

1626 LARCH RD, UCLUELET,

BC V0R 3A0

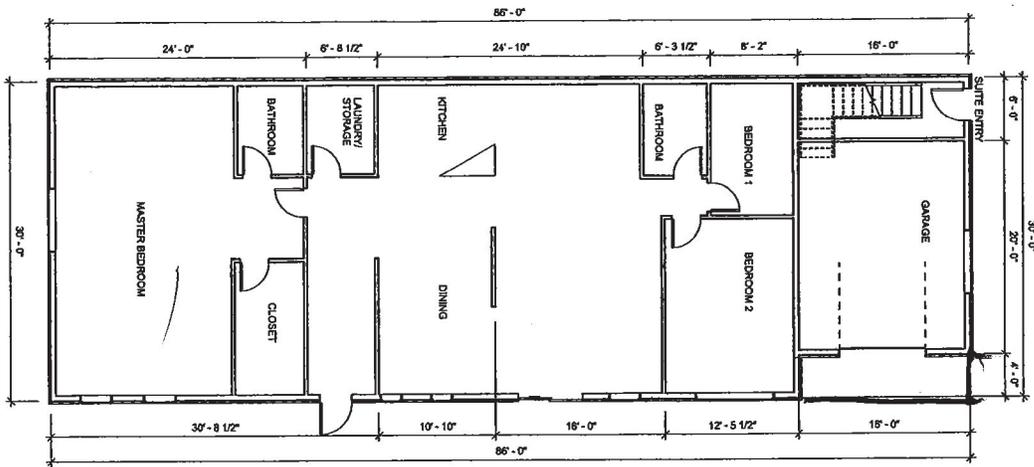
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Drawn By	DL
Sheet Size	36x48
Date	08-28-13
Revision:	
For:	
Sheet Title:	Editing Site Plan
Scale:	A1.01
Street Number:	



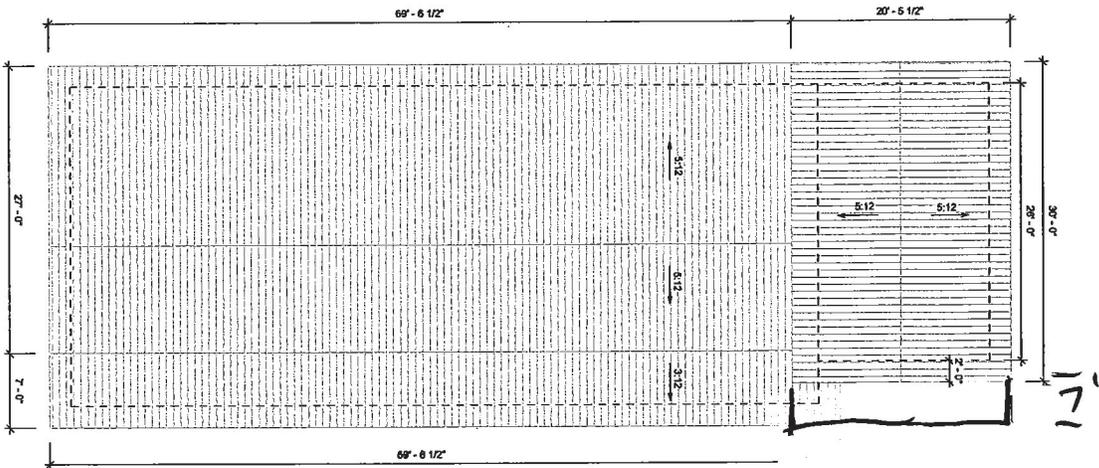
<p>MILLS RESIDENCE 1626 ARCH RD, UCLUELET, BC V0R 3A0</p>		<p>Vector Design - Civil - Linc FORN 1187 7010 B.C. 10N 229 info@vectorinc.ca www.vectorinc.ca</p>
<p>Project: 1626 Client: J.T. Drawn By: J.T. Drawn Date: 2010 Date: 04/24/10 Revision:</p>		
<p>Per: [] Drawn Title: [] Proposed Site Plan</p>		
Scale: As Noted	Sheet Number: A 1.02	

Development Variance Permit for 1626 Larch Road John Towgood, Municipal ...

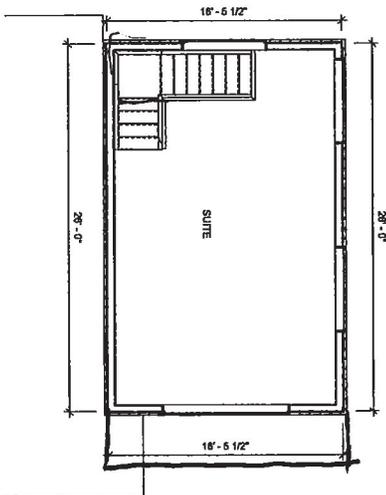
② Proposed First Floor
Site = 1'-0"



① Proposed Second Floor
Site = 1'-0"



③ Proposed Second Floor
Site = 1'-0"



- FLOOR PLAN KEY:**
- NOTES: A FOUNT LOAD
 - TYPICAL FOUNDATION WALL
 - TYPICAL INSULATED EXTERIOR WALL
 - TYPICAL INTERIOR WALL
 - FIREWALL
 - WINDOW TAG
 - DOOR TAG

FLOOR PLAN NOTES:
ALL EXTERIOR DIMENSIONS TO FACE OF STUD U.O.M.
ALL INTERIOR DIMENSIONS TO FACE OF STUD U.O.M.

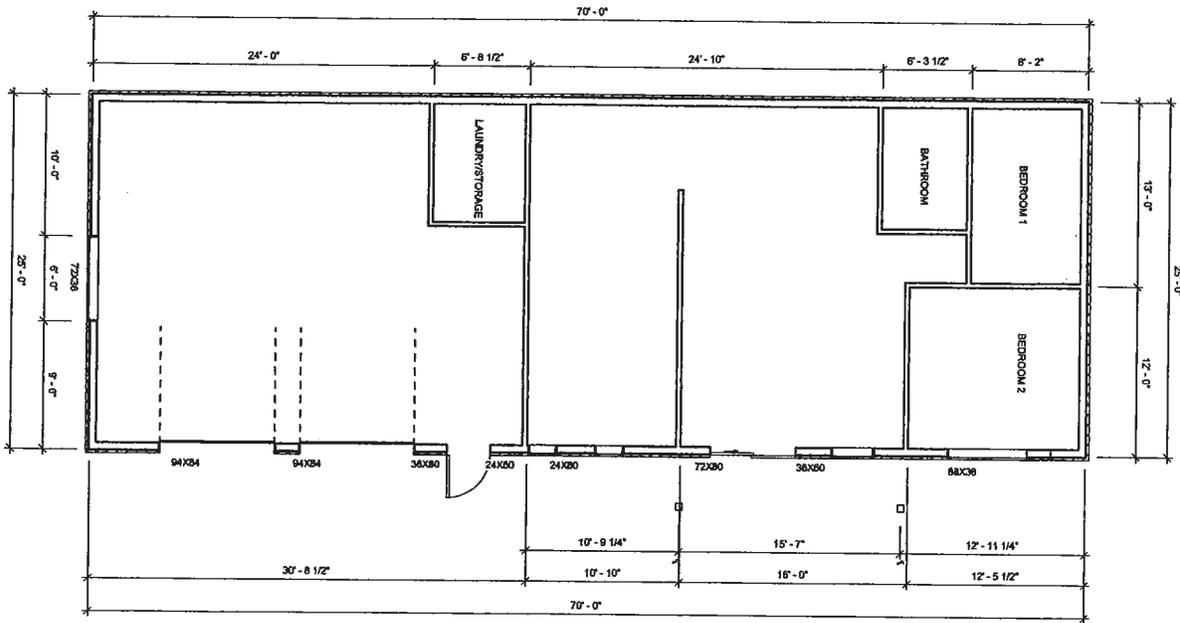
MILLS RESIDENCE

1626 LARCH RD, UCLUELET, BC V0R 3A0

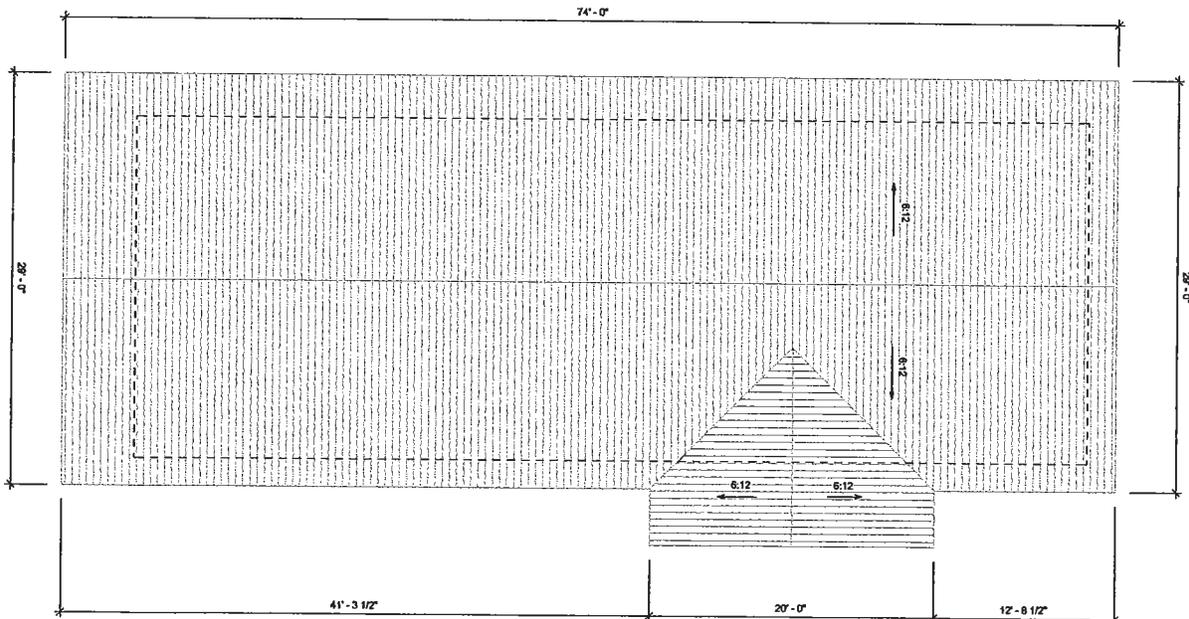
Nector
Design • Build • Live
PO BOX 1087
TOWNSHIP BC, V0R 2Z0
Info@nectorbc.ca
www.nectorbc.ca

Project	MILLS
Drawn By	ELF
Sheet Size	24x36
Date	06/28/2021
Revision:	
For:	
Sheet Title:	Proposed First Floor Second Floor
Scale:	As Shown
Sheet Number:	A1.04

Existing First Floor
1/4" = 1'-0"



Existing Second Floor
1/4" = 1'-0"



- FLOOR PLAN KEY:**
- ↑ NOTES A POINT LOAD
 - ▨ TYPICAL FOUNDATION WALL
 - ▨ TYPICAL INSULATED EXTERIOR WALL
 - ▨ PERIMETER INSULATED EXTERIOR WALL
 - FURNITURE
 - WINDOW TAG
 - DOOR TAG

FLOOR PLAN NOTES:
ALL EXTERIOR DIMENSIONS TO FACE OF STUD U.O.A.
ALL INTERIOR DIMENSIONS TO FACE OF STUD U.O.A.



MILLS RESIDENCE
1626 ARCH RD, UCLUELET,
BC V0R 3A0

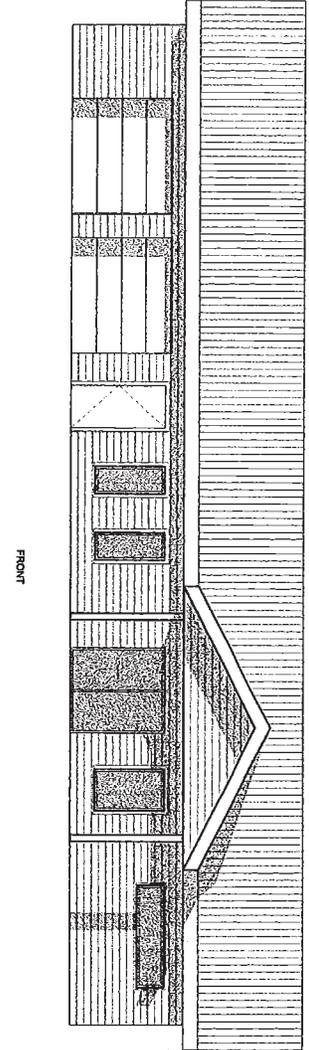
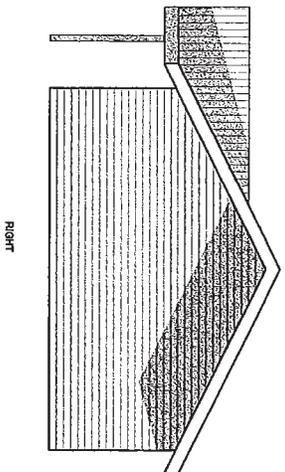
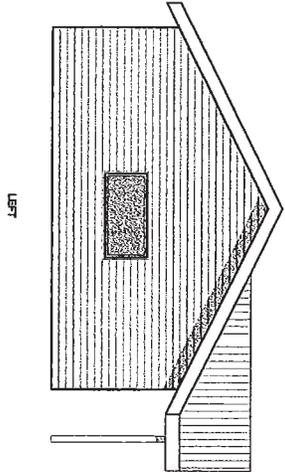
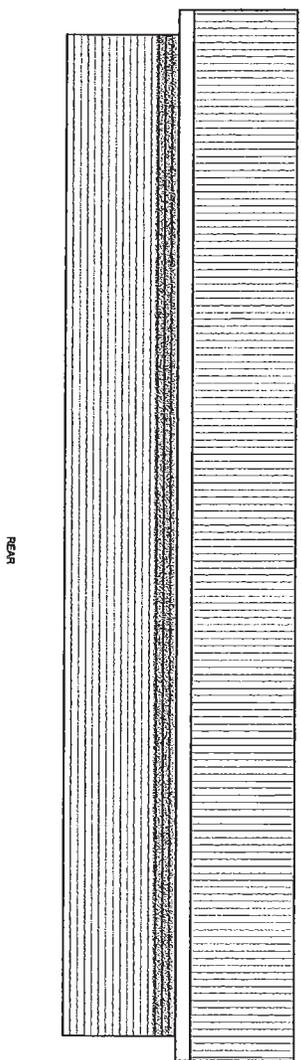
Nector
design • build • live
PO BOX 1887
TORNO, BC, V0R 2Z0
info@nector.ca
www.nector.ca

Project: 1626 Arch Rd	Date: 04-29-2011
Drawn By: [Name]	Revised: [Name]
Sheet Size: A1.03	
Scale: As Shown	
Sheet Title: Existing First Floor	

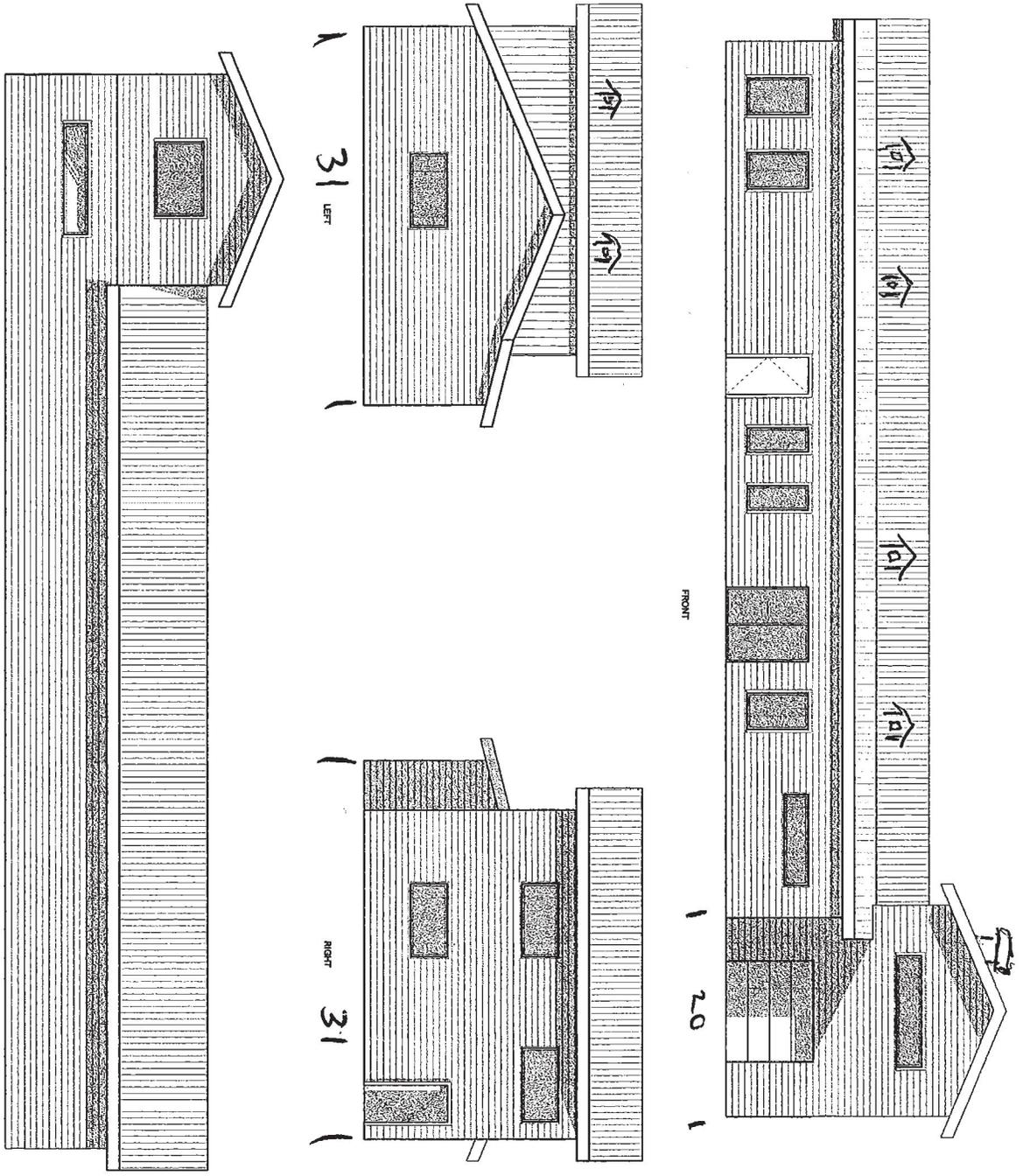
Development Variance Permit for 1626 Larch Road John Townood, Municipal ...

Existing

Existing Elevation
1/8" = 1'-0"



<p>MILLS RESIDENCE 1620 ARCH RD, UCLUELET, BC V0R 3A0</p>		<p>PO BOX 1887 TOFINO BC V0R 2Z0 info@nectar.ca www.nectar.ca</p>	<p>Nectar design • build • live</p>
<p>Project: 626 Drawn By: JDF Sheet Size: A356 Date: 06-28-2011 Revisions:</p>	<p>For: [blank] Sheet Title: [blank] Existing Elevation:</p>	<p>Scale: As Noted Sheet Number: A2.01</p>	<p>Development Variance Permit for 626 Larch Road John Towgood, Municipal ...</p>



Proposed Elevations
1/2" = 1'-0"

This is showing what we would like to do. Add a garage 20' x 31' on side of our house with a second story for a apartment to be added. we would also like to add 6" to the front of our house

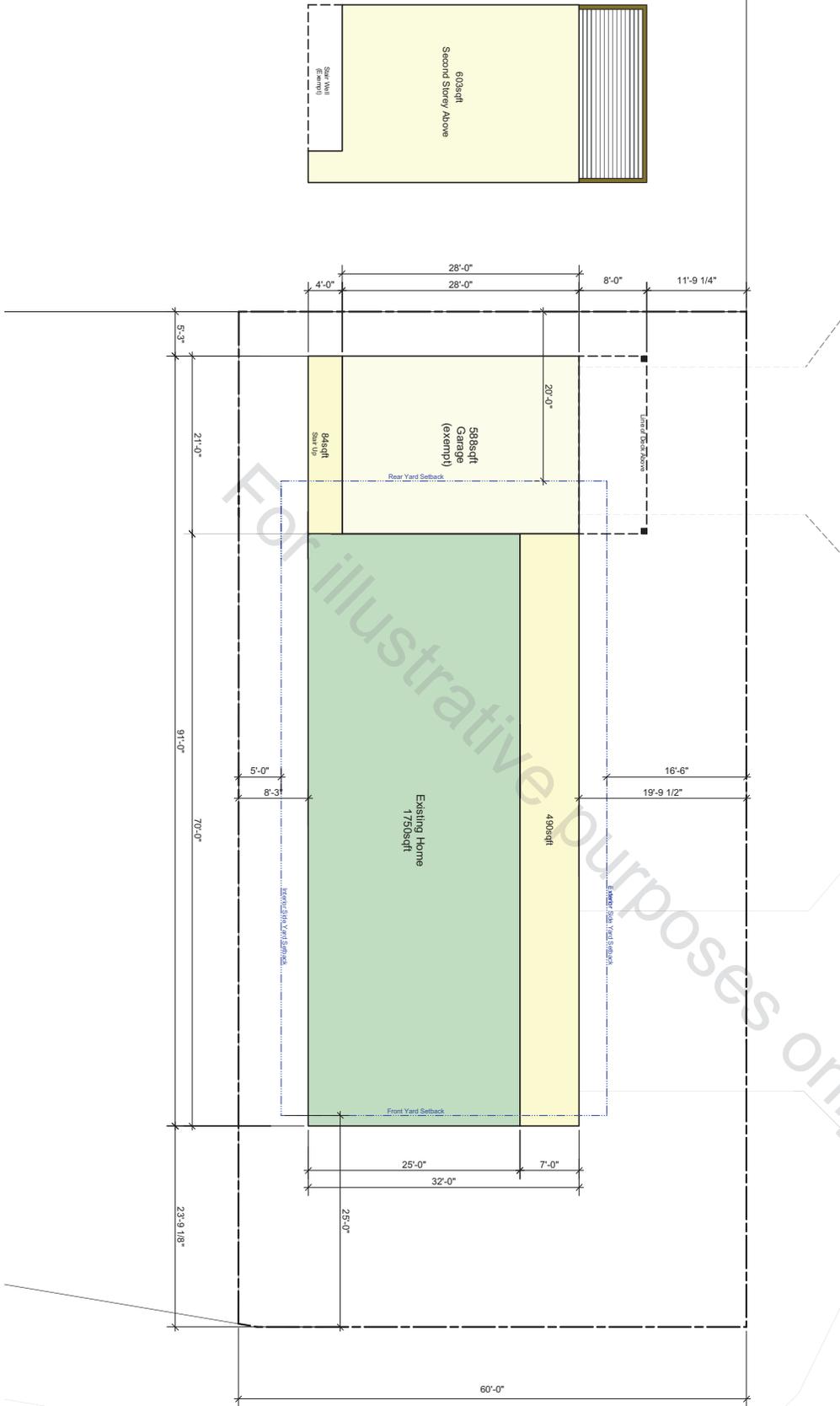
Project	MILLIS
Drawn By	B.F.
Sheet Size	24x36
Date	05-20-07
Revised:	
For:	Review
Sheet Title:	
Proposed Elevations	
Scale	1/2" = 1'-0"
Sheet Number:	A.2.00

1626 LARCH RD

UCLUELET, BC V0R 3A0

necor
design • build • live

PO BOX 1087
TOWN OF UCLUELET, BC V0R 3A0
info@necor.ca
www.necor.ca



720sqft Lot Area	
2520sqft	(35%) Allowed FAR and Lot Coverage
2927sqft	(41%) Proposed FAR
3080sqft	(43%) Proposed FAR

Larch Road

Holly Cres

DEVELOPMENT VARIANCE PERMIT DVP24-01

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:

Shawn and Kellie Mills, 1626 Larch Road, Ucluelet, BC, V0R 3A0
(the "Owner")

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:

1626 Larch Road; PID: 001-197-835, Lot 18, District Lot 282, Clayoquot District Plan 30931 (the "Land")

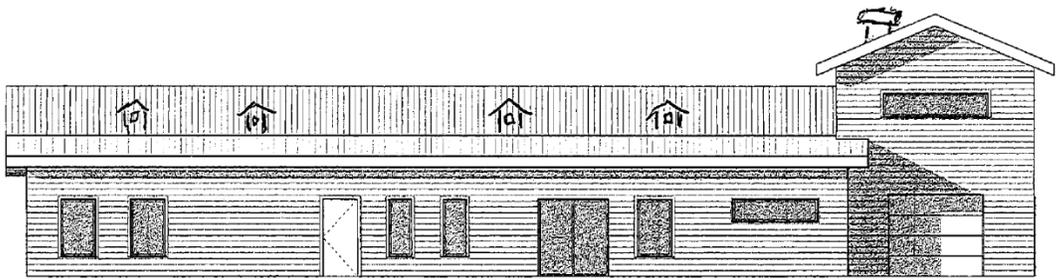
3. The work authorized by this Permit may only be carried out:
 - a. in compliance with the requirements of the *District of Ucluelet Zoning Bylaw No. 1160, 2013*, except where specifically varied or supplemented by this development variance permit; and
 - b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.
4. This permit authorizes the following variances to *District of Ucluelet Zoning Bylaw No. 1160, 2013*, specific to the plans and elevations attached as **Schedule A**:
 1. **A Front Yard Setback of 23.5' whereas section R-1.6.1(1)(a) of the zoning bylaw indicates a minimum of 25'; and**
 2. **A Rear Yard Setback of 5' whereas section R-1.6.1(1)(b) of the zoning bylaw indicates a minimum of 20'; and**
 3. **An Exterior Side Yard Setback of 11.5' whereas section R-1.6.1(1)(d) of the zoning bylaw indicates a minimum of 16.5'; and**
 4. **A Maximum Height for the principle building of 30' whereas section R-1.5.1 of the zoning bylaw indicates a maximum of 28'."**
5. The above variances are granted for the proposed addition to the existing single family dwelling as shown on **Schedule A**.
6. This permit is valid for a period of 24 months from the date of issuance.
7. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
8. This Permit is NOT a Building Permit.



AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2024.

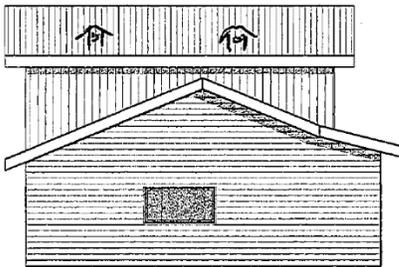
ISSUED the day of , 2024.

Bruce Greig
Director of Community Planning

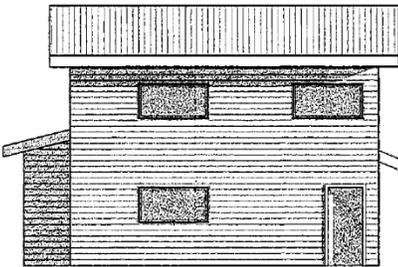


FRONT

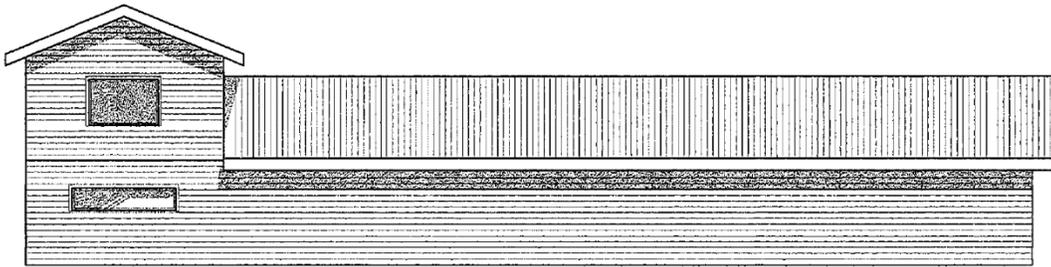
| 20 |



| 31 | LEFT



RIGHT | 31 |



| 31 | REAR



REPORT TO COUNCIL

Council Meeting: March 12, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

FILE NO: DP23-04

SUBJECT: DEVELOPMENT PERMIT - 1671 CEDAR ROAD (WHISKEY LANDING PHASE 2)

REPORT NO: 24-22

ATTACHMENT(S): APPENDIX A - LETTER TO AZURA MANAGEMENT CORP. JANUARY 10, 2024
 APPENDIX B – LETTER FROM ASSOCIATED ENVIRONMENTAL FEBRUARY 2, 2024
 APPENDIX C – 2002 CERTIFICATE OF COMPLIANCE
 APPENDIX D – APPLICATION MATERIALS

RECOMMENDATION(S):

THAT Council defer a decision on issuing permits for the proposed development at 1671 Cedar Road until the applicant provides a valid certificate of compliance for the proposed multi-family use of the site – or other form of determination or release from the Ministry of Environment – and a landscape plan, noting that under section 9.1 of the *Ucluelet Development Application Procedures Bylaw*, “every application that has outstanding information requirements for a period greater than none (9) months is deemed to have been abandoned, with fees forfeited.”

BACKGROUND:

In April of 2023, Azura Management Corp. (Azura) submitted an application for a Development Permit (DP) and Development Variance Permit (DVP) for a proposed 23-unit multi-family building on the property at 1671 Cedar Road. The property (Lot 1, Plan EPP120555; the “subject property”) was originally planned to be the second phase of the Whiskey Landing phased strata development. The second phase did not proceed, and the subject property is now a separate, neighbouring fee-simple parcel. A number of agreements are registered on the title of these two adjacent properties to resolve issues of servicing, access etc. The property is a documented contaminated site (former Chevron bulk fuel storage facility); a Certificate of Compliance was issued in 2002 clearing the site for development for commercial uses (see **Appendix “C”**).

On September 22, 2023, the applicant provided a Site Disclosure Statement as is required by the provincial *Waste Management Act* and *Contaminated Sites Regulation*, and an updated geotechnical report. Staff reviewed the Site Disclosure Statement and forwarded the statement to the Ministry of Environment on October 5th. On November 24, 2023, staff received a response from the Site Identification Team at the Ministry, confirming that the Certificate of Compliance issued for the property in 2002 was for commercial purposes. On December 1, 2023, Staff contacted the Ministry clarifying that the proposed land use was to be multi-family residential and that the municipality looks to the Ministry to confirm whether development approvals can

proceed. On December 21, 2023, the Site Identification Team replied noting that under the current provincial framework for reviewing contaminated sites, the municipality (who has the details of the proposed development) must determine whether the Certificate of Compliance is relevant to the proposed development. The Ministry no longer provides approvals for the use of exemptions under Division 3 of the Contaminated Sites Regulation - it is up to the site owner to provide information/evidence to the municipality to support the use of the exemption.

On January 5, 2024, after investigating the definitions of the various categories of land uses in the provincial *Contaminated Sites Regulation*, staff notified the Ministry that the municipality had determined that the Certificate of Compliance was not valid for the proposed use. On January 10, 2024, staff provided a letter to the applicant explaining that the proposed uses do not match the commercial clearance provided in the 2002 Certificate of Compliance. The letter noted that the District is restricted from providing development approvals such as a Development Permit, Development Variance Permit or Building Permit until the owner provides a valid Certificate of Compliance or other form of determination or release from the Province for the proposed use (see **Appendix "A"**).

The letter also listed a number of outstanding items that are either required or that would be beneficial to complete the review of their proposal:

- Because the building is proposed to be constructed at and over the property line, prior to issuing a building permit the owner would need to register a section 219 restrictive covenant in favour of the District over the common property of Strata Plan VIS6411 (Whiskey Landing phase 1), restricting the construction of any future building on the neighbouring property within the limiting distance required by the BC Building Code. A letter of support from the Strata would be sufficient at the Development Permit stage; registration of the covenant would just need to be complete prior to issuance of a building permit. Alternatively, the owner could modify their plans to meet the limiting distance required by Code. Staff initially asked the applicant to clarify this aspect of the proposal in July of 2023.
- An existing storm drain crosses the property beneath where the proposed building would be located, but does not appear on the submitted plans. The pipe carries rainwater from Cedar Road across the site to the Ucluelet Inlet. At the approval of the first phase of the Whiskey Landing development, it was noted that a statutory right-of-way was required during the second phase of the development to cover the storm drain. As yet no such right-of-way has been registered. It would be helpful to show the existing and relocated storm drain on the site plan to enable assessment of whether surface works (parking, landscaping, etc.) might pose any challenges for future maintenance.
- Feedback was provided on the draft proposal for a bus stop on the Cedar Road frontage.
- It was also noted that the Development Permit application is incomplete without a proper landscape plan.

The applicant engaged Associated Environmental Consultants Inc. to review the permit review process and comment on the District's conclusion with regard to the site and the *Contaminated Sites Regulation*. In their letter dated February 2, 2024, Associated Environmental describes the

proposed uses as a mixed commercial/residential development and concludes that the 2002 Certificate of Compliance for commercial use of the property at 1671 Cedar Road would be sufficient to support issuance of a Development Permit by the municipality. The letter does not substantiate how the ground-level use of the proposed building would qualify as commercial, and describes what staff understand to be an outdated provincial process of reviewing and communicating decisions on site determinations directly with property owners and developers (see **Appendix “B”**). After the letter from Associated Environmental was provided to the District on February 20th, 2024, Staff reached out to the writer of the review letter but did not receive a response.

On February 22, 2024, staff provided to the provincial Site Investigation Team a copy of both the letter from the District to the applicant and the review by Associated Environmental. Staff asked that the province provide an opinion on whether we have approached the processing and review of the Site Disclosure Statement in the correct way. At the time of writing this report, the District has not heard a response from provincial staff.

The owner and applicant have asked that the Development Permit / Development Permit application be presented to Council for a decision.

DISCUSSION 1 - PROCESS:

Because the Certificate of Compliance does not match the proposed use of the land, under section 557 of the *Local Government Act*, the municipality cannot at this time issue a development permit or building permit for the redevelopment of the site at 1671 Cedar Road (see **Figure 1**).

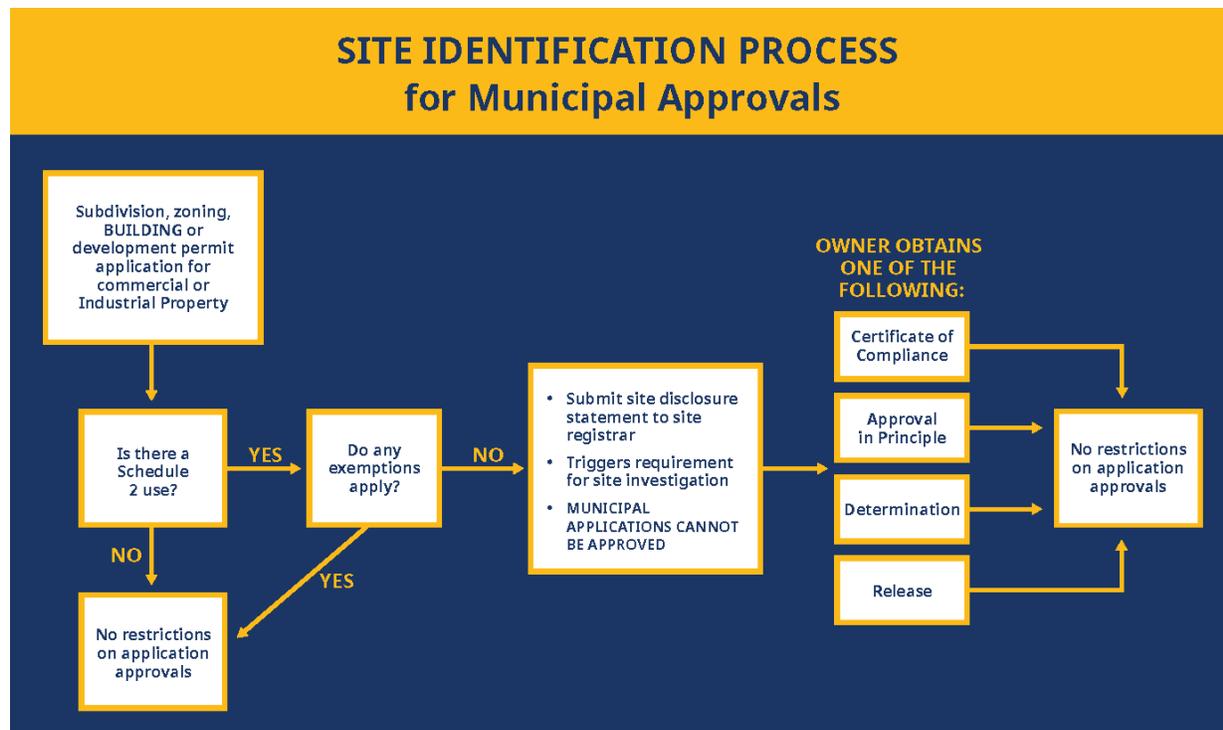


Figure 1 (source: <https://www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/identifying-sites-that-may-be-contaminated/requirements-for-municipalities-and-approving-officers>)

As noted in the letter to the applicant January 10th, the application is still incomplete. Under section 7.2 of the *Ucluelet Development Application Procedures Bylaw*, “an incomplete application need not be processed until all requirements of section 5 *Application and Information Requirements* have been satisfied, but the Manager of Planning may report to Council and seek Council direction”.

Council has the following options:

1. Defer a decision until the applicant has provided a valid certificate of compliance for the proposed use of the site - or other form of determination or release from the Ministry – and a landscape plan, noting that under section 9.1 of the *Ucluelet Development Application Procedures Bylaw*, “every application that has outstanding information requirements for a period greater than none (9) months is deemed to have been abandoned, with fees forfeited.”
2. Reject the application, noting that the application for 1671 Cedar Road was initially submitted more than 9 months ago and remains incomplete, and encourage the applicant to reapply when they have assembled a complete application.
3. Defer a decision and direct staff to engage a Qualified Professional to provide a review of the file and make recommendation on the validity of the 2002 Certificate of Compliance for the proposed development.
4. Determine that Council is convinced of the validity of the 2002 Certificate of Compliance and direct staff to prepare a draft of the Development Permit and Development Variance Permit (DVP), and give the required notice to seek public comment on the DVP.

DISCUSSION 2 – DEVELOPMENT PERMIT AND VARIANCES:

The application proposes to construct a 23-unit multi-family residential building, complimenting without mimicking the adjacent Whiskey Landing building (see **Appendix “D”**). It is a large but attractive building which has been designed to reduce its visual impact when viewed from the street and from the waterside. The application describes the use of forms, materials and colours of the building as being, “as playful as it is practical”. Staff agree with that description and recommend that the building would generally meet the development permit area guidelines for



the Village Square DP area I. Staff would prefer if the ground-level face of the building adjacent to the waterfront walkway was more animated and pedestrian-friendly; however the practicality of flood construction levels and providing covered parking on site limit the options.



The building siting and design address most of the DP guidelines. Areas where the proposal does not directly respond to the DP guidelines include:

- F1.1 and F1.2- (views of the harbour from Cedar Road)
- F3 (attractive pedestrian environment at the street)
- F4 (screening of parking areas with structures and/or landscaping)
- F28 (CPTED – passageway between buildings with blank walls)

The proposal would create a new bus stop on Cedar Road. Further details are required of the proposed landscaping and a safe connected pedestrian walkway along the Cedar Road frontage.

The development proposes to provide a connected public pedestrian walkway along the waterfront and through the site to Cedar Road. This would be consistent with the [OCP](#) schedule “C” Parks and Trails Network plan which shows a section of “future Safe Harbour Trail” in this location.

The application also proposes that, if it were approved, the owner would be prepared to transfer the water lease of District Lot 2167 to the municipality for potential public uses adjacent to the northern end of the existing municipal Whiskey Dock.

Twenty-five on-site parking spaces are proposed to serve the new building: one per unit plus two visitor spaces.

The site is within the Marine Shoreline environmental DP area. An environmental assessment has been submitted (see **Appendix “D”**). There are no sensitive marine ecosystems such as eelgrass adjacent to the development site, and the report makes recommendations for best practices during redevelopment.

USES:

The applicant states that the development would “be within the intended uses for the existing CD-4 zoning”. They have expressed that their interpretation of the zoning is that all 23 units could be used for either residential or resort condo purposes. There is a density cap on the number of units used for tourist accommodation, however. Under section CD-4.3.1(1) Density – maximum number of hotel and resort condo: 1 guest room or dwelling unit per 140m² (1,552 ft²) lot area. This results in a maximum number of 8 guest rooms or dwelling units that could be used for tourist accommodation uses on the subject property. Therefore at least 15 of the proposed units would be multi-family residential homes. The District could issue business licences for a maximum of 8 units within the building. If constructed, it is highly advisable that the 8 units (maximum) which could be used for tourist accommodation be identified by the developer and disclosed to future purchasers at the outset.

Parking:

The development proposed 25 on-site parking spaces. The zoning bylaw requires a minimum of 1.5 spaces per multi-family residential unit plus 1 visitor space per 5 units = 39 spaces. The parking requirement for resort condo is 1 space per unit. If 8 units are resort condos, then the total parking requirement for the development would be 34 spaces. The property is located within the Village Square designation, therefore according to section 506.1 of the Zoning Bylaw, the developer has the option of paying cash-in-lieu for the on-site parking shortfall of 9 to 14 spaces at a rate of \$8,000 per space. If the developer proposes to limit some (maximum 8) of the units to be resort condo use only to reduce the parking requirement, then a restrictive covenant designating those units and restricting their residential use would be required.

The site plan shows that a designated loading zone would be defined to serve the existing Whiskey Landing businesses.

Variances:

The following variances would be required for the development as proposed:

- Side yard interior setback: reduce from a minimum of 4.2m to 0.0m;
- Setback from the upland side of the natural boundary of the sea: reduce from a minimum of 7.5m to 0.0m (for the waterfront walkway);
- Front setback for an accessory building: reduce from a minimum of 5m to 0.0m;
- Height: increase from a maximum of 12m to 16.34m (to the peak on the north side of the building).

Subject to public comment, the variances are supportable for the proposed development.

ANALYSIS OF OPTIONS:

The applicant has requested that Council receive and provide a decision on the Development Permit and Development Variance Permit application. Staff recommend that the first order is for Council to determine whether it concurs with the staff conclusion that the application remains incomplete at this time.

A	Defer a decision until the applicant provides a valid certificate of compliance and completes their application.	<u>Pros</u>	<ul style="list-style-type: none"> Keeps the application file open. Once the applicant provides all the required information would enable a decision on the requested permits.
		<u>Cons</u>	<ul style="list-style-type: none"> Extends the review time on the file. Timeline for the applicant obtaining a determination from the Province is uncertain.
		<u>Implications</u>	<ul style="list-style-type: none"> File would be put on hold until the applicant submits the required additional information. If file is still incomplete after 9 more months (Dec 2024) then file would be closed.
B	Reject the application.	<u>Pros</u>	<ul style="list-style-type: none"> Would encourage the applicant to submit a complete application. Would close the file and redirect staff time to other priorities.
		<u>Cons</u>	<ul style="list-style-type: none"> Applicant would need to submit a new application and fee.
		<u>Implications</u>	<ul style="list-style-type: none"> File DP23-04 would be closed. Applicant could reapply when they have obtained a determination from the Province on the site, and have prepared a complete application.
		<u>Suggested Motion</u>	THAT Council rejects application DP23-04 for 1671 Cedar Road noting that the application was initially submitted more than 9 months ago and remains incomplete, and encourages the applicant to reapply with a complete application.
C	Defer a decision and engage an environmental consultant to review the validity of the 2002 Certificate of Compliance for the proposed development.	<u>Pros</u>	<ul style="list-style-type: none"> Could provide an independent professional review to help inform Council's decision.
		<u>Cons</u>	<ul style="list-style-type: none"> The District would be undertaking actions and absorbing costs that are the responsibility of the land owner.
		<u>Implications</u>	<ul style="list-style-type: none"> Staff would engage a Qualified Professional to review the application and provide a report with recommendations on the validity of the 2002 Certificate of Compliance. Cost is estimated at \$5,000 to \$10,000.
		<u>Suggested Motion</u>	THAT Council direct staff to engage a Qualified Professional to provide a review of the file and make recommendation on the validity of the 2002 Certificate of Compliance for the proposed development.

D	Accept the validity of the 2002 certificate of compliance. [not recommended]	<u>Pros</u>	<ul style="list-style-type: none"> Moves the application forward.
		<u>Cons</u>	<ul style="list-style-type: none"> No clear evidence that the proposed development qualifies as “commercial” under the <i>Contaminated Sites Regulation</i>. May allow the development to proceed on a site that has not been remediated to the correct standard for the intended use. Could create a potential liability to the municipality if it is determined that the existing certificate of compliance was incorrectly applied. Potential liability hinges on the reasonableness of a decision to find that the certificate of compliance is valid for the proposed use of the property.
		<u>Implications</u>	<ul style="list-style-type: none"> Staff would draft the DP and DVP and bring the application back to a future Council meeting once the required notice has been completed for the variances.
		<u>Suggested Wording</u>	<p>THAT Council accepts the validity of the 2002 Certificate of Compliance for the proposed development at 1671 Cedar Road, and directs staff to prepare a draft Development Permit and Development Variance Permit, and give the required notice to seek public comment on the variances at an upcoming Council meeting.</p>

Respectfully submitted:

Bruce Greig, Director of Community Planning
Duane Lawrence, Chief Administrative Officer

Fawn Ross, Development Manager
Azura Management Corp.
125B – 19055 34A Avenue
Surrey, BC V3Z 0P6

January 10, 2024

via email: fross@azuramanagement.com

Re: 1671 Cedar Road development application review

Dear Fawn;

The following comments are provided from the review of the application package submitted for the proposed development at 1671 Cedar Road. The initial application review has identified some items that will need to be addressed to move the project forward. As discussed previously, your team is proposing an attractive building and taking a creative approach to the site. However additional information is required to address the following items and form a complete picture of the proposed development and its impacts. We will await receipt of your completed application before further review can proceed.

Certificate of Compliance

After some back-and-forth, the Ministry of Environment has confirmed that the Certificate of Compliance (CoC) issued on July 23, 2002, for the property was for **commercial** purposes; the proposed development of a 4-storey 23-unit condominium building qualifies as a “high-density residential land use” under the *Contaminated Sites Regulation*.

For the purposes of the provincial *Environmental Management Act*, the following definitions of land uses apply:

"high density residential land use" means a residential land use in respect of one of the following:

- (a) a multiple-unit dwelling of 3 or more storeys;
- (b) an institutional facility in a building of 3 or more storeys;

"residential land use" means the use of land for the primary purpose of

- (a) a residence by persons on a permanent, temporary or seasonal basis, including, without limitation, single family dwellings, cabins, apartments, condominiums or townhouses, or
- (b) institutional facilities, including, without limitation, schools, hospitals, daycare operations, prisons, correctional centres and community centres;

The high-density residential land use matches your proposal. The regulation differentiates this use from commercial:

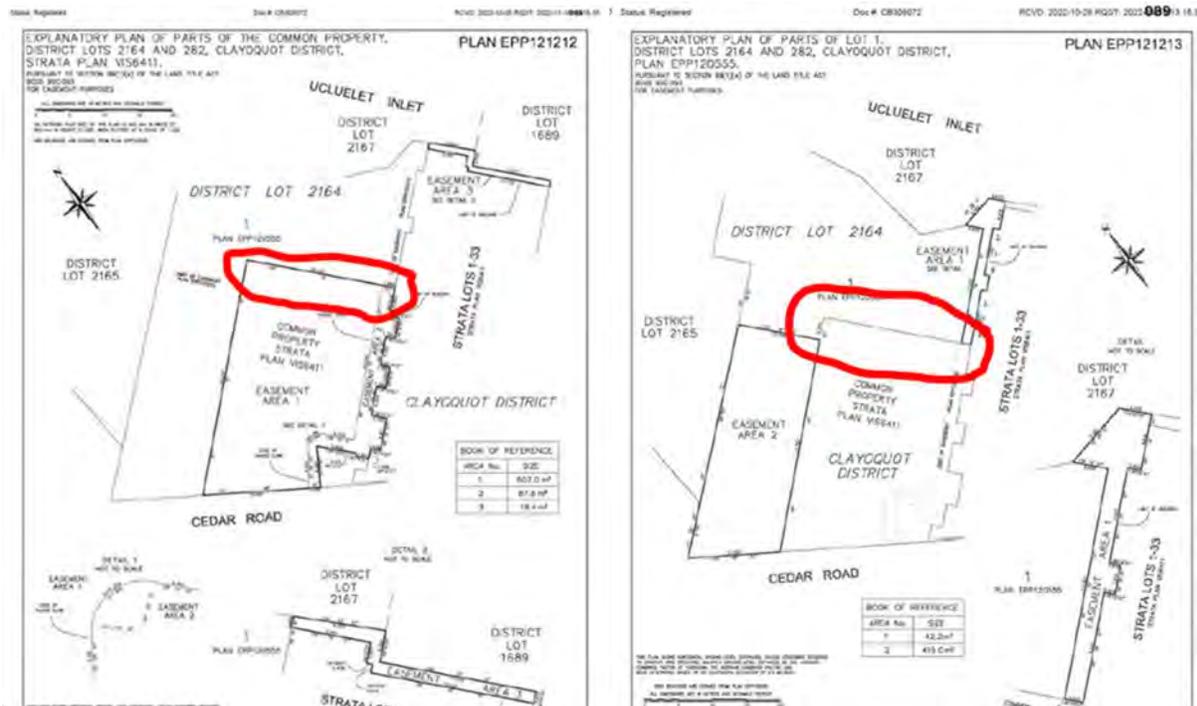
"commercial land use" means the use of land for the primary purpose of buying, selling or trading of merchandise or services including, without limitation, shopping malls, office complexes, restaurants, hotels, motels, grocery stores, automobile service stations, petroleum distribution operations, dry cleaning operations, municipal yards, warehouses, law courts, museums, churches, golf courses, government offices, air and sea terminals, bus and railway stations, and storage associated with these uses.

The 2002 CoC does not cover the proposed land use with the current application. This means that the District is restricted from providing development approvals such as a Development Permit, Development Variance Permit or Building Permit until the owner has provided a valid CoC from the Province for the proposed use. An environmental consultant can advise on the options for obtaining a valid CoC or other form of determination or release from the Ministry.

Building Code and Spatial Separation:

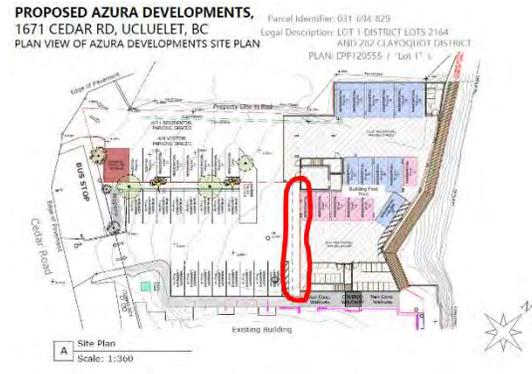
Doug Cole's email of December 12, 2023, was helpful clarifying the non-combustible construction of the southeast wall facing the existing Whiskey Landing building. The question raised by staff last July, however, included the building code compliance for the limiting distance to the southwest face of the building, which is proposed to be constructed at (and over) the property boundary between Lot 1 Plan EPP120555 and the common property of Strata Plan VIS6411.

The easement documents CB308072 to CB308075 provided with the application do not satisfy the requirements of maintaining spatial separation mandated by the BC Building Code.



As it is proposed, prior to issuing a building permit for the building a section 219 restrictive covenant in favour of the District would need to be registered over the common property of Strata Plan VIS6411 restricting the construction of any future building on the neighbouring property within the limiting distance required by Code.

Alternative approaches to meeting the building code requirements could include removing the cantilevered balconies and unprotected openings (windows) on that face of the building, or moving the face of the building back from the property line. Such changes would affect the form and character of the building; a prime consideration for Council when considering issuance of the requested Development Permit.



Not knowing what approach the applicant will take and whether it will affect the form of the proposed building, staff requested that you clarify how you intend to meet the code requirements - prior to the application being presented to Council. If you choose the route of registering a S.219 restrictive covenant over an area of the existing parking lot on the common property of Strata Plan VIS6411, a letter of support from the Strata would be sufficient at the Development Permit stage. Registration of the covenant would just need to be complete prior to issuance of a building permit.

Engineering:

Engineering comments were provided previously and we understand that Herold Engineering is working to address those issues. The current drawing set does not clearly indicate the location of the existing storm drainage main that crosses the property – it would be helpful to add the existing and relocated storm drain to the site plan to enable us to assess whether surface works (parking, landscaping, etc.) might pose any challenges for future maintenance.

The draft plan for the Cedar Road frontage provided by Herold Engineering for discussion, showing the bus stop, is generally supportable with the following comments:

- Need to provide for a pedestrian walkway connecting from the existing sidewalk at the corner of Main Street to the new bus stop location;
- Explore retaining a parallel public parking space on Cedar near the corner with Main;
- The raised bus stop pad provides pedestrian accessibility but in its current location would see the bus stop in the travel lane. This is not a BC Transit stop but serves irregular private service (Island Express and tour bus), therefore there should be space for a bus to pull out of the travel lane to stop for a lengthier load/offload; and,
- Provide a landscape plan for the proposed treatment of the Cedar Road frontage to complete the DP application.



We look forward to working with you as these items are addressed and the application makes its way to Council. Once you have had a chance to review the above with your team, we would be pleased to schedule a meeting to discuss and answer any questions you might have.

Regards,

Bruce Greig,
Director of Community Planning

- Cc: Ewen Stewart, Azura Developments
Doug Cole, Architect
Evan Pearce, Herold Engineering
Duane Lawrence, CAO
James MacIntosh, Director of Engineering
Rick Geddes, Fire Chief
Nicole Morin, Municipal Inspector
John Towgood, Municipal Planner



Associated Environmental Consultants Inc.
Suite 200, 2800 29 Street
Vernon, BC V1T 9P9 Canada

February 2, 2024

File: 2024-8584-00

TEL: 250.545.3672

FAX: 250.545.3654

Fawn Ross
Development Manager
Azura Management Corp.
800-15355 24 Avenue, Suite 200
Surrey, BC V4A 2H9

Re: ENVIRONMENTAL REVIEW - UCLUELET COMMERCIAL DEVELOPMENT
1671 CEDAR ROAD, UCLUELET, BC

Dear Ms. Ross:

Azura Management Corp. retained Associated Environmental Consultants Inc. (Associated) in January 2024 to complete a cursory review of historical BC Ministry of Environment and Climate Change Strategy (BC ENV) site registry reports and certificates of compliance (CoCs) related to the property at 1671 Cedar Road, Ucluelet, BC (the Subject Site), and provide an overview of the permitting process for a development permit application for the Subject Site.

Associated understands that the Subject Site is planned for redevelopment into a mixed commercial/residential building, with a ground-level parkade and three levels of dwelling units above it (total of 23 units), which is allowed under the current CD-4 zoning. The lot will consist of the building and a paved parking lot, with limited landscaping along the Cedar Road right-of-way.

The following documents were reviewed to determine the environmental conditions of the Subject Site:

- Certificate of Compliance, Site ID: 4882 (1645 Cedar Road) (dated July 19, 2002) – includes the Subject Site lot at 1671 Cedar Road
- Certificate of Compliance, Site ID: 6493 (1638 Cedar Road) (dated March 14, 2003)
- Site Registry Site Details Report, Site ID: 4882
- Site Registry Site Details Report, Site ID: 6493
- Report entitled Environmental Site Decommissioning Summary Report, Former Chevron Bulk Plant BP8202, 1645 Cedar Road, Ucluelet, BC, prepared by Seacor Environmental Inc. (dated March 13, 2002)
- Report entitled Soils Excavation and Storm Sewerage Replacement Program, Former Chevron Bulk Plant BP820, 1645 Cedar Road, Ucluelet, BC, prepared by Seacor Environmental Inc. (dated May 28, 2002)



February 2, 2024
Fawn Ross
Page 2

Based on the documents reviewed, the Subject Site was part of a larger lot (civic address 1645 Cedar Road) that was previously leased by Chevron Canada Ltd. (Chevron) and formed part of the Chevron bulk plant. Aboveground storage tanks were located on the Chevron-owned property at 1638 Cedar Road, located southwest of the Subject Site (Site ID 6493). Investigation and remediation were completed at the Subject Site in the late 1990s to early 2000s (limited information was provided in the reviewed reports). A CoC was issued for the property at 1638 Cedar Road in March 2003, stating that this site was remediated to meet the Contaminated Sites Regulation (CSR) commercial land use soil standards of the time (no groundwater contamination was identified). A CoC was issued for the larger lot that includes the Subject Site in July 2002, stating that the site was remediated to meet the commercial land use soil standards and aquatic life water use standards of the time.

Based on the information provided by the client, Associated understands that the property was Crown land leased by Chevron, and the land was titled by the Province and the CoC issued in 2002. After the CoC was issued, the larger lot addressed 1645 Cedar Road, which included the Subject Site, was sold to a private developer. The municipality created a new commercial zoning designation specific to the site (CD-4) and approved construction of the Whiskey Landing development on the southeastern half of the lot, which is a standard mixed commercial and residential building that allows dwelling units (only from the second storey up). The units above can function as short-term rentals or as permanent residences. The Subject Site was slated to be Phase II of the Whiskey Landing. The larger lot was subdivided in 2022 into two parcels: the south portion at 1645 Cedar Road and the north portion at 1671 Cedar Road (the Subject Site). It has been vacant since the CoC was issued.

Based on the proposed development of the Subject Site, with a proposed parkade at ground level and residential units above, the applicable CSR standards would be commercial land use. BC ENV does not require that a CoC be updated at redevelopment if the applicable land use standards remain the same. As such, the current CoC would still apply at the Subject Site. ✖

BC ENV provides guidance on the [municipal permitting process on their website](#). BC ENV requires the submission of a site disclosure statement (SDS) when applying for a municipal permit for sites that had or have Schedule 2 uses (a bulk plant is a Schedule 2 use), unless the site is exempt. Exemptions are listed in the [CSR: Division 3, Section 4](#). This site would be exempt from submitting an SDS as per Section 4(1):

Exemption — other processes apply under the Act

4 (1) A person is exempt from the requirement to provide a site disclosure statement under section 40 (1) or (2) of the Act in relation to a site if

(a) the site is the subject of an approval in principle or certificate of compliance relevant to

(i) the current use of the site, or

(ii) any use of the site proposed by the person, and



February 2, 2024
Fawn Ross
Page 3

(b) the person, after making reasonable inquiries, has no reason to believe that any further contamination occurred at the site after the approval in principle or certificate was issued.

As a result of the SDS exemption, there is no reason for the municipality to submit a SDS following permit application, and thus there would be no freeze on the issuance of the development permit by BC ENV.

Note that if the SDS had been provided to BC ENV and they froze the permit, an email would have been issued to the contact person noted on the SDS and to the municipality. That email would contain standard phrasing, as follows:

If the SDS was submitted in conjunction with a municipal application, the municipality cannot approve the application until the applicant meets at least one of the requirements prescribed in the following local government statutes: Islands Trust Act (section 34.1), Land Title Act (section 85.1), Local Government Act (section 557), and the Vancouver Charter (section 571B), as applicable. For example, restrictions can be lifted when an applicant submits to the approving authority a Determination that the site is not contaminated, an Approval in Principle of a remediation plan, a Certificate of Compliance or a Voluntary Remediation Agreement; or obtains a release notice from the ministry.

Given that the CoC for the Subject Site meets the applicable land use standards for the proposed development, there should be no freeze on municipal permits by BC ENV, and the municipality could issue the permit.

The municipality does not have authority to require additional investigation or compliance with different land use standards (i.e., residential land use standards). That is the jurisdiction of BC ENV.

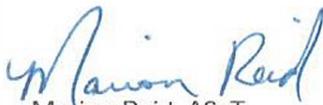


February 2, 2024
Fawn Ross
Page 4

Based on this review, it appears that the current CoC for the Subject Site would be sufficient to support issuance of a development permit for the land use proposed at the Subject Site.

We trust this completes the assignment to your satisfaction. Please contact the undersigned if you require any further information.

Yours truly,
Associated Environmental Consultants Inc.


Marion Reid, ASCT
Manager, Geoscience

08/02/2002 13:42 FAX 250 337 9333

ENV-REMEDIATION SITE

002/004

EXHIBIT "6"



CERTIFICATE OF COMPLIANCE

(Pursuant to Section 27.6 of the Waste Management Act, RSBC Chapter 482, 1996)

THIS IS TO CERTIFY that as of the date indicated below, the lands described herein have been satisfactorily remediated to meet Ministry of Water, Land and Air Protection Commercial land use soil standards and Aquatic Life water use standards in the Contaminated Sites Regulation. The substances for which remediation has been satisfactorily completed are as follows:

In soil LEPH, VPH, benzene, ethylbenzene, toluene, and xylenes.

In water LEPH_w, naphthalene, pyrene and benzo(a)pyrene.

The lands covered by this certificate are located at 1645 Cedar Road, Ucluelet, British Columbia, which are more particularly known and described as:

Block B of Lot 1893, Lot 1535, Lot 1892 and Block A of Lot 1893, Clayoquot District

Approximate Centre of the Lands *

Latitude: 48° 56' 37.4"
Longitude: 125° 32' 46.2"

* Using the NAD (North American Datum) 1983 convention

A site plan is attached as Schedule "A" to this certificate.

This certificate is qualified by the notations described in Schedule "B" which is attached to and forms part of this certificate. This certificate is issued based on the most current information available to the Ministry of Water, Land and Air Protection as summarized in:

- "Environmental Site Decommissioning Summary Report, Former Chevron Bulk Plant BP#820, 1645 Cedar Road, Ucluelet, BC" prepared by Seacor Environmental Engineering Inc., dated December 13, 2000.

It should not, however, be construed as an assurance that there are no hazards present on the site described above.

July 23/02
Date Issued

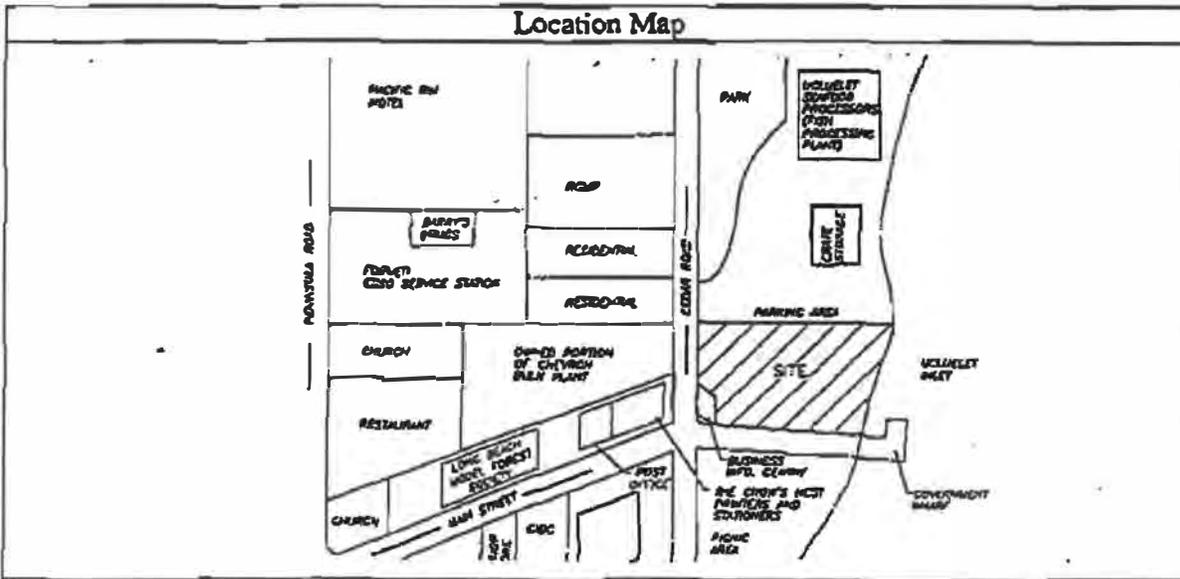
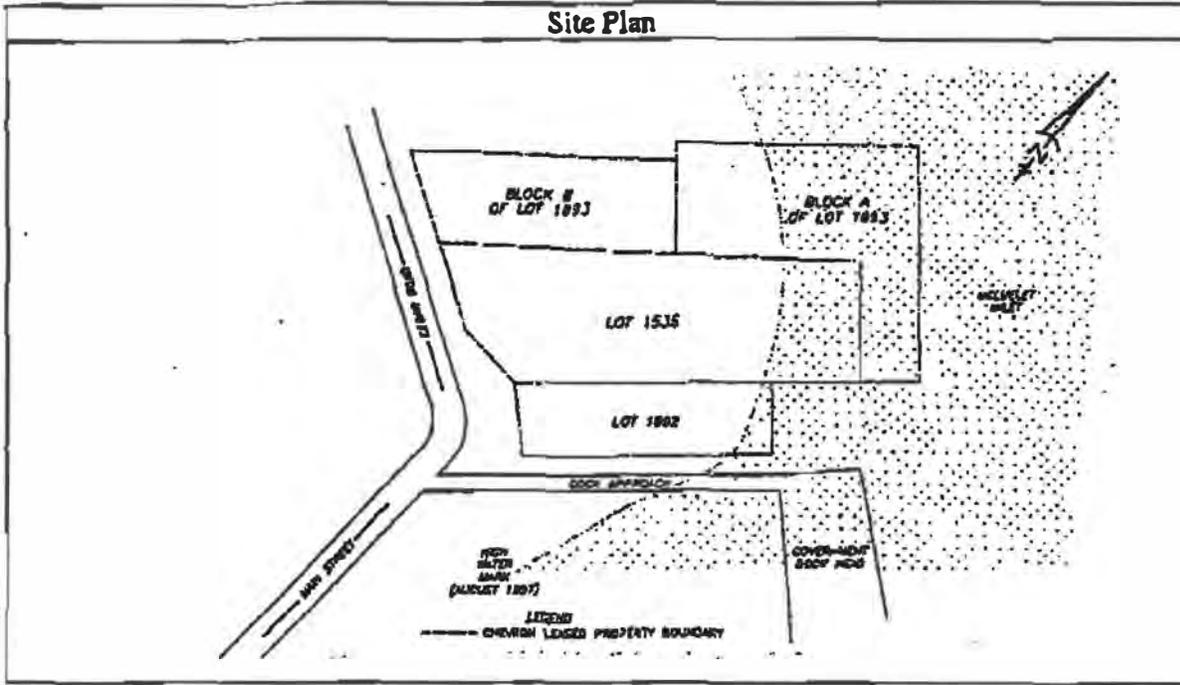
[Signature]
Assistant Regional Waste Manager

Date Amended

Assistant Regional Waste Manager

SITE Identification Number 4882

Schedule "A"



July 23/02
Date Issued

[Signature]
Assistant Regional Waste Manager

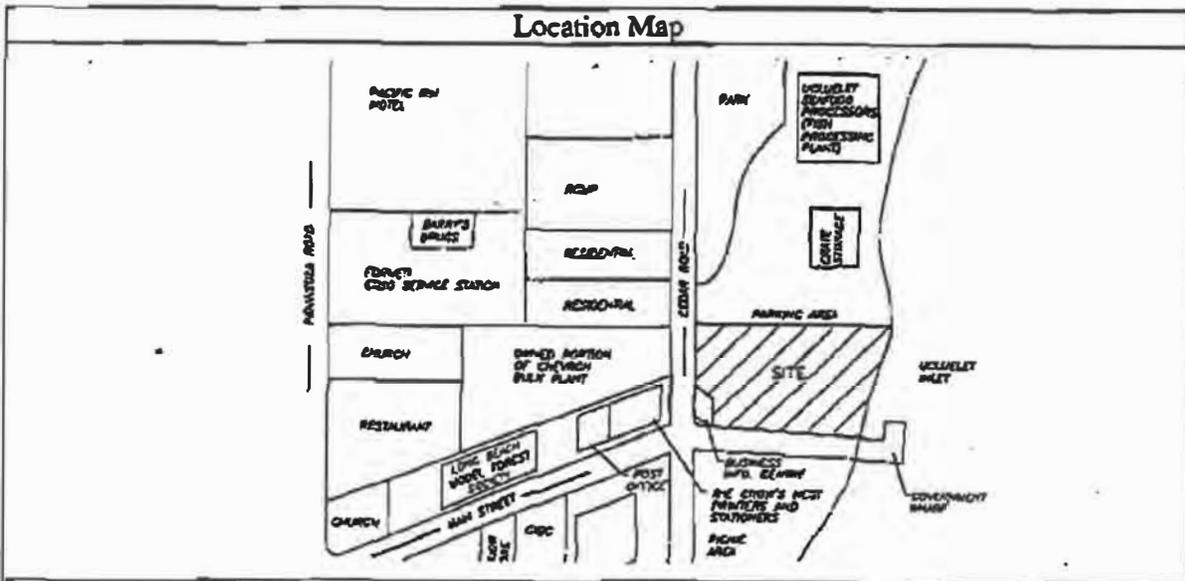
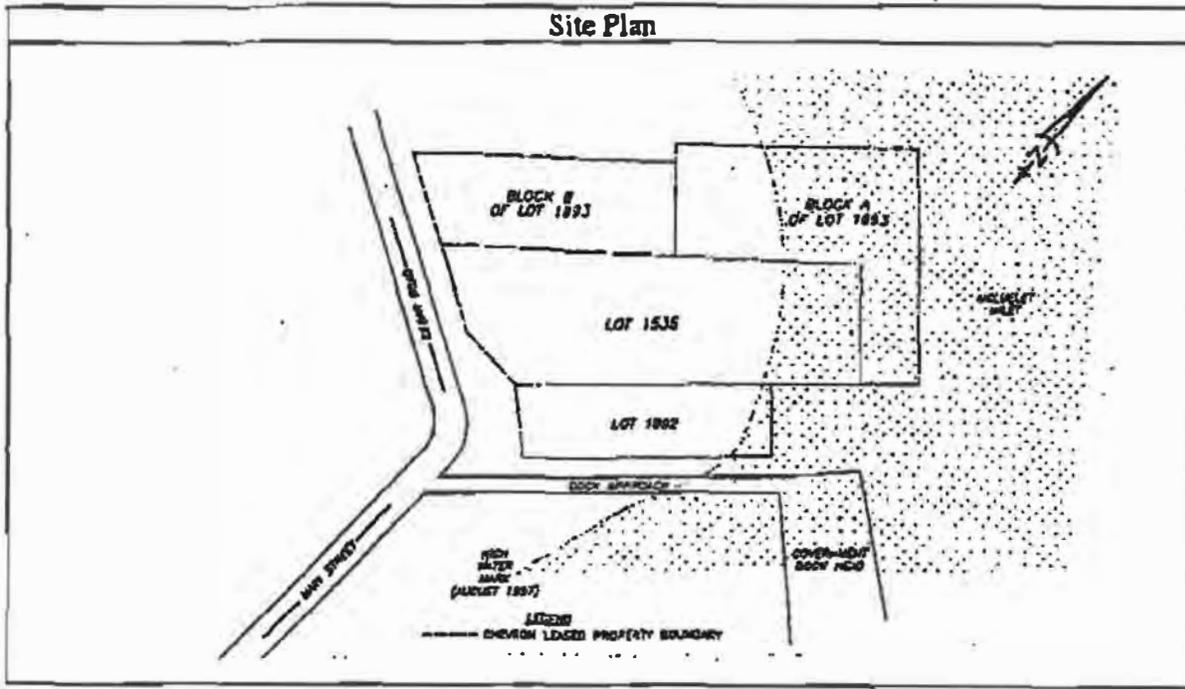
Date Amended

Assistant Regional Waste Manager

SITE Identification Number 4882

2 of 3

Schedule "A"



July 23/02
Date Issued

[Signature]
Assistant Regional Waste Manager

Date Amended

Assistant Regional Waste Manager

SITE Identification Number 4882

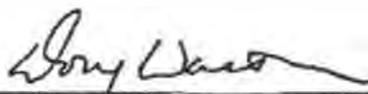
2 of 3

Schedule "B"

The following notations form a requisite component of this certificate of compliance:

1. Information about this site will be included in the site registry established under the *Waste Management Act*.
2. The provisions of this certificate of compliance are without prejudice to the right of the Regional Waste Manager to make orders or to require additional remediation measures as the Regional Waste Manager may deem necessary in accordance with the applicable laws. Nothing contained in this certificate of compliance will in any way restrict or impair the Regional Waste Manager's power in this regard.
3. The site owner indemnifies the Crown, and her employees against loss, damages, costs, actions, suits and claims arising from any contamination remaining at the site.
4. In view of the site's historical activities, a qualified environmental consultant will be contracted to identify, characterize and appropriately manage any soil and/or groundwater materials of suspect environmental quality which may be encountered during any future subsurface work at the site.

July 23/02
Date Issued


Assistant Regional Waste Manager

Date Amended

Assistant Regional Waste Manager

Azura Management Corp. 1671 Cedar Road
Ucluelet, BC
COVER LETTER

Azura Management Corp.
800 – 15355 24th Avenue
Suite 550,
Surrey, B.C.
V4A 2H9
Office: (604) 536-7333
Mobile: (604) 309-4154
E: fross@azuramanagment.com

April 4, 2023

By email, and Express Post - bgreig@ucluelet.ca

District of Ucluelet

200 Main Street,
P.O. Box 999,
Ucluelet, BC
V0R 3A0

Dear Mr. Bruce Grieg,

We are pleased to present an updated and alternate Development Permit Application for 1671 Cedar Road, Ucluelet BC (PID 031-694-829)¹.

This application package has been completed in accordance with the Development Permit (DP) Checklist, and with the communications and feedback provided to us by District of Ucluelet Staff and Whiskey Landing owners over the past five years.

¹ Legal Description: LOT 1 DISTRICT LOTS 2164 AND 282 CLAYOQUOT DISTRICT PLAN: EPP120555 ("Lot 1").

Digital copies of the following standard documents have been submitted electronically in support of this application:

1. Signed Application form
2. Title search
3. Site profile
4. Written statement of intent
5. Application drawings

In addition to the standard documents the application package includes the following additional reports:

6. Marine habitat assessment report (previously submitted by Rob Waters on December 20, 2022)
7. Engineering report to determine a site-specific Flood Construction Level

The required hard copies of the following documents are being delivered to you by express post:

- Application drawings (three full size, and two letter size)
- Application fee for \$1,500

We look forward to hearing from you,

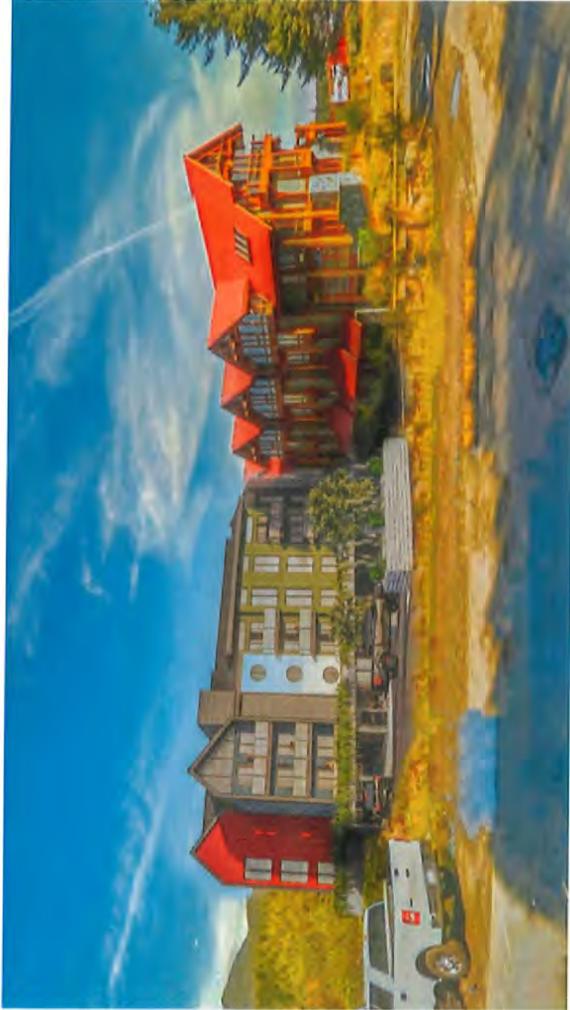
A handwritten signature in black ink, appearing to read 'Fawn Ross', with a long horizontal flourish extending to the right.

Fawn Ross

PROPOSED AZURA DEVELOPMENTS, 1671 CEDAR RD, UCLUELET, BC

Parcel Identifier: 031-694-829

Legal Description: LOT 1 DISTRICT LOTS 2164
AND 282 CLAYOQUOT DISTRICT
PLAN: EPP120555 ("Lot 1").



SCAN CODE FOR VIDEO
View from Ocean



SCAN CODE FOR VIDEO
View from Cedar Rd



SCAN CODE FOR VIDEO
View from Cedar Rd

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MEADOW VIEW DRAFTING AND DESIGN

14211 Bristow Rd, Summerland, BC

Call: 250-462-0420

Email: craig@meadowviewdrafting.com

PROPOSED AZURA DEVELOPMENTS, 1671 CEDAR RD, UCLUELET, BC

PROJECT STATISTICS

PROJECT DATA- CONDOS

CIVIC ADDRESS 1671 CEDAR ROAD, UCLUELET, BC
 PROPOSED USE CONDO'S
 BASIS OF DESIGN BCBC 2018
 PROPOSED ZONING CD-4

DEVELOPMENT REPORT

AREA CALCULATION _____ ALLOWED 4 PROPOSED 4
 PROPOSED STOREYS 4 4

TOTAL PROPOSED UNITS 23

SITE 1257.78 sqm (13506.41 sqft)

TOTAL GROSS FLOOR AREA

F.A.R. 2.2 1.7

LOT COVERAGE 90% 57.8%

PARKING
 PARKADE REGULAR 10/23
 PARKADE SMALL 6/23
 PARKADE ACCESSIBLE 1/23
 PARKING LOT 6/23
 VISITOR PARKING (EXTERIOR) 2/4
 OFF SITE PARKING 2/23

GROSS AREA CALCULATION - APARTMENT

LEVEL	AREA (sqm)	AREA (sqft)
PARKADE	725.48	7,809.05
FIRST FLOOR	603.76	6,498.89
SECOND FLOOR	603.76	6,498.89
THIRD FLOOR	603.76	6,498.89
FOURTH FLOOR (INCLUDING LOFT UNIT OS-D.3)	326.68	3,505.67
BUILDING HEIGHT	2,863.44	30,811.39

MEASURED FROM: AZURA CONDOS (FISHPLANT SIDE) 16.342m
 AZURA CONDOS (WHISKEY LANDINGS SIDE) 15.525m
 WHISKEY LANDINGS 14.489m
 AVE. GRADE 3.16m



A0.2

CONDO UNIT BREAKDOWN

Unit Types	Unit Count	Bedroom Count	Size (SQFT)	Bathroom Count	Den Count	Deck (SQFT)
PS-A	3	1	617	1	0	69
PS-B	3	2	733	2	0	81
PS-C	3	1	618	1	0	71
OS-A	3	2	715	3	0	51
OS-B	3	1	718	1	1	60
OS-C	3	1	997	2	1	76
OS-D*	3	3	1167	3	0	55
PH-1	1	1	900	2	1	60
PH-2	1	1	1100	2	1	76
						One Bedroom Units 14
						Two Bedroom Units 9

*Loft on 4th Floor 1 Bedroom and 1 Bathroom 820 sqft

Common Area (SQFT)

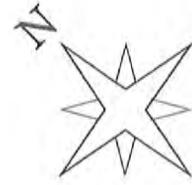
	Parkade	1st Floor	2nd Floor	3rd Floor	4th Floor
Storage	770.5	-	-	-	-
Stairwell	211	293	293	293	167
Hallway	194	488	488	488	400

Total Building Area (SQFT)

	Parkade	1st Floor	2nd Floor	3rd Floor	4th Floor
Unit Area	-	5535	5535	5535	2000
Common Area	1125.5	781	781	781	567



1671 CEDAR RD, UCLUELET, BC



**PROPOSED AZURA DEVELOPMENTS,
1671 CEDAR RD, UCLUELET, BC
PLAN VIEW OF AZURA DEVELOPMENTS SITE PLAN**

Parcel Identifier: 031-694-829

Legal Description: LOT 1 DISTRICT LOTS 2164
AND 282 CLAYOQUOT DISTRICT

PLAN: EPP120555 ("Lot 1").



A Site Plan
Scale: 1:360



A0.3

1671 CEDAR RD, UCLUELET, BC

PROPOSED AZURA DEVELOPMENTS, 1671 CEDAR RD, UCLUELET, BC



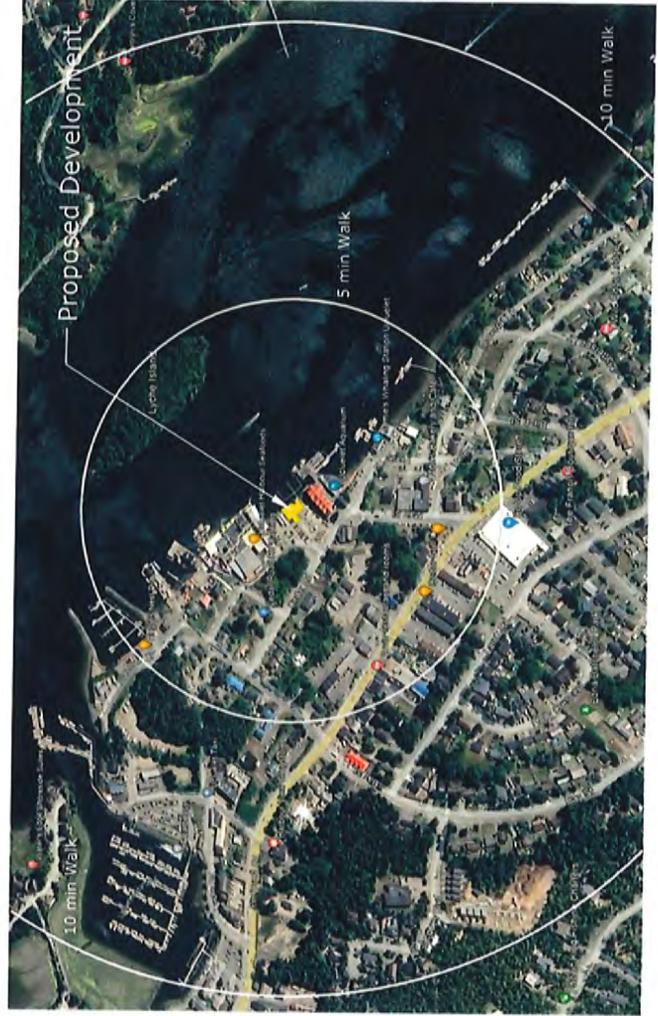
Regional Context
Scale: N/A

B

Neighbourhood Context

B.1

Scale: N/A

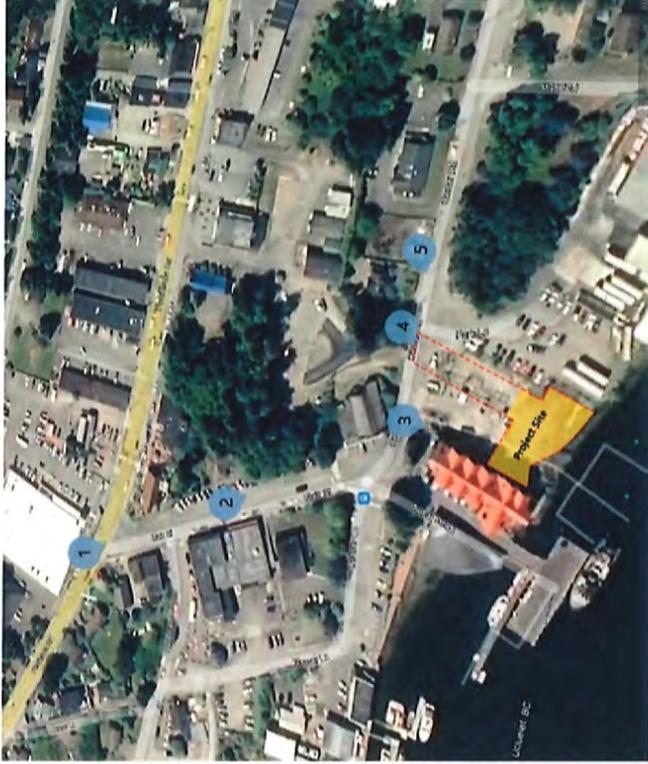


A0.4

1671 CEDAR RD, UCLUELET, BC



PROPOSED AZURA DEVELOPMENTS, 1671 CEDAR RD, UCLUELET, BC



2 View to Site from Main St
Scale: N/A



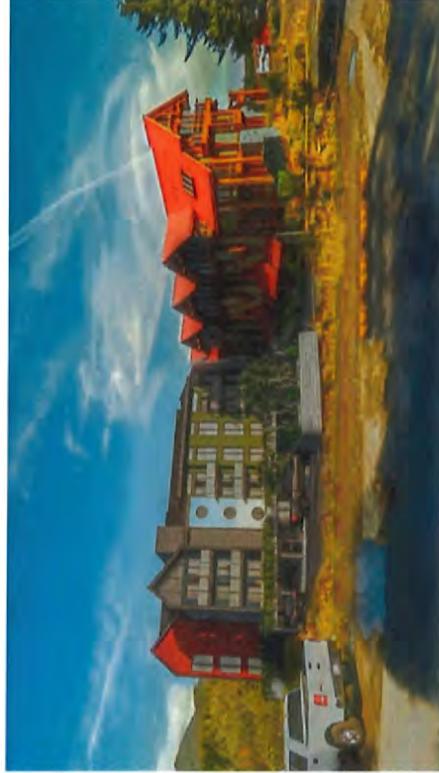
5 View to Site from Cedar Rd
Scale: N/A



1 View to Site from Peninsula Rd
Scale: N/A



3 View to Site from Cedar Rd and Main St
Scale: N/A



4.1 Rendered Image of View to Site from Cedar Rd
Scale: N/A

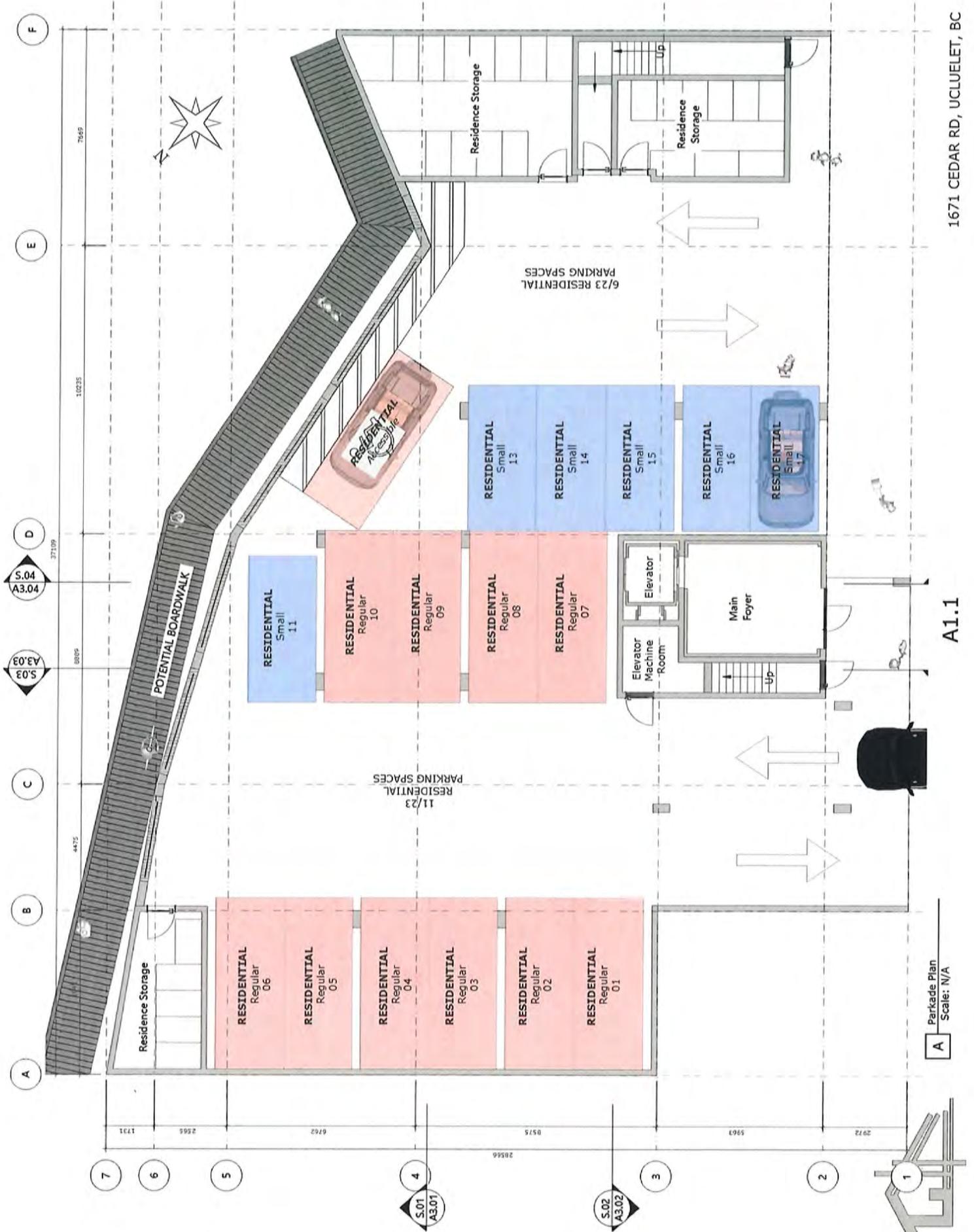


4 View to Site from Cedar Rd
Scale: N/A

A0.5

1671 CEDAR RD, UCLUELET, BC





1671 CEDAR RD, UCLUELET, BC

A1.1

A Parkade Plan
Scale: N/A



1671 CEDAR RD, UCLUELET, BC

A1.2

B 1st and 2nd Floor Plan
Scale: N/A





1671 CEDAR RD, UCLUELET, BC

A1.4

D 4th Floor and Loft Plans
Scale: N/A



- EXTERIOR FINISH KEY**
- 1 7 1/4" Exposure Siding - Horizontally Oriented
 - 2 Architectural Concrete
 - 3 Metal Panel
 - 4 Pre-Finished Metal Flashing with Extended Drip Edge
 - 5 42" Face Mounted Glass Guardrail
 - 6 16" Exposure Board and Batt - Vertically Oriented
 - 7 James Handle Shingles
 - 8 Face Stone
 - 9 Metal Roofing Black

Color swatches and material names for exterior finishes:

- SW 9150 Endless Sea
- SW 6439 Greenfield
- Corrugated Metal Siding
- SW 6685 Trinkiet
- SW 7075 Web Gray
- SW 7583 Wild Currant

1671 CEDAR RD, UCLUELET, BC

A2.1

N Ocean, Front Elevation
Scale: N/A





- EXTERIOR FINISH KEY**
- 1 7.14" Exposure Siding - Polybutyl Grained
 - 2 Architectural Concrete
 - 3 Metal Panel
 - 4 Pre-Finished Metal Finishing with Enameloid DMC Edge
 - 5 4" Face Mounted Glass Curtainwall
 - 6 10" Exposure Board and Batten - Veneered Concrete
 - 7 James Hardie Siding
 - 8 Face Stone
 - 9 Metal Roofing Tiles



1671 CEDAR RD, UCLUELET, BC

A2.2

S Parkade Elevation
Scale: N/A



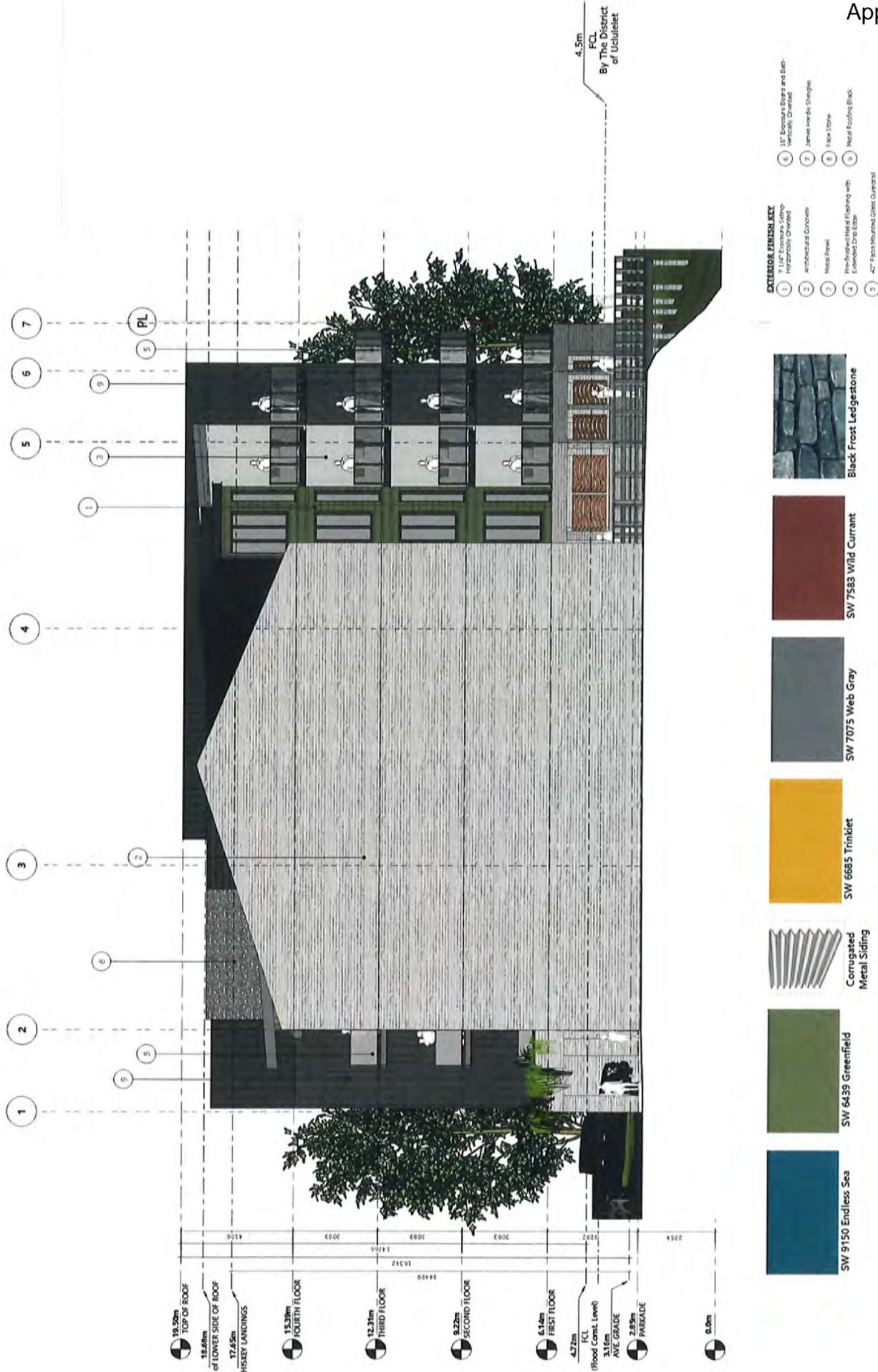


1671 CEDAR RD, UCLUELET, BC

A2.3

North West Elevation
Scale: N/A





1671 CEDAR RD, UCLUELET, BC

A2.4

E South East Elevation
Scale: N/A





A3.1

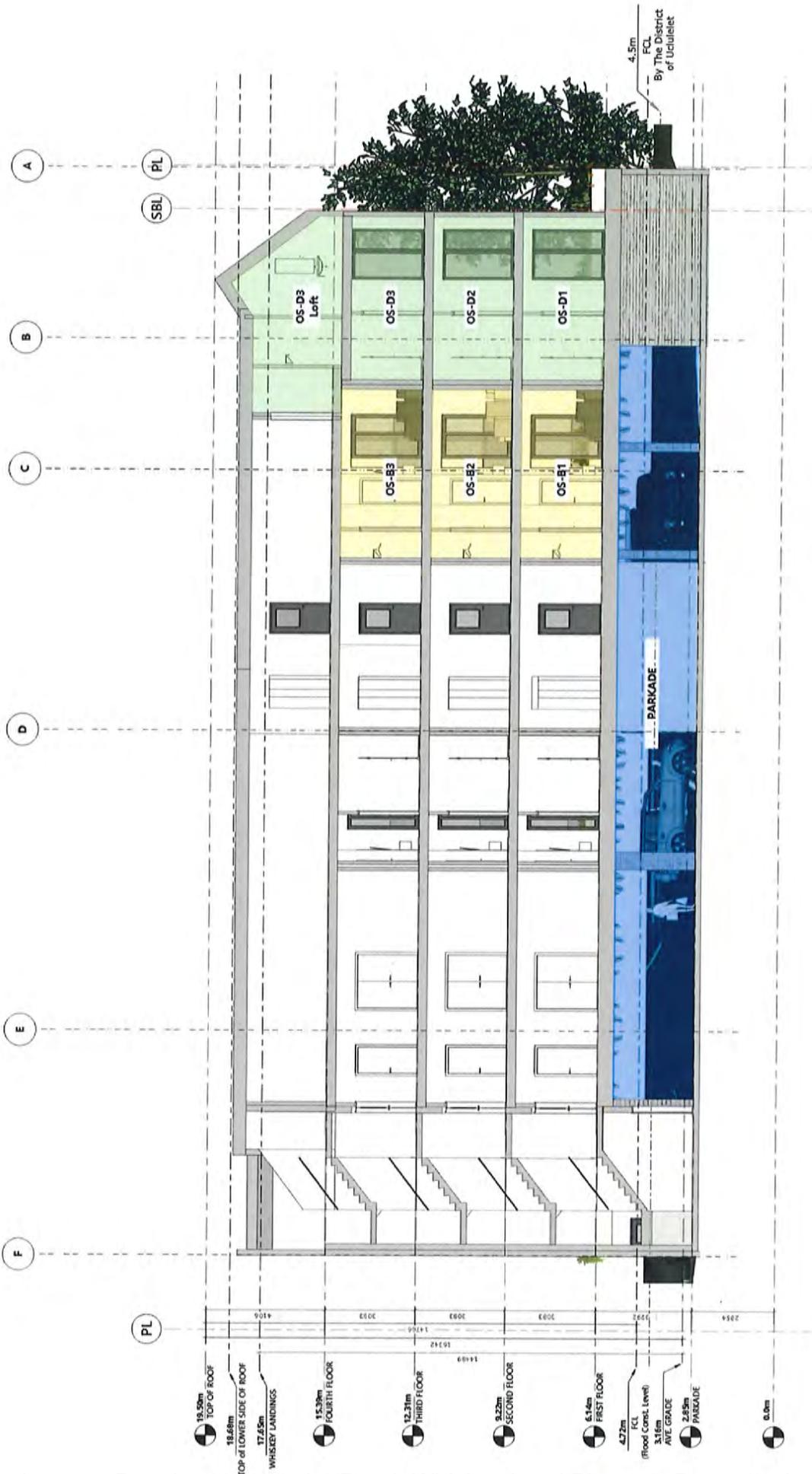
S.01 Section S.01
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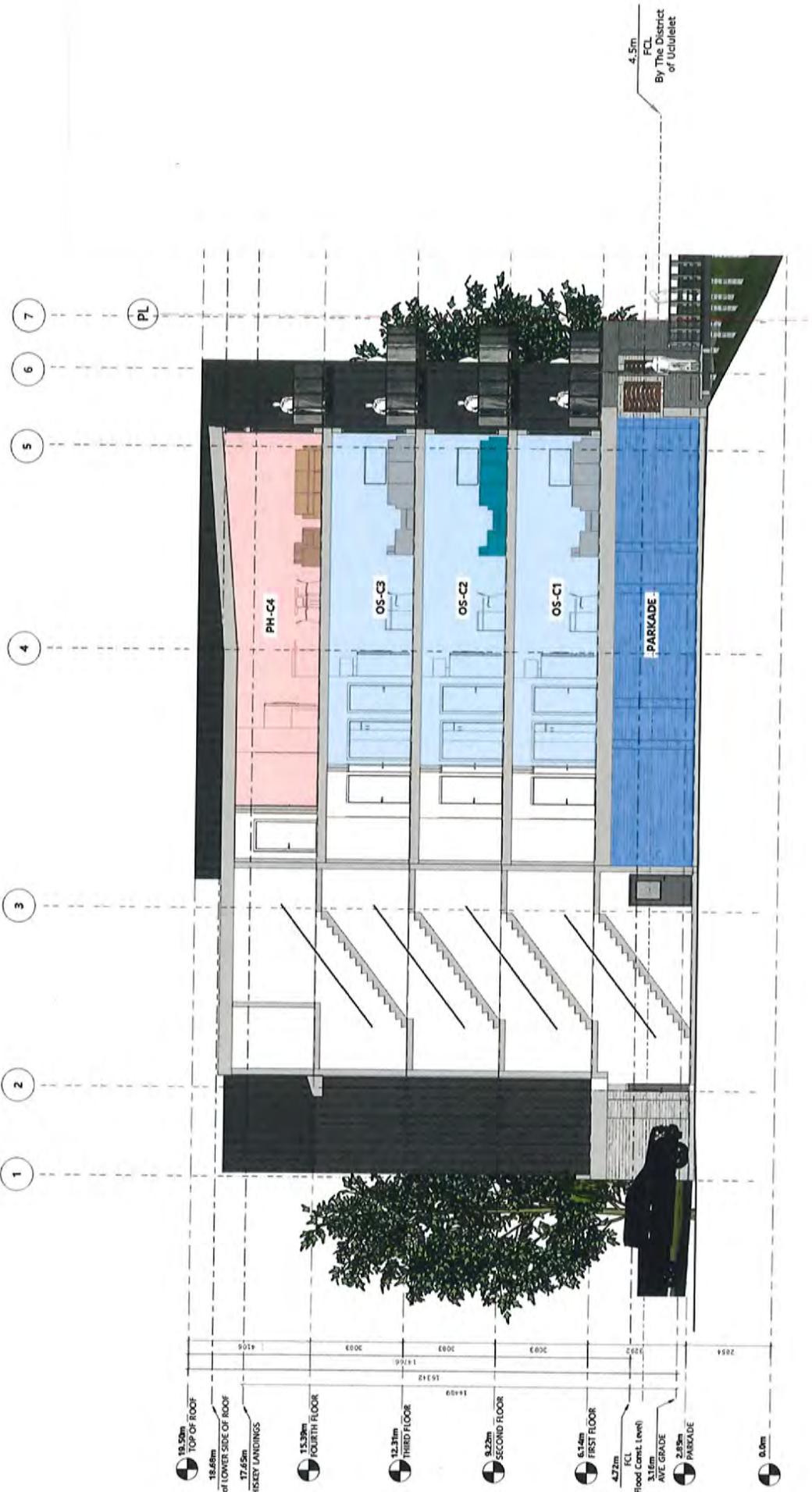


1671 CEDAR RD, UCLUELET, BC

A3.2

S.02 Section S.02
Scale: N/A





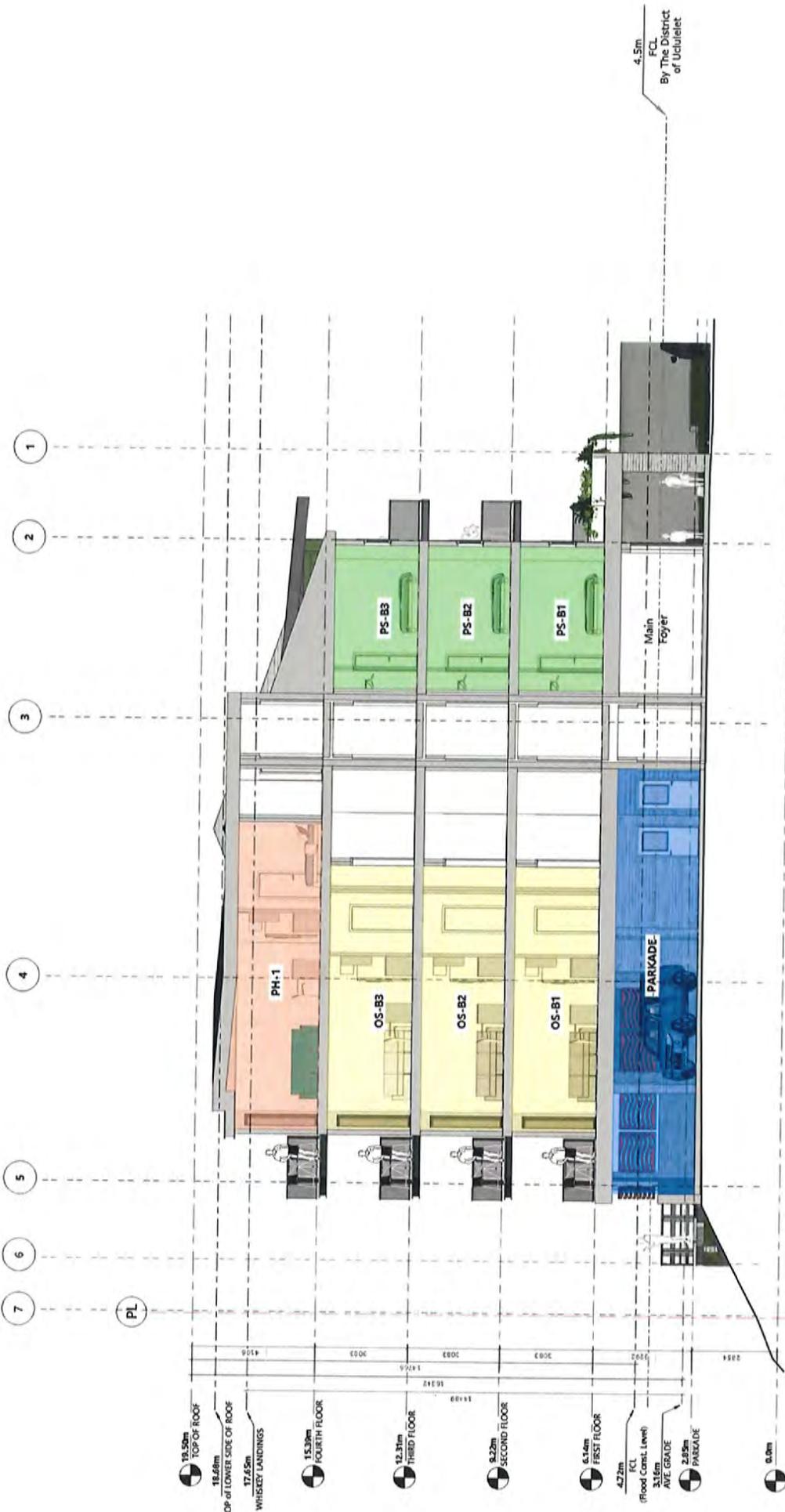
1671 CEDAR RD, UCLUELET, BC

A3.3

Section S.03
Scale: N/A



A3.4



S.04 Section S.04
Scale: N/A





1 Rendered Image of View to Site from Cedar Rd
Scale: N/A



2 Rendered Image of View to Site North East Corner
Scale: N/A



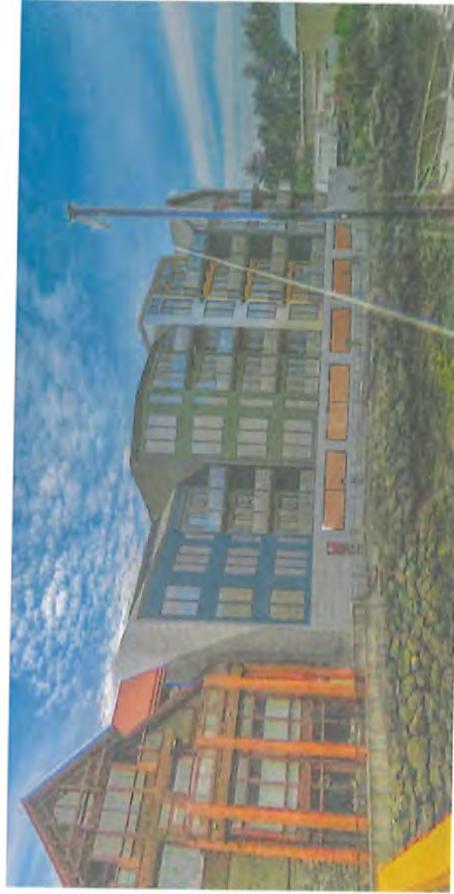
3 Rendered Image of View to Site North West Corner
Scale: N/A



4 Rendered Image of View from Whiskey Landings
Scale: N/A



5 Rendered Image of View from Parking Entry
Scale: N/A



6 Rendered Image of View from Government Wharf
Scale: N/A



SCAN CODE FOR VIDEO
View from Ocean



SCAN CODE FOR VIDEO
View from Cedar Rd



SCAN CODE FOR VIDEO
View from Cedar Rd



A3.5

1671 CEDAR RD, UCLUELET, BC

A z u r a M a n a g e m e n t C o r p . 1 6 7 1 C e d a r R o a d
U c l u e l e t , B C

DEVELOPMENT PERMIT APPLICATION

1671 CEDAR ROAD
UCLUELET, BC

APRIL 4, 2023

A z u r a M a n a g e m e n t C o r p . 1 6 7 1 C e d a r R o a d
U c l u e l e t , B C

Azura Management Corp respectfully acknowledges that we are located on the traditional territory (ḥaahuuḥi) of the Yuuḥuḥiḥath (Ucluelet First Nation).

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Azura Management Corp. 1671 Cedar Road
Ucluelet, BC
LETTER OF INTENT

Azura Management Corp.
800 – 15355 24th Avenue
Suite 550,
Surrey, B.C.
V4A 2H9
Office: (604) 536-7333
Mobile: (604) 309-4154
E: fross@azuramanagment.com

March 23, 2023

1. Introduction

This letter of intent is to support the development of 1671 Cedar Road, in the District of Ucluelet, British Columbia.

The Property (PID 031-694-829)¹ is in the Village Square Development Permit Area in the District of Ucluelet's Official Community Plan, is zoned CD-4 and is 0.31-acre in size.

It is the empty lot between the Whiskey Landing Development and the Ucluelet Harbour Seafoods Fish Plant (Attachment A). There is a water parcel (D.L. 2167) that extends in front of the Property that is also part of this development. This water parcel shares a boundary with the District owned water lease (DL 1689) that contains the Whiskey Dock Wharf (the Wharf).

The development plan as proposed here is the result of much consideration of the Property's history, the needs of the neighbours, and the goals of the District itself. If approved it will see the creation of twenty-three new units, and numerous public amenities including a new bus stop, public access on privately owned sidewalks, and (potentially) see that the waterfront of DL 2167 secured as a public amenity for generations to come.

The proposed building is as playful as it is practical and has been designed around the essential Village Square theme of creating gathering places for all ages. By purposeful design this project is vibrant, eclectic, compact and reflective of Ucluelet's fishing village heritage.

¹ Legal Description: LOT 1 DISTRICT LOTS 2164 AND 282 CLAYOQUOT DISTRICT PLAN: EPP120555 ("Lot 1").

2. Background

The Village Square waterfront (including this specific Property) has a long history. The relevant components of its history summarized here:

2.1. The Wharf

The Whiskey Dock Wharf (the Wharf) is a focal point in Ucluelet. It has, for more than a century, served as a transition point between land and sea in a community where that divide can be hard to see.

The upland area surrounding the Wharf has a well-documented history. It has grown from part of the Lyche Family homestead to the main street of a small coastal settlement, a transportation hub, then an industrial shipping yard, a Chevron site, and a float plane terminal. It is now being shaped to be a flagship development within the Village Square Permit Area.

The Village Square is defined in the OCP as the “community’s core area”. It is easy to see why as this area exemplifies exactly what it is to be Ukee.

In a 300m radius of the Wharf one can take a trip to the Ucluelet Aquarium to become a living part of the marine ecosystem; see live catches hauled in by local fisherfolk; watch wildlife gather in the sea and skies; and feel the Indigenous culture that is imbedded in the community. A quick read of the Ucluelet and Area Historical Society’s signage will teach one of Indigenous ways, the Maquinna, the start of canneries, and prohibition. If you walk down the sidewalk and look in the windows and you will be enticed into the realm of the local artists and delicious foods.

2.2. Development History

In the 1990’s a local developer worked closely with the District to design and implement a multiphase project on this site. The project was named Whiskey Landing and was to be a largescale tourist attraction that had both private and public amenities, would have seen a significant extension of the government wharf, and resulted in retail, hotel, and condominium units built along the foreshore (Attachment B).

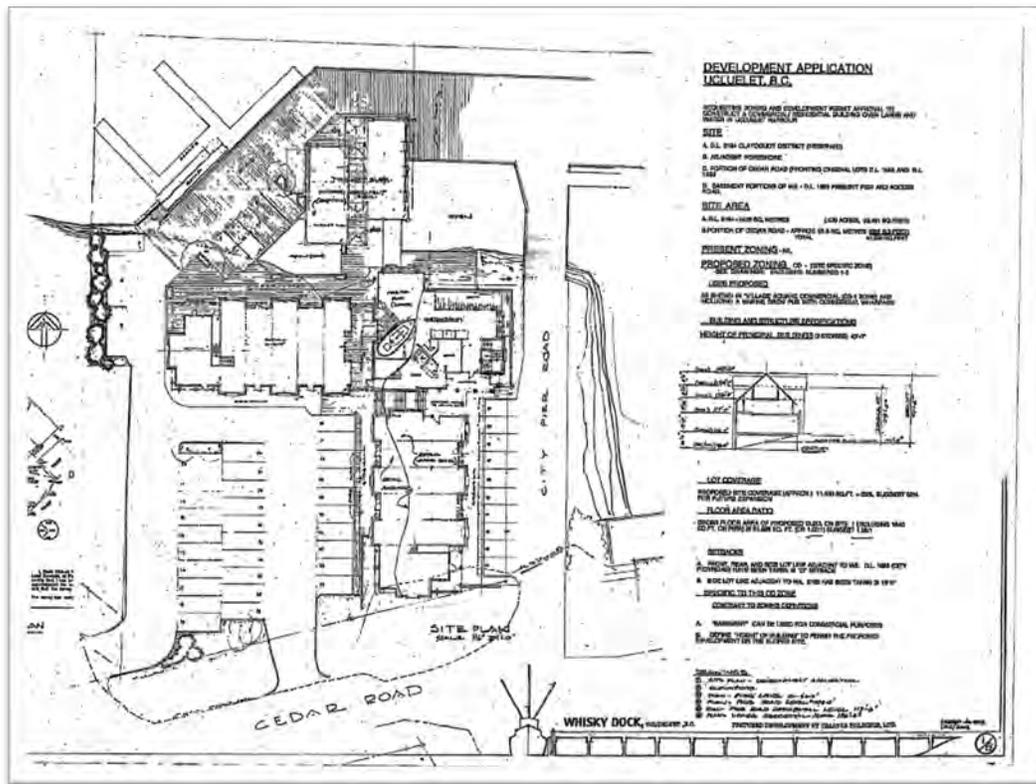


Figure 1: Site plan demonstrating wharf extension that was proposed for Whiskey Landing. Note marina extension with drive lane, parking stalls, and pub built out over the water lease DL 2167.

The District was in favour of the development and assisted the developer in multiple ways including its support for acquisition lands and approvals required from the province, amending its zoning to meet the unique needs of the project, and allowing for multiple variances that were further required for the project to proceed². A Development Permit for the entire Whiskey Landing project was approved by the District in 2003.

The existing Whiskey Landing building (located at 1645 Cedar Road) was built under the 2003 Development Permit as Phase I the project. It is a beautiful stand-alone building that incorporates locally milled timbers and quarried rock, and subtle architectural nods to the Indigenous culture of the area.

It was completed in 2007, but it was the only phase of the project built as its construction was fraught with complications, and the units within it were not fit for sale. Ultimately, all components of the Whiskey Landing development (the Phase I building and the rights to further development) fell into receivership.

² The Whiskey Landing Development required variances for increased building height, reduced setbacks, and decreased parking requirements.

For the next decade, the Whiskey Landing Development changed hands numerous times. Each developer made their own attempts to repair construction errors on Phase I and tried to advance the Phase II development via changes to the legal notations attached to the property.

Eventually in 2018, the stratified units in Whiskey Landing were sold to independent owners on an “as-is” basis by court ordered sale. Those buyers are the members of strata VIS6411, which still operates in the Whiskey Landing Building today. The rights to the remaining Phase II lands and water lease were sold to the Azura Management Corp, which is the parent company responsible for this application.

2.3. Residual Obstacles to Development

When Azura bought the rights to the Phase II lands, it came the rights to the existing (yet expired) 2003 Development Permit and all the legal notations registered to the land. After much consideration it was determined that the condition of the Whiskey Landing Phase I building, and changes in government regulations meant the development of Whiskey Landing Phase II was no longer a viable plan.

Moving away from the original design and the status quo was complicated by the as-is-condition of the Whiskey Landing Building, and the legal notations associated with the Phase II lands. As a result, little progress could be made for the development of the Phase II property.

This changed in 2021, when a court decision granted the ability to separate Phase II Property from the Whiskey Landing Development.

3. Community Consultation

The 2021 court decision led to many productive meetings with the Whiskey Landing strata council where the needs, and obligations of both parties were discussed and defined.

In 2022, the results of those meetings were formalized into reciprocal easement agreements (Attachment C). These agreements allowed Whiskey Landing and the Azura Development to coexist as neighbors in close proximity, without being legally bound as a single development.

As you will see below, The agreements comprehensively address the obligations of both developments to each other and resolve any development concerns previously voiced by the District. They are designed to ensure cooperation between the two developments continues not just through construction, but also during the day-to-day operations of both developments.

Prior to the signing of the agreements, Azura had the legal right to develop anywhere on the Phase II lands, could tie into the Whiskey Landing foundation and services, and had

the rights to all twenty-two parking stalls located in the Cedar Road Parking lot³. As much as it was legally allowed, developing without consideration of the Whiskey Landing strata's wishes, would not have been advantageous for anyone.

The agreements therefore added the following restrictions to address the neighbouring developments key requests:

- The Azura building envelope would be restricted to the section of the lot that is parallel to the water, and maintain the circular flow of the parking lot; and
- The Azura building would not tie into the foundation of the Whiskey Landing building.

As the legal parting of the developments was done via a resetting of the option not to proceed, the redevelopment of what was the Phase II lands is governed by the *Strata Property Act*, Section 237⁴. Because of this, concerns previously voiced by the District regarding the need for holistic development plans were also addressed. The agreements establish the following:

- holistic and mutually agreed upon solutions to onsite parking allocations;
- combined management plans for landscaping, garbage, and recycling; and
- support from both developments for the creation of public access between the buildings, and to the waterfront.

When finalized, the agreements were presented to and ratified by the Whiskey Landing owners, then registered on title of all properties. The registration on the titles ensures the resolutions reached are binding for all present and future owners.

3.1.1. Additional Consultation Parameters

In addition to the consultation parameters, considerations for a new development plan are predicated on the merits and values of the original Whiskey Landing design, the newest planning documents available from the District, and the current state of the Village Square Area. Based on the reviewed information, the following parameters were included:

³ This was by way of the historical legal notations and the 2021 court decision.

⁴ *The Strata Property Act* Sec. 237 states that when reviewing a new development plan, the District may take into consideration earlier constructed phases, and can choose to treat the development of the subsequent phase as if it were a part of the phased development rather than a separate entity.

Importance of the Wharf: The original Whiskey Landing developer and the District were correct in their assessment that whatever is constructed on this Property should step outside of normal design parameters and enhance the area around the Wharf.

Therefore, the enhancement of the Wharf is identified as the key design parameter in the new development plan.

Flood Construction Levels: The introduction of Flood Construction Level (FCL) legislation has since been introduced to ensure new developments are designed to minimize property damage and injuries in the case of flooding events. This legislation did not exist when the original Phase II concept was designed.

Therefore, a new design parameter is the of incorporation of the FCL requirements.

Success of Commercial Enterprises: The planned Phase II building was to have commercial storefronts on its lower level. However, consideration of the Whiskey Landing commercial units found that the local businesses there are struggling, and many of the existing commercial spaces remain vacant. This was in part the result of the seasonality of tourism in the area, and in part a result of Whiskey Landing's parking issues.

Therefore, a new design parameter is to support the revitalization of neighbouring commercial units by not including commercial storefronts in the Azura Building.

3.1.2. Results of Consultation:

In summary, community consultation resulted in eight new design parameters. The Azura Development will

- Enhance the Village Square and atmosphere surrounding the Wharf;
- account for FCL requirements;
- support the revitalization of the Whiskey Landing commercial businesses;
- limit use of onsite parking to its own property;
- honour and construct the agreed upon landscaping, garbage and recycling amenities;
- support the creation of public access between the buildings, and to the waterfront;
- be parallel to the water to maintain the circular flow of the parking lot; and
- not be tied into the Whiskey Landing foundation.

4. Compliance with Applicable Development Permit Guidelines

The OCP includes forty-two guidelines for the Village Square, thirty-two of which are applicable to this development. The guidelines are generally designed around three objectives:

- Creation of gathering places for all ages;
- Increasing the walkability and connectivity in the area; and
- Retaining and highlighting Ucluelet's fishing village heritage.

Words used to explain the resulting feel of the Village Square are “vibrant”, “eclectic”, “compact”, “welcoming”, “pedestrian-oriented”, “informality” and “inviting”.

The Azura Development has been designed to be as playful as it is practical and will encourage the success of the success of the community as a whole. It meets the three objectives of the OCP, is consistent with all thirty-two of the applicable guidelines, and is compliant with the consultation parameters defined in Section 3.1.2.

4.1. Form and Character

The design parameters applied to this development plan have greatly affected the architectural shape of this building. The proximity of the building to the Wharf means that the view of it from the waterside is just (if not more) important than the view of it from Cedar Road. The neighbours' requests to keep the building on the waterfront, and to separate the foundations means the width of the Azura building is not consistent, and that there must be a visible firewall between the two developments.

Instead of trying to hide these architectural quirks, the Azura building design deliberately emphasizes them. This allowed us to create a more playful design as is fitting to the Village Square.

Historically, coastal communities (especially those with their roots in industrial industries) develop incrementally over time with each subsequent building reflecting the practical needs, and style of the era in which they were built. The use of bright colours in coastal is also practical in its application. It is a tradition that arose from the fact that historical maritime buildings were often painted with leftover ship paint. This was done for the simple reasons that it was readily available and designed to withstand coastal environments.

The quintessential architectural style of coastal villages is therefore an eclectic mix of infilled structures that are unapologetically diverse and bright. These communities are more inviting for it. The Azura building has been designed to recreate this style with a deliberate sense of play and informality.

The Proposed development is a single building containing twenty-three dwelling units, yet the side of the building seen from the Wharf looks like a series of four eclectic rowhouses. This was achieved by varying the depth of each section of the building, and by applying various heights, roof type and finishes⁵ to each rowhouse.

The use of various building heights and rooflines was particularly instrumental in our ability to increase the character of the building, while deliberately decreasing its overall massing.

The exterior seen from Cedar Road follows a similar design yet corresponds more directly with the Whiskey Landing Development. This is done via the use of multiple peaks on the roofline, the and the placement of horizontal building breaks that match those on the neighbouring building.

The colour scheme of the buildings all around the Wharf are especially vibrant, even for coastal communities. This is seen in the blue of the Aquarium, and the red of Whiskey landing, and now in the colour scheme of the Azura development. The continuation of strong bright colours has been used to define the waterfront properties that will together create a playful gathering place around the foreshore. The definition of these properties will become important to the public amenities described below in Section 3.2.

It should be noted that using similar finishes and themes as the Whiskey Landing Development was considered but attempting to match it would have decreased the stand-alone beauty and themes of both developments. Therefore, the use of distinctly different finishes on the Azura building is done intentionally to heighten the visual impact of both buildings.

4.2. Public Edges and Amenities

The District planning documents envision a harbour walkway extending from the Wharf and crossing the waterfront of both the Whiskey Landing and Azura developments. This section of walkway would in the future connect the existing Wharf infrastructure, to a proposed Cedar Road Park on a portion of what is now the fish plant lands.

⁵ All utilized materials and finishes are consistent with the OCP guidelines.



Figure 2: Rendering of the view from the Wharf of the proposed development with the harbourfront walkway constructed through DL 2167.

Azura would like to see this walkway installed and is willing to do build it during the construction of the new building if the required permissions can be granted. Yet the granting of the needed permissions is complicated by historical survey errors, and ownership changes the occur across the waterfront. In short, the walkway will need to traverse the Districts existing water lease, land owned by the Whiskey Landing strata, the water lease owned by Azura, and a small section of upland shoreline that is still controlled by the crown. As a private entity Azura cannot gain the permissions needed from the province; but as a public entity the District may be able to so do. For that to happen, the District would need to own both water leases.

If the proposed development is approved, Azura is willing to reassign its water lease (DL2167) to the District. This decision in not made lightly as it is a valuable resource for the development, which could be used for a private marina, however, we can see the greater value it can provide as public amenity. Discussions regarding the potential water lease transfer are underway with District Staff (Attachment D).

Other public amenities created as part of this project will be the installation of a new bus stop on Cedar Road (as previously requested by District Staff) and as establishment of public access on the privately owned sidewalks between the two developments⁶.

⁶ This public access has been proactively registered on the titles of both developments.

Landscape areas for this project will be small but important as they will be along the harbour walkway and Cedar Road. We have retained Lanarc 2015 Consultants Ltd. to complete a landscape design that fits with those they have created for the Village Green Revitalization Project. Lanarc has completed their assessment of the Property and are ready to proceed with the Landscape design. Estimated date of delivery the landscape plan will be provided once this application is accepted by District, and the plans for the foreshore are confirmed.

4.3. Parking Calculations

Much effort has been put into determining the appropriate parking calculations the Whiskey Landing Development, however its calculations are ambiguous at best.

The approved 2003 Development Permit did not meet the requirements of the time and but was supported on the assumption that additional spaces would be built over the water, on public land, and still more could be provided offsite in lieu of public amenities that were, in the end, never provided.

Calculation of Whiskey Landing's current parking needs is just as difficult as commercial allocations are determined by business type, and many of the commercial units are vacant; they also have seventeen approved tourist accommodation units in the building (originally sixteen). District bylaws assume the tourist accommodation units are entitled to one space each, but that isn't supported by the strata's bylaws. Under their bylaw's parking allocation is scramble parking, whereby the none of the spaces are formally assigned to any specific unit. This creates issues as parking allocation within Whiskey Landing has never been agreed upon among its current owners.

As explained above, prior to the signing of the agreements, the Azura Development had legal rights to all twenty-two spaces in the Whiskey Landing parking lot. This created a significant issue for Whiskey Landing, therefore both parties agreed that parking allocation for their respective developments would be limited to the spaces located on their own lands. Allocation of the spaces within each development is now at their own discretion.

The Azura Development resolved its parking availability by converting the basement of the new building to a parkade. In doing so we were able to construct twenty-six parking spaces on the Property and return the rights to sixteen more to the Whiskey Landing owners. Of the twenty-six parking spaces twenty-three will be unit specific spaces, the additional three are a space designated for disabled persons, a loading bay (shared with Whiskey Landing), and one Azura specific visitor space.

4.4. Flood construction Levels

As mentioned in Section 3, Flood Construction Level (FCL) requirements were introduced during the design phase of this project. The District has now released a recommended FCL for the project area, which is 4.5 m. Prior to the release of this data, Azura had engaged a professional engineer to determine a site specific FCL. That level was determined to be 4.72m, which is 27cm higher than the municipal recommendation. Out of an abundance of caution, we have designed our building to the more conservative value of 4.72m.

The use of the basement as a parkade ensures that the Azura development meets and exceeds the FCL requirements as all areas below the 4.72m FCL are uninhabitable spaces as it is limited to storage and parking.

5. Justification for Support of Development Permit Guidelines

Variance requests for the Azura development have been limited to those previously supported in the 2003 Development Permit. These included the alteration of the building height, and the adjustment of side yard setbacks. Justification for each variance is below:

5.1. Building Height

The maximum building height stated in CD-4 Zoning is 12.0m above average grade, but Whiskey Landing is built to a height of 14.49m. Majority of the Azura Building is designed to a height of 15.52m; the only exception is the A frame peak on the fish plant side that is at 16.34m.

In practical terms, this means most of the new building will be 1.03 m higher than Whiskey Landing (Attachment A; A2.1). This increased height is needed for the Azura building to meet the firewall and FCL requirements.

In recognition that the needed height could cause massing issues with Whiskey Landing building, the Azura building is designed with decreased massing where the buildings are closest. Efforts to decrease the massing included the removal of three units from the fourth floor, and the selection of rooflines and finishes that downplay the visual perception of its overall height.

There is a significant change in elevation of 4.66m from Cedar Road down where the building is placed. As a result, the observational height of the building from Cedar Road is 11.68m.

5.2. Side Yard Setbacks

The setbacks in the CD-4 zoning are the ones that were created for the original Whiskey Landing development. These include zero lot lines on the front, back and interior side yards setbacks, and an oversized to exterior side yard setback of 4.27m (14 ft). As mentioned in Section 2.2 oversized exterior setback was in place to allow for a drive isle that would have come off the previously proposed wharf extension. As the drive isle is no longer needed, and a passageway between the two developments is, the Azura building has been shifted towards the fish plant.

It is critically important to maximize the width of the walkway between the two developments as doing so ensures the walkway between them will be safe and welcoming for pedestrians. We have achieved by adjusting the side yard setbacks, and by voluntarily removing an 57m² (614 ft²) of buildable area from the design to widen the walkway.

Under the zoning and building code requirements, a setback is measured not from the foundation, but from the exterior of the first storey. This means that the basement parkade of the Azura Building can be at the property boundary, if all four floors above it are pulled back to meet the setbacks. This was done on the fish plant side to allow for the widest possible walkway.

The resulting adjustments to the setbacks are that the exterior side yard (fish plant) setback is decreased from 4.27m (14 ft) to 1.52m (5ft)⁷, and that the interior side yard setback (Whiskey Landing) be increased from 0m to 2.86m (9 ft 4 inches). Additional artistic finishes and lighting will also be added to the walkway to improve the pedestrian experience within the walkway.

6. Existing and Proposed Uses

The Property consists of a gravel pad to the east, and a paved parking lot to the west. Other existing structures are limited to the dock approach for the Phase II marina at the water's edge, and the existing propane tank and garbage/recycling enclosures currently used by Whiskey Landing. During construction, the dock approach will be removed, and the propane and garbage/recycling enclosures will be relocated to the location shown in (Attachment A; A0.3).

The proposed development will be within the intended uses for the existing CD-4 zoning.

⁷ This is the minimum exterior setback previously recommended by District Staff.

7. Existing and Proposed Works and Services

The works and services for the Azura Building were anticipated and built during the construction of Whiskey Landing, therefore all needed services already exist, and connection to them is ensured in the legal notations registered on title.

If required, a small section of the pedestrian walkway between the buildings will be covered. The cover will serve as a utility corridor for electrical and sprinkler systems. This exception to the connection of the buildings will only be used if necessary and is allowed under the mutual agreements with Whiskey Landing.

There is a single storm drain that is located within the proposed building envelope. Engineering needed to address this will be provided to the District as part of the building permit process.

8. Conclusion

In conclusion, this application is for the construction of twenty-three units at 1671 Cedar Road, Ucluelet BC. The proposed development is playful as it is practical and is designed around key parameters that address the requirements of both the neighbours and the District.

The Proposed development requires two variances, one for the height of the building to account for FCL and fire code requirements (from 12.0m (39ft 2 inches) to 16.34m (53ft 3 inches)). The second is an adjustment of the side yard setbacks from 4.27m (14 ft) and 0m to 1.52m (5ft) and 2.86m (9 ft 4 inches), to allow for a public pedestrian walkway between the two developments.

The development plan as proposed here meets all communication consultation parameters, as well as all applicable OCP guidelines.

When approved, it will result in the creation numerous public amenities including the creation of a new bus stop, see public access granted on privately owned sidewalks, and potentially allow the waterfront of DL 2167 to be secured as a public amenity for generations to come.

Attachments

Attachment A: Proposed Azura Development Package

Attachment B: Whiskey Landing Development Permit Package

Attachment C: Reciprocal Easements Agreements

Attachment D: Water Lease Documentation

References:

BC Royal Museum Archives (1920). Ucluelet Harbour. A-08044.

BC Royal Museum Archives (1954). History of Ucluelet, 1899-1954 / Elise A. Hillier. In (Vol. MS-3268.V).

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Government of British Columbia (2023). Strata Property Act Section 237.

On This Spot (2023). Ucluelet’s People of Safe Harbour, Pioneers. Retrieved March 20, 2023 from <https://onthisspot.ca/cities/ucluelet/safeharbour>

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Ucluelet and Area Historical Society (2023). Ucluelet History Blog -an Occasional Series. <https://ucluelethistory.ca/history-blog/>

Temporary Use Permit (TUP) / Development Permit (DP) / Rezoning Checklist

Property Address: 1671 Cedar Road, Ucluelet BC
Type of Application: Development Permit (DP)
Date: March 31, 2023
Submitted By: Azura Management Corp

- Application Form;** A signed application form by the registered owners - or written authorization for an agent to act on behalf of the owner and/or written Strata Council approval (if applicable).
- Application Fee;** See Bylaw 1186, Schedule D (see below)
- Title Search;** A title search within 15 days of the date of application, along with copies of all non-financial encumbrances (e.g. covenants, statutory rights of ways, easements, etc).
- Site Profile;** this is a screening tool required by the province to identify potentially contaminated sites. This is required for any previously occupied property with past commercial activity. Completed by the property owner when a property is subject to local government development applications and/or permits. See https://www2.gov.bc.ca/assets/gov/environment/air-land-water/site-remediation/docs/forms/site_profile.pdf
- Written Statement of Intent;** A written statement of intent outlines the proposal in full including a description of:
 - the purpose of this application;
 - how the proposal complies with the applicable Development Permit guidelines;
 - any divergence from the applicable Development Permit guidelines and why the divergence could be supported;
 - the existing and proposed use(s) of the land, buildings, and structures;
 - the existing and proposed works and services; and
 - any consultations the applicant has undertaken or proposes to undertake with neighbours and the community.
- Application drawings;** including three full sized copies (for larger applications), two clearly legible 8.5 x 11" reductions, and one digital copy (in PDF form). Drawing sets shall contain the following information:
 - Site plan,** drawn to scale, showing:
 - site context.
 - topographical and geographical features on the site.
 - all property lines, setbacks, existing and proposed buildings and structures including roof lines, utilities, fire hydrant locations, north arrow, waste and recycling storage areas, and open/green space.
 - zoning analysis indicating legal identification, address, lot area, density, floor area ratio, lot coverage, height calculations, setbacks, and other applicable zoning regulations.

- vehicle/pedestrian circulation and turning radius for delivery and emergency vehicles including waste and recycling pick up services.
- all watercourses and riparian areas, natural boundary of the sea, trees to be retained and any other sensitive environmental features including required setback areas.
- works and services, and street lighting.
- areas subject to covenants, statutory rights of way, and easements.
- sidewalks, streets, lanes, highways and adjacent land uses where affected;
- Building elevations**, showing all sides of all buildings and structures, exterior finishes (including materials, colour and signage) and adjacent buildings to reference streetscape;
- Floor plans**, showing all areas and uses of all building floors;
- Landscape plans**, showing the number, sizes, species and planting locations on the plan;
- Applications may require;**
 - BC Land Surveyors sketch plan including any existing buildings on the property in relation to legal property boundaries.
 - environmental impact assessment including environmentally sensitive features
 - acoustical impact study
 - construction and environmental management plan
 - hydrological study including groundwater management assessment
 - tree assessment study
 - stormwater management and drainage study
 - geotechnical study
 - transportation and traffic Impact study
 - site access and servicing including municipal infrastructure impacts
 - archaeological assessment
 - other studies as deemed necessary
- This Checklist;** This checklist should be completed, submitted, and reviewed as part of any development application

District of Ucluelet Fees and Charges Bylaw No. 1186

Schedule 'D' Planning and Development

Fees

Plus GST

Subdivision

Application Fee	\$800.00 plus \$ 150.00 per lot	No
Fee for each Strata Phase	\$500.00	Yes
Fee for each Strata Phase revision	\$150.00	Yes
Strata Conversion of Previously Occupied Building	\$500.00	Yes

Zoning and Official Community Plan Application Fees

Official Community Plan Amendment	\$1,600.00 plus \$500.00 per Ha. over 1 Ha. plus public hearing fee	Yes
Zoning Bylaw Amendment (Text and/or Map)	\$1,000.00 plus \$500.00 per Ha. over 1 Ha. plus public hearing fee	Yes
The Public Hearing fees shall be refundable if Council declines to advance the application to a Public Hearing		

Development

Minor Development Permit	\$300.00	No
Development Permit	\$1,000.00 plus \$500.00 per Ha. over 1 Ha.	No
Development Variance permit	\$600.00 plus \$500.00 public notice fee	No
Temporary Use Permit	\$350.00 plus \$500.00 public notice fee	No
Reissuance of an expired Development Permit	\$400.00	No
Reissuance of an expired Development Variance Permit	\$400.00	No

Board of Variance

Application	\$600.00	Yes
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Subdivision Servicing

Administration fee (% of construction value)	1%	No
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Liquor-Primary Establishments

Application fee	\$250.00	Yes
Application Fee & Public process fee	\$250.00 plus \$500 public notification fee	Yes
Changes to License - application fee	\$250.00 plus \$500 public notification fee	Yes
Confirmation of Occupant Load - application fee	\$200.00	Yes
Special occasion license	\$100.00	Yes

Mobile vending

Application Fee	\$150.00	No
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Marine Habitat Assessment of the Whiskey Landing Phase II Development at 1645 Cedar Street, Ucluelet Harbour, Ucluelet, B.C.

December 2022

Introduction

Castor Consultants Ltd. was retained by Azura Management Ltd. to undertake a marine habitat assessment of the proposed development site at 1645 Cedar Road, Ucluelet, B.C. (Location Figures 1 & 2). This assessment constitutes a part of Azura's Whiskey Landing Phase II development permit application (DPA) to the District of Ucluelet. As per the DPA guidance the District the DPA applies to all lands measured 30 m horizontally in both landward and seaward directions from the high water mark. The following report addresses the general guidelines applicable to all environmental DPAs as per the District's official community plan (OCP).

As shown in Figure 2 the Phase II site (approximated by the green boundary) includes a paved driveway access to a well drained graveled parking area adjacent the shoreline that was in general use until recently (2020) when it was fenced off.

Historically, the site's previous use was industrial as a Chevron Canada bulk oil storage facility, which included upland storage tanks and a wharf to receive vessels and bulk fuel shipments (Transport Canada, 1998). The site was reportedly remediated by Chevron Canada in 1997.

The legal lot boundaries are shown in Figure 3 and include the subject site, Phase II of DL 2164 defined as Lot 1, Plan EPP120555, and the adjacent aquatic lands, District Lot (D.L.) 2167, and a portion of Rem. D.L. 1689, which fronts on Phase I, the existing Whiskey Landing strata. The bathymetry for D.L. 2167 and adjacent area in Rem. D.L 1689 is presented in Figure 4. The marine habitat assessment transects which cover riparian, intertidal and subtidal habitats are shown on Figure 5.

The intertidal zone was examined March 13, 2022 between 1530 and 1700 hrs at which time the tide was falling from a high of 2.9 m at 09:45 hr. to a low of 0.99 m at 17:00 hr. The subtidal zone inspection was carried out between 1300 and 1430 hrs on September 13, 2022 during high water. The inspection extended 30 m off shore from the existing shoreline high water mark (HWM). The riparian zone inspections conducted on March 13, August 23, and September 12 & 21 included the entire unpaved upland area as per OCP development permit guidance.

The site falls within DFO Management Area 23-11 at 48°56'38.14"N and 125°32'46.36"W.

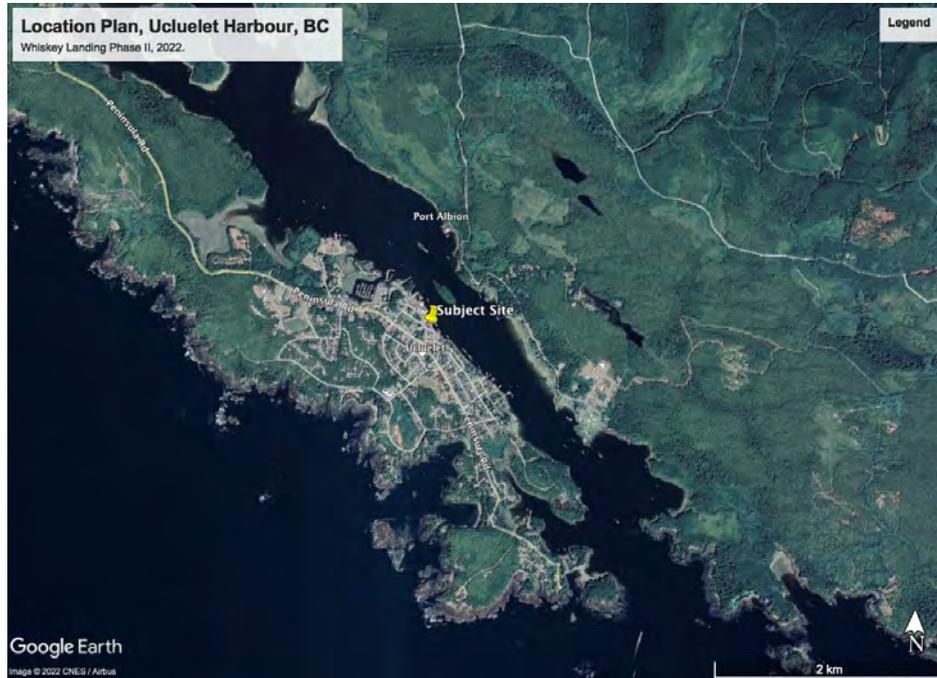


Figure 1. Location Plan



Figure 2. General Plan of Proposed Site Development in Ucluelet Harbour, BC

The 1645 Cedar Road site lies within the District of Ucluelet’s marine shoreline development area (DPA VII). As a part of the development process Azura is required to apply for a development permit which includes a habitat assessment of site biological features.

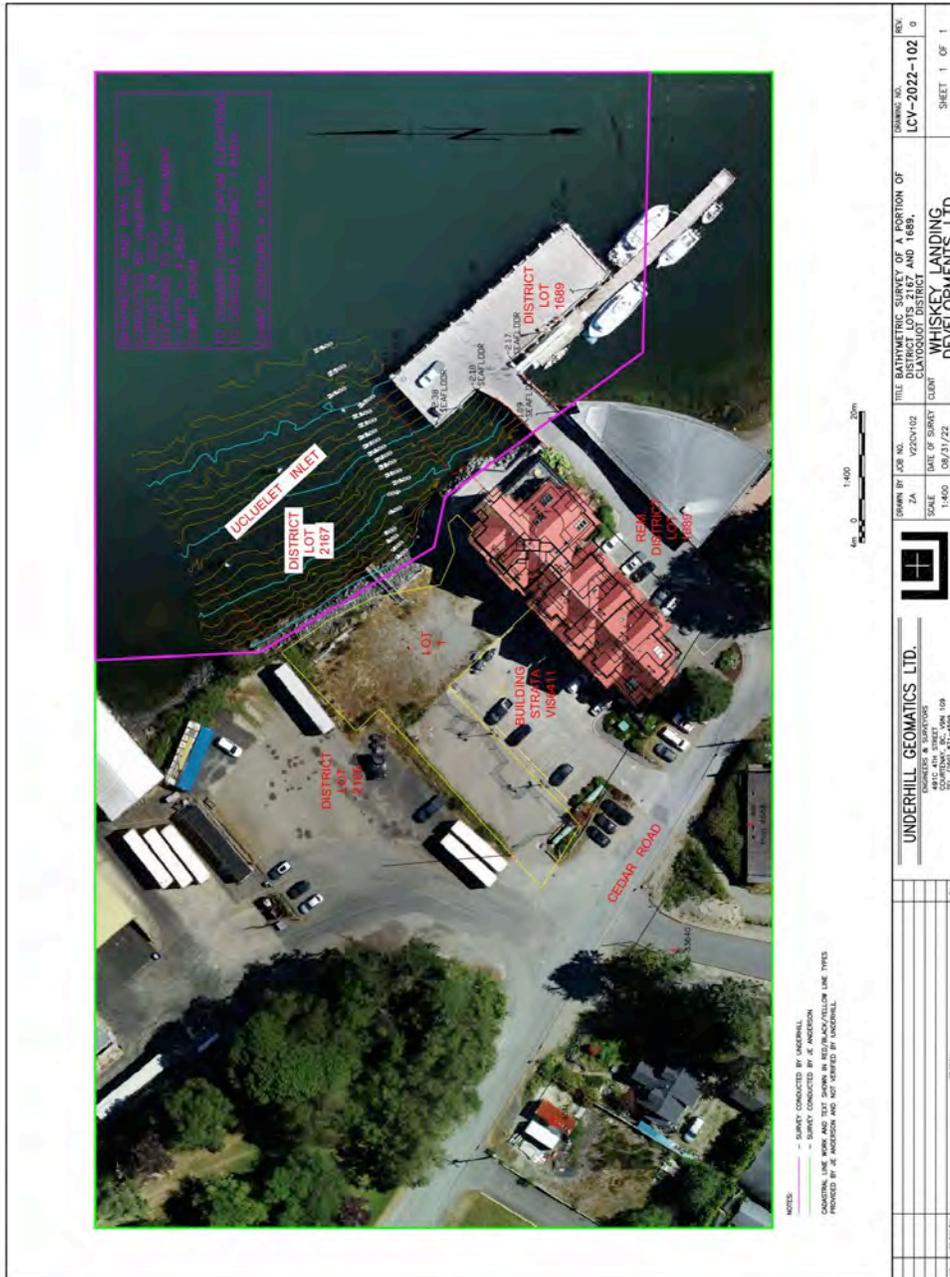


Figure 4. Bathymetric Plan.



Figure 5. Habitat Inspection Transects

Methods

The habitat assessment concentrated on the riparian, intertidal and subtidal habitats. The locations of the underwater drop camera, intertidal and associated riparian transects are shown in Figure 4. Observations and photographs of the surface biophysical riparian and intertidal features were made at intervals along a cloth tape on each transect. Observations and photographs of the subtidal characteristics were made using an underwater drop camera. Distance records for the subtidal transects were made using a laser ranger (accuracy 1+/- m).

Riparian and intertidal still photos of the site were taken using an iPhone digital camera.

The DFO aquatic species at risk map (<https://www.dfo-mpo.gc.ca/species-especes/sara-lep/map-carte/index-eng.html>) were examined. The information collected from the web sites, which included known plants and animal species, and ecological communities, ecosystem element occurrences and the data on aquatic species at risk are presented for reference in Appendix 1.

CASTOR CONSULTANTS LTD.

Results

A record of the intertidal and subtidal observations made along the three transects at the site is given in Tables 1, 2 and 3 below.

Table 1. Upland and Riparian Habitat Observations, August 2022

Transect	1			2			3		
Location	3 m S of N property line			3 m N of trestle			6 m S of trestle		
	Dist. (m)*	Obs.	Predom. Macrobiota	Dist. (m)*	Obs.	Predom. Macrobiota	Dist. (m)*	Obs.	Predom. Macrobiota
	2+ to 20 m upland	gravel/soil	Himalayan Blackberry (Rubus armeniacus) Scotch Broom (Cytisus scoarius), grasses & forbes including Sanicle, Common Dandelion (Taraxacum sp.)	3+ to 20 m upland	gravel/soil	Himalayan Blackberry, grasses	2+ to 20 m upland	Lockblocks, gravel/soil	Pearly everlasting (Anaphalis sp.), dock (Rumex sp.), mosses, grasses & forbes (inc Common Dandelion)
	2+ to 20 m	riprap	none	0 to 3+ m	riprap	none	0 to 2+m	riprap	none

0 = HWM

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Table 2. Intertidal Observations

Transect Location	1 3 m S of N property line			2 3 m N of trestle			3 6 m S of trestle		
	Dist. (m)*	Obs.	Predom. Biota	Dist. (m)*	Obs.	Predom. Biota	Dist. (m)*	Obs.	Predom. Biota
	0 (HWM)	riprap	none	0 (HWM)	riprap	none	0 (HWM)	riprap	none
		riprap	none	1	riprap	green filamentous algae		riprap	none
	1.5	riprap	green algal film	1.5	riprap	green filamentous algae	1.5	riprap	green filamentous algae
	3	cobble, rippap	Acorn barnacles (Balanus sp.) start	2.5	riprap	Acorn barnacles start	2.5	riprap	Acorn barnacles start
	3.5	cobble, rippap	Rockweed (Fucus sp.) starts, Acorn barnacles	3.5	riprap, cobble	Rockweed starts, Acorn barnacles	3	riprap	Rockweed starts
	4.5	cobble, rippap	Sea lettuce (Ulva sp.) starts, Rockweed, Acorn barnacles, few oysters (Crassostrea sp.)				3.5 - 4	riprap ends transition to cobble mixed with boulders	Rockweed, Acorn barnacles, a few oysters
	5	cobble on older bench (mixed fill beneath)	Sea lettuce, Rockweed, Acorn barnacles, few oysters	5	riprap edge, cobble starts on bench	Sea lettuce, Rockweed, Acorn barnacles, few oysters	5	boulders end, cobble	Fucus, Acorn barnacles, a few oysters
	5.5	cobble	Fucus ends	5.5	cobble	Fucus ends			
							6	cobble	Rockweed ends, Acorn barnacles, a few oysters
Tideline	7	cobble	Sea lettuce, Acorn barnacles	7	cobble	Rockweed, Acorn barnacles	7.5	cobble, gravel	Acorn barnacles, oysters
						Leather stars noted below tide			Ochre stars noted below tide
Slope (degrees)		24		25			24		

* Slope Distances from HWM
Dominant biota

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Table 3. Underwater Drop Camera Observations

Transect Location	1			2			3		
	3 m S of N property line			3 m N of trestle			6 m S of trestle		
	Approx Dist. (m)*	Obs.	Predom. Biota	Approx Dist. (m)*	Obs.	Predom. Biota	Approx Dist. (m)*	Obs.	Predom. Biota
	10	gravel	Tube-dwelling anemone	10	gravel	brown filamentous algae	12	gravel	Tube-dwelling anemone, Leather stars
	15	gravel/cobble/detritus	red algae	15	gravel, cobble	Tube-dwelling anemone, red algae	15	gravel	Tube-dwelling anemone
	18	sand/gravel	Tube-dwelling anemone, red algae	20	gravel, sand	Tube-dwelling anemone, red algae	18	gravel, detritus	Leather star, red algae
	20	sand/gravel	Tube-dwelling anemone Laminaria	30	sand, gravel, debris (tire)	Laminaria	20	gravel, cobble	Tube-dwelling anemone
	30	sand, cobble	Laminaria, red algae				30	gravel, cobble	Tube-dwelling anemone

* Approx. Distances from HWM

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A summary of the flora and fauna observed is presented in Table 4 below.

Table 4. Summary of Flora and Fauna Observed Upland & Riparian

Species	Number/ Density	Comments
Forbes & Grasses	9	
Pearly everlasting (<i>Anaphalis</i> sp.)	numerous	common
Dandelion (<i>Taraxacum</i> sp.)	sparse	Common
Plantain (<i>Plantago</i> sp.)	sparse	Few
Buttercup (<i>Ranunculus</i> sp.)	sparse	Few
Clover (<i>Trifolium</i> sp.)	sparse	Common
Bull thistle (<i>Cirsium vulgare</i>)	1	Rare
Burdock (<i>Rumex</i> sp.)	1	Rare
Ragwort (<i>Jacobaea</i> sp.)	1	Rare
Grasses – various (<i>Agrostis</i> sp.)	numerous	Common
Shrubs	2	
Scotch Broom (<i>Cytisus scoarius</i>)	numerous	Common
Himalyan Blackberry (<i>Rubus armeniacus</i>)	numerous	Common along seaward edge

Marine

Species	Number/ Density	Comments
Fish	1	
Shiner perch (<i>Cymatogaster aggregata</i>)	4	Occasional in water column
Invertebrates	4	
Acorn Barnacles (<i>Balanus glandula</i>)	100 +	Common on intertidal rocks
Leather star (<i>Dermasterias imbricata</i>)	3	Occasional on gravel/sand substrates
Pacific Oyster (<i>Crassostrea gigas</i>)	10+	Occasional in intertidal on rocks
Tube dwelling anemones (<i>Pachycerianthus fimbriatus</i>)	100+	Common on sand sediments
Algae	3	
Brown	2	
Rockweed (<i>Fucus</i> spp.)		Common in the high intertidal
Laminaria (<i>Laminaria saccharina</i>)		Occasional in the subtidal
Red	2	
Unidentified filamentous red		Occasional in the subtidal
Red algae (<i>Prionitis</i> spp.)		Occasional in the subtidal
Green	2	
Enteromorpha (spp.)		Common in the intertidal
Ulva (<i>Ulva</i> spp.)		Occasional in the intertidal and subtidal

Representative Photographs

Some representative upland, riparian and intertidal photos of the habitat characteristics and substrate composition at the site are shown below:



Overview of Site showing upland, riparian and intertidal characteristics.



View looking north showing the riprap shoreline at Whiskey Landing Phase I and the vacant lot of Phase II.

Representative Upland and Riparian Photos taken along Transects 1, 2 and 3.



Views north and south along HWM showing upper riprap and riparian zone.



View of vegetation on T-1 at 2m and 5m



View of vegetation on T-1 at 12m

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View seaward along T- 1 showing grasses, Pearly Everlasting and Broom



View north along HWM at T-2 showing upper riprap and riparian zone.



View of vegetation at 1 m and 15 m on T-2

CASTOR CONSULTANTS LTD.



View seaward along T-2 showing exposed gravel, grasses and Scotch Broom



Views north and south along HWM at T-3 showing upper riprap and riparian zone.



View of vegetation at 1 m and 15 m on T-3

CASTOR CONSULTANTS LTD.

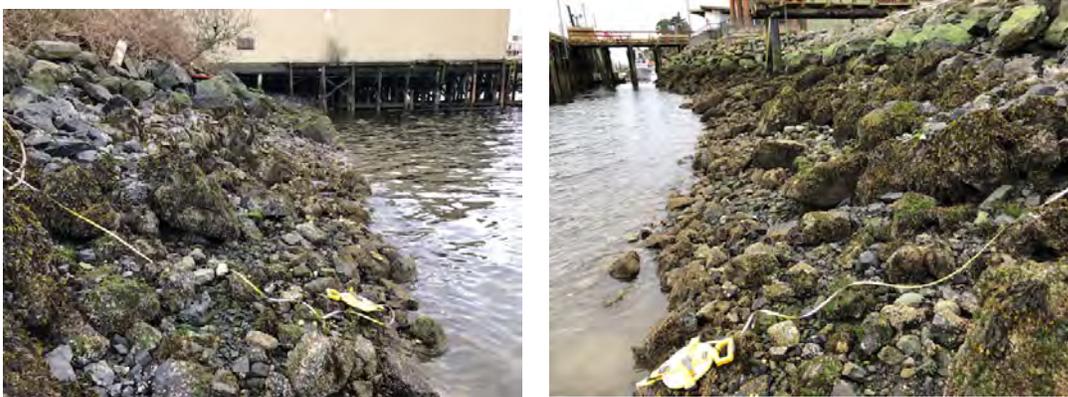


View seaward along T-3 showing exposed gravel, grasses and Scotch Broom

Representative Intertidal Photos Taken of Transects 1, 2 and 3



View up T-1 showing zonation and predominant macrobiota



View north and south along shore depicting macrobiota zonation from T-1



View up Transect 2 showing macrobiota zonation



Views of macrobiota zonation at 3m, 4m, 5m on Transect 2

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View north and south along shore depicting macrobiota zonation from T-2



View up Transect 2 showing macrobiota zonation



Views of macrobiota zonation at 3m and 6m on Transect 3



View north and south along shore depicting macrobiota zonation from T-3

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Riprap and bedrock showing intertidal zonation views in front Whiskey Landing Phase I

Representative Subtidal Photos of the Underwater Transects ST-1, ST-2 and ST-3 Taken with the Underwater Drop Camera

Subtidal Transect ST-1



Views on ST-1 approx. 30 m and 20 m offshore (HWM)



View about 10 m off shore

ST-1 views showing sand, gravel substrates, numerous *Pachycerianthus* sp. and sparse algae (*Laminaria*, filamentous red and *Ulva*).

Subtidal Transect ST-2



Views on ST-2 approx. 30 m and 20 m offshore (HWM)

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ST-2 views showing gravelly substrate, numerous Pachycerianthus sp. and sparse algae (Laminaria and Ulva).

Subtidal Transect ST-3



Views on ST-3 approx. 30 m and 20 m offshore (HWM)



ST-3 views showing gravelly substrate, detritus, numerous Pachycerianthus sp., Leather star and sparse algae (Red algae).

Riparian Zone and Upland

The site is cleared of any native trees or shrubs and associated understory vegetation. The existing riparian vegetation consists mainly of non-native species and is considered to be of low habitat value, typical of cleared lands, and developed or hardened harbour shorelines.

Over the years the site has been filled, encroaching seaward of the legal boundary (the old HWM) for the aquatic lands. These characteristics and the current shoreline (HWM) defined by the limit of fill are noted on Figure 3. The entire upland area exhibits disturbed surficial conditions and is partially covered with concrete and asphalt. The exposed surface substrate consists of coarse granular materials (p-gravel) that extend from the concrete parking area of Phase 1 to a narrow riprap zone that extends above the shoreline intertidal riprap.

For the purposes of this report we are defining the riparian zone as the area between the upper 2 meters of riprap at the existing HWM and a narrow (2 -3 m) vegetated band of invasive species dominated by Himalayan blackberry and Scotch Broom, and weedy species including various forbes and grasses (Table 1). The riprap which forms part of the shore erosion protection extends about 2 meters above the HWM and down through the intertidal zone at a slope of about 24 degrees. The remainder of the upland is more sparsely vegetated, mainly with forbes and grasses.

There is no riparian zone remaining in front of Phase I where a concrete deck and walkway is located above the intertidal zone.

Intertidal Zone

The intertidal zone consists of a characteristic macrobiotic zonation that is dominated progressively down slope by barnacles (*Balanus* sp.), rockweed (*Fucus* sp) and green algae (*Ulva* sp. and *Enteromorpha* sp.) on a substrate made up mainly of riprap underlain by gravels. The intertidal riprap slope is about 8 m wide and extends entirely across the shorefront of Phase II.

To the south of the subject site the intertidal substrate fronting the existing Whiskey Landing (Phase I) consists of large riprap overlain, in part, on a steeply sloped bedrock outcrop. The characteristic macrobiotic zonation noted above extends along and through this area as well.

As noted in Table 2 the site supports a variety of common intertidal biota.

Subtidal Zone

As indicated in Table 3 the subtidal transects indicates the subtidal zone substrate consists mainly of gravel with some sand along with a mix of detritus. Few algae were represented except where there was a hard substrate for attachment. In terms of fauna tube-dwelling anemones appeared to predominate the substrate. A couple of sea stars were present along with occasional shiner perch.

DFO Aquatic Species Information

The DFO Species at Risk Report provided information on critical habitat and on potential species at risk that are known to occur in the area. As indicated Appendix 1 no critical habitat was identified for the species at the subject site and no species at risk were identified.

Discussion

The upland habitat features and the associated riparian zone substrate appear to consist of gravelly soils in the parking lot area, beyond which toward Cedar Road the area is paved. The exposed soils area appears to exhibit common vegetative characteristics of disturbed sites typified by grasses and invasive species. The site, which was cleared years ago and only recently ceased to be used as a parking area, exhibits the characteristic growth of first colonizing grasses and forbes along with invasive exotic plant species such as Scotch broom and Himalyan blackberry. These species can be expected to continue to grow out and fill the site.

The intertidal habitat at the site exhibits characteristic marine macrobiotic zonation of a riprap and bedrock shoreline typified by barnacles and rockweed elements. The lower tidal levels appeared to consist more typically of gravels and cobble size rocks and were observed to support Leather sea stars.

The subtidal habitat zone substrate appeared to consist of gravelly materials with some sandy areas. Detrital materials were noted including woody debris, wires and a tire. The zone appeared to support an abundance of Tube-dwelling anemones with a few Leather stars.

Given the existing site characteristics, cleared of native vegetation and in use as a parking lot since the development of Whiskey Landing Phase 1, there is little riparian zone vegetation. The vegetation that is present consists mainly of invasive species.

Conclusion and Recommendations

The marine habitat assessment identified that there are no highly valued riparian or marine habitats, such as eelgrass, at the subject site.

It is considered that the removal of the compromised riparian vegetation composed to a great extent of Scotch broom and Himalayan blackberry will be beneficial.

The DFO species at risk database indicates that several aquatic species at risk occur in the general area but none were observed during this assessment. No critical habitat is identified.

It is recommended that once plans for marine works are finalized they should be submitted to DFO for a Request for Review, along with this report, as part of the on-line application process.

Upon DFO approval the project should adhere to DFO current and archived Best Management Practices, and follow DFO Pathways of Effects guidance to ensure that significant harm does not occur to fish or fish habitat.

Prepared by



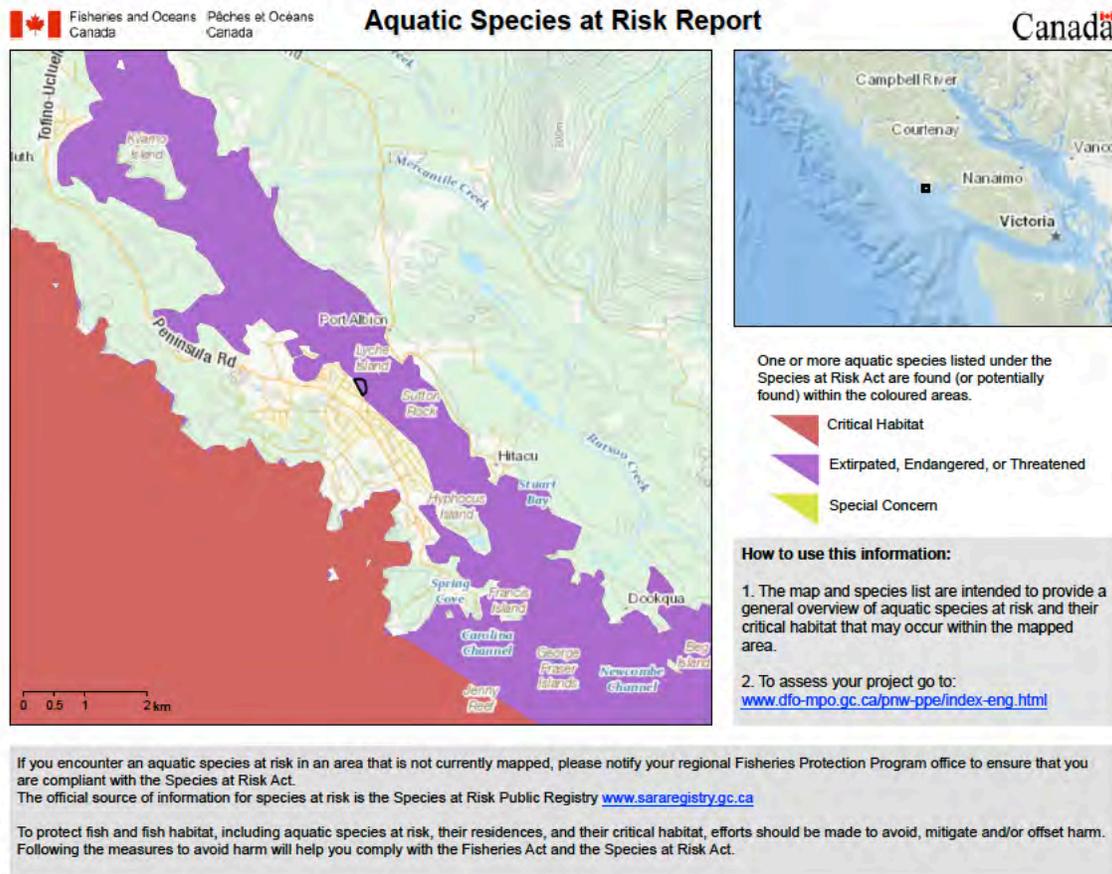
Rob Waters, R.P.Bio.

References

Transport Canada Harbours and Ports Western Regional Engineering Department Environmental Audit of Ucluelet Public Port Facility prepared by Castor Consultants Ltd., January 1998.

Appendix 1.

DFO Aquatic Species at Risk Information



Critical habitat for these species is found within the outlined area

Critical habitat is identified in recovery strategies or action plans for species listed under Schedule 1 of the Species at Risk Act as extirpated, endangered or threatened.

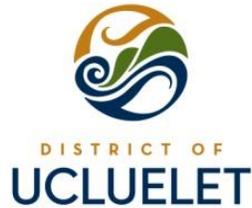
Name	Where Found	Species Status
	No critical habitat	

Species found (or potentially found) within the outlined area

Name	Where Found	Species Status
Basking Shark - Pacific	Pacific Ocean/Océan Pacifique	Endangered
Bluntnose Sixgill Shark	Pacific Ocean/Océan Pacifique	Special Concern
Grey Whale - Eastern North Pacific	Pacific Ocean/Océan Pacifique	Special Concern
Harbour Porpoise - Pacific Ocean	Pacific Ocean/Océan Pacifique	Special Concern
Humpback Whale - North Pacific	Pacific Ocean/Océan Pacifique	Special Concern
Killer Whale - Northeast Pacific Northern Resident	Pacific Ocean/Océan Pacifique	Threatened
Killer Whale - Northeast Pacific Offshore	Pacific Ocean/Océan Pacifique	Threatened
Killer Whale - Northeast Pacific Southern Resident	Pacific Ocean/Océan Pacifique	Endangered
Killer Whale - Northeast Pacific Transient	Pacific Ocean/Océan Pacifique	Threatened
Leatherback Sea Turtle - Pacific	Pacific Ocean/Océan Pacifique	Endangered

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Longspine Thornyhead	Pacific Ocean/Océan Pacifique	Special Concern
Northern Abalone	Pacific Ocean/Océan Pacifique	Endangered
Rougheye Rockfish type I	Pacific Ocean/Océan Pacifique	Special Concern
Rougheye Rockfish type II	Pacific Ocean/Océan Pacifique	Special Concern
Steller Sea Lion	Pacific Ocean/Océan Pacifique	Special Concern
Tope	Pacific Ocean/Océan Pacifique	Special Concern
Yelloweye Rockfish - Pacific Ocean Inside Waters	Pacific Ocean/Océan Pacifique	Special Concern
Yelloweye Rockfish - Pacific Ocean Outside Waters	Pacific Ocean/Océan Pacifique	Special Concern



REPORT TO COUNCIL

Council Meeting: March 12, 2024

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DUANE LAWRENCE, CAO **FILE NO:** 0530-10 APPT

SUBJECT: FINANCE OFFICER APPOINTMENT **REPORT NO:** 24-23

ATTACHMENT(S): APPENDIX A – SCHEDULE B TO BYLAW NO. 1315, 2022

RECOMMENDATION(S):

THAT Council rescind the appointment of Duane Lawrence as the District of Ucluelet Finance Officer effective March 12, 2024.

THAT Council appoint Jeffery Cadman as a District of Ucluelet authorized signatory effective March 12, 2024.

THAT Council appoint Jeffery Cadman as the District of Ucluelet Finance Officer in accordance with Section 149 of the *Community Charter* and the District of Ucluelet Officers and Officials Bylaw No. 1315, effective March 12, 2024.

THAT Council appoint the Director of Finance as the authorized Collector.

BACKGROUND:

Staff undertook a recruitment process for the hiring of a new Director of Finance in January of 2024. A recruitment agency was engaged to assist with the advertising, vetting and interviewing of prospective candidates. In all, 14 applications were received with three candidates selected for preliminary interviews, two of whom were invited to Ucluelet for a follow-up interview. Upon conclusion of the interview process the Director of Finance position was offered to Mr. Jeffery Cadman.

Mr. Cadman is schedule to complete his Certified Professional Accountant designation in September of 2025 with a Bachelor of Business Administration.

Under Part 5, [S. 146 and 149 of the Community Charter](#) Council must by bylaw establish an officer position which provides financial oversight for the organization. This position is referred to as both the Finance Officer and Director of Finance in District of Ucluelet Officers and Officials Bylaw No. 1315, 2022. With the hiring of Mr. Cadman, effective March 12, 2024, Mr. Cadman can be duly appointed as the Finance Officer. As the Finance Officer Mr. Cadman should also be appointed as the official Collector. The Collector is the person responsible for the collection of municipal taxes and related tax collection duties including tax sales.

As the Director of Finance, Mr. Cadman will also be a designated signatory for the municipality which must be confirmed through a resolution of Council.

ANALYSIS OF OPTIONS

As specified in the Community Charter Council must appoint a Finance Officer. Staff is recommending that Mr. Cadman be appointed as Finance Officer and signatory for the District.

Respectfully submitted: Duane Lawrence, CAO

Schedule B'
Powers, Duties and Responsibilities – Finance Officer

Council hereby assigns to the Finance Officer responsibility for financial administration for the District of Ucluelet, including the statutory powers, duties, and functions specified in Section 149 of the *Charter*.

The Director of Finance is hereby delegated the authority to:

1. Municipal Finances

- Receive all money paid to the District;
- Ensure the keeping of all funds and securities of the District;
- Expend and disperse money in the manner authorized by Council;
- Invest revenue funds, until required, in investments as permitted under the *Charter*;
- Ensure that accurate records and full accounts of the financial affairs of the District are prepared, maintained, and kept safe; and
- Compile and supply information on the financial affairs of the District required by the Inspector of Municipalities.

2. Human Resources

- Recommend to the CAO, the appointment, promotion, discipline, and dismissal of employees within the finance department; and
- Supervise all employees within the finance department.

3. General Administration

- Supervise the operation of the finance department for the District;
- Supervise implementation of Council directives and directives of the CAO;
- Act as a contact between the finance department and other departments under the supervision of the CAO;
- Review legal advice and proceedings;
- Supervise the obtaining of insurance as deemed necessary;
- Supervise the provision of or management of insurance matters;
- Prepare and arrange for filing of any documentation necessary under the *Financial Information Act* or otherwise;
- Attend, or ensure an alternate attends meetings of Council and Committees, as required by the CAO or Council;
- Provide advice to the CAO and Council regarding any matter of a financial nature;
- Prepare the five-year financial plan, as required under the Charter;
- Maintain a 20-year tangible capital asset and financial plan; and
- Oversee and ensure the completion of the District's annual financial audit in consultation with the District's Auditors.

From: [REDACTED]
To: [Info Ucluelet](#)
Subject: Follow up to Senior Advocates Visit
Date: March 1, 2024 12:02:28 PM

[External]

To the Mayor and Council District of Ucluelet.

Sea View Seniors Housing Society and the seniors of Ucluelet, thank you for your attendance at the luncheon for Isobel Mackenzie, the B.C. Seniors Advocate.

Before her remarks fade into memory, I wanted to ask that we collectively consider a few of the remarks she made. As I noted, in our work with seniors of the area, we have encountered a lack of knowledge on the part of seniors, and the public who interact with seniors, of just what services are available.

Part of her reply struck a chord. She commented that communities need a person whose job is to be a co-ordinator of Seniors' services. Someone who knows what is available, who can direct seniors to those who supply the service and who can liaise with the service providers. Recently I was searching for the history of planning for seniors in Ucluelet, and stumbled on a report that resulted from our Age Friendly workshops that were held in the Community Centre. One of the recommendations called for just such a position. For a brief period such a position was part of the collection of services provided through the West Coast Community Resources HUB. Funding for that evaporated and then COVID put so much on hold. Now that we have climbed out of that COVID void, we find ourselves less well off. Many seniors feel adrift.

I am not requesting that the District find funds for such a position. I know the budget process rarely allows for such additions. What I would like to see is a meeting of the minds. Can the District facilitate meetings with all who serve seniors in any way and find a way to better co-ordinate services. There is overlap, sometimes there are silos, sometimes there is turf protection, all inhibit the best use of our resources. I would like to see our District lead the way to finding the best use of combined resources.

Respectfully submitted,

Patricia Sieber

[REDACTED]
Chair Sea View Seniors Housing Society

I acknowledge that I live in the beautiful traditional territory of the Yuułu?il?ath - Ucluelet and Toquaht First Nation.



Sea View Seniors' Housing Society • Forest Glen
Box 833, 1783 St. Jacques Blvd. Ucluelet BC V0R 3A0
forestglen@telus.net P 250-726-2789 F 250-726-2780

March 4, 2024

Grant in Aid Request
 Attention: Ucluelet Mayor and Council

Forest Glen would like to extend the grant in aid deadline for 2023/2024.

Due to Covid 19 we closed for all activities and events at our facility as of March 11, 2020. Despite anticipated relaxing of visitor restrictions at Forest Glen, we have been unable to resume our luncheons in the Common Room at Forest Glen. In January of 2024, thanks to the District's allowing us to use the main hall of the Community Centre, we have been able to hold two successful luncheons. As of January 1, 2024 we were holding \$6,625.00 previously granted funds from the District of Ucluelet's Grants-in-Aid.

On January 24, 2024, we held a luncheon that served approximately 40 guests and volunteers. This luncheon was prepared by volunteers and a dessert was purchased from Huckleberry's. Food costs amounted to \$355.70, The food was purchased with \$100.00 in Gift Cards from the Ucluelet CO-OP and \$100.00 from the Better at Home Program. Donations at the door amounted to \$203.35. This meant that for the January luncheon we did not need to use any of the District funds.

On February 28, 2024, we hosted, in partnership with the District of Ucluelet, a visit by the B.C. Seniors' Advocate, Isobel Mackenzie. The Advocate's office paid for the catered luncheon. We supplied coffee and tea for a costs of \$18.70. We served 50 guests.

This leaves us with \$6,606.30 of District Funds. We hope to use this left over to continue and enhance our programing in the Community Centre's Main Hall and then at Forest Glen as soon as the MOH gives us permission to resume full activities. These events have proved valuable in growing our 'Seniors Volunteering with Seniors' by building an enhanced body of volunteers, offering more support to others who might need more attention and social contact.

Please review this request and do not hesitate to contact me if you have any questions about our ask and intent.

Thank you,

Pat Sieber
Board Chair



From: [Theresa Dennison](#)
To: [AVICC Info](#)
Subject: AVICC's 75th AGM & Convention - Request for photos, and shared experiences from your community
Date: March 5, 2024 9:53:15 AM
Attachments: [image001.png](#)
[AVICC Photo PowerPoint Template.pptx](#)

[External]

Please forward to elected officials, the CAO, the Corporate Officer, and the Communications Department

On behalf of the AVICC Executive, we are looking forward to hosting the [2024 AVICC AGM & Convention](#) in downtown Victoria at the Victoria Conference Centre April 12-14, 2024. [Registration](#) is now available, and the program will be released in the next week. This year marks 75 years of AVICC! We look forward to celebrating the past 75 years of unified advocacy on behalf of local governments in our region.

There are a few ways members can contribute to the celebration:

- We are asking members and partners to submit photos to be shared at the convention. What is special about your community? How have things changed over the years? Who are the people who represent their communities at AVICC? **Please submit any photos you would like to share by March 29 using the attached [template](#) to info@avicc.ca.**
- We have some amazing prizes that have been donated by local businesses in the area and are offering the opportunity for our members to highlight what is special about their communities. If you would like to **donate a door prize for our members to experience something great in your community, please email info@avicc.ca**. The prize and organization will be highlighted during the convention program, and as part of our slide reel that is played throughout the convention.

In honour of our 75th year, AVICC has commissioned a commemorative logo, designed by Connie Watts, award-winning artist of Nuuchahnulth, Gitksan and Kwakwaka'wakw ancestry. The logo represents just how far AVICC has come since 1950, and the organization's goal of building and developing inclusion, supporting the implementation of the TRC Calls to Action, and fostering First Nations' teachings and knowledge. More detailed information about the story behind the logo, and the artist, will be included in the program.

We would like to express our deep appreciation for our members and are truly grateful for the vast amount of time and energy spent to the benefit of our communities. If you have any questions, do not hesitate to reach out. We are looking forward to seeing you next month!

Sincerely,

Theresa Dennison

Executive Coordinator | Association of Vancouver Island and Coastal Communities

236.237.1202

tdennison@avicc.ca

www.avicc.ca



The AVICC acknowledges that we are grateful to live, work, and play on the traditional territories of the Coast Salish, Nuu-Chah-Nulth and Kwak-Waka'wakw Peoples

This email is confidential and may be privileged; it is for the use of the named recipient(s) only. If you are not an intended recipient of this email, please notify the sender immediately and do not copy or disclose its contents to any person or body. Any use of this email by an unintended recipient is prohibited.

SAMPLE PHOTO SLIDE

AVICC's 75th AGM & Convention Request for photos, and shared experiences.



This is where you insert a caption or title for your photo. Candara Font, 20pt.

Click “New Slide” to add additional slides.

Insert your organization logo below.



AVICC's 75th AGM & Convention - Request for photos, and shared
experie...

From: [Info Ucluelet](#)
To: [Info Ucluelet](#)
Subject: FW: Request for a greeting letter to Shen Yun Performing Arts on Canada tour 2024
Date: February 27, 2024 1:23:22 PM

From: Shirley Xing [REDACTED]
Sent: Tuesday, February 27, 2024 1:13 PM
To: Info Ucluelet <info@ucluelet.ca>
Subject: Request for a greeting letter to Shen Yun Performing Arts on Canada tour 2024

Dear Mayor Marilyn McEwen,

As the Vancouver presenter of Shen Yun Performing Arts, Falun Dafa Association of Vancouver respectfully requests a greeting letter from your office in recognition of this cultural event's return to Vancouver for the 2024 season.

This world-class classical Chinese dance production is inspired by 5,000 years of traditional Chinese culture. The universal themes of compassion, courage, and hope are hallmarks of Shen Yun.

Shen Yun is an extraordinary performance that uplifts audiences and brings them new hope and inspiration, as attested by a host of theatregoers after seeing the show. Ancient Chinese wisdom—steeped in Buddhist and Taoist spirituality and values—flourished for millennia until communism seized control. Sadly, much of this treasured heritage has been destroyed or forgotten. But now, Shen Yun is reviving it and bringing it back to life. In fact, the name Shen Yun means “the beauty of divine beings dancing.” It's a cultural extravaganza that lets people experience the beauty and wonder of China before communism.

Shen Yun reflects and contributes to Canada's embrace of cultural diversity while showcasing universal values and timeless virtues that have existed across civilizations throughout history. It's a performance that inspires, raises spirits, and greatly benefits and resonates with Canadians.

“They're very, very accomplished. This is a wonderful learning experience and I enjoyed it a lot. ... It's extremely well-done. ... It's wonderful to have Shen Yun in the building and really help us elevate the level of what has performed here.”
 — Alexander Neef, General Director, Canadian Opera Company

“I'm leaving—inspired. ... Shen Yun will convey a very positive energy, a sense of hope.”
 — Hon. Irwin Cotler, former Minister of Justice and Attorney General of Canada

“Presented the highest principles of human nature, of human culture and civilization.”
 — Hon. Peter Kent, former member of Parliament of Canada

These comments and those below are just a small sample reflecting the benefits of Shen Yun and how much it's cherished by theatrogoers:

"This is not only entertainment, but a valuable cross-over cultural event: a strong, gracious gesture toward international understanding."

— *Donn B. Murphy, President, The National Theatre, Washington, D.C.*

"I come away with feeling like a better human being. ... I just felt it was a complete edifying experience of the human spirit."

— *Omega Medina, former senior manager of classical music for the Grammy Awards*

"The ancient Chinese wisdom it conveyed will not only benefit the Chinese people, but also the whole world. ... A remarkable achievement."

— *Ted Kavanau, founding senior producer of CNN*

The acclaimed Shen Yun Performing Arts will tour in Vancouver from March 20 to March 25, 2024 as part of its annual global tour.

Falun Dafa Association of Vancouver, Shen Yun's Vancouver presenter, is a charitable organization in Canada. Falun Dafa, also called Falun Gong, is a spiritual practice that follows the principles of Truthfulness, Compassion, and Forbearance—traditional values of ancient Chinese culture and spirituality.

We are grateful for the many greeting letters from Canadian dignitaries since Shen Yun's inception in Canada in 2007, including past Governors General, Prime Ministers, and other officials at all levels of government. This season, we would very much appreciate receiving your greetings by March 4th, 2024.

We look forward to hearing from your office. For further information, please do not hesitate to contact me at [REDACTED] or by email at [REDACTED]

Yours truly,
Sue Zhang
Falun Dafa Association of Vancouver

[REDACTED]

P.S. For more information about Shen Yun, please visit <http://shenyun.com/vancouver>.

Shen Yun's 2024 trailer and some global audience review videos are also available on the webpage.