



**REGULAR MEETING OF COUNCIL  
Tuesday, June 23, 2020 @ 3:30 PM  
George Fraser Room, Ucluelet Community Centre,  
500 Matterson Drive, Ucluelet**

**AGENDA**

Page

1. CALL TO ORDER
2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY  

Council would like to acknowledge the Yuułu?if?ath First Nation, on whose traditional territories the District of Ucluelet operates.
3. NOTICE OF VIDEO RECORDING  

Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube. Delegates and meeting participants are also advised that this meeting is being conducted via Zoom which may store data on foreign servers.
4. ADDITIONS TO AGENDA
5. APPROVAL OF AGENDA
6. ADOPTION OF MINUTES
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[2020-06-09 Regular Council](#)
7. UNFINISHED BUSINESS
8. MAYOR'S ANNOUNCEMENTS
9. PUBLIC INPUT, DELEGATIONS & PETITIONS
  - 9.1 Public Input
10. CORRESPONDENCE
  - 10.1 Clayoquot Biosphere Trust 2019 Annual Report 13 - 27  
*Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust*  
[C-1 Clayoquot Biosphere Trust Annual Report](#)
11. INFORMATION ITEMS
12. COUNCIL COMMITTEE REPORTS
  - 12.1 Councillor Marilyn McEwen  
*Deputy Mayor January - March 2020*
  - 12.2 Councillor Lara Kemps

*Deputy Mayor April - June 2020*

12.3 Councillor Jennifer Hoar  
*Deputy Mayor July - September 2020*

12.4 Councillor Rachelle Cole  
*Deputy Mayor October - December 2020*

12.5 Mayor Mayco Noël

### 13. REPORTS

13.1 District of Ucluelet Flood Mapping Project 29 - 42  
*Bruce Greig, Manager of Community Services*  
[R-1 Tsunami & Flood Risk Mapping](#)

13.2 Off-Leash Dog Park 43 - 44  
*Abby Fortune, Manager of Recreation & Tourism*  
[R-2 Off-Leash Dog Park](#)

13.3 Council Proceedings Under Ministerial Order M192 45 - 58  
*Joseph Rotenberg, Manager of Corporate Services*  
[R-3 Council Proceedings Under Ministerial Order M192](#)

13.4 Development Permit for 1911 and 1905 Peninsula Road 59 - 89  
*John Towgood, Planner 1*  
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### 14. LEGISLATION

14.1 Proposed Rezoning, Subdivision and Development Permits for 221 Minato Road (Lot B, District Lot 286, Clayoquot District Plan VIP79908) 91 - 193  
*Bruce Greig, Manager of Community Planning*  
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14.2 Zoning Bylaw Amendment for 799 Marine Drive 195 - 203  
*John Towgood, Planner 1*  
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14.3 Zoning Amendment and Development Permit for 2015 Bay Street 205 - 221  
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14.4 Zoning Bylaw Amendment for 796 Marine Drive 223 - 245  
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14.5 Council Procedure Bylaw - 3rd Reading 247 - 280  
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14.6 Reserve Berthage at the Ucluelet Harbour 281 - 298  
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### 15. OTHER BUSINESS

### 16. QUESTION PERIOD



17. CLOSED SESSION

18. ADJOURNMENT



**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, June 9, 2020 at 3:30 PM**

Present:      **Chair:**           Mayor Noël  
                  **Council:**       Councillors Cole, Hoar, Kemps, and McEwen (All Councillors attended via Zoom)  
                  **Staff:**           Mark Boysen, Chief Administrative Officer  
                                  Donna Monteith, Chief Financial Officer  
                                  Bruce Greig, Manager of Community Planning  
                                  Abby Fortune, Manager of Recreation and Tourism  
                                  Joseph Rotenberg, Manager of Corporate Services  
                                  Nicole Morin, Corporate / Planning Clerk

Regrets:

**1. CALL TO ORDER**

**1.1 The meeting was called to order at 3:30 PM.**

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

Council acknowledged the Yuułu?iŋ?ath First Nation, on whose traditional territories the District of Ucluelet operates.

**3. NOTICE OF VIDEO RECORDING**

Audience members and delegates were advised that the proceeding was being video recorded and broadcast on YouTube. Delegates and meeting participants were also advised that the meeting was being conducted via Zoom which may store data on foreign servers.

**4. ADDITIONS TO AGENDA**

There were no additions to the agenda.

**5. APPROVAL OF AGENDA**

**5.1 June 9, 2020 Regular Council Meeting Agenda**

2020.111.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**  
*THAT Council approve the June 9, 2020 Regular Council Meeting Agenda as presented.*

CARRIED.

**6. ADOPTION OF MINUTES**

**6.1 May 26, 2020 Regular Minutes**

Council noted that Councillor Hoar moved all of the resolutions associated with item number 12.5. titled "Streamlined Temporary Approval for Expanded Outdoor Seating Areas."

2020.112.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**  
*THAT Council adopt the May 26, 2020 Regular Meeting Minutes as amended.*  
**CARRIED.**

## 7. UNFINISHED BUSINESS

There was no unfinished business.

## 8. MAYOR'S ANNOUNCEMENTS

8.1 **The Mayor acknowledged the peaceful anti-racism protest that occurred in Ucluelet on Sunday June 7, 2020 and extended his condolences to Chantel Moore's family.**

## 9. PUBLIC INPUT, DELEGATIONS & PETITIONS

9.1 Public Input

**No public input was submitted at this time.**

9.2 Delegations

**Ron Clayton, The Primera**  
**Re: Big Beach Concerns**

Mr. Clayton presented this delegation on behalf of the Council of Owners, Strata Plan VIS 5917 (the Primera). Mr. Clayton discussed noise, health and safety concerns associated with late night campfires at Big Beach which have increased in frequency and size over the last couple years.

Bruce Greig, Manager of Community Planning, noted the Bylaw Officer's schedule has been changed to help address this issue but Bylaw Ambassadors will not be hired this year due to budget restrictions. He also noted that noise complaints made after the Bylaw Officer's shift ends should be directed to the RCMP.

**Bob Hansen, WildSafeBC**  
**Re: Wildlife Attractants - Feeding People Not Wildlife**

Bob Hansen, Wild Safe BC, presented this delegation about securing wildlife attractants. He noted that he has been working with residents to install physical modifications intended to deter

wildlife from livestock enclosures, composting areas and livestock feed storage areas. He supported the recommendations made in the report under item 12.2. with the title "Council Policy on "Wildlife Attractants" bylaw enforcement and education."

Mr. Hansen also noted the high amount of wolf and cougar activity in the region this year.

Council discussed Mr. Hansen's report and recommendations. Council also discussed fruit gleaning.

## 10. CORRESPONDENCE

### 10.1 Animal Control Bylaw

#### *Safety Solutions for Ucluelet Dogs and Owners group members*

Council discussed the challenges associated with off leash dogs, the importance of owners picking up after their pets and locations for an off leash area.

2020.113.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

*THAT Council direct Staff to bring forward a report with options an off-leash dog area in Ucluelet.*

CARRIED.

### 10.2 Animal Control Bylaw No. 803 - Unofficial Consolidation

## 11. COUNCIL COMMITTEE REPORTS

### 11.1 Councillor Marilyn McEwen

#### *Deputy Mayor January - March 2020*

- May 30, Vancouver Island Library Board Meeting
- Will attend the Wild Pacific Trail Meeting on June 10

### 11.2 Councillor Lara Kemp

#### *Deputy Mayor April - June 2020*

- Weekly COVID-19 Recover Task Force meetings
- Meeting with Cheryl McLay of the Ministry of Forest, Lands, Natural Resources Operations and Rural Development
- Coastal Communities Food Sustainability Forum
- Met with the Ucluelet Mountain Bike Association
- BCEDA and VICEDA weekly meetings
- June 7, Black Lives and Indigenous Lives Matter protest

### 11.3 Councillor Jennifer Hoar

#### *Deputy Mayor July - September 2020*

- June 7, Black Lives and Indigenous Lives Matter protest
- Will attend the Wild Pacific Trail Meeting on June 10
- Waling tours of Ucluelet are now offered through the "On This Spot" app

#### **11.4 Councillor Rachelle Cole** ***Deputy Mayor October - December 2020***

- ACRD meetings about COVID-19 reopening
- May 28, Clayoquot Biosphere Trust AGM
- June 1, West Coast Committee
- Coastal Family Resource Coalition and Harm Reduction Working group regular meetings

#### **11.5 Mayor Mayco Noël**

- Weekly regional west coast phone meetings
- June 9, meeting with Sergeant Mancini of the Ucluelet RCMP
- June 2, meeting with Resort Municipality Mayors and the Hon. Minister Beare. The province will be encouraging British Columbia residents to travel within BC this summer and travellers to be self sufficient
- June 10, will be on Tuff City Radio
- June 16, will attend the Societies Committee of the Whole

## **12. REPORTS**

### **12.1 Council Policy on "Wildlife Attractants" for Bylaw Education & Enforcement** ***Bruce Greig, Manager of Corporate Services***

Mr. Greig presented this report which seeks clarification from Council about term "Wildlife Attractants."

Council discussed the the term Wildlife Attractants.

2020.114.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of the report item "Council Policy on "Wildlife Attractants" for Bylaw Education & Enforcement" which states:*

*1. THAT Council confirm that for the purpose of bylaw education and enforcement the following are deemed to be included in the definition of "Wildlife Attract" in the District of Ucluelet unless secured in a building or an enclosure surrounded by an appropriate electric fence:*

- a. Chickens and other poultry;*
- b. Livestock;*

- c. Animal feed;
- d. Compost piles and bins unless specially designed and constructed to be bear-proof (except the composting of grass clippings, leaves and branches);
- e. Beehives; and,
- f. Un-picked ripe or fallen tree fruit.

CARRIED.

**12.2 S.219 Covenant Modification for 2108 Peninsula Road**  
**John Towgood, Planner 1**

Mayor Noël recused himself and left the meeting at 4:37 PM as a result of his ownership interest in lands adjacent to 2108 Peninsula Road. Councillor Kemps, chaired the meeting in Mayor Noël's absence.

Bruce Greig, Manager of Community Planning, explained the current S.219 covenant and the proposed changes.

2020.115.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**  
*THAT Council approve recommendation 1 of report item "S.219 Covenant Modification for 2108 Peninsula Road" which states:*

1. *THAT Council approve replacement of the Section 219 restrictive covenant EH51473 to allow a building to be built within 10m of a watercourse on Lot 22, District Lot 284, Clayoquot District Plan VIP76147 (2108 Peninsula Road) subject to compliance with all the recommendations of the Biophysical Assessment prepared by Current Environmental dated January 10, 2020.*

CARRIED.

**12.3 Quarterly Projects Update - Q1 2020**  
**Mark Boysen, Chief Administrative**

Mayor Noel returned to the meeting at 4:43 after item 12.2. was dealt with.

Mr. Boysen presented this report. He noted that the Q1 and Q2 financial report will be presented at a later date. He explained the two appendixes and noted that the Cedar Road Parking lot tender process opened today.

2020.116.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**  
*THAT Council approve recommendation 1 of report item "Quarterly Projects Update - Q1 2020" which states:*

1. *THAT Council receives this Q1 2020 update on the progress of the*

*budgeted Staff projects.*

CARRIED.

**12.4 COVID-19 Task Force Update (Verbal Report)**  
***Mark Boysen, Chief Administrative Officer***

Mr. Boysen provided a report about the COVID-19 Task Force Update. The Task Force's focus areas have been mountain biking development. District office is now open from 1 to 4 P.M. and playgrounds are now open. There are also a number of public areas that will be established for eating soon. COVID monitors have noticed an increase in activity.

The community centre will be have a gradual reopening over the coming weeks. Any secondary shutdown have been discussed at the EOC level.

**12.5 Resolution Tracker - May 2020**  
***Nicole Morin, Corporate/Planning Clerk***

**12.6 Cheque Listing - May 2020**  
***Nicole Morin, Corporate/Planning Clerk***

Council discussed the property on peninsula road and noted concerns about erosion. Mr. Greig noted that there has been seeding done on the property and noted that we have obtained a drainage right of way in response.

**12.7 Holding Public Hearings via Zoom Webinar**  
***Joseph Rotenberg, Manager of Corporate Services***

Mr. Rotenberg presented the report. Council discussed the health, safety and logistical challenges associated with conducting in-person public hearings and Council meetings.

2020.117.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**

*THAT Council direct Staff to conduct public hearings via Zoom Webinar.*

CARRIED.

**13. OTHER BUSINESS**

**14. QUESTION PERIOD**

Council received questions from Sherri Hewko and Karen Smith about off-leash dogs and spreading awareness about the animal control bylaw. Council responded to those questions.

**15. ADJOURNMENT**

The meeting was adjourned at 5:15 PM.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting



held on Tuesday, June 9, 2020 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Mayco Noël  
Mayor

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Mark Boysen  
CAO





June 16, 2020

Re: Clayoquot Biosphere Trust 2019 Annual Report

Dear Mayor and Council,

On behalf of the Clayoquot Biosphere Trust (CBT), I would like to express our gratitude for your continued support. As a UNESCO Biosphere and community foundation, our success is intrinsically linked to local communities, ecosystems and organizations. I am pleased to share the attached annual report that captures highlights from 2019. I hope you enjoy this review of our activities.

One recent highlight is the purchase of a property in Tla-o-qui-aht territory for the purpose of developing a Biosphere Centre. The creation of a permanent research and education hub, along with CBT office space and residences has been a goal since 2008. We envision a welcoming place and a community space that brings together people, place, and learning. You can learn more about the history of the project and our recent community engagement activities in detail in this [Question & Answer summary](#).

We are very grateful to for the contributions made by our volunteers in 2019. All communities in the region participate on the CBT Board of Directors. This year, Geoff Lyons represented the District of Ucluelet and we are very grateful for his contributions. Other 2019 members included Tammy Dorward (Tla-o-qui-aht), Cathy Thicke, (District of Tofino), Alan McCarthy (Yuułu?it?ath), Tom Campbell (Ahousaht), Chief Anne Mack (Toquaht), Nicky Ling (ACRD- Area C), Ruth Charleson (Hesquiaht), Hannah Nicholls (at-large), and Ariane Batic (at-large). The CBT also benefits from the contributions of alternate directors from each community, as well as non-voting board advisors including Kendall Woo (Environment & Climate Change Canada), Denise Koshowski (Department of Fisheries & Oceans), Dave Tovell (Parks Canada) and Heidi Reinikka (Ministry of Forests, Lands, Natural Resources Operations and Rural Development).

On behalf of the board and staff of the Clayoquot Biosphere Trust, we thank you for your continued partnership and engagement. Please contact me directly at 250.266.0106 or by email at [rebecca@clayoquotbiosphere.org](mailto:rebecca@clayoquotbiosphere.org) if you have any questions.

Sincerely,

Rebecca Hurwitz  
Executive Director

PO Box 67, 316 Main Street, Tofino BC Canada V0R 2Z0  
T 250.725.2219 F 250.725.2384

[clayoquotbiosphere.org](http://clayoquotbiosphere.org)





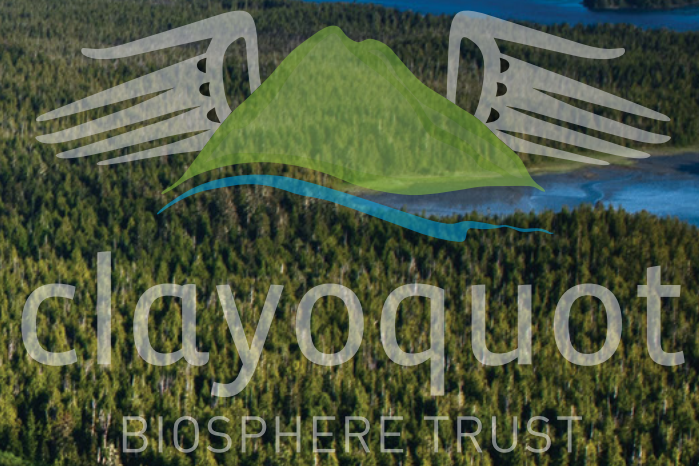
# 2019 Annual Report

Globally-minded.  
Ecosystem-oriented.  
Community-driven.





We acknowledge the territories of the  
**Hesquiaht First Nation,**  
**Tla-o-qui-aht First Nations,**  
**Toquaht Nation, Ahousaht,**  
**and Yuuṭuʔitʔath**  
in the spirit of truth, healing,  
and reconciliation.





# From the Co-chairs

In 2000, the eight communities of the newly designated Clayoquot UNESCO Sound Biosphere Region (CSUBR) committed to finding a sustainable path forward together. Since then, the Clayoquot Biosphere Trust (CBT) has evolved significantly in response to major shifts in how people live, work, and play together in the territories we call home.



But through the changes, our organization's core characteristics remain constant: we are inspired by our region's strong and vibrant Nuu-chah-nulth culture, its close-knit communities, and its lands and waters and the ways of life they support. We're proud to be so deeply rooted in our region as we strive for a better future through biosphere stewardship, philanthropy, and community building.

In 2019, the CBT board deepened our regional roots through the purchase of a property in Tla-o-qui-aht territory for the development of a Biosphere Centre, bringing to life a vision many years in the making. Located in Tofino, the Biosphere Centre will be a welcoming place and a community space—where residents, visitors, and researchers feel equally comfortable, and where scientists and storytellers can share their valuable knowledge and teachings. We picture a community “living room” that brings together people, place, and learning.

The CBT also grew significantly as a community foundation in 2019 with the establishment of new endowment funds in partnership with the Pacific Rim Foundation, Tofino Resort + Marina, the District of Tofino, and Tourism Tofino. The CBT is Canada's only organization that is both a UNESCO biosphere region and a community foundation. We're grateful for the support of our generous, thoughtful donors who want to make connections and amplify their impact through collaboration.

Our board and staff help our communities and ecosystems thrive, working behind the scenes by granting to other organizations, providing administrative support for regional programs, and cultivating partnerships. This annual report is a chance to celebrate and communicate our community impact, while expressing gratitude to the partners, donors, and community members who help us achieve the positive outcomes we strive for.

## Catherine Thicke and Tammy Dorward

Co-chairs, Board of Directors, Clayoquot Biosphere Trust





# Our Team

## Staff

- Rebecca Hurwitz – Executive Director
- Laura Loucks – Research Director
- Brooke Wood – Outreach Coordinator
- Brett Freake – Program Coordinator
- Faye Missar – Program Coordinator
- Nicole Gerbrandt – Education Coordinator
- Colin Robinson – Communications and Office Coordinator
- Verena Merkel – Bookkeeper
- Erika Goldt – Eat West Coast Coordinator
- Robyn Hutchings – NEST Communications Coordinator
- Bri Walker – NEST Communications Assistant



Champions, change-makers,  
builders, stewards.  
Researchers, helpers, advocates,  
allies. We are a catalyst for positive  
change and a sustainable future.

## Board of Directors

- Kwiishkwiishataaqa (Tammy Dorward) – Tla-o-qui-aht First Nations – Co-chair
- Cathy Thicke – District of Tofino – Co-chair
- Alan McCarthy – Yuutu?it?ath Government – Secretary
- Geoff Lyons – District of Ucluelet – Treasurer
- Wii-tsuts-koom (Anne Mack) – Toquaht Nation – Director
- Tom Campbell – Ahousaht First Nation – Director
- Ruth Charleson – Hesquiaht First Nation – Director
- Rachael O’Callahan – Alberni Clayoquot Regional District – Director
- Hannah Nicholls – At-large – Director
- Ariane Batic – At-large – Director

## Non-voting Board Advisors

- Kendall Woo – Environment and Climate Change Canada
- Denise Koshowski – Fisheries and Oceans Canada
- Dave Tovell – Parks Canada
- Rhonda Morris – Province of British Columbia



# Co-leading Sustainability Research, Education, and Training

## Living Wage

In the fall of 2019, we released our third biennial [Living Wage Report](#). The living wage is the hourly amount that each parent in a family of four must earn to meet the family's basic expenses (including rent, child care, food, and transportation) once government taxes, credits, deductions, and subsidies have been taken into account. [Read more about the 2019 Living Wage calculation](#) and check out our [living wage video](#).

The 2019 living wage for the CSUBR is

**\$19.63** per hour

which is the highest in British Columbia.

## Sydney Remote Listening Station

The CBT initiated the Sydney Remote Listening Station project in 2015 with local marine mammal biologist Dr. Jim Darling and renowned birder Adrian Dorst. The goal of the project is to gather baseline data on the sound patterns of wildlife interactions in the Sydney Inlet estuary. Since 2015, over 2,500 hours of audio recordings of the biophony (wildlife), anthrophony (human activity), and geophony (landscape) have been collected from the estuary.

In 2019, thanks to this baseline data, the CBT research team was able to secure funding to support a three-year acoustic ecology research project focusing on several aquatic species-at-risk and the soundscape analysis of their marine habitats.



## Biosphere and Sustainability Field Course

For the fourth consecutive year, Royal Roads University (RRU) and the CBT partnered to deliver the summer residency field course

“The Biosphere and Sustainability” based on the principles of experiential learning, community resilience, and learning from local knowledge holders. The week-long residency has become an integral component of the Master of Arts in Environmental Education and Communication program offered in the RRU School of Environment and Sustainability. In 2019, the course was taught in Tla-o-qui-aht and Ahousaht territories. The course was instructed by Dr. Laura Loucks, CBT research director and associate professor at RRU. Guest lecturers included Chief Moses Martin, Joe Martin, Moy Sutherland Sr., Arlene Paul, Anna Atleo, Mack Bartlett, Claudia Tersigni, and Kim Johnson.

## Tofino's Vital Conversation on Sustainable Tourism

In April, we teamed up with the District of Tofino to bring together 32 local residents from diverse backgrounds—youth, elders, Indigenous leaders, business owners, non-profit representatives, law enforcement personnel, health service providers, and more—to better understand how Tofino's tourism economy interrelates with community life. Using CBT Vital Signs data as the framework for our discussion, the event highlighted ways that Tofino, as a community, can continue to show leadership and excellence in the tourism industry by aligning with the United Nations Sustainable Development Goals (SDG) and the UNESCO vision for biosphere reserves. [Read the report](#) and check out [the video](#).

## Academic Research Partnerships

In 2019, the CBT engaged in several formal academic partnerships:

- UBC School of Forestry - student internship on the Barkley Community Forest
- University of Washington Tacoma - marine water quality monitoring/oceanography
- Royal Roads University - NSERC PromoScience Program
- UBC Office for Regional and International Community Engagement - student project, Sustainable Tourism: a Comparison of Tofino, Whistler, and Canmore



# Empowering Youth

## Education Awards

In partnership with Genus Capital Management, the CBT awards two \$12,000 education awards annually.



**Ottis Crabbe**, a Tla-o-qui-aht student and 2019 Ucluelet Secondary School graduate, received the Central Region Nuuchahnulth Student Award to support his studies in culinary arts and management at Vancouver Island University. His passion for food runs in his family and he has worked at Abbondanza Pizza in Ucluelet since it opened. He volunteers with the Surfrider Foundation and has competed internationally in wrestling through the North American Indigenous Games.

**Riley Banks** of Tofino received the Clayoquot Biosphere Education Award to support his studies in computer engineering at the University of Victoria. Riley is an active community member who helped start an elder technology support group that helps senior residents in Ucluelet and Tofino. He grew up volunteering with the Tofino Salmon Enhancement Society and at St. Columba Church.

*Thanks to SOI, I can see the world through multiple lenses. I can see how everyone needs to adapt to our ever-changing world differently. I can see hope for the future reflected in the eyes of everyone on that ship. SOI made me believe that a positive outcome for our struggling earth is possible, difficult but possible, and that is why SOI is here: to inspire.*

– Toby Theriault



## Students on Ice

In partnership with Jamie's Whaling Station and Adventure Centres, the CBT supported **Toby Theriault**, a student at Ucluelet Secondary School, to participate in the 2019 Students on Ice (SOI) Arctic Expedition. Toby joined 130 other students aboard the ship *MS Ocean Endeavour* along with elders, scientists, musicians, educators, artists, business leaders, dignitaries, and writers.

## Tofino Swimming and Water Safety Fund

In 2019, earnings from the Tofino Children's Swimming and Water Safety Fund supported swimming lessons for nearly 250 local students. This fund was established in 2016 with the goal to create a sustainable source of funding to support swimming lessons for all students at Wickaninnish Community School.



**Want to support the swimming fund?** Learn more about donating to CBT's endowment funds on page 13.

## Future Launch Grants

The CBT joined the RBC Future Launch Community Challenge in 2019, through which we disbursed a total of \$30,000 to youth-driven projects in our region. These grants are now supporting bold, youth-led initiatives that address urgent community priorities. By demonstrating their leadership, participating youth are gaining experience, skills, relationships, and learning opportunities to help them prepare for the future.

# Facilitating & Coordinating Healthy Community and Ecosystem Initiatives

## Eat West Coast

In 2019, Eat West Coast, our food security action project, co-hosted the Coastal Agricultural Roundtable (CAR), a working group to implement the Coastal Addendum to the Alberni-Clayoquot Regional District (ACRD) Agriculture Plan. The CAR is a dynamic group of west coast residents who are active and passionate about local food production in the CSUBR.

Eat West Coast also continued delivering highly popular food preservation workshops with funding from the Feed Opportunity Fund, responding to increasing interest in local and Indigenous food knowledge, and activities such as storing, canning, smoking, pickling, and drying. The program takes a train the trainer approach, giving champions the tools to deliver workshops and provide education in their communities.



*Through their coastal network and connections, the CBT fostered valuable community participation in the Coastal Agriculture Round Table, helping us welcome the people who we might not have been able to reach. Their administrative support and guidance in the development of the CAR's strategic plan and terms of reference have also been so helpful!*

– Heather Shobe,  
ACRD agricultural support worker

Workshop partner spotlight: Heather Shobe

## Neighbourhood Small Grants (NSG)

2019 marked the fifth year of our successful NSG program in partnership with the Vancouver Foundation and the Westcoast Community Resources Society. With a budget of just under \$16,000 and a total of 54 funded projects, it was our biggest NSG year to date. We offered three rounds of NSG funding: environmental, aligning with Earth Day in the spring; cultural, aligning with National Indigenous Peoples Day in the summer; and a community round in the fall. Over the past five years, we have supported 139 NSG projects totalling \$45,430.

We're grateful for the passionate community members who make this program such a success. For the CBT, fostering a sense of belonging is vital to how we connect people and place.

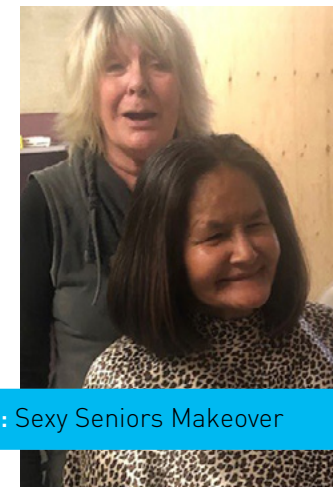
**Did you know** that the CBT is also helping to build capacity among other small community foundations on Vancouver Island? With support from the Vancouver Foundation and in partnership with the Victoria Foundation, the CBT is training and supporting numerous other communities, from Port Hardy to Parksville, to launch their own NSG programs. It is exciting to be a part of this new Vancouver Island NSG network.



## Neighbourhood Small Grants Clayoquot Sound

*We hosted a "Sexy Senior's Makeover" in November at our community of Macoah. Many elders in our community are on a fixed income and don't have transportation but have asked where they can get a haircut. With NSG funding to support an honorarium for a hairdresser, plus snacks and refreshments, we provided a day that really enhanced and boosted our elders' self-esteem. It was a big hit!*

– Lisa Morgan, Toquaht Nation



NSG Program spotlight: Sexy Seniors Makeover



# Achieving the Biosphere Centre

The CBT has begun the process to establish a Biosphere Centre. Within the UNESCO themes of education, science, and culture, the centre will be a place of sharing and learning from which we can engage people in our programs. We envision a welcoming space, where residents, visitors, and researchers feel equally comfortable, and where scientists and storytellers can share their valuable data and teachings.

In 2014, Tla-o-qui-aht First Nations extended an invitation to locate a future Biosphere Centre in Tla-o-qui-aht territory. The CBT's Board of Directors gratefully received the invitation and has continued to recognize this protocol in their planning and actions since. In 2019, the CBT purchased a modest property which will be our future, permanent home at the gateway to Tofino.

If you support this goal and would like to contribute your skills or resources to help us achieve it, please contact **CBT Executive Director Rebecca Hurwitz.**



## West Coast NEST

Nature. Education. Sustainability. Transformation.



The regional education tourism initiative, the West Coast NEST continued to gain momentum in 2019. The NEST is a regional collaboration between communities, organizations, and businesses from Hesquiaht to Ucluelet. Together, we are testing ways to connect visitors and residents alike with place-based learning opportunities, sharing knowledge, helping diversify the economy, and creating employment opportunities.

Key achievements of the year include:

**48% growth** in westcoastnest.org website traffic

**1,100+ jobs** supported either directly or indirectly

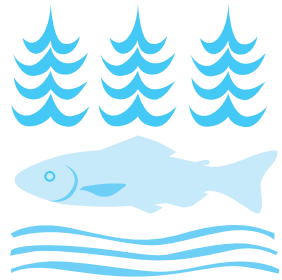
**10** new local businesses and organizations became regional partners

**2** new education tourism programs developed and piloted

In 2019, the NEST was supported financially through the BC Rural Dividend Program in partnership with Ucluelet Aquarium Society, Ucluelet Secondary School, Royal Roads University, and Aauuknuk Lodge, with Tourism Ucluelet and Tourism Tofino providing both financial and in-kind contributions.

# 2019 Grants by numbers

**\$212,637** in project funding 



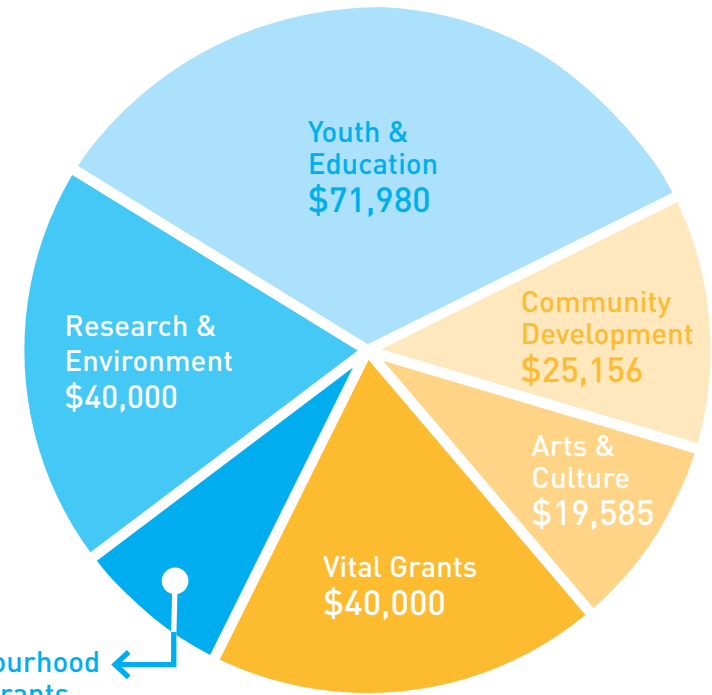
**96**  
local  
projects  
funded

**26** local  
organizations  
funded



**5,278**

community member  
engagements through  
CBT-funded projects



Neighbourhood  
Small Grants  
\$15,915



**\$214,482** of in-kind  
contributions leveraged



**\$545,576** of partner  
contributions  
leveraged

# 2019 Funded Projects

We recognize the contributions that all CBT grant recipients make to the CSUBR. Supporting projects like these is one way that we can work together to meet our shared mandates.

## Arts and Culture Grants

- cawaak, ʔaʔa, qacća nučaañuł ... 1,2,3 Nuu-chah-nulth – Toquaht Nation
- Hahah inuu Ahousaht (We are calling you home Ahousaht relatives) – Ahousaht First Nation
- Warrior Games – Ahousaht First Nation
- Gust of Wind Youth Arts Immersion Program and Festival – District of Tofino
- Cultural Heritage Festival – Pacific Rim Arts Society

## Community Development Grants

- West Coast Food Literacy Day – Coastal Family Resource Coalition
- Bridging the Gap Transportation Project – District of Tofino

## Research and Environment Grants

- Grey whale (*Eschrichtius robustus*) identification in Clayoquot Sound 2019 – Cedar Coast Field Station Society
- Intertidal Guardian Project – Strawberry Isle Marine Research Society
- Tracking amphibian populations and the effects of climate on hatching success – Wetland Stewards for Clayoquot and Barkley Sounds
- Ah'ta'apq Creek Side Channel Restoration Project – Central Westcoast Forest Society

## Youth and Education Grants

- Youth Leaders of Tomorrow – Tla-o-qui-aht First Nations
- Language Nest Lessons in Two Dialects – Toquaht Nation
- Wild Coast Youth Program – District of Ucluelet
- Youth Art Lab and Art Show – Pacific Rim Arts Society
- Bamfield Marine Science Centre Youth Field Trip – Yuutuʔitʔath Government

## Biosphere Research Award

- Residency and Habitat Use of Migrating Shorebirds in Tofino, BC – Raincoast Education Society

## Vital Grants

- Child and Youth Grief Support – Pacific Rim Hospice Society
- Connecting Through Cabins – Yuutuʔitʔath Government

## Field Trip Funding

- |                               |  |
|-------------------------------|--|
| Hesquiaht Place of Learning   | Heartwood Learning Community, Tofino   |
| Maaqtusiis Elementary School  | Heartwood Learning Community, Ucluelet |
| Maaqtusiis Secondary School   | Ucluelet Elementary School             |
| Wickaninnish Community School | Ucluelet Secondary School              |

## Future Launch Grants

- A Heroic Journey: Outward Bound for Grieving Youth – Westcoast Community Resources Society
- Tla-o-qui-aht Youth Conference – Tla-o-qui-aht First Nations
- West Coast Youth Food Project – District of Ucluelet
- Silk Screening for Youth – Yuutuʔitʔath Government

54



Neighbourhood Small Grants

21  
community

20  
environment

13  
culture



Education Awards



# Regional Programs

The CBT is home to a number of regional programs including Leadership Vancouver Island, the Coastal Family Resource Coalition, and West Coast NEST. By taking on the critical, but time-consuming administrative tasks, we help partner networks and initiatives focus on their missions in areas where there is strong alignment with the CBT's mandate.

## Leadership Vancouver Island

Under the direction of the steering committee and in partnership with Vancouver Island University, the CBT began delivering the 2019-2020 cohort of Leadership Vancouver Island (LVI), a community-focused, grassroots leadership development program that inspires and builds capacity among our residents for leadership, learning, and service. Students kicked off the program in September with a two-day retreat at the Aauuknuk Lodge in Ahousaht and have been participating in monthly learning days in each community in the biosphere region.



Participant Spotlight: Jody Kirk

Jody Kirk is a Tofino community member and visitor services manager with Tourism Tofino.

*"For me, LVI has been about connection: connection to the communities on the west coast, fellow participants, my project team, and myself. The opportunity to visit and experience the hospitality and teachings of each community in the region has been an incredible experience. The learnings have been rich, challenging, and joyful in ways that were unexpected when I started the course. It has been an incredible start to my personal leadership journey."*

## Coastal Family Resource Coalition (CFRC)

The CFRC is an interdisciplinary network of service providers that develops capacity to address the needs of children, youth, families, and communities, and to improve communications between service providers, agencies, communities, and funders. The coalition serves all west coast communities and contributes to building strong and united cultures. With the goal to improve the overall health in our communities, the missions of the CBT and the CFRC align to facilitate the sharing of knowledge and experience to achieve social and cultural sustainable development.



## Youth Vital Conversation

In December 2019, the CBT co-hosted a Youth Vital Conversation at Best Western Plus Tin Wis Resort. Using data from our Vital Signs report as a starting point, approximately 50 teens from Maaqtusiis and Ucluelet Secondary Schools came together to discuss how to make our region a better place to grow up. They shared thoughts on quality education, personal and professional development, mental health, substance use, transportation, recreational programming, and many other topics. The day featured drumming and singing, a Nuuchahnulth prayer at lunch, and a screening of the film *Finding Solitude*, all led by youth attendees.



## Language Committee

In 2019, the CFRC Language Committee, composed of elders and knowledge-holders from multiple Nuuchahnulth (NCN) nations, partnered with CBT's Neighbourhood Small Grants (NSG) committee to develop, launch, and evaluate a round of NSG related



to NCN culture. The joint committee supported 13 exciting projects, many of which were centred around National Indigenous Peoples Day in June. The CFRC Language Committee also helped launch a successful Tla-o-qui-aht language initiative as part of the after-school program at Wickaninnish Community School.

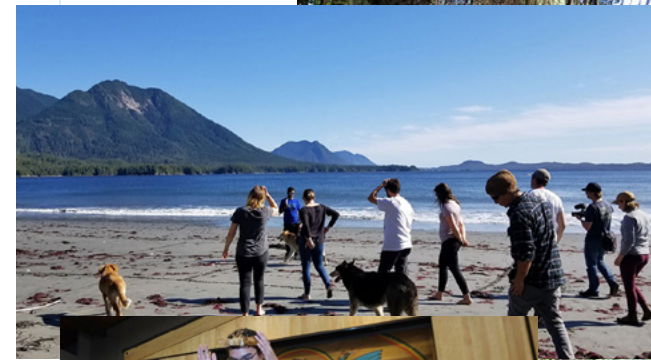
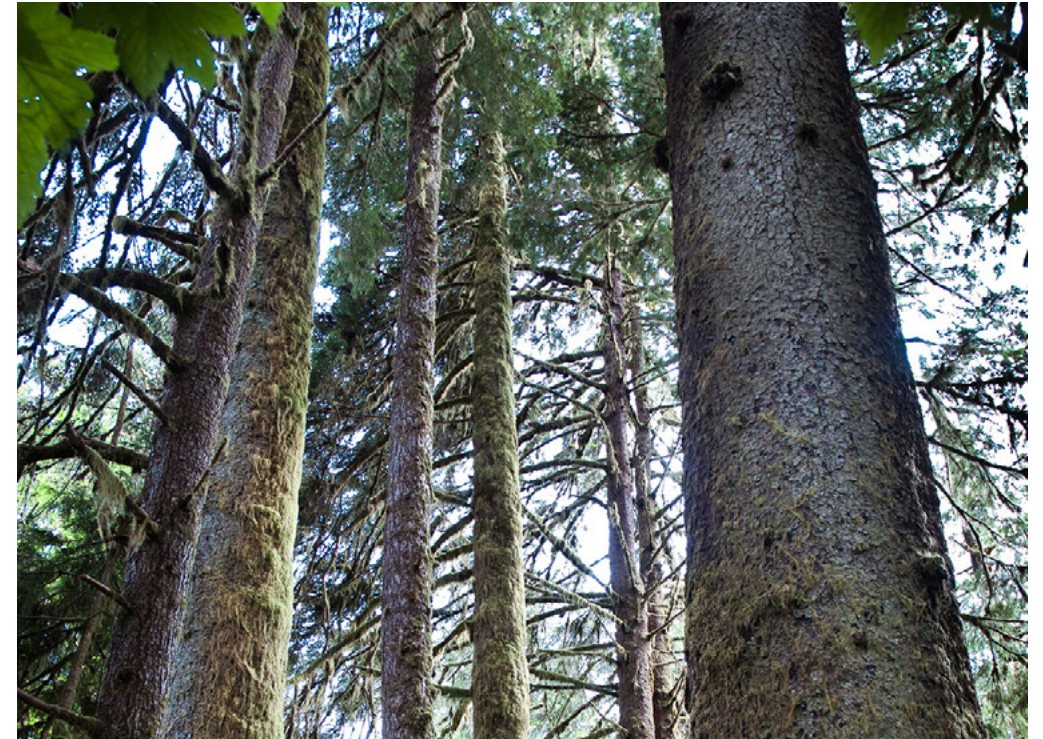


# Thank you for Giving

Our 2019 donors join a group of committed funders who invest in our region through their donations, grants to our programs, or in-kind contributions.

- |  |   |
|--|---|
| Alberni Clayoquot Regional District              | Mieke Dusseldorp Personal Real Estate Corporation |
| Allen Chase                                      | Mustang Survival                                  |
| Andre Hachey                                     | Nancy Bradshaw and Ian Robert Brown               |
| Bruce Baugh                                      | Norman and Aliesje Carruthers                     |
| Carol Baert                                      | Nuu-chah-nulth Employment and Training Program    |
| Carol Murdoch                                    | Ocean Outfitters                                  |
| Caroline Woodward                                | Pacific Rim Foundation                            |
| Cathy Nelson                                     | Randy Goddare                                     |
| Central Westcoast Forest Society                 | Rebecca and Dave Hurwitz                          |
| Cermaq Canada                                    | Richard Wukasch                                   |
| Charlie Cornish                                  | Rob Frawley                                       |
| Children's Health Foundation of Vancouver Island | Rob Renna   |
| Chris Grice                                      | Rob Wilson  |
| Community Foundations of Canada                  | Robert Hansen and Adrienne Mason                  |
| Conor and Christie Mackenzie                     | Royal Roads University                            |
| Decoda Literacy Solutions                        | Satori Sciences                                   |
| District of Tofino                               | Scott Kenneth Fraser                              |
| District of Ucluelet                             | Sea Wench Naturals                                |
| ECO Canada                                       | Shaun Ingalls                                     |
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| Jamie's Whaling Station and Adventure Centres    | Todd Mitchell                                     |
| John-Paul Harrison                               | Tofino Consumers Co-operative Association         |
| Judy Gray  | Tofino Fish Guides                                |
| Kathleen and Gary Shaw                           | Tofino Resort + Marina                            |
| Keith Orchiston                                  | Tofino Volunteer Fire Department                  |
| Kellsie Forbes                                   | Tourism Tofino                                    |
| Kim Hoag   | Ucluelet Consumers Co-operative Association       |
| Laura Childerson                                 | Ukee Rent-it Centre                               |
| Lecky Foundation                                 | Vancouver Foundation                              |
| Lester Reid Mitchell                             | Vancouver Island Health Authority                 |
| Lochie Mackenzie                                 | Victoria Foundation                               |
| Maple Leaf Centre for Action on Food Security    | William Baker                                     |
| Mark McKeough                                    | William R. Mitchell                               |
| Maureen Fraser                                   | YETI Canada                                       |

A founding contribution from the Government of Canada has supported the CBT programs and grants since our beginning in 2000. We are grateful for their investment in our region through the gift of the Canada Fund, a \$12-million endowment.





# Today for Tomorrow

A donation to the CBT makes meaningful and lasting impacts in areas that are important to you. From arts and culture to research, from education to the environment, donors and funders come to us to help simplify and enhance their charitable giving in the region.

In 2019, the Community Foundation Endowment grew to include three new funds. The Pacific Rim Foundation established a scholarship fund to support higher education for local graduating students. Tofino Resort + Marina established the Fish for the Future Fund, our first donor-advised fund. The Tofino Community Fund was established in memory of district councillor Dorothy Baert. We're honoured to support these local initiatives and to enable locally-driven philanthropy in the CSUBR.

The interest earned from each of these funds supports specific causes.

## The CBT's nine endowment funds include:

- Biosphere Centre Fund
- Biosphere Research Fund
- CBT Operating Fund
- Clayoquot Wild Salmon Fund
- Fish for the Future Fund
- West Coast NEST Fund
- Pacific Rim Foundation Endowment Fund
- Tofino Children's Swimming and Water Safety Fund
- Tofino Community Fund



CBT's fully audited financial statements are available on our website.  
Registered Charity Registration #870641727RR0001

## Fish for the Future Fund

"We are blessed to live in the Clayoquot Sound UNESCO Biosphere Region and enjoy the beauty which those before us worked so hard to protect. At Tofino Resort + Marina, we felt inspired to do our part and to pay it forward, so we started a donor-advised fund to protect wild salmon in Clayoquot Sound. The CBT and partners have been instrumental in getting the fund off the ground, with nearly \$60,000 raised in our inaugural year. CBT helped set up Fish for the Future for success and, most importantly, to protect Clayoquot Sound's wild salmon and everything else that depends on this keystone species."

- Willie Mitchell, owner, Tofino Resort + Marina



## Fossil Fuel Free Investing

The pooled endowment funds of the CBT are invested in partnership with Genus Capital Management, a pioneer in Canada's divest-invest movement. Genus ensures our funds are not invested in the fossil fuel industry or other socially and environmentally harmful industries, aligning our investments with our long-standing commitment to living sustainably.

## If you have questions about leaving a lasting legacy,

whether through contributing to a fund or starting your own, our executive director, Rebecca Hurwitz, would be pleased to meet with you. As a donor, you can work with the CBT to identify your philanthropic goals, matching your interests with community data and needs.

[Learn more about giving.](#)





The CBT is the only organization in Canada that is both a community foundation and a UNESCO biosphere.

Both of these networks have embraced the UN Sustainable Development Goals (SDGs) to guide efforts and monitor progress.



The SDGs provide a useful framework that allow us to draw connections between the health of ecosystems and communities in the CSUBR. At the CBT, we have known since our inception that thriving communities and thriving ecosystems come hand in hand, guided by the Nuu-chah-nulth philosophy of *hišukniš čawaak* everything is one and interconnected.



The CBT is an active member of the Canadian Biosphere Reserves Association as one of 18 UNESCO biosphere reserves in Canada.



The CBT is one of Canada's 191 community foundations.



Creating a better future through biosphere stewardship, philanthropy, and community building.



316 Main Street | PO Box 67  
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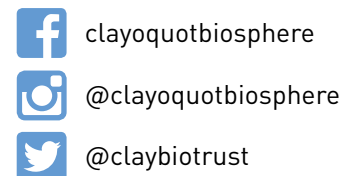


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Mirae Campbell





## STAFF REPORT TO COUNCIL

Council Meeting: JUNE 23, 2020

500 Matterson Drive, Ucluelet, BC V0R 3A0

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

**FILE NO:** 5280-16

**SUBJECT:** DISTRICT OF UCLUELET FLOOD MAPPING PROJECT

**REPORT NO:** 20-60

**ATTACHMENTS:** APPENDIX A –DISTRICT OF UCLUELET COASTAL FLOOD MAPPING REPORT BY EBBWATER CONSULTING INC. & CASCADIA COAST RESEARCH LTD. - EXECUTIVE SUMMARY

### **RECOMMENDATIONS:**

1. **THAT** Council receive the *District of Ucluelet Coastal Flood Mapping Report* for information;
2. **THAT** Council direct staff to make the full contents of the report available for public access, to inform interested community members and regional partners by:
  - a. creating a webpage on the District of Ucluelet web site with links to all final project materials;
  - b. sharing the project results with the Yuułuʔiłʔatḥ Government, “Tukʷaaʔath Nation, Alberni Clayoquot Regional District, Parks Canada and the District of Tofino for their information;
  - c. mounting an information display in the Ucluelet Community Centre so that community members can access full-size copies of the final maps, final report and information posters explaining the project, results and next steps; and,
3. **THAT** Council earmark the results of the flood mapping project for upcoming discussions in the Strategic Planning update and subsequent Budget preparations, for next steps to:
  - a. update Emergency Preparedness plans;
  - b. consider resiliency in long-term Asset Management planning;
  - c. consider changes to development regulations, including a process for public consultation, as they relate to existing properties; and,
  - d. consider new policy on future developments to avoid areas of flood risk.

### **PURPOSE:**

The purpose of this report is to introduce the *District of Ucluelet Flood Mapping Report* to Council the community, and regional partners; and to consider next steps for community planning and preparedness for coastal flooding events.

### **BACKGROUND:**

In February 2019 Council supported the District pursuing a grant from the Community Emergency Preparedness Fund (CEPF) through UBCM. The District of Ucluelet was successful in obtaining a grant and in September of 2019, the District issued a Request for Proposal (RFP) for a Flood Risk Assessment, Floodplain Mapping & Mitigation Planning project. Ebbwater Consulting, in

partnership with Cascadia Coast Research, was awarded the contract and Staff have been working with the consulting team to bring this project to completion by the end of June 2020.

### **DISCUSSION:**

The primary objective of the District of Ucluelet Flood Mapping project is to use the most recent knowledge, provincial guidance and scientific analysis to analyse and map those areas of the Ucluth Peninsula and Ucluelet Inlet which may be subject to flooding as a result of different potential natural events. The project looked at the two categories of events to which Ucluelet is vulnerable: major storm events and tsunamis. The resulting report contains the methodology, data results and a series of flood maps which incorporate climate change and tsunami modeling. Included in the Council agenda is the Executive Summary to the final report (see **Appendix "A"**). The full project report including technical analysis and mapping of multiple flood scenarios runs to almost 200 pages and will be provided separately, and distributed publicly on the District website.

The results of this project can in turn be used to inform policy and planning instruments (Emergency Preparedness Plans, Infrastructure & Asset resilience plans, Flood Construction Levels, Sea Level Rise Planning Areas, Hazardous Condition Development Permit Areas, etc.) with the goal of reducing community risk to coastal flooding.

Staff note that some community members, when viewing the flood maps, may be alarmed at some of the results and will undoubtedly have questions about the process and the implications for their homes, properties and businesses. A few points to consider:

- flooding has been experienced in the past in many areas around the shoreline of Ucluelet - periodic flood events will continue to occur in the future;
- this project was about using the latest scientific understanding of the natural forces which can result in flooding in order to map areas at probable risk of future flooding, and the potential results; and,
- decisions on how the community prepares for flooding and how we build our community to lessen the potential impact of flooding over time will require balancing factors such as vulnerability, risk tolerance and affordability – those future decision-making processes will benefit from public understanding and input. The scope of this project aimed at providing the best, most current tools possible to inform those discussions and decisions.

The completed results of this project should be reviewed by Council, the public and staff so that the community can make informed and science-based decisions on future District of Ucluelet actions and policy. While the project originally anticipated holding a community Open House to allow an opportunity for informing the public, at this time due to COVID-19 staff recommend an alternative approach to avoid creating a large gathering. Instead, staff have begun preparing a web page to explain the project and make all project materials publicly available. As well, staff are recommending that a static display of full-scale maps and project information posters be set up in the UCC for an extended period of time to allow community members to explore the materials gradually over time, in small numbers, to maintain physical distancing.

The project scope included analysis of flooding impacts on the full shoreline of the Ucluelet Inlet. From the outset staff realized that the flood modelling work would need to look at the whole inlet to understand the impact on the shoreline of the town; mapping the results for Millstream and Hitacu at the same time just made sense for efficiency and consistency. Staff in those jurisdictions welcomed their inclusion in the project scope. Of course any decisions on implementing policy

changes in the ACRD Electoral Area “C”, lands of the Yuułuʔiłʔatḥ Government or ʔukʷaaʔath Nation are completely within the scope of those independent jurisdictions; hopefully the information provided from this project can provide a common understanding of potential areas of risk in the region as we continue to collaborate on improving regional resilience and community preparedness.

Tamsin Lyle, P.Eng., of Ebbwater Consulting Ltd. will be attending the June 23, 2020, Council meeting via Zoom to present the project, explain the results and answer any initial questions from Council.

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

Moderate time to organize a social-distancing-appropriate public display and coordinate the creation of a project web page.

**FINANCIAL IMPACTS:**

The CEPF grant funding covered 100% of the project consultant costs and presentation materials. In-kind contribution of municipal resources and staff time have been provided out of existing operational budgets.

Future steps building on the results of this project will be subject to strategic priorities and timing to be determined by Council, and budget discussions.

**OPTIONS REVIEW:**

Staff recommend that Council receive the *District of Ucluelet Flood Mapping Project* report, and provide direction on next steps as listed at the outset of this report. Alternatively, Council could provide an alternate direction about informing the public of the results of this project.

**Respectfully submitted:**

Bruce Greig, Manager of Community Planning  
John Towgood, Planner 1  
Mark Boysen, Chief Administration Officer

Appendix A

# District of Ucluelet Coastal Flood Mapping Final Report



*26 June 2020*



Ebbwater Consulting Inc.  
510 – 119 West Pender St.  
Vancouver, BC V6B 1S5  
[www.ebbwater.ca](http://www.ebbwater.ca)

Project Number: P154

District of Ucluelet Flood Mapping Project Bruce Greig, Manager of Commu...

Cover Photo: Ucluelet Lighthouse Loop (Wild Pacific) Trail during typical spring conditions. Ebbwater Consulting Inc. image (2020).



## Disclaimer

This document has been prepared by Ebbwater Consulting Inc. (Ebbwater) and its subconsultant for the exclusive use and benefit of the District of Ucluelet. It has been developed in accordance with generally accepted engineering practices and with full understanding of applicable natural hazard and mapping guidelines in the province of British Columbia.

The contents may be used and relied upon by the officers and employees of the District of Ucluelet. However, Ebbwater Consulting Inc. denies any liability to other parties who access and use this report.

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As a courtesy, Ebbwater requests that you contact Ebbwater ([info@ebbwater.ca](mailto:info@ebbwater.ca)) or the District of Ucluelet if you plan to build upon the work.

Suggested report citation: Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020): District of Ucluelet Coastal Flood Mapping. Prepared for the District of Ucluelet.



## Certification

### Report Preparation

Name and Qualifications	Company	Signature and Stamp if applicable
Robert Larson, M.Sc., P.Ag. Project Manager	Ebbwater	
Nikoletta Stamatatou, M.Eng., EIT Mapping Specialist	Ebbwater	
Silja Hund, Ph.D. GIS and Technical Oversight	Ebbwater	
Dickon Wells, M.Eng. Project Engineer	Ebbwater	
Tamsin Lyle, M.Eng., MRM, P.Eng., Principal	Ebbwater	
Adrian Chantler, Ph.D., P.Eng., External Review	Independent	

## Revision History

Rev.	Date	Issue	Remarks
1	29 May 2020	Draft Report	Original Issue
2	15 June 2020	Final Draft Report	Updated sections based on planning support map edits
3	26 June 2020	Final Report	Incorporated client comments

## Acknowledgements

The funding support for this project came from the Provincial Community Emergency Preparedness Fund (CEPF) for flood mapping projects, which is administered by Emergency Management British Columbia (EMBC).

The authors wish to acknowledge the support of the District of Ucluelet project manager, John Towgood (Planner 1), and Bruce Greig (Manager of Community Planning), who provided guidance and local knowledge throughout the project.

The District of Ucluelet acknowledges that it is located on the traditional territory (ḥaaḥuuli) of the Yuuḥuḥiḥath (Ucluelet First Nation). The Yuuḥuḥiḥath are neighbouring communities who share interests in the Ucluth Peninsula and surrounding area.

We would like to acknowledge that this report was written at the Ebbwater Consulting Inc. office (and home offices), which are located on the unceded and traditional territory of the Coast Salish Peoples.

The report was written by Robert Larson, M.Sc., Nikoletta Stamatatou, M.Sc., and Silja Hund, Ph.D., and Dickon Wells, M.Eng., all of Ebbwater Consulting Inc. Significant contributions to the report were made by Cascadia Coast Research Ltd. The report was reviewed by Tamsin Lyle, P.Eng., principal of Ebbwater Consulting Inc. and Adrian Chantler, Ph.D., P.Eng., independent consultant.

## Executive Summary

Ucluelet's stunning coastal landscape also means that it is exposed to coastal flood hazards from storms and tsunamis. These hazards are heightened by climate change and rising sea levels. The District of Ucluelet (DOU) has recognized the importance of better understanding coastal flood hazards to support policy and planning, as well as emergency management. Flood hazard maps are a foundational tool; a good understanding of where and how deep water might be in a flood event provides the basis for making sound decisions on flood management.

As a first step to support the DOU in becoming more resilient to future flooding, Ebbwater Consulting Inc. and its partner Cascadia Coast Research Ltd. assessed coastal flood hazards from coastal storms and tsunamis, considering sea level rise in accordance with BC Provincial Guidelines. Specifically, the objectives of this study were to develop a series of flood hazard maps for the area that can inform policy and planning instruments, such as flood construction levels (FCLs), Sea Level Rise Planning Areas, and general strategic planning as relevant for the Official Community Plan (OCP).

### Coastal Storm Flood Hazard Mapping

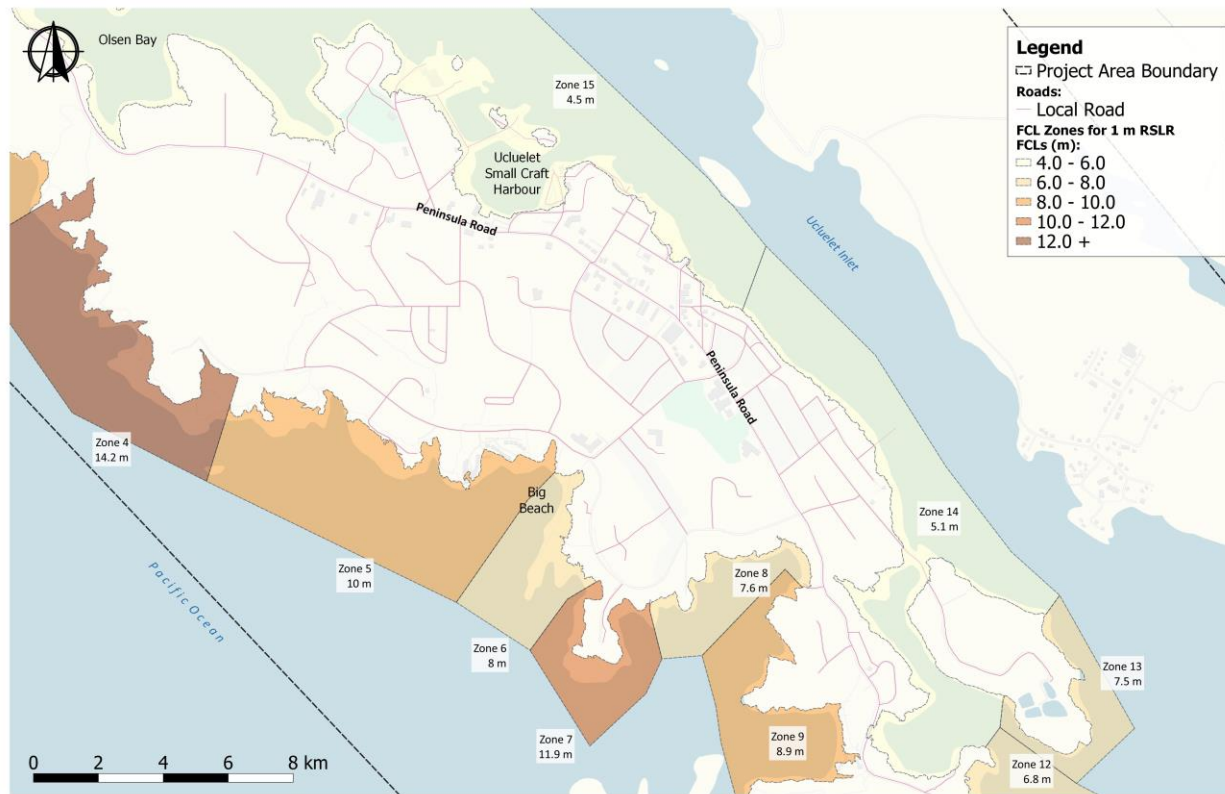
Coastal storms create conditions where the total water levels in the ocean are higher than normal, flooding normally dry areas of the coastline. High coastal water levels are a function both of predictable tides, which ebb and flow on a twice-daily basis, as well as less predictable, but statistically understood storm residuals. Storm residuals include storm surge, wind set-up and wave effects. In addition to these components of total water level, the DOU, like all coastal communities, is faced with Sea Level Rise (SLR).

In this study, coastal modelling of storm-induced flood hazard was conducted using a continuous simulation approach. Tides, wind set-up, storm surge, and wave effects were hind-cast over a historical period of 40 years using measurements, or using modelling where no measurements were available. With the resulting dataset and extreme value analysis, the 6.67%, 2%, 1%, 0.5%, and 0.2% Annual Exceedance Probability (AEP; 15-, 50-, 100-, 200-, and 500-year indicative return period, respectively) floods were determined. These 5 AEP floods were considered for each of 4 Relative SLR scenarios (RSLR 0 m, 0.5 m, 1 m, and 2 m). The RSLRs are loosely associated with different time periods for this project based on climate change projections (i.e., present-day, near future, future, and far future, respectively). The combination of AEPs and RSLRs meant that a total of 20 scenarios were modelled along the coastline of the DOU. For a selection of these 20 scenarios, flood depths and extents were mapped to capture the lower and higher ends of the range of results, including more frequent and more rare flood scenarios for different RSLRs.

In addition to the science-focussed hazard maps, this project included the development of planning support maps. In the first instance, Flood Construction Level (FCL) maps that meet regulatory requirements of the Province of British Columbia were developed. These are based on the hazard maps, but also include a factor of safety, and are presented in a specific mandated format. FCL maps for near future and future (0.5 m and 1 m RSLR) scenarios were developed.

Further to the mandated FCL maps, a final series of maps, which are designed to simplify the implementation of building and zoning bylaws and policies, by grouping areas into FCL zones are provided. Each FCL zone represents an area with similar hydraulic (i.e. water levels and wave and run-up conditions) and planning (i.e. neighbourhoods and cadastral lots). As for the mandated FCL maps, these were developed for the near future and future (0.5 m and 1 m RSLR). The intent of providing two time period RSLRs is to support different planning needs (e.g. building permits for sites that may experience 0.5 m of SLR in their lifetime (near future) versus longer-term strategic planning and permitting of new neighbourhoods or critical infrastructure that might experience 1 m of RSLR over their design life).

The FCLs range widely throughout the DOU, because of the complex shorelines (Figure 1 shows a portion of the project area). For example, it is lower along the Ucluelet Inlet shoreline (i.e., 4.5 m CGVD2013 along the Small Craft Harbour and 7.5 m for portions of Hyphocus Island) and moderate along the southern tip of the peninsula (between 9.6 m and 12.2 m). On the western shores, the FCL is generally higher than within the Ucluelet Inlet (i.e., ranging from 9.2 m to 14.2 m along the northwestern shores, and between 8.0 and 11.9 m in the Big Beach area). These differences stem from both the aspect of the shoreline, where protected areas are less subject to wave effects, and from the topography of the shoreline itself; water levels are higher on steep coasts where water ‘piles up’ more than on gently-sloping shores.



**Figure 1: FCL reaches for an example area of the DOU, for the 1 m RSLR scenario.**

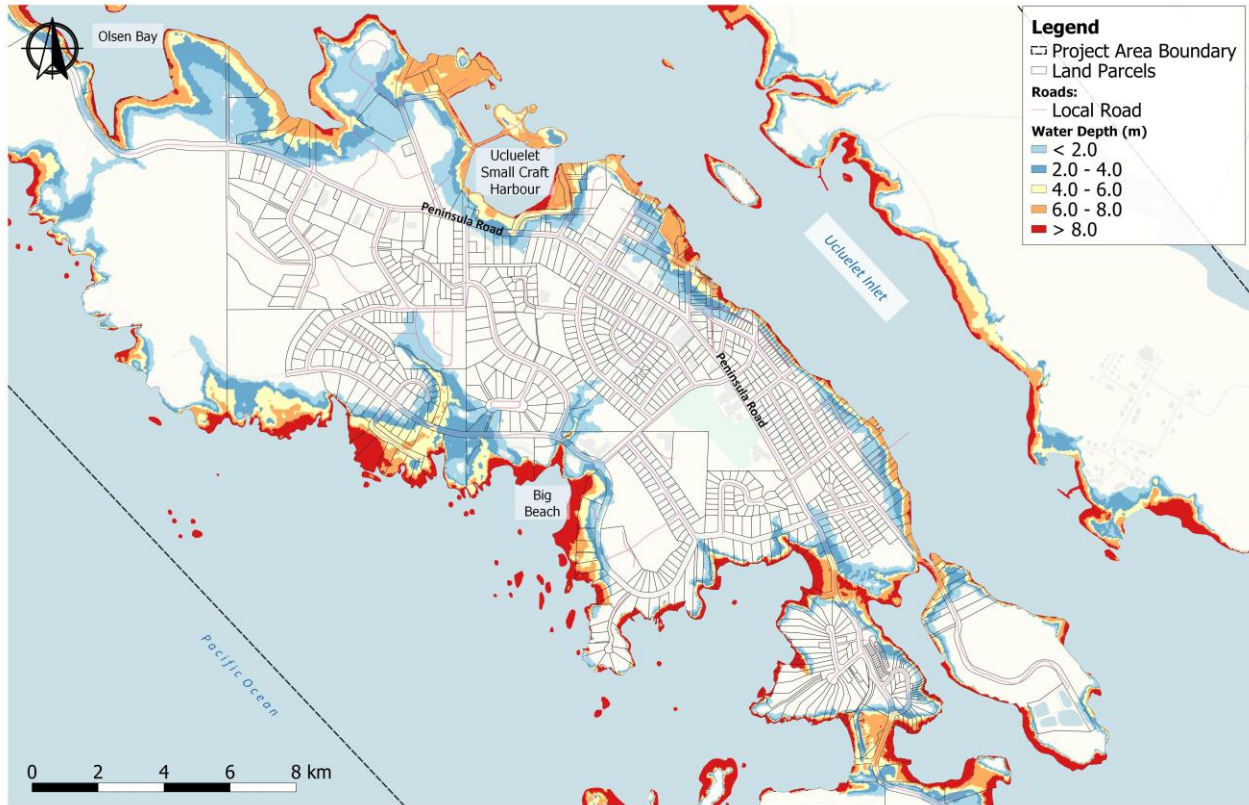
The FCL maps focus on the DOU's boundaries; however, the results data are available for the eastern shores of Ucluelet, to be shared with neighbouring jurisdictions. The depth and extent maps, including for tsunami hazard, include this wider area as well.

### Tsunami Flood Hazard Mapping

Tsunamis, which are generated when seismic activity in the ocean displaces large volumes of water, ultimately creating long and very fast waves, are a threat in the DOU.

Tsunami flood hazard modelling in this study focused on a Cascadia Subduction Zone (CSZ) megathrust earthquake, based on 6 different rupture models (the Alaska 1964 tsunami that affected the area was also considered, though it was not modelled). This CSZ megathrust event was selected based on current understanding of the likely worst-case scenario for the DOU, and on available data to support this study. The 4 RSLRs of 0 m, 0.5 m, 1 m, and 2 m were also considered for modelling the CSZ tsunami. The rupture models and RSLR combinations meant that a total of 24 tsunami flood hazard scenarios were modelled along the coastline of the DOU. A selection of these were mapped to capture the lower and higher ends of the range of the results. These included tsunamis generated from so-called buried and splay faulting ruptures.

For all tsunami scenarios simulated, the peninsula would be cut-off due to flooding of Peninsula Road near Olsen Bay. Flood depths associated with the splay faulting rupture (considered a worst-case based on the ruptures modelled) are high, affecting nearly all shoreline areas (Figure 2). Along the Inlet shores, this includes areas in and around the Harbour in particular, where flooding may stretch across Peninsula Road. Flood water would cut-off the Helen Road causeway to Hyphocus Island. Flooding would also affect areas of, and access to, the southern peninsula. Along the western shores, flooding would occur around Big Beach, and affect Marine Drive and areas further inland.



**Figure 2: Tsunami flood depths for an example area of the DOU, for a tsunami generated by a splay faulting rupture, for the 1 m RSLR scenario.**

The tsunami flood depth and extent maps can support emergency response planning, and other policy and planning decisions. To support these objectives, tsunami flood planning level maps were produced, both with and without a 50% safety factor. A tsunami hazard vulnerability zones map, which considers the damage potential of an event as a function of water depth and velocity, is also provided.

### Summary of Technical Approaches

A summary of the technical approaches for modelling and mapping is provided in the table below. The intent is to facilitate the comparison of key details across coastal flood hazard maps in the region.

Measure	Description
<b>Geographic References</b>	
<b>Mapping Outputs</b>	Vertical Datum: CGVD2013 Coordinate System: NAD83, UTM 10N
<b>Coastal Storm Flood Hazard Modelling</b>	
<b>Topographic Inputs</b>	LiDAR 2015

Measure	Description
<b>Bathymetric Inputs</b>	General Bathymetric Chart of the Oceans; Electronic Navigation Charts soundings and contours (Canadian Hydrographic Services).
<b>Coastal Storm Flood Hazard Modelling</b>	<p>Continuous simulation approach (hind-cast over 1979–2018).</p> <ul style="list-style-type: none"> <li>• Tides: deterministically modelled.</li> <li>• Wind set-up: historic wind data and 2D hydrodynamic model.</li> <li>• Storm surge: Tofino and Ucluelet tide gauges.</li> <li>• Wave conditions: 2D wave model (SWAN).</li> <li>• Wave effects (runup): for 48 cross-shore transects, 1D model.</li> <li>• 6.67%, 2%, 1%, 0.5%, and 0.2% AEP floods</li> </ul>
<b>Tsunami Flood Hazard Modelling</b>	<p>Cascadia Subduction Zone (CSZ) megathrust earthquake rupture models based on Wang <i>et al.</i> (2003) and Gao <i>et al.</i> (2018).</p> <ul style="list-style-type: none"> <li>• Rupture models: buried (2), splay faulting (2), and trench-breaching (2)</li> <li>• Tsunami waves: 2D hydrostatic model (RiCOM).</li> </ul>
<b>Climate Change Consideration</b>	<ul style="list-style-type: none"> <li>• Relative sea level rise (RSLR) scenarios for 0 m, 0.5 m, 1 m, and 2 m (qualified for this project as present-day, near future, future, and far future, respectively).</li> <li>• Storminess assumed to stay similar to historical records, in line with current research.</li> </ul>
<b>Coastal Storm Flood Hazard Mapping</b>	
<b>Topographic Inputs</b>	LiDAR 2015 (0.35 m spatial resolution).
<b>Hydraulic Methods</b>	Inundation approach based on modelled cross-sections and 2015 LiDAR.
<b>Planning Support (Based on Provincial guidance)</b>	<ul style="list-style-type: none"> <li>• Sea Level Rise Planning Area: 0.5% AEP flood, with 0.5 m and 1 m RSLR and 0.6 m freeboard.</li> <li>• Flood Construction Level: 0.5% AEP, with 0.5 m and 1 m RSLR and 0.6 m freeboard.</li> </ul>
<b>Flood Depth (flood depth data is provided for all AEPs and RSLRs)</b>	<ul style="list-style-type: none"> <li>• AEP floods: 6.67% and 0.5%.</li> <li>• RSLR: 0 m, 1 m, 2 m.</li> <li>• No freeboard.</li> </ul>
<b>Flood Extent (flood depth data is provided for all AEPs and RSLRs)</b>	<ul style="list-style-type: none"> <li>• 6.67% AEP with 0 m, 1 m, and 2 m RSLR.</li> <li>• No freeboard.</li> </ul>



Measure	Description
<b>Tsunami Flood Hazard Mapping</b>	
<b>Maximum Flood Depth</b>	<ul style="list-style-type: none"> <li>• Rupture models: Buried (Wang <i>et al.</i>, 2003) and splay faulting (Gao <i>et al.</i>, 2018).</li> <li>• RSLR: 2 m.</li> </ul>
<b>Maximum Flood Extent</b>	<ul style="list-style-type: none"> <li>• Rupture models: Buried (Wang <i>et al.</i>, 2003) and splay faulting (Gao <i>et al.</i>, 2018).</li> <li>• RSLR: 0 m, 1 m, 2 m.</li> </ul>
<b>Planning Support</b>	<ul style="list-style-type: none"> <li>• Tsunami flood planning level: Buried (Wang <i>et al.</i>, 2003), and splay faulting (Gao <i>et al.</i>, 2018), for 1 m RSLR, with and without 50% safety factor.</li> <li>• Tsunami flood hazard vulnerability zones: Splay faulting rupture (Gao <i>et al.</i>, 2018), 1 m RSLR, without safety factor.</li> </ul>

## Recommendations

This project has established a solid foundation to help the DOU reach important flood hazard policy and planning objectives. In order to leverage this information and build resilience, the following recommendations are made:

1. **Communicate:** Maps and reporting should be shared with the public. It is best practice to acknowledge and share information related to natural hazards widely. This allows for an increased understanding of the hazard that can inform both individual and government actions to reduce risk.
2. **Monitor and Update:** The mapping provided within this report is based on the best available science. However, there is still much uncertainty associated with some elements. For example, the probability and severity of the seismic sources for tsunami, and the rate of sea level rise. Given these uncertainties, and the likelihood that the state of knowledge will improve with time, it is important to monitor new science, and to review the validity of the assumptions used to develop these maps. A 5-year review is recommended.
3. **Implement Next Steps to Reduce Risk:** In order to benefit from these maps, it is imperative that the DOU uses this information to plan for coastal flood hazards. Best practice in terms of a planning process would be to combine this hazard information with exposure, vulnerability and impacts, information in the form of a risk assessment. This can then be used as the basis of a planning framework to reduce risk and increase resilience over time.





## STAFF REPORT TO COUNCIL

Council Meeting: June 23, 2020  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** ABBY FORTUNE, MANAGER OF RECREATION & TOURISM

**FILE NO:** 6130-20 FRANK JONES

**SUBJECT:** THE CREATION OF AN OFF-LEASH DOG PARK AREA

**REPORT NO:** 20-51

**ATTACHMENTS:** NONE

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

1. **THAT** Council designate Frank Jones Memorial Park as an off-leash dog area, on a trial basis.

### **PURPOSE:**

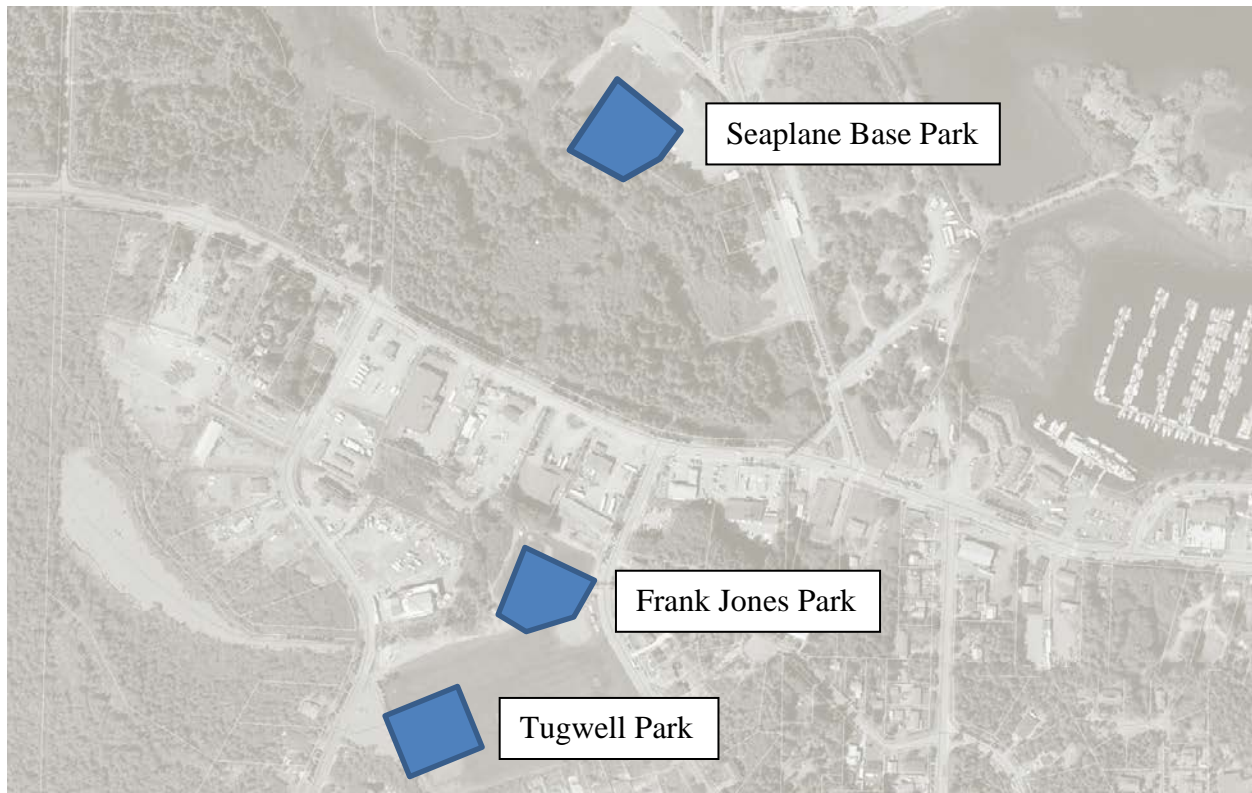
To create a dedicated off-leash dog park area in Ucluelet.

### **BACKGROUND:**

At the May 26<sup>th</sup>, 2020 Regular Meeting, Council directed staff to bring forward a report with options for an off-leash dog area in Ucluelet. Figures 1 and 2 analyse and identify the location of suitable park areas:

**Figure 1: Potential Off-Leash Dog Park Areas**

Potential Areas	Existing Fencing	Existing Usage	Comments
<b>Frank Jones Memorial Park</b>	Fully enclosed with gates.	6-8 weeks for Little League	Little League can and has been moved successfully to the Tugwell Park fields.
<b>Tugwell Park</b>	Partially enclosed with large sections of fencing required.	Year-round: soccer, baseball, events	Large space that is used for multiple different sports activities.
<b>Seaplane Base Park</b>	Fully enclosed with gates.	Year-round: soccer practice, events	Outdoor lights for nighttime programming and practices.

**Figure 2: Map of Potential Off-Leash Dog Park Areas**

Frank Jones Memorial Park stands out as the preferred choice to pilot a dedicated off-leash dog park area. The area is currently used as an off-leash dog park, so there would be very little neighbourhood impact and the typical existing programs and activities may be easily relocated to other park areas. There would also be little up-front costs as the area is currently gated and fenced. Signage would be installed as part of the project.

**FINANCIAL IMPACTS:**

Signage would be required to identify Frank Jones Memorial Park as an off-leash dog park area and for setting general usage rules. Signage would also be required to restrict areas that are currently unofficially being used as off-leash areas.

**POLICY OR LEGISLATIVE IMPACTS:**

n/a

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

Staff time would be required to create, purchase, and install signage.

**OPTIONS REVIEW:**

1. **THAT** Council designate Frank Jones Memorial Park as an off-leash dog area, on a trial basis. **(Recommended)**
2. **THAT** the Council provide alternative direction to staff.

**Respectfully submitted:** Abigail K. Fortune, Manager of Recreation & Tourism



## STAFF REPORT TO COUNCIL

Council Meeting: June 23, 2020  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

**FILE NO:** 0550-01

**SUBJECT:** COUNCIL PROCEEDINGS UNDER MINISTERIAL ORDER M192

**REPORT NO:** 20-58

**ATTACHMENTS:** APPENDIX A – MINISTERIAL ORDER M192

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

1. **THAT** Council:
  - a. open Council Chambers to the public;
  - b. designate Activity Rooms 1 or 2 in the Ucluelet Community Centre as a location where members of the public may listen and watch a livestream of Council meetings when Chambers is at capacity;
  - c. instructs Staff to facilitate in-person and Zoom Webinar participation in public hearings; and
  - d. instruct Staff to prepare a report about conducting Council meetings in the Main Hall at the Ucluelet Community Centre.

### **PURPOSE:**

To introduce procedural changes related to Ministerial Order M192 (M192) and obtain Council direction.

### **BACKGROUND:**

Ministerial Order M192 (M192) came into force on June 17, 2020. This order replaces Ministerial Order 139 (which replaced Ministerial Order M083) and affects four current Council practices:

1. Prohibiting Attendance at Council Meetings;
2. Electronic Meetings;
3. Bylaw Adoption; and,
4. Public Hearings.

### **Prohibiting Attendance at Council Meetings**

At the April 28, 2020 Regular Meeting, Council closed Chambers to the public pursuant to Ministerial Order No. M083 and instructed staff to receive public comments and questions during Council meetings via email.

M192 requires that a Council use best efforts to allow members of the public to attend an open meeting of Council in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*. It is now therefore appropriate for Council to open Council chambers so a safe number of people may attend.

Council Chambers (the George Fraser Room) has a maximum capacity of ten. If any person is prohibited from attending the Council meeting due to Chambers being at capacity, our lawyers have advised a conservative reading of M192 requires that Council pass the following resolution:

1. **THAT** Council is holding the June 23, 2020 Regular Council Meeting without members of the public in attendance because Council Chambers is at capacity; and
2. **THAT** Council is ensuring openness, transparency, accessibility and accountability in respect of the June 23, 2020 Regular Council Meeting by:
  - a. livestreaming open Council Meetings on YouTube;
  - b. receiving public input and questions submitted during Council meetings via email and having staff read the same during the Public Input or Question periods;
  - c. receiving delegations via Zoom; and,
  - d. designating Activity Room 1 or 2 as a place where members of the public can attend to watch and hear Council meeting while they are in progress.

Staff are also considering the possibility of moving Council Meetings to the Main Hall. This space has an occupancy limit of approximately 30. Initial investigations suggest that it could cost more than \$1000.00 to broadcast meetings held in the Main Hall on YouTube. The move may also displace activities scheduled for the Main Hall or require that Council reschedule meetings to accommodate these activities. A more detailed report about the move will be prepared for the next Regular Council Meeting.

#### Electronic Meetings

Council members currently participate in meetings via Zoom. A conservative reading of M192 suggests that local governments are required to undertake best efforts to provide facilities that enable the public to hear, or watch and hear, meetings held by electronic means such as Zoom. Members of the public may watch Council meetings on YouTube, in Chambers and if necessary, in the designated overflow area (Activity Room 1 or 2).

M192 may also require that Staff provide notice of the meeting. Staff has complied with this conservative interpretation of the order.

#### Bylaw Adoption

M192 prohibits adopting most Bylaws on the same day that they received third reading. Financial bylaws such as a Revenue Anticipation Borrowing Bylaw are exempt from this rule.

#### Public Hearings

M192 does not undermine Council's ability to conduct Public Hearings via electronic means such as Zoom. It would be consistent and therefore advisable that if Council allows the public to attend meetings by Zoom and in-person, they also allow Zoom and in-person participation in public hearings.

#### **FINANCIAL IMPACTS:**

The recommendations will result in increased overtime associated with managing public attendance at Council Chambers and the overflow areas (Activity Rooms 1 and 2).

**POLICY OR LEGISLATIVE IMPACTS:**

Opening Council meetings and public hearings to in-person attendance will increase transparency, accessibility and accountability. Designating Rooms 1 or 2 of the Ucluelet Community Centre as overflow areas and if necessary, adopting the resolution outlined under the Prohibiting Attendance at Council Meetings brings Council proceedings into compliance with a conservative interpretation of M192.

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

Some additional Staff time will be required to manage members of the public attending Council Meetings and overflow area, plan for and communicate protocols associated with attending Council meetings and to prepare a report about conducting meetings in the Main Hall.

**OPTIONS REVIEW:**

1. **THAT** Council:
  - a. open Chambers to the public;
  - b. designate Activity Rooms 1 or 2 in the Ucluelet Community Centre as a location where members of the public may listen and watch a livestream of Council meetings when Chambers is at capacity;
  - c. instructs Staff to facilitate in-person and Zoom Webinar participation in public hearings; and
  - d. instruct Staff to prepare a report about conducting Council meetings in the Main Hall at the Ucluelet Community Centre. **(Recommended)**
2. **THAT** Council provide alternative direction to Staff.

**Respectfully submitted:** Joseph Rotenberg, Manager of Corporate Services

## Appendix A

## PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF PUBLIC SAFETY AND  
SOLICITOR GENERAL*Emergency Program Act*

## Ministerial Order No. M192

WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020;

AND WHEREAS local governments, including the City of Vancouver, and related bodies must be able to conduct their business in accordance with public health advisories to reduce the threat of COVID-19 to the health and safety of members and employees of local government and related bodies and members of the public;

AND WHEREAS it is recognized that public participation in local governance is an essential part of a free and democratic society and is important to local governments' purpose of providing good government to communities;

AND WHEREAS the threat of COVID-19 to the health and safety of people has resulted in the requirement that local governments and related bodies implement necessary limitations on this public participation;

AND WHEREAS section 10 (1) of the *Emergency Program Act* provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that

- (a) the Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 made by MO 139/2020 is repealed, and
- (b) the attached Local Government Meetings and Bylaw Process (COVID-19) Order No. 3 is made.

Date

17/06/2020

  
 Minister of Public Safety and Solicitor General

*(This part is for administrative purposes only and is not part of the Order.)*

## Authority under which Order is made:

Act and section: *Emergency Program Act*, R.S.B.C. 1996, c. 111, s. 10Other: MO 73/2020; MO 139/2020; OIC 310/2020

## LOCAL GOVERNMENT MEETINGS AND BYLAW PROCESS (COVID-19) ORDER NO. 3

### Division 1 – General

#### Definitions

- 1 In this order:
- “**board**” has the same meaning as in the Schedule of the *Local Government Act*;
  - “**council**” has the same meaning as in the Schedule of the *Community Charter*;
  - “**improvement district**” has the same meaning as in the Schedule of the *Local Government Act*;
  - “**local trust committee**” has the same meaning as in section 1 of the *Islands Trust Act*;
  - “**municipality**” has the same meaning as in the Schedule of the *Community Charter*;
  - “**municipality procedure bylaw**” has the same meaning as “procedure bylaw” in the Schedule of the *Community Charter*;
  - “**regional district**” has the same meaning as in the Schedule of the *Local Government Act*;
  - “**regional district procedure bylaw**” means a procedure bylaw under section 225 of the *Local Government Act*;
  - “**trust body**” means
    - (a) the trust council,
    - (b) the executive committee,
    - (c) a local trust committee, or
    - (d) the Islands Trust Conservancy,
 as defined in the *Islands Trust Act*;
  - “**Vancouver council**” has the same meaning as “Council” in section 2 of the *Vancouver Charter*;
  - “**Vancouver procedure bylaw**” means a bylaw under section 165 [*by-laws respecting Council proceedings and other administrative matters*] of the *Vancouver Charter*.

#### Application

- 2
- (1) This order only applies during the period that the declaration of a state of emergency made March 18, 2020 under section 9 (1) of the *Emergency Program Act* and any extension of the duration of that declaration is in effect.
  - (2) This order replaces the Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 made by MO 139/2020.



## Division 2 – Open Meetings

### Open meetings – municipalities

- 3 (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, must use best efforts to allow members of the public to attend an open meeting of the council or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a council or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
- (a) the council or body must state the following, by resolution:
    - (i) the basis for holding the meeting without members of the public in attendance;
    - (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
  - (b) for the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*, the meeting is not to be considered closed to the public.
- (4) The council or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
- (a) Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*, and
  - (b) any applicable requirements in a municipality procedure bylaw of a council.

### Open meetings – regional districts

- 4 (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, must use best efforts to allow members of the public to attend an open meeting of the board, board committee or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A board, board committee or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the board, board committee or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.



- (3) If a board, board committee or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
  - (a) the board, board committee or body must state the following, by resolution:
    - (i) the basis for holding the meeting without members of the public in attendance;
    - (ii) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
  - (b) for the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter* as that Division applies to a regional district under section 226 of the *Local Government Act*, the meeting is not to be considered closed to the public.
- (4) The board, board committee or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
  - (a) Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*,
  - (b) section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, and
  - (c) any applicable requirements in a regional district procedure bylaw of a board.

#### **Open meetings – Vancouver**

- 5 (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, must use best efforts to allow members of the public to attend an open meeting of the Vancouver council or the body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) The Vancouver council or a body is not required to allow members of the public to attend a meeting if, despite the best efforts of the Vancouver council or the body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If the Vancouver council or a body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
  - (a) the Vancouver council or the body must state the following, by resolution:
    - (i) the basis for holding the meeting without members of the public in attendance;
    - (ii) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
  - (b) for the purposes of section 165.1 [*general rule that meetings must be open to the public*] of the *Vancouver Charter*, the meeting is not to be considered closed to the public.

- (4) The Vancouver council or a body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
  - (a) section 165.1 of the *Vancouver Charter*, and
  - (b) any applicable provision in the Vancouver procedure bylaw.

#### **Open meetings – trust bodies**

- 6 (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, must use best efforts to allow members of the public to attend an open meeting of the trust body or board of variance in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A trust body or board of variance is not required to allow members of the public to attend a meeting if, despite the best efforts of the trust body or board of variance, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a trust body or board of variance does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
  - (a) the trust body or board of variance must state the following, by resolution:
    - (i) the basis for holding the meeting without members of the public in attendance;
    - (ii) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
  - (b) For the purposes of section 11 [*procedures to be followed by local trust committees*] of the *Islands Trust Act*, the meeting is not to be considered closed to the public.
- (4) A trust body or board of variance may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
  - (a) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the *Islands Trust Regulation*, B.C. Reg. 119/90, and
  - (b) any applicable requirements in a procedure bylaw of a trust body.

### **Division 3 – Electronic Meetings**

#### **Electronic meetings – municipalities**

- 7 (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.



- (2) A member of a council or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a council or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a council or body does not use electronic or other communication facilities as described in subsection (3), the council or body must state the following, by resolution:
  - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
  - (b) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A council or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) Section 128 (2) (c) and (d) [*electronic meetings and participation by members*] of the *Community Charter* does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless a council or body proceeds as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
  - (a) section 128 of the *Community Charter*, and
  - (b) any applicable requirements in a municipality procedure bylaw of a council.

#### **Electronic meetings – regional districts**

- 8 (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, may conduct all or part of a meeting of the board, board committee or body by means of electronic or other communication facilities.
- (2) A member of a board, board committee or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a board, board committee or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a board, board committee or body does not use electronic or other communication facilities as described in subsection (3), the board, board committee or body must state the following, by resolution:

- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
  - (b) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A board, board committee or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) Section 2 (2) (d) and (e) [*electronic meetings authorized*] of the Regional District Electronic Meetings Regulation, B.C. Reg. 271/2005, does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless a board, board committee or body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
- (a) section 221 [*electronic meetings and participation by members*] of the *Local Government Act*,
  - (b) the Regional District Electronic Meetings Regulation, and
  - (c) any applicable requirements in a regional district procedure bylaw of a board.

#### **Electronic meetings – Vancouver**

- 9 (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, may conduct all or part of a meeting of the Vancouver council or the body by means of electronic or other communication facilities.
- (2) A member of the Vancouver council or of a body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), the Vancouver council or a body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If the Vancouver council or a body does not use electronic or other communication facilities as described in subsection (3), the Vancouver council or the body must state the following, by resolution:
- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
  - (b) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) The Vancouver council or a body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

- (6) Section 2 (2) (c) and (d) [*electronic meetings authorized*] of the City of Vancouver Council Electronic Meetings Regulation, B.C. Reg. 42/2012, does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless the Vancouver council or a body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
  - (a) section 164.1 [*meeting procedures*] of the *Vancouver Charter*,
  - (b) the City of Vancouver Council Electronic Meetings Regulation, and
  - (c) any applicable provision in the Vancouver procedure bylaw.

#### **Electronic meetings – improvement districts**

- 10 (1) An improvement district board, or a committee of an improvement district board appointed or established under section 689 [*appointment of select and standing committees*] of the *Local Government Act*, may conduct all or part of a meeting of the improvement district board or committee of an improvement district board, other than an annual general meeting, by means of electronic or other communication facilities.
- (2) A member of an improvement district board or committee of an improvement district board who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), an improvement district board or committee of an improvement district board must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If an improvement district board or committee of an improvement district board does not use electronic or other communication facilities as described in subsection (3), the improvement district board or committee of an improvement district board must state the following, by resolution:
  - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
  - (b) the means by which the improvement district board or committee of an improvement district board is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) An improvement district board or committee of an improvement district board may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) This section applies despite
  - (a) section 686 [*meeting procedure – improvement district board*] of the *Local Government Act*, and
  - (b) any applicable requirements in a procedure bylaw of an improvement district board.

**Electronic meetings – trust bodies**

- 11 (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, may conduct all or part of a meeting of the trust body or board of variance by means of electronic or other communication facilities.
- (2) A member of a trust body or board of variance who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a trust body or board of variance must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a trust body or board of variance does not use electronic or other communication facilities as described in subsection (3), the trust body or board of variance must state the following, by resolution:
- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
  - (b) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A trust body or board of variance may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) This section applies despite
- (a) section 2 [*electronic meetings authorized*] of the *Islands Trust Electronic Meetings Regulation*, B.C. Reg. 283/2009, and
  - (b) any applicable requirements in a procedure bylaw of a trust body or applicable to a board of variance.

**Division 4 – Timing Requirements****Timing requirement for bylaw passage – municipalities**

- 12 Despite section 135 (3) [*requirements for passing bylaws*] of the *Community Charter*, a council may adopt a bylaw on the same day that a bylaw has been given third reading if the bylaw is made in relation to
- (a) the following sections of the *Community Charter*:
    - (i) section 165 [*financial plan*];
    - (ii) section 177 [*revenue anticipation borrowing*];
    - (iii) section 194 [*municipal fees*];
    - (iv) section 197 [*annual property tax bylaw*];
    - (v) section 200 [*parcel tax bylaw*];
    - (vi) section 202 [*parcel tax roll for purpose of imposing tax*];
    - (vii) section 224 [*general authority for permissive exemptions*];



- (viii) section 226 [*revitalization tax exemptions*];
- (ix) section 235 [*alternative municipal tax collection scheme*], and
- (b) tax sales, as referred to in Divisions 4 [*Annual Tax Sales*] and 5 [*Tax Sale Redemption Periods*] of the Local Government Finance (COVID-19) Order made by MO 159/2020, or otherwise under Division 7 [*Annual Municipal Tax Sale*] of Part 16 [*Municipal Provisions*] of the *Local Government Act*.

### **Division 5 – Public Hearings**

#### **Public hearings – Local Government Act**

- 13
- (1) A public hearing under Part 14 [*Planning and Land Use Management*] or 15 [*Heritage Conservation*] of the *Local Government Act*, including a public hearing under section 29 (1) (b) [*land use and subdivision regulation*] of the *Islands Trust Act*, may be conducted by means of electronic or other communication facilities.
  - (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
    - (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,
    - (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
    - (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.
  - (3) This section applies to delegated public hearings.
  - (4) This section applies despite the following provisions:
    - (a) section 124 [*procedure bylaws*] of the *Community Charter*;
    - (b) section 225 [*procedure bylaws*] of the *Local Government Act*;
    - (c) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the *Islands Trust Regulation*, B.C. Reg. 119/90;
    - (d) section 2 [*electronic meetings authorized*] of the *Islands Trust Electronic Meetings Regulation*, B.C. Reg. 283/2009;
    - (e) any applicable requirements in a procedure bylaw made under the *Community Charter*, the *Local Government Act* or the *Islands Trust Act*.

#### **Public hearings – Vancouver Charter**

- 14
- (1) A public hearing under Division 2 [*Planning and Development*] of Part 27 [*Planning and Development*] of the *Vancouver Charter* may be conducted by means of electronic or other communication facilities.
  - (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
    - (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,

- (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
  - (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.
- (3) This section applies despite
- (a) section 566 [*amendment or repeal of zoning by-law*] of the *Vancouver Charter*, and
  - (b) any applicable provision in the Vancouver procedure bylaw.

### **Division 6 – Deferral of Annual Requirements**

#### **Annual general meeting and requirements – improvement districts**

- 15**
- (1) An improvement district may defer an annual general meeting that is required under section 690 [*annual general meeting – improvement districts*] of the *Local Government Act* to a date not later than December 31, 2020.
  - (2) An improvement district may defer the preparation of financial statements required under section 691 [*annual financial statements*] of the *Local Government Act* to a date not later than December 31, 2020.
  - (3) Despite the date referred to in section 691 (5) of the *Local Government Act*, an improvement district may submit to the inspector the audited financial statements of the improvement district for the preceding year and any other financial information required by the inspector at the time of the annual general meeting of the improvement district.
  - (4) If an annual general meeting of an improvement district is deferred under subsection (1) of this section and the term of an improvement district trustee would be expiring and the vacancy filled at that meeting, the term of the improvement district trustee is extended until the annual general meeting is held.
  - (5) This section applies despite
    - (a) Division 3 [*Governance and Organization*] of Part 17 [*Improvement Districts*] of the *Local Government Act*, and
    - (b) any applicable provisions in a letters patent for an improvement district.





## STAFF REPORT TO COUNCIL

Council Meeting: JUNE 23 , 2020  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1

**FILE NO:** 3060-20-DP20-01

**SUBJECT:** DEVELOPMENT PERMIT FOR 1911 AND 1905 PENINSULA ROAD

**REPORT NO:** 20-54

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
APPENDIX B – DRAFT DEVELOPMENT PERMIT DP20-01

### RECOMMENDATION(S):

1. **THAT** Council approve Development Permit DP20-01 for a six-unit motel, general building renovation to an existing motel building, and new landscaping on the properties located at 1911 and 1905 Peninsula Road.

### PURPOSE:

The purpose of this report is to provide information on a Development Permit (**DP**) application for a proposed building renovation, and landscaping work for the West Coast Motel located at 1911 Peninsula Road (Lot 4, District Lot 282, Clayoquot District, Plan 13116) and 1905 Peninsula Road (Lot B, District Lot 282, Clayoquot District, Plan 28671), the "**Subject Property**".



Figure 1 – The Subject Property

**BACKGROUND:**

An application was received on January 14, 2020, to build a new 6 unit motel to 1911 Peninsula Road and renovate the existing motel building on 1905 Peninsula Road. As this proposal occurs within Development Permit area No.6 (Inner Boat Basin), it is subject to a Development Permit (DP).

**DISCUSSION:**

The Inner Boat Basin Development Permit Area (**DPA No.6**), is established for the purposes of:

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

The Inner Boat Basin is designated as an area for tourist commercial development. This means the types of activities that occur here are attractive to tourists seeking a west-coast fishing village experience. The following DPA No.6 guidelines are significant in the consideration of this application:

*2. Buildings and associated landscapes should be designed to reflect the west-coast fishing village character and cultural heritage of Ucluelet. Building designs should be contextual and compatible with the character, scale and form of those buildings on adjacent sites which meet these same guidelines. Features such as roof line and slope, maximum height, massing, form and articulation should be considered. Developments should also include the use of natural materials such as wood and stone, and landscaping which utilizes species native to the region. Contemporary designs which make these character references are encouraged.*

*3. Where adjoining properties have uses of different intensity (e.g. small boutique hotel next to a large hotel) or different types (e.g. a small art gallery beside a commercial office complex) an appropriate architectural, building and/or landscaping transition must be provided;*

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

*5. Assessed on a case by case basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 6.2 below. This may be done through considerations in building massing and height in key locations;*

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

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

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

Protection of the natural environment; its ecosystems and biological diversity;

The site currently does not have any significant environmentally or biological attributes. The landscaping proposed will add to the site's environmental value.

Protection of development from hazardous conditions;

The proposed building site is located at 12m geodetic and should not be subject to flooding. The slope on site is not considered a steep slope but the building inspector will review site conditions at time of building permit and may require a geotechnical review if required.

Objectives for the form and character of development;

The application currently occurs on two properties. The applicant is in the process of amalgamating into one property to facilitate this application. There is currently a small motel unit with a garage and parking for larger vehicle/ trailers, fronting Peninsula Road. There is also a smaller motel unit lower on the site fronting Lyche Road. The subject property is sloped 7m from Peninsula Road to Lyche Road (Figure 2).



Figure 2 – Site image

The applicant is proposing to remove the garage and renovate the existing motel unit and to build a new 6-unit motel building where the existing large vehicle parking currently is (**Figure 3**).

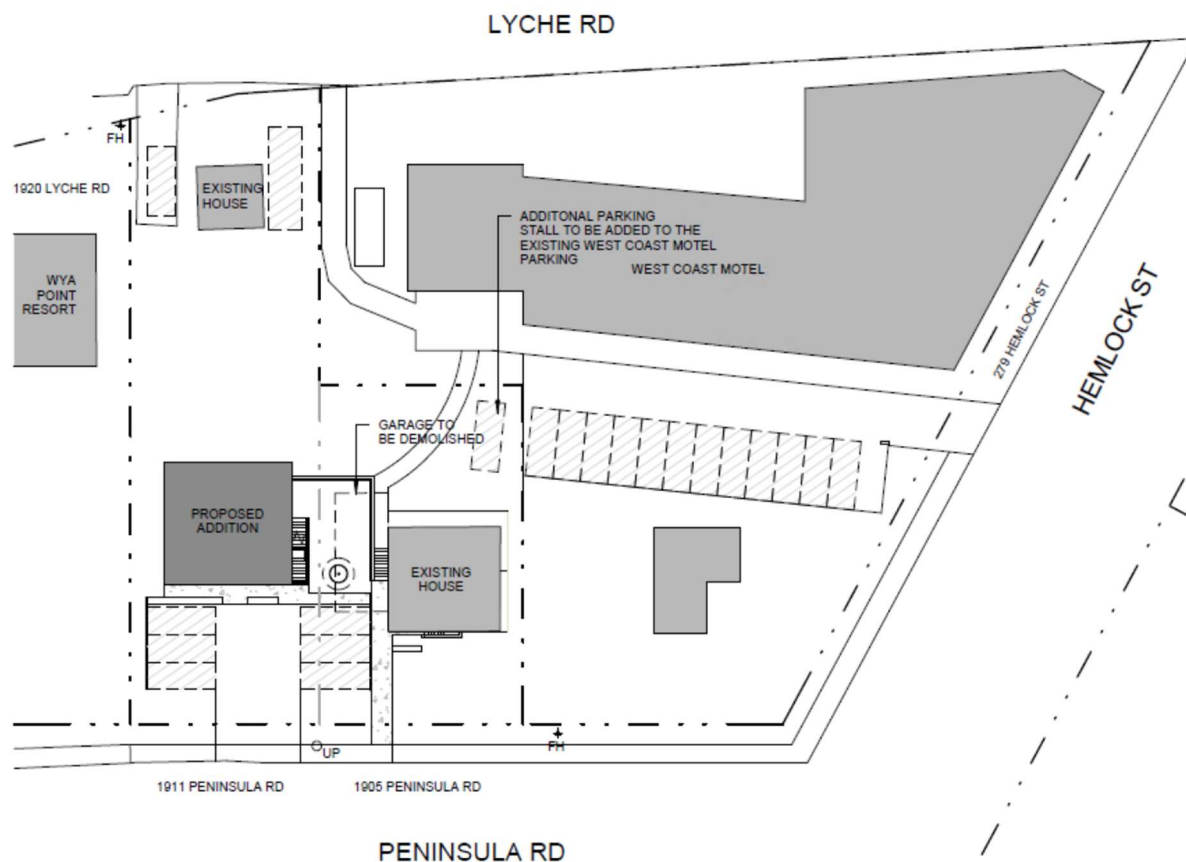


Figure 3 – Proposed

The siting of the new building with the parking in the front is contrary to the intent of guideline #7 which states:

*Parking located at the rear of lots if possible and screened from street view with either a structure or landscaping, or where feasible, below grade*

The subject property slopes down toward the harbour and there is limited distance between the existing building and the western property line. It would be physically difficult to locate the parking lot and access to that lot to the rear of the buildings. In the context of the streetscape, starting from Lyche Road and moving eastward, the moorage building starts as a street fronting building and then is pushed back with parking in front of the first phase of that development (eastern building). The existing motel building is set closer to the road and holds a historical presence as a traditional fisherman's house overlooking the harbour. The main building of the West Coast Motel is set back and positioned lower in elevation. When considering the totality of the streetscape and that this area is out of Ucluelet's more intensive commercial core, Staff consider the application supportable.

As per guidelines #4 and #5, applications should strive to create openness and maintain views of the harbour where feasible:

4. *Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways;*
5. *Assessed on a case by case basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 6.2 below. This may be done through considerations in building massing and height in key locations.*

To respond to these guidelines the applicant is removing the garage from the existing motel unit and positioning an open patio element. This response will create a reasonable view corridor through the site balancing the public and private interests.

#### Vehicle Access and Traffic Safety

The applicant is proposing to add single access parking (6 spaces) in front of the new building while removing the open and undefined parking that currently exists. The applicant will create one space in the lower existing parking of the main building of the West Coast Motel. Access to this space will need to be secured by covenant by the applicant and would be a condition of the development permit.

#### Public Pedestrian Access

The applicant has offered to construct a 5' sidewalk along the frontage property line and the sidewalk will be connected to buildings by a concrete pathway. The lower accessible suites of the new building and the upper pedestrian realm will be accessible.

#### Landscaping

The applicant is proposing to landscape in mostly native species. Please refer to the applicant's landscape plan.

#### **ZONING:**

The application from the information provided fits within the property's current CS-5 zoning

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

If this application is approved, Staff time will be required to process and monitor the compliance of the DP.

#### **FINANCIAL IMPACTS:**

Development Cost Charges (DCC's) are collected at the approval of a Building Permit, based on the number of commercial accommodation units proposed. The applicant will be requesting a credit on the road improvement portion of the DCC charge as improvements along Peninsula road are an applicable DCC project.

#### **POLICY OR LEGISLATIVE IMPACTS:**

This application is consistent with the Official Community plan.

#### **SUMMARY:**

This application is consistent with the Inner Boat Basin Development Permit Area guidelines. Better defining the vehicle entrance at the edge of the sidewalk on Peninsula Road will create a safer pedestrian environment. The proposed new motel building, exterior and landscaping changes would improve the form and character of the Peninsula Road corridor.

Staff support this application.

Alternatively, Council has the following options:

2. **THAT** Council defer consideration pending receipt of further information, to be identified; or,



3. **THAT** Council refuse the permit application, citing the OCP guidelines with which the proposal does not conform.

**Respectfully submitted:** John Towgood, Planner1  
Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administration Officer

Appendix A



**West Coast Motel Addition** | Development Permit Narrative | 2020-01-22

**Deutscher Architecture**

1275 Venables ST. # 290,

Vancouver, BC, V6A 2C9

604.376.2214



## West Coast Motel Addition | Development Permit Narrative

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**ATTN:** John Towgood - Ucluelet Planner

**RE:** Development Permit Application Narrative

**PROJECT:** West Coast Motel Addition

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Dear John,

This document is to be read in conjunction with the development permit drawings and application for the West Coast Motel addition located at 1905 + 1911 Peninsula Road.

### Overview

1. Purpose of this application
2. Existing Properties, Motel, and Surrounding Context Analysis
3. Applicable Development Permit Guidelines

Design Strategies

- a. Form
- b. Material Palette
- c. Landscaping
- d. Perspectives - Existing + New

4. Community Consultation

### 1. Purpose of this application

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The intention of the development permit is to accommodate the following:

- i. New Motel Building** - A new 6 unit motel building located at property 1911 Peninsula Road.
- ii. Demolition of Garage** - The demolition of the garage which is currently attached to the existing 2 level house located at 1905 Peninsula Road. We are proposing to demolish the garage to allow for the parking area required by the proposed 6 unit motel building.
- iii. Amalgamation of Properties** - To allow for the parking area required by the proposed 6 unit motel building we are proposing that the 1911 and 1905 Peninsula Road properties become amalgamated into one property.
- iv. Cladding Update on Existing 2 Level House** - Cladding update to the existing 2 level house located at 1905 Peninsula Road.

### 2. Existing Properties and Surrounding Context Analysis

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The 1911 Peninsula Road property stretches from Peninsula Road at the southern extent to Lyche Road at the Northern extent. The only structures on the 1911 property is a small cabin at the Northern extent. The southern extent at Peninsula Road is currently used for parking. The higher elevation at the southern extent provides beautiful views to the harbor and mountains beyond. The property is currently zoned for C-5 Tourist Commercial, the proposed program of a Motel building is in-line with the zoning regulations.

## West Coast Motel Addition | Development Permit Narrative



1911 Peninsula Road - South Photo



1911 Peninsula Road - North Photo - Existing 1 Level dwelling

The 1905 Peninsula Road property has a 2 level house and small attached garage. The property is to the right of the 1911 Peninsula Road property and is also beside the West Coast Motel property located at 279 Hemlock St. All 3 properties are owned by White Magnolia Resort Co. Ltd.



1905 Peninsula Road - South Photo



1905 Peninsula Road - South East

The surrounding context includes; the Ucluelet Harbor to the North, a residential and commercial development to the West, residential / commercial residences (art studio and pharmacy) and lush mature tree lot to the South and the West Coast Motel and a Vacant lot to the East. The vernacular architecture of the surrounding context is a combination of residential gable forms and minimal industrial forms. The material palette is a combination of natural materials and metal siding. There is a strong emphasis regarding the use of red in a majority of the buildings.

Refer to the next page for images of the surrounding context.



# West Coast Motel Addition | Development Permit Narrative

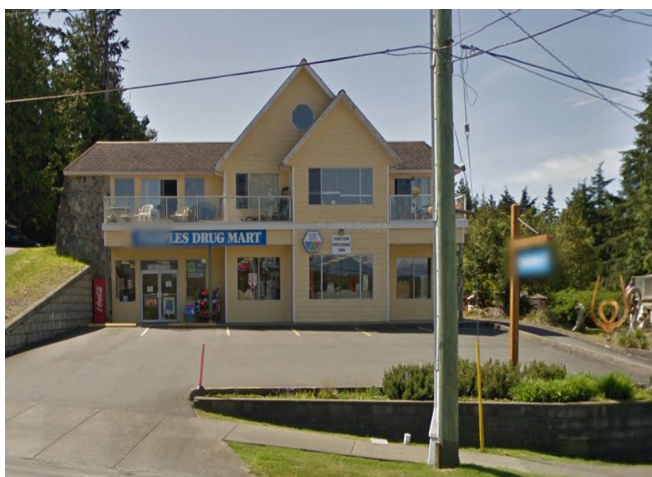
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North Context - Ucluelet Harbour



West Context - Residential / Commercial Development



South Context - Commercial - Pharmacy



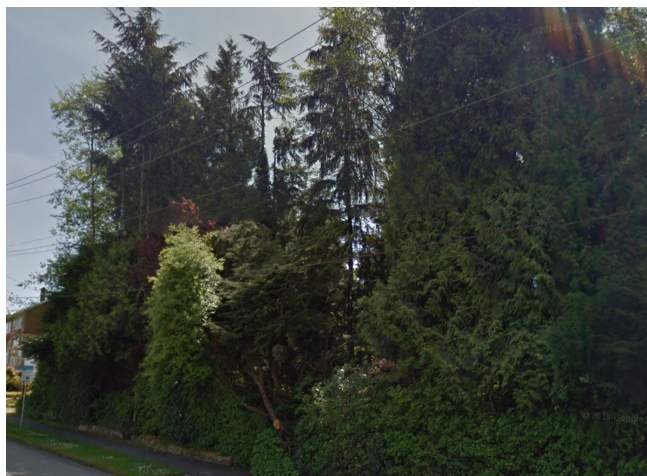
South Context - Commercial - Artist Studio



# West Coast Motel Addition | Development Permit Narrative



South Context - Residential



South Context - Mature Tree Lot



East Context - Commercial - West Coast Motel



East Context - Commercial - West Coast Motel



East Context - Vacant Lot with Residential at the rear

## West Coast Motel Addition | Development Permit Narrative

### 3. Applicable Development Permit Guidelines

The following explains how the proposed West Coast Motel addition design will achieve goals set out in the Peninsula Road Development Permit Area.

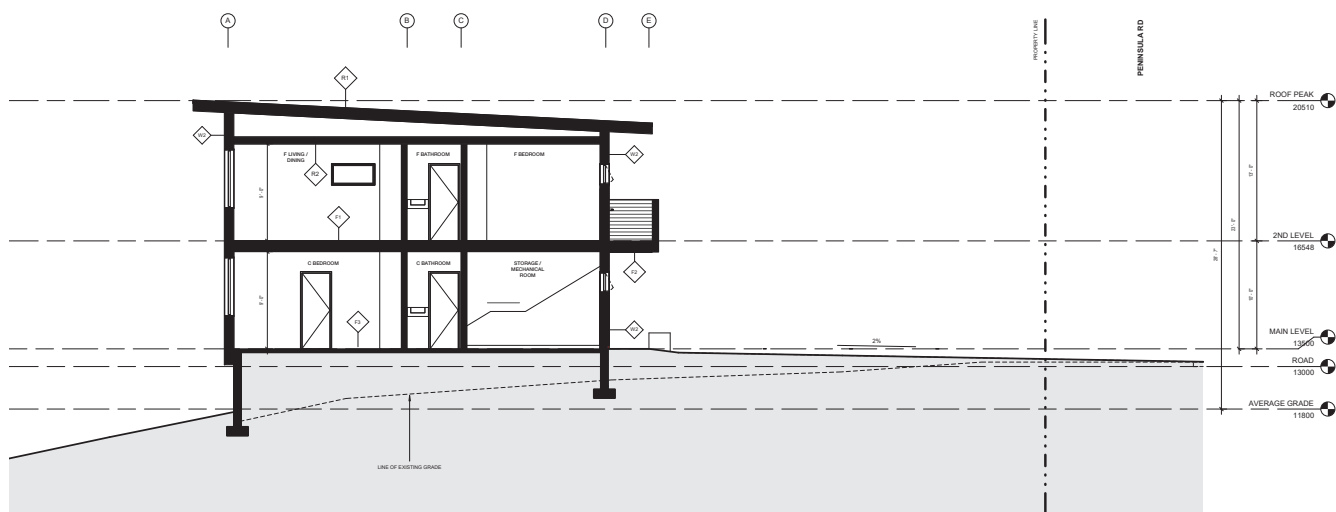
#### Design Strategies

- Site Planning
- Form
- Material Palette
- Landscaping
- Perspectives

#### a. Site Planning

The 1911 Peninsula Site starts at an average of 7m above sea level at the North end of the property and rises to approximately 9m at the middle of the site at which point a steep rise brings the South end of the property to a final grade of approximately 13m. To accommodate better ocean views and complete the commercial development rhythm along Peninsula Road we have proposed that the new 2 story, 6 suite motel building be placed closer to the South end of the property.

To accommodate parking we have pushed the building back from the Peninsula Road property line approximately 40'. The current elevation of the Peninsula Road is at an average grade of approximately 13 meters above sea level. The proposed motel's first level sits at 13.5m. The elevation of the motel allows the parking lot to be graded towards to the road to drain into existing municipal storm water drains. We will also use an assortment of native landscaping at the roads edge to minimize the impact of storm-water from the parking lot onto municipal storm-water drains. Refer to the section below for a breakdown of geodetic elevations.

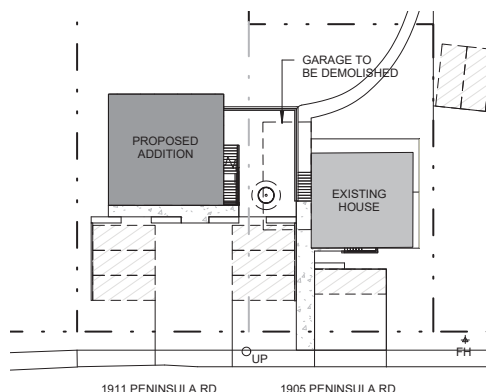


Section South to North Grades

## West Coast Motel Addition | Development Permit Narrative

The proposed building is placed in the middle of the narrow site in relation to the East and West property lines. To accommodate the required 6 parking spaces we are proposing that the adjacent 1905 property become amalgamated to the 1911 property. We are also proposing the demolition of the existing garage attached to the 2 level house to accommodate for parking.

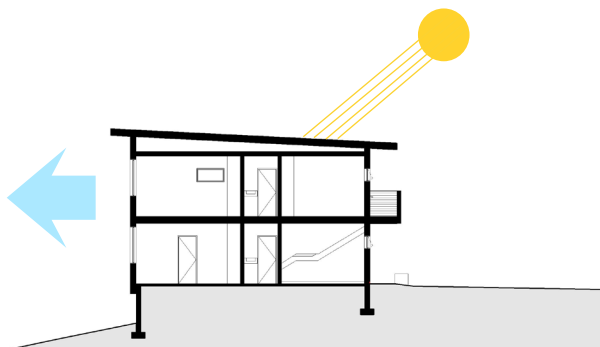
In place of the garage we are proposing a communal courtyard to be shared between the two buildings. The courtyard will also allow for a vantage point providing views out to the harbor and mountains, connected to the street by a pedestrian pathway. The courtyard opening in-between the two properties will provide an opportunity to reflect upon the natural environment that Ucluelet has to offer. The courtyard will be shaded by an existing deciduous tree on the 1905 Peninsula Road site that will be transplanted into place after construction is complete. Refer to the site plan below. The new development will bridge the gap between the adjacent commercial / residential development and the other adjacent Peninsula Road House helping to revitalize the street face.



*Site Plan - Proposed West Coast Motel Addition*

### b. Form

The building is a minimal and contemporary mono-pitch form with generous overhangs on all elevations for weather protection and an exterior walkway which provides continuous weather protection to all of the suite entrances. The mono-pitch form is orientated towards the North, gesturing towards the mountain and ocean views beyond.



*Section Form Diagram*

Although the form is not similar to adjacent properties, the orientation of the mono-pitch is designed for future sustainable objectives. The orientation and pitch of the roof will allow the owner to easily transition to sustainable energy sources, either solar or solar hot water. The sustainable objective is a progressive move towards a more sustainable Ucluelet.



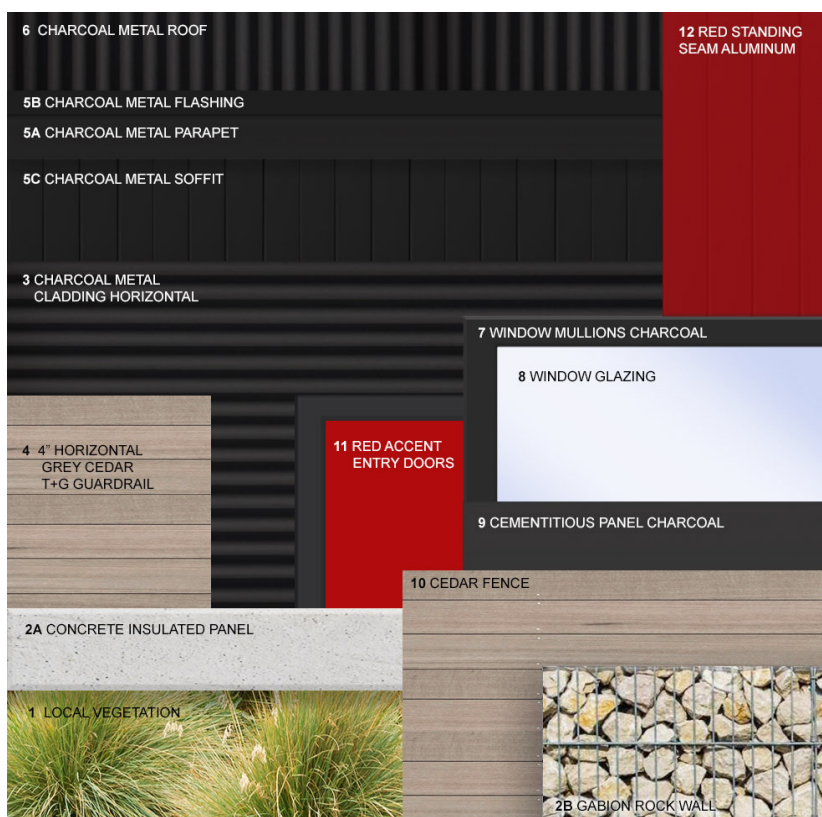
## West Coast Motel Addition | Development Permit Narrative

### c. Material Palette

The material palette for the West Coast Motel Addition draws on the character and colors of the surrounding development resort area. The primary material is a charcoal corrugated metal cladding with accents of charcoal cementitious panels at the windows. The charcoal color is used as trim on the other West Coast Motel buildings. To create more contrast and identity, the proposed addition will use red as an accent color and charcoal as the dominant color.

The red accent color will be used on the entry doors, creating easily identifiable building entrances. The red color will also be used on the proposed metal cladding upgrade to the existing 2 level house at the 1905 Peninsula Road property.

Natural local materials will be used as way-finding and parking boundaries. 4" horizontal cedar will be used for the stairs, walkways, and fences identifying circulation to suite entrances and the public courtyard area. Gabion rock walls made with local granite rocks will be designed to a bench height and used as parking boundaries and seating.



## West Coast Motel Addition | Development Permit Narrative

### d. Landscaping

Landscaping for the West Coast Motel will use native Ucluelet species to help promote biodiversity to the area. Species include:

Accents used to define entrances:

1. CALAMAGROSTIS NUTKAENSIS / "PACIFIC REED GRASS"
2. HELICTOTRICHON SEMPERVIRENS / "BLUE OAT GRASS"

Shrubs and low lying foliage:

3. POLYSTICHUM MUNITUM / "SWORD FERN"
4. FRAGARIA CHILOENSIS / "COASTAL STRAWBERRY"
5. LAVANDULA ANGUSTIFOLIA / "LAVENDER"
6. GAULTHERIA SHALLON / "SALAL"
7. POLYSTICHUM MUNITUM / "SWORD FERN"
8. ROSA NUTKANA / "NOOTKA ROSE"

Climbing Plants for the rain gutter chain:

9. LONICERA CILIOSA / "ORANGE HONEYSUCKLE" or LONICERA HENRYI / "EVERGREEN HONEYSUCKLE"





# West Coast Motel Addition | Development Permit Narrative

## e. Perspectives

### 1. Perspective - South East Elevation



### 2. Perspective - South East Elevation Close Up



# West Coast Motel Addition | Development Permit Narrative

3. Perspective - South Elevation



4. New Perspective - South West Elevation

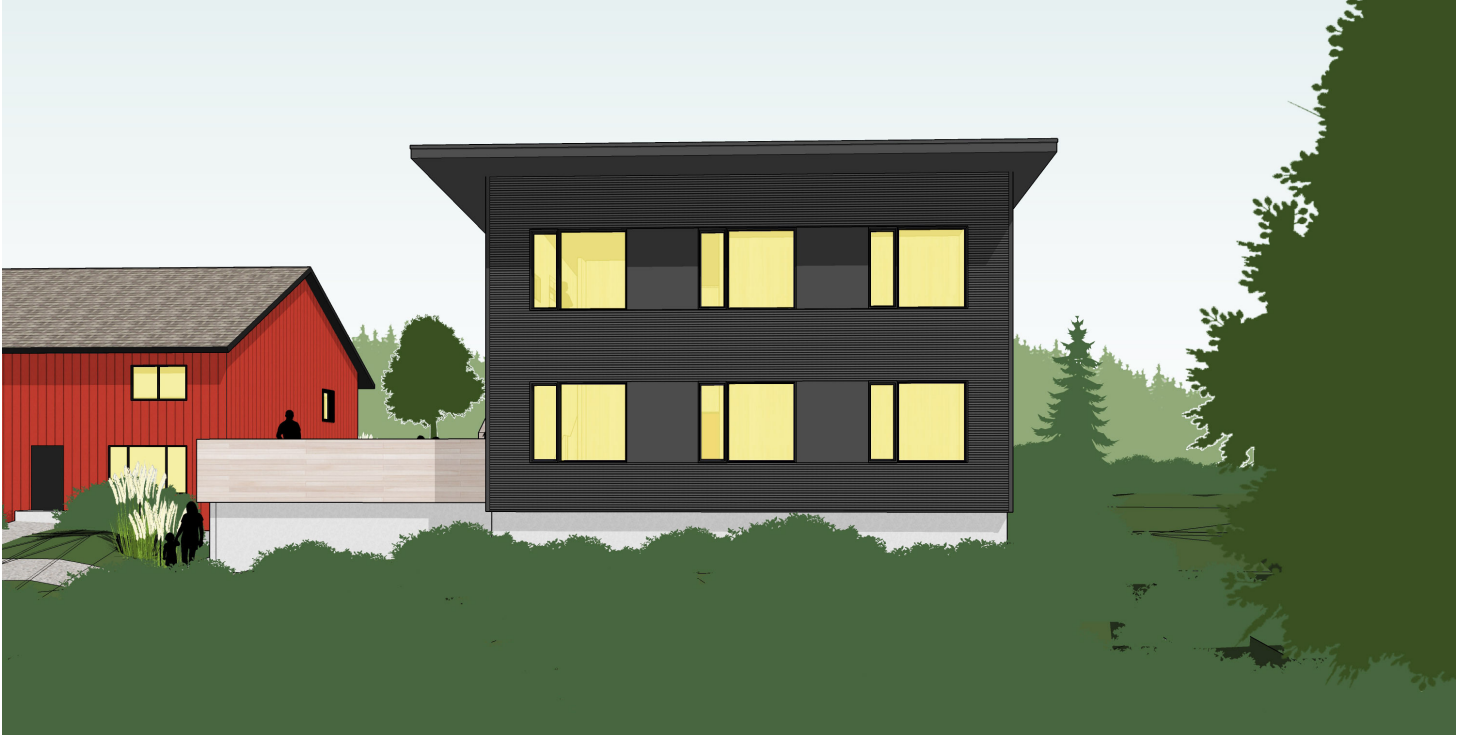




## West Coast Motel Addition | Development Permit Narrative

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### 5. Perspective - North Elevation



### 4. Community Consultation

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We are in the process of setting up a community consultation with surrounding neighbors for February 2020 to educate them on the proposed development. As soon as the date and location is finalized the planning department will be informed.





DA

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**OWNER**

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WHITE MAGNOLIA  
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**STRUCTURALENGINEER**

MISKIMMIN STRUCTURAL  
ENGINEERING

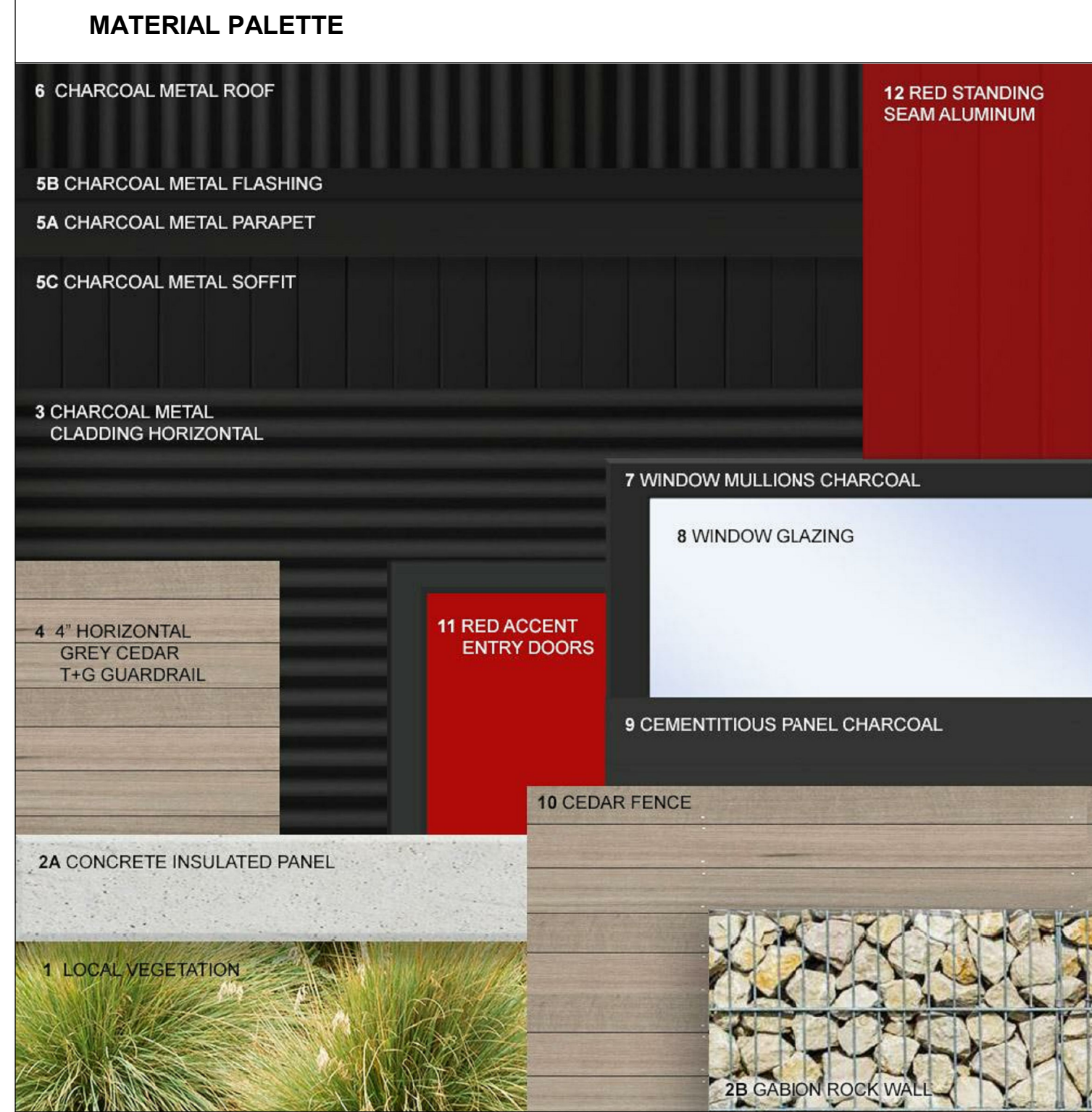
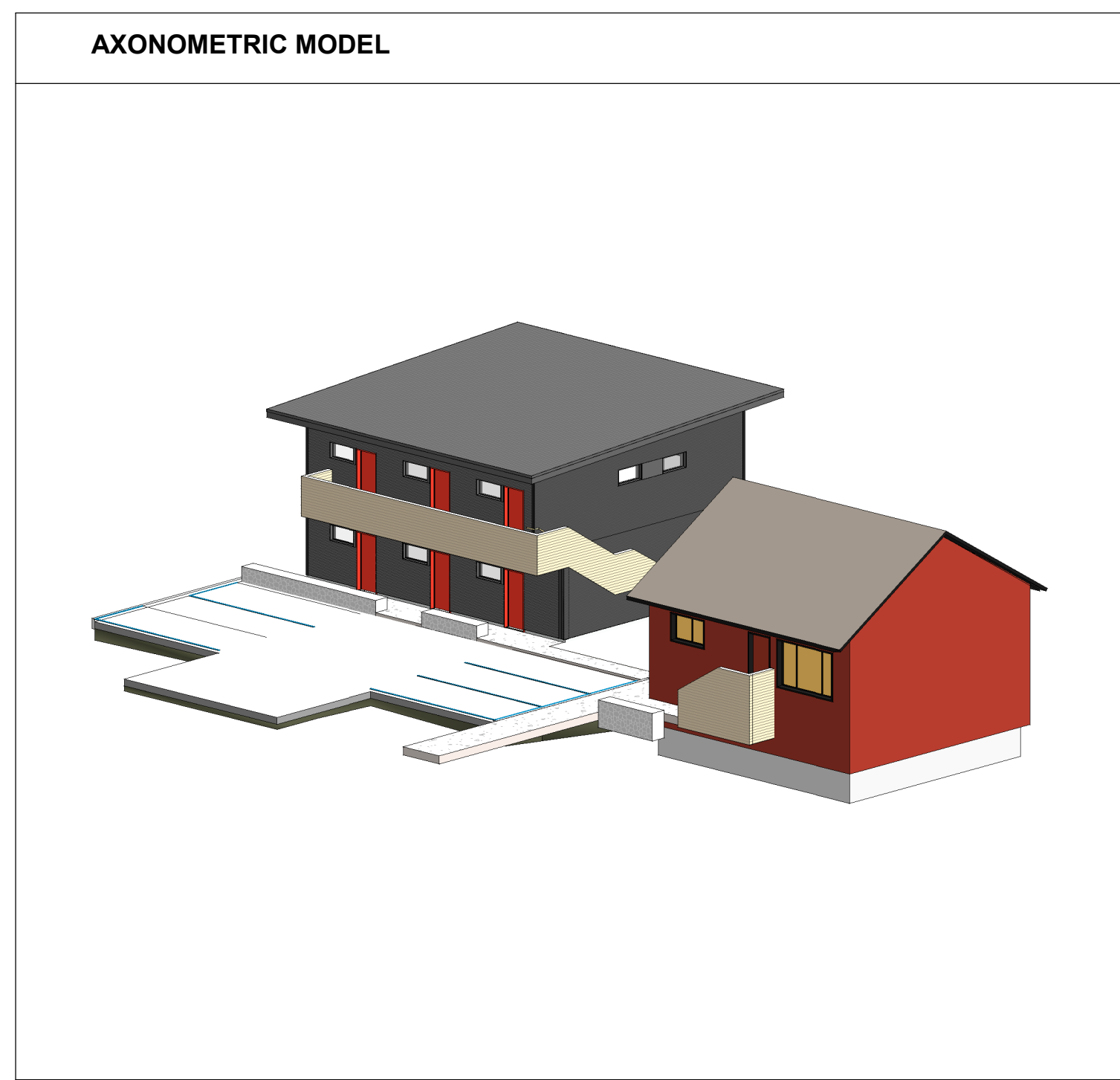
PAUL MISKIMMIN  
1.604.454.7199

**WEST COAST MOTEL ADDITION**

1905 + 1911 PENINSULA ROAD,  
UCLUELET, BC

**ISSUED FOR DEVELOPMENT PERMIT REV1**  
2020-04-23





MATERIAL LEGEND	
1. LOCAL VEGETATION	11. RED ACCENT ENTRY DOORS
2A. CONCRETE INSULATED PANEL	12. RED STANDING SEAM ALUMINUM
2B. GABION ROCK WALL	
3. CHARCOAL METAL CLADDING	
4. 4" HORIZONTAL GREY CEDAR T+G	
5A. CHARCOAL PARAPET METAL PANEL	
5B. CHARCOAL METAL FLASHING	
5C. CHARCOAL METAL SOFFIT	
6. CHARCOAL METAL ROOF	
7. WINDOW MULLIONS CHARCOAL	
8. WINDOW GLAZING	
9. CEMENTITIOUS PANEL CHARCOAL	
10. CEDAR FENCE	

PROJECT ASSEMBLIES	
<b>WALL ASSEMBLIES</b>	
<b>W1 - EXTERIOR RAINSCREEN - 4" GREY CEDAR GUARDRAIL</b>	<b>W2 - EXTERIOR RAINSCREEN - 7/8" CHARCOAL METAL VERTICAL</b>
<b>EXTERIOR</b> 1. 1" x 4" (150mm) HORIZONTAL T+G CEDAR WITH LIFETIME STAIN 2. 2" x 4" (150mm) WOOD STUD (PRESSURE TREATED) 3. 1" x 4" (150mm) HORIZONTAL T+G CEDAR WITH LIFETIME STAIN <b>EXTERIOR</b> 1. 1" x 4" (150mm) HORIZONTAL T+G CEDAR WITH LIFETIME STAIN 2. 2" x 4" (150mm) WOOD STUD (PRESSURE TREATED) 3. 1" x 4" (150mm) HORIZONTAL T+G CEDAR WITH LIFETIME STAIN	<b>EXTERIOR</b> 1. GREY VERTICAL 7/8" CHARCOAL METAL SIDING 2. 1" AIR GAP 3. CASCADIA FIBERGLASS CLIPS OR WOOD STRAPPING - SIZE TO ACCOMMODATE 1/2" AIR GAP AND 2" EXTERIOR INSULATION 4. 2" CONTINUOUS ROCKWOOL COMFORTBOARD INSULATION 5. MOISTURE / AIR BARRIER 6. 1/2" (12.7mm) PLYWOOD 7. 2" X 4" (150mm) WOOD STUD W/ INSULATION 8. VAPOR BARRIER 9. 1/2" (12.7mm) GYPSUM <b>INTERIOR</b>
<b>W3 - EXTERIOR RAINSCREEN - CEMENTITIOUS PANEL</b>	<b>W4 - EXTERIOR FOUNDATION WALL</b>
<b>EXTERIOR</b> 1. 1/2" CEMENTITIOUS PANEL 2. 1" AIR GAP 3. CASCADIA FIBERGLASS CLIPS - SIZE TO ACCOMMODATE 1/2" AIR GAP AND 2" EXTERIOR INSULATION 4. 2" CONTINUOUS ROCKWOOL COMFORTBOARD INSULATION 5. MOISTURE / AIR BARRIER 6. 1/2" (12.7mm) PLYWOOD 7. 2" X 4" (150mm) WOOD STUD W/ INSULATION 8. VAPOR BARRIER 9. 1/2" (12.7mm) GYPSUM <b>INTERIOR</b>	<b>EXTERIOR</b> 1. CONCRETE FACED INSULATED PANEL (2 5/8") TESH-CHRETE - OR WALL PANEL OR APPROVED SUBSTITUTE 2. 1" DRAINAGE BOARD 3. SAMPROOFING 4. EXISTING CONCRETE FOUNDATION WALL <b>INTERIOR</b>
<b>W5 - EXTERIOR CONCRETE WALLS</b>	<b>W6A + B + C - INTERIOR PARTITION WALLS</b>
<b>EXTERIOR</b> 1. 6" CONCRETE BOARD FORM WALL <b>EXTERIOR</b>	<b>INTERIOR</b> 1. 1/2" GYPSUM (W6A TYPE X) 2. 2" X 4" STAGGERED WALL (W6A) + 2" X 4" (W6B) + 2" X 4" (W6C) 3. 1/2" GYPSUM (W6A TYPE X) <b>INTERIOR</b> ASSEMBLY WAS REQUIRED TO ACHIEVE 1 HR FIRE RATING PER ULC 2016 STANDARDS

FLOOR ASSEMBLIES	
<b>F1 - 2ND FLOOR</b>	<b>F2 - WALKWAY</b>
<b>INTERIOR CAVITY</b> 1. 6MM LAMINATE FLOORING 2. UNDERLAY POLYETHYLENE FOAM 3MM 3. 5/8" (15.9mm) PLYWOOD 4. JOIST - REFER TO STRUCTURAL 5. ACOUSTIC BATT INSULATION WITHIN JOISTS 6. 1/2" GYPSUM <b>INTERIOR</b> * ASSEMBLY REQUIRED TO ACHIEVE 1 HR FIRE RATING PER ULC 2016 STANDARDS	<b>EXTERIOR</b> 1. DECK MEMBRANE 2. 2X12 (51mm) PLYWOOD 3. WOOD JOISTS BLED TO 2% TO ACCOMMODATE DRAINAGE - REFER TO STRUCTURAL 4. WOOD STRAPPING (80mm O.C.) HEIGHT TO ALIGN WITH EXISTING METAL SOFFIT TERMINATION 5. 1" x 4" (150mm) HORIZONTAL T+G CEDAR WITH LIFETIME STAIN <b>EXTERIOR</b>
<b>F3 - GROUND FLOOR</b>	
<b>INTERIOR</b> 1. CONCRETE SLAB - REFER TO STRUCTURAL 2. 2" RIGID INSULATION 3. VAPOR BARRIER 4. CRUSHED DRAINAGE GRAVEL - REFER TO STRUCTURAL + GEOTECHNICAL <b>EXTERIOR</b>	

ROOF ASSEMBLIES	
<b>R1 - SLOPED ROOF</b>	<b>R2 - ATTIC ROOF</b>
<b>EXTERIOR</b> 1. CORRUGATED METAL ON 2. 1" x 3" (25mm x 38mm) VERTICAL P.T. WOOD STRAPPING (80mm O.C.) 3. SELF-ADHERED WEATHER BARRIER 4. 2X12 (51mm) PLYWOOD 5. ROOF TRUSS - REFER TO STRUCTURAL <b>INTERIOR UNINSULATED ATTIC</b>	<b>VENTILATED ATTIC SPACE</b> 1. 2" ROCK WOOL INSULATION 2. ROOF TRUSS - REFER TO STRUCTURAL 3. VAPOR BARRIER 4. 1/2" (12.7mm) GYPSUM WALL BOARD OR 1/2" (12.7mm) BRCH PLYWOOD <b>INTERIOR</b>

AREAS	
<b>GROSS AREAS</b>	
AREA NAME	AREA
MAIN LEVEL	123 m²
2ND LEVEL	118 m²
TOTAL	241 m²
<b>NET AREA - TYPICAL SUITE</b>	
AREA NAME	AREA
A BATHROOM	4 m²
A BEDROOM	9 m²
A HALLWAY	6 m²
A LIVING / DINING	16 m²
TOTAL	35 m²
<b>NET AREA - SUITE ACCESSIBLE</b>	
AREA NAME	AREA
C HALLWAY	0 m²
C BATHROOM - ACCESSIBLE	7 m²
C BEDROOM - ACCESSIBLE SUITE	16 m²
TOTAL	23 m²
<b>NET AREA - STORAGE / MECHANICAL ROOM</b>	
AREA NAME	AREA
STORAGE / MECHANICAL ROOM	15 m²
TOTAL	15 m²

PROJECT INFORMATION	
LEGAL ADDRESS	1911 PENINSULA ROAD, UCLUELET, BC
LEGAL DESCRIPTION	LOT 4, DISTRICT LOT 282 CLAYQUOT DISTRICT, PLAN 13116 004-702-786
PID	
LEGAL ADDRESS OF PROPERTY TO BE AMALGAMATED	1905 PENINSULA ROAD, UCLUELET, BC
LEGAL DESCRIPTION	LOT B, DISTRICT LOT 282 CLAYQUOT DISTRICT, PLAN VIP28671 001-740-601
PID	
JURISDICTION	UCLUELET
ZONING	CS-6 TOURIST COMMERCIAL
SITE AREA (BOTH PROPERTIES)	1,466 m²
ALLOWABLE LOT COVERAGE	40% or 586 m²
PROPOSED BUILDING COVERAGE	
EXISTING 2 LEVEL HOUSE	90 m²
EXISTING 1 LEVEL HOUSE	33 m²
NEW 6 UNIT ADDITION	123 m²
TOTAL	16 % or 246 m²
MAX FAR	70 or 1,026 m²
PROPOSED FAR	31 or 454 m²
FRONT YARD SETBACK REQUIRED / EXISTING	0 m OR 20'
REAR YARD SETBACK REQUIRED / EXISTING	3 m OR 10'
SIDE YARD SETBACK REQUIRED / EXISTING	3 m OR 10'
MAX HEIGHT	12 m OR 39'
PROPOSED HEIGHT	8.4 m OR 28' 7"
AVERAGE GRADE	
NW CORNER	11.3 m
NE CORNER	11.2 m
SW CORNER	12.3 m
SE CORNER	12.5 m
AVERAGE GRADE	11.8 m
PARKING REQUIREMENTS	
EXISTING 2 LEVEL HOUSE	1 PARKING SPACE
EXISTING 1 LEVEL HOUSE	1 PARKING SPACE
NEW 6 UNIT ADDITION	6 PARKING SPACES (1 ACCESSIBLE)
TOTAL	8 PARKING SPACES
LOADING	1 LOADING
<b>CODE COMPLIANCE BCBC 2019 - PART 9</b>	
BUILDING HEIGHT / AREA	BCBC
BUILDING HEIGHT	2 LEVELS
BUILDING AREA	250 M²
BUILDING OCCUPANCY	BCBC
MAJOR OCCUPANCY CLASSIFICATION	GROUP C - RESIDENTIAL
NON COMBUSTIBLE CONSTRUCTION	BCBC
NON - SPRINKLERED	ALTERNATIVE SOLUTION WILL BE ISSUED BY OHL CODE CONSULTANTS TO ALLOW FOR 1 EXIT STAIR FROM THE SECOND LEVEL. 2 WINDOWS ALONG THE EXIT PATH WILL BE SPRINKLERED TO ACHIEVE THE ALTERNATE SOLUTION.
<b>DISTRIBUTION OF ELECTRONIC MEDIA</b>	
DEUTSCHER ARCHITECTURE INC. IS UNDER NO OBLIGATION TO SUPPLY CADD FILES FOR THIS PROJECT TO THE CONTRACTOR OR SUBCONTRACTORS. DISTRIBUTION OF CADD FILES FOR USE ON THIS PROJECT IS AT THE SOLE DISCRETION OF DEUTSCHER ARCHITECTURE INC.	
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INSTRUMENTS OF SERVICE ARE THE DESIGN AND DRAWINGS, SPECIFICATIONS AND REPORTS PREPARED BY OR ON BEHALF OF THE ARCHITECT INCLUDING BUT NOT LIMITED TO PLANS, SKETCHES, DRAWINGS, GRAPHIC REPRESENTATIONS AND SPECIFICATIONS, COMPUTER GENERATED DESIGNS AND MATERIALS.	

# WEST COAST MOTEL ADDITION

1905 + 1911 PENINSULA ROAD, UCLUELET, BC



DEUTSCHER ARCHITECTURE INC.  
1275 VENABLES STREET # 330  
VANCOUVER, BC V6A 2E4  
DEUTSCHER-ARCHITECTURE.CA

## ISSUED FOR COSTING

## NOT FOR CONSTRUCTION

REVISIONS	DATE
ISSUED FOR DEVELOPMENT PERMIT REV1	2020-04-23

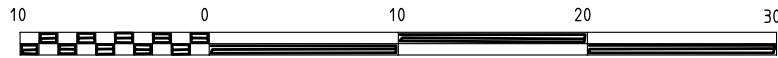
## PROJECT INFORMATION

Site Plan of:  
**Lot 4, District Lot 282,**  
**Clayoquot District, Plan 13116**

Parcel Identifier: 004-702-786

Civic Address: 1911 Peninsula Road, Ucluelet

**SCALE - 1 : 400**



All distances are in metres and decimals thereof

(plot on 8.5" x 11" sheet)

**LEGEND**

Geodetic elevations are shown +<sup>x</sup>.x (in Meters)  
 Tree bases approximately to scale.  
 Contours are descriptive and are accurate to +/- 1/4 meter contour interval

**Where tree location is critical, tree species and canopy should be confirmed by qualified arborist.**

- TRC ○ - denotes cedar tree
- UP ○ - denotes utility pole
- WV ○ - denotes water valve
- CB ⊕ - denotes fire hydrant

The following non-financial charges are shown on the current title and may affect the property  
 None.

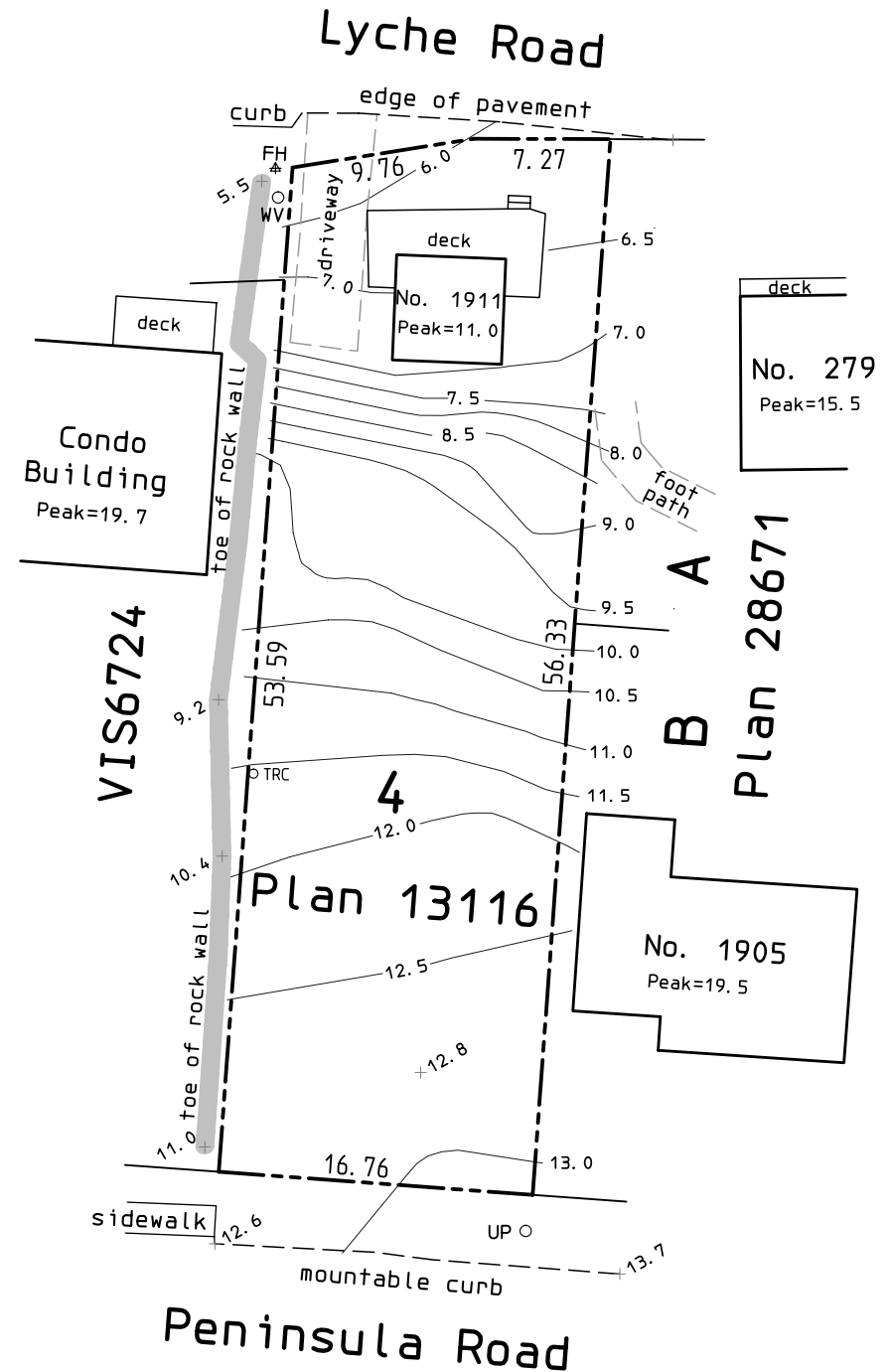
Parcel dimensions shown hereon are derived from Land Title Office records.

**FILE:** 186-Peninsula

**DWG/DATE:** 2019-10-05

**AG Surveys**

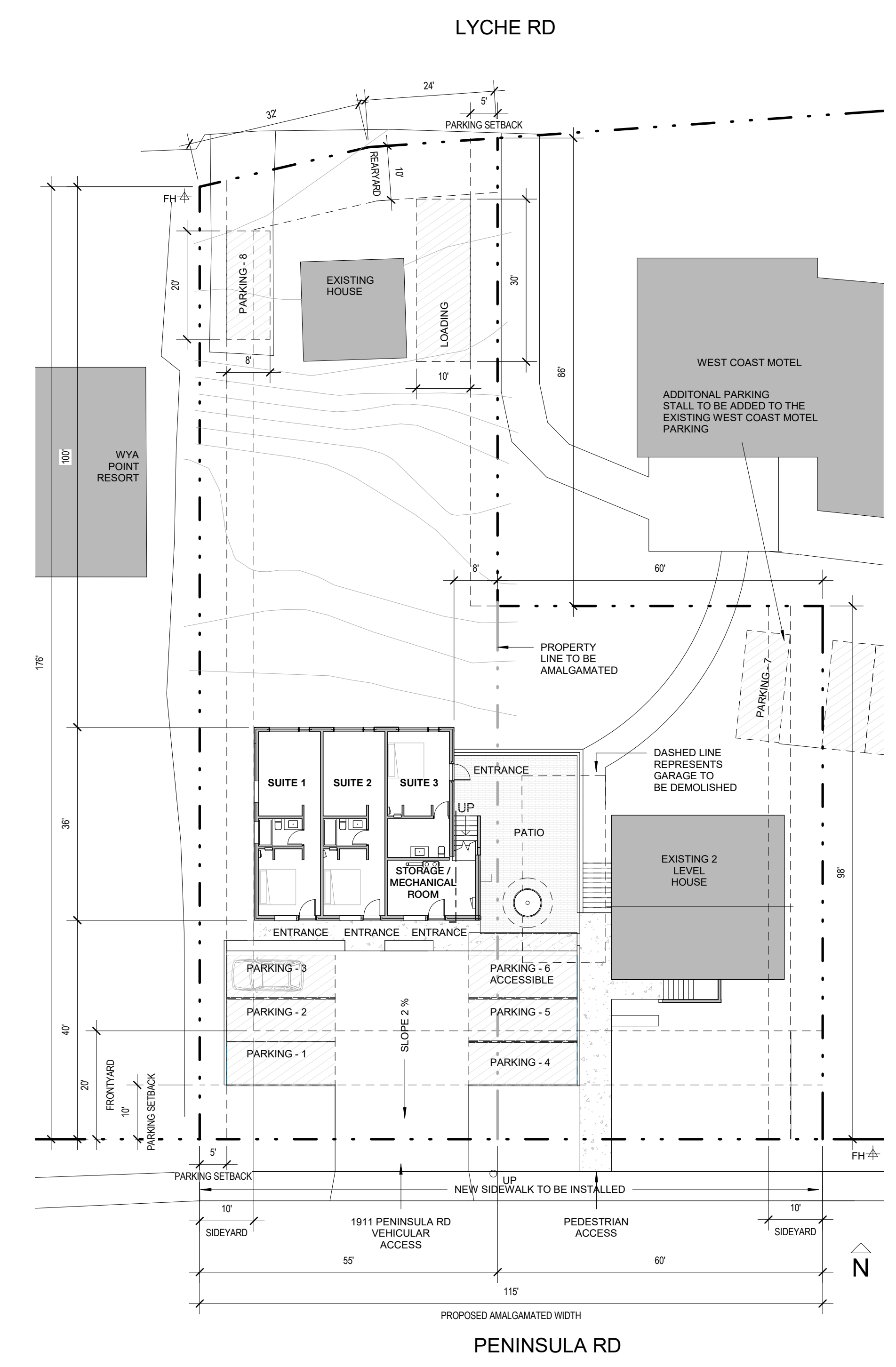
545 - 110 Marine Drive  
 Ucluelet, BC V0R 3A0  
 phone (250) 266-4536





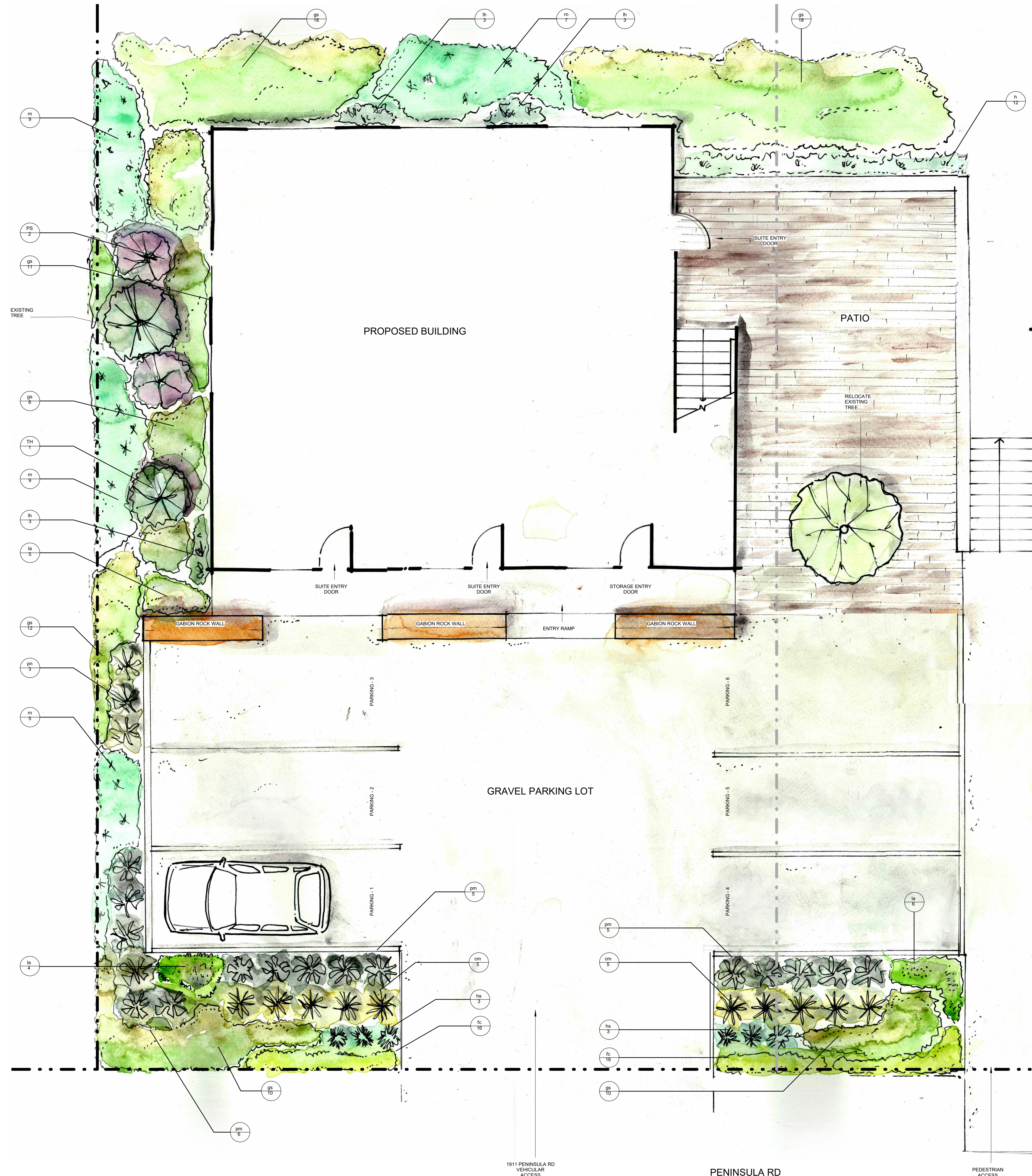


**2** SITE PLAN - MACRO  
A03 1 : 400



**1** SITE PLAN - MICRO  
A03 1 : 200





**PLANT SCHEDULE**

**TREES**

SYM	QTY	BOTANICAL/COMMON NAME	SIZE	SPACING
PS	2	PICEA SITCHENSIS / "SITKA SPRUCE"	2 m	-
TH	1	TSUGA HETEROPHYLLA / "WESTERN HEMLOCK"	2 m	-

**SHRUBS, GRASSES AND FERNS**

SYM	QTY	BOTANICAL/COMMON NAME	SIZE	SPACING
cm	15	CALAMAGROSTIS NUTKAENSIS / "PACIFIC REED GRASS"	#3 POT	90cm O.C.
gs	108	GAULTHERIA SHALLON / "SALAL"	#2 POT	60cm O.C.
hs	9	HELICTOTRICHON SEMPERVIRENS / "BLUE OAT GRASS"	#1 POT	60cm O.C.
la	16	LAVANDULA ANGSTIFOLIA / "LAVENDER"	#1 POT	60cm O.C.
pm	19	POLYSTICHUM MUNITUM / "SWORD FERN"	#3 POT	90cm O.C.
m	21	ROSA NUTKANA / "NOOTKA ROSE"	#1 POT	90cm O.C.

**GROUNDCOVER AND CLIMBING PLANTS**

SYM	QTY	BOTANICAL/COMMON NAME	SIZE	SPACING
fc	2	FRAGARIA CHILOENSIS / "COASTAL STRAWBERRY"	#1 POT	30cm O.C.
lh	21	LONICERA HENRYI / "EVERGREEN HONEYSUCKLE"	#1 POT	60cm O.C.

**WEST COAST MOTEL ADDITION**

1905 + 1911 PENINSULA ROAD, UCLUELET, BC



DEUTSCHER ARCHITECTURE INC.  
1275 VENABLE STREET # 330  
VANCOUVER, BC V6A 2E4  
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REVISIONS	DATE
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**LANDSCAPE PLAN**

1 : 50

**A04**



Development Permit for 1911 and 1905 Peninsula Road John Tongood, Plame...

# WEST COAST MOTEL ADDITION

1905 + 1911 PENINSULA ROAD, UCLUELET, BC



DEUTSCHER ARCHITECTURE INC.  
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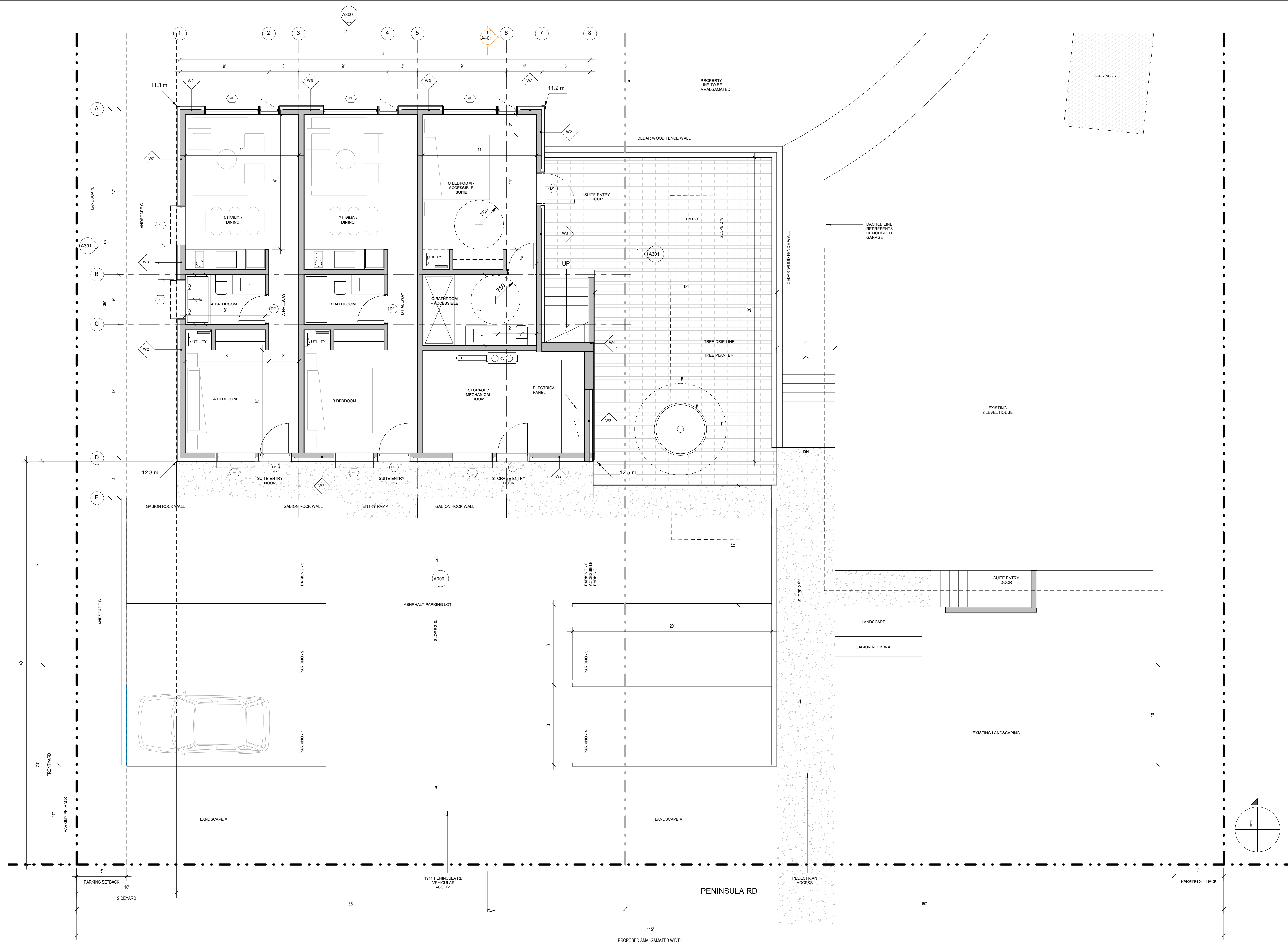
REVISIONS	DATE
ISSUED FOR DEVELOPMENT PERMIT REV1	2020-04-23

## PLAN - LEVEL 1

1 : 50

A200

Page 82 of 298



1 PLAN - LEVEL 1 - TO BE NAMED  
A200 1 : 50





**ISSUED FOR  
COSTING**

**NOT FOR  
CONSTRUCTION**

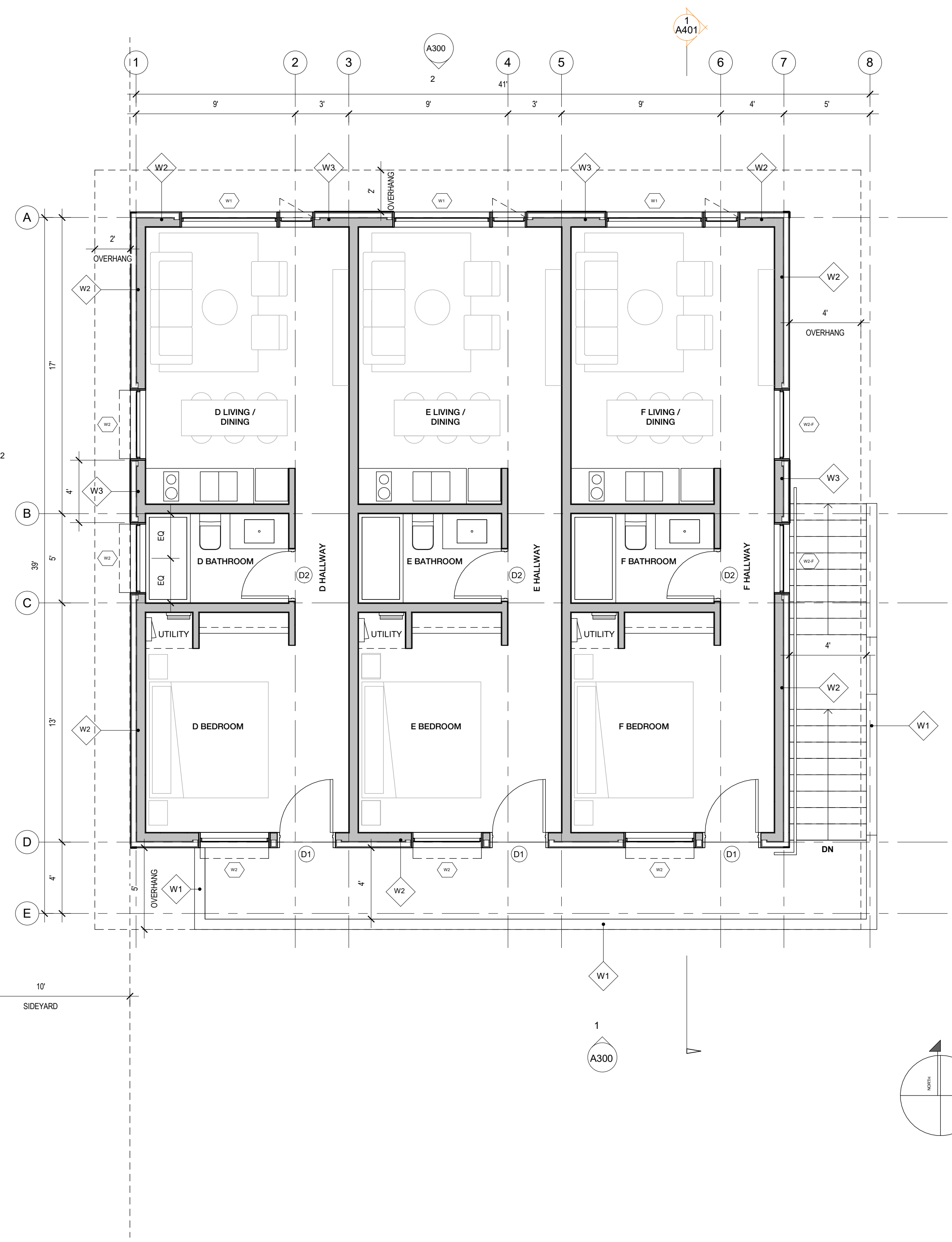
**REVISIONS**      **DATE**

ISSUED FOR DEVELOPMENT PERMIT REV1      2020-04-23

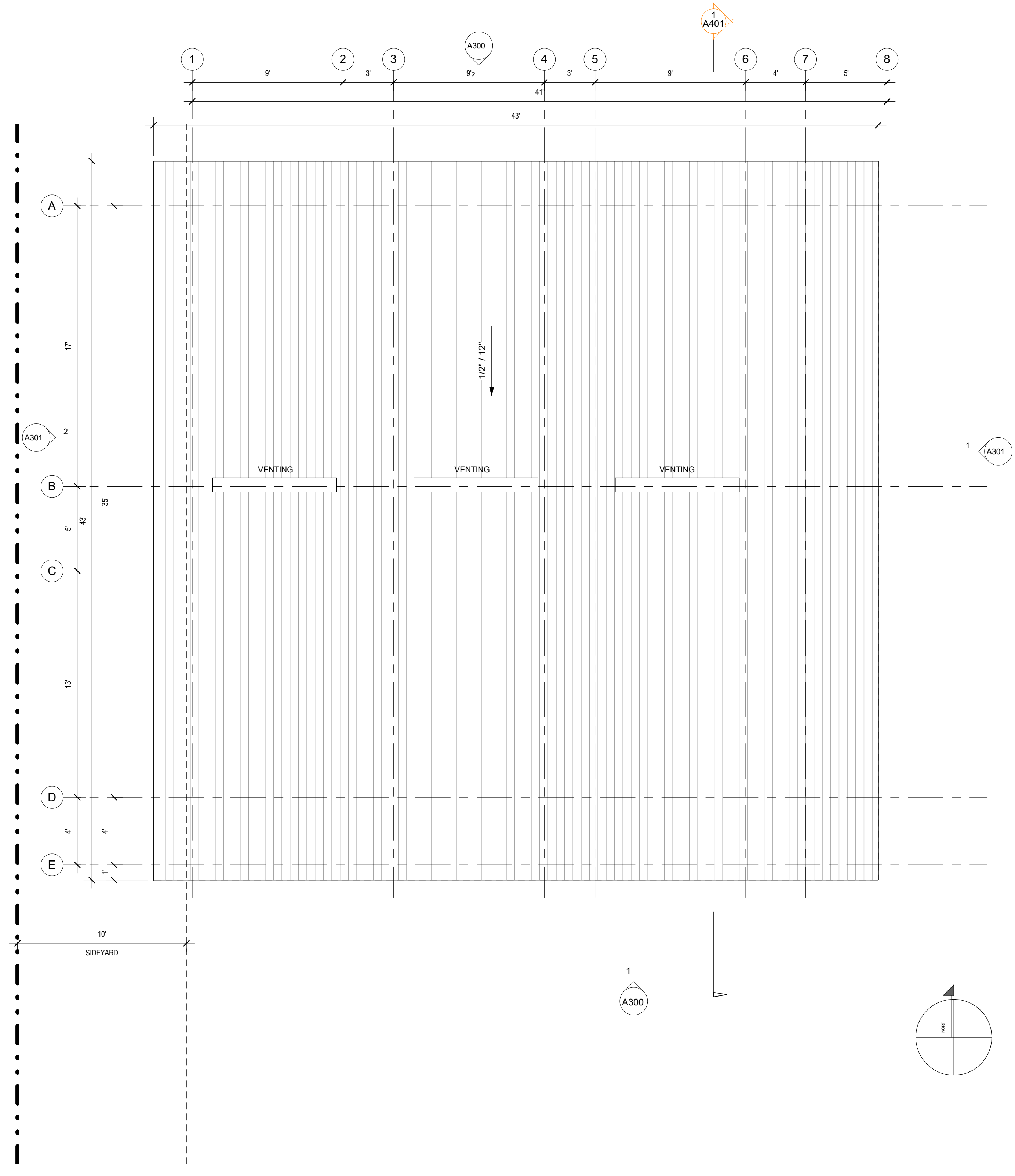
**PLAN - LEVEL 2  
+ ROOF**

1 : 50

**A201**



**1 PLAN - 2ND LEVEL**  
A201 1 : 50



**2 PLAN - ROOF**  
A201 1 : 50

**WEST COAST  
MOTEL  
ADDITION**

1905 + 1911 PENINSULA ROAD, UCLUELET, BC

**DA**

DEUTSCHER ARCHITECTURE INC.  
1275 VENABLES STREET # 330  
VANCOUVER, BC V6A 2E6  
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**ISSUED FOR  
COSTING**

**MATERIAL PALETTE LEGEND**

- 1. LOCAL VEGETATION
- 2A. CONCRETE INSULATED PANEL
- 2B. CONCRETE INSULATED PANEL
- 3. GABION STONE WALL
- 4. 4" HORIZONTAL GREY CEDAR T+G
- 5A. CHARCOAL PANAFRET METAL PANEL
- 5B. CHARCOAL METAL FLASHING
- 6. CHARCOAL METAL SOFFIT
- 7. WINDOW MILLIONS CHARCOAL
- 8. WINDOW GLAZING
- 9. CEMENTITIOUS PANEL CHARCOAL
- 10. CEDAR FENCE
- 11. RED ACCENT ENTRY DOORS
- 12. RED STANDING SEAM ALUMINUM

**NOT FOR  
CONSTRUCTION**

REVISIONS	DATE
ISSUED FOR DEVELOPMENT PERMIT REV1	2020-04-23

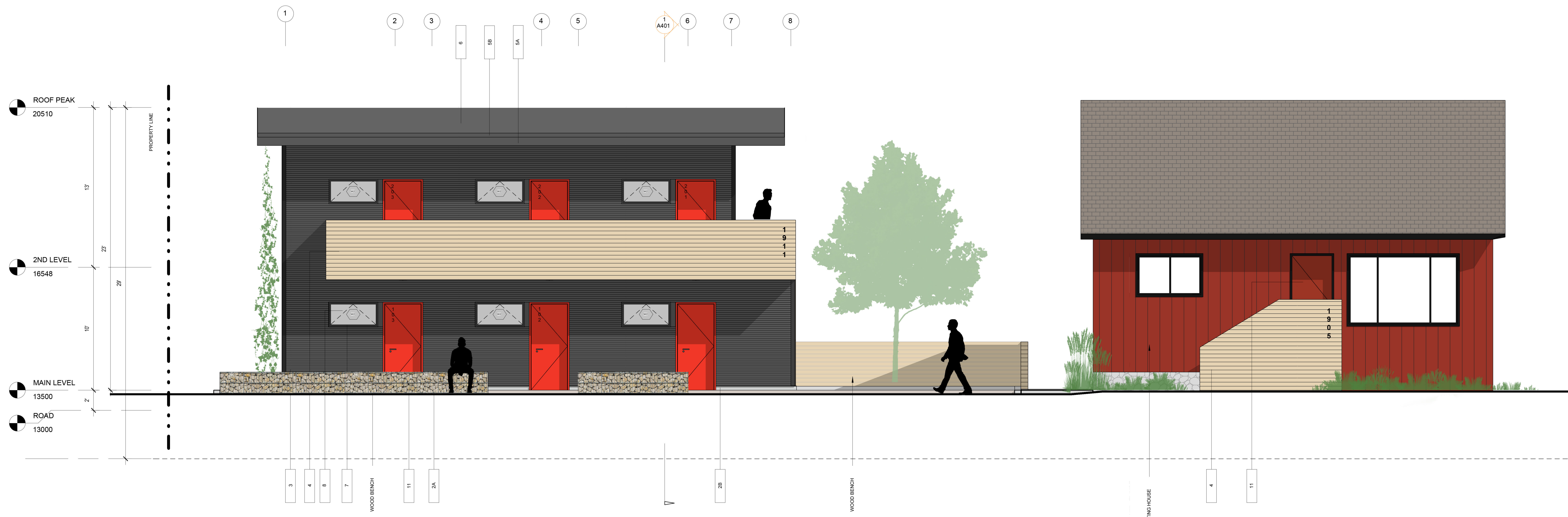
**ELEVATIONS -  
NORTH &  
SOUTH - NEW**

1 : 50

A300

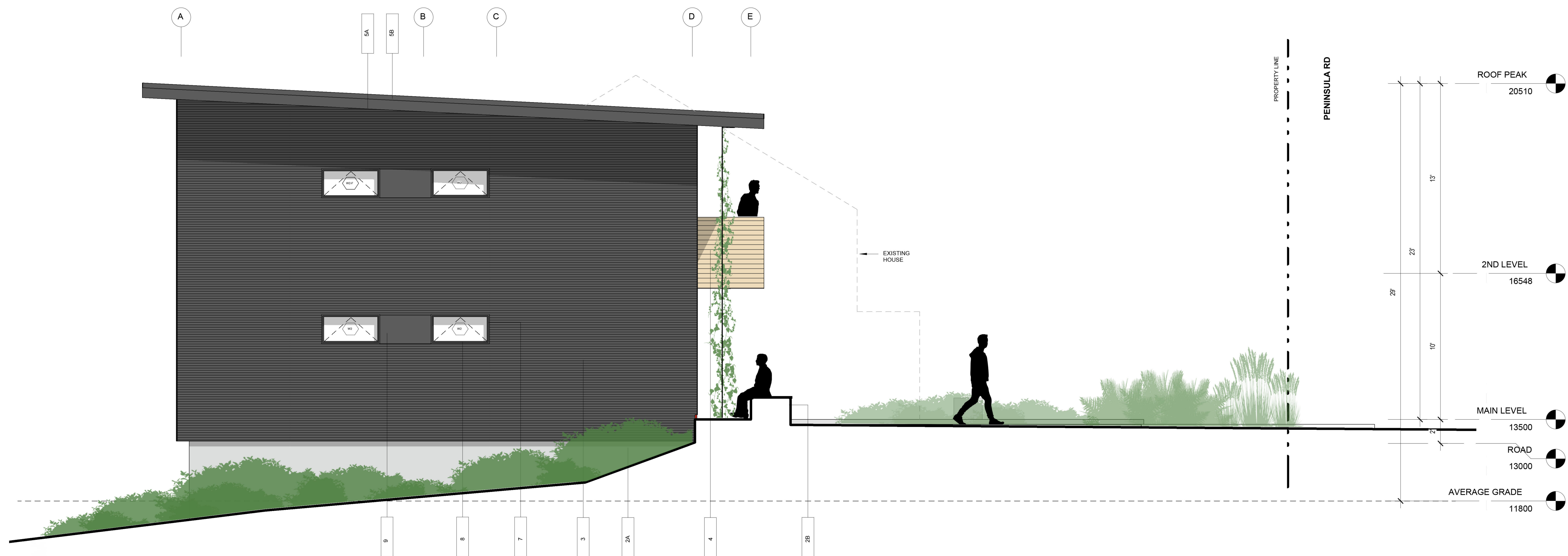


**2 ELEVATION - NORTH**  
A300 1 : 50

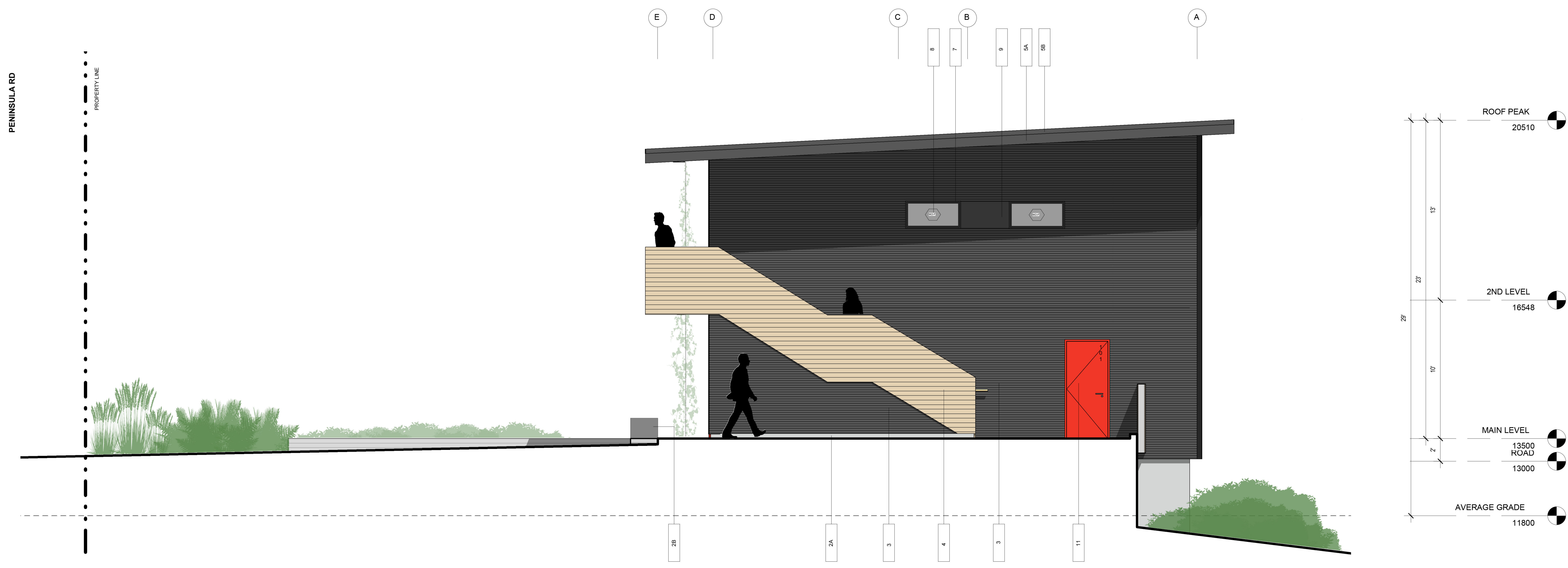


**1 ELEVATION - SOUTH**  
A300 1 : 50





2 ELEVATION - WEST  
A301 1:50



1 ELEVATION - EAST  
A301 1:50

**WEST COAST  
MOTEL  
ADDITION**

1905 + 1911 PENINSULA ROAD, UCLUELET, BC



DEUTSCHER ARCHITECTURE INC.  
1275 VENABLES STREET # 330  
VANCOUVER, BC V6A 2E4  
DEUTSCHER-ARCHITECTURE.CA

**ISSUED FOR  
COSTING**

**MATERIAL PALETTE LEGEND**

- 1. LOCAL VEGETATION
- 2A. CONCRETE INSULATED PANEL
- 2B. CONCRETE INSULATED PANEL
- 3. GABION STONE WALL
- 4. 4" HORIZONTAL GREY CEDAR T&G
- 5A. CHARCOAL PARAPET METAL PANEL
- 5B. CHARCOAL METAL FLASHING
- 5C. CHARCOAL METAL SOFFIT
- 6. CHARCOAL METAL ROOF
- 7. WINDOW MULLIONS CHARCOAL
- 8. WINDOW GLAZING
- 9. CEMENTITIOUS PANEL CHARCOAL
- 10. CEDAR FENCE
- 11. RED ACCENT ENTRY DOORS
- 12. RED STANDING SEAM ALUMINUM

**NOT FOR  
CONSTRUCTION**

REVISIONS	DATE
ISSUED FOR DEVELOPMENT PERMIT REV1	2020-04-23

**ELEVATIONS -  
WEST & EAST -  
NEW**

1 : 50

**A301**



**WEST COAST  
MOTEL  
ADDITION**

1905 + 1911 PENINSULA ROAD, UCLUELET, BC

**DA**

DEUTSCHER ARCHITECTURE INC.  
1275 VENABLES STREET # 330  
VANCOUVER, BC V6A 2E4  
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**ISSUED FOR  
COSTING**

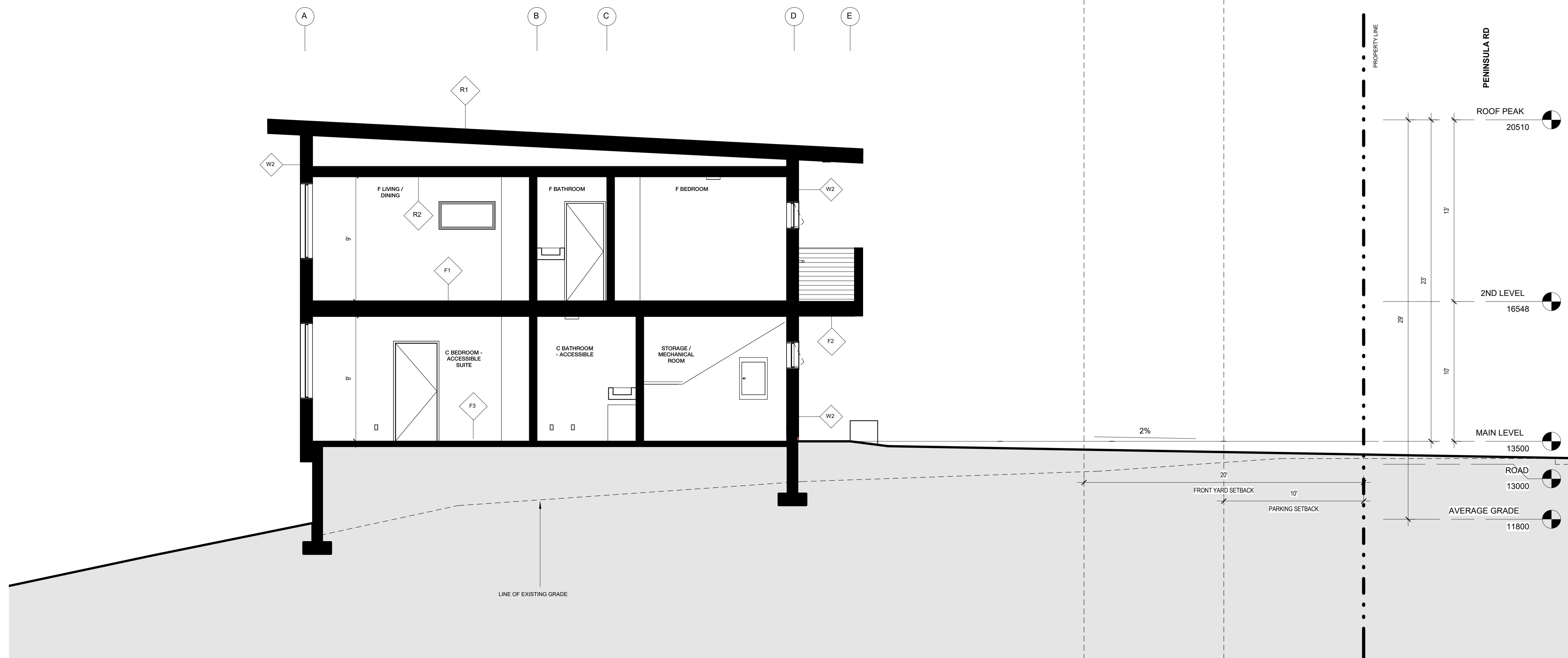
**NOT FOR  
CONSTRUCTION**

REVISIONS	DATE
ISSUED FOR DEVELOPMENT PERMIT REV1	2020-04-23

**SECTION**

1 : 50

**A401**



1 SECTION - NORTH / SOUTH  
A401 1 : 50



## DEVELOPMENT PERMIT DP20-01

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

1. This Development Permit is issued to:

**WHITE MAGNOLIA RESORT, LTD INC BC1011908  
4200 WEST 8<sup>TH</sup> AVE, VANCOUVER, BC, V6R 1Z8**

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

**Lot 4, District Lot 282, Clayoquot District, Plan 13116, 1911 Peninsula Road  
Lot B, District Lot 282, Clayoquot District, Plan 28671, 1911 Peninsula Road  
(referred to as the "Lands")**

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

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

- a. Build a 6-unit, two-storey motel building.
- b. Remove the garage and renovate a existing motel unit.
- c. Add a paved parking area and access while removing all existing parking areas.
- d. Landscaping and hardscaping as per the landscape plan.
- e. One parking space connected to the main West Coast Motel building parking lot.
- f. A covenanted access to the one parking space indicated directly above.

5. Prior to issuance of a Building Permit for construction of the new Motel building, the Owner shall provide:

- a. Evidence that the Lands have been consolidated by registration of new property title with the BC Land Title and Survey Authority; and,
- b. A Section 219 restrictive covenant in favour of the District ensuring that one parking space is provided to serve the motel operating on the adjacent property at 279 Hemlock Street.

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

7. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. Note that the owner is responsible to obtain any approvals required by the Ministry of Transportation and Infrastructure for work done adjacent to the Peninsula Road right-of-way.



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

**AUTHORIZING RESOLUTION** passed by the Municipal Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**THE DISTRICT OF UCLUELET**

by its authorized signatories:

\_\_\_\_\_  
Mayco Noël – Mayor

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

**OWNER**

by its authorized signatory

\_\_\_\_\_  
PLEASE PRINT  
WHITE MAGNOLIA RESORT, LTD INC BC1011908

**ISSUED** the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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





## Schedule A

See **Appendix A** of this report





## STAFF REPORT TO COUNCIL

Council Meeting: JUNE 23, 2020

500 Matterson Drive, Ucluelet, BC V0R 3A0

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

**FILE NO:** 3360-20-RZ18-08  
 3060-20-DP19-01  
 3060-20-DP19-02  
 3060-20-DP20-02  
 3090-20-DVP19-02  
 3070-20-TUP19-01  
 FOLIO 196-036

**SUBJECT: PROPOSED REZONING, SUBDIVISION AND DEVELOPMENT PERMITS FOR 221 MINATO ROAD (LOT B, DISTRICT LOT 286, CLAYOQUOT DISTRICT, PLAN VIP79908).**

**REPORT No:** 20-52

**ATTACHMENT(S):** APPENDIX A – APPLICANTS’ UPDATED PROPOSAL  
 APPENDIX B – STAFF REPORT DATED OCTOBER 8, 2019  
 APPENDIX C – STAFF REPORT DATED APRIL 9, 2019  
 APPENDIX D – ZONING AMENDMENT BYLAW NO. 1244 (MAP AMENDMENT)  
 APPENDIX E – ZONING AMENDMENT BYLAW NO. 1256 (TEXT AMENDMENT - CAMPGROUND REGULATIONS)  
 APPENDIX F – DEVELOPMENT PERMIT DP19-01 (ENVIRONMENT REMEDIATION)  
 APPENDIX G – DEVELOPMENT PERMIT DP19-02 (SUBDIVISION)  
 APPENDIX H – DEVELOPMENT PERMIT DP20-02 (PHASE 1 CAMPGROUND)  
 APPENDIX I – DEVELOPMENT VARIANCE PERMIT DP19-02 (CAMP SITE, BUILDING HEIGHT)  
 APPENDIX J – TEMPORARY USE PERMIT TUP19-01 (LONG TERM CAMPING)  
 APPENDIX K – DRAFT S.219 NO BUILD COVENANT

### **RECOMMENDATIONS:**

1. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019, be advanced to a public hearing.
2. **THAT** Council rescind second reading of District of Ucluelet Zoning Amendment Bylaw No. 1256, 2019.
3. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1256, 2019, be given second reading as amended and be advanced to a public hearing.
4. **THAT** Council direct staff to give notice to receive comment on Development Variance Permit DVP19-02 and Temporary Use Permit TUP19-01 in conjunction with the public hearing on the zoning amendment bylaws and proposed development at 221 Minato Road.



**BACKGROUND**

At its April 9, 2019 meeting Council received an initial report on the proposed development and subdivision of the property at 221 Minato Road (Lot B, District Lot 286, Clayoquot District, Plan VIP79908), (the “**Subject Property**”). At that meeting Council authorized Development Permit DP19-01 for the environmental mitigation of the riparian areas of the site (see **Appendix “F”**), and passed the following motions:

1. ***THAT** Council authorize issuance of Development Permit DP19-01 for the restoration of the previously damaged riparian and marine shoreline areas of the property at 221 Minato Road.*
2. ***THAT** Council indicate support for the concept of rezoning the property at 221 Minato Road for a 2-lot subdivision to create a Guest House parcel and a Campground parcel, and indicate that adoption of a zoning amendment bylaw for the requested uses would be subject to the following:*
  - a. *completion of the site restoration work under Development Permit DP19-01 including monitoring and sign-off by the Qualified Environmental Professional;*
  - b. *including, as part of the subdivision to create the two parcels, dedication for park purposes of a 30m corridor upland from the natural boundary along the marine shoreline adjacent to the proposed Campground parcel, plus the entire stream setback area surrounding Stream 1;*
  - c. *the owners providing a restrictive covenant on the proposed Guest House parcel which would restrict any further subdivision of that lot unless at that future date the following are provided by the property owner:*
    - i. *dedication for park purposes a 30m corridor upland from the natural boundary along the marine shoreline adjacent to the property; and,*
    - ii. *appropriate funds to construct a trail system and viewing platform to municipal standards in the shoreline park dedicated in (i) above;*
  - d. *the owners providing a contribution for half the cost of constructing the stream section of trail and viewing platform, prior to commencing construction of the Long-Term Camping spaces in the proposed Phase 1;*
  - e. *the owners providing a restrictive covenant on the proposed Campground parcel ensuring that construction of the Short-Term Camping shown as Phase 3 will not commence before the adjacent section of Olsen Bay trail has been constructed.*
3. ***THAT** Council indicate support for the concept of issuing a Temporary Use Permit to permit long-term camping in the proposed designated area of the campground, subject to conditions including:*
  - a. *Seasonal camping stays are not to exceed six months;*
  - b. *No additions, accessory buildings, structures or outdoor storage is permitted in long-term camping spaces;*
  - c. *A resident campground manager is required on-site; and,*
  - d. *The campground manager is to maintain a register of campers, contact information and vehicle registration, and make the register available at all times if requested by the District.*

4. **THAT** Council indicate support for the concept of issuing a Development Permit for the subdivision of the property into the proposed Guest House and Campground parcels, subject to the following conditions:
  - a. that the owners provide a detailed landscape plan showing replanting of native tree and understory species in the undeveloped portions of the Minato Road 10m road right-of-way dedication areas:
    - i. at the future public access trail to Olsen Bay at the end of Minato Road; and,
    - ii. screening of the proposed long-term camping spaces adjacent to Minato Road including appropriate fencing;
  - b. that prior to subdivision approval, the owners providing:
    - i. a civil engineering assessment and design for all required services including road, water, sewer, on- and off-site stormwater management and the location of private power and data utilities; and,
    - ii. a traffic engineering safety assessment of vehicle and pedestrian movements resulting from the proposed development and upgrades, if necessary, at the intersection of Peninsula Road and Minato Road and at the future trail crossing of Peninsula Road to the Ancient Cedars loop, for review and approval by the municipality and the Ministry of Transportation and Infrastructure.
  
5. **THAT**, subject to public comment, Council indicate support for considering a variance to increase the maximum permitted height of the main house on the proposed Guest House parcel from 8.5m (28 ft.) to 10.9m (36 ft.); and,
  
6. **THAT** Council indicate that issuance of a future Development Permit for construction of the proposed Short-Term Campground (phase 3) would be subject to protecting the full 30m forested buffer along the Peninsula Road frontage, unless the owners can demonstrate that the proposed tent sites within this area would not be visible from the road.”

At the October 8, 2019, regular meeting of Council, Staff presented a report and draft zoning amendment bylaws for Council review. It was confirmed that the proposed contribution for trail construction contemplated in resolution 2(d) from the April 2019 meeting (noted above) is to be \$50,000.00. After discussion Council passed the following resolutions:

1. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1256, 2019, be given First and Second readings and be referred for legal review.
  
2. **THAT** Council:
  - a. indicate support for the updated proposal including an offer of a \$10,000 contribution to the District of Ucluelet for adding fencing, interpretive signs and protective barriers at trail ends to protect adjacent marine shoreline habitat;
  - b. give the District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019 First and Second reading; and,
  - c. direct staff to prepare the necessary permits, covenants and agreements and present them to Council prior to Bylaw No. 1244 proceeding to a public hearing.

The applicant forwarded Staff detailed development drawings on February 24, 2020. Staff also worked with the applicant to refine the campground bylaw. This report focuses on the new information provided by the applicant and proposed changes to the draft Bylaw No. 1256.

**REZONING – BYLAW 1244 (MAP AMENDMENT)**

This bylaw has not changed from what was presented in the previous October 8, 2019 report. Please refer to **Appendix “B”** for details, and **Appendix “D”** for the text of the bylaw.

**REZONING – BYLAW 1256 (CAMPGROUND ZONE)**

Section 7 of draft Bylaw No. 1256 was modified to recognize a lesser bathroom requirement for RV’s, showers and toilets. The applicant considered the original bathroom requirements as high which initiated a staff review of Parks Canada campground facility requirements. This comparative review concluded that the following would be a reasonable amendment to the original text:

The following is the original text:

***(7) Campground Washroom facilities:***

- (a) Campgrounds shall provide a minimum of one centrally located washroom facility.*
- (b) washroom facility(s) are to be equipped with a minimum of one (1) toilet and one (1) shower stall per four (4) Camping Spaces.*
- (c) each washroom facility must contain an accessible washroom in conformance with the BC Building Code.*

The following is the amended text:

***(7) Campground Washroom facilities:***

- (a) Campgrounds shall provide a minimum of one centrally located washroom facility.*
- (b) Washroom facility(s) **for un-serviced Camping Spaces** are to be equipped with a minimum of one (1) toilet and **half (0.5) a** shower stall per **five (5) Camping Spaces**.*
- (c) Washroom facility(s) for fully serviced Camping Spaces (camping spaces equipped with a sewer and water connection) are to be equipped with a minimum of one (1) toilet and one (.5) shower stall per eight (8) Camping Spaces.***
- (d) Each washroom facility must contain an accessible washroom in conformance with the BC Building Code.*

See **Appendix “E”** for the text of the bylaw including the amended language.

**DEVELOPMENT PERMITS AND OTHER DOCUMENTS**

Drafts of the Development Permit (**DP**), the Development Variance Permit (**DVP**), the Temporary Use Permit (**TUP**) and related restrictive covenant are included for information. Council would consider final approval of these permits and documents in conjunction with the potential adoption of zoning amendment Bylaw No. 1244 and 1256, if the bylaws proceed to that point.

**DP20-02 – Subdivision**

See **Appendix “G”** for the draft Development Permit. The form and character of the subdivision of the subject property has not substantially changed since the October 8, 2019 report (**Appendix “B”**). The applicant has supplied a more detailed site plan that better articulates subdivision lot boundaries and the details of Minato Road. The following is the DP analysis for the subdivision of the subject property. The subject lands fall into Development Permit Area No. 8 (Former Forest Reserves Lands) which was established for three purposes which are addressed separately below.



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

As discussed in earlier reports the lands have already been substantially cleared and the applicant has ongoing remedial work underway with the last of the required planting occurring this year. The remediation work is proceeding under DP19-01 which was authorized by Council April 9, 2019 (see **Appendix “F”**). Besides minor clearing to widen Minato Road, to create on street parking and a turnaround, and to create a sidewalk; there is no further disturbance of the natural environment anticipated.

2. *Protection of development from hazardous conditions*

The subject property has low lying areas along the natural boundary with inlet and within the stream corridors that could be subject to flooding, sea level rise, storm surge, and possible tsunami inundation. In general, the subdivision of properties in low lying areas, subject to the hazards listed above, should be designed in a way that creates lots where the potential building envelopes are safe from hazardous conditions. The proposed subdivision of this property would create three parcels:

1. The lot to be dedicated to the District of Ucluelet as park. This lot consists of a low-lying shorefront and stream corridor and is well suited as a park and trail space.
2. The Campground Lot. This lot is a 4.8 ha (11.9 acre) parcel on either side of the stream corridor portion of the park. The lot is for the most part at an elevation of 8m or greater geodetic. This parcel is well suited for the proposed campground use.
3. The Guesthouse Lot. This lot is a 3.1 Ha (7.6 acre) parcel which would have the potential under the proposed GH zoning for future subdivision into a maximum of 8 lots. At this point the proposed single-family dwelling and guest cabins will require geotechnical review to establish the appropriate Flood Construction Level for the respective buildings. Assessment of hazardous conditions is part of any subdivision approval process prior to acceptance of a plan to create new parcels.

3. *Establishment of objectives for the form and character of development*

The Former Forest Reserve Lands is the largest of Ucluelet’s Development Permit Areas. Special conditions of this landscape include some of the District’s richest forested habitat and the potential for spectacular residential and commercial development. Covering roughly half of Ucluelet’s land base, the area is largely unexploited by development offering an excellent opportunity to ensure the right balance is struck between the community character, protection of environmental values and economic viability. Objectives of this DPA include protecting the natural qualities that make this place so special. The following are considered key DP guidelines for this development:

- *All developments should respect archaeological resources and comply with all relevant statutes and regulations for the protection thereof. The District may require, at their discretion, that the applicant provide at their own cost an archaeological assessment report;*
- *Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways. No development shall impede public access to the foreshore beyond private property boundaries;*
- *A landscape preservation plan for all developments must be included as part of the development application process in order to ensure protection of existing significant trees and shrubs. This will include plans showing pre and post-development conditions in order to prevent over-cutting;*

- *All Sitka spruce must be identified by a qualified arborist and, where they are determined to be healthy, preserved;*

### Context

The subject lot is approximately 24.86 acres in size, and it is currently zoned as RU with the coastal areas zoned as P-1. The subject Lands are comprised of one complete lot and the site generally consists of areas with a moderate slope. There are two small creeks running through the property as discussed in previous reports. There is a large portion of the site that has been cleared as indicated by google maps image below (**Figure 1**).

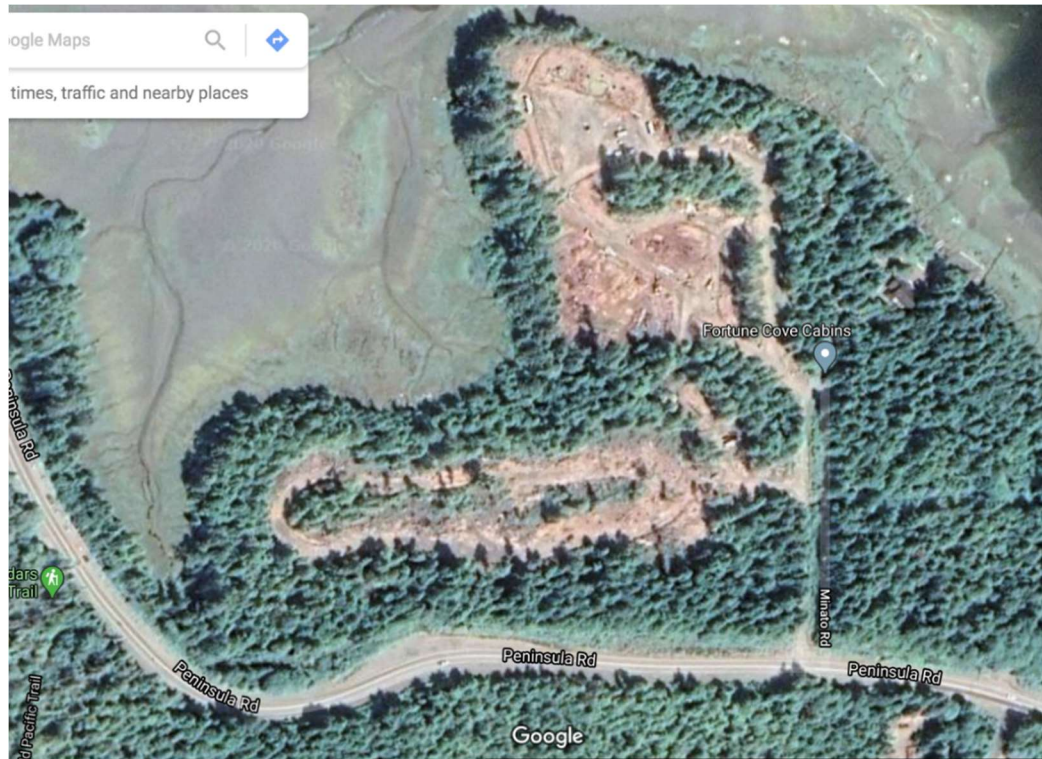


Figure 1 - Site Context

### Proposed Subdivision

The Applicant is proposing a 2-lot subdivision with park dedication (**Figure 2**).



Figure 2 - Subdivision

This subdivision with its large parcels may over time prove to be an interim step that could see the lands develop into a denser residential neighbourhood when the economic and housing climate is right. The park being dedicated at this point will create the opportunity for the community to benefit from that amenity now and leave the considerations for a redevelopment, rezoning, and further subdivision of the Guest House and Campground properties for another day.

### Vehicle Access and Traffic Safety

The site will have access off Minato Road. This road is currently a gravel lane that dead ends after 185m and lies within a 10m road right-of-way. The applicant will be dedicating a further 10m (bringing the total road dedication for Minato Road to the standard 20m width), preparing and paving the road surface, adding a sidewalk, and controlling the storm water as required by Ucluelet's Subdivision Services Control Bylaw No. 521, 1989. As part of the subdivision process the applicant will be required to provide full engineering and bonding for these works. The applicant will also be required to provide a crosswalk so that guests of the campground may safely cross Peninsula Road. Both the Minato Road intersection works, and the crosswalk will require a Ministry of Transportation permit.

### Landscaping, Tree Retention and Removal

All disturbed areas along the Minato Road will be required to have sediment control and will be required to be replanted in native species.



Sewage Disposal

The applicant will be required to complete an engineering review of the onsite and offsite impacts of all sewer works as part of the subdivision process. The Minato works will be required to be sized to handle the current proposal and potential capacity of Minato Road.

Water Supply

The applicant will be required to complete an engineering review of the onsite and offsite impacts of all water works as part of the subdivision process. The Minato works will be required to be sized to handle the current proposal and potential capacity of Minato Road.

Accessibility

All new pedestrian elements such as sidewalks and crosswalks will be fully accessible and will connect to the Peninsula Road multi-use path.

**DP20-02 – PHASE 1 LONG TERM CAMPING AREA**

See **Appendix “H”** for the draft Development Permit. The applicant is proposing to start the development on the property with the long-term campground phase, listed as phase one on the applicant’s site plan (**Figure 3**).



Figure 3 – Proposed Campground including Long-Term stays

This phase consists of 10 RV sites, one two storey 800sqft caretaker cabin, and one washroom facility with two toilets (1 accessible), 2 showers (1 accessible). There is also an animal proof garbage enclosure and guest parking. The pads and 6m lane will be compacted gravel with a paved connecting apron that connects the internal lane to Minato Road.

The roadside will be landscaped in native species trees and understory. The RV sites are to be placed around existing mature trees as per survey provided in Appendix A. To provide access and protect the environmentally sensitive waterfront, an appropriately constructed trail along the stream corridor with a viewing platform on the water would be constructed by the District in the dedicated Park corridor. This will be partially financed by the applicant by the proposed contribution of \$60,000 to trail and waterfront viewing platforms and barriers.

### **DVP19-02**

See **Appendix "I"** for the draft Development Variance Permit.

### **Long-term Campground**

The proposed campground will conform with the proposed Campground zone with the exception of one of the camp sites. This site located within 1.5m of the side yard (see DVP label in Figure 3) whereas the new campground zone requires 7.5m. The applicant is requesting Development Variance Permit (Appendix I) because they would like to fit 10 spaces on this part of the parcel. It should be noted that the future public trail could run close to this campsite.

### **Guest House**

The applicant is requesting a maximum height of the proposed single-family dwelling on the guest house lot to be 10.9m whereas the section 5.1 of the zoning bylaw indicates 8.5. As noted previously, this change would have little impact on the neighboring properties.

### **TUP19-01 – PHASE 1 LONG TERM CAMPING AREA**

The applicant is requesting to allow seasonal employee housing for up to three years in a maximum of 10 Recreational Vehicles on the subject property. The allowance of TUP19-01 would be subject to the applicant installing and maintaining all services and making all site improvements in accordance with the term and conditions of the permit (see **Appendix "J"**) prior to occupying any of the RV units.

### **NO BUILD COVENANT**

The draft restrictive covenant attached as **Appendix "K"** is to ensure that no subdivision or development will occur on 221 Minato Road (Lot B, DL 286, Clayoquot District, Plan VIP79908) unless it is in accordance with the terms and conditions of that covenant. This is a standard covenant put in place to ensure that amenities and securities such as park dedication, cash contributions and greens space covenants that form part of rezoning considerations are secured.

### **OPTIONS REVIEW:**

Staff support this application proceeding as a good mix of land uses on this parcel at this time, and note the public benefit offered by the significant park and trail contributions offered by the owners. If Council is supportive of the current proposal, staff recommend that Council follow the recommendation listed at the outset of this report. A public hearing (at this point in time to be held

by Zoom meeting) would be the next step in the process. Alternatively, Council could consider the following:

7. **THAT** Council provide alternative direction to staff.

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