



**REGULAR MEETING OF COUNCIL
Tuesday, April 24, 2018 @ 7:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet**

LATE AGENDA ITEMS

1. Pertaining to Agenda Item No. **12.1 Ucluelet OCP Bylaw Review – Project Update:**
 - ADD Appendix A: Vancouver Island University: District of Ucluelet Official Community Plan Revision – Summary of Consultations Report.

Prepared by



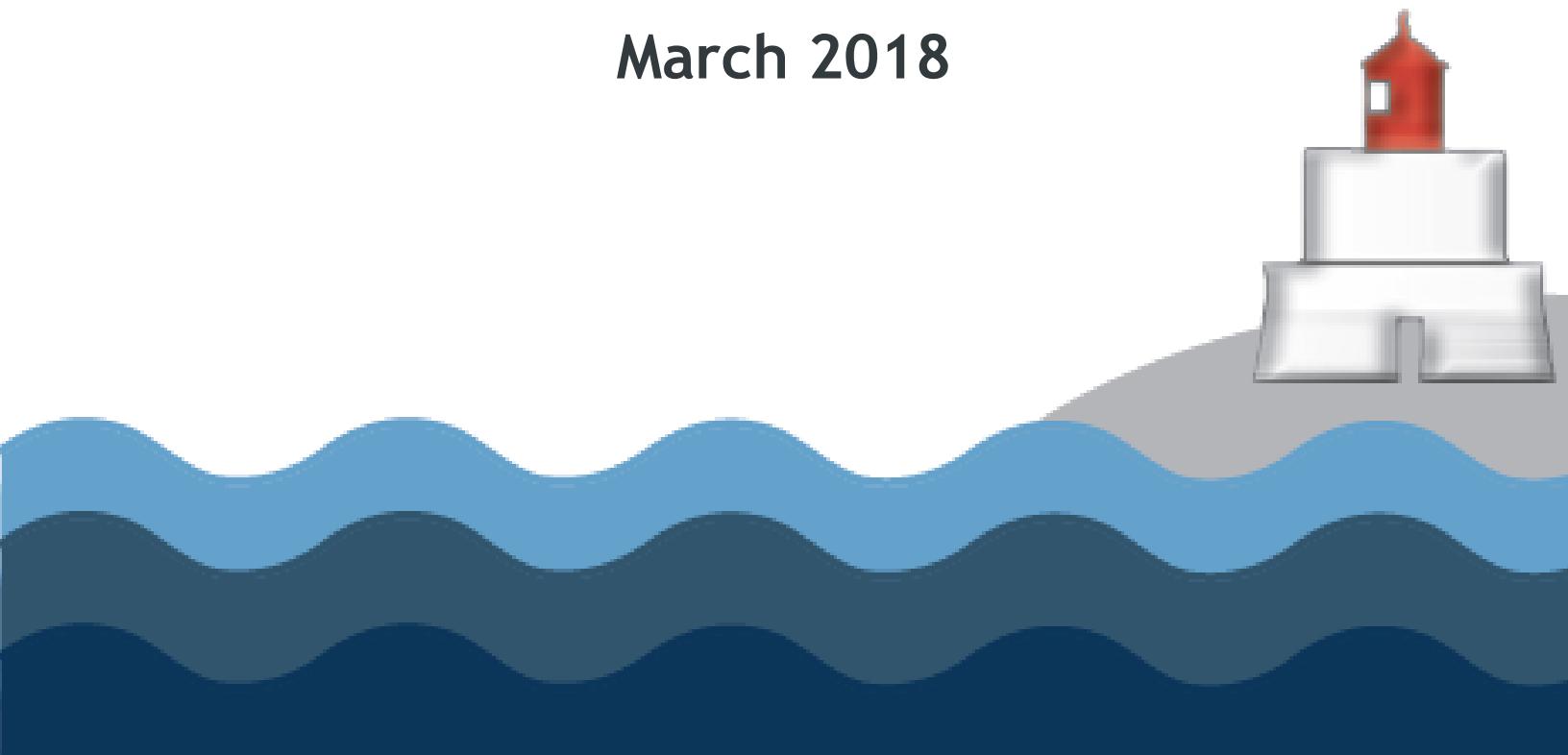
For the



District of Ucluelet Official Community Plan Revision

Summary of Consultations Report

March 2018



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Introduction:

Over three days in March 2018, students from Vancouver Island University (VIU) Master of Community Planning Planning Program and the Mount Arrowsmith Biosphere Region Research Institute (MABRRI), under the guidance of District of Ucluelet staff, successfully led a number of events to gather current community input on the Official Community Plan revisions.

The objective of this public engagement process was to provide different avenues for gaining feedback from the public about the District of Ucluelet, and identify the current and future needs of residents for the review of the 2011 Ucluelet Official Community Plan. The feedback obtained from the community engagement process is reflected in this summary from the consultation events.

This report provides an overview of the results from the consultation process completed on March 8-10, 2018. The public consultation process consisted of four different event formats: (1) *Open House*, (2) *Official Community Plan on the Street Design Charette*, (3) *Youth Consultation*, and (4) *Presentation of Findings Open House*.

Summary of Consultations:

Consultation Event	Date of Event	Data Collection Method	Number of participants
District of Ucluelet Open House	March 8 th , 2018	In person interviews - drop in open house	86
Official Community Plan on the Street Design Charrette	March 9 th , 2018	In-person interviews	100
Youth Consultation	March 9 th , 2018	Focus group discussions	52
Presentation of Findings Open House	March 10 th , 2018	In person interviews - drop in open house	18
Total number of individual participants:			256

Consultation Results:

District of Ucluelet Open House:

On Thursday, March 8th, Vancouver Island University students, under the guidance of staff from the District of Ucluelet, participated in an Open House at the Community Centre. A wide variety of posters, displays, and activities were presented around the room to update the public on the Official Community Plan Projects. The event was held in conjunction with the District of Ucluelet's Emergency Preparedness and Response public consultation event and also featured an extensive display on Parks and Recreation activities in the District. Bringing these events together created a platform for community engagement and was an efficient use of community members' time. This event ran from 3:00-7:00pm and was scheduled during the afternoon/evening to ensure accessibility to community members.

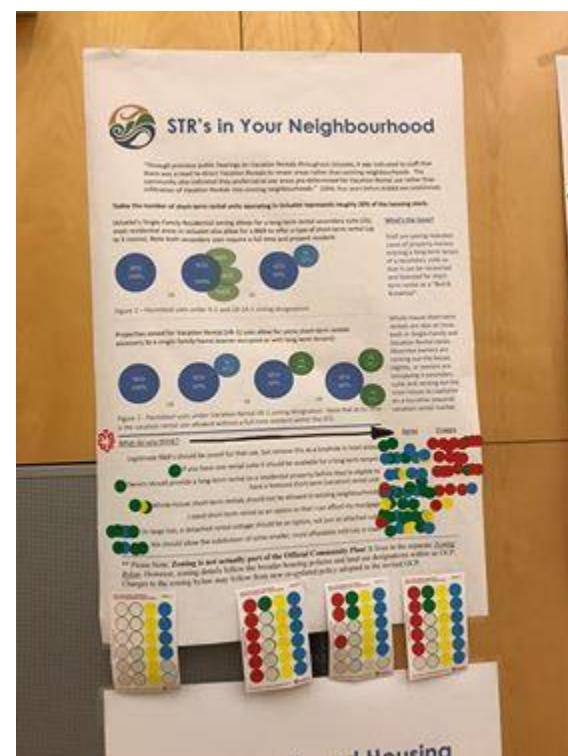
Data collection

An array of maps, exhibits, and informative posters were set up around the room to help to facilitate discussions and the exchange of ideas. At the entrance, a welcome table was set up, where students were stationed to greet the visitors, discuss the format of the event and sign in guests.

Poster stations themed around OCP project priorities were displayed to gain feedback from the community members and park users:

1. Affordable Housing
2. Land Use and Development
3. Economic Development
4. Emergency Services

The affordable housing corner of the event attracted the widest array of community input. A poster of potential affordable housing solutions and management of short term rentals drew focus from event attendees, and the “for” and “against” questions were a subject of conversation. Residents were encouraged to make their opinion known via a *dotmocracy*, a facilitation technique where participants vote on their opinion using a green (for) or red (against) stickered dot. Questions were broken down as:



Question	Residents in Support	Residents Opposed
1. Allow secondary suite to occur concurrent with a bed and breakfast	11	0
2. Allow that a bed and breakfast can only occur if there is a secondary suite	1	2
3. Allow small residential-only cabins in backyards of larger residential lots	5	1
A. In place of secondary suites	2 (1 neutral)	0
B. In addition to secondary suite	8	0
4. Legitimate B&Bs should be zoned for that use, but remove this as a loophole in most areas	2	8
5. If you have one rental suite it should be available for a long-term tenant	9	4
6. Owners should provide a long-term rental on a residential property before they're eligible to have a licenced short-term (vacation) rental unit	6	7
7. Whole-house short term rentals should not be allowed in existing neighbourhoods	14	4
8. I need short-term rental as an option so that I can afford my mortgage	4	2
9. On large lots, a detached rental cottage should be an option, not just an attached suite	15	0
10. We should allow the subdivision of some smaller, more affordable infill lots in town	9	0

Multiple comment boards were also stationed around the room to encourage residents to expand on their thoughts on a variety of topics.

The event also had a large scale map of the District, excerpts from the current official community plan, zoning maps, and key area maps. Residents were encouraged to examine the materials and to leave comments on if they wished to express an improvement or alteration in a specific area of the official community plan. Additionally, a District map was overlaid with trace paper so residents were able to sketch up what they hoped to see in the community.

Copies of the Age Friendly Action plan, Economic Development Strategy Plan and current OCP were also provided for reference.

Students were stationed at each display and were responsible for facilitating discussion on that topic with the attendees. One student stationed at the welcome table was directed to keep a tally of how many people entered in the front door. In total, 86 people participated in this event.

This consultation event was announced through a media release by the District of Ucluelet along with web-based advertising. Anecdotal comments collected as people came into the gymnasium suggested that this advertising is what drew them to the event. Additionally, hosting the open house alongside the Emergency Preparedness and Response event and the Parks and Recreation display was viewed positively by those in attendance: comments were received on the benefits of addressing multiple issues at one event. Participants of at the Open House dropped in voluntarily and as such the findings should not be considered generalizable to the population, but do represent the ideas and direction of residents who made the effort to attend.



Results

The comments written on the boards and sticky notes were classified into five themes:

1. Parks and Recreation

- a. Continue implementing trail expansions to increase connectivity between downtown, neighbourhoods, and First Nation communities
- b. Prioritize indoor recreation, including:
 - i. Indoor sports, skate park, pool, or ice rink
- c. Implement programming for the marine environment, including:
 - i. Marine recreation area (sailing, snorkelling, diving etc.)
 - ii. Outdoor music/art

2. Natural Environment

- a. Preserve old growth areas and protect shorelines through increasing riparian reserves
- b. Limit growth in undeveloped areas of the District
- c. Balance the needs for infrastructure with the protection of the environment: residents wanted to see thoughtful paving, for pedestrian safety, but the natural area preserved for drainage, filtration, and beauty
- d. Preserve and maintain natural recreation areas
- e. Prohibit clear cutting of lots, clear only for foundations
- f. Alder Road Park: finish it so it is usable and safe

3. Development and Zoning

- a. Fix Blanket Rezoning from 1999 for Alliance Holdings - Downzone to RM1
- b. Large development zoning areas should be mandated to contribute to amenities
- c. Clear understanding of water requirements for new development
- d. Move food bank out of emergency area risk zone
- e. Limit development and do not prioritize tourism development over maintaining natural areas
- f. Attract specialized camps/institutes/educational programming for both students and elderly
- g. Incorporate Millstream development

4. Housing and Growth

- a. Prioritize affordable housing/co-operative housing developments
- b. Create housing program for co-op students
- c. Identify carriage homes and ensure long-term rental stock

- d. Add housing branch to municipal services
- e. Create strong regulations for new B&Bs
- f. Mandate/create employee housing for new businesses
- g. Residents were split, some wanted to see more RV parking as a method of providing affordable housing, others felt that RV Parking would destroy the community attractiveness
- h. Amend the zoning of CS5 for all areas so designated to allow residential use (either long term rental or primary residence) as is currently allowed for water's edge - in particular Reef Point / Boardwalk area which provide a considerable pocket of affordable housing.
- i. Tiny homes should be closer to 25m² (as opposed to larger size required now)

5. General Comments

- a. Drinking water needs improvement
 - i. Gradually replace water pipes
 - ii. For water security and clarity, consider water acquisition from Kennedy Lake
 - iii. Desalinate and use a water recycling plant
- b. Test emergency services
 - i. More sirens
 - ii. Tsunami warning on cell phones
 - iii. Sirens should be louder
 - iv. Pylons for leaving at the end of driveway in emergency events to allow quick identification of homes that don't need to be checked
 - v. Create an app for a check-in system that shows which homes are evacuated and where those people are.
 - vi. Have a clear strategy for animals during an evacuation
- c. Wave Energy -Residents believe BC Hydro rate increases will justify the cost involved in providing a standalone community utility
- d. Work with Telus to get a signal out on TV
- e. Sidewalks and pedestrian safety
 - i. Sidewalks should be connected to amenities, schools, places visited regularly
 - ii. Slower speed limits in downtown area and traffic calming measures including speed bumps used on Bay street
 - iii. Hills and blind sections should be paved with sidewalks for pedestrian safety

Conclusion

With a large turnout and many comments left by participants, the District of Ucluelet's Open House was a successful event. The data collected during this consultation helped the team determine which issues to highlight for the next day's "OCP on the Streets" event and will also assist the District of Ucluelet in updating of OCP.

Official Community Plan on the Street & Ucluelet Design Charrette:



On Friday, March 9th, 2017 from 2:00 - 5:00pm VIU Master of Community Planning students under the supervision of VIU faculty collected data as part of the District of Ucluelet Official Community Plan Revision Project. The two events, "OCP on the Streets" day and "Ucluelet Design Charrette" took place OCP on the Streets" Day had two objectives:

1. Collect data on residents' opinions regarding the planning of Ucluelet and;
2. Inform the public on this in-depth consultation weekend and the 2018 Official Community Plan update.

The "Ucluelet Design Charrette" was designed to involve citizens in a "hands on" exercise to imagine change in two areas of the community: the Harbour area and the Village Square.

Major themes derived from the previous day's Open House were used to generate questions to develop a short questionnaire that was administered by students from VIU. Students used the design charrette tents as home bases from which they collected the data. Below is a brief explanation of the data collection process and a presentation of the themes that emerged during discussions.

Data collection

After meeting in the Village Square and outside of the Chamber of Commerce on March 9th, Master of Community Planning students VIU were stationed at high-traffic areas around Ucluelet, in front of shops, Peninsula Road, and in the main Village Square and harbour area. Students were instructed to approach passersby's and ask them three questions:

1. If money was not a limitation, what is your number one improvement you would like to see in the community?
2. What are the most critical housing priorities in Ucluelet?
3. Which areas do you feel need sidewalk and connectivity enhancements?

The questions referred to all of Ucluelet. Students were instructed to encourage respondents to think broadly prompting a range of answers on both the physical and community character.

The warm and sunny March day made for excellent data collection. By the end of the event almost 100 responses were gathered.

Convenience sampling was used for this endeavour: this involves surveying people who are available and willing to participate. This is a beneficial method for pilot studies and for discovering general themes in public responses. It is, however, not a random scientific sampling method and therefore should not be considered representative of the entire population. In other words, the answers do not reflect the thoughts of all Ucluelet residents and should not be generalized to say “the public indicated ...” when interpreting the results. This caution does not limit the value of the information collected, but provides specificity on how the results should be represented.

Results

The results from this day of data collection are presented below as themes that emerged from the participants’ responses. Responses have been summarised by question into the following categories:

1. If money was not a limitation, what is your number one improvement you would like to see in the community?
 - a. **Housing:** many community members responded to this question with comments related to the District of Ucluelet’s available housing stock. Common themes included: a need for employee housing, affordable housing, and overall housing availability.
 - b. **Recreation:** in large, responses to this question involving recreation were twofold: develop covered areas to recreate in, including structures such as gazebos and covered skateboard parks, and provide community-based programs appropriate for a wide range of ages and interests.
 - c. **Transportation:** respondents were interested in improving conditions for all modes of transportation throughout the District. The two most commonly addressed transportation improvements included: developments to the road network (Peninsula Road in particular) and enhancing sidewalks and sidewalk connectivity.

- 2. What are the most critical housing priorities in Ucluelet?**
 - a. **Employee Housing:** the most emphasized response to this question throughout the day was a need to increase the supply for high-quality employee housing. Suggestions to do this included developing additional apartment buildings and hostels for seasonal workers.
 - b. **Affordable Housing:** respondents highlighted a need to increase the supply for affordable housing.
 - c. **Airbnb:** comments revolving around Airbnb were not in direct opposition to them, but were in favour of developing and enforcing rules for vacation rentals.
- 3. Which areas do you feel need sidewalk and connectivity enhancements?**
 - a. **Supply and Connectivity:** many respondents noted that the overall supply of sidewalks within the District is lacking. In addition, various existing pathways are in need of repairs.
 - b. **Safety:** the current supply of sidewalks was a concern for many of the respondents. Missing linkages, crosswalks, ill-defined curb edges, and poor lighting combine to create a feeling of vulnerability while walking in some parts of the District.
 - c. **Specific Locations:** respondents noted a few priority locations for sidewalk improvements, including: Bay Street, Sade Street, Marine Drive, Peninsula Road, and Pacific Crescent beside the Petro Canada. Many concerned voices suggested a rethink for the Coop intersection.

Conclusion

Overall, “OCP on the Streets” Day was a success. Community members and passerbys had the opportunity to participate in the visioning for the Village Square and harbour areas of downtown Ucluelet, while district staff were informed of valuable input that could be used to inform the 2011 Official Community Plan re-writes.

Youth Consultation:

On Friday, March 9th, 2018, VIU students and the District of Ucluelet and hosted three stakeholder consultation session(s) with local grad 8, 9, and 10 students. These events were well attended with 15, 17, and 22 students respectively in each of the sessions. The objective of this consultation event was to gather input, as well as identify overall vision and needs of the stakeholders: this is important as high school students are often difficult to engage population in community consultation processes. Each session took approximately one hour.

Data Collection

Each session began with an introduction that introduced students to the field of planning, the role of an Official Community Plan, and an explanation of the purpose of the consultation event. This was followed by pairing 2-3 high school students with students from Vancouver Island University for a planning exercise. Each table had a map, trace paper, and markers that allowed students to visually express their ideas. At the end of each session, high school students from each group reported back on their “big ideas.” Additionally, a comment board was strategically placed to gather comments on what students appreciate in Ucluelet and what needs improvement.



Results

Overall, the participants appreciated the location of Ucluelet, nature, beautiful surroundings and wildlife. The sense of community and unique coastal experiences were also mentioned as ingredients that make Ucluelet unique.

The results from these sessions have been categorized into themes. This data will build on the existing consultation results from the previous Official Community Plan consultation events.

Key topic areas identified from the stakeholder consultation sessions include:

- 1. Recreation:** Results from the comments collected from this sessions reflect the need for:
 - a. More universal recreation activities and programming;
 - b. More indoor recreation options like an air house facility, basketball court, parkour course, climbing wall, as well as outdoor facilities like mountain biking trails and ocean tubing;
 - c. Improved maintenance and periodic upgrades of recreation facilities and amenities;

- d. Improved drainage in the sports fields; and,
- e. Increased flexibility of facilities operating time.

2. Housing: From the consultation session comments, it was noted that inadequate housing and lack of affordable housing has made it difficult for young families to settle in Ucluelet. Additionally, the housing shortage has made it difficult for the retail and hospitality industry to retain workers.

Comments under this theme indicate the need for;

- a. More housing options like tiny homes, treehouses and secondary suites; and,
- b. More affordable housing options that could be achieved through exploration of housing options such as secondary suites and apartments.

3. Transportation, Sidewalks and Roadways: This was a frequent topic that came up in all the 3 sessions. Most students who attended the consultation event are entirely dependent on the bus as the main mode of transport to school.

Under transportation the following sub themes were identified;

- a. **Connectivity:** Most students highlighted the lack of a viable transportation option connecting Ucluelet to other communities. High transport costs was also brought up as an issue affecting connectivity between Tofino and Ucluelet. Need for shuttle/transit between Tofino and Ucluelet year-round was identified in the consultation sessions. Marine transportation, improved trail networks and a centralised bus service came up as a possible solution for connecting Ucluelet to the neighbouring communities; this could be through using water taxis or shuttles to connect Ucluelet to reserve lands.
- b. **Innovation:** Innovative approaches for improving sidewalks were mentioned in the consultation sessions. They included; Innovative sidewalks: trampoline sidewalks, painted sidewalks
- c. **Safety:** Comments from the stakeholder consultation indicate the need to improve lighting along sidewalks as well as upgrading and maintaining existing sidewalks. One of the streets mentioned in the consultation session that require more lighting for better pedestrian safety is Helen Road.
- d. **Aesthetics:** the need for more landscaping which includes using hardscape and soft scape elements like walkway paving and planters, not only to make it attractive but also enhance connectivity was mentioned. Other comments also suggested beautification of underutilized areas and making them more visible by using street murals, cherry trees and landscaping

- 4. Food & retail:** Some comments indicated the need for more restaurants and food trucks around the downtown area and recreation fields and the addition of chain restaurants such as Tim Hortons in the District. Additionally, the need of multi-use commercial area with clothing stores and sport equipment store was mentioned in the sessions.
- 5. Services:** Under this theme, comments indicated the need for a hospital between Ucluelet and Tofino to provide health services. Closely related to that, the comment on the need for veterinary services between Ucluelet and Tofino also came up in this event.
- 6. Community and Sustainability:** Some comments suggested that since Ucluelet is a small community, there is a potential of having self-sustaining initiatives such as community gardens for local food sovereignty and security. Also, on the cultural aspect, some comments on the need of a museum were brought up with the purpose of celebrating history, culture and identity.

Participants also expressed the need for community spaces like a community library with public amenities like bathrooms. Also, participants mentioned the need to support community art programs that engage the different age brackets in the community and promote talent.

- 7. Challenges:** It should be noted that some students who participated in this consultation event are not residents of Ucluelet. During the sessions, some students indicated that they did not have a lot of knowledge on the existing policies and programs.

Conclusion

This event was both fun and engaging. The high school students were enthusiastic participants and students from VIU were impressed by the thoughtfulness and depth of understanding exhibited by the younger group. Ideally this engagement could continue as the OCP Project progresses.

Presentation of Findings Open House:

On Saturday, March 10th, 2018 VIU students and faculty, as well as staff from the District of Ucluelet, met at the Ucluelet Community Centre for the second time that weekend to host a wrap-up Open House. Participants were invited to view a series of posters that lined the room regarding the public engagement process and key points of the official community plan, read copies of the 2011 Official Community Plan, Ucluelet's Economic Development Strategy, and 2016 Age Friendly Action Plan, draw points of interest on charrette tables, view a PowerPoint with photos of the weekend,

and leave comments or suggestions. The event was designed to be a relaxing and open space for participants to share their thoughts on current issues in Ucluelet. The posters displayed throughout the room included the following topics:

1. Timeline of project
2. VIU's involvement
3. What is an OCP
4. What We've Heard
5. Charrettes created by youth from Ucluelet Secondary School
6. Economic Development Strategies in Ucluelet
7. Transportation and Movement
8. Natural Environment
9. Growth and Housing
10. Short Term Rentals in Ucluelet
11. Community Emergency Response
12. Parks and Rec Master Plan

In addition to all the posters, there were two large tables set up in the room allowing for participants to leave comments and suggestions as well as participate in a charrette of the District of Ucluelet to highlight areas of specific interest. A large collage of the comments from the high school students was also designed by the VIU students and proved to be a popular stop at the Open House.

Data Collection

Data Collection ran from 10:00am-2:00pm. The event was advertised through the District of Ucluelet's website and at previous community consultation events over the weekend. During the day students and District Staff were stationed around the room and available to answer all questions of attendees.

Attendants were able to move around freely, stopping at stations that peaked their interest. Participants were encouraged to leave comments, suggestions, or draw on the trace paper at any point during their stay. Comments could be made in three ways:

1. Using post-it notes and a comment board - these comments were visible to anyone who attended the event.
2. Using long 8.5x11in comment forms - this option was meant for those that preferred to have their comments left anonymous (i.e. they were not visible to everyone that attended the event)
3. *Dotmocracy*: on some posters, such as short term rentals, participants could vote on whether they agreed with a statement or not with a green or red sticker.

As noted for the previous consultation events, residents self-selected to attend and the results should not be considered generalizable to the entire population. However, those residents who did attend often spent extensive time at the Open House and clearly are interested in their community. Although attendance was less for this event than others over the three days of consultation, the thoughtful responses of attendees added to the depth of information collected on the OCP review.

Results

The attendees at this Open House reiterated the comments obtained from previous events. General comments from the event include:

- “Cut down on light pollution - choose correct street lights. Dark sky parts”
- “Edna Bachelor Park would benefit from a row of trees to cut down on noise pollution and light pollution, to beautify it, and to protect the area. This would shelter greenery and protect the proposed garden.”
- “Ask tourists what they would like to see happen in this community and why they come here. The District could develop of questionnaire and ask business owners to have their guests fill them in.”
- “Main Street and Peninsula hill, a problem Ucluelet has a problem Ucluelet has been dealing with for a long time. Think that one-way traffic is the solution downhill. Stress on Main Bay and Peninsula, Matterson and Peninsula when Marine Drive is finally finished. A one-way should alleviate some of these problems.”

Conclusion

Throughout the consultation weekend a variety of themes were uncovered that are at the forefront of community thought going into the OCP revisioning. From the public engagement events held over the weekend of March 8-10th, current community thought was gathered and will contribute greatly to the reformation of the Districts of Ucluelet’s Official Community Plan. From all consultation events, five priority findings can be identified:

1. Housing:
 - a. Need for affordable housing
 - b. Clear directions and policies for short and long term rental housing
 - c. Micro-housing
2. Recreational opportunities:
 - a. Pool facilities
 - b. Increased trail network
3. Internal and external Community connectivity
 - a. Internal: sidewalks, roadways

- b. External: public transit to Tofino, and other communities in central Vancouver Island
- 4. Balance development with environmental conservation
 - a. Keep Ucluelet natural and continue to set aside park land as the District is zoned

Two more opportunities to participate include the consideration by Mayor and Council in May 2018 and the Public Hearing on the new OCP bylaw in June 2018.