



**SPECIAL MEETING OF COUNCIL**  
**Wednesday, June 29, 2022 @ 4:00 PM**  
**Ucluelet Community Centre**  
**500 Matterson Drive, Ucluelet**

**AGENDA**

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1. CALL TO ORDER	
2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY	
2.1. Council would like to acknowledge the Yuułu?iŋ?ath, on whose traditional territories the District of Ucluelet operates.	
3. NOTICE OF VIDEO RECORDING	
3.1. Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.	
4. APPROVAL OF AGENDA	
5. ADOPTION OF MINUTES	
5.1. May 24, 2022 Committee of the Whole Minutes <a href="#">2022-05-24 Committee of the Whole - Minato Bay</a>	5 - 11
5.2. June 7, 2022 Special Minutes <a href="#">2022-06-07 Special Minutes</a>	13 - 16
5.3. June 14, 2022 Regular Minutes <a href="#">2022-06-14 Regular Minutes</a>	17 - 43
6. UNFINISHED BUSINESS	
7. PUBLIC INPUT & DELEGATIONS	
7.1. Public Input	
7.2. Delegations	
8. BYLAWS	
8.1. Official Community Plan Bylaw No. 1306, 2022 Bruce Greig, Director of Community Planning <a href="#">Official Community Plan Bylaw No. 1306, 2022</a>	45 - 203
8.2. Zoning Amendment Bylaw No. 1309 – 604 Rainforest Drive Bruce Greig, Director of Community Planning <a href="#">Zoning Amendment Bylaw No. 1309 - 604 Rainforest Drive</a>	205 - 209
8.3. Zoning Amendment Bylaw No. 1312, 2022 – 221 Minato Road	211 - 219

	Bruce Greig, Director of Community Planning <a href="#">Zoning Amendment Bylaw No. 1312, 2022 – 221 Minato Road</a>	
8.4.	Zoning Amendment Bylaw No. 1310, 2022 – B&B's vs. ADU's Bruce Greig, Director of Community Planning <a href="#">Zoning Amendment Bylaw No. 1310, 2022 – B&amp;B's vs. ADU's</a>	221 - 228
8.5.	Zoning Amendment Bylaw No. 1311, 2022 – B&B Overlay Bruce Greig, Director of Community Planning <a href="#">Zoning Amendment Bylaw No. 1311, 2022</a>	229 - 259
9.	REPORTS	
9.1.	2021 Statement of Financial Information Report Donna Monteith, Chief Financial Officer <a href="#">2021 SOFI Report</a>	261 - 289
9.2.	Consideration of the 2021 Annual Municipal Report Paula Mason, Manager of Corporate Services <a href="#">2021 Annual Municipal Report</a>	291 - 339
9.3.	Upcoming 2022 Conference Registration Paula Mason, Manager of Corporate Services <a href="#">Fall 2022 UBCM / VIEA Conferences</a>	341 - 342
9.4.	Ukee DAYS: Road Closure and Noise Bylaw Abby Fortune, Director of Community Planning <a href="#">Road Closure and Noise Bylaw</a>	343 - 344
10.	NOTICE OF MOTION	
11.	CORRESPONDENCE	
11.1.	Request for Townhall re: Rural Economics Shannon Stubbs, M.P. Shadow Minister for Rural Economic Development and Rural Broadband Strategy, Lakeland <a href="#">2022-06-10 Deputy Shadow Minister for Rural Economics Correspondence</a>	345
11.2.	Request for Letter of Support - Shoreline Cleanup Joshua Charleson, Senior Project Manager, Coastal Restoration Society <a href="#">2022-06-14 CCCW Fund - Coastal Restoration Society</a>	347
11.3.	UBCM resolution from Town of Gibsons - Hospice Services Funding William Beamish, Mayor, Town of Gibsons <a href="#">2022-06-16 re: Hospice Services Funding UBCM Resolution</a>	349
11.4.	Request for Resolution: Bylaw update to 3% MRDT collection Denise Stys-Norman, Executive Director, Tourism Ucluelet <a href="#">2022-06-16 MRDT renewal 2022</a>	351
11.5.	Motion at UBCM Protecting BC Coasts From Acidic Washwater Dumping Anna Barford, Canada Shipping Campaigner, Stand.earth <a href="#">2022-06-17 Motion at UBCM</a>	353 - 355
11.6.	Support for Island Rail Corridor David Screech, Mayor, Town of View Royal <a href="#">2022-06-21 Town of View Royal Support for Island Rail Corridor</a>	357



- 11.7. Support for UBCM Resolution - Library Funding  
Jonathan X. Cote, Mayor, City of New Westminster  
[2022-06-21 Support for Library Funding UBCM resolution](#)

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## 12. INFORMATION ITEMS

## 13. MAYOR'S ANNOUNCEMENTS

## 14. COUNCIL COMMITTEE REPORTS

- 14.1. Councillor Marilyn McEwen  
*Deputy Mayor January 1 - March 15, 2022*

- 14.2. Councillor Lara Kemps  
*Deputy Mayor March 16 - May 31, 2022*

- 14.3. Councillor Jennifer Hoar  
*Deputy Mayor June 1 - August 15, 2022*

- 14.4. Councillor Rachelle Cole  
*Deputy Mayor August 16 - October 31, 2022*

- 14.5. Mayor Mayco Noël

## 15. QUESTION PERIOD

## 16. CLOSED SESSION

- 16.1. Procedural Motion to Move In-Camera:  
THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the *Community Charter*.  
*(c) labour relations or other employee relations*

## 17. RECONVENE FROM CLOSED SESSION

## 18. ADJOURNMENT



**DISTRICT OF UCLUELET**  
**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, May 24, 2022 at 5:30 PM**

Present:       **Chair:**       Mayor Noël  
                   **Council:**   Councillors Cole, Hoar, Kems, and McEwen  
                   **Staff:**       Donna Monteith, Acting CAO /Chief Financial Officer  
                           Bruce Greig, Director of Community Planning  
                           James MacIntosh, Director of Engineering Services  
                           Paula Mason, Manager of Corporate Services  
                           Samantha McCullough, Executive Assistant

Regrets:

**1. CALL TO ORDER**

1.1 The meeting was called to order at 5:30pm.

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

2.1 The Committee acknowledged the Yuułu?iŋ?ath on whose traditional territories the District of Ucluelet operates.

**3. NOTICE OF VIDEO RECORDING**

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

**4. LATE ITEMS**

4.1 There were no late items.

**5. APPROVAL OF AGENDA**

5.1 **May 24, 2022 Committee of the Whole Agenda**

2022.2024.COW    *It was moved and seconded THAT The Committee adopt the May 24, 2022 Committee of the Whole agenda as presented.*

CARRIED.

**6. CHAIR'S ANNOUNCEMENT**

**7. REPORTS**

7.1 **Presentation by Minato Development Co.**  
**Chris Bozman**

Mr. Bozman was available to answer questions from the Committee. He mentioned that the developers held a public information Open House on May 18, 2022 with a fairly good turn out.

**7.2 Proposed “Minato Bay” Housing Development - 221 Minato Road  
Bruce Greig, Director of Community Planning**

Mr. Greig gave an overview of his report. He described what the current median income is in Ucluelet, as well as what type of housing that income can afford. He went on to specify the difference between affordable housing and attainable housing.

**DISCUSSION**

The Committee asked if the developer is prepared to commit to affordability being a component of the development. Mr. Bozman answered that 10% of the rental housing would be affordable as defined through BC Housing. Regarding the non-rental, ownership side of the project, their goal is to accommodate local, community people, working within numbers of average annual incomes. Regarding prices, construction costs make it very challenging to keep prices low, but the developer is working with CMHC and BC Housing, to try to get various approaches on programs that help to get people into new housing in an affordable way. That said, he made the point that they cannot go much further into discussions with CHMC or BC Housing until they get to the development permit stage.

Mr. Greig displayed a slide from the 2021 West Coast Housing Needs Assessment, which illustrates how the market price of housing has rapidly diverged from what can be afforded by most households in the community. He also showed 2021 Census data which shows the median income to be approximately \$62,000. Mr. Greig described how there are various mechanisms can be used to ensure that the affordability and attainability carries through, such as conditions and covenants placed on the land title. Mr. Bozman commented that they would be fine with this type of arrangement.

The Committee asked if park dedications and shorelines will be covenanted onto the property. Mr. Bozman answered that the shoreline park and Wild Pacific Trail (WPT) extension lands, could be given to the District of Ucluelet. The Committee asked how the land would connect to the existing WPT or future trail networks. Mr. Bozman showed on a slide where their property could potentially connect with the Ancient Cedars Trail. The Committee inquired about current parking and what the future parking plan looks like for trail users. Although nothing has been finalized at this stage, Mr. Bozman said that conversation

regarding future parking options can be included in engineering talks when planning the offsite civil designs.

The Committee inquired about the 47 waterfront properties with STRs units below. The concern expressed was with each of these being whole house rentals. Mr. Bozman is hoping that the upper units would be subsidized housing, with the lower units being constructed for B&B or short-term rental use. He mentioned that they will need some market-value units in order to keep the other housing prices lower.

The Committee asked what the amenity component of the proposal is. Mr. Bozman suggested covered gathering places with concrete tables, that would be used as community spaces.

The Committee asked for clarification if the development is planned to be free-hold or strata. Mr. Bozman said there may be a stratified component, but it would likely be a bare-land strata with free-hold dwellings on it.

The Committee had some questions regarding being with the tsunami flood hazard zone. Are their engineers certain that with this in mind, they'll be able to subdivide all the lots as shown in the plans? The developer is currently working with a coastal engineering firm and their geo-tech to create a more detailed modelling of what the tsunami risk threshold will be on the property. Within 2-3 weeks there should be detailed reporting on the subject.

The Committee commented that the plans appear to propose development of the lower lands in the later phases, with zoning focusing on the phases of the project located on the higher grounds being developed first. Mr. Bozman answered that Phase 1 (high ground) and Phase 2 (low ground) would be zoned as one package, with Phase 2 having a covenant registered requiring additional engineering being required prior to proceeding.

The Committee asked staff what about the flood mapping of this project is different than the flood mapping that was done for Lot 13? Mr. Greig clarified that nothing is different. The map on shows in the same manner, all flood risk hazard zones that the developer will need to meet additional engineering requirements before being able to build within the identified hazard zone.

Mayor Noël expressed his support of the project, stating that this development will appeal to people who are willing to buy into higher density housing, while being careful to ensure the protection of the

shoreline and the trails. He asked what kind of density bonuses are potentially available to the District to offset some of the additional pressure and associated costs it adds on the community and its services when adding highly dense developments to the area ie. additional parking, parks and general capacity of services? As the location of the project is outside of town the tranquil quaintness of the centre of town should not get affected too much. Mayor Noël commented that more 2-3 bedrooms are needed in the proposed 70 rental units versus 1 bedroom units. He is pleased to see a developer who is willing to work with the Planning Department to create a more diverse range of housing options.

The Committee mentioned that the optimal solution would be a development that provides long-term housing with no nightly rental units, but one that could include a long-term rental suites downstairs instead. Mr. Bozman offered to prepare an economic study of the site with no nightly rentals involved, to see what the results look like and bring it back to Council for review. He feels that there does need to be something at those higher values incorporated into the project to offset the community housing, and would like to prepare a proper business case with data to lean on when making a decision.

Mayor Noël inquired about the plans for access to the property. Where would the potential access point be coming off Peninsula Road? He suggested that perhaps access coming off Minato Road would be preferable for Phase 1 property owners. It was also mentioned that more than one access point would be needed for a development of this size. Mr. Bozman said that although it is still early days, they have engaged a traffic engineer to look at various safe, clear-sighted access points, and potentially a safe turning lane for traffic coming into town..

The Committee asked what impact the development would make on existing water and sewer services.

Mr. MacIntosh, Director of Engineering Services for the District of Ucluelet spoke to the status of and impact to, the five civil services. (Sewer/Water/Electric/Roads/Stormwater)

Sewer: The three lift stations located at Peninsula, Hemlock and Fraser are near the end of their life and are also near their maximum capacity, so essentially any development upstream of those lift stations will require them to be upgraded/replaced to a current standard. The service lines have quite a bit of capacity and useful life left.

Water to site: As there has only been theoretical studies to date, it is recommended that an onsite analysis be reviewed in combination with the development progression.

Electricity: BC Hydro has reviewed the development in concept and feels there is enough system capacity to service the site.

Roads: There has been some concern about a blind spot for traffic travelling south on Peninsula Road and turning left onto Minato Road, causing an unsafe condition. Additionally, Minato Road seems to be out of line with the long-term planning for the area, and although the District has not been prescriptive about that as of yet, we are looking for better way to manage that infrastructure.

Stormwater: Onsite management is preferred and quality of such is being asked of the developer to prove out.

The Committee commented that the developer's Open House the week prior showed a combination of housing types that would appeal to both a young family starting out, having children and moving to a larger unit, and eventually downsizing back into a smaller unit after the family has aged. Mr. Bozman commented that through the CMHC program, there are "aging in place" standards that need to be met, ensuring that there is availability for families to not only move into larger homes, but to downsize also.

The Committee suggested adding a bit more green space to the project's business case scenario, to which Mr. Bozman was not opposed.

## 8. PUBLIC INPUT

### 8.1

#### In person Speakers:

Greg Rawlston - 338 Yew Street

Mr. Rawlston asked the Committee to consider the impact adding such a large development will have on the community's services such as the ambulance, the doctor's office and the hospital.

The Committee commented that the BC Ambulance is anticipating upcoming growth in the region, the upcoming replacement of the Fire Hall is being planned with expansion of the community in mind, and that in order to address the current issues that already exist in town, we need some growth to generate funds to continue to upgrade and grow our infrastructure.

Barbara Schramm - 1958 Bay Street

Ms. Schramm spoke on behalf of the Wild Pacific Trail Society. Although the society understands the pressure to grow as a community, they are



concerned about their ability to reach and educate people staying in short-term rentals for just a couple of nights, about the protection of the mudflat areas around the development. She also drew attention to the potential increase in traffic using the trail access off the highway needing more parking spaces.

Susan Lee - 1162 Helen Road

Ms. Lee advised that she is currently educating herself on how permits/processes work, but wondered if there is a method of analyzing all the projects that are planned for the coming years in an accumulative way?

Mayor Noël mentioned that the District has more information available to them now than ever before, such as Land Use studies highlighting growth potential, location of old growth and fish bearing streams in the area, the Official Community Plan etc. Mr. Greig spoke to the fact that the OCP showed what growth we wanted, then each development is sized according to it.

Ms. Lee stated that although these projects are being applauded for accommodating housing, the same issues will re-occur in a few years.

The Committee asked if, when the development units come to market, will the units will be offered to locals first? Mr. Bozman answered that currently locals are the first to know of the project, but as the word gets out there others will come to know of it. He re-iterated the total project's long horizon would still be 10+ years until completion. Problems such as lack of services are already here, and we need to attract the right people in order to maintain full services.

Email to community@ucluelet.ca:

Laurie Crozier - #8 430 Orca Crescent

Ms. Crozier wrote in opposition to growth in the community. She expressed concerns about further clearing of trees and land, and impact on infrastructure.

Mr. Bozman clarified that the land on Minato Road was cleared prior to their purchasing it and that they are actively working with conservation groups to figure out carbon calculations for both the current project and for what was done to the land prior under previous ownership. The architectural design of this project has a large focus on preserving the trees and natural environment that are left.

Mayor Noël said he would like to see this project go to the next step, knowing that there are more hoops along the way such as

rezoning/subdivision etc. Ms. Lee asked if the community will have any input in the design. Mayor Noël answered there will be many opportunities for public input throughout the process.

There was no further public input.

**9. ADJOURNMENT**

**9.1 The meeting was adjourned at 6:58pm.**

**CERTIFIED CORRECT:** Minutes of the Committee of the Whole Meeting held on Tuesday, May 24, 2022 at 5:30 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Mayco Noël, Mayor

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Paula Mason, Deputy Corporate Officer



**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, June 7, 2022 at 5:00 PM**

Present:      **Chair:**            Mayor Noël  
                  **Council:**        Councillors Cole (via Zoom), Hoar, Kemps, and McEwen  
                  **Staff:**             Duane Lawrence, Chief Administrative Officer  
                                    Bruce Greig, Director of Community Planning  
                                    Paula Mason, Manager of Corporate Services

Regrets:

**1. CALL TO ORDER**

**1.1**

The meeting was called to order at 5:00pm.

**2. ACKNOWLEDGEMENT OF THE YUULU?IL?ATH**

**2.1**

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

**3. NOTICE OF VIDEO RECORDING**

**3.1**

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

**4. APPROVAL OF AGENDA**

**4.1 June 7, 2022 Special Agenda**

2022.2023.SPECIAL *It was moved and seconded THAT Council adopt the June 7, 2022 Special Agenda as presented.*

CARRIED.

**5. ADOPTION OF MINUTES**

**6. PUBLIC INPUT & DELEGATIONS**

**6.1 Public Input**

There was no public input.

**6.2 Delegations**

There were no delegations.

**7. UNFINISHED BUSINESS**

**8. BYLAWS**

**8.1 Minato Bay Housing Development - 221 Minato Road  
Bruce Greig, Director of Community Planning**

Mr. Greig gave an overview of his report and presented to Council both the draft bylaw and zoning conditions for review.

The applicant was given the opportunity to speak. Mr. Bozman of Minato Bay Developments noted that since the feedback received at the May 24, 2022 Committee of the Whole, the developers are pleased to say that they are working towards providing only long-term housing within the project and no short-term rentals.

Council asked how the percentages of how many rental units were 1, 2 or 3 bedroom units came about. They noted that the percentage of 3-bedroom units, which would accommodate families, is a bit low.

Mr. Bozman clarified that the rental side of the available properties consisting of 40% being 1-bedrooms, 40% being 2-bedrooms, and 20% being 3-bedrooms, makes sense to allow for efficient use of available square footage. Regarding the units on the ownership side of the project, he said that although they are still in the early stage of planning, he feels its likely the ratio would be equal amounts of 2-bedroom and 3-bedroom units and no 1-bedroom units.

2022.2024.SPECIAL *It was moved and seconded THAT Council, with regard to the proposed housing development at 221 Minato Road:*

1. *Give first reading to District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022;*
2. *Give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022;*
3. *Direct staff to give notice for a public hearing to be held on District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022;*
4. *Indicate to the applicant and the public that adoption of District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022, would be subject to registration of a Section 219 restrictive covenant on the title of the property at 221 Minato Road as outlined in Staff Report No. 22-74 to ensure, as a matter of public interest, that the land uses, infrastructure, park dedication, trail construction, housing affordability and tenancies, buildings, site works, and landscaping be developed as proposed to the community.*

CARRIED.

**9. NOTICE OF MOTION****9.1**

There were no notices of motions.

**10. CORRESPONDENCE****10.1**

There were no correspondence items.

**11. MAYOR'S ANNOUNCEMENTS****12. COUNCIL COMMITTEE REPORTS****12.1 Councillor Marilyn McEwen**

*Deputy Mayor January 1 - March 15, 2022*

**12.2 Councillor Lara Kemps**

*Deputy Mayor March 16 - May 31, 2022*

**12.3 Councillor Jennifer Hoar**

*Deputy Mayor June 1 - August 15, 2022*

June 1, 2022: Attended the Wild Pacific Trail Society meeting

June 5, 2022: Attended the Wild Pacific Trail Society's visioning session

**12.4 Councillor Rachelle Cole**

*Deputy Mayor August 16 - October 31, 2022*

**12.5 Mayor Mayco Noël****13. QUESTION PERIOD****13.1**

There was one letter received to [communityinput@ucluelet.ca](mailto:communityinput@ucluelet.ca) and read into the record from Shari Hayward, who is in support of the Minato Bay Project.

**14. ADJOURNMENT****14.1**

The meeting was adjourned at 5:27pm.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, June 7, 2022 at 5:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

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Mayco Noël, Mayor

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Paula Mason, Deputy Corporate Officer



**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, June 14, 2022 at 4:00 PM**

Present:      **Chair:**            Mayor Noël  
                  **Council:**        Councillors Cole, Hoar, Kemps, and McEwen  
                  **Staff:**             Duane Lawrence, Chief Administrative Officer  
                                 Bruce Greig, Director of Community Planning  
                                 Abby Fortune, Director of Parks and Recreation  
                                 James MacIntosh, Director of Engineering Services  
                                 John Towgood, Municipal Planner  
                                 Donna Monteith, Chief Financial Officer  
                                 Paula Mason, Manager of Corporate Services

Regrets:

Page

**1      CALL TO ORDER**

1.1    The meeting was called to order at 4:00pm.

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

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

**3      NOTICE OF VIDEO RECORDING**

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

**4      LATE ITEMS**

4.1    Add the following items to Regular Agenda Item 10.7 "Temporary Use Permit 912 Barclay Place - Correspondence Items received."

9 - 27

[TUP 22-04 correspondence](#)

**5      APPROVAL OF AGENDA**

5.1    June 14, 2022 Regular Agenda

2022.2118.REGULAR    *It was moved and seconded THAT Council adopt the June 14, 2022 Regular Agenda as amended.*

CARRIED.

**6      ADOPTION OF MINUTES**

**6.1 May 31, 2022 Regular Minutes**

2022.2119.REGULAR *It was moved and seconded THAT Council approve the May 31, 2022 Regular Minutes as presented.*

CARRIED.

**7 PUBLIC INPUT & DELEGATIONS**

## 71 Public Input

**Matt Harbidge - 1816 Peninsula Road - In Person**  
**Expressed concerns for the lack of affordable housing in Ucluelet and suggested that Council put a focus on coming up with solutions.**  
**There was no further public input.**

## 72 Delegations

**Wild Pacific Trail Society overview**  
**Barbara Schramm**

Ms. Schramm provided an update and overview of the Wild Pacific Trail Society via slideshow presentation. Mr. Ferris provided a financial overview. Ms. Ellen Kimoto advised that one of the benches on the trail had been vandalized.

**8 UNFINISHED BUSINESS**

**8.1 There was no unfinished business.**

**9 BYLAWS**

**9.1 Zoning Amendment Application - Pacific Rim Charters & Guest Lodge (354 Forbes Road)**  
**Bruce Greig, Director of Community Planning**

Mr. Greig provided a summary of his report. The applicant, Mr. Kaczmar also presented to Council.

2022.2120.REGULAR *It was moved and seconded THAT Council give first and second readings to Ucluelet Zoning Amendment Bylaw No. 1303, 2022; THAT Council refer Ucluelet Zoning Amendment Bylaw No. 1303, 2022, to a public hearing; THAT Council rescind third reading of Ucluelet Housing Agreement Bylaw No. 1249, 2019; THAT Council amend Ucluelet Housing Agreement Bylaw No. 1249, 2019, to include the new section 3 in Schedule A and to replace Schedule B as shown in Appendix B to the staff report dated March 15, 2022;*

*THAT Council give Ucluelet Housing Agreement Bylaw No. 1249, 2019, third reading as amended; and,  
THAT Council direct that any business license issued for Commercial Tourist Accommodation use on the property at 354 Forbes Road contain the condition that the business license would not be renewed unless an appropriate fire access easement is first registered on the title of the neighbouring vacant lot.*

CARRIED.

## 10 REPORTS

### 10.1 Trail Right of Way over 348 Pass of Melfort Bruce Greig, Director of Community Planning

Mr. Greig gave an overview of his report.

2022.2121.REGULAR *It was moved and seconded THAT Council, for the purposes of creating a public pathway over 348 Pass of Melfort, Strata Lot 10, Plan VIS5896, Section 1, Barclay Land District:  
1. Direct District of Ucluelet staff to execute and register the S.218 Statutory Right of Way attached as Appendix A of staff report 22-78.  
2. Direct District of Ucluelet staff to coordinate the environmental and estimating work required so that a public pathway over 348 Pass of Melfort and relocated elements of the Wild Pacific Trail can be considered and prioritized in future budgeting process. It was moved and seconded THAT a letter of appreciation be forwarded to the property owners and some form of tribute to them be included in the trail construction.*

CARRIED.

### 10.2 Approval to proceed to an Alternative Approval Process Paula Mason, Manager of Corporate Services

Ms. Mason gave a brief overview of the Alternate Approval Process.

2022.2122.REGULAR *It was moved and seconded WHEREAS the District of Ucluelet has given three readings to Loan Authorization Bylaw No. 1304, 2022 which proposes that authorization be given to borrow upon the credit of the municipality a sum not exceeding thirteen million dollars (\$13,000,000) to finance the costs of the development of a water treatment system for the District's well fields, surface water supply and increasing of the District's water storage capacity, which will be repaid over a period not to exceed thirty (30) years;  
AND WHEREAS the District of Ucluelet cannot adopt Bylaw No. 1304, 2022 until the approval of the electors has been obtained;  
THEREFORE BE IT RESOLVED THAT Council direct the Corporate Officer to undertake an Alternative Approval Process to determine the opinion of the electors with regard to the matter; and*

*THAT Council establish a period of 30 days, from July 7, 2022 to August 8, 2022, for the submitting and receiving of Elector Response Forms; and THAT Council approve the Elector Response Form, attached to Staff Report number 22-75 for conducting the Alternative Approval Process for Loan Authorization Bylaw No. 1304, 2022; and THAT Council establish 2060 electors as the number of electors for the District of Ucluelet.*

CARRIED.

**10.3 MRDT - Designated Recipient  
Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence provided an overview of how MRDT funds are currently handled and how they would be handled if Tourism Ucluelet became the designated recipient going forward.

2022.2123.REGULAR *It was moved and seconded THAT Council approve option A, to designate Tourism Ucluelet as the Designated Recipient of the Municipal Resort Development Tax.  
It was moved and seconded THAT Council take a brief recess at 5:27pm, returning at 5:36pm.*

CARRIED.

**10.4 Canada Day Road Closure  
Abby Fortune, Director of Parks & Recreation**

Ms. Fortune requested the authorization of Council to close Fraser Lane on July 1, 2022.

2022.2124.REGULAR *It was moved and seconded THAT Council approve Option A, to authorize the closure of Fraser Lane from 8:00 a.m. to 4:00 p.m. in front of the Village Green on Friday, July 1, 2022.*

CARRIED.

**10.5 Temporary Use Permit 1632 Bay Street  
Bruce Greig, Director of Community Planning**

Councillor Kemps recused herself from the meeting at 5:39pm as her employer was the applicant.

Mr. Greig gave a summary of his report. Members of the public were given the opportunity to comment, as was the applicant.

2022.2125.REGULAR *It was moved and seconded THAT Council, subject to public comment and provided that the applicant reorient the trailer to be perpendicular to the residence, authorize the issuance of Temporary Use Permit 22-02 to allow one seasonal RV camping space for local workers in the front yard of 1632 Bay Street for a period of 6 months.*

CARRIED.

**10.6 Temporary Use Permit 1992 Peninsula Road**

**Bruce Greig, Director of Community Planning**

Councillor Kemps rejoined the meeting at 5:50pm.

Mr. Greig gave a summary of his report. Members of the public were given the opportunity to comment, as was the applicant.

2022.2126.REGULAR *It was moved and seconded That Council, subject to public comment authorize;*  
*1. Amend Temporary Use Permit 19-04 by adding two new seasonal RV camping spaces for local workers to the rear of the Howlers Restaurant to the existing permit allowance of one space; and*  
*2. Renew Temporary Use Permit 19-04, as amended, for a total of three seasonal RV camping spaces for local workers to the rear of the Howlers Restaurant for a period of 3 Years.*

CARRIED.

**10.7 Temporary Use Permit 912 Barclay Place**  
**Bruce Greig, Director of Community Planning**

Mr. Greig gave a summary of his report. Members of the public were given the opportunity to comment, as was the applicant. The following members of the public spoke in-person:

1. Ellen Kimoto - 855 Peninsula Road
2. Don Ferris - 855 Barkley Place
3. Jonathan Greenglass - 917 Barkley Place

Letters in opposition to the application from the following members of the public were read into the record:

1. Joe Soltysik - 952 Peninsula Road
2. Daniel Rodriguez - 897 Barclay Place
3. Kellyanne & Rod Faulkner - 966 Peninsula Road

**10.8 2022 UBCM Community Excellence Awards**  
**Paula Mason, Manager of Corporate Services**

Ms. Mason presented her report.

2022.2127.REGULAR *It was moved and seconded THAT Council authorize staff to submit a joint application in collaboration with the District of Tofino, for consideration for UBCM's 2022 Community Excellence Awards - Excellence in Sustainability category, for the bylaw amendments banning Single-Use Plastic Utensils in both municipalities, as recently adopted in the Spring of 2022.*

CARRIED.

**11 NOTICE OF MOTION**

**11.1 There were no Notices of Motions.**

**12 CORRESPONDENCE**

**12.1 With Thanks re: May 31st meeting**  
**Rebecca Hurwitz, Ucluelet resident**

Councillor McEwen read the email aloud and thanked the writer for the appreciation given.

### 13 INFORMATION ITEMS

#### 13.1 Clean Drinking Water Action Plan Update James MacIntosh, Director of Engineering Services

Mr. MacIntosh provided Council with an update concerning Ucluelet's Clean Drinking Water Action Plan, specifically the results of the water distribution flushing and what can be expected in the year ahead. Council commended Mr. MacIntosh and the Public Works team for their hard work, positive solutions and high level of direct communication with both Council and the community.

#### 13.2 Wayfinding Standards Abby Fortune, Director of Parks & Recreation

Ms. Fortune provided Council with information regarding the Improvement of the community Wayfinding System.

### 14 MAYOR'S ANNOUNCEMENTS

#### 14.1 Mayor Noël noted two upcoming Community events: 1. Saturday June 18, 2022 at 11:00am Celebration of Life for Dustin Riley 2. Saturday June 18, 2022 at 2:00pm Ucluelet Secondary School graduation ceremony

### 15 COUNCIL COMMITTEE REPORTS

#### 15.1 Councillor Marilyn McEwen *Deputy Mayor January 1 - March 15, 2022*

June 11, 2022: Sooke opened their new library

#### 15.2 Councillor Lara Kemps *Deputy Mayor March 16 - May 31, 2022*

June 8, 2022: Attended the Alberni Clayoquot Regional District meeting  
June 15, 2022: Will be attending the Ucluelet Secondary School PAC meeting

#### 15.3 Councillor Jennifer Hoar *Deputy Mayor June 1 - August 15, 2022*

#### 15.4 Councillor Rachelle Cole *Deputy Mayor August 16 - October 31, 2022*

June 1, 2022: Attended the Westcoast Committee meeting  
June 8-10, 2022: Attended the 2022 Climate Leaders Institute  
June 15, 2022: Will be attending the UES PAC meeting  
June 21, 2022: Community Skate Fundraiser for Cops for Cancer 5:00pm - 9:00pm

**15.5 Mayor Mayco Noël**

**16 QUESTION PERIOD**

**16.1 Nora O'Malley, Westerly News reporter, spoke in person asking Mr. MacIntosh some questions related to his earlier Clean Drinking Water Action Plan Update report. Mr. MacIntosh responded in detail. There was no further public input.**

**17 CLOSED SESSION**

**17.1 Procedural Motion to Move In-Camera**

2022.2128.REGULAR *It was moved and seconded*

*THAT the meeting be closed to the public in order to address agenda items under following Section of the Community Charter:*

*Section 90 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and Section 90 (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

CARRIED.

**18 RECONVENE FROM CLOSED SESSION**

**19 ADJOURNMENT**

**19.1 The meeting was adjourned at 7:51pm.**

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, June 14, 2022 at 4:00 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Mayco Noël, Mayor

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Paula Mason, Deputy Corporate Officer





**From:** [REDACTED]  
**To:** [Community Input Mailbox](#); [John Towgood](#); [Bruce Greig](#)  
**Subject:** 912 barclay place temporary use application input.  
**Date:** June 13, 2022 9:27:49 PM

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[External]

Hello Mayor and Council,

I'm Nick Haisch, resident and owner of 920 Amphitrite place and also owner and operator of Surf Junction Campground. I am writing to express my opposition to the Temporary Use Application submitted for 912 Barclay Pl. First I would like to acknowledge the need and the difficulties for staff housing. It is something that I have been investing in and working on for the past 6 years. I house almost 20 of my own staff at Surf Junction and have also provided housing for businesses that include, Tofino Nature Kids, Black Rock Resort, Ucluelet Brewery, Long Beach Surf Shop, Ucluelet Distillery, Yayu Cafe, Wick'd Surf School, Ucluelet Aquarium and others. So I know full well the challenges of the situation and am working to make it better.

With this application I was never contacted by the applicants, asked if I would support their application or asked for input. My house looks directly at the applicant's property and I will have full view of any campers living there. Looking over the application I see that the applicants are applying to use portable toilets. As a campground owner, I would strongly advise against this. I know the "thwang" and "clunk" of the portable toilet doors well and it's something that most of the surrounding neighbors will be able to hear many times a day within their homes. On top of that, because the applicant's property is located right next to a public park with no public bathroom, I think it would be highly likely that those portable toilets will get used by visitors to the park, and the public will be trespassing on the applicants property. If approved, I would ask that campers be tied into the sewer system on the lot.

As a campground owner that provides both seasonal and long term campsites, I would advise against allowing 3 campers on such residential lots anywhere in Ucluelet. A single camper outside of a house can be easily maintained using the garbage, storage, and utilities of that house. Allowing 3 campers, even seasonally, requires a significant investment in infrastructure on the property to make sure there are no conflicts with wildlife, no unsightly mess, proper garbage disposal, barriers if pets would be onsite, safe drinking water, sewer disposal and safe utilities. Because the applicant's property is located right next to and in direct sight of a public park, these issues are all the more important for the applicants to address before any Temporary Use Application could be considered.

Lastly, my concern is for traffic in the area and around the park. This is a neighborhood full of young families, kids and a park. There have been many instances of cars and large trucks speeding and driving erratically through the Kimoto/Barclay/Amphitrite intersection. Adding more drivers in and out of the area many times a day will add to my worries that a child will get injured there.

In conclusion I am opposed to the application for this property. I do not believe this residential property could support 3 campers without having a very negative effect on the rest of the residents of the neighborhood. Had the applicants asked me for input this is what I would have provided to them.

Thanks,

Nick Haisch  
Resident of 920 Amphitrite Place  
Owner Surf Junction Campground

Sent from my iPhone

June 11, 2022

Re: Application For A Temporary Use Permit No. TUP22-04

To: The District Of Ucluelet Council

My name is John McQuaid and I own the property at 883 Barkley Place.

I purchased the lot in 1999 with the clear understanding that the Edge Subdivision required permanent fixed homes that met a minimum square footage. When the district decided to allow an additional mobile dwelling located on a property with a fixed dwelling to relieve the housing shortage for seasonal workers, I agreed with this decision. In fact, the applicants 878 Barkley Pl. appear to have taken advantage of this with an Airstream Trailer in their driveway providing seasonal accommodations.

Their application for the lot at 912 Barkley Pl. does include a fixed dwelling that meets the covenant for this Subdivision but proposes 3 mobile dwellings on lot which would be a trailer park and negatively changes the character our neighbourhood.

Could the applicants not have these mobile seasonal accommodations located on their Howler's Restaurant Property?

I strongly object to the approval of this application.

John McQuaid

883 Barkley Place, Ucluelet, BC V0R 3A0

To: District of Ucluelet

From: Urgel/Helen Ruel

866 Barclay Place, Ucluelet, B.C.

Re: Temporary Use Permit No. TUP22-04 Meeting - June 14/22 4:00 p.m.

We understand about the housing shortage in Ucluelet. But don't agree the addition of three trailers on a lot in our subdivision is a good idea.

When we purchased our property many years ago, the original plan for the subdivision did not include that lots be used for a number of trailers.

Will change the whole dynamic of our neighborhood, which has single family homes many with young children as well as retired individuals. Definitely family orientated.

There are safety issues, traffic issues, possible wildlife issues. Also possible noise issues.

In addition to the large concentration of homes in our area, we also have tourists with children stopping by to use neighborhood playground (Kimoto Park) exploring the beach and close by trails. Which adds to foot traffic and number of cars. Our roads are not very wide.

There is already an increase in traffic on the roads, as well as unleashed dogs running in the meadow chasing deer and disturbing the natural habitat of waterfowl and resident herons.

If three trailers are allowed, how would you control number of people living in each trailer and if they have pets. How would you know if each person is actually working for the restaurant. Would trailers be removed at end of each season (if not, how would you know if other people haven't moved in) and how long is the season. Ucluelet has a long tourist season.

There might be another piece of property that would be better suited to have three trailers placed on it, where they would blend in better with the surrounding area, and be closer to the restaurant.

Think anyone who has spent time in our subdivision would agree that it wouldn't be suitable to let the Temporary Use Permit to go forward.

Thanks

Urgel and Helen Ruel

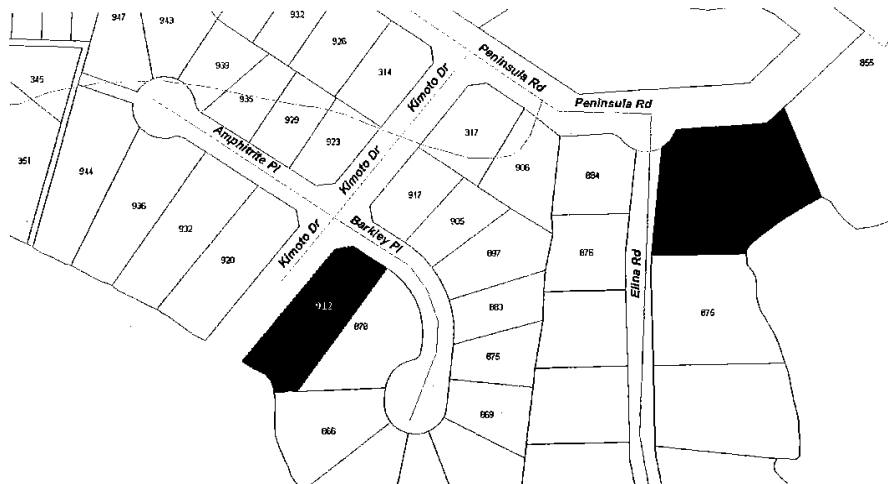
## Public Notice – Temporary Use Permit

Pursuant to Section 494 of the *Local Government Act*, public notice is hereby given that the District of Ucluelet will consider the following Temporary Use Permits at a regular meeting of Council held at the Ucluelet Community Centre, located at 500 Matterson Drive, Ucluelet B.C., on **June 14, 2022, commencing at 4:00 p.m.**

### Temporary Use Permit No. TUP22-04

**Applicant:** KENT FUREY; AMIE SHIMIZU **Location:** 912 BARCLAY PL **Legal Description:** PID 023196424, Lot 27, Plan VIP61995, Section 1, Barclay Land District, (SITUATED IN CLAYOQUOT DISTRICT).

**Purpose:** In general terms, the purpose of this application is to allow three seasonal RV camping space for local workers in the vacant property of 912 Barkley Place of Howlers Restaurant for a period of 3 Years.



Site Map

Anyone who believes this application will affect their interests may make a written submission and/or will be given an opportunity to be heard at the Council meeting as follows:

**Participate by Written Submission:** All written submissions must include your name and street address. Any submissions dropped-off or mailed to the District office, must be received before the start of the Council Meeting. Written submissions are considered part of the public record pursuant to the *Freedom of Information and Protection of Privacy Act*.

**Drop-off at the District Office**  
200 Main Street  
Ucluelet B.C.

**Mail**  
District of Ucluelet  
P.O. Box 999, Ucluelet B.C. VOR 3A0

**Email**  
[communityinput@ucluelet.ca](mailto:communityinput@ucluelet.ca)

**Attend the Council Meeting in-person or by Zoom:**  
**Attend In-person**  
Ucluelet Community Centre,  
500 Matterson Drive, Ucluelet  
B.C.

If you plan to attend in-person, we ask that you follow all current Provincial Health guidelines and protocols.

**Attend by Zoom and Telephone**  
To attend by zoom or Telephone please visit the upcoming meetings section of the Communicating with Council web page:

<https://ucluelet.ca/community/district-of-ucluelet-council/communicating-with-council>

If you cannot access this web page or need more information on how to participate, please visit the District Office or contact the Corporate Services Department at 250-726-7744 or [pmason@ucluelet.ca](mailto:pmason@ucluelet.ca).

Council Meetings are also live streamed on the District of Ucluelet's YouTube Channel.

**Review the application:** The application, permit and other relevant materials may be inspected at the District of Ucluelet office at 200 Main Street from the date of this notice, until the Council Meeting, between regular office hours. COVID-19 protocols apply.

**Questions?** Contact the District of Ucluelet's Planning Department at 250-726-7744 or [jtowgood@ucluelet.ca](mailto:jtowgood@ucluelet.ca).

**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** Fwd: Opposition to Temporary Use Permit at 912 Barclay Place  
**Date:** June 14, 2022 9:23:10 AM

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**[External]**

Hi there,

Having just heard back from the District regarding my questions, my revised letter is attached below.

Thank you kindly,  
Heather Bettger

Ucluelet Council,

This letter is to express concern and disapproval of the temporary use permit for 912 Barclay, submitted by Kent Fury and Amie Shimizu. **I am not in approval of this project for the following reasons;**

- 1) When looking to settle in Ucluelet, we specifically sought out a safe, quiet, family friendly, well-kept neighbourhood with residential zoning. We knew once we toured the neighbourhood that this was where we wanted to raise our future family. Since moving here 11 years ago, our decision has been reaffirmed, as we know all of the neighbours and there is a true sense of community in the neighbourhood. It is our opinion that introducing temporary workers to this neighbourhood is unlikely to add to the sense of community that we have helped create.
- 2) Our three kids very regularly play at the Kimoto playground, located beside 912 Barclay Place. Whereas we have just begun to allow our oldest son to go to the park on his own with friends, we would no longer feel comfortable doing so, knowing that there are now multiple, temporary workers living directly adjacent to the one and only play area at the south end of Ucluelet.
- 3) Ucluelet's Municipla Planner has informed me that the driveway for this property is proposed to stay where it is currently located. As a neighbourhood that has no sidewalks, this location beside the park has always been the most well used and safest area for neighbourhood kids bike and play most evenings. If you visit the site in question, you will note that the current driveway entrance is right at the gate entrance to Kimoto park, which is unquestionably and highly dangerous. The salmon berry bushes at the side of the driveway result in no way for a vehicle to be able to safely check for children before exiting, or even nosing out of the driveway. If council is not familiar with the location of the driveway in proximilty to the park, please visit the site in question, as this one item alone is highly concerning to me and all other parents who frequent this park and constitutes a very real safety hazard for our children. Note that concerns regarding vehicle traffic at this particular intersection were raised with the District last year, yet to my understanding the concerns were not addressed.

4) I have been informed by Ucluelet's Munciple Planner on June 14th that two individuals may reside in each RV. That could amount to 6 temporary workers and potentially 6 more vehicles. The application states that this accommodation is for fishing guides. Given that guides typically leave for fishing at daybreak, this could result in up to 6 vehicles starting up and driving through our quiet, end of the road residential neighbourhood every morning in the summer before sunrise.

5) Under District of Ucluelet Bylaw No. 1164, it is stated under s. 5.3(a)(iv) the requirement to 'provide 'Any consultations the Applicant has undertaken or proposes to undertake with neighbours and the community'. Having reviewed the application in person I noted the Applicants had included the statement 'I have spoken almost all of the neighbours 100 paces around and they have all shown support to our application'. Having personally spoken with the residents of the 5 properties in closest proximity to 912 Barclay myself, I have reason to believe the Applicants statement was false and was meant to mislead the District by proposing there is support when the neighbourhood is overwhelmingly opposed. My understanding is that letters from most of these neighbours have already been submitted, opposing this permit.

6) My understanding from adjacent neighbours is that Bylaw concerns have previously been raised regarding the Applicant's conduct after having moved to this neighbourhood. Concerns regarding late night noise, revving car engines, and fast driving have left me with little confidence that the Applicant will help ensure respectful conduct from their employees who may reside on the site, which is situated between the Applicant's property and the kids park.

7) This lot in question is an Oceanfront lot. Despite the Applicant pointing out that there is 'hedging that covers entire area, providing privacy', they failed to note that the majority of this vegetation is salmonberry, which do not grow to great heights. Given the elevation of some of the surrounding homes, they will have 3 RVs visible in the forefront of their oceanview.

8) Though the application states this property will be used during the summer months, there is nothing holding the applicant to this and nothing prohibiting them from housing numerous employees from their other business outside of tourist fishing season, up to the 6 month maximum.

9) It is my understanding that the Applicant has other properties that could be used to accommodate temporary RVs, situated in areas where early morning noise and traffic will not impact as many residents as it would in a residential area.

Whereas I recognize the need for staff accommodation, this needs to be done in a way that ensures that it will not negatively impact the many existing residents who have chosen this neighbourhood and pay significant property taxes to live in this desirable neighbourhood. For all of the reasons listed above, **we strongly oppose the issuance of a temporary use permit at 912 Barclay Place.**

I appreciate you giving thought to our considerations.

Regards,  
Heather Bettger, Dan Smith, Jack, Reef & Benson Smith  
932 Peninsula Road, Ucluelet, BC



**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** Opposition to Temporary Use Permit at 912 Barclay Place  
**Date:** June 14, 2022 7:22:54 AM

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**[External]**

Ucluelet Council,

This letter is to express concern and disapproval of the temporary use permit for 912 Barclay, submitted by Kent Fury and Amie Shimizu. I am not in approval of this project for the following reasons;

- 1) When looking to settle in Ucluelet, we specifically sought out a safe, quiet, family friendly, well-kept neighbourhood with residential zoning. We knew once we toured the neighbourhood that this was where we wanted to raise our future family. Since moving here 11 years ago, our decision has been reaffirmed, as we know all of the neighbours and there is a true sense of community in the neighbourhood. It is our opinion that introducing an unknown number of temporary workers to this neighbourhood is unlikely to add to the sense of community that we have helped create.
- 2) Our three kids very regularly play at the Kimoto playground, located beside 912 Barclay Place. Whereas we have just begun to allow our oldest son to go to the park on his own with friends, we would no longer feel comfortable doing so, knowing that there are now multiple, temporary workers living directly adjacent to the one and only play area at the south end of Ucluelet.
- 3) Under District of Ucluelet Bylaw No. 1164, it is stated under s. 5.3(a)(iv) the requirement to 'provide 'Any consultations the Applicant has undertaken or proposes to undertake with neighbours and the community'. Having reviewed the application in person I noted the Applicants had included the statement 'I have spoken almost all of the neighbours 100 paces around and they have all shown support to our application'. Having personally spoken with the residents of the 5 properties in closest proximity to 912 Barclay myself, I have reason to believe the Applicants statement was false and was meant to mislead the District by proposing there is support when the neighbourhood is overwhelmingly opposed. My understanding is that letters from most of these neighbours have already been submitted, opposing this permit.
- 4) I contacted the District on June 8 for clarification around whether there are occupancy or vehicle stipulations that would be tied to this permit. As of the morning of June 14th, I have not yet received a response. My concern is that if there is not an occupancy limit on the 3 proposed RVs, there is no control over the number of people who may live there over the next 3-6 years, and the number of vehicles they may have. If two individuals were to live in each, that would amount to 6 temporary workers and potentially 6 more vehicles. Who is to say there couldn't be 4 workers sleeping in each RV, which would amount to 12 people and potentially 12 vehicles.
- 5) The application states that this accommodation is for fishing guides. Given that guides typically leave for fishing at daybreak, this will result in vehicles starting up and driving through our quiet residential neighbourhood every morning in the summer before sunrise. Will it be 3 cars driving by or 12? We don't know and have no control over this.

6) My understanding from adjacent neighbours is that Bylaw concerns have previously been raised regarding the Applicant's conduct after having moved to this neighbourhood. Concerns regarding late night noise, revving car engines, and fast driving have left me with little confidence that the Applicant will help ensure respectful conduct from their employees who may reside on the site, which is situated between the Applicant's property and the kids park.

7) This lot in question is an Oceanfront lot. Despite the Applicant pointing out that there is 'hedging that covers entire area, providing privacy', they failed to note that the majority of this vegetation is salmonberry,, which do not grow to great heights. Given the elevation of some of the surrounding homes, they will have 3 RVs visible in the forefront of their oceanview.

8) Though the application states this property will be used during the summer months, there is nothing holding the applicant to this and nothing prohibiting them from housing numerous employees from their other business year round.

9) It is my understanding that the Applicant has other properties that could be used to accommodate temporary RVs, situated in areas where early morning noise and traffic will not impact as many residents as it would in a residential area.

Whereas I recognize the need for staff accommodation, this needs to be done in a way that ensures that it will not negatively impact the many existing residents who have chosen this neighbourhood and pay significant property taxes to live in this desirable neighbourhood. For all of the reasons listed above, we strongly oppose the issuance of a temporary use permit at 912 Barclay Place.

I appreciate you giving thought to my considerations.

Regards,  
Heather Bettger, Dan Smith, Jack, Reef & Benson Smith.

June 12, 2022

Chris & Jeannette Garcia  
929 Amphitrite Place  
Ucluelet, BC  
VOR 3A0

Re: Temporary Use Permit TUP22-04

Dear Mayor, Council and District of Ucluelet Planning Department,

Upon first learning about this application through the notice we receive in our mailbox, we feel it's necessary to express our concerns regarding this. Our understanding that one of the requirements necessary is to receive verbal approval from surrounding neighbours. We have not been approached by Kent or Amie to be asked our position about this potential request.

We feel that an RV park, big or small, is not suitable for our location. This is a Cula sac with residential zoned properties and adding RV rentals would be an additional strain. Proper services such as sewer, water and electrical are sanitary and safety concerns in addition to increased wildlife attractants. There is no limit on how many people can live in each unit which could mean that up to four people per unit would add considerable density and an increased amount of traffic/parking issues. This also has the potential to create noise issues with people congregating outdoors as a communal gather place. At this time, we have a number of building projects going one with trades living onsite along with vacation rentals that already add to our density and adding three RV's on one residential building lot is not in the best interest of this neighborhood.

Our understanding is that Kent and Amie have been granted similar permission to have RV's behind Howler's restaurant and we question why this is necessary in addition to that?

We know there is a housing crisis in Ucluelet but putting in a make shift campground on empty residential lots in the community is not the answer to our housing crisis. This creates shanti towns with poor sanitation. Portable porta potties are not a suitable sanitation option. They are for temporary use on building sites, not for long-term living over multiple years. We also question the electrical situation of using generators and extension cords for power in the same capacity are not safe for any residential neighborhoods in Ucluelet.

It's for these reasons that we are not in agreement of this proposal of any amount of RV living in our neighborhood.

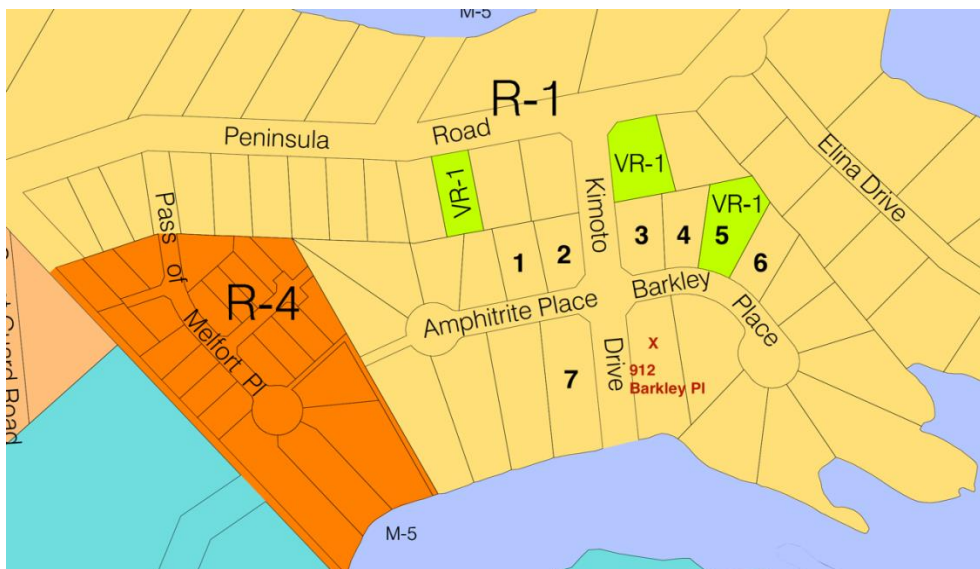
Thanks,

Chris & Jeannette Garcia

DocuSign Envelope ID: 5E4572D5-B788-449C-879E-8DB32C23F09E

From: Laura Noges, 897 Barclay Place, Ucluelet, BC V0R 3A0

**Re: Temporary Use Permit No. TUP22-04 - 912 Barclay Pl**  
**Legal Description: PID 023196424, Lot 27, Plan VIP61995, Section 1, Barclay Land District**



Screen shot from owners Application letter:

I have spoken almost all of the neighbours 100 paces around us and they have all shown support to our application, I will continue to communicate/canvas the remainder neighbors.

Regards,

Amie Shimizu

May, 1 2022

Every numbered lot on the map above is approximately 100 paces from 912 Barkley Place. Amie Shimizu DID NOT take any initiative to communicate with ANY of the residents in these numbered lots regarding TUP22-04. All residents within 100 paces who strongly oppose are listed below, along with their signatures:

1. Chris Garcia
2. Paul & Nicole Bussey
3. John Greenglass & Robyn Ross
4. Jared Mallory
5. Laura Noges & Daniel Rodriguez
6. John McQuaid
7. Nick & Kaleigh Haisch

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[Redacted] 2442E...	[Redacted]
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5C3C9D407223446...	0ABE348BA7934FF...

June 13<sup>th</sup>, 2022

District of Ucluelet  
200 Main St  
P.O. Box 999  
Ucluelet, BC  
V0R3A0

Dear District counselors and Mayor

Regarding Temporary land use permit: TUP22-04

My wife and I are opposed to the request for a temporary land use permit put forward in our neighbourhood. In 2016 we purchased our lot located at 923 Amphitrite Pl with our plan to build our dream home in a quite family neighbourhood close to the ocean. Since then, we have done so, started our family, and now have two beautiful young boys aged 5 and 1yrs old.

We feel that the request for three (3) temporary RVs, for **three (3) years** is not the right fit for our neighbourhood. The land should be developed as it is zoned. It should be developed with a single-family home with a secondary rental suite. Not a trailer park business.

If we allow permits like this in the neighbourhood and approve lot rentals for multiple campers for multiple years without the correct civil services, it will lead to contamination, fire hazards, and major conflicts between transient seasonal people and long-term residences.

Thank you for your time,

Paul and Nicole Bussey

**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** Temporary Use Permit No. TUP22-04 - OPPOSED  
**Date:** June 13, 2022 8:45:14 PM

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**[External]**

Re: Temporary Use Permit No. TUP22-04

We are local property owners and reside at the below address and am providing written comments related to the Temporary Use Permit: TUP22-04.

We understand that the council is looking for solutions to local worker housing, and that this is an issue that profoundly affects business and tourism in this town. We believe the solution to this issue involves larger scale solutions, and should not rely on local landowners to turn vacant lots into campsites or trailer parks. For the following reasons we believe that this Temporary Use Permit is not a suitable use:

- Additional traffic - the TUP Property is located next to a children's playground, and there are often children playing in the space around the playground in addition to the playground itself. Additional traffic and use could potentially lead to dangerous situations and hazards. It is not clear where the additional daily driven vehicles will park in relation to the RVs and we already have a congested street.
- Additionally, as septic services are required, we have concerns about having portable toilets next to a children's park in the summer. This does not seem to be a good solution to wastewater.
- While the application states that these RV spots will only be used in the summer, the TUP does not require that they are only occupied 6 months of the year, only that they be occupied seasonally, and we are concerned that this will become a year round solution for 3-6 years. Additionally, as the Howler's TUP spots behind the restaurant seem to be occupied outside of times with an active TUP we worry that these will become a permanent fixture in our neighbourhood.

This solution is not compatible with regard to use, design, and operation of this neighbourhood. We do hope that solutions are found to house a larger number of seasonal workers - but turning existing lots in quiet residential neighbourhoods into small scale RV parks is not the solution to this.

Thank you,  
Joe Barnett and Ailsa Terry  
861 Barkley Place

**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** Temporary Use Permit Input  
**Date:** June 13, 2022 12:03:23 AM

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**[External]**

Hello,

We are the owners of 317 Kimoto Drive and would like to offer our input on the proposed temporary use permit by Kent Furey and Amy Shimizu to allow RV housing for seasonal workers on their property at the bottom of Kimoto Drive. We are not in favour of this application. There are a number of reasons for our opposition to the application.

The idea of what is essentially a small RV park/campground does not fit with the family friendly residential neighborhood feel in the Edge subdivision.

Increased traffic, particularly right next to Kimoto park would increase risk for children playing at/near the park

Sanitation, parking, and increased noise from what is essentially three residences on one property would have a negative impact on the neighbourhood

We have had a smaller scale version of this happening in our neighborhood while a house was being built across the street from us when one trailer was set up on the property and would have people 'temporarily' staying on the property. There were issues with noise, parking and overall aesthetic but we didn't lodge any formal complaints as we understood it to be a permissible situation during construction, though it did continue on far longer than it should have. To now ask the neighbourhood to have this same 'temporary' situation, only multiplied three fold at least, is certainly not desirable.

We like Kent, Amy and Khan as neighbours and respect their business interests in wanting to provide temporary housing for seasonal workers but this does not supersede our misgivings around having this type of usage in the location requested in their application.

We hope that the district of Ucluelet will be able to work with the applicants, and others with similar interests, to find not only temporary solutions but also longer term solutions to staff, seasonal and affordable housing options for business owners and residents of Ucluelet but feel that this application is not an appropriate solution to these issues. We are opposed to the application.

Sincerely,  
Mike and Jennifer Rhodes  
317 Kimoto Dr

**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** Temporary Use Permit TUP22-04  
**Date:** June 13, 2022 7:16:42 PM

---

**[External]**

We are the registered owners and permanent residents of 844 Elina Rd in Ucluelet. This email will serve as our objection to temporary use permit TUP22-04. Our objection pertains to both the specifics of the proposed development under TUP22-04 and the more general implications regarding appropriate and sustainable development of our community.

Our specific concerns are as follows:

1. The proposed development differs significantly from the land use permitted under current zoning, which was in place when local property owners (including the proponents of TUP22-04) purchased their properties, constructed their homes and, in several cases, established B&B businesses. A permitting variance of this nature will negatively affect local residents' enjoyment of their respective properties (noise, traffic, aesthetics, etc.), will negatively affect the ability of local B&B owners to offer a premium Ucluelet experience and will inevitably affect the value of adjacent properties.
2. The proposed development is directly adjacent to a local park used by children from throughout the district and will present safety concerns due to increased traffic, on-street parking and access-egress requirements.
3. Operating a temporary septic system for a facility of this nature, in an established residential neighbourhood and an ecologically sensitive area, for a period of three years (or more) is an unacceptable proposition. Further, Schedule 3 Temporary Use Permit Conditions is wholly inadequate to address this key aspect of the application.
4. As the TUP is intended to cater to seasonal workers, and the minimum occupancy is only 30 days, it is reasonable to assume that users of the facility will have limited interest in promoting/supporting the quality of life in the neighbourhood.

Our concerns extend well beyond the current TUP request. Ukee has been grappling with a chronic housing deficiency for several years, the consequences of which are increasingly borne by seasonal workers. Adhoc responses like this TUP are not the answer and will only serve to exacerbate the impact on the community. We acknowledge the complexity of this issue, but believe that it is imperative that residential zoning is not sacrificed in pursuit of quick fixes.

Best Regards,

Nancy and Kevin Brown  
844 Elina Road



From: [Redacted]  
To: [Redacted]  
Subject: [Redacted]  
Date: June 13, 2022 12:08:11 PM

**[External]**

To the Major and Members of Council of the District of Ucluelet:  
We, the homeowners of 947 Amphitrite Place, Ucluelet, strongly oppose the use of the vacant lot at 912 Barkley Place as a seasonal campsite for local workers. This proposed campground is in a residential neighbourhood and is adjacent to a very popular children's playground, frequented daily by the many children in the neighbourhood, as well as a place for parents to socialize while watching their children play. The proposed entrance on Kimoto Rd. would create a safety hazard for children and adults using the facility by increasing traffic in the area. The entrance that has been excavated is directly across from the parking area for the playground. We were first alerted about the proposal by a neighbour when the applicant had started to clear the site without an excavation permit, and the work was stopped. There didn't appear to be any effort to determine if there were any birds nesting on the site, nor was an environmental assessment done on the property, which is within a hundred metres of the ocean. At that time, no application for the use of this site as temporary worker housing had been received by the District Offices. Emails to the Planning Department confirmed this, and neighbours were told that we would be advised when an application was received, which eventually happened. The application states that the sites would be for fishermen, not howlers workers, but there are no details as to whether these are commercial fishermen, or sports fishermen. It is our understanding that the purpose behind the temporary use permit is to allow for temporary housing for an employer's seasonal staff, but these workers don't appear to be working at Howlers. The "seasonal" aspect is rather vague. There is no indication as to the timeline when the site will be open for camping, and when it will be closed. Are these campers to be there permanently, or will they be removed after whatever timeline for opening is decided? Where will these fishermen park? It has come to light that the accommodation is to be for a local charter sports fishing company, who have been in business here for some time, and should have by now arranged for their seasonal requirements. On street parking would cause problems for residents who may have friends and family come to visit, not to mention those who come to use the playground. Parking on the lot would mean that dirt and mud would be tracked out onto the street. Fishermen of any kind come and go and all times of day and night, and this will cause noise and disturbance in this family neighbourhood. The presence of a portable toilet next to a children's playground is unacceptable for us. The applicant has stated that he will provide electricity to the campers but has given no details on how they would be connected. WiFi. Hydro by installing electrical service to the site? The site is not screened from public view and can be easily seen into from the playground. While we appreciate that there is a great need for temporary worker housing, and we commend the applicant for attempting to find creative solutions for the problem, we feel that the location for this application is totally inappropriate for this residential area, and a three year time span doesn't create any urgency to find a more permanent solution to our local worker housing crisis. Attached are photos of the area.  
Best regards,  
Ed and Julie Chernis  
947 Amphitrite Place









**From:** [REDACTED]  
**To:** [Community Input Mailbox](#)  
**Subject:** TUP22-04 Community Feedback  
**Date:** June 12, 2022 9:45:10 AM

---

**[External]**

Dear Ucluelet Council,

As a resident of the surrounding area to lot 912 Barclay Place, I am writing this letter to voice my opposition to the requested temporary use permit for 3 seasonal RVs. One of the main reasons we bought and built out home in this neighbourhood, was because of its family orientation and relative quiet. I believe that if this TUP were granted, this would be greatly altered.

My understanding is that the RV camping would be utilized by out of town fishing guides to stay in, as they had previously camped at the lot owners previous camp ground. The RVs not being used as staff housing to actual local residents of the community, provides no positives for our community and feels like a close step to just being more short term rentals.

I have also heard that the lot owner is not planning to plumb in actual sewer for these RVs and only outhouses would be provided for the residents of the RVs. To not provide proper facilities for three years, seems both irresponsible and unseemly for what is a nice and upscale neighbourhood.

Since moving to our neighbourhood we have found it to be a warm and welcoming place, that we feel lucky to raise our infant daughter in. However, the owners of the lot in question have consistently let it be known that they do not care or respect the well being of their neighbours, from consistent noise violations to reckless driving. This gives me no belief that granting this TUP would provide any positives to our neighborhood, furthered by the complete lack of communication taken by the lot owners with their neighbours for this development.

While I understand that our community is in desperate need for staff housing, I do not believe that this temporary use permit in question addresses this issue. I also believe that granting a permit for a campground in a residential neighbourhood, especially without proper sanitation, sets a bad precedent for what can be done on undeveloped land in Ucluelet.

It is for all of the above listed reasons that I strongly oppose the requested Temporary Use Permit and hope the council will take this into consideration when making their decision.

Thank you for your time,  
Hannah Nicholls & CC Unger  
935 Amphitrite Place

## District of Ucluelet

June 11, 2022

RE Temporary Use Permit TUP22-04

To whom it may concern:

I am Dave Nichol, a registered property owner and resident of 322 Pass of Melfort.

I note and commend the District's efforts to alleviate the housing shortage with the Temporary Use Permits policy.

I was given a copy of of the public notice for TUP22-04 from one of my neighbours that lives on Barkley Place and asked to support their objection to this permit.

After reviewing Bylaw No. 1234, 2018 and TUP22-04 I support their concerns and would NOT be in favour of this application.

The following are my concerns:

1. One of the objectives of the by-law is to "maintain a reasonable level of compatibility with surrounding development". I fail to see how allowing 3 RV's to be situated on a lot within a residential subdivision would honour that objective. Especially with a portable toilets being visually distracting.
2. It's very likely that parking will be an issue with that many RV's on one lot. Will the applicant be required to provide parking on the lot as well? Kimoto park is adjacent to the property with 4 parking spots and there is concern that they will be used by the occupants of these RV's.
3. There are also environmental concerns. How will grey water be taken care of? How will power be provided and will it be subject to electrical code requirements?
4. The TUP states the application is for "seasonal" RV camping space. Does that mean the RV's are on site for part of the year and removed and returned each season?
5. Is there guarantees that the people using these spaces are actually employees of Howler's restaurant? Will that be monitored?

In summary I am not in favour of approving TUP22-04. In my opinion I think it will have a negative impact on the surrounding properties and residents. If it does get approved and turns out to be a mistake how difficult and time consuming will it be for the permit to be revoked?

I want to repeat that I commend the District in their attempts to alleviate a serious problem in the community and thank them for their attention to this issue.

Thank you

Dave Nichol





**REPORT TO COUNCIL**

Council Meeting: June 29, 2022  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING **FILE NO:** 6480-20-OCP  
**SUBJECT:** OFFICIAL COMMUNITY PLAN BYLAW NO. 1306, 2022 **REPORT NO:** 22-91  
**ATTACHMENT(S):** APPENDIX A - OFFICIAL COMMUNITY PLAN BYLAW NO. 1306, 2022

Prior to the adoption of the 2022 Official Community Plan Bylaw, consideration should be given to the representations from the public hearing held on June 28, 2022.

**RECOMMENDATION(S):**

**THAT** Council give third reading to *District of Ucluelet Official Community Plan Bylaw No. 1306, 2022*; and,  
**THAT** Council adopt *District of Ucluelet Official Community Plan Bylaw No. 1306, 2022*.

**BACKGROUND:**

*District of Ucluelet Official Community Plan Bylaw No. 1306, 2022* (the “Bylaw”) received first and second reading at the May 31, 2022, Regular Council meeting and was referred to a Public Hearing. The required statutory notification was subsequently completed for a hearing held on June 28, 2022. Once a public hearing has been held and adjourned, Council is in a position to consider third reading of the Bylaw.

After the close of the public hearing, Council can consider third reading, and - because there are no conditions to be met between third reading and adoption - Council could thereafter also adopt the Bylaw (the Bylaw is attached in **Appendix “A”**).

**ANALYSIS OF OPTIONS**

<b>A</b>	That Council discuss and consider the representations from the public received at the public hearing and give third reading to <i>District of Ucluelet Zoning Amendment</i>	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Adopting a new OCP confirms the vision, goals and policies for the community, municipal staff and outside agencies.</li> <li>• Completing the adoption of Bylaw No. 1306 would enact a new OCP meeting the statutory notification requirements of the <i>Local Government Act</i>.</li> <li>• The updated OCP in Bylaw No. 1306 would clarify the intent of District policy regarding Francis Island.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• No negative consequences are anticipated.</li> </ul>

	<i>Bylaw No. 1312, 2022.</i>	<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>Completing the process of adopting a new bylaw would ensure that the policies and regulatory components of the OCP would be less vulnerable to challenge.</li> </ul>
<b>B</b>	That based on public input, Council direct that amendments be made to the draft 2022 OCP.	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>The OCP should reflect the overall community direction; if Council deems that aspects of the OCP should be changed to better match community expectations, then further amendments should be considered.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Would extend the time for adoption of an updated OCP.</li> </ul>
		<b><u>Suggested Motion</u></b>	<ul style="list-style-type: none"> <li>That Council, with regard to <i>Ucluelet Official Community Plan Bylaw No. 1306, 2022</i>, direct staff to prepare amendments to the plan to _____.</li> </ul>
<b>C</b>	That Council provide alternative direction.	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<b><u>Suggested Motion</u></b>	That Council, with regard to <i>Ucluelet Official Community Plan Bylaw No. 1306, 2022</i> , direct staff to _____.

**POLICY OR LEGISLATIVE IMPACTS:**

The adoption of *District of Ucluelet Official Community Plan Bylaw No. 1306, 2022*, would repeal and replace *District of Ucluelet Official Community Plan Bylaw No. 1236, 2020*.

**Respectfully submitted:**

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

DUANE LAWRENCE, CAO



## Appendix A

**DISTRICT OF UCLUELET****Bylaw No. 1306, 2022**

A bylaw to adopt "District of Ucluelet Official Community Plan 2022"

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**WHEREAS** Section 472 of the *Local Government Act* provides that the Council of a local government may, by bylaw, adopt an Official Community Plan;

**AND WHEREAS** Council has caused an Official Community Plan to be prepared for all areas of the District in accordance with the provisions of Sections 473 and 474 of the *Local Government Act* and other relevant sections as referenced in the Plan;

**AND WHEREAS** Council has consulted with the board of education and considered and consulted with other persons, organizations and authorities it considers will be affected, including how many and whether appropriate opportunities for consultation should be early and ongoing, all in accordance with Sections 475 and 476 of the *Local Government Act*;

**NOW THEREFORE** the council of the District of Ucluelet, in open meeting assembled, enacts as follows;

1. The document entitled "District of Ucluelet Official Community Plan 2022" and its associated appendices, maps, schedules, tables and figures, all attached as Schedule 1 to this bylaw and made a part of this bylaw, is hereby designated as the Official Community Plan for the entirety of the area within the District of Ucluelet, as depicted on Schedule A of the Official Community Plan.
2. The "District of Ucluelet Official Community Plan Bylaw No. 1236, 2020", and all its schedules and amendments are repealed.
3. This bylaw may be cited for all purposes as the "District of Ucluelet Official Community Plan Bylaw No. 1306, 2022".

**READ A FIRST TIME** this 31st day of May, 2022.

**Considered in conjunction with the District of Ucluelet Financial Plan and the Waste Management Plan under Section 477 of the *Local Government Act*, this 31st day of May, 2022.**

**READ A SECOND TIME** this 31st day of May, 2022.

**PUBLIC HEARING HELD** this    day of    , 2022.

**READ A THIRD TIME** this    day of    , 2022.

**ADOPTED** this    day of    , 2022.

**CERTIFIED CORRECT;** "District of Ucluelet Official Community Plan Bylaw No. 1306, 2022".

---

Mayco Noël  
Mayor

---

Corporate Officer

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

---

Corporate Officer



Place



People



Systems



DISTRICT OF  
**UCLUELET**

# Official Community Plan 2022

Schedule "1" to District of Ucluelet Official Community Plan Bylaw No. 1306, 2022

This plan would not exist without the hard work and input generously provided by the following:

- Shawn Warner at CGIS for mapping;
- Nicky Ling at Ukee Infotech for proofing and editing;
- Dr. Pam Shaw and the students of the Masters of Community Planning program and Mount Arrowsmith Biosphere Region Research Institute at Vancouver Island University for assistance with community engagement;
- the staff from all departments of the District;

...and most importantly, all the community members who shared their ideas, concerns, vision and passion for the community of Ucluelet.

Thank you! ̣eekoo!

Cover artwork by Katsumi Kimoto and Marla Thirsk

**Title:** District of Ucluelet Official Community Plan  
**Prepared By:** Department of Community Planning, District of Ucluelet  
**Status:** Draft 8.0  
**Contact:** Community Planning Department  
District of Ucluelet  
200 Main Street, Ucluelet BC V0R 3A0  
☎ 250-726-7744

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The District of Ucluelet acknowledges that we are located on the traditional territory (ḥaaḥuuli) of the Yuuḥuḥiḥaḥ (Ucluelet First Nation). We are neighbouring communities who share interests in the Ucluth Peninsula and surrounding area. Our long-standing relationship is built upon mutual respect and many individual, personal ties.

The District aims to broaden and strengthen this relationship to better the lives of all community members. Discussion of the municipality's relationship with indigenous people and communities follows in Part One of this plan.

# Part One: Introduction



## What is an Official Community Plan & Why Plan

An Official Community Plan, or “OCP”, is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan. The OCP sets out a road map for the community, to let everyone know where we’re headed in the long term. The scope of this OCP looks 30 years down the road. It is a living document and should be changed from time to time as the community evolves, as new issues come up or as new opportunities arise. The OCP is adopted by bylaw, by the elected Council of the District of Ucluelet; once the OCP is adopted any subsequent bylaws enacted or works undertaken by Council must be consistent with the plan.

For details on the legislative context, community profile, public consultation and process which went into developing this OCP, please refer to the appendices in Part 7.

Following this introductory foundation chapter, the bulk of the plan is organised under three broad headings of Place, People and Systems – followed by a chapter on Implementation and appendices.

### Ucluelet is:

#### COMMUNITY CHARACTER AND IDENTITY

Ucluelet is a diverse, active and welcoming community which has been shaped over time by the energy of the place and the people drawn here to the natural setting of the rugged outer west coast of Vancouver Island.

Located on the narrow Ucluth Peninsula between Barkley Sound and the exposed Pacific Ocean, Ucluelet’s name (“safe harbour” in the Nuu-chah-nulth language) points to the key position of the town in this spectacular landscape. Poised on the edge of the Pacific, the community draws its energy from the interplay of the contrasting and complementary qualities of the landscape and the people. A short stroll takes you from Big Beach and the surge of the wild Pacific to the Whiskey Dock in the centre of the village and the calm waters of the harbour. Layered through the community are pairs of influences which add to its richness: land / sea; indigenous / settler; ancient / modern; resident / visitor; small town / world class; energizing / restoring; raw / refined – the interplay of these forces makes for a community which is complex, balanced and dynamic.

The people who make up the town of Ucluelet are known for being a friendly, hardworking, resourceful and welcoming group of citizens who are fiercely protective of the land and sea, and the resources which have sustained the community for generations. Ucluelet has been recognised as a town committed to carefully managing its growth to ensure that, as it changes over time, the natural environment is protected, the social fabric of the community is strengthened, and the local economy becomes more diverse and vibrant. This plan builds on the careful work of the past, and has been shaped by input from the engaged and passionate citizens of Ucluelet.

## COMMUNITY VISION

### Vision

*Ucluelet's built and natural environment reflects, above all, the value we place on the outstanding beauty and diverse natural habitat of this place, which support the well-being of all members of the community. Ucluelet residents and visitors enjoy a high quality of life built upon a sustainable, diverse and vibrant local economy.*

### Guiding Principles

The policy directions contained within the OCP aim to realise this vision of Ucluelet as a vibrant, natural and active community. The following guiding principles reflect components of the vision and will be used to guide decision making.

1. Protect natural areas and ecological function
2. Maintain and enhance Ucluelet's unique character and preserve its heritage
3. Foster a welcoming and complete community
4. Build a diverse and dynamic local economy
5. Create a compact and vibrant Village Square
6. Develop and maintain top quality parks, trails, recreation and community services for residents and visitors
7. Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all
8. Increase transportation choice and reduce automobile trips
9. Manage growth in balance with jobs, infrastructure investments, and the provision of services
10. Embrace the challenge of addressing the causes and impacts of climate change

### The Visitor Experience

The tourism sector is a strong and growing part of its economy yet Ucluelet remains a working town first, and a resort second.

Importantly this is one of the town's strengths as a visitor destination. Ucluelet is the kind of town where not only does your yoga instructor live next door to a forklift operator, but there's a good chance that she *is* a forklift operator.

Interactions with the creative and colourful locals are an essential part of how our community leaves an impression on the visitor. By continuing to strengthen and grow as a diverse working town, by fostering small businesses and local innovators, and by improving the town facilities, programs and infrastructure to benefit all community members, we will also expand and improve the visitor experience.

Remaining genuinely Ukee in the face of growth and change will be key to maximising the quality of life for both residents and visitors.

## CONTEXT

### Region and Neighbours

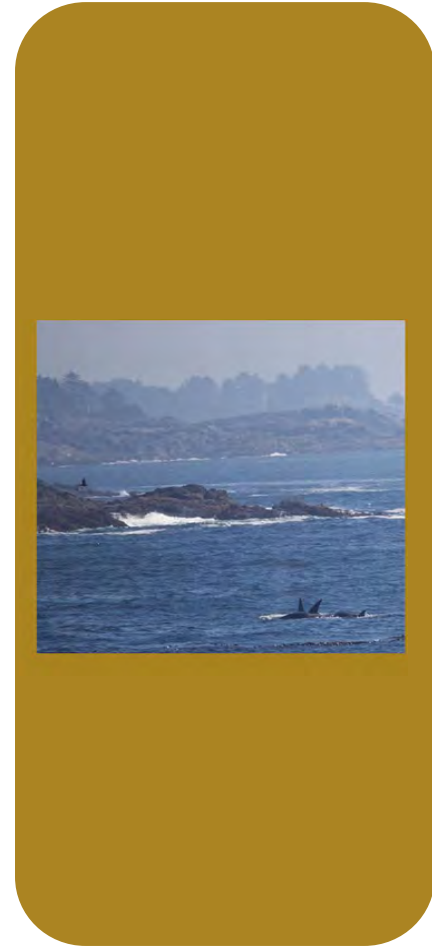
The District of Ucluelet is located on the Ucluth Peninsula, at the entrance to Barkley Sound on the west coast of Vancouver Island. The town is situated just south of the Long Beach unit of the Pacific Rim National Park Reserve. The municipality is located within the Alberni Clayoquot Regional District (ACRD); other nearby west coast communities are the town of Tofino at the northern end of Long Beach, and the unincorporated community of Bamfield on the opposite side of Barkley Sound.

Ucluelet is situated in the traditional territory of the Yuułuꞵiꞵath (Ucluelet First Nation), whose community is based immediately across the harbour at Hitacu. The Yuułuꞵiꞵath are one of the five Maa-Nuulth Treaty First Nations along with the nearby Toquaht Nation. The administrative office of the Toquaht Nation is located on Peninsula Road in the town of Ucluelet. The Toquaht Nation and the District of Ucluelet are partners in the Barkley Community Forest.

The economies of the Yuułuꞵiꞵath First Nation, the Toquaht Nation and the District of Ucluelet are inexorably linked and all share a close tie to the area forests, fisheries and visitor economy. Citizens of all three communities regularly intermingle in town where many live, work, go to school, shop and access services.

Nearby residents of the Millstream and Port Albion unincorporated areas of the ACRD Area C are also an integral part of the fabric of the Ucluelet community.

The District provides drinking water to the Yuułuꞵiꞵath First Nation at Hitacu, and back-up water supply and fire protection to Millstream. Ucluelet and its neighbours benefit from a history of mutual respect and assistance.



## YFN: Relationship and Reconciliation

*"The Yuułuᑲiᑲaᑲ First Nation asserts that we have occupied, benefited from and governed our traditional territory, lands, waters and resources since time immemorial.*

*The traditional territory of the Yuułuᑲiᑲaᑲ First Nation has in the past provided the resources necessary to sustain the Yuułuᑲiᑲaᑲ First Nation and we honour its connection to the lands, waters and resources of its traditional territory which provide for our physical and spiritual needs.*

*Through our inherent right to self-government, the Yuułuᑲiᑲaᑲ First Nation has preserved and protected our traditional territory and we accept the obligations and responsibilities inherent in governing Yuułuᑲiᑲaᑲ lands and pledge to protect Yuułuᑲiᑲaᑲ lands for future generations of our citizens.*

*We promote a healthy and prosperous future that ensures the continued existence of the Yuułuᑲiᑲaᑲ First Nation as a strong political, social and cultural community that aspires to grow as an organized, determined, successful and self-reliant people.*

*The Yuułuᑲiᑲaᑲ First Nation values the need to respect, protect and promote our heritage, culture and traditions which form the basis of our success and destiny while understanding that these practices may change and require contemporary expression.*

*It is the desire of the Yuułuᑲiᑲaᑲ First Nation that our Yuułuᑲiᑲaᑲ lands continue to provide the resources necessary to sustain us, preserve our traditional ways and culture, encourage self-sufficiency and security through economic development and growth and to provide a home for the Yuułuᑲiᑲaᑲ people forever.*

*It is also the desire of the Yuułuᑲiᑲaᑲ First Nation that economic development and growth on our Yuułuᑲiᑲaᑲ lands will be conducted in a way that is transparent and accountable and that will foster a safer, stronger, healthier, more financially secure and more sustainable community. To this end, the Yuułuᑲiᑲaᑲ First Nation encourages our citizens to participate in the planning process for development and growth in order to create the type of community we want to live in and be a part of and that meets our needs.*

*Economic development and growth on Yuułuᑲiᑲaᑲ lands will be carried out in a way that ensures our economic development and growth is socially, economically and environmentally sustainable."*

(Source: YFN Planning & Land Use Management Act 2011)

The District of Ucluelet and the Yuułuʔiłʔatḥ Government have adopted a protocol agreement, most recently updated in 2014, as a framework within which to advance our working relationship. The vision put forward in the protocol agreement is as follows:

*Protocol Context*

Our community vision is:

- A healthy community where the citizens of our population are united and share a sense of civic pride.
- A year round, diversified and healthy economy that yields growth which doesn't compromise the environment or what makes our communities unique.

Our collaborative organizational vision is:

- Effective governments, working towards common issues, as partners.

*Shared Values*

Our common values will serve as a foundation for our conduct and decision-making, and will guide us when prioritizing our interests, and determining the methods used to advance those interests. These values include:

Relationships

- trust
- integrity
- authentic communication
- cooperation
- transparency
- respect
- honesty

- mutual benefit
- patience
- fairness

Culture

- appreciation and celebration of different cultures
- traditions
- history

Social

- sense of community
- family
- reciprocity and giving back
- life long learning

Environment

- sustainability
- do no harm
- interconnectedness
- renewable energy

**Objective 1A** To recognise the interests and heritage of local indigenous people and communities.

**Objective 1B** To build and strengthen the relationship between the municipality and indigenous communities with a spirit of neighbourliness and mutual support, in this time of reconciliation.

The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was adopted by the UN General Assembly in 2007. In 2015 the Truth and Reconciliation Commission listed as the first principle for reconciliation that the UNDRIP, ‘is the framework for reconciliation at all levels and across all sectors of Canadian Society.’ The UNDRIP was officially adopted by the Government of Canada in 2016. In November of 2019 the Government of British Columbia passed the *Declaration on the Rights of Indigenous Peoples Act*; BC is the first Canadian province to start bringing its legislation in alignment with the UNDRIP.

Note that the District of Ucluelet is not a “State” and does not carry the legal weight of “the Crown”; the responsibilities of the Crown can not be delegated downward to local government by the Province. At the same time, as noted in the Truth and Reconciliation Commission *Calls to Action*, all levels of government - including local municipalities - have a role to play in healing relationships, building community and addressing the ongoing legacies of colonialism to create a more equitable and inclusive society.

**Policy 1.1** The District of Ucluelet adopts the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation (see Appendices).

**Policy 1.2** Make every effort to build on the history of respect and mutual assistance which characterises the relationship between the municipality and the YuułuꞀifꞀath and Toquaht Nation.

**Policy 1.3** Endeavour to ensure that municipal facilities, functions and programs are welcoming and accessible to Indigenous members of the community.

**Policy 1.4** Seek opportunities for mutual benefit when exploring topics of housing, economic development, transportation, utilities, tourism, emergency services and other matters which affect the wellbeing of our communities.

**Policy 1.5** Use the protocol agreement between the District of Ucluelet and YuułuꞀifꞀath Government as an avenue for dialogue and action on matters of mutual interest, where we come to the table as equal parties.

#### What is a ‘policy’?

Policy statements say what the District means to do. The policies in this plan should be read as if preceded by the words “The District of Ucluelet will...”

**Policy 1.6** Explore the potential benefit of establishing a protocol agreement with the Toquaht Nation.

**Policy 1.7** Provide education to municipal employees on the history of Indigenous peoples, including the history of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties (including the *Maa-nulth Treaty*) and Aboriginal Rights, Indigenous law, and Aboriginal-Crown relations. This will include skills-based training in intercultural competency, conflict resolution, human rights and anti-racism.

The District acknowledges that the Yuuluḡiḡaḡ have a relationship with the lands of their traditional territory which now fall within the District of Ucluelet, and that this connection extends back in time over thousands of years. The District respects that the relationship the Yuuluḡiḡaḡ have to the land and surrounding sea goes deeper than the typical land use issues encountered by a municipality.

**Policy 1.8** Endeavour to understand and consider Indigenous perspectives when making decisions on land-use issues.

**Policy 1.9** Develop, in partnership with the Yuuluḡiḡaḡ Government, a protocol for referral and input on proposed developments and/or operations which might impact Yuuluḡiḡaḡ lands, resources and/or culture.

**Policy 1.10** Develop, in partnership with the Yuuluḡiḡaḡ Government, a stewardship protocol for lands within the municipal parks network to achieve a respectful balance between ecological conservation and opportunities for indigenous cultural activities including harvest.

This chapter is considered a work in progress, and the District welcomes input and ideas for improving communication and our understanding of the ongoing history between the municipality and indigenous communities.

### Point in Time & History; View to 2050

This OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary in the short term to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true long-term vision:

- continued conversations with local indigenous communities
- priority housing actions including a community housing needs assessment
- completion of the long-term land use demand study, currently underway
- review and refinement of environmental development permit areas
- storm surge and tsunami modeling and refinement of flood construction levels, currently underway
- completion of the sewer master plan
- completion of an integrated stormwater management plan
- implementation of the Community Climate Change Adaptation Plan

An OCP attempts to take the long view, projecting a vision for how the community might evolve over the next decades. Written in 2020, in the midst of the COVID-19 pandemic, the long-range view is even less clear than it might have been – unprecedented and unforeseen change has challenged local priorities and upended global economies.

Some things have become clearer:

- The importance of community.
- The resiliency and adaptability of local businesses and workers.
- The fragility of supply chains and the benefit of diverse local economies.
- The restorative value of fresh air, open spaces and wild places.
- Ucluelet is a desirable place to live, visit, work and play – and will only become more so as time goes on. The pressures which come with increased visitation and migration can be balanced if Ukeke maintains a clear view of those things that define, support and benefit the community.



# Part Two: Place

## Natural Environment

Ucluelet is characterised by the beauty of its landscapes and unique natural features including rocky beaches, old growth forests and a rich diversity of wildlife. This magnificent setting positioned on the edge of the Pacific Ocean greatly enhances the quality of life in Ucluelet by providing recreation areas, beautiful scenery and a healthy habitat for fish, wildlife and humans.

### ECOLOGY

Ucluelet is home to rich plant and animal habitat due to the peninsula's interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest.

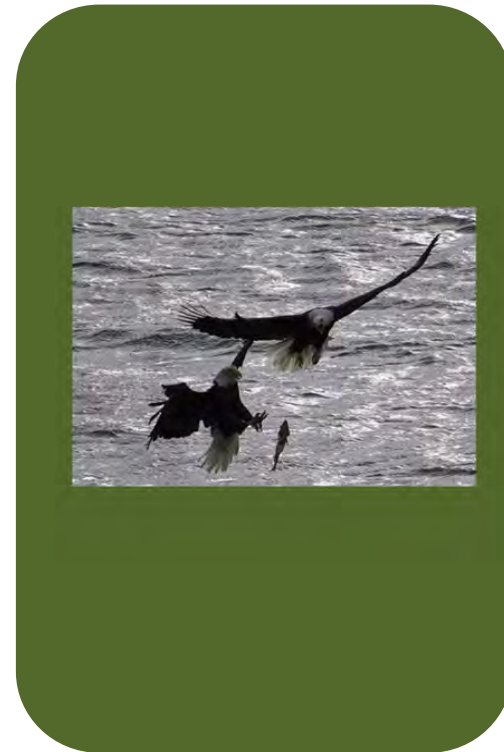
Terrestrial ecosystems provide a home to many large mammals such as bears, cougars and wolves. Bald eagles can be seen regularly soaring the air currents in skies above town.

The marine ecosystem surrounding the peninsula includes salmon, sea lions, otters, migratory and resident grey, humpback and orca whales, seabirds, and an additional 240 species of birds.

The backshore, intertidal zones and network of streams support an incredible diversity of life, providing habitat and spawning conditions which support both terrestrial and marine food chains.

The rich forests include coniferous species of Sitka Spruce, Balsam, Cedar, Western Hemlock, Douglas Fir and deciduous trees including Red Alder. Forest health and age is a critical component of the natural life and biodiversity of the area.

The moderate climatic conditions provide significant moisture, sufficient sunlight and mild winters resulting in abundant vegetative growth year-round.



## WILDLIFE

Ucluelet and the surrounding region share the natural environment with an array of wildlife, including bears, cougars and wolves. The frequency of human contact with these large mammals increases as new lands are developed. As human development spreads out and encroaches upon wildlife habitat, the wildlife and human interaction increases.

As the foraging areas, migration paths and game trails for wildlife are overlain with human development and contact increases, normally submissive species such as bears, cougars and wolves can begin to become habituated to human activities. They may become accustomed to odours and noises and less afraid of cars, bicyclists and runners.

Game trails and migration pathways in the area that have existed for hundreds or even thousands of years are encroached upon by development causing animals to learn, evolve and cope with human activity. Within town limits bears are particularly drawn to berry patches and trash which is not bear-proofed.

Development in Ucluelet's future raises the potential for increased wildlife and human contact. Ucluelet promotes prevention measures to reduce wildlife impacts through a wildlife smart program.

Prevention methods include keeping garbage inside until the day of pick up, bear proof dumpsters, properly functioning compost and networks of communication between friends and neighbours about sightings. Prevention is a win-win situation because both people and wildlife benefit. It will be beneficial to the District of Ucluelet to continue working with the National Park Reserve on wildlife programs.

The District participated in a 'Human-Bear Conflict Management Plan' in 2005/2006. The priority actions identified in this plan are to bear-proof garbage and food attractants, and to identify and set aside habitat and corridors for wildlife as lands are developed within the District.

## ENVIRONMENTAL PROTECTION

The District of Ucluelet is committed to the responsible stewardship of its natural resources and preservation of the local environment for future generations.

Respect for the natural environment is a key feature of Ucluelet's Official Community Plan vision. It provides the guiding framework upon which the following policies have been developed to further enhance and protect Ucluelet's diverse natural habitat.

**Objective 2A** To develop carefully and use land wisely to ensure that the most sensitive and valuable environmental features are protected, and ecological functions are not irreparably disturbed.

**Objective 2B** To manage municipal infrastructure and operations in ways that responsibly minimise impacts on the natural environment.

**Objective 2C** To encourage conservation of District and Regional resources.

**Objective 2D** To work with and support other agencies and groups who share the community's goal of protecting our environment.

New Development Permit Areas for the protection of the environment have been established by this OCP (see Schedule E and Section 6).

**Policy 2.1** Use the regulatory tools available to local governments to ensure new development responds to the community's goal of maintaining a healthy, diverse natural environment.

**Policy 2.2** Maintain significant areas of natural green space and forest cover. Large scale clearing to accommodate development is not supported.

**Policy 2.3** Convene a community mapping workshop to capture local knowledge of locations and routes which are particularly important for local wildlife.

**Policy 2.4** Identify natural corridors for public and wildlife use or as natural landscapes.

**Policy 2.5** Foster and support local environmental stewardship and heritage protection groups.

**Policy 2.6** Collaborate with non-profits, provincial and federal agencies on research, education and enforcement efforts aimed at protecting the environment.

**Policy 2.7** Support efforts to establish an Indigenous-led landscape-scale West Coast Stewardship Corridor extending from the Southern to Northern regions of Vancouver Island.

**Policy 2.8** Promote solid waste management practices - such as WildSafe BC bin closure protocols - to discourage attraction of wildlife.

**Policy 2.9** Explore bylaw amendments and education for options to allow backyard husbandry of poultry while avoiding attracting wildlife by using appropriate electric fencing.

**Policy 2.10** Explore, with public input, the merits of defining and initiating a system of municipal permitting prior to removal of the most significant, mature trees in the community.

**Policy 2.11** Given that all land in the community is proximate to watercourses and the ocean, and given the significant rainfall experienced in Ucluelet, discourage the cosmetic use of pesticides anywhere in the District.

**Policy 2.12** Lobby the provincial government to institute a province-wide system of regulating the cosmetic use and sale of pesticides.



## CLIMATE ACTION

Mitigating greenhouse gas emissions and adapting to the impacts of climate change is viewed as one of the greatest challenges of our time. At the same time as communities throughout the world are struggling to prepare for a future without abundant, low-cost fossil fuels, the Greenhouse Gases (GHG) created by the world's current dependence on fossil fuels are creating devastating impacts on global ecosystems that are expected to last for many generations.

For our community the potential for sea-level rise, impacts to our water system increasing intensity of storm events, and impacts to fish stocks have a direct influence on our residents and businesses.

To address this challenge, provincial legislation requires that an Official Community Plan include targets for the reduction of greenhouse gas emissions and transition to renewable energy, and policies and actions the local government has proposed with respect to achieving those targets.

In establishing these targets, policies, and actions, it is important to understand the role and ability of local government to effect GHG reductions.

In 2018, Council committed to the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program. The municipality achieved Milestone 2 for District emissions and Milestone 4 for community emissions in 2019 and is committed to achieving Milestone 5 for both categories by 2022.

The District will support emissions reductions through policies and programs in the following areas:

- Land Use and Development
- Transportation
- Renewable Energy
- Solid Waste and Waste Management
- Awareness, Education, and Outreach
- buildings
- public infrastructure and facilities
- community energy systems

### Our Goals:

- Ucluelet residents are resilient to climate change and energy scarcity and costs.
- Transportation options reduce greenhouse gas emissions, fossil fuel dependence and the creation of air contaminants.
- New and existing buildings are energy efficient and use 100% renewable energy.
- The waste stream to the regional landfill is reduced to a minimum, with recovery, re-use, recycling and composting of resources undertaken as standard practice.
- Ucluelet relies on clean, renewable, and efficient energy sources.

The following are goals (objectives) identified in the recently adopted Ucluelet mitigation and adaptation plans.

#### Transportation

Objective 2E – Ucluelet attracts businesses so residents can access key services close to home.

Objective 2F – Ucluelet residents can safely move around town by foot, bike, scooter, or other low-carbon transportation modes.

Objective 2G – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2H – Ucluelet residents and visitors can charge electric vehicles at home, work, and popular destinations.

#### Buildings

Objective 2I – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2J – Existing residential and commercial buildings become energy efficient, comfortable, durable, and cheaper to operate through whole-building energy retrofits.

Objective 2K – Ucluelet transitions away from heating oil by 2030 in favour of renewable sources of heat such as heat pumps.

#### Waste

Objective 2L – Organic waste is diverted from the landfill due to a curbside collection program and on-site composting

Objective 2M – Single-use plastics are eliminated in favour of reusable and biodegradable alternatives.

#### Leadership

Objective 2N – The District integrates climate action into all municipal processes.

Objective 2O – The District leads by example by ensuring all buildings are energy efficient, by transitioning to a low-carbon fleet, and establishing zero-waste policies for operations and events.

Objective 2P – The District meets the community's 80% GHG reduction and 100% renewable energy targets for its municipal operations.

#### Adaptation

Objective 2Q – Strengthen infrastructure resilience and reduce risk to buildings and property.

Objective 2R – Enhance resilience of ecosystems and protect natural areas.

Objective 2S – Improve public safety and preparedness to climate-related events.

### Greenhouse Gas Targets

**Policy 2.13** The District will align its community targets with those established by the Province of BC in 2018. Using a 2007 baseline, those targets are:

40% GHG reduction by 2030

60% GHG reduction by 2040

80% GHG reduction with 100% renewable energy by 2050

Policies to positively influence the community's energy use and GHG emissions are found throughout the OCP, where the plan covers areas of land use, transportation, infrastructure and operations.

Part 6 of this plan also discusses GHG reductions and climate change adaptation policy in detail.

### GHG Policies - Land Use and Development

**Policy 2.14** Support the walkability and bike-ability of the community.

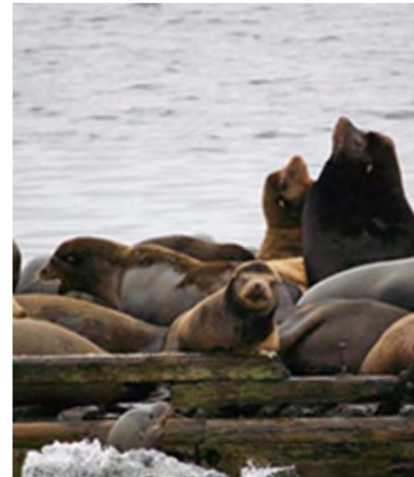
**Policy 2.15** Require development planning for new areas to include infrastructure to support electric vehicle charging in residential, commercial and public places.

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

**Policy 2.17** Focus municipal and other government facilities within this compact core.

**Policy 2.18** Support re-development to enhance Peninsula Road as the District's primary corridor, to promote the introduction of

local transit service (and higher transit frequencies than is possible with lower density development), including a potential transit connection between Tofino and Ucluelet, as well as Port Alberni.



GHG Policies - Transportation

**Policy 2.19** Encourage pedestrian and bicycle facilities as part of all new development projects.

**Policy 2.20** Expand infrastructure to support vehicle and cycling electrification in public places, businesses and residences.

**Policy 2.21** Encourage and support regional organizations to convert their fleets to Zero Emission Vehicles.

**Policy 2.22** Convert all light-duty vehicles to zero-emission vehicles in municipal operations including the integration of e-bikes where possible.

**Policy 2.23** Expand the Wild Pacific Trail network as opportunities arise.

**Policy 2.24** Work with other local communities to establish more frequent regional transit connections, including to Tofino, First Nations communities, the Tofino airport, and Port Alberni.

**Policy 2.25** Encourage BC Transit to create local transit routes to serve most destinations within the community with a high level of service, and focus development along this transit corridor.

**Policy 2.26** Work towards a future multi-modal transportation centre near the Village Square area to better link the District with air, water, and transit service providers with local transit, taxi, walking, and cycling facilities.

**Policy 2.27** Provide weather protection at stops for future local and regional transit buses.

**Policy 2.28** Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

**Policy 2.29** Support bike-sharing within the community, such as locating bike share racks within the Village Square area and at resort locations.

**Policy 2.30** Encourage adequate, secure bicycle parking facilities at major destinations within the District.

**Policy 2.31** Pursue opportunities to create bike lanes and multi-use paths within existing road allowances.

GHG Policies - Buildings

**Policy 2.32** Require high-efficiency buildings in new developments and major renovations of existing buildings, with an aim to implement the provincial Step Code to raise the bar on energy efficiency.

**Policy 2.33** Promote multi-unit, mixed-use buildings with shared walls that reduce energy losses.

**Policy 2.34** Establish and undertake the work, as necessary, to refine Flood Construction Levels to ensure new development and infrastructure avoids the impact of rising sea levels.

**Policy 2.35** Support the transition from heating oil to lower-carbon building heating systems.

GHG Policies - Public Infrastructure and Facilities

**Policy 2.36** Review municipal infrastructure and assets for vulnerability to rising sea levels and increased storm events.

**Policy 2.37** Establish policies that focus light energy only onto areas where illumination is required and restrict the spillover of light to the night sky and intrusion into adjacent properties.



**Policy 2.38** Implement external lighting technologies that reduce energy consumption including a shift to LED lighting for all District and BC Hydro streetlighting

**Policy 2.39** Where feasible, strive to design new public facilities with leading edge energy technologies that demonstrate leadership and provide local examples that can be applied to private sector buildings and facilities.



GHG Policies - Renewable Energy

**Policy 2.40** Support the development of 100% renewable energy systems including a variety of energy sources, including biomass, solar voltaic, solar hot water, geothermal and sewer and wastewater heat recovery sources.

**Policy 2.41** Maximise energy efficiency through district energy and heat recovery from industrial or commercial sources.

**Policy 2.42** Explore the feasibility of renewable District Energy systems including potential pilot projects demonstrating technologies such as geothermal, tidal and wave energy.

GHG Policies - Solid Waste and Waste Management

**Policy 2.43** To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible aiming for a goal of zero waste.

**Policy 2.44** Work with the regional district to explore opportunities to promote individual or collective composting systems to reduce methane emissions from organic waste.

**Policy 2.45** – Implement a single-use plastics bylaw in favour of reusable and biodegradable alternatives.

GHG Policies - Awareness, Education and Outreach

**Policy 2.46** Distribute information on measures and incentives that individuals and businesses can take to reduce GHGs on the District's web site and public mailings, tax notices, etc.

**Policy 2.47** Regularly communicate information on the issue of climate change and GHG reduction measures at public facilities, meetings and through electronic sources.

**Policy 2.48** Support the sustainability goals of Tourism Ucluelet including their adopted 2020 strategy statement: *“By 2023 Tourism Ucluelet will lead Ucluelet's vibrant and sustainable tourism industry through industry collaboration, responsible and authentic promotion, visitor and community education, support for community priorities and accountability in our operations.”*

Climate Adaptation - Policies

**Policy 2.49** Address vulnerabilities to electrical distribution infrastructure.

**Policy 2.50** Conduct flood risk mapping for sea level rise and use results to communicate and manage risks.

**Policy 2.51** Assess vulnerabilities of the Highway 4 transportation link.

**Policy 2.52** Study current water systems and explore resiliency measures to make the existing water system more resilient.

**Policy 2.53** Create an Invasive Species Action Plan.

**Policy 2.54** Support local activities to maintain wild fish stocks and habitat.

**Policy 2.55** Develop a Biodiversity Network Plan to ensure priority ecosystems are protected in municipal land-use planning bylaws.

**Policy 2.56** Through the Integrated Stormwater Management Plan, create bylaws, policies or plans to protect habitats.

**Policy 2.57** Complete Emergency Operations Centre (EOC) training and update EOC to continue to be prepared for extreme events.

**Policy 2.58** Participate in a region-wide climate change dialogue and planning process with municipalities, First Nations, Parks Canada and BC Parks to expand and integrate the Ucluelet Climate Change Adaptation Plan into future projects.

Actions Plans – Mitigation and Adaptation Plans

**Policy 2.59** Implement the *Clean Energy for the Safe Harbour District of Ucluelet 100% Renewable Energy Plan* (2019).

**Policy 2.60** Implement the Ucluelet Climate Change Adaptation Plan.

**Policy 2.61** Report to Council annually on the progress of mitigation and adaptation efforts in the Annual Report.

**Policy 2.62** By 2022, achieve Milestone 5 for Community and Corporate emissions in the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program.

## Parks, Trails and Open Space

### Our Goals:

A connected and legible parks and trails network which supports:

- active, healthy and connected ways of living
- an unparalleled experience of the natural and cultural landscapes of the Ucluth Peninsula
- the further development and diversification of the town's economy

The parks, trails and open spaces within the District of Ucluelet contribute to the unique character and sense of place which defines our community. The parks network includes nature parks, community parks, neighbourhood parks, trails, beach accesses, greenbelts and road edges.

Key parks, trails and open spaces in Ucluelet are identified on Schedule C: Parks and Trails Network.

**Objective 2T** Recognize, enhance and protect key areas for biodiversity and sensitive marine, terrestrial, and riparian ecosystems within the parks and trails network.

**Objective 2U** Build on the success of the Wild Pacific Trail and expand the experience of this unique ribbon of the coastal landscape, ultimately connecting beyond the municipal border to Pacific Rim National Park Reserve.

**Objective 2V** Anticipate growth in the community and tourism sector, and respond by expanding the parks and trails network to meet the needs and demands of residents and visitors.

**Objective 2W** Provide a diverse, inclusive range of activities and experiences among the parks and trails network, accessed and enjoyed by people of all ages and abilities.

**Objective 2X** Develop a municipal network of parks, trails and open spaces designed, constructed and maintained to strike a balance between:

- maximum experience for citizens and visitors
- infrastructure affordable to our small-town tax base
- appropriate "Ukee" character which reflects our west coast setting

## PARKS

The 2013 Parks and Recreation Master Plan (PRMP) identifies a number of strategies to guide the future of the municipal parks and recreation functions. The following policies incorporate the recommendations of the PRMP:

**Policy 2.63** Park land dedication and acquisition is a key strategy in conserving the District's natural areas and ecosystems.

**Policy 2.64** Existing parks and trails are to be maintained and protected for public use and environmental preservation.

**Policy 2.65** When acquiring new park land, facilities, or trails include the operational and maintenance costs in long-term financial planning and budgeting.

**Policy 2.66** Budget for the continued maintenance and replacement of parks equipment and assets.

**Policy 2.67** Review and set standards for signage, access and site furnishings at trailheads, trail connections and beach accesses.

**Policy 2.68** Develop an integrated plan for improving and connecting public open spaces and pathways.



**Policy 2.69** The priorities for new parks & trails projects are:

- improve sidewalks, pathways and connected public realm areas in the vicinity of the Village Square
- extend the Wild Pacific Trail as shown on Schedule C
- create and extend the Safe Harbour Trail as shown on Schedule C
- create a connected pedestrian route along the Small Craft Harbour connecting to the Village Square
- improve the Coast to Coast Connection between the Village Square and Big Beach
- improve accessible, safe viewing opportunities and re-purpose the Lightkeeper’s House at Amphitrite Point
- improve signage and wayfinding to identify pathways, key locations and public facilities

Future parks & trails projects could include:

- new parks in the former Forest Reserve areas
- improved public access to harbor via end-of-road parks
- hard sports surface / fieldhouse / concession / foodbank / emergency staging area at Tugwell Field
- a new park and perimeter trail on Hyphocus Island
- a Japanese Memorial Garden
- a new park near the terminus of Peninsula Road
- additional active recreation facilities (e.g., frisbee golf course, fitness trail, etc.)
- a community boathouse supporting opportunities for kayak / canoe / row / sail programs
- explore feasibility of alternative energy (geothermal / tidal / wave) outdoor pool and/or hot pool

## TRAILS

Visitors and residents alike experience Ucluelet by moving through the landscape of the peninsula on a network of world-class trails. This expanding network is the result of the vision, commitment and hard work of the community. The trails serve as a public amenity and also as an economic driver – bringing visitors to the community and enticing them to return. Continued expansion and improvement of the trail network will be key to achieving the goals of this plan.

### Wild Pacific Trail

**Objective 2Y** A continuous Wild Pacific Trail following the exposed outer shore along the length of the peninsula.

**Policy 2.70** As development extends into former Forest Reserve lands, it is the District’s aim to see the Wild Pacific Trail extend along the entire shoreline of the municipality.

**Policy 2.71** Explore with property owners, the Alberni Clayoquot Regional District and the Yuułuʔiłʔatḥ First Nation the opportunity to extend the Wild Pacific Trail northward beyond the municipal boundary to connect with the Pacific Rim National Park Reserve.

**Policy 2.72** Trails created in new development areas should be located in a network of dedicated public land (highway or park dedication) of sufficient width to maintain the character and experience of the landscape for both trail users and neighbours. Creating public access through statutory rights-of-way over private land should be seen as a next-best solution to be used only in extenuating circumstances.

**Policy 2.72.a** Seek opportunities (for example with any future development proposal on adjacent lands) to connect a pedestrian trail from the north end of Little Beach up to the Wild

Pacific Trail where it parallels Marine Drive. The trail should follow natural riparian corridors in this area, where possible.

#### Safe Harbour Trail

**Objective 2Z** A continuous Safe Harbour Trail following the shore of the Ucluelet Inlet wherever possible and, where interrupted by existing residential or marine commercial activities, connecting seamlessly with town pathways.

**Policy 2.73** Use existing and new rights-of-way to create new sections of trail along the shoreline of Spring Cove, Hyphocus Island, the Inner Boat Basin and Olsen Bay.

**Policy 2.74** As development extends northward along the inlet, create a connected Safe Harbour Trail along the shoreline wherever possible.

**Policy 2.75** Make pedestrian pathway connections and improvements a priority in the vicinity of the Village Square and extending outward along Peninsula Road and Matterson Drive. Once sections of sufficiently safe and connected pathways are linked, identify and promote these sections to form a walking tour connecting the Village Square to the Inner Boat Basin, Imperial Lane, Big Beach and other parts of town.

#### Regional Trails

**Objective 2AA** A connected network of trails linking Ucluelet with the broader regional landscape.

**Policy 2.76** Support the Alberni Clayoquot Regional District area 'C' OCP policy of developing the West Coast Telegraph Trail connecting Ucluelet to Toquart Bay.



**Policy 2.77** Support regional efforts to create a seamless Multi-Use Pathway traversing the west coast, and continue to maintain (through updated servicing agreement) the section of pathway between the Ucluelet municipal boundary and the Pacific Rim National Park Reserve.

## OPEN SPACE & GREENBELTS

Significant areas of public land are found on the edges of roads (legally termed areas of “highway” dedication). Some are maintained as more manicured boulevards while many are less formal, containing ditches, natural vegetation and sometimes trails. These spaces provide green space and also important habitat and movement corridors for birds, insects and other wildlife.

**Policy 2.78** Minimise driveway cuts and pavement within public highways to the areas necessary for safe pedestrian and vehicle movements and parking.

**Policy 2.79** Develop a program for planting street trees in the vicinity of the village centre, with Peninsula Road being a priority.

**Policy 2.80** Develop a program and budget for gradually upgrading public access to the ocean (physical or visual) wherever possible, including the undeveloped road ends of Matterson Drive, Alder Street and Norah Street.



## Transportation and Movement

By land, Provincial highway #4 connects Ucluelet and the Ucluth Peninsula to the eastern side of Vancouver Island. The Tofino-Ucluelet Airport, located approximately 24km to the northeast within the Pacific Rim National Park Reserve, serves people traveling by private and commercial airplanes.

The Francis Barkley provides marine passenger and cargo ferry service from Port Alberni to Ucluelet Harbour. Canada Customs Service provides customs clearance in the harbour for marine visitors.

People travel to and within Ucluelet predominantly by car. Transportation is a key factor of how residents and visitors experience community life and the landscape.

Transportation is a key policy area from a broader community planning perspective, as the greatest component of the District's greenhouse gas emissions with the best potential for GHG reductions.

The 2011 Transportation Plan concludes that additional vehicle capacity is not required on District roads for the foreseeable future, recommending that capital projects be focused on safety upgrades and strategic improvements to pedestrian and cycling infrastructure.

The eventual extension of Marine Drive to create a parallel collector route will be pursued as development occurs on the former Forest Reserve lands.

Ucluelet's long narrow peninsula has contributed to an accessible walking environment as one can walk to most places in the community in approximately 15 minutes. The relatively

short distances between the Village Square, most retail services, the Community Centre and beaches (within one kilometre of most homes) fosters walking and cycling throughout the community.

Given the unique outdoor setting of this area, walking and cycling will continue to be encouraged and supported, and will be a significant component of future transportation improvements within the District.

Recognising that Ucluelet is a small town with limited financial capacity for capital improvements, construction of new sidewalks and extension of the multi-use pathway will be prioritised with a focus on key functional requirements, such as circulation within the Village Square, and access to schools and the Community Centre with their associated recreation, culture and sports activities.

Our Goals:

- People rely less on fossil-fueled private automobiles
- People enjoy more and safer walking and cycling on an expanded network of active transportation pathways and facilities
- Harbour facilities protect the marine environment while providing even better access and support for both commercial and recreational boat traffic

**Objective 2BB** Develop a transportation network which enables people to move throughout the community safely, conveniently and beautifully.

**Objective 2CC** Prioritise transportation infrastructure needs and capital spending to maximise value for local residents, businesses and visitors.

**Objective 2DD** In order to reduce GHG emissions, encourage active and electric forms of transportation as a viable and routine alternative to the private automobile.

**Objective 2EE** Develop a network of safe bicycle and pedestrian routes throughout the District;

**Objective 2FF** Integrate transportation and land use management to help sustain a compact and walkable community.

**Objective 2GG** Create a safe and efficient transportation system for the movement of people and goods within the District.

GENERAL TRANSPORTATION NETWORK

**Policy 2.81** Given that road capacities are sufficient for the foreseeable future, shift attention from roads and road capacity to prioritise pedestrians and cycling.

**Policy 2.82** Promote mobility opportunities which minimise greenhouse gas emissions.

**Policy 2.83** Within the 5-year Financial Plan, prioritise transportation needs while recognising funding constraints and managing expectations.

**Policy 2.84** Incorporate low impact design principles and minimise paved cross-sections in an updated Subdivision and Development Servicing Standards bylaw.

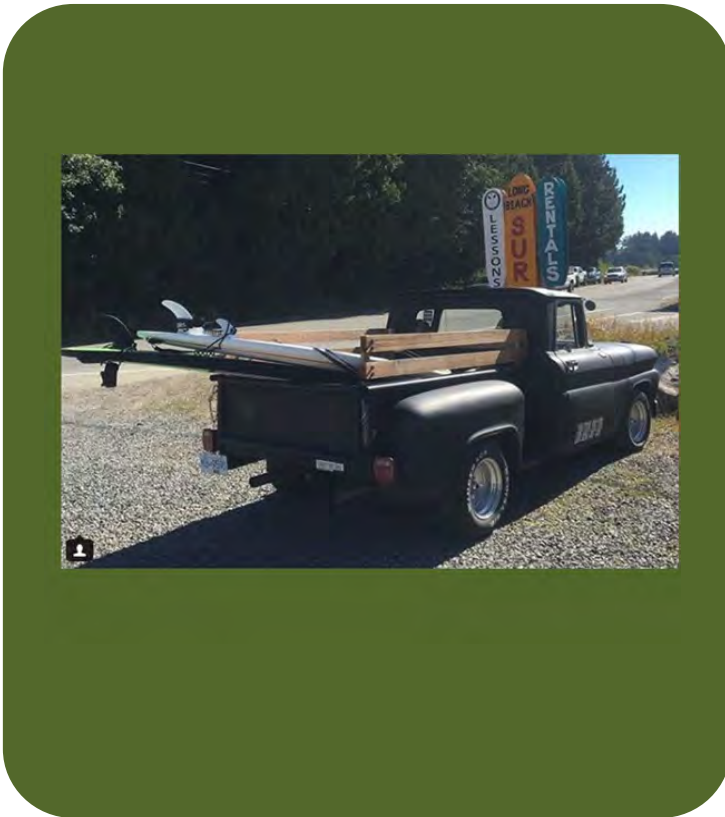
**Policy 2.85** When reviewing development applications consider low-impact street standards, which could include narrower travel lanes, parking bays/pull-outs, low design speeds (tighter radii, steeper curves and some sight line restrictions) and heavily landscaped boulevards.

**Policy 2.86** Initiate a 30 km/hour speed limit on Peninsula Road and Matterson Drive.

**Policy 2.87** Ensure new development improves connections to Peninsula Road and the Pacific Rim Highway as the District's primary corridor, to promote improved local and regional transit service.

**Policy 2.88** As the former Forestry Reserve lands develop, extend Marine Drive to the northwest to provide a secondary parallel route along the length of the Peninsula. A connected network and enhanced access for emergency services is a community priority.

**Policy 2.89** Acquiring the ability to extend Marine Drive, by dedication of sufficient public highway, is a community priority and may be pursued ahead of the construction or development of adjacent public lands.



#### NETWORK IMPROVEMENTS - VILLAGE CENTRE

**Policy 2.90** Ensure that safe, barrier-free access for all is provided in the design and modification of new streets, sidewalks, and pathways.

**Policy 2.91** Partnering with the Ministry of Transportation and Infrastructure where possible, complete a detailed roadway and intersection design for streets in the village core to develop “shovel ready” streetscape segments in preparation for future capital budgeting and grant opportunities.

**Policy 2.92** As identified in the Parks and Recreation Master Plan, complete a detailed review and prioritised plan for improvements to the parks, pedestrian walkways and open spaces in the vicinity of the Village Square for consideration in the 5-year financial plan.

**Policy 2.93** Include landscaped boulevards, traffic calming measures and continuous pedestrian pathways on Peninsula Road and Main Street.

**Policy 2.94** Pursue streetscape improvements on Main Street down to the Government Wharf, i.e. move parked cars away from the existing sidewalk and formalise parking through line painting and signage;

**Policy 2.95** Upgrade Peninsula Road in phases in the following sequence:

- Main Street to Bay Street
- Bay Street to Lyche Road
- Lyche Road to Seaplane Base Road
- Seaplane Base Road to Forbes Road
- Main Street to Marine Drive

**Policy 2.96** Improve the efficiency, safety and on-street parking opportunities of Peninsula Road in the long term by:

- reducing the number of access points by sharing between adjoining property owners wherever possible
- reducing the width of access points to 6 metres
- removing as many driveway access points to Peninsula Road as practical

**Policy 2.97** As development occurs, connect Cedar Road to Lyche Road.

**Policy 2.98** Maximise on-street parking through street improvements on Cedar Road, Helen Road and Larch Street.

**Policy 2.99** Explore phase 2 improvements to the newly acquired Cedar Road visitor hub to link air, water, and transit services with local transit, taxi, walking, and cycling facilities.



#### MARINE TRANSPORTATION

**Policy 2.100** Support the Harbour Authority in providing improved public access for commercial and recreational use of the Ucluelet Harbour and surrounding marine areas.

**Policy 2.101** Encourage the Harbour Authority to continually improve the environmental performance of its operations, and to encourage mariners to respect and protect the marine environment.

**Policy 2.102** Improve options for boat trailer parking near the ramp at Seaplane Base Road.

**Policy 2.103** Recognise the need for safe and environmentally responsible marine fueling services which support the local economy. Ensure existing marine fuel services are zoned appropriately.

**Policy 2.104** Recognise the contribution marine services industries make to the local economy and ensure existing marine service businesses are zoned appropriately.

**Policy 2.105** Explore the feasibility of establishing a regular water taxi service between key points on both sides of the Ucluelet Inlet.

**Policy 2.106** Explore opportunities to improve public access to the ocean via District-owned lands.

## PEOPLE ON FOOT

### Our Goals:

The District endorses the following pedestrian charter:

- Ucluelet recognises that walking is a key indicator of a healthy, efficient, socially inclusive and sustainable community
- Ucluelet acknowledges universal rights of people to be able to walk safely and to enjoy high quality public spaces at any time
- Ucluelet strongly supports community design and the provision of adequate infrastructure and facilities that foster safe, convenient, direct and comfortable pedestrian travel
- Ucluelet is committed to reducing physical, social, safety and institutional barriers that limit walking activity

**Policy 2.107** Prioritise pedestrian improvements which provide safe routes to the schools and the Ucluelet Community Centre.

**Policy 2.108** Update the subdivision and development standards to require construction of appropriate vehicle, pedestrian and bicycle facilities as part of all new development projects.

**Policy 2.109** Focus pedestrian and cycling improvements along Peninsula Road, Matterson Drive and Marine Drive, as shown on Schedule B: Transportation Network.

**Policy 2.110** Develop a prioritised plan for pedestrian improvements in the Village Square area and links to other parts of the community to maximise the comfort and safety of residents, and so that a safe and legible Walking Tour can be offered to visitors.

#### PEOPLE ON BICYCLES

**Policy 2.111** Work to implement the bicycle route network as shown on Schedule B: Transportation Network

**Policy 2.112** Support the development of recreational walkways and/or multi-use trails throughout the municipality, providing links between major park and open space areas. These walkways may be off-road or adjacent to roadways, and generally follow the alignment of the trail system shown on Schedule C.

**Policy 2.113** Ensure adequate, secure bicycle parking facilities at major destinations within the District.

**Policy 2.114** Support extension of the paved multi-use trail to Tofino, in partnership with the District of Tofino, Parks Canada, the Alberni Clayoquot Regional District, local First Nations and other agencies.

**Policy 2.115** Encourage local efforts to expand mountain biking trails, access and mapping in the vicinity of Ucluelet, including lands in the Barkley Community Forest.

#### PEOPLE ON TRANSIT

**Policy 2.116** Identify priority locations for improved bus stop facilities including weather protection.

**Policy 2.117** Advocate with BC Transit for service connecting the entire community, spanning the length of the peninsula to the Amphitrite Point lighthouse.

**Policy 2.118** Work with other local communities, BC Transit and Tofino Bus Services to establish higher frequency regional transit services including Tofino, the airport, and Port Alberni.

#### PEOPLE IN AUTOMOBILES

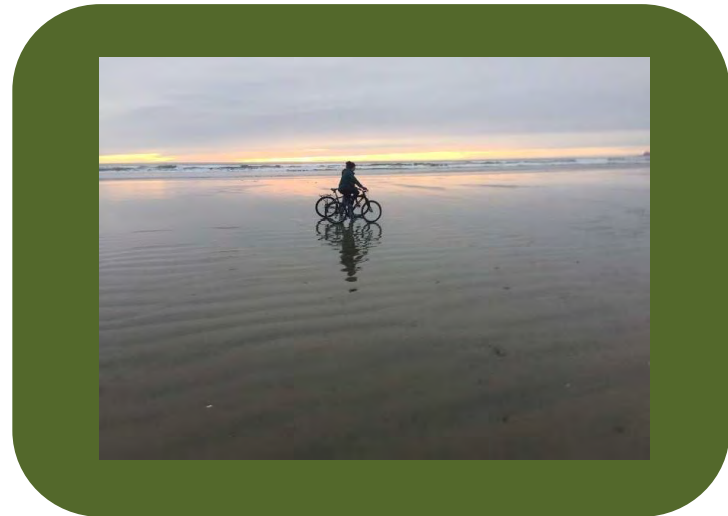
**Policy 2.119** Include electric vehicle charging facilities at municipal parking lots, where feasible.

**Policy 2.120** Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

**Policy 2.121** Explore overnight visitor parking solutions for people using Ucluelet as a launching point for marine tours.

**Policy 2.122** Identify and provide directional signage to appropriate seasonal RV parking locations in the vicinity of the Village Square.

**Policy 2.123** Discuss with the School District options for permitting time-limited RV parking at the Elementary and High Schools during the summer months.



PEOPLE MOVING FISH

**Policy 2.124** Recognising the value provided by truck delivery and hauling services, aim to ensure safe use of District roads by all road users while enabling appropriate truck access.

**Policy 2.125** Explore alternatives to improve truck movements and pedestrian safety in the vicinity of the Village Square.

**Policy 2.126** While recognising the need for short-term truck staging on Alder Street to access the active marine industries on Eber Road, work to improve road surface and pedestrian safety in this area.

**Policy 2.127** Encourage truck staging and storage on appropriately zoned light industrial lands.



# Part Three: People



## Community Health, Safety and Wellbeing

### Our Goals:

- a thriving community of healthy, active, engaged citizens of all ages
- a resilient and prepared community of neighbours who help one another
- a vibrant cultural scene – inclusive of all cultures and walks of life
- equitable access to a variety of recreation and lifelong learning opportunities

### FIRE AND EMERGENCY SERVICES

Fire and Emergency Services supports and maintains a community emergency management system through mitigation, preparedness, response and recovery initiatives for emergencies and disasters.

The Ucluelet Volunteer Fire Brigade has been providing fire protection services for the community for over 70 years. Each year the UVFB responds to an average of 110 callouts for fire, motor vehicle accidents and medical first responder calls.

The Emergency Support Services team is responsible for coordinating efforts to provide shelter, food, clothing, transportation, medical services and reunification services to victims of emergencies and disasters.

Ucluelet and the entire west coast of Vancouver Island are isolated. Road access is via Highway # 4, a difficult road to travel under normal conditions. As a result, the District will consider local responses to emergency situations and not rely on Highway # 4 or Peninsula Road to evacuate the community elsewhere.

A tsunami triggered by a local earthquake could reach Ucluelet within 10 – 15 minutes; therefore emergency personnel will not have sufficient time to warn residents of the impending danger. The District will work to raise awareness of immediate evacuation plans, which should consider evacuation routes to areas of high ground.

The **Ucluelet Emergency Network (UEN)** utilises a “four pillar” approach of mitigation, preparedness, response and recovery.

The UEN is a multi-jurisdictional committee that consists of representatives from:

BC Ambulance Service  
 Canadian Rangers  
 District of Ucluelet  
 Emergency Support Services  
 Pacific Rim National Park  
 Royal Canadian Mounted Police  
 Royal Canadian Marine Search and Rescue  
 School District 70  
 Toquaht Nation  
 Ucluelet Volunteer Fire Brigade  
 West Coast Inland Search and Rescue  
 Yuułuʔiłʔatḥ (Ucluelet First Nation)

The areas identified as high ground in Ucluelet are:

- High School and associated fields;
- Tugwell fields;
- Top of Hyphocus island;
- Upper parts of Millstream; and
- High points on Reef Point and Coast Guard Roads.

**Objective 3A** Support, recognise and celebrate the contributions made by the members of the Ucluelet Volunteer Fire Brigade and other community organizations.

**Objective 3B** Increase community capacity to respond to emergencies.

**Policy 3.1** Complete a community risk assessment and identify current and future needs for emergency services.

**Policy 3.2** Analyse future growth potential and infrastructure needs to ensure the community can sustain and afford the necessary emergency and infrastructure services.

**Policy 3.3** Provide emergency services facilities, equipment and resources that are adequate and affordable for the size of the local and visitor populations.

**Policy 3.4** Identify and prioritise any infrastructure gaps which could affect the ability to respond to emergencies.

**Policy 3.5** Explore opportunities for efficiency and funding of a combined new community safety facility (i.e., serving fire, ambulance, police).

**Policy 3.6** Work with neighbouring communities to maximise efficiency and capacity for providing appropriate regional

emergency services, by exploring opportunities for shared services and/or servicing agreements.

**Policy 3.7** Support the Ucluelet Emergency Network’s efforts to continuously improve community training, awareness and preparedness for emergency events.

**Policy 3.8** Support regular practice including evacuation drills utilizing the existing road network and facilities within the community.

**Policy 3.9** Improve tsunami evacuation route signage for prone areas, directing people to the closest high ground area.

### COMMUNITY SAFETY

The municipal Building Inspection, Bylaw Enforcement and Business Licencing functions ensure that land uses, building construction and activities in the community are conducted in ways which are safe, equitable and respectful of potential impacts on neighbours.

These functions, in coordination with the level of service provided by local Fire and Emergency Services, also affect land values and insurance rates within the community.

**Objective 3C** Ensure all buildings within the municipality meet the minimum health and safety standards set by the BC Building Code to ensure they are safe for their intended use.

**Objective 3D** Ensure the use of land and buildings within the municipality complies with provincial and municipal standards, in order to lower risks to the community, protect the environment and ensure the safety of first responders.

**Objective 3E** Ensure land uses and business activities protect the environment, respect neighbours and foster a positive welcoming impression among residents and visitors.

**Policy 3.10** Implement a system of appropriate regular fire inspections tailored to building uses, community capacity and level of risk.

**Policy 3.11** Provide a thorough and efficient system of building permitting and inspections.

**Policy 3.12** Provide an efficient and equitable system of business licencing, and explore opportunities to promote licensed businesses through a local business registry.

**Policy 3.13** Foster increased awareness and local knowledge of building and fire safety codes, standards and bylaws through such means as providing permit checklists, application guides and educational opportunities.

**Policy 3.14** Develop a municipal bylaw enforcement policy to clearly communicate expectations and priorities for the monitoring and enforcement of bylaws to ensure community health, safety, wellbeing and positive visitor experience.

**Policy 3.15** Regularly review municipal policies and bylaws with an aim to minimise regulation to only that which is necessary to achieve community objectives of maintaining health, safety, wellbeing, protection of the environment and reducing situations of conflict and nuisance.



## HEALTH AND WELLBEING

Ucluelet residents are served locally by the Tofino General Hospital and the Ucluelet Medical Clinic.

More comprehensive, extended medical care is available in Port Alberni and Nanaimo. A range of massage, chiropractic, physiotherapy and other health-related services are also available in Ucluelet and Tofino.

Health and fitness classes are provided by local private providers and at the Ucluelet Community Centre – all supporting active lifestyles and community health.

**Objective 3F** Foster improved local health resources serving all citizens, including vulnerable populations.

**Objective 3G** Provide inclusive and equitable municipal services and recreation programs.

**Objective 3H** Pursue the five goals from the “pathways to wellbeing” by the Canada Parks and Recreation Association to foster:

- active living
- inclusion and access
- connecting people and nature
- supportive environments
- recreation capacity

**Objective 3I** provide the best in recreation, tourism and parks services to positively affect the overall health and well-being of the community.

**Objective 3J** Provide inclusive opportunities for quality recreational services, community events, conferences,

workshops, and gatherings through outstanding programs, facilities and customer service.

**Objective 3K** Work to make District programs, services and events more accessible, following the recommendations of the Age-Friendly Action Plan.

**Policy 3.16** Support efforts to retain and improve local medical facilities, specialist options and improve transportation options to out-of-town medical services.

**Policy 3.17** Support the expansion of convenient and affordable transportation options to access medical and other essential services for people of all ages and abilities.

**Policy 3.18** Design and improve public facilities and spaces to be inclusive. Make accessible design a priority for major facilities within the walkable core of town (i.e., between the community centre and the Village Square).

**Policy 3.19** Continuously look for opportunities to improve access to community buildings and programs.

**Policy 3.20** Look for opportunities to improve access to public washroom facilities in strategic locations.

**Policy 3.21** Improve the pedestrian environment with a priority emphasis on sidewalks, crosswalks, seating, lighting and visibility in the vicinity of the Village Square and UCC.

**Policy 3.22** Develop and maintain all-ages accessible facilities, trails and/or viewpoints in appropriate key locations within the parks and trails network.

**Policy 3.23** Explore avenues to better communicate opportunities for all members of the public to participate in civic events, programs, services and discussions.

**RECREATION**

The District operates the Ucluelet Community Centre (UCC) as the hub of recreation programs, civic engagement, cultural and special events. This gathering place has been developed with the goal of offering something of value to everyone in the community.

The Ucluelet Parks and Recreation Master Plan and Age Friendly Action Plan guide the continual re-evaluation of District facilities and programs, to provide program excellence and high participation by community members and visitors.

**Objective 3L** Continually evaluate and adjust to meet the needs of the community through recreation programs, Arts and Culture initiatives and event support.

**Objective 3M** Continue to invest in and present the District's diverse arts and heritage mosaic.

**Objective 3N** Continue to evaluate trends in facility use, community needs and resources necessary to serve the interests of a diverse population.

**Objective 3O** Deliver and support excellent services in partnership with aligned organizations, including the School District, non-profit organizations and the private sector.

**Objective 3P** Ensure that recreation programs, cultural activities and special events remain relevant and responsive to the needs and interest of Ucluelet area residents.

**Policy 3.24** Continue to undertake a comprehensive assessment of recreation and cultural programs and special events.

**Policy 3.25** Support and celebrate the strong local spirit of volunteerism by fostering connections to volunteer opportunities, and by celebrating and recognizing volunteer contributions.

**Policy 3.26** Review the grant-in-aid policy to provide an appropriate level of support to organizations providing services to the community.

**Policy 3.27** Continue to use the UCC as the inclusive focal point for delivering universal programs for people of all ages and abilities.

**Policy 3.28** Provide space and support for programs provided by other community agencies including:

- West Coast Community Resources Society
- Ucluelet Children's Daycare Centre
- Vancouver Island Regional Library



## FOOD SECURITY

**Objective 3Q** Residents have access to healthy food and opportunities to grow, harvest and buy local food.

**Policy 3.29** Encourage and support opportunities for direct seafood sales at appropriate facilities in the Harbour.

**Policy 3.30** Support community gardens on appropriate public lands.

**Policy 3.31** Encourage opportunities for food production and gathering on appropriate lands in the Barkley Community Forest.

**Policy 3.32** Support appropriate wildlife-smart organic waste composting.

**Policy 3.33** Support the implementation of the Coastal Addendum to the Alberni Agriculture Plan.

**Policy 3.34** Identify, build and maintain food storage and processing facilities which can serve to provide duplicate capacity in case of community emergencies (e.g., food bank, UCC kitchen, schools, etc.).

**Policy 3.35** Explore the feasibility of a combined fieldhouse, emergency muster station and foodbank at Tugwell Field.

**Policy 3.36** Explore opportunities for teaching food growing, preparation and preserving within educational and recreation programs, including after-school kids' programs.

## HERITAGE AND CULTURE

### Heritage and Cultural Conservation

The Ucluth Peninsula has been inhabited for thousands of years by the Yuułuᑭiᑭᑭᑭᑭᑭ (Ucluelet First Nation). There are numerous culturally significant sites located within the District.

There is a legal and moral obligation to conserve these sites and materials. Archaeological sites are managed under the provincial *Heritage Conservation Act*. This Act provides for the protection and conservation of British Columbia’s archaeological resources. Under the legislation, archaeological sites are protected whether their location is documented or not.

Cultural heritage resources are different than archaeological sites, and are also of significant value. These sites will often lack the physical evidence of human-made artefacts or structures, but will retain cultural significance to one or more living groups of people.

Examples include such things as ritual bathing pools and resource gathering sites. Effective implementation will require a positive working relationship between the Yuułuᑭiᑭᑭᑭᑭᑭ and the District.

The Yuułuᑭiᑭᑭᑭᑭᑭ Government has provided archaeological and cultural potential mapping which highlights areas considered to be of very high archaeological potential (see Map 3); this includes the marine foreshore and all areas 150m inland around the shore of the Ucluth Peninsula, plus old-growth forest ecosystems.

Known affectionately by locals as “Ukee,” Ucluelet’s rich history is commemorated today in place names, local events and built environments. A number of sites are recognised as having heritage value, including:

- St. Aidan on the Hill church site at Main Street and Peninsula Road
- Plank roads and boardwalks that once connected parts of the community (and recalled in signage installed by the Ucluelet and Area Historical Society along portions of the Wild Pacific Trail)
- Japanese community post-war settlement at Spring Cove and other locations
- Seaplane Base Road and Recreation Hall area
- George Fraser property, gardens and farm south of Peninsula Road
- Imperial Lane and the Whiskey Dock

Ucluelet boasts a vibrant artistic community, being home to many artists and cultural events. In addition to showcasing the area’s culture, history and natural wonders, these events provide important social gatherings for residents and draw large numbers of visitors.

Heritage and culture together form a strong part of Ucluelet’s identity and also generate tourism and other economic development opportunities.

**Objective 3R** To preserve archaeological, historical and cultural features.

**Objective 3S** To identify areas of the Ucluth Peninsula with major potential for archaeological and cultural sites.



**Objective 3T** To celebrate the local culture of the Ucluelet community.

**Policy 3.37** Develop, in partnership with the Yuułuʔiłʔatḥ Government, a protocol for referral and input on development proposals within the areas of high archaeological and cultural potential identified on Map 4.

**Policy 3.38** Develop, in partnership with the Yuułuʔiłʔatḥ Government, a joint Heritage Alteration Permit and protocol / servicing agreement for archaeological and cultural guidance on municipal works and operations within the areas of high archaeological and cultural potential identified on Map 4.

**Policy 3.39** Work with the Yuułuʔiłʔatḥ First Nation, the Heritage Conservation Branch and local historians to identify archaeological and cultural sites, features and place names.

**Policy 3.40** Work with local historians and the Heritage Conservation Branch to locate, identify and record all significant heritage and cultural features and sites.

**Policy 3.41** Development proposals will be reviewed in relation to existing and possible archaeological sites, and where sites are apparent, the owner will be notified of their responsibility for complying with the requirements of the provincial Heritage Conservation Branch.

**Policy 3.42** Support the documentation and build awareness of heritage places (natural or cultural), buildings, artefacts and landscapes in the community.

**Policy 3.43** Seek First Nations' input on District heritage and cultural matters and events.

**Policy 3.44** Invite input from the Yuułuʔiłʔatḥ on the use of traditional names in areas of significance to the indigenous community, and to find opportunities to highlight the Nuu-chah-nulth language where appropriate.

**Policy 3.45** Roughly half of the existing street names in Ucluelet are nouns; invite input from the Yuułuʔiłʔatḥ on Nuu-chah-nulth translations of these names, and explore opportunities for a bilingual street sign program.

**Policy 3.46** Work with property owners through the Development Permit process to encourage building and site design that reflects Ucluelet's west coast and fishing village heritage.

**Policy 3.47** Facilitate the provision of gathering spaces throughout the community, with particular emphasis on the Village Square and the Community Centre.

**Policy 3.48** Support the Ucluelet and Area Historical Society in planning for a future museum and/or venues for historical cultural displays and archives.

**Policy 3.49** Support heritage preservation and stewardship of District-owned heritage resources.

**Policy 3.50** Encourage the preservation of privately-owned heritage properties and consider incentives for heritage conservation, by means such as zoning bonuses through Heritage Revitalisation Agreement.

**Policy 3.51** Identify and connect places of historical significance as part of the future Ucluelet walking tour;

**Policy 3.52** Support community cultural events that celebrate and build cultural experiences for residents and visitors and foster further understanding and connection to this place.



**Policy 3.53** Surfing is good.



**Policy 3.54** Artwork illustrating this document was generously provided by local artists Katsumi Kimoto and Marla Thirsk. To seek illustrations for future updates to this plan, the District will issue a broad call for submissions by local citizens and artists to “draw your community”.

## Land Use, Housing and Managed Growth

### LAND USE CATEGORIES

To put the guiding principles of this OCP into effect, the long-range land use for all areas of the municipality have been designated as shown on Schedule A, “Long-Range Land Use Plan”. Descriptions of each land use designation are summarised below. Note that current land uses and zoning may differ from the long-range designation for any given property. Over time, as properties redevelop the zoning and use of the land should align with the designated uses noted in this plan.

Also note the District may consider requests to down-zone properties to recognize existing non-conforming land uses (brought about by past blanket rezonings), without triggering an amendment of this OCP even if the existing / interim use does not match the long-range uses anticipated on Schedule A.

### Commercial

#### Village Square Commercial

This designation applies to the village square and includes a broad range of mixed uses.

These may include retail uses, offices, restaurants, tourist accommodation, financial, cultural and community services, and

multi-family residential (e.g. apartments and residential units above retail stores).

Compact, high density, mixed-use buildings which respect the existing character of the neighbourhood are encouraged

#### Service Commercial

This designation generally applies to portions of Peninsula Road between Forbes Road and Bay Street. It includes uses such as motels, restaurants, personal and retail services, service stations and automobile repair.



#### Tourist Commercial

This designation includes visitor accommodation (e.g. hotels, motels, hostels, guesthouses), marinas and other supporting uses such as kayak and bike rentals.

Long-term residential uses in the vicinity of the centre of town is supported, therefore a mix of residential uses, including

employee housing, may also be included in the zoning of areas designated Tourist Commercial in this location.

#### Neighbourhood Commercial

This designation applies to individual lots or small commercial nodes providing small-scale commercial services compatible with surrounding land uses and primarily serving lands within convenient walking distance.

#### Parks and Open Space

This land use designation applies to the District's parks, playgrounds, trail network and green spaces. This includes nature parks, community parks, neighbourhood parks, trails and greenbelts. Lands with this designation may also include a variety of public institutional uses such as the Coast Guard facilities at Amphitrite Point, water towers, the Ucluelet Community Centre, etc., which are compatible with the surrounding public park context.

Note that the Schedule 'A Longe-Range Land Use Plan may indicate Parks and Open Space designation across areas of private land; these generally indicate areas with high habitat values, flood potential and/or potential for pathway connections. This may indicate where there are existing rights-of-way, or where desired open space areas should be considered and could be determined in detail at the time of future development approvals.

#### Single-Family Residential

This designation includes detached single-family homes and duplexes. Single-family properties may include secondary suites, accessory dwelling units, home occupations and guest accommodation.

Some small-scale multi-family land uses exist within single-family neighbourhoods. Further small-scale development of multi-family uses - which demonstrate how they fit within the neighbourhood context specific to their location - may also be approved within these areas without amendment of this OCP

#### Multi-Family Residential

This designation includes multi-family residential housing of medium to high-density. This includes row houses, cluster housing, townhouses and apartment buildings.

This designation may also include small-lot single-family subdivision or cluster developments which achieve similar densities.



### Industrial

#### Light Industrial

This designation provides for a variety of light and medium industrial uses, such as food processing and wood-based manufacturing industries, including service commercial and light industrial uses. This designation applies to lands along Forbes Road.

#### Marine Industrial

This designation applies to the upland side of commercial marine properties and provides for a variety of water-dependent and supportive light and medium industrial uses, such as fish processing and unloading, ice plants, marine repair and manufacturing industries, marine fuel services and other marine light industrial uses.

This designation generally applies to lands with existing marine infrastructure fronting the harbour.

### Public Institutional

This designation includes community and institutional uses, such as schools, libraries, recreation areas, health facilities, supportive housing, policing and emergency services, municipal buildings and facilities (e.g. the sewage lagoon on Hyphocus Island) and religious institutions. This category also includes lands supporting public utilities such as electrical and data transmission networks.

### Water Areas

#### Water Lots

This designation applies to all areas of current and anticipated foreshore leases as designated in Schedule A.

Uses are subject to future review but may include docks, moorage of fishing vessels, loading/unloading of marine vessels, fish processing and support industry, tourist and recreation facilities including marinas and boat launches, marine residential, environmental protection, utilities and log storage.

#### Small Craft Harbour

These foreshore leases are held by the Department of Fisheries and Oceans and are managed by the District. A range of activities are permitted, including private boat moorage and other recreational pursuits, commercial fishing and guiding enterprises.

#### Marine Conservation

This designation applies to marine areas intended for conservation and transient recreational uses only; expansion of foreshore tenures and long-term vessel moorage are not supported within the Marine Conservation areas. Offshore rocks

and islets shown as Marine Conservation on Schedule A are intended to be left in their natural state.

### Village Square and Commercial Core

#### Village Square

The Ucluelet Village Square area is the heart of the community and Ucluelet's main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk (500 metre radius) of Main Street and Peninsula Road.

The Village Square area is oriented toward the waterfront acknowledging the critical role the harbour continues to play in the community's identity and prosperity. Access and views to the water are a community priority.

As the main commercial and mixed-use area of Ucluelet, the Village Square area is a welcoming place for community members and visitors alike.

Other designations also located within the core area of Ucluelet include Institutional, Multi-Family Residential, Residential and Parks and Open Space.

The Village Square designation contains the broadest range of services and land uses in the District. This includes retail, professional offices, health care, administrative, financial, tourist accommodation and supporting uses, cultural and community services and residential.

Marine Industrial uses that require access to the harbour are also permitted in key locations, including the UHS fish plant.

Service commercial uses (e.g. gas stations and other similar uses oriented toward the automobile) are located outside of the Village Square in order to maintain its strong pedestrian focus.

The Village Square provides for multi-family residential options in and around the core. This housing is located in mixed-use buildings and expands the community's affordable housing choices.

The Village Square has the community's highest densities and building forms, yet is designed to respect views and existing character. It is appealing and safe for pedestrians of all ages.

The architectural style and urban design of the Village Square reflects Ucluelet's unique history and coastal context. High quality urban design enhances the public realm and the pedestrian environment. Village Square uses are designed to transition sensitively to adjoining areas.



Village Square Policies:

**Policy 3.55** The area bounded by the Harbour, Bay Street, Larch Road and Otter Street is to be designated as the Village Square. This area is also designated as the Village Square Development Permit Area for form and character (see Schedule 'F' for form and character DP mapping and Section 6 Implementation for details of the DP designation, applicability and guidelines.)

**Policy 3.56** New retail, service and office development shall be concentrated in the Village Square designation to maximise pedestrian access for employees and customers and maintain the vitality of the village core.

**Policy 3.57** Tourist accommodation (e.g. boutique hotels) and supporting uses are encouraged (e.g. eating and drinking establishments) to locate in the Village Square designation.

**Policy 3.58** The District of Ucluelet continues to recognise the importance of the harbour to the District's economy by designating employment uses that require access to the water (e.g. fish plant, boat repair) to locate within the Village Square area. Such uses shall be sensitively integrated into the community.

**Policy 3.59** Encourage residential growth within the Village Square designation in the form of apartments and residential over commercial to provide for greater housing diversity and affordability.

**Policy 3.60** Properties fronting Main Street must be mixed-use, with residential above commercial uses, or standalone commercial; stand-alone multi-family may be permitted within other areas of the Village Square designation. Arrange vehicular

access in a way that gives priority to pedestrian and cyclist comfort and safety.

**Policy 3.61** Cultural and institutional uses are permitted within and adjacent to the Village Square designation, to support the mixed-use, cultural heart of the community. This is the preferred location for a District Museum. The acquisition of key properties by the District, or other public agency, may be required to establish more cultural and heritage uses in the Village Square.

**Policy 3.62** The District encourages Canada Post to maintain the community post office within the Village Square area.

**Policy 3.63** Emphasize the Village Square as the focal point for commercial and socio-economic activity in Ucluelet.

**Policy 3.64** Main Street Dock is a key public gathering place in the community. It provides public access to the waterfront that is safe and accessible.

Main Street Dock may be framed by buildings and contain uses that fit within the mixed-use vision of the Village Square (e.g. cultural, recreation, commercial) and provide interest and variety to the area.

**Policy 3.65** Enhance and improve public access to the water by encouraging access or viewpoints within all new developments that are adjacent to the water, including those adjacent to water lots.

**Policy 3.66** Enhance and improve the network of public open spaces and trails that connect and cross the Village Square. Specific network improvements and elements include:

- enhance existing parks including Municipal Hall Park (e.g. reducing pavement) and Waterfront Park

- retain outdoor open space along Peninsula Road (e.g. existing patio northeast of the intersection of Main Street and Peninsula Road) in order to provide overlook and views to the Harbour
- explore creation or acquisition of new public open space opportunities where feasible (e.g. including the informal green space along Cedar Road on the existing fish plant site)
- require and formalise mid-block pedestrian connections in large block areas (e.g. north side of Peninsula Road, between Bay and Main Streets)
- develop a walking tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town, to create a continuous pedestrian link with the Safe Harbour Trail (see Schedule 'C')
- encourage the provision of cycling end-of trip facilities, such as bike parking
- explore options for a connection between Lyche and Cedar Roads. This connection is desirable, and the location can be flexible to accommodate existing uses and future redevelopment of the parcel.

**Policy 3.67** Support the operating fish plant and associated industry; consider opportunities such as guided tours through the fish plants, a museum to showcase the industry and sports fishing opportunities;

**Policy 3.68** Village Square Pedestrian Walkway Improvements – work to improve the following sidewalk and pathway segments in the following prioritised list:

- stair / ramp at corner of Main Street and Helen Road
- pedestrian walkway on Fraser Lane
- reconstruct municipal hall parking entrance and tot lot

- pedestrian walkway on Helen Road: Main to Matterson
- pedestrian walkway on north side of Peninsula Road: Main to Bay
- pedestrian walkway on Cedar Road: Main to Bay

## Commercial

Ucluelet's business community provides a range of commercial facilities and services for the convenience of residents and visitors.

Commercial uses strengthen the municipal tax base, provide employment opportunities and accommodate the twin pillars of Ucluelet's economy; fishing and tourism.

Commercial land uses are also recognised for their contribution to a complete community through the provision of services and shopping close to home.

The broadest mix of commercial uses (including offices and retail stores) is permitted in the Village Square. As the community's main gathering place and with the highest residential densities, the Village Square is the main working and shopping destination in Ucluelet.

Commercial uses are also permitted in other parts of the community. Automobile-oriented uses (e.g. service stations and building supply establishments) are permitted primarily along Peninsula Road in the Service Commercial designation.

Commercial uses oriented toward tourist accommodation are located in Tourist Commercial designations. This hierarchy of commercial designations supports a compact and vibrant Village Square, while accommodating other needed services in the community.

## General Commercial Policies:

**Policy 3.69** Support a hierarchy of commercial uses that supports the Village Square as the location for most commercial and retail uses, while meeting the full range of residents' and visitors' service and shopping needs.

**Policy 3.70** Continue to support the work of the Ucluelet Economic Development Corporation, the Barkley Community Forest, the Ucluelet Chamber of Commerce and Tourism Ucluelet, and the formation of partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

**Policy 3.71** Promote and support locally owned small businesses, including those oriented to arts and artisans, home occupation uses, and - where appropriate - bed and breakfasts, vacation rentals and guest houses.

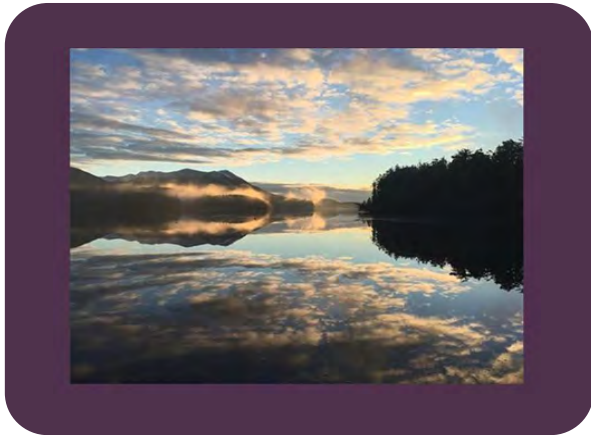
**Policy 3.72** Review permitted uses in all commercial zones, including the merits of allowing permanent residential uses in the Tourist Commercial (CS-5) zone in the vicinity of the Village Square and residential units above service commercial uses (CS-2 zone).

**Policy 3.73** Connect commercial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show commercial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of the District.



**Policy 3.74** Support climate action strategies by:

- locating commercial uses within proximity of Peninsula Road, the District’s primary corridor for development. This will promote the early introduction of local transit-service and higher transit frequencies than is possible with lower density development
- situating commercial areas within walking distance of potential future transit routes
- supporting home-based businesses that have minimal impact on neighbouring land uses
- encouraging environment-friendly commercial development, building energy and efficiency upgrades
- encouraging development in a manner that promotes energy efficiency. This may include orienting buildings for maximum solar gain, maximizing glazing, requiring overhangs that protect from summer sun and rain but allow winter sunlight in, and providing landscaping that shades in summer and allows sunlight in during the winter



**Service Commercial**

Lands designated for Service Commercial uses are generally located along both sides of Peninsula Road between Forbes Road and Bay Street.

**Service Commercial Policies:**

**Policy 3.75** Designate properties along Peninsula Road for service commercial uses to accommodate existing uses as well as future uses that require automobile-oriented access and visibility.

**Policy 3.76** Accommodate automobile repair uses in the Service Commercial designation. Consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the Service Commercial zones (i.e., not within the Village Square).

**Policy 3.77** Recognise the strategic location and high visibility of Peninsula Road and implement high quality urban design for service commercial uses in the area, as set out in the Peninsula Road DP Area guidelines.

**Policy 3.78** Work with the Ministry of Transportation and Infrastructure to enhance landscaping along Peninsula Road through the development process, allocation of capital funds and other mechanisms (e.g. DCCs and grants).

**Policy 3.79** Work with property owners to increase the supply of visitor parking in commercial areas along Peninsula Road, while minimizing the number and width of curb cuts crossing the pedestrian and bike paths.

### Tourist Commercial

Ucluelet’s appeal as a tourist destination for all ages is based largely on the wide range of recreation opportunities available in the community. These include hiking the Wild Pacific Trail, sea kayaking, boating, fishing, surfing and cycling.

The town serves as a gateway to Pacific Rim National Park Reserve, Clayoquot Sound, Barkley Sound and the Broken Group Islands. Visitors are able to enjoy Ucluelet’s small town charm, working harbour, parks, trails and other recreational and cultural amenities.

The Tourist Commercial designation focuses primarily on providing for visitors’ accommodation, together with marinas and other supporting uses, creating areas distinct from residential neighbourhoods.

#### Tourist Commercial Policies:

**Policy 3.80** Concentrate large scale tourist commercial developments within the following general areas:

- Reef Point Area
- Inner Boat Basin
- Former Forest Reserve Lands

**Policy 3.81** Encourage accommodation types that may not be provided for in other areas in order to enhance visitor options and strategically manage supply (e.g. boutique hotels are encouraged in the Village Square designation, while vacation rentals, hotel/spas are permitted in the Tourist Commercial designation.).

**Policy 3.82** Allow limited and accessory commercial uses (e.g. kayak rental) within the Tourist Commercial designation in order to support a wider range of commercial uses within a compact

and complete Village Square. Limited restaurant uses are appropriate in the Inner Boat Basin area. Visitors are encouraged to access offices and retail uses in the Village Square. Transportation options to the Village Square will include pedestrian and cycling infrastructure.

**Policy 3.83** Encourage the redevelopment of properties fronting onto Ucluelet Inlet ensuring:

- the provision of public access to the waterfront
- a continuous waterfront walkway connecting the Inner Boat Basin to the Village Square
- high quality architectural design reflecting the fishing village heritage of Ucluelet
- the identification, protection and enhancement of view corridors
- the inclusion of natural landscaping

**Policy 3.84** Encourage development forms that maximise tree retention for undeveloped sites.



## Industrial

Ucluelet has developed as a working community, supported by a strong fishing industry. Fishing and other industrial activities needing access to the waterfront continue to be important directions for the future. While forestry perhaps played a more prominent role in the past, its contribution to the local economy is ongoing and anticipated to grow with the potential for wood-based value-added enterprises.

Industrial land use, both water and land-based, provide a solid foundation for the community's economic livelihood. Industrial land use enhances the economic viability of Ucluelet through the diversification of the local economy and the provision of employment opportunities. Industrial land provides space for the supply, storage, distribution and repair functions which support other "front line" enterprises.

Local industrial land can also support the District's policies and actions to reduce greenhouse gas (GHG) emissions and respond to climate change. This is achieved through the promotion of innovative and clean industrial uses that are appropriately located and designed to maximise energy efficiency. Securing an adequate supply of local industrial land also reduces travel to access service and supply industries.

The Industrial Designation encompasses two main areas – lands at Seaplane Base Road and lands along Forbes Road. These two areas are expected to meet the industrial land needs of the District for the medium to long term. Uses within the industrial designation are designed to provide a neighbourly transition to adjoining non-industrial areas.



**Industrial Policies:**

**Policy 3.85** Support the protection of the District’s industrial land base as a vital community and economic asset that can be used to create significant local employment, property taxes and other benefits to Ucluelet.

**Policy 3.86** Encourage industrial uses that will achieve higher employment and land use densities.

**Policy 3.87** Guide industrial development off Peninsula Road and into the Forbes Road and Seaplane Base Road areas.

**Policy 3.88** Industrial land uses must be compatible with adjoining land uses (e.g. industrial / tourist commercial / residential); use the rezoning process (e.g. siting, layout) to minimise conflicts.

**Policy 3.89** Give priority to industrial uses at the Seaplane Base Road area that require water access in areas with sufficient navigational depth (e.g. north side in proximity of existing water lots).

**Policy 3.90** Protect and enhance the sensitive ecosystem associated with the waters on the west side of the Seaplane Base road industrial area by maintaining a naturalised shoreline.

Given the site’s unique water access, proximity to industrial and tourist commercial areas, a comprehensive plan of development will be required at the time of redevelopment. Public access to the water will be provided in a manner that is commensurate with the permitted land uses.

**Policy 3.91** Create an employment-intensive area in the Forbes Road industrial area, while acknowledging the existing mixed-use nature of the area. Review the range of uses permitted in the

CD-1 (“Eco-Industrial Park”) Zone. Residential uses (e.g., employee housing) should only be considered on upper storeys above appropriate light industrial space. Explore the inclusion of live/work light industrial uses within this area, particularly on new lands with light industrial designation to the north of Forbes Road and off Minato Road.

**Policy 3.92** Continue to recognise the importance of the harbour to the Ucluelet’s economy by allowing industrial uses that require access to the water to locate within other appropriate designations (e.g. Village Square, Water Lot and the Small Craft Harbour).

**Policy 3.93** Support the creation of more detailed plan for Ucluelet’s Harbour, focusing on lands in the vicinity of the Village Square, existing water lots, and appropriate locations for water-based industrial uses.

**Policy 3.94** Enhance and improve public access to the water in industrial areas while recognising that the safety and operational needs of industrial businesses are not to be compromised.

**Policy 3.95** Support the fish plant and supporting industry located within the Village Square designation.

**Policy 3.96** Support the long-term presence of the ice plants and marine service industries located on Eber Road. Recognising the surrounding residential neighbourhood context, continue to mitigate conflicts in this area.

**Policy 3.97** Support the expansion of the District’s industrial land base, where appropriate, in a manner that is sensitive to adjoining land uses and helps to achieve other District objectives.

**Policy 3.98** Work in partnership with the Ucluelet Economic Development Corporation (UEDC), the Barkley Community Forest and the Ucluelet Chamber of Commerce to form partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

**Policy 3.99** Continue to support the Village Square as the location for most commercial and retail uses. Review accessory retail and office use provisions in industrial zones.

**Policy 3.100** Connect industrial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show industrial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town.

**Policy 3.101** Encourage the provision of cycling end-of trip facilities, such as bike parking, in industrial areas.

**Policy 3.102** Provide a safe pedestrian environment to and from industrial areas and support ability of employees to walk to work while avoiding conflicts from trucks and vehicles, for instance, by providing separated sidewalks.

**Policy 3.103** Minimise detrimental effects of industrial development on the natural environment and surrounding areas. Encourage water conservation, re-use of building materials and waste products, reduced energy consumption, alternate energy sources and high air quality and water treatment standards.

**Policy 3.104** Strive for a high quality of site and building design in industrial areas. This may include extensive landscaping and visual buffers between industrial and non-industrial uses. Explore

the designation of properties fronting Forbes Road as a development permit area to improve the streetscape over time.

**Policy 3.105** Support climate action strategies by providing infrastructure to support electric vehicle charging and encouraging the reduction of vehicle trips.

**Policy 3.106** Encourage the provision of employee amenities within industrial developments that support a healthy working environment. This may include accessory retail uses (e.g. restaurants, cafes, pharmacy), places to sit, rest or eat, exercise facilities and connections to multi-use pathways, sidewalks or trails.

**Policy 3.107** Accommodate automobile repair uses in the industrial designation; consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the light industrial zones.

**Policy 3.108** There are no significant gravel deposits within the boundaries of the District of Ucluelet, and no foreseen quarry or gravel extraction operations. Significant gravel resources are available within the region, however, including in the adjacent Area C of the ACRD.

### Institutional

Community and institutional uses in Ucluelet include schools, libraries, recreation areas, health facilities, policing and emergency services, municipal buildings, public utilities and religious institutions.

These places meet many needs: educational, health, spiritual, and safety. They contribute to the wellbeing of the community and to a sense of permanence and stability.

The heart of Ucluelet's civic life is located within the Village Square. This area contains the District Hall and Waterfront Park, George Fraser Memorial Park and the Main Street Dock.

A second cluster of institutional uses is located approximately 1.5 kilometres away along Matterson Drive. This cluster includes Ucluelet Elementary and Senior Secondary Schools, the BMX Bike Track and school playgrounds, the Ucluelet Community Centre, including a branch of the Vancouver Island Regional Library and the adjoining skateboard park and basketball court.

The District recognises that providing cultural and recreation facilities within close proximity to each other is essential to creating a complete community and cultivating a dynamic relationship between the different facilities.

Connections between the two institutional nodes are facilitated by transportation and infrastructure improvements along Main Street, Peninsula Road and Matterson Drive. Walking and cycling between the two areas is encouraged.

Other institutional uses with the community include:

- Recreation Hall on Seaplane Base Road
- Sewage treatment facility on Hyphocus Island
- Forest Glen Seniors Housing (St. Jacques Boulevard)
- Ucluelet Volunteer Fire Brigade;
- Food Bank on the Edge
- Canada Post community post office
- Army Navy & Air Force Club (Peninsula Road)
- RCMP detachment
- Telus and Hydro facilities
- Water and waste water facilities (reservoirs, pump stations)
- School District 70 (Pacific Rim) facilities

At the time of writing, the Ucluelet Elementary School is receiving significant seismic upgrades and renovations - including new day care facilities - and a new Ucluelet Secondary School is under construction. The school is designed to accommodate future expansion if necessary. These new and upgraded facilities will serve the needs of the west coast for the foreseeable future.



### Institutional Policies

**Policy 3.109** Support improvements to the Village Square that increase its attractiveness and enhance its accessibility, usefulness, and security as a venue for public uses and events.

Improvements may include signage, planting of trees, provision of street furniture, adding pedestrian and building lighting, public art, and other aesthetic and functional items that make the Village Square more desirable to pedestrians.

**Policy 3.110** Facilitate improvements, which include sidewalks and multi-use pathways to Main Street, Peninsula Road and Matterson Drive to encourage walking and cycling between key community public spaces.

**Policy 3.111** Maintain a close, collaborative relationship with School District 70 to maximise the use of school facilities and services for the benefit of the community and to facilitate current and anticipated school needs.

**Policy 3.112** Encourage any future rebuilding of the schools to be oriented toward Matterson Drive to emphasize the importance of this intersection, the proximity to the Village Square and the connecting function that Matterson Drive plays (e.g. connecting Village Square to key community locations (community centre, Big Beach).

**Policy 3.113** Recognise and support the role of schools as neighbourhood focal points and social centres.

**Policy 3.114** Encourage Canada Post to maintain a location for the community post office within the Village Square area.

**Policy 3.115** a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range

Land Use Plan. Create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their future conversion to a possible variety of community care, shelter, supportive and/or affordable housing uses.



## Marine

### Small Craft Harbour/ Marine

The jurisdictional boundary for the District of Ucluelet extends approximately 200 metres (ten surveyor's chains, or 660 feet) into the Pacific Ocean surrounding the Ucluth peninsula, as shown on Schedule A. It is the intent of the District to regulate uses contained within the water areas to the full extent of its jurisdiction.

The Harbour (Ucluelet Inlet) has historically and continues to play an important role in the life and well being of residents in the District.

Currently a range of activities occur, such as fishing (commercial and sport), private boat moorage, guides and outfitters and other recreational pursuits, including launching points for excursions on the water along the West Coast, particularly the Broken Group of Islands.

A number of leases of provincial Crown foreshore have been created over the years. To date, the development of these water lots has not been regulated by the municipality through tools such as Development Permit designations.

The calm waters in this natural inlet have provided refuge for mariners for a long period of time.

The harbour has potential to maintain and promote what makes Ucluelet a great place – a place that services the fishing and sport fishing industries, the tourist industry, inspires artists and photographers and supports daily recreational enjoyment by many within the community.

The harbour is an asset worth protecting for the future economic prosperity and livability in the District.





The water areas of Ucluelet are generally designated as either:

- Small Craft Harbour (three public water lots)
- Water Lot (primarily privately-held foreshore leases)
- Marine Conservation (remaining water areas not in registered water lots)

In addition to these three designations, several water lots are designated in conjunction with the adjacent land-based designation (e.g. Village Square or Residential).

Each registered water lot is inextricably linked to various adjacent land uses; hence the relationship between land and water requires careful consideration, which could include parking needs, water and sewer servicing and visual impacts.

Following the guiding principles of this OCP, the District has designated environmentally sensitive areas and shoreline habitat as environmental Development Permit areas. See Schedule E for DP area mapping and Part 6 [Implementation](#) for DP guidelines.

**General Policies:**

**Policy 3.116** Adopt new zoning designations for water areas to define permitted uses, servicing and parking requirements, etc.

**Policy 3.117** Prohibit the following uses in the Water Lot, Small Craft Harbour and Marine Conservation designations:

- Commercial aquaculture
- Boat, vessel or aircraft storage
- Landfills

**Policy 3.118** Identify environmentally sensitive areas and protect marine ecosystems by establishing marine shoreline Development Permit areas: see Development Permit Area - Schedule E.

**Policy 3.119** Support marine ecology and marine education facilities within the Harbour.

**Policy 3.120** Consider enhancing public access to the District-leased water lot at the foot of Alder Street, including facilities for launching canoes and kayaks.

**Policy 3.121** Support transient boat moorage provided adequate sanitation facilities are located nearby.

**Policy 3.122** Require all water lot uses to properly treat and dispose sanitary sewer waste and connect into the District’s sewer collection system and access District potable water.

**Policy 3.123** Develop guidelines for marina and marine-based commercial DP areas, including requirements for publicly-accessible vessel sewage pump-out facilities in all marina operations.

**Policy 3.124** Explore new means of generating revenue to fund Harbour infrastructure.

### Small Craft Harbours

The Small Craft Harbour is owned by the Department of Fisheries and Oceans, and it is managed by the District. The Small Craft Harbour manages three water lots. These are:

- Lot 2084, known as the inner harbour
- Lot 1977, known as the outer harbour
- Lot 1877, known as 52 steps

#### Small Craft Harbour Policies:

**Policy 3.125** Ensure the continued viability of the Small Craft Harbour in Ucluelet through sound management practices;

**Policy 3.126** Consider changes to the size and configuration of the Small Craft Harbour; giving priority to water lots near existing and proposed industrial areas (e.g. Lot 610 near foot of Seaplane Base Road);

**Policy 3.127** Encourage water-based industrial uses to locate in the vicinity of Seaplane Base Road.

#### Water Lot Policies:

**Policy 3.128** A comprehensive review of all existing water lots and the appropriate location of potential marine uses will be carried out by the District. Possible uses include:

- docks and moorage of fishing vessels
- loading and unloading of marine vessels
- fish processing and support industry
- tourist and recreation facilities, including marinas and boat launches
- float homes
- live-aboards and houseboats

- pier residential housing
- environmental protection
- passive recreation and opportunities to view and experience the harbour from key locations on land
- utilities
- log storage

**Policy 3.129** The Main Street Dock (Lot 1689), the Whiskey Dock, is considered appropriate for specific marine uses, such as net mending, specialty catch off-loading, Francis Barkley passengers and ferrying, fish markets, and arts, entertainment and tourist functions.



Generally vessel off-loading and other heavy industrial uses are not encouraged at Main Street Dock. Other existing public and private wharfs within the harbour may be more suitable for such activities.



## Marine Conservation

All water areas located between the shoreline and the District boundaries, excluding areas designated as water lots, are designated as “Marine Conservation”. Offshore rocks and islets shown as Marine Conservation on Schedule A are intended to be left in their natural state.

### Marine Conservation Policies:

**Policy 3.130** Invite regional partners to participate in developing a comprehensive “Healthy Inlet / Safe Harbour” management plan for the Ucluelet Inlet, including:

- habitat sensitivity, protection and enhancement;
- co-ordinated approach to cleanup and avoiding future contamination (sewage, plastics, derelict vessels, etc.);
- coordinated policy for liveaboard moorage and sewage disposal;
- overview of type, amount and location of landing and moorage facilities.

## Residential

The Official Community Plan provides a framework to meet the diverse housing needs of residents in Ucluelet.

Residential land use is permitted in the Village Square, Multi-Family and Residential designations. Each land use designation varies in the range and density of permitted housing types.

Generally, the highest density uses (apartments and residential units above retail stores) are found in the Village Square, with medium density forms (townhouses) on the edge of the core area and single family uses located beyond a 400-metre walk of the Village Square.

The 2016 Census counted a resident population of 1,717 people in Ucluelet, and a total of 735 occupied private dwellings. This represents 1.36% annual population growth, or 23 new residents per year, over the past decade; this could be considered strong, positive growth. Over the same period, visitor growth and non-resident home ownership has also expanded considerably.

The advent of on-line advertising and bookings for short-term vacation rentals is depleting the supply of rental housing available to long-term residents in Ucluelet (and many other communities in BC). This is having a negative effect on both business viability and community well-being.

Over the past few years the District has actively monitored and enforced its bylaws on short-term vacation rentals. At the time of writing, approximately 300 vacation rental units are active in the municipality, many in existing residential neighbourhoods. A number of long-term rental units – including secondary suites –

have been converted to short-term rentals, displacing this supply of vital housing stock.

Affordable Housing is defined as:

housing costing 30% or less of annual household income suitable for households of low and moderate income, equal to 80% or less than the median household income in the District of Ucluelet, as reported by Statistics Canada and as defined by Canada Mortgage Housing Corporation, CMHC.

### Affordable Housing

Ucluelet attracts a large number of visitors yearly given its spectacular scenery and opportunities for recreation, including hiking, cycling, whale watching, kayaking, winter storm watching, surfing and fishing. As a popular tourist destination, the District strives to ensure that adequate housing is available for residents, visitors, and seasonal employees alike.

Ucluelet’s challenges with a lack of affordable housing began to escalate in 2001 as tourism activity increased. The affordable housing issue in Ucluelet also has ramifications on other growing industries and the changing needs of the community.

Other industries are growing in Ucluelet and struggle to house a local work force. Youth looking to leave home are forced to leave the community because of escalating housing costs. Seniors

looking to downsize their accommodation needs are faced with a shortage of housing supply and increased prices.

Ucluelet also houses many residents who work in the neighbouring tourism destination of Tofino. This puts added strain on the existing supply of affordable housing.

Approximately 9% of Ucluelet residents identify as Indigenous (2016 census). This includes both homeowners and renters. There are a handful of housing units owned by the Yuulu?if?ath Government in town, as well as homes owned and operated by non-profit housing providers.

A combination of strategies that includes smaller lots, secondary suites, detached accessory dwelling units (e.g. cottages), seasonal employee housing, inclusionary zoning, and residential mixed-use development can positively contribute to the broadening of housing choices and affordability within the District of Ucluelet, as well as providing for rental housing and a greater variety of options for seniors.

In April of 2018, the provincial government introduced two new pieces of legislation affecting how local governments address housing issues.

Part 14 Division 22 of the *Local Government Act* now requires local governments to commission a housing needs assessment, and update the report every 5 years. It is expected that a completed assessment report will be a pre-requisite to provincial grant funding for affordable housing projects.

Section 481.1 of the *Local Government Act* now enables local governments to designate properties in their zoning bylaws exclusively for rental housing.

In response to the current housing situation, to better understand the dynamics of the housing market and supply in Ucluelet, and to enable the municipality to be proactive on balancing the community housing needs as new development occurs, the District has adopted the following short-term housing action plan.

**Policy 3.131 Short-term Housing Action Plan:**

- A. continue the program to actively monitor and enforce short-term rentals
- B. commission a community Housing Needs Assessment report
- C. identify and explore the feasibility of creating temporary seasonal employee housing on at least one municipally-owned property
- D. look for opportunities to update inclusionary zoning and density bonusing, particularly on lands previously designated as Comprehensive Development under a Master Development Agreement, to ensure a mix of affordable housing types are delivered with each phase of new development in the community
- E. amend the zoning bylaw to ensure that the first rental unit on single-family residential lots is for long-term tenancy, with any additional short-term rental uses to depend on the continued existence of the long-term rental
- F. amend the zoning bylaw to remove standalone short-term rental of single-family homes from the VR-2 zoning designation (completed 2019)
- G. explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)
- H. a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range Land Use Plan; create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their continued use as employee housing or future conversion to a possible variety of

community care, shelter, supportive and/or affordable housing uses;

- I. explore the use of the new rental zoning powers proposed in Bill 23
- J. explore the use of Development Cost Charges for affordable housing
- K. develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues
- L. develop a District land and development strategy and explore the options for an ongoing affordable housing program

It is expected that these actions will be revisited following completion of a community Housing Needs Assessment in 2021, which may result in amendment of this OCP.



**Affordable Housing Policies:**

**Policy 3.132** Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square,

seniors' housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.

**Policy 3.133** Support development of multi-family housing above retail in the Village Square to encourage a mixed-use core in the District.

**Policy 3.134** Ensure larger developments are required to provide affordable housing as a portion of each development phase. Completion of the Land Use Demand Study (underway) and Housing Needs Assessment (2021) should provide guidance for the District to adopt targets for percentages of affordable housing in new developments. As a starting point, target a minimum of 75% of housing in new developments to be attainable by Ucluelet resident households.

**Policy 3.135** Permit secondary suites in single-family dwellings with sufficient off-street parking.

**Policy 3.136** Encourage the retention and development of mobile/manufactured home parks with high quality site design, screening and landscaping.

**Policy 3.137** Encourage alternative housing options, including small lot subdivisions.

**Policy 3.138** Zone land using low to moderate densities and use density bonusing to secure affordable housing in any larger development.

**Policy 3.139** Continue using inclusionary zoning regulations that require affordable housing in new multi-family developments.

**Policy 3.140** Encourage land use and building design which results in liveable but smaller, more affordable housing units.

**Policy 3.141** Continue to encourage developers to provide 15% to 20% staff housing for employees needed to staff new developments in tourist commercial developments.

**Policy 3.142** Encourage private, non-profit and co-operatively run housing units.

**Policy 3.143** Rezoning applications involving more than five dwelling units shall provide a statement describing the affordable housing components achieved by the proposal.

**Policy 3.144** The District does not support strata conversion of previously-occupied rental housing units.

**Policy 3.145** Include Indigenous housing needs in the development of a community Affordable Housing Needs Assessment.

**Policy 3.146** Work with regional First Nations and housing providers to identify where opportunities may exist to support and/or partner on meeting all community housing needs.



**Residential – Multi Family**

Smaller units in higher density, multi family areas are an important component of the District’s affordable housing strategy.

Residential uses within and in close proximity to the Village Square help create a more vibrant and compact community where residents can walk to services and amenities.

**Multi Family Residential Policies:**

**Policy 3.147** Encourage the development of multi-family residential units within an approximate five-minute walk of the Village Square;

**Policy 3.148** Encourage residential development above or below the first floor in the Village Square and the Service Commercial Area;

**Policy 3.149** Encourage higher density forms of multi-family development to locate along main roads, including Matterson Drive and Peninsula Road;

**Policy 3.150** Explore the use of coach houses and forms of low-to medium density multi-family housing that address both street frontages in the area south of Peninsula Road, between Yew Street and Matterson Drive; and

**Policy 3.151** Encourage the provision of underground or concealed parking and affordable housing units.

**Residential – Single Family**

The majority of housing in the District of Ucluelet is made up of detached single-family homes.

**Single Family Residential Policies**

**Policy 3.152** Continue to acknowledge the role that single-family housing plays in terms of appeal and lifestyle choice and encourage sensitive intensification (e.g. smaller lots, secondary suites, coach houses,) where appropriate.

**Policy 3.153** Retain the area along Imperial Lane as single family and encourage the character of the existing buildings to be retained during any re-development.

**Policy 3.154** Designate those portions of District Lots 281 and 282 that have been developed as low density, single family as Residential, while acknowledging that the existing zoning in these areas permits a broad range of land uses.

**Policy 3.155** Designate Hyphocus Island as low density rural reserve, until such time as a comprehensive proposal is received identifying cluster residential development with significant tree retention, preservation of the island in its natural state and dedication of lands for public access, including the high ground and a perimeter waterfront trail.

This area is not intended for private marina or significant commercial, tourist commercial or resort development. Some light industrial uses may be introduced as a compatible transition between the sewage lagoons and residential areas.

**Policy 3.156** Encourage residential development adjacent to Spring Cove (e.g. former BC Packers site) in ways that maximise preservation of environmental and cultural values, fit with the natural setting and extend public access through the Safe Harbour Trail along the shoreline.



Residential – General

General Housing Policies

**Policy 3.157** Explore early adoption of more energy-efficient building construction through the step code and seek industry input into the impact of implementing such requirements in this remote market.

**Policy 3.158** Explore density bonuses for incorporating energy efficiency in existing and new buildings.

**Policy 3.159** Cluster residential units to preserve natural areas where possible.

**Policy 3.160** Advocate for the development of adaptable housing standards within the BC Building Code and guidelines for future development.



### Future Comprehensive Planning Areas

Areas on Schedule A indicated as Future Comprehensive Planning areas applies to larger lots with development potential, where it is anticipated that future rezoning, and potentially subdivision, will occur prior to development. The land uses shown within these areas indicate the general pattern of expected land use, but final location and density of uses will be subject to the future approval processes and detailed analysis of these sites.

### Former Forest Reserve Lands

The Former Forest Reserve Lands cover the largest of Ucluelet's undeveloped areas. Special conditions of this vast 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 entire land base, the area is largely unexploited by development. Objectives of this OCP include protecting the natural qualities that make this place so special. Protecting the most sensitive and rich features of this area, and following the built form, character and material guidelines outlined in this plan, the Former Forest Reserve Lands will successfully add to the character of Ucluelet.

The coastal environment within this area is characterized by rocky bluffs and headlands along the exposed western shoreline, while a gentler rocky coast - along with sensitive marine wetlands, predominates along the protected eastern shoreline of Ucluelet inlet. This rugged and wild coast, along with the extensive forest that carpets the rolling and often steep terrain contribute immeasurably to the character of the site. There is therefore a demonstrated need to ensure that development

within this area should be protected from hazardous conditions and makes adequate provision for fitting itself harmoniously into the existing natural environment while maintaining a balance between the need for such protection and development of this land. The area contains archaeological and cultural uses and resources which must be understood and considered with any development plan. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical in maintaining these values. All development should extend the Wild Pacific Trail and Safe Harbour Trail, and the network of connecting corridors, that make their way through the area.



In addition to development being sensitive to significant natural features worthy of protection, this area is designated for a mix of uses which will require a high standard of design cohesion to reflect the natural heritage of the area.

Master Development Agreements were established to guide the development of the former forest reserve lands. Signed in 2005

and 2006, these agreements committed the owners to additional information requirements including native vegetation management plans, full environmental impact assessments and archaeological assessments. Development subsequently stalled and in the intervening years it has become clear that a different approach may be necessary to enable development of these sites while retaining the initial vision of promoting the natural attributes and culture of the community, attracting investment, tourism and employment opportunities while demonstrating responsible stewardship of the natural environment.

Land uses on the former forest reserve lands was anticipated to include:

- single family with a range of lot sizes
- multi-family residential and commercial resort condominiums
- vacation rentals and Guest House lots
- affordable housing
- hotel/spa, motel and staff housing units
- golf course/clubhouse and marina
- limited commercial facilities serving the tourist sector
- parks and natural space
- Wild Pacific Trail

The golf course use is no longer considered a viable component of the plan; a mix of the other uses is indicated on Schedule A.

The Wild Pacific Trail is a crucial, integral component of the former forest reserve land areas. Amendments to each Master Development Agreement may be considered without amendment of the OCP provided the Wild Pacific Trail is not compromised.

The District may also reconsider the Master Development Agreement (MDA) approach and revert zoning to a low-density Rural designation without amendment of the OCP. Future development could then proceed on application for new zoning based on the policies in this section and OCP, and the land uses generally indicated on Schedule A.

Specific policies for the lands included within the Future Comprehensive Planning areas are noted below:

**Policy 3.161** Future development proposals may be considered under phased development agreements per section 516 of the *Local Government Act*.

**Policy 3.162** Clear-cutting tracts of land greater than 0.5 hectare is prohibited; habitat protection and tree retention is to guide and form the character of the development.

**Policy 3.163** A 30-metre wide tree buffer with no development must be provided along both sides of the Pacific Rim Highway;

**Policy 3.164** The layout of the proposed extension of Marine Drive which runs parallel to the Pacific Rim Highway must respond to the natural conditions and topography of the land. Adequate vegetative buffering along the frontage of the road should also be retained to provide an attractive entrance into the community. A tree preservation plan should be a major priority to preserve this spectacular natural environment.

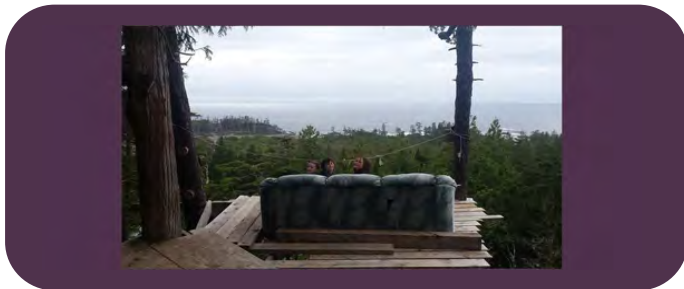
**Policy 3.165** Low-impact design principles should prevail. This may include limited areas of impermeability, open drainage, high retention and replacement of natural vegetation, ecological landscaping, slow traffic speeds and comfortable, auto-tolerant streets, pedestrian and cyclist connectivity, end-of-trip facilities (e.g. bike lockers, showers), site and lot grading which follows existing topography, environmental protection and enhancement, wide natural buffers and retention of significant natural features.

**Policy 3.166** The Wild Pacific Trail is predominantly a waterfront, natural pathway. Future subdivision must include sufficient highway dedication to allow for the continuity of the trail and vegetated buffer.

The minimum width of the Wild Pacific Trail corridor should be 10 metres, with an average width of at least 15 metres.

Access to the Wild Pacific Trail should be provided at intervals not exceeding 400 metres. Small parking areas should be provided at trail heads.

**Policy 3.167** Gates, guard houses, and other means of restricting public access are not permitted.



**Policy 3.168** Additional parkland, open space, trails and affordable and staff housing are some of the features and amenities that may be secured through agreement, bylaw or other mechanisms.

#### General Future Comprehensive Planning Area Policies

**Policy 3.169** Public access to the water in all areas is supported, encouraged and intended to be secured including through agreement and dedication.

**Policy 3.170** The area on Seaplane Base Road, surrounding the Recreation Hall, is designated for Future Comprehensive Planning and identified as a potential Industrial expansion area. Industrial uses that need water access will be considered for this area.

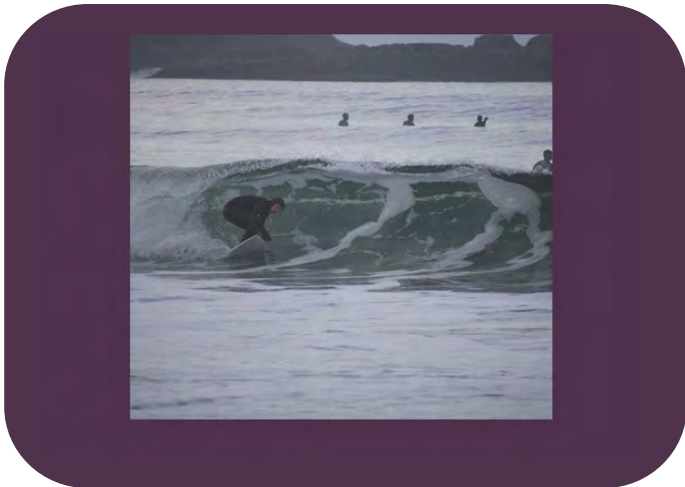
**Policy 3.171** The area on Minato Road north of Peninsula Road is designated for Future Comprehensive Planning. This area is envisioned as a residential community with potential for guest accommodation, with significant tree retention. The shoreline and marine wetlands of Olsen Bay is recognised as having important ecosystem values. No development should approach within 30m of the high water mark of Olsen Bay. A greenbelt should be maintained along stream corridors and the shoreline.

**Policy 3.172** All development proposals are to address and include measures that mitigate or manage the human-wildlife interface.

**Policy 3.173** Developers are to retain an arborist to examine and assess the impact of development and any land clearing on tree/forest cover during subdivision development with the

intention to retain and protect as many healthy trees or pockets of forest cover as possible.

**Policy 3.174** Hyphocus Island is currently zoned as Rural Residential. The zoning of these lands should allow for limited residential development. This reflects the desired future use as primarily clustered residential pattern with substantial tree retention and significant public open space and institutional (i.e., sewage treatment) uses. This area is not intended for private marina or significant tourist commercial or resort development. Compatible light industrial uses may be considered adjacent to the sewage treatment plant. The community may consider re-designation on advancement of a comprehensive plan that addresses the policies and guidelines of this OCP. The high point of the island should be considered for its potential for emergency evacuation (e.g., in conjunction with a future park or open space at the summit of the island);



**Policy 3.175** Francis Island is recognised as the symbolic entrance to the Harbour. It should not be developed, without intensive investigation of environmental, hazard and archaeological considerations.

The Island is zoned as Rural Residential. Acknowledge the private ownership of Francis Island by permitting up to one single family residential dwelling, without secondary suite, B&B, vacation rental or tourist commercial uses.

Encourage and explore means of preservation, and maximum tree retention, with limited public access, including as an amenity for more intensive development of adjacent lands. Schedule A designates the long-range land use of the island as Parks and Open Space. This reflects that the District is open to discussions on potential acquisition of Francis Island for designation and preservation as park land.

**Policy 3.176** The area referred to as District Lot 281 has evolved into a premier location for tourist commercial development as well as single and multi-family homes. Its prominent position next to Big Beach and its south-west orientation makes this a valuable and defining neighbourhood requiring attention in the form and character of developments. The spectacular landscape sloping gently to the ocean allows impressive vistas for visitors and home owners alike. A sensitive approach must be exercised to avoid over-cutting trees at the expense of the area's natural beauty, for enjoyment by all residents and visitors, and to protect the natural environment.

**Policy 3.177** For areas of land higher than 20 to 30 metres above sea level, development, park dedication and public/open space

should be coordinated with the District’s Emergency Plan when considering the potential for public vistas, integrated with the multi-use pathway, trail and road network, as well as muster areas within a close walk of development areas.

**Policy 3.178** All new or additional development, including campsites with no individual water supply or no individual sewage disposal facilities, must be connected to the municipal sanitary sewer system.

of this designation is for these areas to be left in a natural state until comprehensive plans have been accepted for the intended uses, with timing to be determined.

**Policy 3.179** It is not in the public interest to extend services or approve subdivisions that would create new parcels within areas designated as “Areas of Potential Future Growth” on Schedule ‘A’.

### Areas of Potential Future Growth

Development of lands designated as “Areas of Potential Future Growth” on Schedule ‘A’ is considered beyond the scope of this plan, i.e., beyond the current capacity of municipal services and/or beyond the year 2050. Amending the OCP to permit earlier development would require a comprehensive plan demonstrating the social, economic and environmental case for servicing and developing those areas.

These areas have zoning designations previously applied, and an OCP designation does not affect that zoning. However the intent

# Part Four: Systems

## Servicing and Infrastructure

The District maintains a network of municipal roads, sidewalks, water treatment and distribution, storm drainage, sewer collection and treatment infrastructure. These are monitored and maintained to meet a series of federal and provincial standards. The District plans, develops and maintains these municipal infrastructure systems to enhance the community's health, safety and overall quality of life, and to protect the local environment.

**Objective 4A** To protect community health and the environment by developing and maintaining efficient and highly-functioning water and sewer systems.

**Objective 4B** To ensure an orderly pattern of utility services and avoid premature or unnecessary public expenditures on municipal infrastructure.

**Objective 4C** To use water resources efficiently to ensure a safe and reliable supply over the long term.

**Objective 4D** To adapt municipal infrastructure systems to remain resilient to the impacts of a changing climate.

**Objective 4E** To reduce the use of fossil fuels and other resources in municipal operations through improved efficiency and conservation.

**Objective 4F** To adopt an environmentally sound, integrated stormwater management strategy.

**Objective 4G** To ensure that the costs of upgraded services are borne primarily by those who benefit.

**Objective 4H** To ensure that new development contributes toward the costs of infrastructure improvements.

### Water Supply

The District of Ucluelet has two domestic water sources. The Lost Shoe Creek Aquifer supply currently consists of four wells which produce approximately 9,450 m<sup>3</sup>/day (at 90% capacity). Drier summer weather patterns potentially limit this supply, as the aquifer is drawn down to the level of the deepest well. Active water licenses also allow the District to draw up to 3,239 m<sup>3</sup>/day from Mercantile Creek; of this approximately 500 m<sup>3</sup>/day is allocated to the Ucluelet First Nation. Additional surface water cannot be taken from this source, to protect the Mercantile Creek fish habitat resource.

In the medium to long term an alternate source of water will be needed to support growth and industry within the District. Two approaches have been identified. The first would require an additional well at the Lost Shoe Creek Aquifer and/or a new well located at Mercantile Creek, expanding the current system capacity. The second approach would develop a new water supply from Kennedy Lake, identified as a source of sufficient volume to sustain the entire region. The feasibility, costs and treatment options have been analysed for the Kennedy Lake system. Ongoing discussions with regional partners will be key to determining the ultimate approach to providing a resilient, healthy source of domestic water to the community.

### Water Storage

Water reservoirs are necessary to retain enough water volume and pressure for fire protection, peak hour water balancing and emergency storage purposes. The District operates two water storage reservoirs; one located along the Pacific Rim Highway



(1,400 m<sup>3</sup> of storage) and a second reservoir located off Matterson Drive behind the schools (1,300 m<sup>3</sup> of storage) for a total capacity of 2,700 m<sup>3</sup>.

There is a current shortfall in recommended storage volume requirements with the two existing reservoirs to meet fire flow standards, therefore the District should plan for constructing a new facility. A new reservoir could be partially funded through the Development Cost Charge bylaw.



### Sanitary Sewer

The District’s wastewater collection system consists of a network of gravity and forcemain sewers feeding into one of 15 municipal pump stations. All sewers are pumped through the Helen Road Pump Station before discharging to the District of Ucluelet’s Wastewater Treatment facility located on Hyphocus Island.

The wastewater treatment facility is a 3-cell aerated lagoon. Each cell is lined with a high-density polyethylene membrane with a baffling curtain system which maximizes the retention time of the effluent water, allowing the system to provide a high degree of treatment. To expand lagoon capacity into the future, cell # 3 may be expanded and deepened, additional cells may be constructed if land is secured by the District, and a tertiary treatment plant may be constructed.

The District’s lagoon system discharges into a marine outfall system. This outfall is located under Ucluelet Inlet to Alpha Passage near George Fraser Islands (1,480 metres in length) and accommodates the treated effluent from the District’s lagoon. The outfall is sized to also handle untreated waste from up to three fish processing plants.

Pumping wastewater is expensive to maintain. However it is unavoidable, due to Ucluelet’s topography. The District is pursuing strategies to reduce reliance on sewage pumping in the long term. This may include redirection and extension of specific collectors and forcemains. Additionally, the District should carefully evaluate the long-term financial operating costs before assuming responsibility for future infrastructure as a result of new development.

Heavier rainfall events in recent years have caused the maximum daily flows to exceed permit allowances approximately three to

four times a year. These extraordinary flows are attributable to high levels of inflow and infiltration (I & I), combined with more intense storm events. The District has an ongoing program to identify and address I&I incidents.

#### Stormwater Management

Situated in a coastal rainforest, Ucluelet is blessed with an abundance of rainfall (3,300 mm per year of precipitation). Stormwater collected in pipes and discharged directly to watercourses or the foreshore creates a potential for erosion and discharge of contaminants, which can be harmful to fish and the environment. The existing system in Ucluelet includes a mixture of pipes and open drainage ditches and swales. Several projects in Ucluelet have shown rainfall can be collected in gravel filled trenches and topsoil to dissipate stormwater run-off in a more natural way into the ground. The District will explore options to expand this approach, when updating municipal servicing standards. In addition, the District encourages developers to retain forest cover during subdivision development (i.e. only clear what is necessary to construct the infrastructure and roads) and retain pockets of forest land to the extent possible.

#### Solid Waste and Recycling

In 2007 the Alberni Clayoquot Regional District (ACRD) commissioned a Solid Waste Management Plan, which was endorsed by District Council. The plan's objectives are to:

**Objective 4I** Reduce the amount of waste requiring disposal.

**Objective 4J** Increase the level of recycling activity throughout the regional district.

**Objective 4K** Ensure that any residual waste is disposed of in a manner that protects the environment and social well-being.



In the West Coast Landfill catchment area, waste reduction targets are based on recycling rates, as the disposal rate may not be an accurate reflection of progress since it is highly affected by the annual success of the tourism industry. It is anticipated that the West Coast Landfill will be the central delivery area for recyclables collected on the west coast

Currently, there is no suitable local location to dispose of land-clearing debris and household organic waste. The District expects to continue to work with the Alberni Clayoquot Regional District on regional solutions to organic waste recycling.

The 2006 'Human-Bear Conflict Management Plan' guides consideration of development proposals and necessary actions

to reduce potential wildlife conflicts. The priority actions identified in this plan are to bear-proof garbage and food attractants and to set aside habitat and critical animal corridors as lands are developed within the District.

#### Servicing Policies

**Policy 4.1** Require developers to pay for the full servicing costs associated with growth.

**Policy 4.2** Commission, and update as necessary, infrastructure master plans for municipal water, sewer, roads, building facilities, parks, and integrated stormwater systems.

**Policy 4.3** Initiate long-range financial planning to account for both the costs of replacing aging infrastructure and the expected expansion of utilities to serve a growing community.

**Policy 4.4** Maintain a 5-year capital works plan for the construction and upgrading of municipal utilities, based on the infrastructure master plans and long-range financial plan.

**Policy 4.5** Adopt updated Subdivision and Development Servicing Standards to require low-impact development standards, minimize long-term operational and maintenance costs, reduce the environmental impact of development, and provide the network of pedestrian, bicycle and vehicle facilities shown in this plan.

**Policy 4.6** Plan for water conservation as a necessary part of future development in order to reduce peak demand requirements and meet funding criteria from Provincial and Federal governments.

**Policy 4.7** Explore options for providing a second barrier water treatment system for surface water sources, as directed by the Ministry of Health, if continued use of the Mercantile Creek source is needed.

**Policy 4.8** Plan for the construction of a third water reservoir, to meet future pressure and capacity needs.

**Policy 4.9** Continue an active program to reduce inflow and infiltration into the sewage system.

**Policy 4.10** Continue an active program for detecting leaks and unauthorized water use.

**Policy 4.11** Continue the program to repair, upgrade and install SCADA on each municipal sewage pump station.

**Policy 4.12** Maintain appropriate portable emergency generators to service key municipal infrastructure during power outages.

**Policy 4.13** Investigate the feasibility of retrofitting existing piped systems, when replacing aging infrastructure, in favor of alternate practices for accommodating run-off.

**Policy 4.14** Develop a program for reviewing the municipal systems and securing rights-of-way for all utility infrastructure where presently not secured.

**Policy 4.15** Require oil and grease separators to be installed and maintained for all new or upgraded paved parking lots and service station properties.

**Policy 4.16** Continue to explore the feasibility of the Kennedy Lake Regional Supply, and seek support from regional partners, as the long-term secure water source for the west coast.

**Policy 4.17** Work with the Ministry of Environment to update the municipal sewage discharge permit to reflect the current level of waste water treatment.

**Policy 4.18** Refer major development proposals to the Alberni Clayoquot Regional District for comments relating to solid waste and recycling.

**Policy 4.19** Encourage community waste reduction and recycling.

**Policy 4.20** Explore options for handling local land-clearing waste and household organic waste recycling with the ACRD.

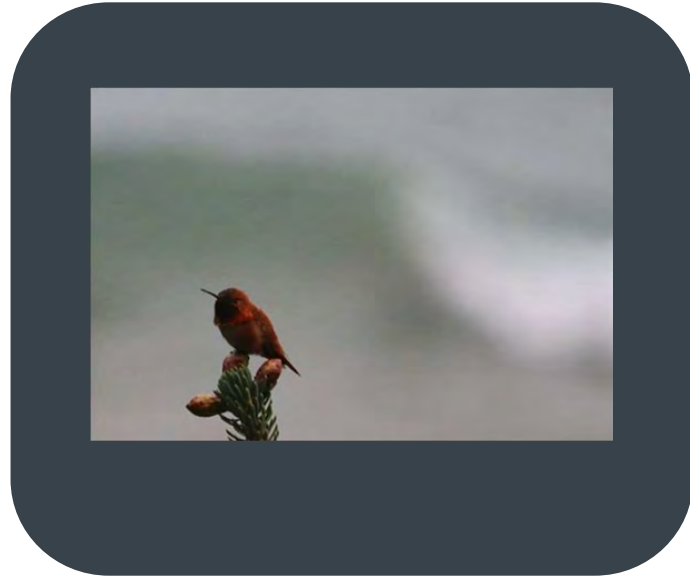
**Policy 4.21** To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible, and promote composting systems that reduce the amount of methane from organic waste.

**Policy 4.22** Encourage the use of sustainable energy systems and utilities where improved energy efficiency and/or reduced GHG emissions will result.

**Policy 4.23** The number of District-owned and operated sewer pump stations should be minimised.

**Policy 4.24** Encourage the harvesting of waste heat from industrial, commercial or institutional sources, such as refrigeration equipment and sewer systems, where practical.

**Policy 4.25** Utilize energy-efficient street lighting to reduce energy use.



## Municipal Finance, Governance and Operations

A primary task of the municipal organization is to maintain the business functions which support the community's local government.

Taxation, utility billing, infrastructure financing, budgeting, contracting and seeking grants are all core functions of the District. Providing timely, accurate information and support enables good decision making by the elected Council.

Municipal staff are charged with ensuring the District functions meet legislated requirements and strive to adopt appropriate best practices to further Council's strategic directions for the community.

Clear communication with Ucluelet residents and other agencies on the ongoing operations, events and functions of the municipality ensures accountability and transparency in all of the District's practices.

**Objective 4L** To be a healthy, accountable, progressive organisation that is outstanding in the provision of service to the public.

**Objective 4M** Deliver excellent customer service.

**Objective 4N** Provide best value for money.

**Objective 4O** Provide right-sized government services and infrastructure which will be affordable to the community over the long term.

**Objective 4P** Strengthen relationships within the community and with neighbours.

**Objective 4Q** Provide streamlined services for residents, businesses and investors in the community.

**Policy 4.26** Develop and institute a long-range financial planning approach which anticipates the costs of developing, operating, maintaining and replacing municipal infrastructure and assets over their serviceable lifespan.

**Policy 4.27** Commission a long-range land use demand study to inform infrastructure decisions, development reviews and long-range budgeting efforts.

**Policy 4.28** Assess municipal resources and strategize the appropriate approaches to most efficiently delivering the level of service expected by the community.



The District recognises that information is another piece of key infrastructure for the community. Land, building, demographic and business data are important information sources which can support community functions, economic development and the work of other agencies.

**Policy 4.29** Continue to pursue corporate records management strategies to develop efficient and resilient information storage and retrieval systems.

**Policy 4.30** Continue to review District methods of internal and external communication to provide transparency while maintaining an appropriately efficient allocation of resources and staff time.

**Policy 4.31** Provide educational materials and opportunities for engaging citizens and expanding awareness, knowledge and participation in civic functions.

## Economic Development

Ucluelet prides itself as being a working town. The economy has traditionally been based on the forest, fishing and mining industries up until the nineteen nineties.

Today Ucluelet and Tofino serve a trading population of roughly 4,000 in addition to an increasingly large number of tourists attracted by the area's pristine scenic beauty.

The District works with Tourism Ucluelet and the Chamber of Commerce to further promote the unique attributes of the town, while differentiating the visitor experience between the west coast communities of Tofino and Ucluelet.

Ucluelet continues to improve its image and appeal to visitors. This is achieved through promoting the community as a working harbour and drawing attention to the Wild Pacific Trail, the area's heritage and cultural values and access to the Broken Group Islands.

A new fiber-optic data network serving Ucluelet supports businesses and individuals who increasingly live locally but interact with a far-flung network of clients, customers and suppliers.

Strategic improvements to the public realm in the Village Square area is a priority for enhancing the safety, comfort and experience of both locals and visitors. These pathways and gathering places act as the backbone to the community and also support the further development of the Ucluelet economy.

The District of Ucluelet commissioned an Economic Development Strategy Update in 2017. The study identified strategic directions which are reflected in the following economic objectives.

It remains important that Ucluelet maintains a diversified economy, so that it does not concentrate solely on tourism, while retaining its traditional small-town character.

"As of the 2011 National Household Survey, the concentration of tourism-based jobs in the Ucluelet area was about 2.5 times the provincial average. These are a combination of jobs in accommodation services, food and beverage services, recreation, transportation, retail, and others.

This underlies the importance of tourism to the Ucluelet economy and is impressive considering that every community in the province has at least a small tourism industry.

But the real outlier in the Ucluelet economy is the fishing sector. Including fishing, aquaculture and fish processing, the concentration of employment in Ucluelet is 64 times the provincial average. Fishing jobs are naturally more concentrated because they are mostly limited to coastal communities, but this is still a remarkable result.

About 18% of all jobs with a fixed place of work in Ucluelet were in fishing, and this does not include all the various suppliers to the industry."<sup>1</sup>



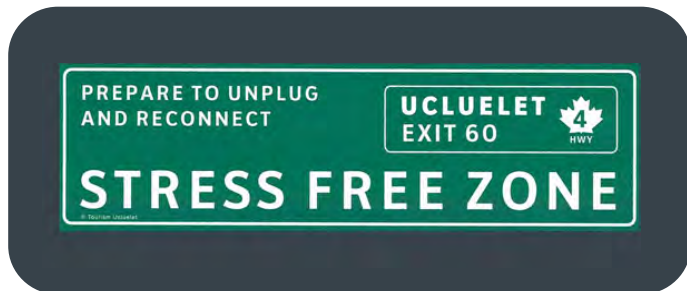
**Objective 4R** Sustain a local economic development structure and tools.

**Objective 4S** Invest in Ucluelet's human potential.

**Objective 4T** Enhance physical infrastructure for economic development.

**Objective 4U** Support and build on the twin pillars of the Ucluelet economy – harbor-related industries and tourism.

**Objective 4V** Pursue targeted economic development opportunities.



The updated Economic Development Strategy identifies the following strategic polices which the District is pursuing:

**Policy 4.32** As part of an overall strategic review of the long-term demand for municipal resources, assess the level of staffing and/or financial commitment to economic development.

**Policy 4.33** Continue to support a business and employment retention and expansion (UBERE) program.

**Policy 4.34** Communicate Ucluelet's attributes and opportunities for economic development.

**Policy 4.35** Maintain a collaborative relationship on economic development projects with Yuułuᑭiᑦaᑭ Government and Toquaht Nation.

**Policy 4.36** Continue to support the development of a range of housing options, including dedicated staff housing if the need arises.

**Policy 4.37** Continue working to improve the municipal water system.

**Policy 4.38** Continue to work with the Department of Fisheries and Oceans (DFO) and industry to maximise the effectiveness of the harbor for commercial fishing operations.

**Policy 4.39** Support the expansion and diversification of tourism amenities and attractions.

**Policy 4.40** Support ongoing community input into Economic Development.

**Policy 4.41** Continue to support new and expanded post-secondary education and/or advanced research institutions.

**Policy 4.42** Continue to support health service improvements in Ucluelet and the region.

**Policy 4.43** Continue to support programs and events that enhance Ucluelet's unique sense of place and high quality of life.

**Policy 4.44** Explore alternative uses of the Coast Guard lands.

**Policy 4.45** Ensure sufficient supply of industrial land is designated and, when appropriate, serviced for future use.



**Policy 4.46** Support continued improvement to regional transportation infrastructure.

**Policy 4.47** Support the continued operation and expansion of marine support services.

**Policy 4.48** Support the commercial fishing, aquaculture, and processing sectors in the development of new and higher-value seafood products.

**Policy 4.49** Target technology and energy-related entrepreneurs.

**Policy 4.50** Support the expansion of forestry and wood products manufacturing.

**Policy 4.51** Explore marketing synergies among tourism providers in the west coast region.

**Policy 4.52** Support closer ties between local educational institutions and the business community.

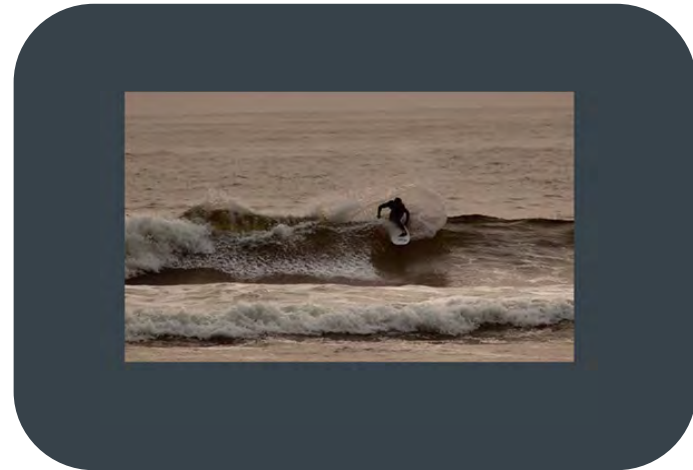
**Policy 4.53** Develop a business resource package, including referral service, to support entrepreneurs and small businesses.

**Policy 4.54** Explore the potential to partner with other agencies to beautify the Highway 4 junction, including undergrounding or relocating power lines, coordinating (and minimizing) signage, and installing new landscaped medians befitting the coastal forest environment. Consider providing maintenance to median landscaping, should its installation be accepted by the Ministry of Transportation and Infrastructure.

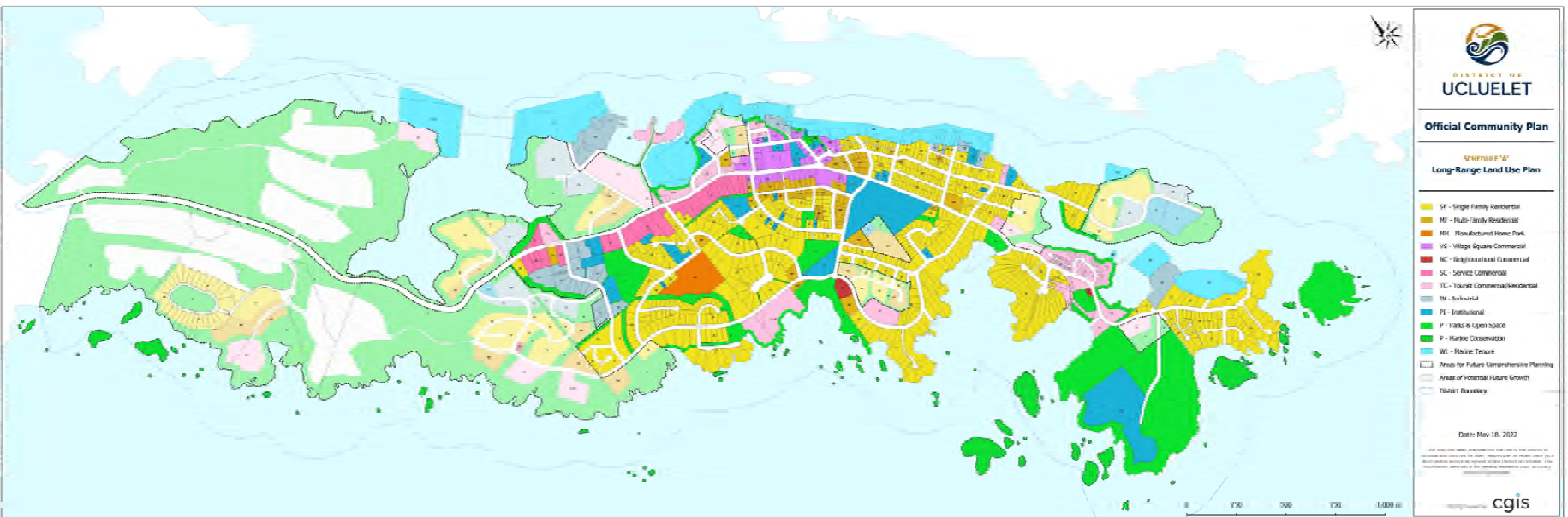
**Policy 4.55** A major draw and economic opportunity lies in the trails by which visitors experience the beauty of the Ucluth Peninsula. Approach funding for extension and upgrade to the Wild Pacific Trail and Safe Harbour Trail equally as an investment

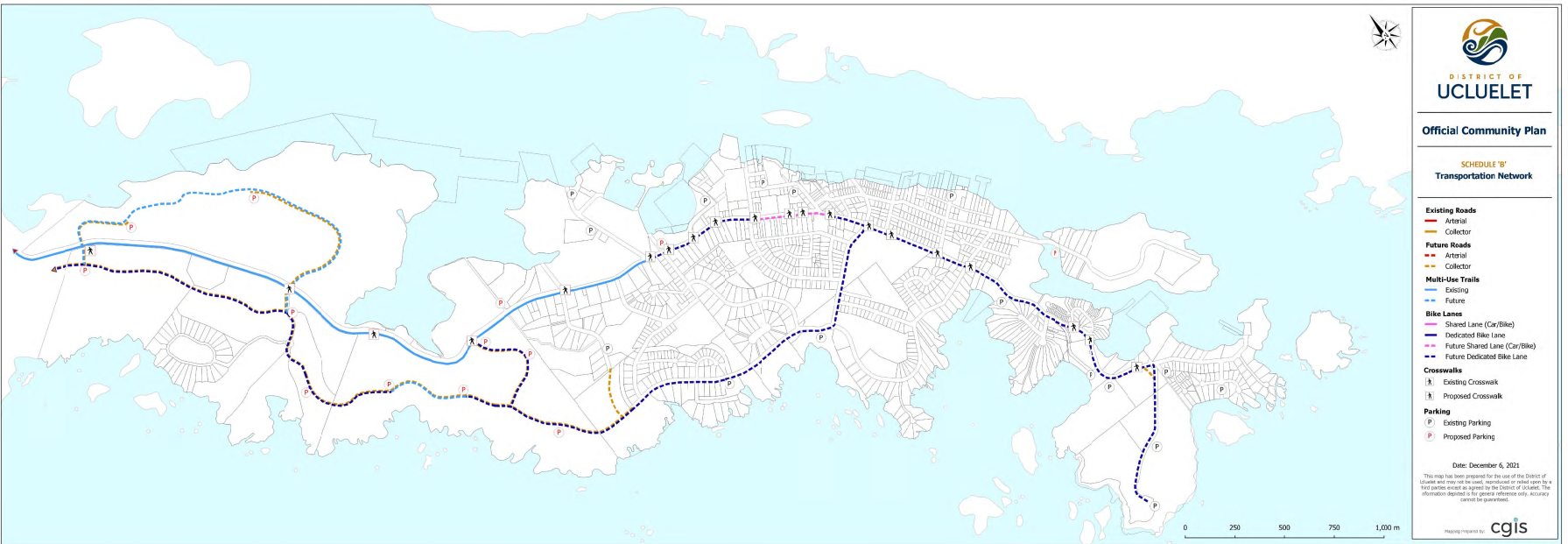
in economic development as well as a recreational amenity for residents.

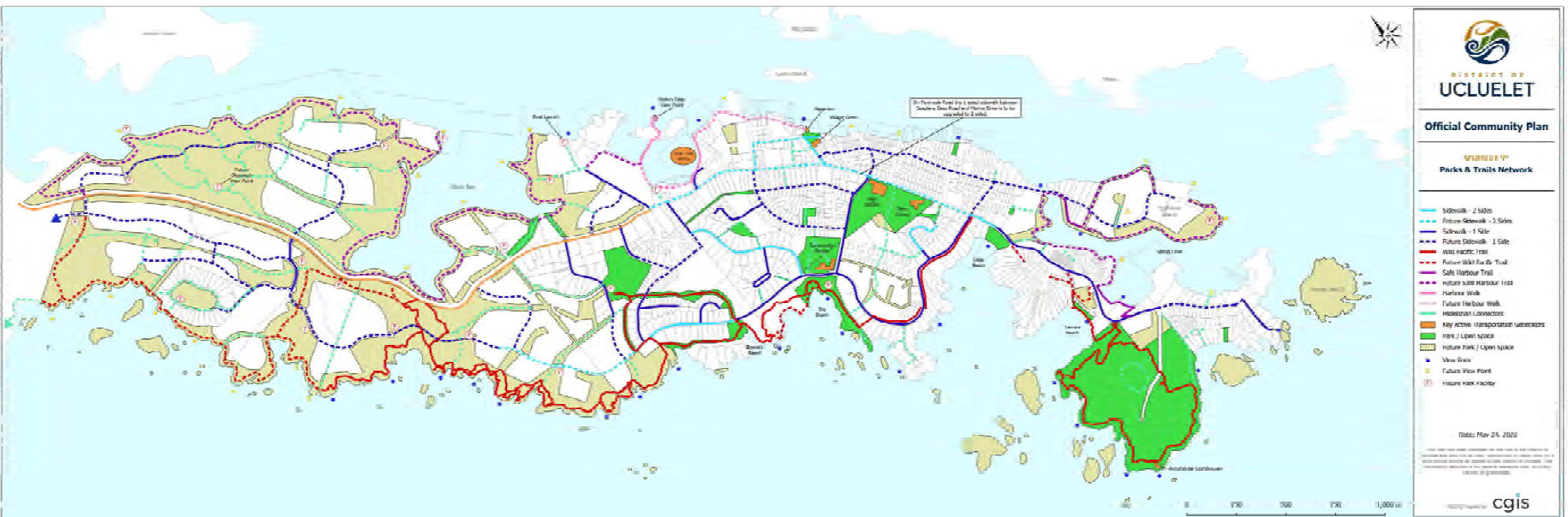
**Policy 4.56** Capitalize on the growing recognition of Ucluelet as a prime destination for active recreational pursuits including surfing, kayaking, sport fishing, hiking and mountain biking.

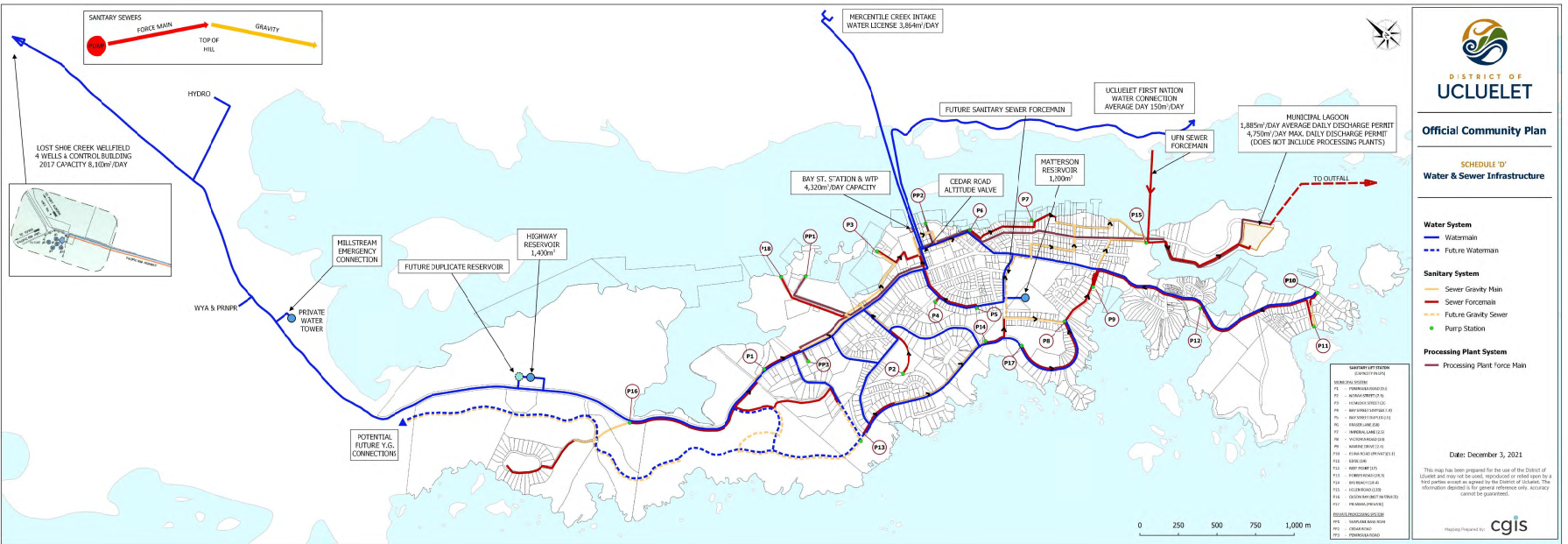


# Part Five: Schedules & Maps

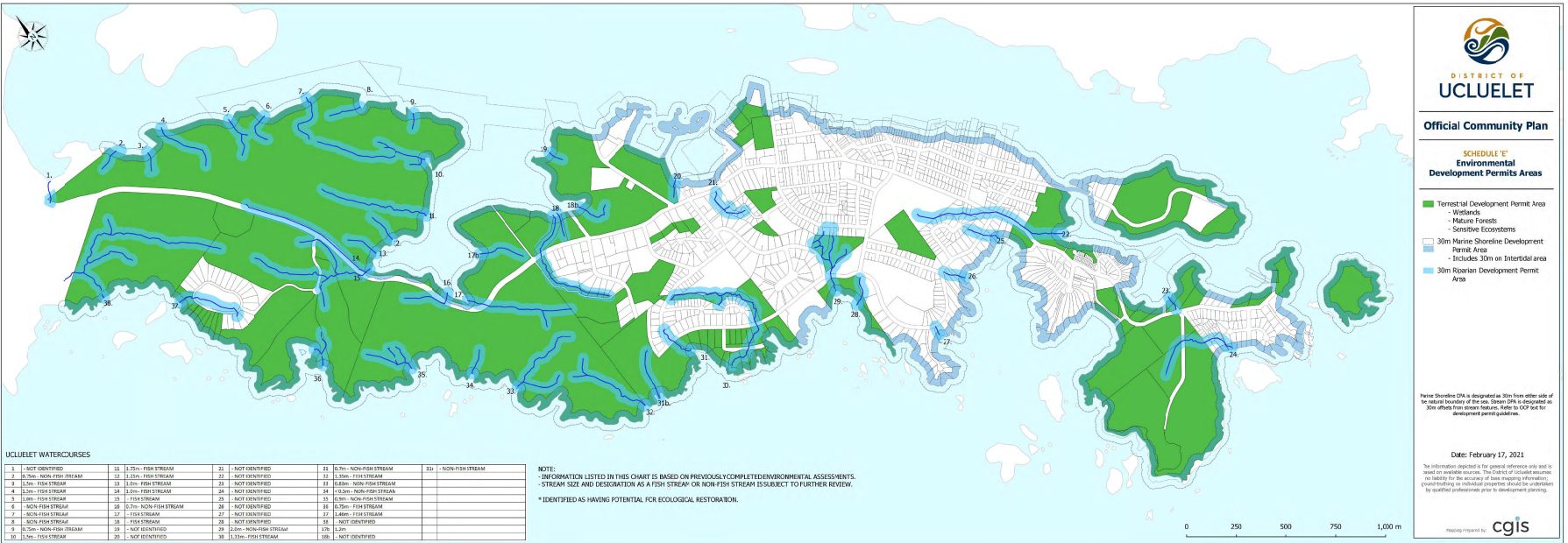


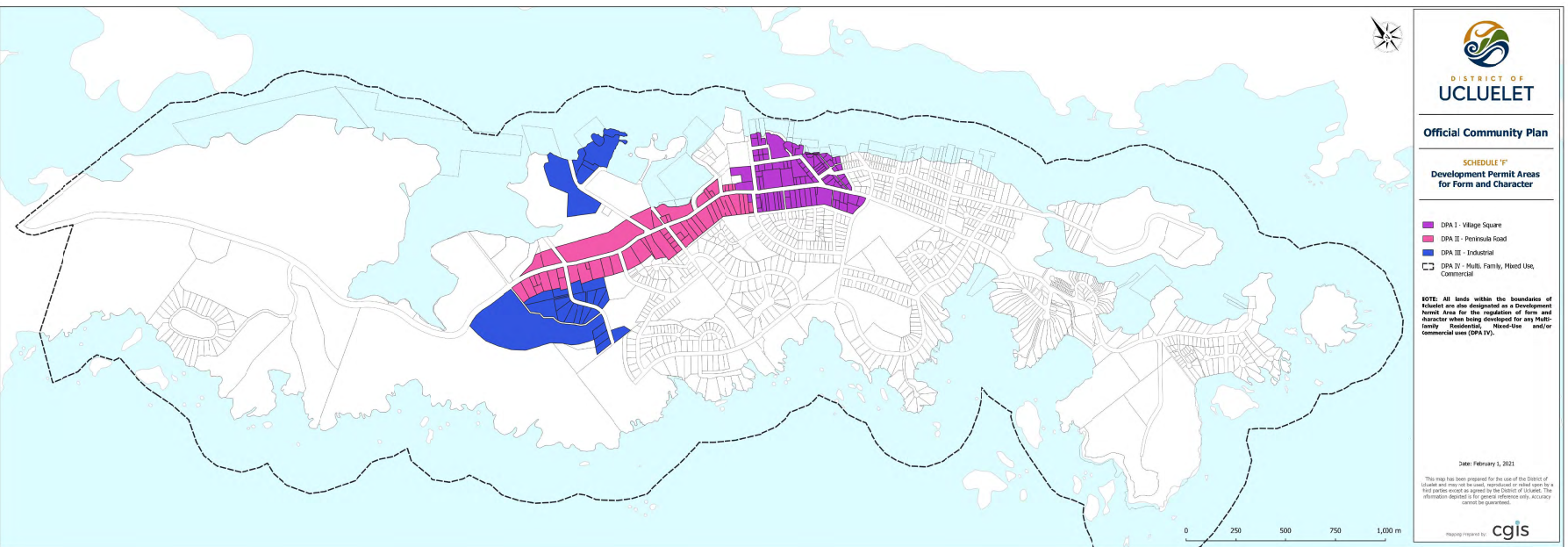




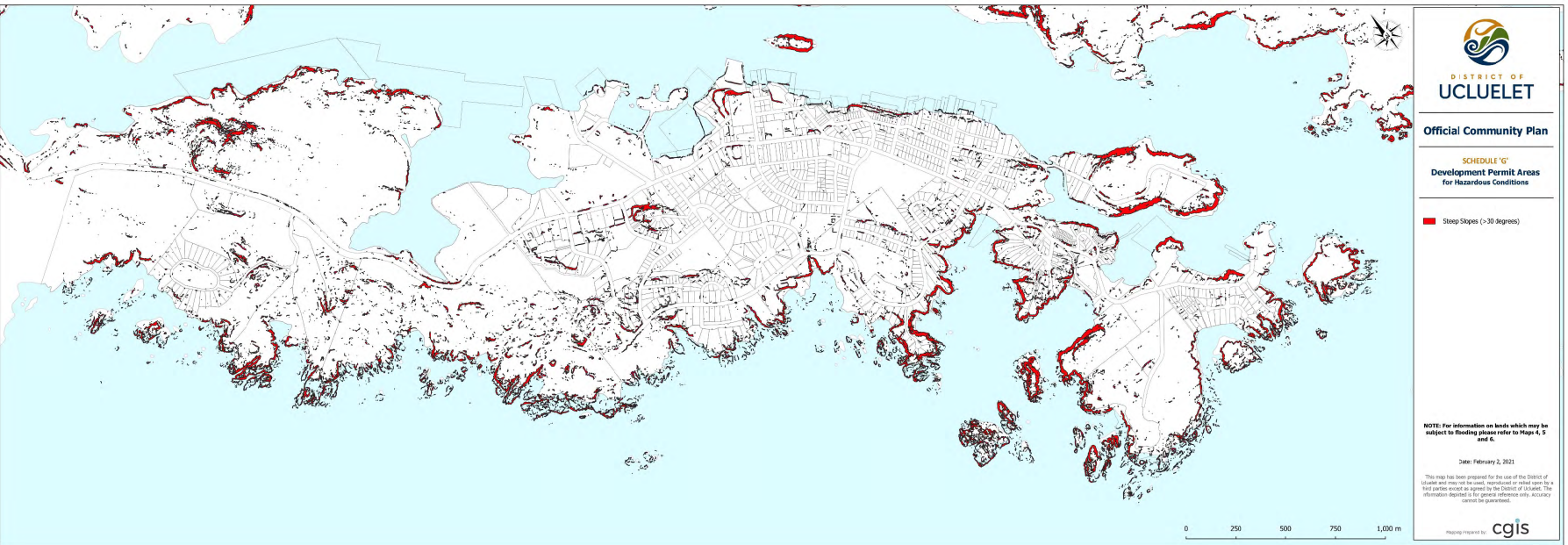




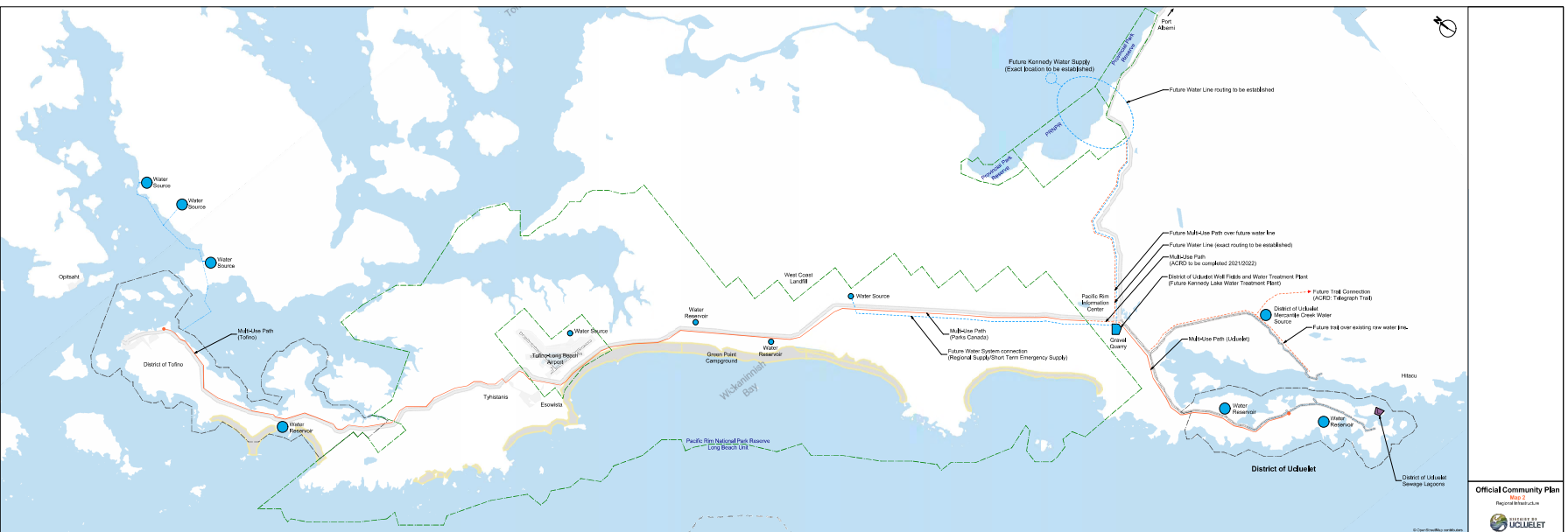


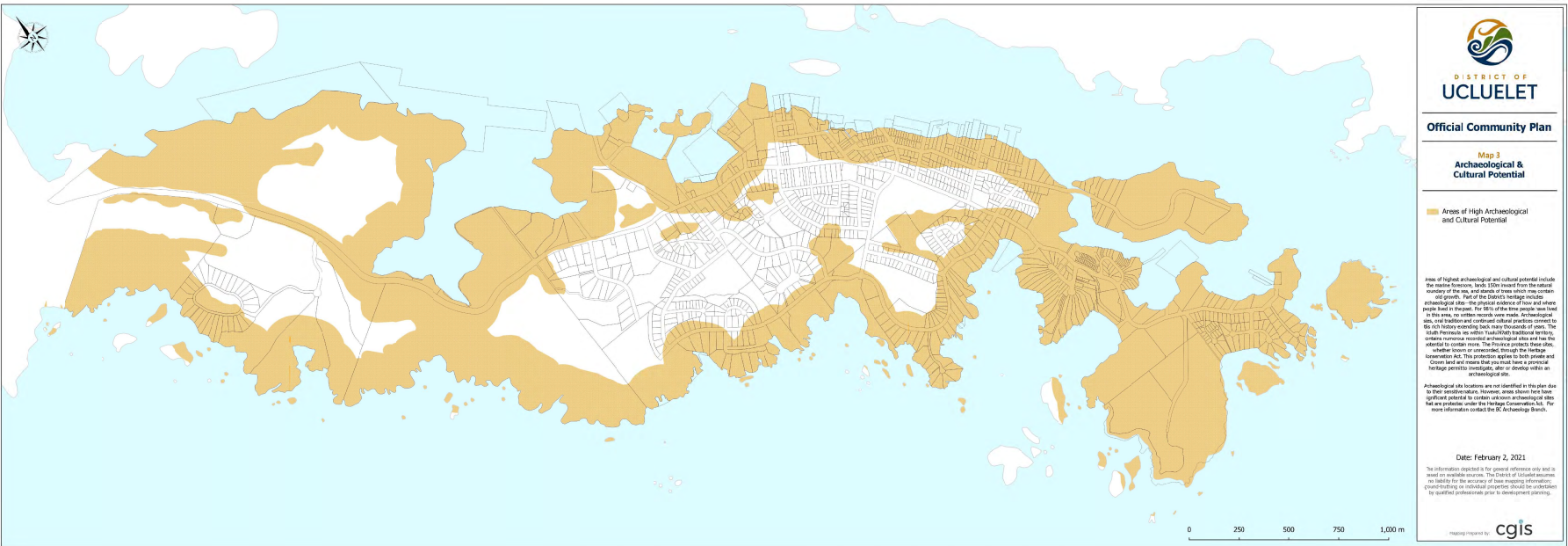












  
**DISTRICT OF UCLUELET**

**Official Community Plan**

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**Map 3**  
**Archaeological & Cultural Potential**

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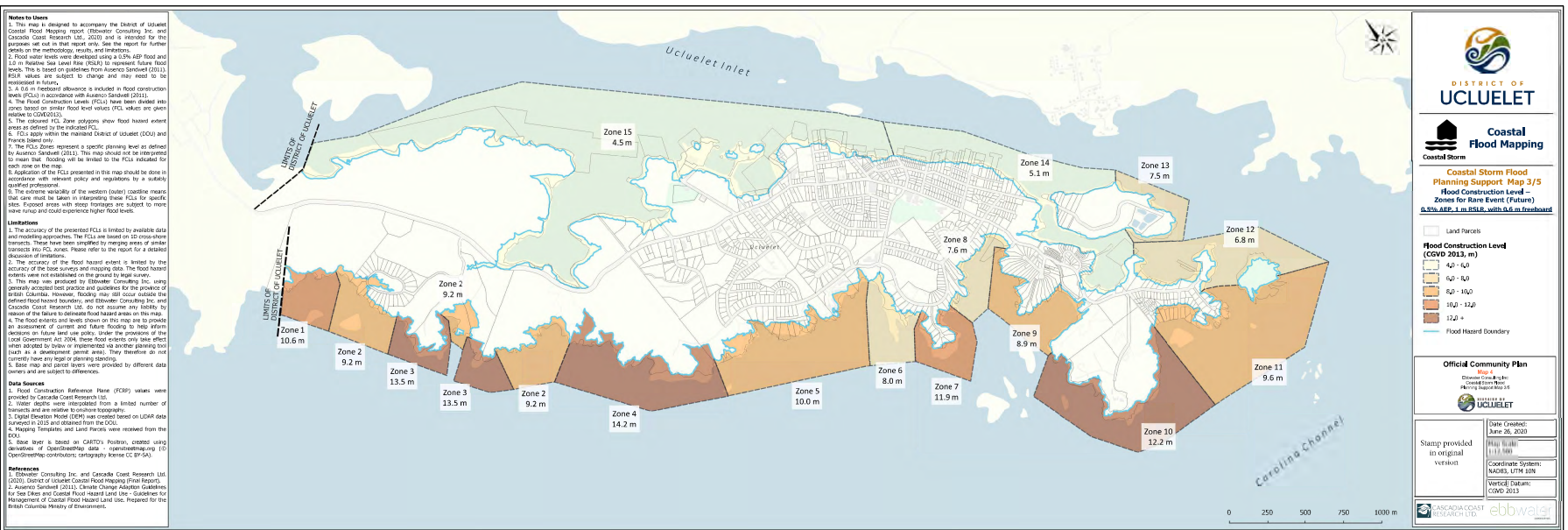
■ Areas of High Archaeological and Cultural Potential

Areas of highest archaeological and cultural potential include the archaeological heritage lands (AHL) resulting from the natural character of the site, the ability to recover the historic character and growth. Part of the District's heritage includes archaeological sites, the physical presence of First and later people lived in the past. For 50% of the time people now live in this area, we would expect to find archaeological sites, and traditions and cultural practices connect to the rich history stretching back many thousands of years. The District has a rich history of archaeological sites, and it is important to ensure that archaeological sites are protected, whether known or unidentified, through the heritage conservation act. This protection applies to both protected heritage permits (development, after or develop within an archaeological site).

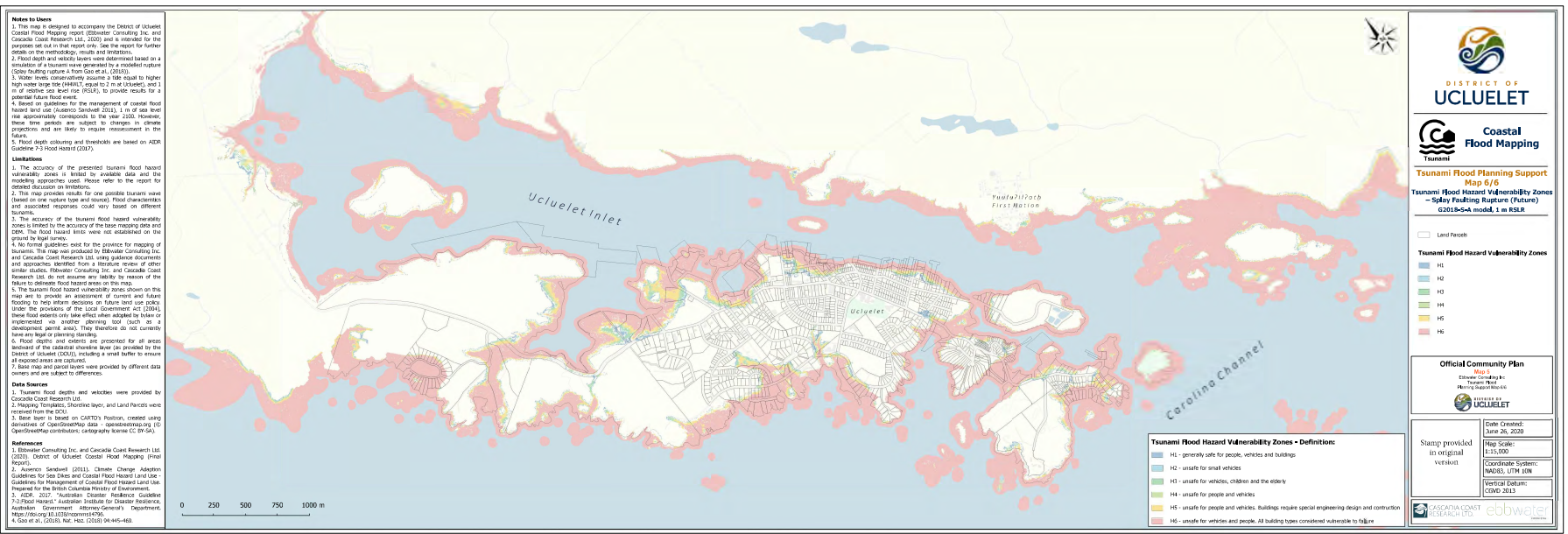
Archaeological sites locations are not identified in this plan due to their sensitive nature. However, areas shown here have significant potential to contain or house archaeological sites. We are committed to the heritage conservation act. For more information contact the BC Archaeology Branch.

Date: February 2, 2021  
The information depicted is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information provided for use in individual projects. Should be undertaken by qualified professionals prior to development planning.









**Notes to Users**

- This map is designed to accompany the District of Ucluelet Coastal Flood Mapping report (Edinboro Consulting Inc. and Cascadia Coast Research Ltd., 2020) and is provided for the purposes of local land use planning. See the report for further details on the methodology, results and limitations.
- Flood depth and velocity values were determined based on a simulation of a tsunami wave generated by a modelled rupture along the rupture zone (M13.0) (see Appendix A, 2020).
- Water levels conservatively assume a tide equal to higher high water stage (see Appendix A, 2020) and a 1 m of relative sea level rise (RSLR), to provide results for a potential sea level rise.
- Based on guidelines for the management of coastal flood hazard and use (Auerro Sanchez 2011), 1 m of sea level rise is conservatively considered for the year 2050. However, these time periods are subject to changes in climate projections and we rely on realistic assumptions in the future.
- Flood depth colouring and thresholds are based on ADRS Guideline 7-3 Flood Hazard (2017).

**Limitations**


- The accuracy of the presented tsunami flood hazard vulnerability zones is limited by available data and the modeling operations used. Please refer to the report for detailed discussion on limitations.
- This map provides results for one possible tsunami wave based on one rupture line and model. Flood characteristics and associated responses could vary based on different faults.
- The accuracy of the tsunami flood hazard vulnerability zones is limited by the accuracy of the base mapping data and data. The flood hazard lines were not established on the ground by field surveys.
- No formal guidelines exist for the province for mapping of tsunamis. The data was produced by Edinboro Consulting Inc. and Cascadia Coast Research Ltd. using guidance documents and approaches identified from a literature review of other similar studies. Edinboro Consulting Inc. and Cascadia Coast Research Ltd. do not assume any liability for reasons of the failure to deliver flood hazard lines on the map.
- The tsunami flood hazard vulnerability zones shown on this map are to provide an estimation of current and future flooding to help inform decisions on future land use policy under the purview of the local Government and (2024). These flood extents only take effect when applied to future or proposed use and another planning tool (such as a development permit area). They therefore do not currently have any legal or planning effect.
- Flood depths and velocities are presented by all areas regardless of the adjacent shoreline level (as provided by the District of Ucluelet (2021)), which may result in areas of exposed areas are coloured.
- Base map and parcel lines were provided by different data owners and are subject to differences.

**Data Sources**


- Tsunami flood depths and velocities were provided by Cascadia Coast Research Ltd.
- Water, Topographic, Shoreline Layer, and Land Parcels were received from the DCL.
- Base layer is based on CARTO's position, created using combination of OpenStreetMap data and GeoInformation (or OpenStreetMap contributors; Cartography license CC-BY-SA).

**References**

- Edinboro Consulting Inc. and Cascadia Coast Research Ltd. (2020). District of Ucluelet Coastal Flood Mapping (Final Report).
- Auerro Sanchez (2011). Climate Change Adaptation Guidelines for Management of Coastal Flood Hazard Land Use. Prepared for the British Columbia Ministry of Environment, 2011.
- DRR. (2017). "Australian Coastal Flood Hazard Guidelines 7-3 Flood Hazard". Australian Institute for Disaster Resilience, Australian Government Information System. Department. <https://www.dfr.gov.au/131378/openrs14796>.
- DRR et al. (2018). Nat. Haz. (2018) 9:445-460.



**DISTRICT OF UCLUELET**



**Coastal Flood Mapping Tsunami**

**Tsunami Flood Hazard Vulnerability Zones**  
 Tsunami Flood Hazard Vulnerability Zones - Spilly Rupturing Rupture (Future)  
 Map 6/6  
 2019-24 model, 1 m RSLR

Land Parcels

**Tsunami Flood Hazard Vulnerability Zones**

- H1
- H2
- H3
- H4
- H5
- H6

**Official Community Plan**

Map 6  
 District of Ucluelet  
 2022



Stamp provided in original version

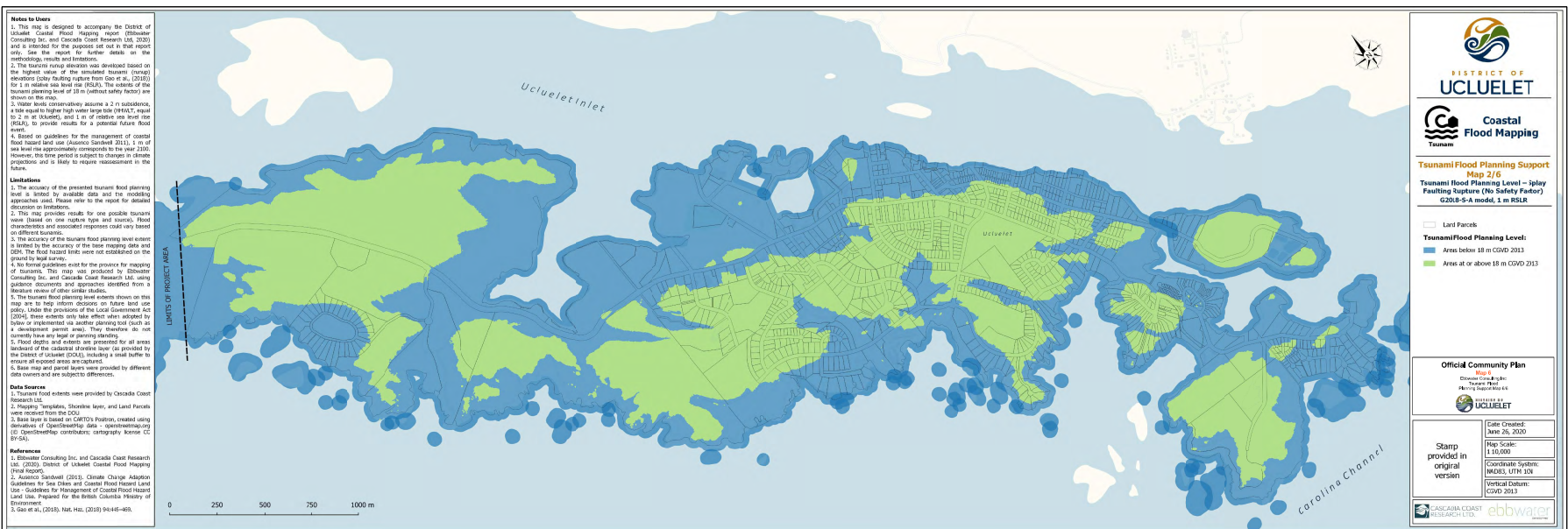
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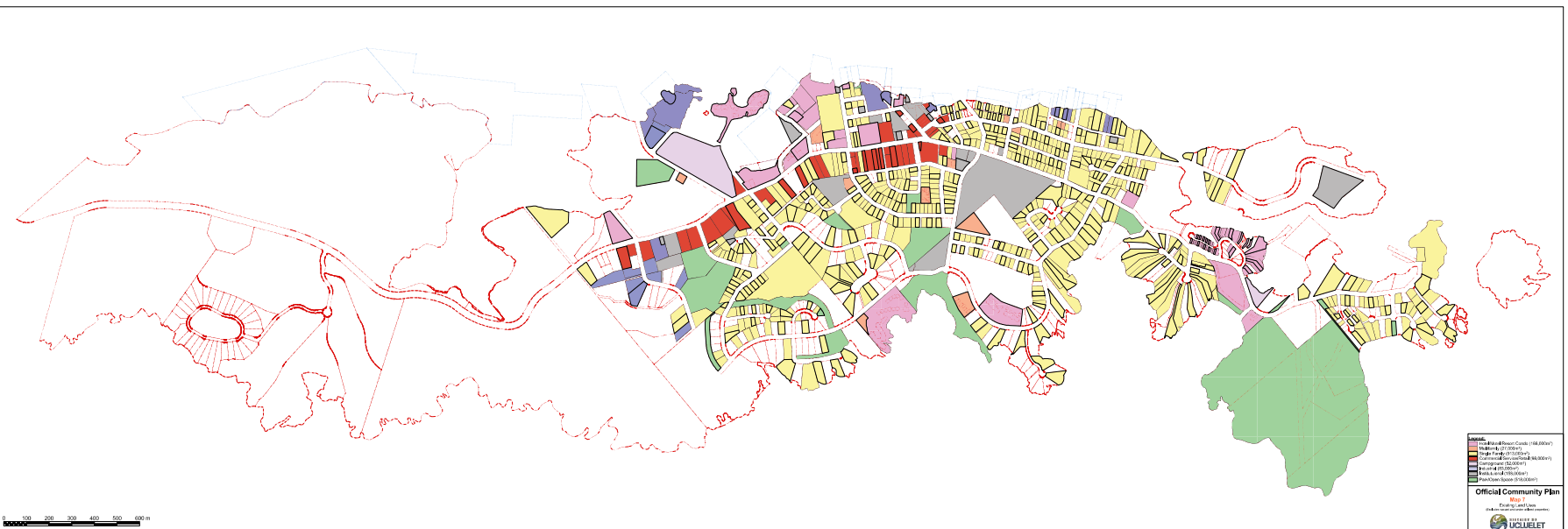
Map Scale: 1:10,000

Coordinate System: NAD83, UTM 10N

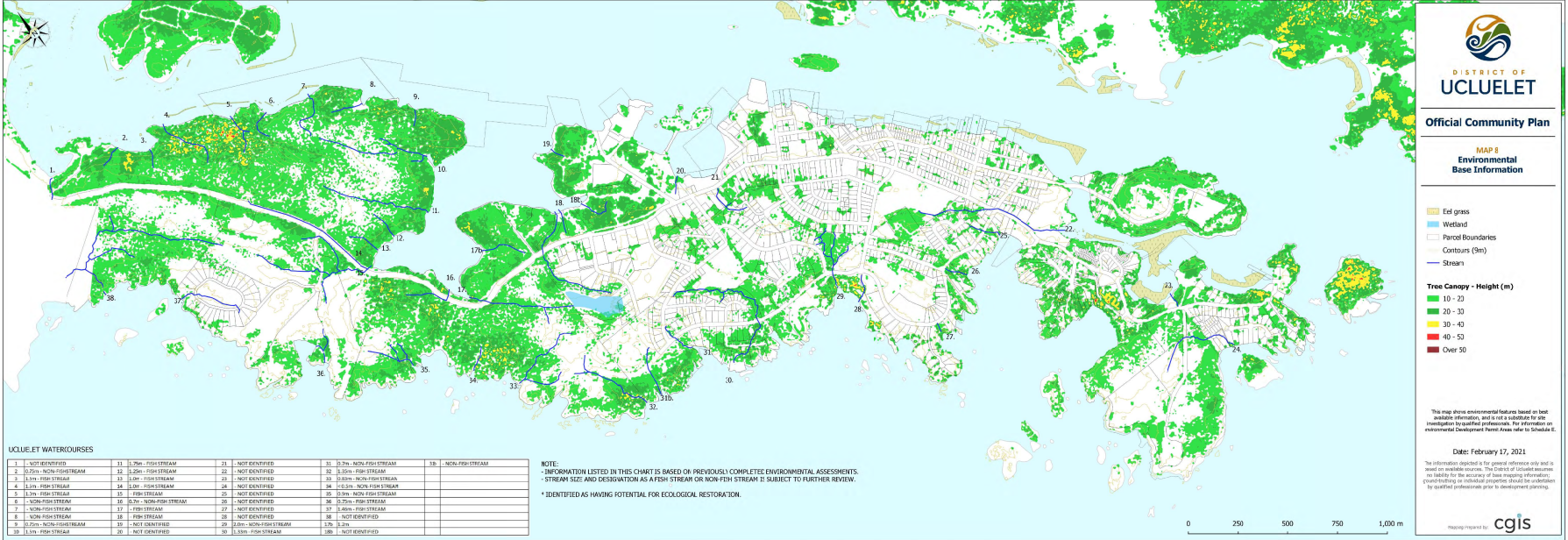
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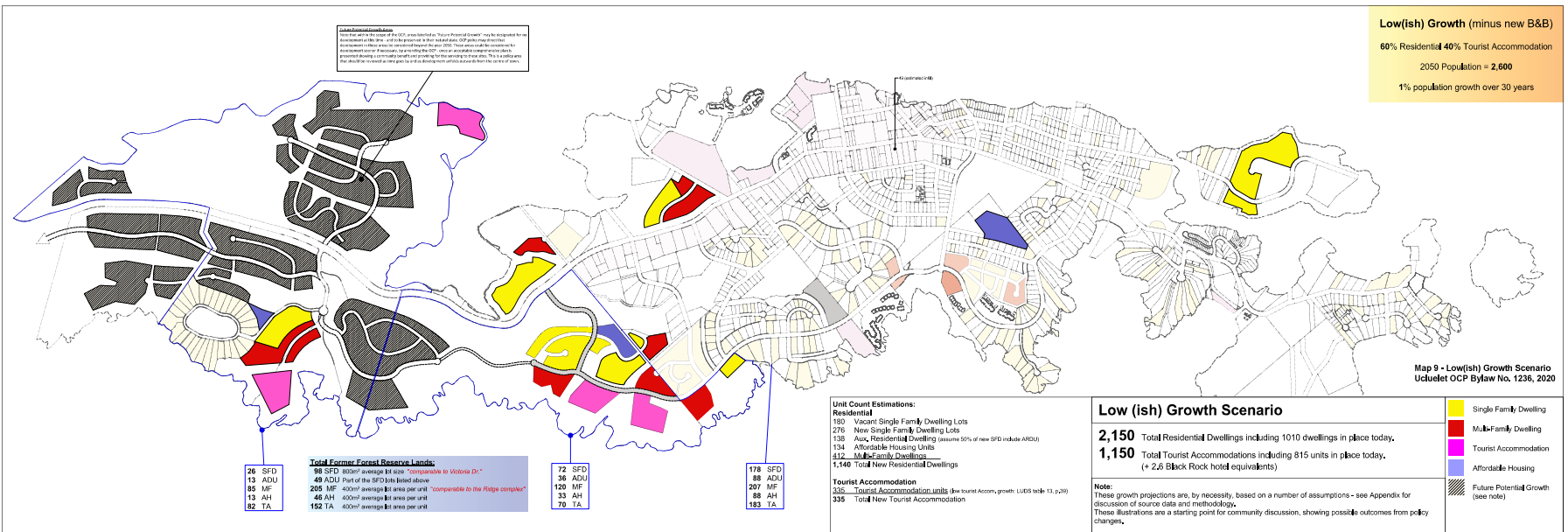













# Part Six: Implementation

## Implementation

As noted in Part 1, this OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

An Official Community Plan is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan.

The OCP sets out a road map for the community, to let everyone know where we're headed in the long term. The timing of individual actions and steps to implement any area of the OCP depend on future budget discussions, decisions and priorities of the community's elected Council.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true "2020" vision:

- further conversation with indigenous communities;
- priority housing actions including a housing needs assessment;
- incorporating the results of a long-term land use demand study;
- review and refinement of environmental development permit areas;
- consideration of a floodplain bylaw to clarify expectations for flood construction levels;

- completion of the sewer master plan;
- completion of an integrated stormwater management plan;
- implementing asset management program;
- development of a community monitoring and reporting process

It is anticipated that the further work noted above could result in specific amendments to this OCP (e.g., adoption of new and updated mapping). The OCP is a living document and such amendments should be seen as a healthy function for an engaged community. It is generally recommended that a community review and update its OCP every five to ten years.

## Monitoring

Implementation and monitoring are critical elements to realizing the goals of an Official Community Plan over the duration of the plan.

A regular monitoring process will also benefit future updates to the OCP.

**Objective 6A** Ensure the OCP is implemented in a timely manner consistent with the goals, objectives and policies identified herein.

**Objective 6B** Monitor the plan and identify any shortcomings or amendments required to address community-endorsed changes or needs.

**Policy 6.1** Develop a process for monitoring and reporting progress on the OCP which dovetails with the excellent work of the Clayoquot Biosphere Trust in producing their regular Vital Signs report.

### Climate Action Monitoring

The District's Annual Reporting will include a section on Climate and Energy, which will include progress updates on actions and indicators in the 2019 Climate Action Plan.

The District will track and report on the 2030 greenhouse gas emissions reduction target of 40% by 2030 based on 2007 levels, and also report on additional indicators identified in the Climate Action Plan.

## Relationship to Other Plans

The OCP builds on and references a number of other plans. More detailed background, discussion and analysis can be found in these plans. The primary recommendations from these inform the policy statements adopted in this OCP.

- Transportation Plan (2011)
- Economic Development Strategy (2012)
- Harbour Plan (2012)
- Parks and Recreation Master Plan (updated 2013)
- Traffic Control Review (2013)
- Age-Friendly Action Plan (2016)
- Economic Development Strategy Update (2017)
- Clean Energy for the Safe Harbour – District of Ucluelet 100% Renewable Energy Plan (2019)
- Community Climate Change Adaptation Plan (2020)

In turn, the direction set by the OCP influences a number of bylaws enacted by Council. Adoption of a new or updated OCP is a good catalyst for reviewing and if necessary updating regulatory bylaws of the municipality. This OCP may influence minor, or in some cases significant, amendments or replacement to bylaws such as:

- Annual Budget and 5-year Financial Plan
- Council Procedures Bylaw
- Zoning Bylaw
- Development Application Procedures Bylaw
- Development Cost Charges Bylaw
- Subdivision and Development Servicing Standards Bylaw

A number of these bylaws are long in the tooth, and their review and update is supported by the policies in this OCP. The

process, timing and prioritization of this work will be the subject of strategic planning by Council and annual budget decisions.

## Regional Context

The Alberni Clayoquot Regional District has not adopted a Regional Growth Strategy. A Regional Context Statement is therefore not required as part of the municipal OCP. Nevertheless, the municipality is fortunate to have a history of strong working relationships with nearby jurisdictions and will benefit from even greater cooperation in the future. Developing a local Regional Context Statement would provide an opportunity for continued dialogue and a clear statement of expectations among neighbours.

The west coast has experienced rapid visitor growth and change in recent years. Acknowledging that the entire west coast sub-region overlaps the traditional territories of Nuu-Chah-Nulth peoples and nations, a co-developed regional strategy for sustainable development will include consideration of:

- environmental resilience and diversity
- social and cultural resilience for both indigenous and non-indigenous members of the community
- carrying capacity
- equity and opportunities for the economic development aspirations of both indigenous and non-indigenous communities

This may mean throttling back on the amount, and/or adjusting the types, of development within the municipal boundaries of Ucluelet and Tofino. At the same time the benefits of keeping towns compact can include reduced impact on the environment,

efficient service delivery, and achieving the “critical mass” that can increase community energy, interactions and character. Developing a strategy to meet the needs of the environment and the aspirations of all communities will be a balancing act.

This OCP incorporates, as a starting point, plans and policies directing a slower, lower approach to growth and development - appropriate to the current context in the west coast region. Map 9 shows the “Low(ish) Growth Scenario” analysis which informed the plan.

**Objective 6C** Consider municipal matters in the context of the whole west coast subregion and be a good neighbour to the communities of Tofino, First Nations, the Pacific Rim National Park Reserve and ACRD Electoral Area “C”.

**Policy 6.2** In consultation with neighbouring jurisdictions, develop and adopt a Regional Context Statement for Ucluelet to further define the long-term role of the community within the west coast subregion.

**Policy 6.3** In partnership with all neighbouring jurisdictions, develop a regional strategy for sustainable development of the west coast to meet the needs of the community and protect the ecology of this special place.

**Policy 6.4** Call on the ACRD to implement the policies of the adopted South Long Beach (Area C) Official Community Plan Bylaw No. P1166, 2007, to maintain the environmental values and rural character expressed in the plan.

**Policy 6.5** Explore with the ACRD options for expanded services for the west coast including the role of regional planning and regional parks to meet the needs of local communities and visitors.



## Development Permit (DP) Area Designations and Guidelines

### Authority

Section 488(1) of the *Local Government Act* allows local governments to designate Development Permit Areas (DPAs) for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;
- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;
- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

The **form and character** DPAs, the locations of which are identified on Schedule F, are:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family, Commercial & Mixed-Use (DPA IV)

The **environmental** DPAs, the locations of which are identified on Schedule E, are:

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

The **hazardous conditions** DPAs, the approximate locations of which are identified on Schedule G, are:

- Steep Slopes (DPA VIII)



### DPA General Guidelines

The following General Guidelines apply to DPAs:

**Guideline 1** Where land is subject to more than one DPA designation, only a single development permit is required and only one permit fee will be charged. However, the application is subject to the requirements of all applicable DPAs.

**Guideline 2** On existing lots that meet or are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.

**Guideline 3** The District may consider issuing a development permit to supplement a bylaw or to set standards in accordance with Section 490 of the *LGA*.

### Form and Character Development Permit Areas

Objective: to guide the development of a pedestrian-oriented, compact and vibrant town which maintains its coastal village character and does the following: protect important public views, create buildings at a scale which is comfortable and inviting to pedestrians, reflect and adapt to the climate and coastal weather, and acknowledge the heritage of Ucluelet.

Designation: the following Development Permit Areas (DPAs) are designated under section 488 of the *Local Government Act* to

control the form and character of the built environment within Ucluelet, to guide commercial, industrial and multi-family residential development, and development in the resort region.

The following Development Permit Areas are identified on Schedule F, Form and Character Development Permit Areas map:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family / Commercial / Mixed-Use (DPA IV)

Development Permit Area Guidelines specify the District's objectives and regulations for each area. All developments within a designated Development Permit Area require a Development Permit to be issued by the District.

### Development Permit Area Exemptions

The following are exempt from requiring a form and character Development Permit:

1. construction of a single-family dwelling unit on a property where single-family dwelling is a principal permitted use under the property's designation in the zoning bylaw.
2. development of Institutional buildings and uses - nevertheless these uses are encouraged to meet the intent of these guidelines;

3. public works undertaken or authorized by the District of Ucluelet, or provincial or federal agencies;
4. interior construction or renovations which do not affect the exterior form and character of a building;
5. renovations which do not impact the overall appearance of the exterior of a building. This would include repainting or refinishing, roof repair, replacement of windows and doors, replacement of exterior materials that comply with these guidelines, and replacement or addition of awnings. To clarify, building alterations such as the restoration or reconfiguration of a building's whole façade, or additions to the front of a building would require a Development Permit.
6. an addition to a principal building, provided that:
  - a. The value of the proposed construction is less than \$75,000; and
  - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
7. construction of an accessory building or structure provided that:
  - a. The value of the proposed construction is less than \$75,000; and
  - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
8. replacement or alteration of existing signs or canopies or the construction of new signs and canopies provided they are in full compliance with the Sign Bylaw or an existing Development Permit;
9. new landscaping and/or landscape maintenance which complies with these design guidelines; and,

10. construction, building improvements or site improvements associated with an approved temporary use permit.

### General Guidelines applying to all Form and Character Development Permit Areas

All development applications need to meet the underlying objectives for the building design, landscape design, streetscape and signage (as applicable).

- F1. Building design, layout, finish and colour should be of a high quality that reflects traditional (e.g., fishing village) or contemporary West Coast architectural styles;
- F2. Larger development should be broken up into smaller components. The image of any new larger building should be as a grouping of smaller pieces. Break up building massing by articulated building faces, stepping back whole or partial upper floors, and landscaping to soften the building appearance and present a human-scale presence at the pedestrian level;
- F3. Building frontage design (any building elevation facing a public street) and associated public realm enhancement must create an attractive pedestrian environment. Considerations include:
  - Easily identifiable building entrances;
  - Narrow commercial storefronts; and
  - Concentrating signage at pedestrian eye level.



F4. Parking shall be located at the rear of lots, if possible, and screened from street view with either a structure or landscaping, or where feasible, below grade;

F5. Parking areas with more than 10 spaces should be broken into smaller groups, divided by landscaped areas and trees;

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

F7. On corner sites, buildings must be designed with consideration for their visual prominence, potential function as landmarks and their ability to contain and define streets. Additionally, developments occurring at corner lots must consider their prominence within the streetscape hierarchy and include architectural detailing or massing which reflects this. All developments located at a corner must occupy that corner on both sides;

F8. The extensive use of blank walls, regardless of the material used, must be avoided. The visual impact of blank walls should be softened by using one or more of the following:

- Architectural details and/or articulated façade;
- Graphic or artistic illustration;
- Placement of doors and/or windows; and



- Public seating and/or planters integrated into the façade.

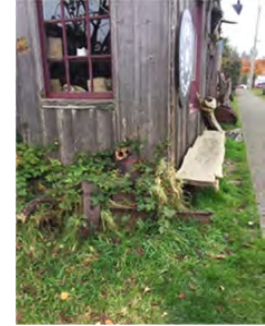
F9. Where adjoining properties have uses of different intensity (e.g. single family next to multi-family residential) or different types (e.g. residential next to commercial) an appropriate architectural, building and landscaping transition must be provided;



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

F11. The following exterior materials are encouraged:

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



F12. As part of the building vernacular, not only of Ucluelet but the BC coast in general, sloped roofs are indicative of the climate and weather of the region. Sloped roofs with an angle no less than 30 degrees (7:12 pitch) are strongly encouraged. Exceptions may be considered for flat or curved roofs for significant sites and landmark buildings displaying exceptional architectural design;

F13. Roof materials must be in keeping with the character of Ucluelet. This includes the use of cedar shake and shingle, asphalt roof tile, standing-seam or corrugated sheet metal.



F14. As a major contributor to the feel and character of the street, wood – particularly Red Cedar, is the preferred material for exterior cladding. The use of cedar shake or shingle applications is especially favoured. Cedar lap siding and vertical board-and-batten are also preferred.



F15. The use of vinyl siding, stucco, pebble dash or artificial stone is not supported.

F16. As signage contributes to the character and feel of the area, it should reflect the artistic, cultural and historical traditions of Ucluelet. Signage must complement the architecture of the development and be sized appropriately;



- F17. Exterior illumination of signage (e.g., gooseneck fixtures) is encouraged;
- F18. Carved or painted wooden signs and individual letters are encouraged;
- F19. Interior-lit plastic sign panels are not supported;
- F20. All exterior mechanical units or equipment, including roof top units, must be enclosed in a manner that is attractive and integrated with the overall design;
- F21. Landscape plans submitted for a development permit shall illustrate type, size, and location of proposed planting, and shall detail all hard and soft landscaping elements to convey a comprehensive design for the site;
- F22. Landscape planting schemes must provide definition and clarity within the public realm. Plant material should be used to:

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



F23. Planting should be designed so that drivers' sight lines are maintained at intersections, maneuvering aisles and parking lots;

- F24. Native trees and plants should be used where appropriate;
- F25. All landscaping shall be provided in accordance with British Columbia Society of Landscape Architects /British Columbia Nursery Trade Association landscape standards;
- F26. When laying out new parking areas, integrate vegetated bioswales to collect and filter stormwater;
- F27. Hardscape materials must be of a "non-skid" type and of durable quality;
- F28. Building and site design shall take into account CPTED (Crime Prevention Through Environmental Design) principles;

- F29. Site design should show functional, screened areas for waste and recycling in appropriate wildlife-smart containers.
- F30. All developments shall respect archaeological resources and comply with all relevant statutes for the protection thereof;
- F31. When locating buildings allow space for the Wild Pacific Trail, Safe Harbour Trail and Harbour Walk within vegetated corridors along the coastline, as an integrated part of the design for properties located on the waterfront, as shown on Schedule 'C' Parks and Trails Network.
- F32. In order to preserve Ucluelet's dark skies, minimize impacts on adjacent land uses and avoid unnecessary impacts on nocturnal wildlife, outdoor lighting should be shielded so that all light is directed towards the ground.



### Development Permit Area I (Village Square)

The Village Square Development Permit Area (DPA I) is established for the following purposes:

revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,



establishing objectives for the form and character of development in the resort region.

The Village Square DP Area I corresponds to the area designated as Village Square in the Official Community Plan and generally surrounds Main Street, Cedar Road, Bay Street and the section of Peninsula Road in this vicinity, as shown on Schedule F; Development Permit Areas for Form and Character. The Village Square is the heart of the community, the site of the District municipal hall, Aquarium and Village Green. The square is Ucluelet's main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk of Main Street and Peninsula Road. The Village Square has the community's highest densities and built forms, yet is designed to respect public views and the community character.

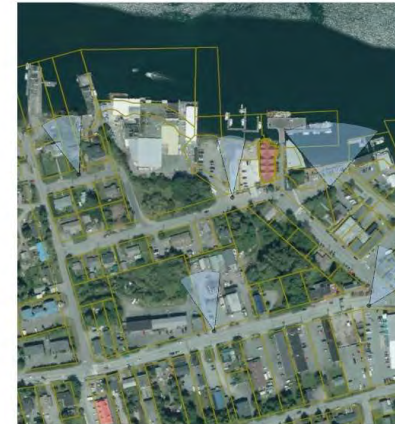
The objectives which justify this designation include assisting in the revitalization of the Village Square and enhancing and creating form and character that befits the community's core area. Ucluelet is designated a "resort municipality" under Provincial legislation, and seeks to distinguish itself from nearby Tofino and other resort regions through its distinctive location, historical development and local attributes, much of which is characterized by its core Village Square. The DPA guidelines are intended to strengthen a high quality and distinct character that celebrates the community's history, culture, and natural landscape. A key strategy of the OCP is to create a vibrant and mixed-use Village Square by concentrating new retail,

service and office development in the area, complemented by specific residential uses.

#### Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area I:

- F.I.1. Maintaining views of the harbour from Peninsula Road and Main Street is critical. The height of new buildings in DPA I must be carefully considered, and the building mass designed to avoid blocking views of the water from the public streets.
- F.I.2. Assessed on a site-by-site basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 1.1 and from the north side of Peninsula Road. This may be done through considerations in building massing and height in key locations;



*Figure DPA I.1 Important Views - Inlet*



F.I.3. Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways. New development shall avoid impeding public access to the foreshore beyond private property

boundaries;

- F.I.4. New developments should enhance and connect to the network of adjacent public open spaces, walkways and trails which connect and cross through the area;
- F.I.5. Properties fronting Peninsula Road and Main Street must be designed to create an eclectic, inviting and pedestrian-friendly streetscape by carefully considering scale, massing and character;
- F.I.6. New buildings should be sited close (e.g. 0 to 1.5m) to the property line fronting the street, with parking located to the side or rear. Covered porches, canopies or awnings are encouraged.
- F.I.7. Some variation in the location of the building frontage relative to neighbouring buildings is encouraged, which will preserve the sense of informality and allow for the creation of useful outdoor areas facing the street.
- F.I.8. Zero setbacks from side property lines is supported to create a continuous pedestrian streetscape. Gaps between buildings are to be minimized; therefore, avoid

placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

- F.I.9. The block bound by Peninsula Road to the south, Cedar Road to the north, Main Street to the east and Bay Street to the west should be considered for its long-range redevelopment potential. This centrally located area is well positioned to become Ucluelet's core block, having strong connective qualities to other central areas. Situated between street-oriented development, a series of alleys should lead to an internal system of courtyard and mews type developments with a mix of uses clustered around groups of existing trees and central green. Pursue opportunities for connection and access in this area as the design of the Cedar Road parking lot / pedestrian hub is developed:



F.I.10. Improve the character of the streetscape adjacent to the existing Co-op Store by:

- Retain and enhance landscaping;
- Explore improved use of the plaza space for pedestrian and vehicle movements, and visual interest;
- Reduce the width of the existing driveway access;
- Screen adjacent parking area to the north; and
- Rethink the function and character of the lane on the east side of the property.

### Development Permit Area II (Peninsula Road)

The Peninsula Road Development Permit Area (DPA II), as shown on Schedule C, is established for the purposes of:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- assisting in the revitalization of Peninsula Road as the gateway and main approach into Ucluelet;
- improving the form and character of the area and public realm as experienced on street and public pathways;
- maintaining and improving the views and experience of the Inner Harbour from public places, as a key landmark and focal point to the image of Ucluelet;

Special conditions that warrant these DPA guidelines include the emergence of tourism and its related services alongside the district's established but changing industrial edge. Efforts to beautify Ucluelet's main streets and associated public realm need not lose sight of the town's past industrial flavour, but should become more inviting and accessible.



The entrance to town on Peninsula Road and the nearby Inner Boat Basin is an area of concentrated tourist commercial development. This means the types of activities that occur here are attractive to tourists seeking a west-coast fishing village experience. This includes developments in the form of hotel/motel or vacation rentals, tourist facilities such as information centres, galleries and specialty retail stores, but also marine-related light industrial uses that are attractive to tourists such as commercial fishermen vending straight off the dock and boat building/repairs.

Successful marinas and related retail and commercial developments are natural draws for people. Ucluelet is in a strong position to capture the vitality of the waterfront by building welcoming places that evoke the character of coastal life.

Pedestrian connectivity along Peninsula Road and around the Inner Boat Basin to the rest of central Ucluelet and the Village Square is extremely important. Having easy walking access that is both obvious (way-finding) and attractive entices residents and visitors to stroll. This type of activity engages people to meet and is good for community spirit; but it is also good for the local economy as it brings people in contact with those businesses that rely on pedestrian traffic.

As a key focal point for the District's image, the form and character described above needs to translate to the area's architecture and associated landscape and public realm. Attractive quality design which evokes the natural beauty and history of Ucluelet must be sought to achieve cohesion and continuity throughout the Inner Boat Basin. Concentrating uses and offering attractive walking routes along the main roads and along the water's edge, is also greatly encouraged.

Development Permit Area guidelines exist to promote and manage these community-led aspirations to achieve developments of high quality and character.



### Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area II:

- F.II.1. Views to the harbour from public streets, pathways and along the shoreline, generally shown on Figure DPA II.1, must be retained by adjusting building massing and height in key locations including the north side of Peninsula Road;





Figure DPA II.1 Important Views - Small Craft Harbour

- F.II.2. A continuous pedestrian pathway should follow the shoreline, wherever possible, across the entire Inner Boat Basin. This pathway should continue through and connect to the Safe Harbour Trail and the Village Square.
- F.II.3. Gaps between buildings are to be minimized; therefore, avoid placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

- F.II.4. Buildings, structures and roads should be located to minimize alterations to treed areas and other environmentally sensitive areas;
- F.II.5. Parking should be located at the rear of lots if possible and screened from street view with either a structure or landscaping, or where feasible, below grade;
- F.II.6. Continuous accessible pedestrian sidewalks, planted boulevards and bicycle lanes should be provided along the length of Peninsula Road, on both sides, from Forbes Road to Marine Drive as shown on Schedules 'B' and 'C';
- F.II.7. Street trees should be used along the entire length of Peninsula Road, on both sides, thereby creating a sense of enclosure and cohesion to the street;

### Development Permit Area III (Industrial)

The Industrial Development Permit Area (DPA II), as shown on Schedule F, is established for the purposes of:

- A. revitalizing an area in which commercial and industrial uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- ensuring that light industrial uses do not detract from the form and character of the area or experience of the public realm in the community;
- ensure compatibility between commercial and light industrial land uses and activities in this area and adjacent parks, trails, residential and tourist commercial uses;
- maintaining and improving the views and experience of the working Harbour, and improve visibility so that people can experience and appreciate the activities of various marine industries safely from public places, as a key part of the image of Ucluelet;

#### Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area III:

- F.III.1. Monolithic structures and long expanses of blank walls facing the roadway should be avoided;
- F.III.2. Landscaped screening strips should be provided:
  - Along the property edge next to roadways;
  - Between parking areas, roadways and buildings;
  - Between different parking areas; and,
  - Between buildings and parking areas.
- F.III.3. Wildlife-proof garbage and recycling containers must be provided for all new developments;
- F.III.4. Support service structures such as loading bays, storage areas and waste bins should be located to minimize visibility from view of public roads and pathways and/or screened with walls, planting, solid wooden fencing or a combination;
- F.III.5. New industrial development should be accessed, wherever possible, from secondary roads;
- F.III.6. Transitions between light industrial areas and adjacent residential or tourist commercial properties should ensure privacy and avoid the impacts of noise and glare.
- F.III.7. New Marine Industrial development should incorporate sections of the Harbour Walk and Safe Harbour Trail. It is recognized that continuous pedestrian access along the waterfront will not be possible in every location, to ensure the safe operation of marine industries and access to vessels and machinery; where trails must divert away from the shoreline provide opportunities for viewing and include signage to explain marine activities, their history and economic importance.

### Development Permit Area IV (Multi-Family, Commercial, and Mixed-Use)

The Multi-Family, Commercial, and Mixed-Use Development Permit Area (DPA IV) is established for the following purposes:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The natural beauty and rich ecological qualities of this place are of utmost value to Ucluelet, its residents, and future generations. It is these qualities – beautiful, natural, and wild – which create the character residents cherish and people from afar come to experience. The District’s objective is to make every effort to preserve and enhance this experience. The *primary* character-giving qualities of the area are:

- The immediacy of the ocean and the marine environment;
- The presence of significant stands of forest, including old-growth;
- The sights, sounds and smells of a working harbour; and,
- The human-scale, walkable, funky and welcoming village atmosphere.

These qualities result in a real sense of a town inhabiting a coastal rainforest “on the edge”.

Two general multi-family residential typologies are anticipated:

Medium Scale – Ground oriented units usually having multiple floors and are attached by way of shared walls (e.g. duplex, triplex, terrace housing, townhouses);



Higher Scale – Units are a part of a larger multi-storied shared building (e.g. apartments), but may also include townhouses and coach houses.



Mixed-use developments, particularly including ground-floor commercial with housing behind and/or above, are also expected particularly along major roads and in the centre of town.

Objectives include ensuring that new multi-family areas are compatible and complementary in form and character to adjacent traditional single-family areas. It is important to establish suitable regulations to govern this transition. As these housing types expand in Ucluelet, sensitivity around issues such as scale, height, and style must be addressed. Generally, higher scale building forms are encouraged along major roads such as Peninsula Road, with medium scale building forms providing a transition to single-family areas.

Guidelines:

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area IV:

- F.IV.1. All buildings, structures and additions thereto must be designed and coordinated in a comprehensive manner considering efficient site circulation, the relationship between buildings, visual impact and design compatibility with its context;
- F.IV.2. Sloped roofs, rather than flat roofs, are preferred;
- F.IV.3. Where internal roadways are required, they should provide efficient circulation, encourage appropriate speed through physical design, and the pedestrian realm should be clearly defined by using alternative materials, landscaping and physical design;
- F.IV.4. Buildings or groups of buildings placed adjacent to a public street must face that street (or streets), with each unit having its own individual and distinct front entry from the street. Excessive use of blank walls must be avoided;
- F.IV.5. Higher scale building forms may be located along Matterson Drive and Peninsula Road. Heights up to 12m (39 feet) may be permitted;



- F.IV.6. Medium scale building forms are preferred in other areas zoned for multi-family uses, to provide sensitive transitions to single family areas;
- F.IV.7. Where buildings are in very close proximity to the street or other public realm feature such as a pathway or courtyard, the finished floor level of that building should be raised by two feet as a minimum, to aid in privacy;
- F.IV.8. Garages and garage doors must not dominate the street-front façade of multi-family buildings. All attempts must be made to accommodate integrated parking at the side or rear of units. If garage doors *must* be placed at the front of a building, they should be well integrated and subtle in appearance;
- F.IV.9. Where visitor parking or common parking areas are required, small groupings of parking stalls interspersed with tree planting should be employed rather than 1 uninterrupted lot wherever possible. Native plants are preferred;
- F.IV.10. Parking areas that are visible from the street and/or adjacent to residential buildings should be screened by substantial landscaping.
- F.IV.11. A reasonable amount of common area must be included in all multi-family developments in the form of native landscaping, courtyards or the like;
- F.IV.12. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical to maintaining the character of the



community. All development must recognise these values and strive to minimize the adverse effects on the natural environment development can often bring. The form and character of buildings should reflect the natural beauty of the area. This can be achieved through:



F.IV.13. The sensitive siting of buildings;

F.IV.14. Producing architectural designs that are naturally inspired; and,

F.IV.15. Using materials and building methods that are inherent to the area and its natural and man-made history.

F.IV.16. New development with areas of high ground in the District should be designed to accommodate areas for evacuation in extraordinary cases of emergency. Access, parking areas and parks or other open space at the highest points should be designed with thought to how they could double as muster points, if needed;



District should be designed to accommodate areas for evacuation in extraordinary cases of emergency. Access, parking areas and parks or other open space at the highest points should be designed with thought to how they could double as muster points, if needed;

F.IV.17. Clear-cutting forested sites is prohibited. Developments must present plans showing tree retention and measures to ensure protection of existing significant trees and shrubs, clearly delineated limits of disturbance during construction, along with new plantings. The plans shall show pre- and post-development conditions to

prevent over-cutting. Protection of adequate root zone buffers around retained trees shall be identified by a qualified professional and shown on the plans;

F.IV.18. Mature Western Red Cedar and Sitka Spruce must be identified by a qualified arborist and, where they are determined to be healthy, preserved;

F.IV.19. The siting of new buildings, extensions to existing buildings as well as campsites and roads etc., must work sensitively around established existing vegetation and must be located to minimize alterations to the foreshore and other environmentally sensitive areas. As part of the efforts to maintain and enhance the landscape character of the area, all efforts must be made to retain landscape and ecological integrity;



F.IV.20. Minimal blacktop and hardscape paving should be used for driveways and patio areas, particularly in front yards. Gravel or grass driveways and wood decks are preferred;



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

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



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

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

## Environmental Development Permit Areas

Objective: to guide development and use land wisely to ensure that the most sensitive environmental features of a site are protected and ecological functions are not needlessly disturbed by development activities.

Designation: the following Development Permit Areas (DPAs), identified on Schedule E, Environmental Development Permit Areas map, are designated under section 488(1)(a) of the *Local Government Act* protection of the natural environment, its ecosystems and biological diversity):

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

Development Permit Area Guidelines specify the District’s objectives and regulations for each area.

### General Guidelines Applicable to all Environmental DPAs:

- E1. For all land lying within an Environmental DP area, an assessment of the site, its natural features and the development shall be undertaken and a report prepared by a Qualified Environmental Professional (QEP) shall be submitted with the DP application;
- E2. The QEP report must contain any records listed in the BC Conservation Data Centre and must include data obtained from a search of the Ministry of Environment’s BC Species and Ecosystems Explorer for the categories

“plants and animals” and “Ecological Communities” that includes all potential red listed, blue listed, and SARA listed species along with their Conservation Framework priority.

- E3. In cases of reporting after the fact due to managing emergency situations, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP), describing follow-up works to restore environmentally sensitive areas which were present prior to the emergency.
- E4. For all non-emergency circumstances, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP). The report must include:
- a. A site plan certified by a B.C. Land Surveyor that locates:
    - i. the proposed development relative to DPA boundaries shown on Schedule E and property lines;
    - ii. the environmental sensitive areas as defined under the general definitions and any other significant or rare species or species assemblages found in the DPA as identified by the QEP;
    - iii. the applicable buffer or setback recommended by the QEP to separate the proposed development from the environmentally sensitive feature.
  - b. For activity or construction within the stream channel, documentation of Provincial and Federal approval, with supporting technical reports.



- E5. If the QEP report identifies environmentally sensitive areas (ESAs) not shown on Schedule E, then the applicant and the District shall treat those values as if they are shown on Schedule E for the purposes of applying requirements of the more specific environmental DPAs.
- E6. If the QEP report confirms that an environmental value relating to a DPA shown on Schedule E is not present or does not affect the subject property, then the applicant and the District shall treat the property as though it is not in the applicable DPA. This includes the case where a QEP determines that there is a physical barrier between the environmental feature and the subject property that creates a functional separation between the two.
- E7. Clustering of density is encouraged as a means for preserving environmentally sensitive areas.
- E8. For all projects that involve development within an ESA, the District shall require the applicant to post security at 125% of the cost of protection and/or restoration works.
- E9. The District may, as part of the development permit, vary the setback requirements from an ESA where it can be demonstrated in a less than desirable existing situation that a “net positive improvement” for fish or wildlife habitat will result, or, in a more desirable existing situation that “no net loss” will result, subject to municipal, Provincial and or Federal agency review and comment. Any reduction of setback distances within an ESA shall occur in accordance with the findings and recommendations of the technical/environmental report.

## Development Permit Area Exemptions

The following are exempt from requiring an environmental Development Permit. Despite the exemption provisions, owners must also satisfy themselves that they meet the requirements of any applicable federal or provincial regulations:

1. Development that is shown to be outside of all designated DPAs on a plan prepared by a registered BC Land Surveyor.
2. Interior or structural exterior alterations, renovations or repair to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building’s footprint or height.
3. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement, soil stabilization and/or erosion control.
4. Routine maintenance of existing landscaping, lawn, paths or developed areas.
5. Actively manage priority invasive plants and noxious weeds listed on the Coastal Invasive Species Committee website [www.coastalisc.com/priority-invasive-plants](http://www.coastalisc.com/priority-invasive-plants).
6. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, as presenting an imminent safety risk.
7. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals or notifications, and on provision of evidence of such approvals to the District.
8. Emergency procedures to prevent, control or reduce immediate threats to life or property including:

- a. emergency actions for flood protection and erosion protection;
  - b. removal of hazard trees characterized by a Certified Arborist;
  - c. clearing of an obstruction from bridge, culvert or drainage flow;
  - d. bridge and safety fence repairs in accordance with the *Water Act*;
  - e. pruning trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a Certified Arborist.
9. Public works and services constructed by or on behalf of the municipality, or by provincial or federal agencies, following best management practices.
10. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
11. Activities permitted by the provincial government on provincial Crown lands.
12. Paths for pedestrian use up to 1.5 metres in width provided all of the following are satisfied:
- a. Constructed exclusively of previous natural materials with no concrete, asphalt, or pavers;
  - b. Do not entail structural stairs;
  - c. Entail no removal of streamside or shoreline vegetation;
  - d. Do not impair stream bank or shoreline stability;
  - e. Do not impact sensitive habitat;
  - f. Avoid wildlife corridors and nesting sites; and
  - g. Are specifically designed to discourage motorized vehicle use.

13. Development in sites which have been previously assessed and where a Section 219 Restrictive Covenant has already been registered on the title of the property identifying areas and measures necessary to protect environmental values.

### DPA V – Terrestrial Ecosystems (Mature Forest) Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, ecosystems and biological diversity. These areas are designated as DPA V, generally as shown on Schedule E.

#### Justification

This Development Permit Area includes mature forests and wildlife habitat that could be subject to degradation due to development or harmful uses. Ucluelet is home to rich plant and animal habitat due to the peninsula’s interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest. Forest health and age is a critical component of the natural life and biodiversity of the area. There are also high aesthetic values in mature forest areas.

#### Guidelines

- E.V.1. Development should be planned to avoid intrusion into DPA V areas of the site and to minimize the impact of any activity on these areas.
- E.V.2. Development permit applications that encroach on areas designated as DPA V should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the location of property lines, proposed development and natural features including any Sitka Spruce, krummholz tree forms, nesting trees or wildlife corridors;
- b. an impact statement describing effects of proposed development on the natural features and ecosystems on the site;
- c. measures necessary to avoid wildlife conflict and any adjustments to the development plan where necessary to avoid established wildlife corridors;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas;
- e. recommendations for timing, construction standards, and where further assessment is necessary (e.g., seasonal nesting bird surveys),
- f. habitat compensation alternatives, where compensation is approved.

## DPA VI - Stream and Riparian Areas Protection

### Category

In conformance with the objectives of the provincial *Fish Protection Act*, the District wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 488(1)(a) of the *LGA*, the District designates all riparian areas as DPA VI: Riparian Areas Protection.

DPA VI areas include the lands within 30 metres of streams and watercourses and include watercourses, lakes, streams, ponds and wetlands identified as fish-supportive habitat or connected to watercourses:

- a) for a stream, a 30-metre strip on both sides of the watercourse measured from the high-water mark; and,
- b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high-water mark to a point that is 30 metres beyond the top of the ravine bank.

For purposes of clarity, the above descriptions should be relied upon rather than the riparian areas shown on Schedule E. The latter is intended as a visual aid to help locate these areas. Within the Plan area, “stream” includes all named and unnamed watercourses, ponds, and wetlands.

### Justification

The natural environment is a significant feature of the Plan area. It includes wet aquatic ecosystems that consist of and surround watercourses: streams, ponds, wetlands and in some cases, ditches. Some of these ecosystems may only be wet during the winter months, drying up in the summer. The geography and vegetation that surrounds, protects and interacts with the aquatic environment is called the riparian area.

Together, the water and the riparian area form aquatic habitat which are critical for the survival of fish, fish supportive processes and are important to maintain biodiversity and essential for many species. Unnecessarily disturbing these sensitive and important aquatic environments may harm their vitality and the ecological services they provide and can have downstream consequences on fish habitat.

Aquatic ecosystems are also critical for the survival of wildlife and form necessary travel corridors between habitats. Water is an important part of maintaining biodiversity and is essential for many species. Many rare species are associated with aquatic environments. Aquatic ecosystems are natural water purifiers and pollution filtration systems. Healthy aquatic ecosystems have a capacity to retain stormwater runoff, maintain water quality by reducing levels of sediment, nutrients and contaminants in outflow water, to slow water flow and to prevent erosion.

A development permit is required for any development within DPA VI to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems. The objectives of having these Development Permit requirements include:

- Planning and guiding new development in a manner that preserves and protects fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems;
- Protecting, restoring and enhancing fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems in a relatively natural state while supporting adjacent land uses;
- Meeting the objectives of the *Fish Protection Act*, and
- Protecting water quality and quantity.

#### Guidelines

E.VI.1. Development or alteration should be planned to avoid intrusion into DPA VI areas of the site and to minimize the impact of any activity on these areas.

E.VI.2. Development permit applications that would encroach on areas designated as DPA VI should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the natural boundary and a line 30 metres from the natural boundary;
- b. an impact statement describing effects of proposed development on the natural conditions;
- c. measures deemed necessary to protect the integrity of streamside protection and enhancement areas from the effects of development;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas; and,
- e. habitat compensation alternatives, where compensation is approved.

E.VI.3. Development permit applications should include a vegetation management plan indicating the extent of proposed buffer areas and the proposed management of vegetation in these areas.

E.VI.4. Based on the biophysical assessment of the site within an area designated DPA VI, works or protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance stream, watercourses, fish habitat or riparian areas.

E.VI.5. In the absence of a report from a qualified environmental professional, a minimum buffer of 30 metres should be preserved between the high water mark of the watercourse and any building or structure.

- E.VI.6. The total amount of impervious cover on property adjacent to a watercourse should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- E.VI.7. The construction of a small accessory building such as a pump house, gazebo, garden shed or play house may be permitted if all the following apply:
  - a. The building is located within an existing landscaped area;
  - b. No native trees are removed; and
  - c. The area of the structure is not more than 10 m<sup>2</sup>.

## DPA VII – Marine Shoreline

### Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, its ecosystems and biological diversity. These areas are designated as DPA VII, generally as shown on Schedule E.

### Justification

This Development Permit Area includes shoreline waters and natural fish and wildlife habitat that could be subject to degradation due to development or harmful uses. Shoreline areas and beaches may contain unstable slopes and soils subject to erosion, land slip and rock falls. In addition, the tidal

waters are habitat to a wide range of fish, wildlife, and plant species: eelgrass, in particular, is highly sensitive to negative impacts from intensive uses or development. There are also high aesthetic values along shoreline areas.

### Guidelines

- E.VII.1. This DPA applies to all lands within 30 metres, measured horizontally in both landward and seaward directions, from the natural boundary of the ocean.
- E.VII.2. Unless otherwise exempt, prior to undertaking any development on the lands within DPA VII, the owner of the lands must obtain a Development Permit, the application for which must include an assessment report that has been prepared by a Qualified Environmental Professional, with demonstrated experience regarding the subject matter. The assessment report will identify how the proposed development will affect aquatic resources, and recommend measures to reduce or mitigate any negative impacts, such as the:
  - i. Appropriate siting of buildings, structures, roads, driveways, parking areas, trails, paths, and utilities;
  - ii. Retention or restoration of native vegetation and soils;
  - iii. Removal of invasive species;
  - iv. Designation of buffer areas to protect environmentally sensitive features or habitat;
  - v. Specification of any activities that may occur within the buffer areas; and
  - vi. Must state that the proposal is suitable for the area intended for development.
- E.VII.3. Land shall be retained in its natural state where possible, preserving indigenous vegetation and trees. If an adequate suitable building envelope exists on a parcel

outside of the DPA, the proposed development should be directed to that site or area. Encroachment into the DPA shall only be permitted where the applicant can demonstrate that the encroachment is necessary to protect environmentally sensitive features, due to hazardous conditions or topographical considerations, or to relate the development to surrounding buildings and structures.

- E.VII.4. The removal of trees and vegetation within DPA VII is discouraged and must be limited to only those areas that must be cleared to support the development. Any clearing required to accommodate roads, buildings, structures, and utilities, with the exception of necessary hydraulic, percolation, or geotechnical testing, shall not occur until after the issuance of a Development Permit to minimize the potential for soil erosion, runoff and spread of invasive species.
- E.VII.5. Shoreline stabilization devices are not supported on parcels that are not subject to active erosion nor are they supported on parcels that erode more rapidly as a result of vegetation removal that is not recommended or supervised by a Qualified Coastal Professional.
- E.VII.6. Shoreline stabilization devices are supported where a Qualified Coastal Professional, with experience to advise on such matters, has determined that a softer approach to shoreline stabilization such as vegetation enhancement, upland drainage control, biotechnical measures, beach enhancement, tree anchoring or gravel placement are not appropriate given site-specific conditions.
- E.VII.7. Shoreline stabilization devices are only permitted for the protection of existing structures when threatened by erosion due to natural forces as recommended by a

Qualified Coastal Professional and must be located entirely within the property boundary. New development and structures should be sited to avoid the need for shoreline stabilization devices over the expected lifespan of the structure.

- E.VII.8. The assessment for siting a shoreline stabilization device prepared by a Qualified Coastal Professional must include:
  - a. Assesses the risk of erosion on the subject property and the suitability of the subject property for a shoreline stabilization device;
  - b. Analyses of the potential impacts on coastal geomorphologic processes as a result of installing or not installing the device;
  - c. Analyses of the potential impacts on adjacent properties as a result of installing and not installing the device;
  - d. Recommendation measures to ensure that the subject property is protected while mitigating potential negative impacts on marine riparian areas, coastal geomorphologic processes or neighbouring properties.
- E.VII.9. Shoreline stabilization measures, pilings, floats, wharves and other structures which disrupt light penetration to the water column or obstruct public access to the foreshore are discouraged.
- E.VII.10. Impervious surfaces, including materials to construct docks and wharves, shall be kept to a minimum.
- E.VII.11. Parking areas should be equipped with oil/water separators and be landscaped to absorb runoff, and proof of a maintenance program for these will be provided.

- E.VII.12. New piers, docks and ramps shall be allowed only for water-dependent uses or for public access, and only permitted when the applicant has demonstrated that a specific need exists to support the intended water-dependent use.
- E.VII.13. Docks and wharves shall not extend over marshes or other productive foreshore areas, including critical areas such as eelgrass and kelp beds, shellfish beds, and fish habitats. Wharves shall not, in any case, extend over the water beyond the mean low-water mark, except as necessary to access floats or for public viewing access. Construction which minimizes disturbance of shoreline sediments and enables light penetration is encouraged.
- E.VII.14. Piers on pilings and floating docks are preferred over solid-core piers or ramps.
- E.VII.15. Boat launch ramps are discouraged and will only be considered for shared or public use, and only where they can be located on stable, non-erosional banks where a minimum amount of substrate disturbance or stabilization is necessary.
- E.VII.16. Structures in contact with the water shall be constructed of stable materials, including finishes and preservatives that will not degrade water quality.
- E.VII.17. All docks shall be constructed so that they do not rest on the bottom of the foreshore at low water levels.
- E.VII.18. Any plastic foams or other non-biodegradable materials used in construction of floats and docks shall be encased to prevent escape into the natural environment.
- E.VII.19. Piers should use the minimum number of pilings necessary, with preference to large spans over more pilings.

- E.VII.20. Piers should be constructed with a minimum clearance of 0.5 m above the elevation of the natural boundary of the sea.
- E.VII.21. Preference is given to the placement of mooring buoys and floats instead of docks.
- E.VII.22. New shoreline residential development of two or more dwellings shall provide joint use or community dock facilities rather than individual docks for each residence.
- E.VII.23. No more than one facility for mooring boats shall be located on or fronting any single parcel.
- E.VII.24. The consideration of the issuance of a Development Permit by the District in no way exempts the property owner from obtaining all necessary permits and approvals from provincial and federal agencies.

## DPA VIII– Natural Hazard Areas Protection (Steep Slopes)

### Category

In accordance with Section 488(1)(b) of the *LGA*, areas of steep slopes with an incline of 30 degrees or more are designated as DPA VIII, as shown on Schedule G.

### Justification

Ucluelet experiences significant rainfall and storm events; soils on steeper slopes carry a higher hazard of failure from the effects of runoff and erosion, once disturbed or exposed by development.

Steep slopes tend to constitute high-risk areas for erosion and slippage if the tree cover is substantially altered. Potentially hazardous conditions on steep slopes may be avoided if adequate tree cover is retained and surface water runoff is minimized.

In order to protect development from these hazardous conditions, development permits are required for areas designated as DPA VIII.

#### Exemptions

The following development is exempted from the requirement to obtain a development permit for Hazardous Conditions:

##### In a steep slope area:

1. Development, where a geotechnical report has been received in conjunction with an application for building permit or subdivision approval.

2. Erecting fencing;

##### For trees:

3. Cutting down dead trees provided that the stump and roots remain undisturbed;

4. Planting new trees;

5. Removal of trees where the tree trunk diameter is less than 5cm (measured 1m from the base); and,

6. Where the tree trunk diameter is greater than 5cm (measured 1m from the base) pruning and limbing of trees provided a Certified Arborist provides a written opinion stating that the activity will not kill the tree.

##### Domestic yard maintenance, gardening and planting, including:

7. Planting new vegetation and maintaining existing vegetation through mowing, pruning, and similar activities;

8. Removing any dead vegetation provided the root structure is not disturbed; and

9. Removing any vegetation with stem diameter less than 5cm (measured 1m from the base), and not resulting in areas of exposed soil on a steep slope.

#### Guidelines

E.VIII.1. The development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA VIII areas and to minimize the impact of any activity on these areas.

E.VIII.2. Prior to any development or alteration of land within DPA VIII areas, a development permit application must be issued that includes an assessment or report by a qualified, licensed professional engineer or other qualified professional addressing the following:

- a. Contain a description of the methodology and assumptions used to undertake the assessment. The methodology should be described in sufficient detail to facilitate a professional peer review.
- b. Identify any hazards which may affect the safe development of the land including, but not limited to:
  - i. flooding;
  - ii. slopes with an incline of 30 degrees or more;
  - iii. subsidence; and
  - iv. ground water flows.
- c. Identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or



hazard area. Areas depicted on maps must be delineated with sufficient accuracy and detail to allow the preparation of a legal reference plan for attachment to a restrictive covenant.

- d. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of the sea or watercourse or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
  - e. An application should identify the location of all proposed buildings and structures on the development site and specify the setback distances from the natural boundary, property boundary, land features, and hazard areas.
  - f. The applicant should consider the suitability of the land to accommodate the use intended.
  - g. Plans should establish a safe setback line from any watercourses and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the opinion of an engineer or qualified professional, be caused by the hazards of flooding, erosion, subsidence earthquake, mud flows or any combination thereof.
- E.VIII.3. The professional's recommendations and the conclusion of the report should:
- a. acknowledge that the Approving Officer may rely upon the report when reviewing subdivision applications and/or that the District may review the report prior to making land development decisions;
  - b. certify that the land is safe for the use intended, with probability of a geotechnical failure, flooding or any other substantial hazard resulting in property

damage of less than two per cent (2%) in 50 years or as specified by the most recent edition of the "APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC";

- c. identify any deficiency in the location or design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
  - d. prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of the development; and
  - e. where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.
- E.VIII.4. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant's professional engineer should confirm that the works and actions will be acceptable to local government, and that they would meet regulatory requirements, prior to completing the report and a detailed design.
- E.VIII.5. where mitigation works and actions are proposed, the qualified professional should identify whether ongoing maintenance or periodic replacement measures are necessary, and specify what ongoing measures are necessary for the property to remain safe for its intended use.

E.VIII.6. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA VIII areas, as recommended by a QEP.

A note on Flood Hazards:

This OCP bylaw does not designate Development Permit areas for protection from coastal flooding; the District has commissioned detailed flood risk mapping and exercises its ability to require professional assessment and certification of construction under section 56 of the *Community Charter*. Map 4 shows minimum Flood Construction Levels for detailed reaches of the shoreline of the Ucluth Peninsula.

Lands in the vicinity of the coastal shoreline can be susceptible to flood hazard and, in certain areas, to erosion or sloughing. Lands that are or may be flooded represent a hazardous condition for people and permanent structures.

One of the effects of climate change is a rise in sea level. While experts using the best available science are still grappling with a range of possible impacts, current expectations are that the sea level on the west coast of Vancouver Island will rise somewhere in the vicinity of one metre by the year 2100. Any development along the coastline must take this into consideration in an attempt to anticipate and minimize any negative impacts that rising sea levels may have on the built environment and the safety of residents.

The west coast of Vancouver Island, identified as Zone C by the provincial Ministry of Public Safety and Solicitor General, is also a high-risk seismic zone, known to be vulnerable to flooding in the event of a tsunami. The District wishes to protect the community against the loss of lives and to minimize property damage, injury

and trauma associated with flooding events. Maps 5 and 6 show Tsunami Flood Vulnerability and Tsunami Flood Planning areas.

It is District policy that it is in the public interest for new subdivisions and developments to be planned to avoid areas of potential flood risk. Many of these areas are also of great habitat value and natural beauty, and have been incorporated into the potential future parks and open spaces shown on Schedules A and C.

## Enforcement

No person shall do any act or suffer or permit any act or thing to be done in contravention of the Development Permit Area Designations and Guidelines adopted in Part 6 of this bylaw.

Every person who violates any of the provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, is liable on summary conviction to a fine of not more than ten thousand dollars (\$10,000.00) and costs, including the costs of the committal and conveyances to the place of imprisonment, for each offence, and in default of payment therefore, to imprisonment of a term not exceeding six (6) months in jail, and each day that such violation is permitted to continue shall be a separate offence.

The Bylaw Enforcement Officer is authorized to inspect all work regulated by Development Permit Area designation under this bylaw, and compel and require compliance with the provisions of this bylaw. No person shall prevent or obstruct, or attempt to prevent or obstruct, the Bylaw Enforcement Officer, or any other employee of the District authorized to enforce the provisions of this bylaw.

A person who fails to comply with an order or notice issued by a Bylaw Enforcement Officer who allows a violation of this bylaw to continue, despite that order or notice, commits an offence.

A Bylaw Enforcement Officer may order the cessation of work that is proceeding in contravention of this bylaw by posting a Stop Work notice on the site of the work.

The Owner of property on which a Stop Work notice has been posted, and every other person, shall cease all construction or

development work immediately and shall not do any work on the property, except for such work as is necessary to remedy the reasons for the Stop Work notice with the agreement of the Bylaw Enforcement Officer, until all applicable provisions of the Development Permit Area Guidelines of this bylaw are substantially complied with and the Stop Work notice is rescinded in writing by a Bylaw Enforcement Officer.

## Ticketing

Tickets for offences against the Development Permit Area Designations and Guidelines of this OCP bylaw may also be issued in accordance with the Municipal Ticket Information Bylaw in force at the time of the offence.

# Part Seven: Appendices

### Boilerplate (required content, legislation)

The purpose of the Official Community Plan (OCP) is to provide a long-term vision for the District of Ucluelet. It sets out broad objectives and policies that will guide planning and land use decisions within the District, while respecting the community's existing character.

The OCP charts a growth management course that supports Ucluelet's quality of life, enhances economic prosperity and advances environmental sustainability.

The Province of British Columbia's *Local Government Act* provides the authority and direction for the preparation of the Official Community Plan. Once adopted as a bylaw, an Official Community Plan has a legal status that requires that all subsequent bylaws enacted and works undertaken be consistent with the plan.

This Official Community Plan replaces the previous Official Community Plan, adopted in 2011.

Section 473 of the *Local Government Act* requires that an OCP include statements and map designations for the area covered by the plan for the following:

- the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years;
- the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;

- restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- the approximate location and phasing of any major road, sewer and water systems;
- the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal site;
- housing policies of the local government respecting affordable housing, rental housing and special needs housing;
- targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets;

Section 474 of the *Local Government Act* allows that an OCP may also include statements on the following:

- policies of the local government relating to social needs, social well-being and social development;
- a regional context statement, consistent with the rest of the plan, of how matters referred to in a regional growth strategy, and other matters dealt with in the plan, apply in a regional context;
- policies of the local government respecting the maintenance and enhancement of farming on land in a farming area or in an area designated for agricultural use in the plan;
- policies of the local government relating to the preservation, protection, restoration and enhancement of

the natural environment, its ecosystems and biological diversity.

An OCP may also include general statements on matters outside the jurisdiction of a local government, dealing with issues of advocacy or general interest.

### Development Approval Information

Pursuant to the establishment of a Development Approval Information Area (DAIA) bylaw, the entire area of the District of Ucluelet covered by this Official Community Plan is designated as a development approval information area under the authority of Section 485 (1) (b) of the *Local Government Act*.

Development approval information will be required for:

- Zoning Bylaw amendments;
- Temporary Use Permits, and;
- Development Permits.

The information provided in a Development Approval Information (DAI) report will help ensure that future development considers potential impacts to transportation and parking, municipal servicing infrastructure, public facilities including schools and parks, community services, archaeological and cultural matters, natural ecosystems, climate change and other issues. The District's DAIA bylaw will establish the information required, procedures to be followed in the application process, and in what circumstances a DAI impact report is necessary to address items including:

- Terms of reference for DAI reports;

- Qualifications for personnel providing impact reports;
- Timing;
- Response options to inadequate reports;
- Peer review;
- Presentation of reports to Council; and
- Use and publication of the report.

### Planning Process

The Village of Ucluelet was incorporated in 1952 and became as District Municipality in 1997. The community adopted its first Official Community Plan (OCP) bylaw in 1971. The history of OCP's in Ucluelet is as follows:

- OCP Bylaw No. 235 (1971)
- OCP Bylaw No. 407 (1981)
- OCP Bylaw No. 498 (1988)
- OCP Bylaw No. 772 (1998)
- OCP Bylaw No. 900 (2004)
- OCP Bylaw No. 1140 (2011)

A review of the Ucluelet OCP bylaw was initiated by Council in 2016.

From 2016 through 2018 the District, along with students and faculty from Vancouver Island University's (VIU) Master of Community Planning program, collected community opinions on the OCP and the broad range of issues of interest to the community. A series of public engagement activities and events were held during this time, including "planning on the streets" events, pop-up planning workshops, stakeholder workshops with community groups and classes from the local schools. A three-

day public consultation blitz in the spring of 2018, culminating in a large public open house, connected with 256 local residents.

Council initially received the draft OCP bylaw in September of 2018, at which point the bylaw received first reading. The 2018 municipal election, focus on pressing affordable housing issues and a robust community debate on new non-medical cannabis retail regulations – and then the onset of a global pandemic – all contributed to stretch out the timeline for the work to update the OCP. Concurrently, work on flood risk mapping, Indigenous relations and policies, housing and land use demand resulted in reports to Council for direction on specific policy areas. These were incorporated into this revised OCP document presented to Council for consideration of second reading as amended and formal referral to external agencies ahead of a public hearing on the bylaw.



## Community Profile (demographics and projections)

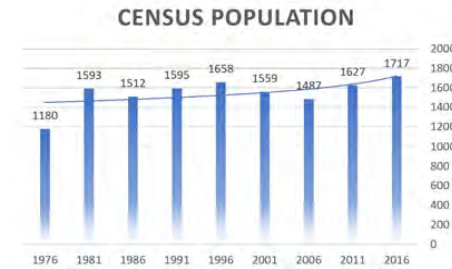
### Population of West Coast Communities

Figure 8: Occupied Dwellings and Estimated Shadow Populations, West Coast region, 2016

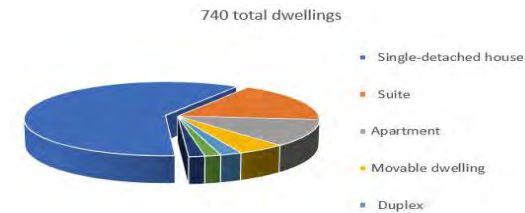
	POPULATION 2016	TOTAL PRIVATE DWELLINGS	PRIVATE DWELLINGS OCCUPIED BY USUAL RESIDENTS	ESTIMATED SHADOW DWELLING UNITS	ESTIMATED PEAK SHADOW POPULATION	PERCENT OF DWELLINGS THAT ARE SECONDARY DWELLINGS
Tofino	1,932	1,037	755	282	649	27%
Ucluelet	1,717	841	737	104	229	12%
ACRD Electoral Area C	677	359	267	92	221	26%
Toquat First Nation	19	11	9	2	4	18%
Ucluelet First Nation	274	97	87	10	32	10%
Tlo-qu-at First Nation	361	37	29	8	26	22%
<b>Total</b>	<b>4,980</b>	<b>2,382</b>	<b>1,884</b>	<b>498</b>	<b>1,160</b>	

Source: Statistics Canada, Census 2016 and custom analysis

### Permanent population, Ucluelet:

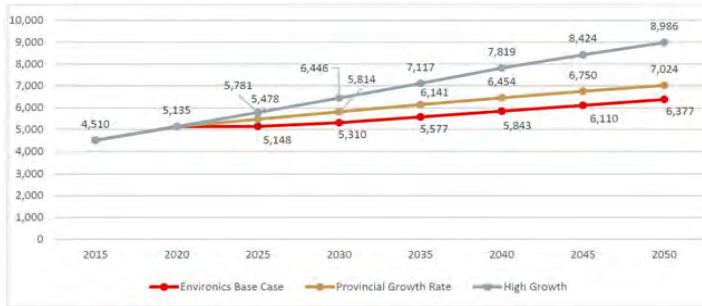


### Housing units



Population Projections (low, medium and high growth projections):

Figure 2: Estimated and Projected Population, West Coast Region, 2015 – 2050



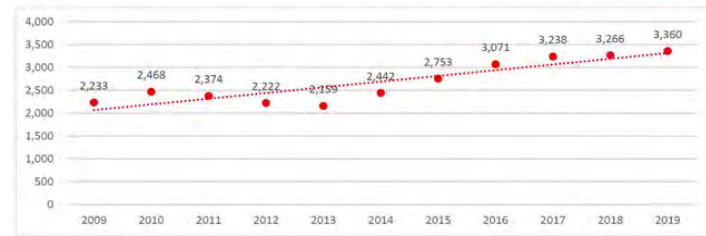
Source: Environics, 2020, BC Stats, and custom projections

Ucluelet peak population: July / August  
(approx. 6,000 total)



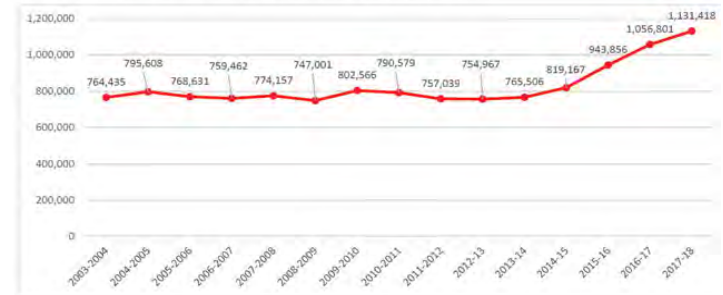
Annual visitors

Figure 7: Average Annual Daily Traffic on Tofino-Ucluelet Hwy South of Ucluelet Junction, 2009 – 2019



Source: Ministry of Transportation and Infrastructure, 2020

Figure 14: Visitors, Pacific Rim National Park Reserve (Long Beach), 2003 – 2018



Source: Parks Canada, 2019



## Definitions

**“Bylaw Enforcement Officer”**: means the Chief Administrative Officer of the District of Ucluelet and her or his designate.

**“Development” includes:**

- a) Removal, alteration, disruption, or destruction of vegetation;
- b) Disturbance of soils;
- c) Construction or erection of buildings and structures;
- d) Creation of non-structural impervious or semi-impervious surfaces;
- e) Flood protection works;
- f) Construction of roads, trails, docks, wharves, and bridges;
- g) Provision and maintenance of sewer and water services;
- h) Development of drainage systems;
- i) Development of utility corridors; and
- j) Subdivision as defined in the *Local Government Act*.

**“Qualified Environmental Professional” (QEP)**: means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if:

- 1) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under the association’s code of ethics and subject to disciplinary action by that association;
- 2) the individual is acting within that individual’s area of expertise; and,
- 3) the individual is acceptable to the District of Ucluelet.

With respect to item 2), above:

a) for Riparian Development Permit Areas: the individual’s area of expertise is recognized in the BC Riparian Areas Regulation assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal;

b) for Marine Shoreline Development Permit Areas, coastal and shoreline erosion aspects: a coastal geomorphologist, or a marine or metocean engineer with experience in coastal zone engineering; other professionals with experience in coastal processes and soft shore restorations may be considered on a case-by-case basis.

c) for Hazardous Conditions Development Permit Areas: a professional engineer with experience in geotechnical and slope stability engineering, or in flood protection design as the project may warrant.

Per the *Riparian Areas Protection Regulation* BC Reg 178/2019, s 21, a QEP may be:

- (i) an agrologist;
- (ii) an applied technologist or technician;
- (iii) a professional biologist;
- (iv) a professional engineer;
- (v) a professional forester;
- (vi) a professional geoscientist;
- (vi.1) a registered biology technologist;
- (vii) a registered forest technologist,

**Stream**: means the same as defined under the *Riparian Areas Protection Regulation*.

## United Nations Declaration on the Rights of Indigenous Peoples

(Resolution adopted by the General Assembly on 13 September 2007)<sup>1</sup>

*The General Assembly,*

*Guided* by the purposes and principles of the Charter of the United Nations, and good faith in the fulfilment of the obligations assumed by States in accordance with the Charter,

*Affirming* that indigenous peoples are equal to all other peoples, while recognizing the right of all peoples to be different, to consider themselves different, and to be respected as such,

Affirming also that all peoples contribute to the diversity and richness of civilizations and cultures, which constitute the common heritage of humankind,

*Affirming* further that all doctrines, policies and practices based on or advocating superiority of peoples or individuals on the basis of national origin or racial, religious, ethnic or cultural differences are racist, scientifically false, legally invalid, morally condemnable and socially unjust,

*Reaffirming* that indigenous peoples, in the exercise of their rights, should be free from discrimination of any kind,

*Concerned* that indigenous peoples have suffered from historic injustices as a result of, inter alia, their colonization and dispossession of their lands, territories and resources, thus

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<sup>1</sup> See Official Records of the General Assembly, Sixty-first Session, Supplement No. 53 (A/61/53), part one, chap. II, sect. A.

preventing them from exercising, in particular, their right to development in accordance with their own needs and interests,

*Recognizing* the urgent need to respect and promote the inherent rights of indigenous peoples which derive from their political, economic and social structures and from their cultures, spiritual traditions, histories and philosophies, especially their rights to their lands, territories and resources,

*Recognizing* also the urgent need to respect and promote the rights of indigenous peoples affirmed in treaties, agreements and other constructive arrangements with States,

*Welcoming* the fact that indigenous peoples are organizing themselves for political, economic, social and cultural enhancement and in order to bring to an end all forms of discrimination and oppression wherever they occur,

*Convinced* that control by indigenous peoples over developments affecting them and their lands, territories and resources will enable them to maintain and strengthen their institutions, cultures and traditions, and to promote their development in accordance with their aspirations and needs,

*Recognizing* that respect for indigenous knowledge, cultures and traditional practices contributes to sustainable and equitable development and proper management of the environment,

*Emphasizing* the contribution of the demilitarization of the lands and territories of indigenous peoples to peace, economic and social progress and development, understanding and friendly relations among nations and peoples of the world,

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<sup>2</sup> See resolution 2200 A (XXI), annex.

*Recognizing* in particular the right of indigenous families and communities to retain shared responsibility for the upbringing, training, education and well-being of their children, consistent with the rights of the child,

*Considering* that the rights affirmed in treaties, agreements and other constructive arrangements between States and indigenous peoples are, in some situations, matters of international concern, interest, responsibility and character,

*Considering* also that treaties, agreements and other constructive arrangements, and the relationship they represent, are the basis for a strengthened partnership between indigenous peoples and States,

*Acknowledging* that the Charter of the United Nations, the International Covenant on Economic, Social and Cultural Rights<sup>2</sup> and the International Covenant on Civil and Political Rights, as well as the Vienna Declaration and Programme of Action,<sup>3</sup> affirm the fundamental importance of the right to self-determination of all peoples, by virtue of which they freely determine their political status and freely pursue their economic, social and cultural development,

*Bearing* in mind that nothing in this Declaration may be used to deny any peoples their right to self-determination, exercised in conformity with international law,

*Convinced* that the recognition of the rights of indigenous peoples in this Declaration will enhance harmonious and cooperative relations between the State and indigenous peoples,

<sup>3</sup> A/CONF.157/24 (Part I), chap. III.

based on principles of justice, democracy, respect for human rights, non-discrimination and good faith,

*Encouraging* States to comply with and effectively implement all their obligations as they apply to indigenous peoples under international instruments, in particular those related to human rights, in consultation and cooperation with the peoples concerned,

*Emphasizing* that the United Nations has an important and continuing role to play in promoting and protecting the rights of indigenous peoples,

*Believing* that this Declaration is a further important step forward for the recognition, promotion and protection of the rights and freedoms of indigenous peoples and in the development of relevant activities of the United Nations system in this field,

*Recognizing and reaffirming* that indigenous individuals are entitled without discrimination to all human rights recognized in international law, and that indigenous peoples possess collective rights which are indispensable for their existence, well-being and integral development as peoples,

*Recognizing* that the situation of indigenous peoples varies from region to region and from country to country and that the significance of national and regional particularities and various historical and cultural backgrounds should be taken into consideration,

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<sup>4</sup> Resolution 217 A (III).

*Solemnly proclaims* the following United Nations Declaration on the Rights of Indigenous Peoples as a standard of achievement to be pursued in a spirit of partnership and mutual respect:

*Article 1*

Indigenous peoples have the right to the full enjoyment, as a collective or as individuals, of all human rights and fundamental freedoms as recognized in the Charter of the United Nations, the Universal Declaration of Human Rights<sup>4</sup> and international human rights law.

*Article 2*

Indigenous peoples and individuals are free and equal to all other peoples and individuals and have the right to be free from any kind of discrimination, in the exercise of their rights, in particular that based on their indigenous origin or identity.

*Article 3*

Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

*Article 4*

Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating

to their internal and local affairs, as well as ways and means for financing their autonomous functions.

*Article 5*

Indigenous peoples have the right to maintain and strengthen their distinct political, legal, economic, social and cultural institutions, while retaining their right to participate fully, if they so choose, in the political, economic, social and cultural life of the State.

*Article 6*

Every indigenous individual has the right to a nationality.

*Article 7*

1. Indigenous individuals have the rights to life, physical and mental integrity, liberty and security of person.
2. Indigenous peoples have the collective right to live in freedom, peace and security as distinct peoples and shall not be subjected to any act of genocide or any other act of violence, including forcibly removing children of the group to another group.

*Article 8*

1. Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.
2. States shall provide effective mechanisms for prevention of, and redress for:

(a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities;

(b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources;

(c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights;

(d) Any form of forced assimilation or integration;

(e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them.

*Article 9*

Indigenous peoples and individuals have the right to belong to an indigenous community or nation, in accordance with the traditions and customs of the community or nation concerned. No discrimination of any kind may arise from the exercise of such a right.

*Article 10*

Indigenous peoples shall not be forcibly removed from their lands or territories. No relocation shall take place without the free, prior and informed consent of the indigenous peoples concerned and after agreement on just and fair compensation and, where possible, with the option of return.

*Article 11*

1. Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature.

2. States shall provide redress through effective mechanisms, which may include restitution, developed in conjunction with indigenous peoples, with respect to their cultural, intellectual, religious and spiritual property taken without their free, prior and informed consent or in violation of their laws, traditions and customs.

*Article 12*

1. Indigenous peoples have the right to manifest, practise, develop and teach their spiritual and religious traditions, customs and ceremonies; the right to maintain, protect, and have access in privacy to their religious and cultural sites; the right to the use and control of their ceremonial objects; and the right to the repatriation of their human remains.

2. States shall seek to enable the access and/or repatriation of ceremonial objects and human remains in their possession through fair, transparent and effective mechanisms developed in conjunction with indigenous peoples concerned.

*Article 13*

1. Indigenous peoples have the right to revitalize, use, develop and transmit to future generations their histories, languages, oral traditions, philosophies, writing systems and literatures, and to designate and retain their own names for communities, places and persons.

2. States shall take effective measures to ensure that this right is protected and also to ensure that indigenous peoples can understand and be understood in political, legal and administrative proceedings, where necessary through the provision of interpretation or by other appropriate means.

*Article 14*

1. Indigenous peoples have the right to establish and control their educational systems and institutions providing education in their own languages, in a manner appropriate to their cultural methods of teaching and learning.

2. Indigenous individuals, particularly children, have the right to all levels and forms of education of the State without discrimination.

3. States shall, in conjunction with indigenous peoples, take effective measures, in order for indigenous individuals, particularly children, including those living outside their communities, to have access, when possible, to an education in their own culture and provided in their own language.

*Article 15*

1. Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information.

2. States shall take effective measures, in consultation and cooperation with the indigenous peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among indigenous peoples and all other segments of society.

*Article 16*

1. Indigenous peoples have the right to establish their own media in their own languages and to have access to all forms of non-indigenous media without discrimination.

2. States shall take effective measures to ensure that State-owned media duly reflect indigenous cultural diversity. States, without prejudice to ensuring full freedom of expression, should encourage privately owned media to adequately reflect indigenous cultural diversity.

*Article 17*

1. Indigenous individuals and peoples have the right to enjoy fully all rights established under applicable international and domestic labour law.

2. States shall in consultation and cooperation with indigenous peoples take specific measures to protect indigenous children from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development, taking into account their special vulnerability and the importance of education for their empowerment.

3. Indigenous individuals have the right not to be subjected to any discriminatory conditions of labour and, inter alia, employment or salary.

*Article 18*

Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

*Article 19*

States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.

*Article 20*

1. Indigenous peoples have the right to maintain and develop their political, economic and social systems or institutions, to be secure in the enjoyment of their own means of subsistence and development, and to engage freely in all their traditional and other economic activities.

2. Indigenous peoples deprived of their means of subsistence and development are entitled to just and fair redress.

*Article 21*

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.

2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

*Article 22*

1. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities in the implementation of this Declaration.
2. States shall take measures, in conjunction with indigenous peoples, to ensure that indigenous women and children enjoy the full protection and guarantees against all forms of violence and discrimination.

*Article 23*

Indigenous peoples have the right to determine and develop priorities and strategies for exercising their right to development. In particular, indigenous peoples have the right to be actively involved in developing and determining health, housing and other economic and social programmes affecting them and, as far as possible, to administer such programmes through their own institutions.

*Article 24*

1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services.
2. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.

*Article 25*

Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

*Article 26*

1. Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired.
2. Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired.
3. States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.

*Article 27*

States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.



*Article 28*

1. Indigenous peoples have the right to redress, by means that can include restitution or, when this is not possible, just, fair and equitable compensation, for the lands, territories and resources which they have traditionally owned or otherwise occupied or used, and which have been confiscated, taken, occupied, used or damaged without their free, prior and informed consent.
2. Unless otherwise freely agreed upon by the peoples concerned, compensation shall take the form of lands, territories and resources equal in quality, size and legal status or of monetary compensation or other appropriate redress.

*Article 29*

1. Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent.
3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.

*Article 30*

1. Military activities shall not take place in the lands or territories of indigenous peoples, unless justified by a relevant public interest or otherwise freely agreed with or requested by the indigenous peoples concerned.
2. States shall undertake effective consultations with the indigenous peoples concerned, through appropriate procedures and in particular through their representative institutions, prior to using their lands or territories for military activities.

*Article 31*

1. Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions.
2. In conjunction with indigenous peoples, States shall take effective measures to recognize and protect the exercise of these rights.

*Article 32*

1. Indigenous peoples have the right to determine and develop priorities and strategies for the development or use of their lands or territories and other resources.
2. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative

institutions in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

3. States shall provide effective mechanisms for just and fair redress for any such activities, and appropriate measures shall be taken to mitigate adverse environmental, economic, social, cultural or spiritual impact.

*Article 33*

1. Indigenous peoples have the right to determine their own identity or membership in accordance with their customs and traditions. This does not impair the right of indigenous individuals to obtain citizenship of the States in which they live.

2. Indigenous peoples have the right to determine the structures and to select the membership of their institutions in accordance with their own procedures.

*Article 34*

Indigenous peoples have the right to promote, develop and maintain their institutional structures and their distinctive customs, spirituality, traditions, procedures, practices and, in the cases where they exist, juridical systems or customs, in accordance with international human rights standards.

*Article 35*

Indigenous peoples have the right to determine the responsibilities of individuals to their communities.

*Article 36*

1. Indigenous peoples, in particular those divided by international borders, have the right to maintain and develop contacts, relations and cooperation, including activities for spiritual, cultural, political, economic and social purposes, with their own members as well as other peoples across borders.

2. States, in consultation and cooperation with indigenous peoples, shall take effective measures to facilitate the exercise and ensure the implementation of this right.

*Article 37*

1. Indigenous peoples have the right to the recognition, observance and enforcement of treaties, agreements and other constructive arrangements concluded with States or their successors and to have States honour and respect such treaties, agreements and other constructive arrangements.

2. Nothing in this Declaration may be interpreted as diminishing or eliminating the rights of indigenous peoples contained in treaties, agreements and other constructive arrangements.

*Article 38*

States in consultation and cooperation with indigenous peoples, shall take the appropriate measures, including legislative measures, to achieve the ends of this Declaration.

*Article 39*

Indigenous peoples have the right to have access to financial and technical assistance from States and through international cooperation, for the enjoyment of the rights contained in this Declaration.

*Article 40*

Indigenous peoples have the right to access to and prompt decision through just and fair procedures for the resolution of conflicts and disputes with States or other parties, as well as to effective remedies for all infringements of their individual and collective rights. Such a decision shall give due consideration to the customs, traditions, rules and legal systems of the indigenous peoples concerned and international human rights.

*Article 41*

The organs and specialized agencies of the United Nations system and other intergovernmental organizations shall contribute to the full realization of the provisions of this Declaration through the mobilization, inter alia, of financial cooperation and technical assistance. Ways and means of ensuring participation of indigenous peoples on issues affecting them shall be established.

*Article 42*

The United Nations, its bodies, including the Permanent Forum on Indigenous Issues, and specialized agencies, including at the country level, and States shall promote respect for and full application of the provisions of this Declaration and follow up the effectiveness of this Declaration.

*Article 43*

The rights recognized herein constitute the minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.

*Article 44*

All the rights and freedoms recognized herein are equally guaranteed to male and female indigenous individuals.

*Article 45*

Nothing in this Declaration may be construed as diminishing or extinguishing the rights indigenous peoples have now or may acquire in the future.

*Article 46*

1. Nothing in this Declaration may be interpreted as implying for any State, people, group or person any right to engage in any activity or to perform any act contrary to the Charter of the United Nations or construed as authorizing or encouraging any action which would dismember or impair, totally or in part, the territorial integrity or political unity of sovereign and independent States.

2. In the exercise of the rights enunciated in the present Declaration, human rights and fundamental freedoms of all shall be respected. The exercise of the rights set forth in this Declaration shall be subject only to such limitations as are determined by law and in accordance with international human rights obligations. Any such limitations shall be non-discriminatory and strictly necessary solely for the purpose of securing due recognition and respect for the rights and freedoms of others and for meeting the just and most compelling requirements of a democratic society.

3. The provisions set forth in this Declaration shall be interpreted in accordance with the principles of justice, democracy, respect for human rights, equality, non-discrimination, good governance and good faith.

## Credits

Community profile data (p. 126) compiled by Urban Systems Ltd. for the *West Coast Land Use Demand Study* (2020)

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Thank you! ̄eekoo!

Cuu







**REPORT TO COUNCIL**

Council Meeting: June 29, 2022  
 500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING **FILE NO:** 3360-20-RZ22-05  
**SUBJECT:** ZONING AMENDMENT BYLAW NO. 1309 – 604 RAINFOREST DRIVE **REPORT NO:** 22-92  
**ATTACHMENT(S):** APPENDIX A - ZONING AMENDMENT BYLAW NO. 1309, 2022

Prior to the adoption of the presented zoning bylaw amendment, consideration should be given to the representations from the public hearing held on June 28, 2022.

**RECOMMENDATION(S):**

**THAT** Council give third reading to *District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022*, to facilitate the proposed mixed-use development on the property at 604 Rainforest Drive including health care office and resort condominiums.

**BACKGROUND:**

*District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022*, (the “Bylaw”) received first and second reading at the May 31, 2022, Regular Council meeting and was then scheduled for a Public Hearing to be held on June 28, 2022. Once a public hearing has been held and adjourned, Council is in a position to consider third reading of the Bylaw.

**ANALYSIS OF OPTIONS**

Having held a public hearing on the Bylaw, Council could now discuss what was heard and consider giving the bylaw third reading (the Bylaw is attached in **Appendix “A”**).

<b>A</b>	That Council discuss and consider the representations from the public received at the public hearing and give third reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022</i> .	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Giving third reading to the bylaw is often considered approval in principle.</li> <li>• Following third reading, the S.219 restrictive covenant would be drafted as outlined in Staff Report No. 22-67 dated June 7, 2022, to ensure the conditions of Council are met including that the use, building, site works, and landscaping be developed as proposed.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• No negative consequences are anticipated.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>• Staff would work with the applicant on the details of the restrictive covenant to be registered on the title of the property.</li> </ul>

		<ul style="list-style-type: none"> <li>The requested Development Permit could be issued by Council at such time as final adoption of the Bylaw is being considered.</li> </ul>	
B	That Council provide alternative direction.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<u>Suggested Motion</u>	That Council, with regard to <i>Ucluelet Zoning Amendment Bylaw No. 1309, 2022</i> , direct staff to _____.

**NEXT STEPS:**

As directed by Council at the May 31, 2022, meeting, if the Bylaw receives third reading the applicant will need to register a Section 219 restrictive covenant on the title of 604 Rainforest Drive to ensure that the use, building, site works, and landscaping be developed as proposed in Staff Report No. 22-67, prior to the Bylaw coming back before Council for adoption.

**POLICY OR LEGISLATIVE IMPACTS:**

The adoption of *District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022*, would amend *District of Ucluelet Zoning Bylaw No. 1160, 2013*.

**Respectfully submitted:**

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING  
DUANE LAWRENCE, CAO



## Appendix A

**DISTRICT OF UCLUELET**  
**Zoning Amendment Bylaw No. 1309, 2022**

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.  
 (Zoning amendments to define and allow a Health Care Office in specific circumstances  
 within the community).

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**WHEREAS** Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

**1. Text Amendment:**

The District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended as follows:

**A.** Within section 103 Definitions, add the following definition in alphabetical order:

“**Health Care Office**” means use of a building or buildings by professions in which persons exercise skill or judgement or provide service related to the preservation or improvement of the physical, mental, or emotional health of individuals, or the treatment or care of individuals who are injured, sick, disabled or infirm, including chiropractors, dentists, optometrists, physicians, surgeons, dental hygienists, dental technicians, denturists, dietitians, licensed practical nurses, massage therapists, midwives, naturopathic physicians, nurses (registered), nurse practitioners, occupational therapists, opticians, physical therapists, psychologists, registered psychiatric nurses, traditional medicine practitioners, and acupuncturists, and other health care and social service practitioners including counsellors and herbalists.”

**B.** Within section 103 Definitions, replace the definition of “*Personal Services*” with the following:

“**Personal Services**” means the use of a *building* for the provision of professional or personal services, with or without the *accessory* sale of goods, wares, merchandise, articles, or things directly related to such services, and includes a barber shop, beauty salon and aesthetics, health care office, tattoo parlour, shoe repair shop, dry cleaning shop, and launderette, specifically excluding *financial institutions, commercial entertainment and offices.*”

- C. Within section CD-3A of SubZone–DISTRICT LOT 282 in Schedule B–The Zones, replace subsection CD-3A.1.4 with the following text:

“CD-3A.1.4 The following uses are permitted on Lot A, Plan VIP82211, District Lot 281 & 282, Clayoquot Land District, in the areas of the CD-3 Zone Plan labeled “Commercial/ Residential” (604 Rainforest Drive), but *secondary permitted uses* are only permitted in conjunction with a *principal permitted use*:

(1) Principal:

- (a) Health Care Office, with accessory retail sales and administration
- (b) Community Use
- (c) Daycare Centre
- (d) Emergency Services
- (e) Public Assembly
- (f) Personal Services
- (g) Studio
- (h) Multiple Family Residential

(2) Secondary:

- (a) Mixed Commercial/Residential
- (b) Mixed Commercial/Resort Condo
  - (i) Despite the definition of Resort Condo in section 103 of this bylaw, on Lot A, Plan VIP82211, District Lot 281 & 282, Clayoquot Land District; PID 026-908-701 (604 Rainforest Drive) the commercial tourist accommodation uses of a Mixed Commercial/Resort Condo building are only permitted if the ground floor of the building contains a Health Care Office with a minimum gross floor area of 700m<sup>2</sup> or a Health Care Office functioning as a medical doctor clinic providing general practitioner services with a minimum gross floor area of 200m<sup>2</sup>”

- D. Within section CD-3A of SubZone–DISTRICT LOT 282 in Schedule B–The Zones, subsection CD-3A.4 Maximum Size (Gross Floor Area), subsection CD-3A.4.1 Principal Building, replace subsection (1) with the following text:

“(1) on Lot A, Plan VIP82211, District Lot 281 & 282, Clayoquot Land District; PID 026-908-701 (604 Rainforest Drive):

- (i) Mixed Commercial/Residential, Mixed Commercial/Resort Condo & Multiple Family Residential: 1450m<sup>2</sup> (15,603 ft<sup>2</sup>) gross floor area combined.
- (ii) All other uses: 557m<sup>2</sup> (6,000ft<sup>2</sup>) gross floor area combined.”

**Citation:**

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022”.

**READ A FIRST TIME** this **31st** day of **May** , 2022.

**READ A SECOND TIME** this **31st** day of **May** , 2022.

**PUBLIC HEARING** held this     day of     , 2022.

**READ A THIRD TIME** this     day of     , 2022.

**ADOPTED** this     day of     , 2022.

**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022.”

\_\_\_\_\_  
Mayco Noël  
Mayor

\_\_\_\_\_  
Corporate Officer

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

\_\_\_\_\_  
Corporate Officer





**REPORT TO COUNCIL**

Council Meeting: June 29, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING **FILE NO:** 3360-20-RZ22-03  
**SUBJECT:** ZONING AMENDMENT BYLAW NO. 1312 – 221 MINATO ROAD **REPORT NO:** 22-94  
**ATTACHMENT(S):** APPENDIX A - ZONING AMENDMENT BYLAW NO. 1312, 2022

Prior to the adoption of the presented zoning bylaw amendment, consideration should be given to the representations from the public hearing held on June 28, 2022.

**RECOMMENDATION(S):**

**THAT** Council give third reading to *District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022* to facilitate the proposed housing development on the property at 221 Minato Road.

**BACKGROUND:**

*District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022*, (the “Bylaw”) received first and second reading at the June 7, 2022, Special Council meeting and was then scheduled for a Public Hearing to be held on June 28, 2022. Once a public hearing has been held and adjourned, Council is in a position to consider third reading of the Bylaw.

**ANALYSIS OF OPTIONS**

Having held a public hearing on the Bylaw, Council could now discuss what was heard and consider giving the bylaw third reading (the Bylaw is attached in **Appendix “A”**).

<b>A</b>	That Council discuss and consider the representations from the public received at the public hearing and give third reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022</i> .	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Giving third reading to the bylaw is often considered approval in principle.</li> <li>• Following third reading, the detailed legal agreements would be drafted as outlined in Staff Report No. 22-74 dated June 7, 2022, to ensure the conditions of Council are met including housing affordability.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• No negative consequences are anticipated.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>• Staff would work with the applicant on the details of the restrictive covenant to be registered on the title of the property.</li> <li>• Subsequent Development Permit and Subdivision applications would require review and approval, including details of the on- and off-site servicing.</li> </ul>

		<ul style="list-style-type: none"> <li>The District should continue to pursue steps to establish or contract a Housing Authority service to monitor and qualify buyers &amp; renters under Housing Agreements achieved through these types of development approvals.</li> </ul>	
B	That Council provide alternative direction.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<u>Suggested Motion</u>	That Council, with regard to <i>Ucluelet Zoning Amendment Bylaw No. 1312, 2022</i> , direct staff to _____.

**NEXT STEPS:**

As directed by Council at the June 7, 2022, meeting, if the Bylaw receives third reading the applicant will have a number of conditions to meet prior to the Bylaw coming back before Council for adoption.

**POLICY OR LEGISLATIVE IMPACTS:**

The adoption of *District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022*, would amend *District of Ucluelet Zoning Bylaw No. 1160, 2013*.

**Respectfully submitted:**

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING  
DUANE LAWRENCE, CAO

## Appendix A

**DISTRICT OF UCLUELET**  
**Zoning Bylaw Amendment Bylaw No. 1312, 2022**

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.  
 (Zoning amendments for the proposed development of 221 Minato Road – Lot B, Plan  
 VIP79908 Clayoquot District, District Lot 286 ).

---

**WHEREAS** Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

**1. Text Amendment:**

The District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended as follows:

- A.** By adding within Division 100 – Enactment and Interpretation, Section 103 definitions, such that a new definitions are added in alphabetical order reading as follows:

“**Residential Rental Tenure**” means the occupation of a *dwelling unit* for *residential* purposes under a tenancy agreement according to the *Residential Tenancy Act* for a period of at least 4 months, and excludes occupation of a dwelling by the owner.

“**Rental Multiple Family**” means a *building*, or a group of *buildings* on the same *lot*, each containing three or more *dwelling units* for *residential* use only under a long-term *residential rental tenure*.

- B.** By adding a new Comprehensive Development zone, to Schedule B – The Zones that directly follows CD-5 Zone – FORMER WEYCO FOREST LANDS such that the new section reads as follows:

**“CD-6 Zone – MINATO ROAD**

*This Zone is intended for the development of a mix of multi-family and single-family residential development providing for a mix of sizes, types and tenures including affordable rental, market rental, attainable ownership (under a housing agreement covenant) and market ownership homes.*

**CD-6 Zone Plan (Development Areas):**



**CD-6.1 Permitted Uses**

The following uses are permitted within the corresponding Development Areas shown in the CD-6 Zone Plan, but *secondary permitted uses* are only permitted in conjunction with a *principal permitted use*:



Development Area	Principal Use	Building Form	Secondary Uses
<b>A</b>	Rental Multiple Family	apartment	
			home occupation
<b>B</b>	Multiple Family	townhouse	
			home occupation
<b>C</b>	Single Family or Duplex		
			home occupation
<b>D</b>	Single Family		
			secondary suite
			home occupation
<b>E</b>	Rental Multiple Family	apartment	
			home occupation
<b>F</b>	Single Family or Duplex		
			Multiple Family
	townhouse		
<b>G</b>	Single Family	house	
			secondary suite
			home occupation

**CD-6.2 Lot Regulations**

CD-6.2.1 Minimum Lot Frontage: 7.5 m (25 ft)

**CD-6.3 Density:**

Development Area	Principal Use	Density (max. # dwelling units)
A	Rental Multiple Family	70
B	Multiple Family	28
C	Single Family or Duplex	5
D	Single Family	19
E	Rental Multiple Family	28
F	Single Family or Duplex	22
	Multiple Family	12
G	Single Family	28

CD-6.3.1 For clarity the maximum number of principal *dwelling units* in table CD-6.3 does not count *secondary suites* in areas “D” and “G”.

**CD-6.4 Maximum Size (Gross Floor Area):**

Development Area	Principal Use	Maximum Gross Floor Area
A	Rental Multiple Family	average 65m <sup>2</sup> (700ft <sup>2</sup> )/unit
B	Multiple Family	average 84m <sup>2</sup> (900ft <sup>2</sup> )/unit
C	Single Family or Duplex	average 144m <sup>2</sup> (1,550ft <sup>2</sup> )/unit
D	Single Family	172m <sup>2</sup> (1,850ft <sup>2</sup> )/unit
E	Rental Multiple Family	average 65m <sup>2</sup> (700ft <sup>2</sup> )/unit
F	Single Family or Duplex	average 144m <sup>2</sup> (1,550ft <sup>2</sup> )/unit
	Multiple Family	average 84m <sup>2</sup> (900ft <sup>2</sup> )/unit
G	Single Family	172m <sup>2</sup> (1,850ft <sup>2</sup> )/unit

**CD-6.5 Maximum Size of Accessory Buildings:**

CD-6.5.1 on *lots* containing a *Single Family* or *Duplex* dwelling: 30 m<sup>2</sup> (323 ft<sup>2</sup>) combined total.

CD-6.5.2 on *lots* containing *Multiple Family* or *Rental Multiple Family* buildings: 50m<sup>2</sup> (538 ft<sup>2</sup>) combined total.

**CD-6.6 Maximum Height:**

Development Area	Principal Use	Max. Height	
		principal	accessory
<b>A</b>	Rental Multiple Family	11m	5.5m
<b>B</b>	Multiple Family	11m	5.5m
<b>C</b>	Single Family	8.5m	5.5m
	Duplex	8.5m	5.5m
<b>D</b>	Single Family	8.5m	5.5m
<b>E</b>	Rental Multiple Family	11m	5.5m
<b>F</b>	Single Family	8.5m	5.5m
	Duplex	8.5m	5.5m
	Multiple Family	11m	5.5m
<b>G</b>	Single Family	8.5m	5.5m

**CD-6.7 Minimum Setbacks:**

CD-6.7.1 The following minimum setbacks apply, as measured from the *front lot line*, *rear lot line* and *side lot lines(s)*, respectively:

Development Area	Principal Use	Setbacks			
		front	rear	side interior	side exterior
<b>A</b>	Rental Multiple Family	7.5m	6m	5m	5m
<b>B</b>	Multiple Family	7.5m	6m	5m	5m
<b>C</b>	Single Family	7.5m	6m	1.5m	5m
	Duplex	7.5m	6m	0m (one side)	5m
<b>D</b>	Single Family	7.5m	6m	1.5m	5m
<b>E</b>	Rental Multiple Family	7.5m	6m	5m	5m
<b>F</b>	Single Family	7.5m	6m	1.5m	5m
	Duplex	7.5m	6m	0m (one side)	5m
	Multiple Family	7.5m	6m	5m	5m
<b>G</b>	Single Family	7.5m	6m	1.5m	5m

**2. Map Amendment:**

Schedule A (Zoning Map) of District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended by changing the zoning designation of areas of Lot B, District Lot 286, Clayoquot District, Plan VIP79908 (221 Minato Road: PID 026-487-764), from “GH: Guest House” and “CG: Campground”, to areas designated as “P-1: Public Institutional” and “CD-6: Comprehensive Development 6 Zone – MINATO ROAD” as outlined in black on the map attached to this Bylaw as Appendix “A”.

**3. Citation:**

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022”.

**READ A FIRST TIME** this **7th** day of **June** , 2022.

**READ A SECOND TIME** this **7th** day of **June** , 2022.

**PUBLIC HEARING** held this     day of     , 2022.

**READ A THIRD TIME** this     day of     , 2022.

**ADOPTED** this     day of     , 2022.

**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022.”

\_\_\_\_\_  
Mayco Noël  
Mayor

\_\_\_\_\_  
Corporate Officer

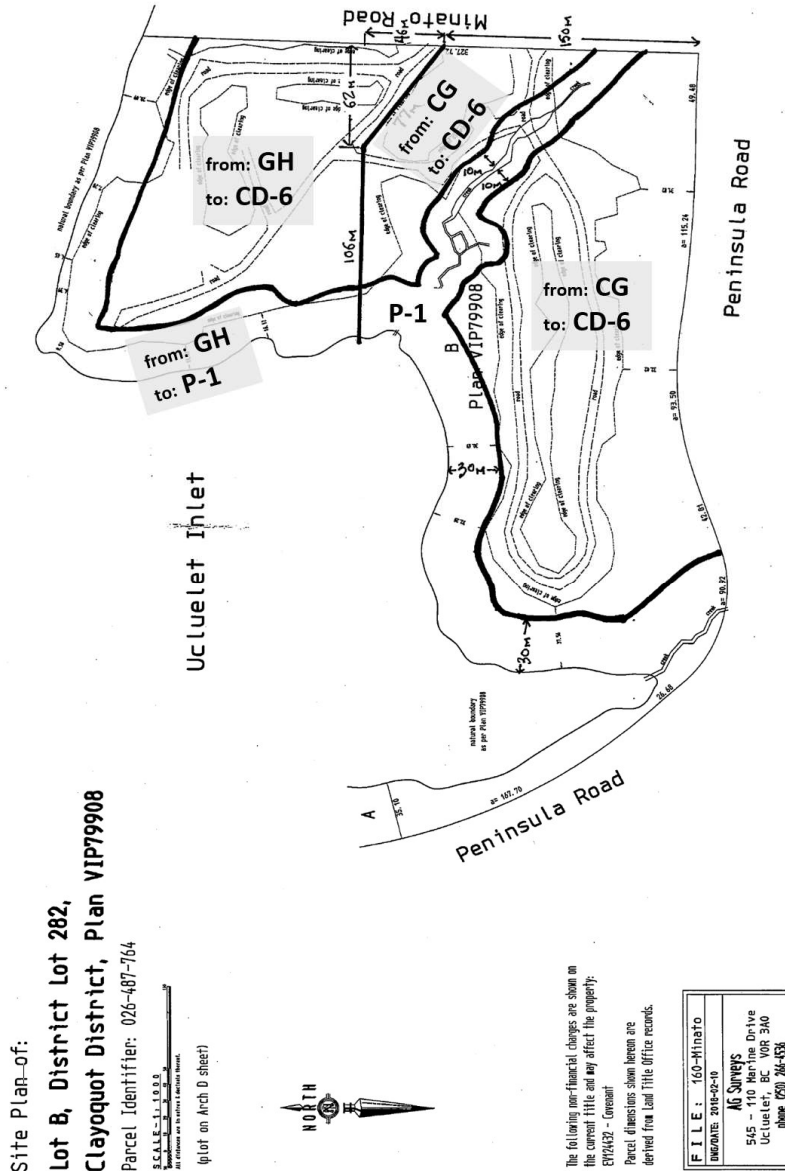
**THE CORPORATE SEAL** of the  
District of Ucluelet was hereto  
affixed in the presence of:

\_\_\_\_\_  
Corporate Officer

**APPENDIX 'A' to District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022**  
 (CD-6 Zone -Minato Road)

**From:** GH (Guest House); and,  
 CG (Campground)

**To:** P-1 (Public Institutional); and,  
 CD-6 (CD-6 Minato Road); as shown:







## REPORT TO COUNCIL

Council Meeting: June 29, 2022  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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<b>FROM:</b>	BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING	<b>FILE NO:</b> 3360-20-RZ22-06
<b>SUBJECT:</b>	ZONING AMENDMENT BYLAW NO. 1310, 2022 – B&B's vs. ADU's	<b>REPORT NO:</b> 22-93
<b>ATTACHMENT(S):</b>	APPENDIX A – DISTRICT OF UCLUELET ZONING AMENDMENT BYLAW NO. 1310, 2022	

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Prior to the adoption of *District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022*, consideration should be given to the representations from the public hearing held on June 28, 2022.

**RECOMMENDATION(S):**

**THAT** Council give third reading to *District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022*; and,

**THAT** Council adopt *District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022*.

**BACKGROUND:**

*District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022* (the "Bylaw") received first and second reading at the May 31, 2022, Regular Council meeting and was referred to a Public Hearing. The required statutory notification was subsequently completed for a hearing held on June 28, 2022. Once a public hearing has been held and adjourned, Council is in a position to consider third reading of the Bylaw.

After the close of the public hearing, Council can consider third reading, and - because there are no conditions to be met between third reading and adoption - Council could thereafter also adopt the Bylaw (the Bylaw is attached in **Appendix "A"**).

**ANALYSIS OF OPTIONS**

The Bylaw proposes to shift the streamlined or "default" path of accessory uses on residential properties from short-term vacation rentals to expanded long-term housing options. In simple terms, secondary rental housing in Ucluelet has been losing ground to the expansion of the *Bed and Breakfast* ("**B&B**") use brought about by the invention (in 2008) and increasing popularity of online vacation rental bookings. Adapting the zoning regulations is one step – and the most direct step - that Ucluelet can take to counterbalance changes in the cost and availability of housing brought about by the "AirBnB effect" on the community. This action is consistent with the policies adopted in the 2020 Official Community Plan and the recommendations of the *2021 Ucluelet Housing Needs Report*.

Alternatives include adding opportunities for more public discussion and input, making changes to the bylaw and/or abandoning the bylaw altogether. Implications for these alternatives are overviewed below.

Note that a separate companion bylaw, Zoning Amendment Bylaw No. 1311 – would establish a "B&B Overlay" for the continued operation of existing and in-stream B&B's. Bylaw No. 1311 has not yet proceeded to a public hearing and is discussed in a separate report prepared for the June 29, 2022 agenda.

<b>A</b>	That Council discuss and consider the representations from the public received at the public hearing and give third reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022</i> , and consider adopting the bylaw thereafter.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Adopting Bylaw No. 1310 would update the zoning regulations to act on the policy of shifting the primary function of residential properties back to <i>housing</i>.</li> <li>Removing B&amp;B as a default secondary use in most single-family residential zones would slow the current trend of rapidly expanding B&amp;B use.</li> <li>Removing B&amp;B as a default secondary use in most single-family residential zones would slow the current trend of converting long-term housing in secondary suites into short-term vacation rentals.</li> <li>Adopting Bylaw No. 1310 would facilitate the creation of new accessory dwelling units in the form of detached cottages.</li> <li>Removing B&amp;B as an outright secondary use would provide an opportunity for neighbourhood input before new B&amp;B operations are approved in residential areas.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Understandably, a number of property owners have expressed concern at what is perceived as a loss of the B&amp;B use.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Adopting Bylaw No. 1310 would adjust the Zoning Bylaw to reflect the community priority of creating more affordable and diverse housing opportunities.</li> </ul>
<b>B</b>	That based on public input, Council not give third reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022</i> , at this time and direct changes to the bylaw and/or process as desired.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Could enable more time for additional public discussion and input.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>It would be unlikely that bylaw amendments to prioritize housing over expanded B&amp;B uses would be completed in this Council term.</li> </ul>
		<u>Suggested Motion</u>	<ul style="list-style-type: none"> <li>That Council, with regard to <i>Ucluelet Official Community Plan Bylaw No. 1306, 2022</i>, direct staff to [e.g., amend the bylaw / refer the bylaw to a CoW meeting, etc.] _____.</li> </ul>
<b>C</b>	That Council abandon <i>District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022</i> .	<u>Pros</u>	<ul style="list-style-type: none"> <li>Would satisfy some current property owners.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Ongoing expansion of short-term vacation rentals on residential properties throughout town.</li> <li>Further erosion of the secondary rental housing base in Ucluelet.</li> <li>Further speculation and commercialization of residential properties, exacerbating the inflation of property values.</li> <li>ADU detached cottages would not be permitted as a secondary use in residential zones – owners wishing to</li> </ul>



		<p>build a detached dwelling would still need to first apply for rezoning.</p> <ul style="list-style-type: none"> <li>• New B&amp;B operations could continue to be established in existing residential neighbourhoods with no opportunity for input from neighbours.</li> <li>• Would need to revisit OCP policies and goals for balancing tourist accommodation with adequate housing for Ucluelet residents.</li> <li>• Would need to revisit the long-term growth scenario analysis and the “Low(ish) Growth” pattern endorsed by Council in the OCP; all growth scenarios assumed that B&amp;B uses in residential areas would be capped and not continue expanding per the recent trend. Without a change in the existing regulations, the balance of housing vs. tourist accommodation would continue to worsen.</li> </ul>
	<p><b><u>Suggested Motion</u></b></p>	<p>No motion required.</p>

**POLICY OR LEGISLATIVE IMPACTS:**

The adoption of *District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022*, would enact changes within the existing single-family residential zones defined in *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended. Adoption of the Bylaw would be consistent with the housing policies adopted in the 2020 OCP and would take action on the following resolutions from September 21, 2021:

1. **THAT** Council adopt the following goals aimed at improving the availability and affordability of housing in the community:
  - a. prioritize long-term residential housing;
  - b. slow and contain the proliferation of short-term vacation rentals within residential neighbourhoods;
  - c. create opportunities for more diverse and new forms of housing, with a priority on more affordable forms of housing; and,
  - d. create opportunities for the development of new rental housing.
2. **THAT** Council direct staff to further explore regulatory and development strategies to action Council’s goals for addressing housing availability and affordability in the community.

Should the current bylaw not proceed, staff will look for Council direction to explore alternative directions and next steps.

**Respectfully submitted:**

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING  
 JOHN TOWGOOD, MUNICIPAL PLANNER  
 DUANE LAWRENCE, CAO

## Appendix A

**DISTRICT OF UCLUELET**  
**Zoning Bylaw Amendment Bylaw No. 1310, 2022**

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.  
 (Zoning amendments to replace *Bed & Breakfast* with *Accessory Residential Dwelling Unit*  
 uses in most residential zones).

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**WHEREAS** Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

**1. Text Amendments:**

Schedule “B” of the District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended as follows:

- A. By replacing within Division 100 – Enactment and Interpretation, Section 103 Definitions the definition of *Accessory Residential Dwelling Unit* so that the new definition reads as follows:

“Accessory Residential Dwelling Unit” (“ADU”) means one *accessory building* used as a *dwelling unit* for *residential* purposes only, accessory to a *single family dwelling* on the same *lot*, and may be occupied by the property owners, their family members, caretakers, tenants or non-paying guests.”

- B. By amending Division 400 – Supplemental Regulations to make the following changes:

- i. within Section 401 - Accessory Buildings and Structures by adding in alphanumerical order a new subsection 401.4(2)(c) containing the following:

“(c) an *accessory residential dwelling unit* in a Zone that lists such as a permitted use.”

- ii. within Section 404 - Bed & Breakfasts by replacing subsection 404.1(1)(a) with the following:

“(a) in a *single family dwelling* on a lot identified in the B&B Overlay as set out in Schedule “D” ”

- iii. within Section 404 - Bed & Breakfasts by replacing subsection 404.1(2) with the following:
 

“(2) A maximum of three (3) guest rooms may be used for the *bed and breakfast* with a maximum occupancy of two (2) guests per room.”
- iv. within Section 404 - Bed & Breakfasts by adding in alphanumerical order a new subsection 404.1(6) containing the following:
 

“(6) A *bed and breakfast* must be administered by a permanent resident of the *single family dwelling* for whom the *single family dwelling* is their principal residence.”
- v. within Section 404 - Bed & Breakfasts by adding in alphanumerical order a new subsection 404.1(7) containing the following:
 

“(7) The gross floor area devoted to the *bed and breakfast* use must not exceed 35% of the habitable area of the *single family dwelling* in which it is located.”
- vi. within Section 405 – Guest Houses and Guest Cottages by deleting “*accessory residential dwelling unit*” from subsection 405.3(3); and,
- vii. by adding a new Section 408 – Accessory Residential Dwelling Units in alphanumerical order containing the following:

**“408 ACCESSORY RESIDENTIAL DWELLING UNIT (ADU)**

408.1 Where a Zone specifically includes an *Accessory Residential Dwelling Unit* as a permitted secondary use, one *Accessory Residential Dwelling Unit* use is permitted if all the following conditions are satisfied for the establishment and continued use of the *Accessory Residential Dwelling Unit*.

- (1) *Accessory Residential Dwelling Units* are only permitted in the Zones where *single family dwelling* is listed as a *principal permitted use* and *Accessory Residential Dwelling Unit* is identified as a *secondary permitted use*.
- (2) The *gross floor area* of the *Accessory Residential Dwelling Unit* must not exceed 7% of the lot area to a maximum of 90 m<sup>2</sup>.
- (3) The *gross floor area* of the *Accessory Residential Dwelling Unit* can be excluded from the calculation of maximum size for accessory buildings in the regulations specific to each zone.
- (4) An *Accessory Residential Dwelling Unit* shall only be located to rear of a principal *single family dwelling*.

- (5) A minimum outdoor space equal to the gross floor area of the *Accessory Residential Dwelling Unit* shall be provided as a dedicated space for use by residents of the *Accessory Residential Dwelling Unit*.
- (6) An *Accessory Residential Dwelling Unit* must not have more than 2 bedrooms.
- (7) A clear pathway with a minimum width of 1.0m shall be provided from the sidewalk or street to the front door of the *Accessory Residential Dwelling Unit*.
- (8) Cantilevered balconies are not permitted on the interior side or rear faces of an *Accessory Residential Dwelling Unit*.
- (9) An *Accessory Residential Dwelling Unit* is only permitted where the owner of the lot has registered a covenant under section 219 of the *Land Title Act* against the title of the lot, in favour of the District of Ucluelet and satisfactory in its form and priority of registration, providing that the *Accessory Residential Dwelling Unit* must not be subdivided from the lot containing the principal building, whether pursuant to the *Strata Property Act*, the *Land Title Act*, or otherwise.
- (10) Off-street parking must be provided in accordance with Division 500.
- (11) An *Accessory Residential Dwelling Unit* must be located a minimum of 3m from any lot line and a minimum 4m from the principal dwelling.
- (12) Despite subsection (1) *Accessory Residential Dwelling Units* are also permitted in some Industrial and Commercial zones according to the regulations of those zones.

408.2 In addition to minimum height requirements of other parts of this bylaw:

- (1) For an *Accessory Residential Dwelling Unit* whose roof pitch is equal to or greater than 3:12, the maximum height shall not exceed 4.2m.
- (2) For an *Accessory Residential Dwelling Unit* with flat roofs or roofs with a pitch less than 3:12, the maximum height shall not exceed 3.75m.
- (3) The height of an *Accessory Residential Dwelling Unit* may be increased by 0.3m vertical distance for every 0.6m increase in excess of the minimum setbacks established by this bylaw, to a maximum height of 6.5m.
- (4) For an *Accessory Residential Dwelling Unit* with flat roofs or roofs with a pitch less than 3:12, the area of a second floor shall be no greater than 60% of the total floor area beneath it.

408.3 For greater certainty, notwithstanding other provisions of this Bylaw, an *Accessory Residential Dwelling Unit* :

- (1) Must not contain a *home occupation* if the principal *single family dwelling* contains a *home occupation*.
- (2) Must not be established or operate on a property where the principal *single family dwelling* contains a *Secondary Suite*, or has been issued a business licence for a *Bed & Breakfast*.
- (3) Must not contain any type of *commercial tourist accommodation* use.
- (4) Must not be established or operate in addition to the maximum number of *dwelling units* in the form of *Guest Cottages* on a property in the GH – Guest House zone.”

**C.** By deleting “*Bed and Breakfast*” as a permitted secondary use from the list of permitted uses in the following subsections within the Zones:

- i. R-1.1.1.1(2)(a) [R-1 Single Family Residential]
- ii. R-2.1.1(2)(a) [R-2 Medium Density Residential]
- iii. R-4.1.1(2)(a) [R-4 Small Lot Single Family Residential]
- iv. RU-1.1(2)(b) [RU Rural Residential]
- v. CD-1.1.1(2)(a) [CD-1 Eco-Industrial Park]
- vi. CD-2A.1.1(2)(a) [CD-2A Big Beach - District Lot 281]
- vii. CD-3A.1.1(2)(a) [CD-3A Rainforest - District Lot 282]
- viii. CD-5B.1.1(2)(a) [CD-5B Former Weyco Forest Lands – Development Area #2 Central Park]
- ix. CD-5C.1.1(2)(a) [CD-5C Former Weyco Forest Lands – Development Area #3 Ocean West]

**D.** By inserting “*Accessory Residential Dwelling Unit*” as a permitted secondary use into the list of permitted uses in the following subsections within the Zones:

- i. R-1.1.1.1(2)(a) [R-1 Single Family Residential]
- ii. R-2.1.1(2)(a) [R-2 Medium Density Residential]
- iii. R-4.1.1(2)(a) [R-4 Small Lot Single Family Residential]
- iv. RU-1.1(2)(b) [RU Rural Residential]
- v. GH-1.1(2)(b) [GH Guest House]
- vi. CD-1.1.1(2)(a) [CD-1 Eco-Industrial Park]
- vii. CD-2A.1.1(2)(a) [CD-2A Big Beach - District Lot 281]
- viii. CD-3A.1.1(2)(a) [CD-3A Rainforest - District Lot 282]
- ix. CD-5B.1.1(2)(a) [CD-5B Former Weyco Forest Lands – Development Area #2 Central Park]

x. CD-5C.1.1(2)(a) [CD-5C Former Weyco Forest Lands – Development Area #3 Ocean West]

E. By deleting subsection R-1.1.1(3); and,

F. By deleting subsection CD-3A.1.1(3).

**2. Citation:**

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022”.

**READ A FIRST TIME** this **31st** day of **May** , 2022.

**READ A SECOND TIME** this **31st** day of **May** , 2022.

**PUBLIC HEARING** held this    day of    , 2022.

**READ A THIRD TIME** this    day of    , 2022.

**ADOPTED** this    day of    , 2022.

**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022.”

\_\_\_\_\_  
Mayco Noël  
Mayor

\_\_\_\_\_  
Corporate Officer

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

\_\_\_\_\_  
Corporate Officer



## REPORT TO COUNCIL

Council Meeting: June 29, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

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<b>FROM:</b>	BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING	<b>FILE NO:</b> 3360-20-RZ22-06
<b>SUBJECT:</b>	ZONING AMENDMENT BYLAW NO. 1311, 2022 – B&B OVERLAY	<b>REPORT NO:</b> 22-98
<b>ATTACHMENT(S):</b>	APPENDIX A – DISTRICT OF UCLUELET ZONING AMENDMENT BYLAW NO. 1311, 2022 APPENDIX B - EXISTING / INSTREAM APPENDIX C – NEW APPLICANTS APPENDIX D - EXISTING / INSTREAM + NEW APPLICANTS APPENDIX E – DRAFT POLICY 8-3070-1	

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After receiving public representations at the public hearing on June 28, 2022, if Council decides to adopt *District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022*, then consideration should be given to the following.

**RECOMMENDATION(S):**

**THAT** with regard to creating an overlay in the Zoning Bylaw to recognize existing established *Bed & Breakfast* vacation rentals within existing residential neighbourhoods:

1. THAT Council amend *District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022*, to include the updated Appendix “A” including existing and in-stream properties listed in the updated bylaw attached to Staff Report 22-98 dated June 29, 2022; and,
2. THAT Council give second reading to *District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022*, as amended;
3. THAT Council refer *District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022*, to a public hearing;
4. THAT Council direct staff to prepare draft Temporary Use Permits and undertake notification for proposed new Bed & Breakfast uses on those properties identified in Appendix C of Staff Report 22-98 dated June 29, 2022; and,
5. THAT Council adopt policy 8-3070-1 to provide a framework for evaluating Temporary Use Permit requests for new Bed & Breakfast uses, to provide guidance for applicants and clarify community expectations.

**BACKGROUND:**

*District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022* (the “Bylaw”) received first reading at the May 31, 2022, Regular Council meeting. Council passed a number of motions including:

5. THAT Council direct staff to update the draft table and map amendments designating the properties in the new R-1B zone to include, in addition to those B&B operations already holding a valid business licence, properties that can provide the following as of June 10, 2022:

- a. *proof of owner occupancy of the property as their principal residence prior to June 1, 2022, and a complete business licence application, demonstrating compliance with all municipal bylaws, for a new Bed and Breakfast operation;*
  - b. *proof of ownership of the property prior to June 1, 2022, and a complete building permit application for construction of a new house or renovation of an existing house to contain new Bed and Breakfast rooms; or,*
  - c. *proof of ownership of the property prior to June 1, 2022, and proof of building plans underway for a new house containing Bed and Breakfast rooms (including site plan, floor plans, contract and/or correspondence with house designer showing design to include Bed and Breakfast uses);*
6. *THAT Council direct staff to bring Ucluelet Zoning Amendment Bylaw No. 1311, 2022, back for consideration of second reading after any amendments to the table and map of subject properties in the draft Schedule "D" has been updated following June 10, 2022;*

Staff have expanded the list and map of the proposed B&B Overlay to include all existing or in-stream B&Bs - based on review of all District records, current and pending permit and licence applications, and communication with applicants. The updated Bylaw is attached in **Appendix "A"**.

#### DISCUSSION

Since the May 31<sup>st</sup> meeting, staff have received and sorted through inquires from 67 individuals. A review of issued and in-stream building permits and business licences was completed, resulting in the updated tables found in **Appendices "B" and "C"**.

The initial B&B Overlay contained 77 properties, based on the initial pass through business licence records. The updated B&B Overlay attached to the updated Bylaw, showing existing and in-stream B&Bs, now includes 127 properties, as found in **Appendix "A"**.

In addition, staff received and reviewed two other batches of applications since June 1<sup>st</sup>:

- A group of new business licence applications were received between the 1<sup>st</sup> and 10<sup>th</sup> of June, demonstrating general suitability but no real evidence of prior commitments or investment in the construction and/or establishment of a B&B business. These 20 properties are shown **Appendix "C"**. Some of these appear to have rushed in an application simply in the hope of being included in the B&B Overlay – some even with stated interest in maximizing their property values. Others appear genuinely interested in starting a B&B business and were spurred on to pull together their licence application. Staff are recommending that Council consider issuing Temporary Use Permits for these 20 properties to enable those who wished to start a B&B to continue with their plans.
- Another group of new applications were received that do not show that they comply with the current zoning regulations for operating a B&B. Some of these are simply premature – for example, applying before owning the property or being a resident of the home in which the B&B is proposed to operate. These applications and notes are shown in **Figure 1**. Staff recommend that these six applications be processed normally – in other words, rejected at this time – and that the owners be provided with information on how to reapply when they are ready.



PID	Street	Street	Legal Description	Rationale
026-919-591	1315	Edwards Pl	Lot 15 Section 21 Clayoquot District Plan VIP82303	No proof of owner occupancy of the property as principle residence prior to June 1, 2022.
001-147-994	1295	Eber Rd	Lot 1, Section 21, Clayoquot District, Plan 31470	Not compliant with B&B bylaw requirements (must show proof of owner occupancy of the property as their principal residence prior to June 1st). Insufficient evidence of intended B&B use prior to June 1st (no BP application, no site plans, no correspondence, no professional drawings).
007-890-273	1448	Imperial Lane	Lot 9, Section 21, Clayoquot District, Plan 1116	Non-compliant business license application. No permanent, present resident (plus property is for sale). Parking shows access via neighbour's driveway (no easement).
007-890-419,007-890-397	1425	Helen Rd	Lot 25, Section 21, Clayoquot District, Plan 1116, Lot 24, Section 21, Clayoquot District, Plan 1116	Not the owner prior to June 1st, insufficient evidence of plans underway prior to June 1st (no correspondence, site plans, professional drawings).
023-196-297	923	Amphitrite Pl	Lot 14 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	Submission letter shows long-term rental use in secondary suite (building official indicated long-term suite is in use). Ineligible to add a secondary B&B use under R-1 zoning in Bylaw 1160.
#N/A	1303	Edwards Pl	#N/A	Property does not yet exist. Subdivision process ongoing as of June 1st, insufficient evidence of significant investment or plans to have a B&B use on this property prior June 1st.

**Figure 1.** Premature or Non-compliant applications.

Having seen and heard the variety of situations that Ucluelet residents have brought forward through this process, staff consider that a Council policy would be helpful to provide a framework for evaluating future TUP applications for new B&B uses on residential properties. This could provide confidence for residents who one day intend to apply for a permit, to understand the balance of private and community interests that Council has to consider. The policy could also set the expectation for how the potential for impacting neighbours and neighbourhoods should be addressed. A few aspects of the policy worth noting:

- Corporate owners, absentee operators and speculation would be discouraged by the policy;
- The policy suggests that some properties might operate a B&B unit while also maintaining a long-term tenant if all impacts can be addressed (e.g., adequate parking);
- The draft policy also notes that a TUP for the periodic short-term (max. 4 weeks) rental of a vacant house – for example if the owners are planning to travel and wish to rent out their home while away, as a one-off opportunity – could be a possibility.

This suite of changes – adoption of the companion Bylaw No. 1310, establishing a B&B Overlay with Bylaw No. 1311, a new policy on how TUPs would be considered – are all aimed at striking a balance where B&Bs are not “banned” but instead are returned to the secondary use they were originally intended to be. At the same time, these changes will expand and prioritize long-term housing options in residential neighbourhoods – and give residents more input on future decisions on the location and number of B&Bs operating in Ucluelet.

ANALYSIS OF OPTIONS

<b>A</b>	<p>That Council amend and give second reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022</i>, to include existing and in-stream applications as suggested - and then refer the bylaw to a public hearing; also adopt a policy for reviewing TUPs and then initiate TUPs for the batch of new applications in Appendix "C".</p>	<u>Pros</u>	<ul style="list-style-type: none"> <li>Adopting Bylaw No. 1311 would update the zoning regulations to act on the policy of shifting the primary function of residential properties back to <i>housing</i>.</li> <li>The recommended approach would recognize the investment and commitment of those existing and in-stream applications for B&amp;Bs so that these owners are not caught out by the bylaw amendments.</li> <li>Initiating TUPs for those with new applications would provide a relatively quick path to allow those owners to continue with their plans as presented.</li> <li>Adopting the new policy would provide some assurance to interested property owners that "the door is not closed" if they are a resident genuinely pursuing a B&amp;B for a number of reasons in balance with community needs.</li> <li>Would provide flexibility but clarify expectations for property owners, the community and Council.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Understandably, a number of property owners have expressed concern at what is perceived as a loss of the B&amp;B use. These changes would require application for a TUP when they are ready rather than simply retaining the B&amp;B use in their zoning.</li> <li>Adopting a B&amp;B Overlay would reward existing B&amp;Bs with added use and value over other residential properties. However, if this is the price of slowing the uncontrolled spread of B&amp;Bs through Ucluelet neighbourhoods, it would be worthwhile for the long-term housing supply serving the community.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Referring Bylaw No. 1311 to a public hearing would provide an opportunity to gather public input on the bylaw and also on the associated TUP policy framework.</li> <li>Processing a number of TUP applications would result from this direction.</li> </ul>
<b>B</b>	<p>That Council amend <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022</i>, to include an expanded B&amp;B Overlay containing the existing, in-stream and new</p>	<u>Pros</u>	<ul style="list-style-type: none"> <li>Could satisfy a number of owners who wish to be included in the B&amp;B Overlay, but who have not yet demonstrated substantial commitment to the use.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Would increase the number of properties expected to provide tourist accommodation - rather than housing - over time.</li> </ul>
		<u>Suggested Motion</u>	<ul style="list-style-type: none"> <li>THAT Council amend <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022</i>, to include existing, in-</li> </ul>

C	applications as shown in Appendix "D".		<p>stream and new properties as shown in Appendix "D" to Staff Report 22-98 dated June 29, 2022; and,</p> <ul style="list-style-type: none"> <li>• THAT Council give second reading to <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022, as amended</i>;</li> <li>• THAT Council refer <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022</i>, to a public hearing;</li> <li>• THAT Council adopt policy 8-3070-1 to provide a framework for evaluating Temporary Use Permit requests for new Bed &amp; Breakfast uses, to provide guidance for future applicants and clarify community expectations.</li> </ul>
	That Council abandon <i>District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022</i> , at this time.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would result in all existing licenced B&amp;Bs becoming legally non-conforming. This could result in a reduction of the number of B&amp;Bs in residential neighbourhoods as operators shut down (at their discretion), over time.</li> <li>• Would send the strongest signal limiting the spread of new B&amp;Bs in residential neighbourhoods.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Would likely raise significant opposition from those property owners who had hopes of establishing a B&amp;B at some point, or who wish to retain the possibility of the B&amp;B use.</li> </ul>
		<u>Suggested Motion</u>	No motion required.

**POLICY OR LEGISLATIVE IMPACTS:**

The adoption of *District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022*, would enact changes within the existing single-family residential zones defined in *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended.

**Respectfully submitted:**

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

JOHN TOWGOOD, MUNICIPAL PLANNER

DUANE LAWRENCE, CAO

## Appendix A

**DISTRICT OF UCLUELET**  
**Zoning Bylaw Amendment Bylaw No. 1311, 2022**

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.  
 (Zoning amendments to continue established Bed & Breakfast as a permitted accessory  
 use on certain residential lots).

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**WHEREAS** Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

**1. Text Amendments:**

*District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by adding a new Schedule “D” (B&B Overlay) at the end the bylaw to designate those *Lots* as listed in the table attached to this bylaw as Appendix “A” (and as listed in the map accompanying Schedule “D”), to include *Bed and Breakfast* as a permitted secondary use per subsection 404.1(1)(a).

**2. Map Amendment:**

*District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by adding a new Schedule D (B&B Overlay) at the end the bylaw to designate those *Lots* outlined in black on the map attached to this bylaw as Appendix “A” (and as listed in the table to accompany Schedule “D”), to include *Bed and Breakfast* as a permitted secondary use per subsection 404.1(1)(a).

**3. Citation:**

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022”.

**READ A FIRST TIME** this **31st** day of **May**, 2022.

**AMENDED** this day of , 2022

**READ A SECOND TIME** as amended this day of , 2022.

**PUBLIC HEARING** held this day of , 2022.

**READ A THIRD TIME** this    day of    , 2022.

**ADOPTED** this    day of    , 2021.

**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022.”

\_\_\_\_\_  
Mayco Noël  
Mayor

\_\_\_\_\_  
Corporate Officer

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

\_\_\_\_\_  
Corporate Officer

**APPENDIX 'A' to District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022**  
(B&B Overlay - table)

Notwithstanding the permitted accessory uses listed in the Zoning designation of the following properties, *Bed and Breakfast* is a permitted secondary use on the properties listed in this table and outlined in black on the following map:

**B&B Overlay – Existing and In-stream**

PID	Legal Description	Street Address	Max. # B&B Units
019-011-415	Lot 3 Section 21 Clayoquot District Plan VIP60044	125 Garden St	1
005-570-760	Amended Lot 1 (DD 324620I), Block 2, Section 21, Clayoquot District, Plan 9200	236 Otter Rd	1
005-570-883	Lot 9, Block 2, Section 21, Clayoquot District, Plan 9200	1350 Helen Rd	2
002-374-846	Lot 20, Block 2, Section 21, Clayoquot District, Plan 14416	1333 Pine Rd	1
005-571-189	Lot 7 Block 3 Section 21 Clayoquot District Plan 9200	1373 Peninsula Rd	1
000-406-759	Lot 8, Section 21, Clayoquot District, Plan 29455	1280 Rupert Rd	2
001-382-454	Lot 14, Section 21, Clayoquot District, Plan 29455	260 Marine Dr	1
000-261-785	Lot 4 Section 21 Clayoquot District Plan 33890	1174 Rupert Rd	1
000-261-793	Lot 5, Section 21, Clayoquot District, Plan 33890	1166 Rupert Rd	1
000-261-807	Lot 6, Section 21, Clayoquot District, Plan 33890	1158 Rupert Rd	1
000-261-815	Lot 7, Section 21, Clayoquot District, Plan 33890	1150 Rupert Rd	3
000-261-874	Lot 13, Section 21, Clayoquot District, Plan 33890	1151 Rupert Rd	1
001-116-380	Lot 6, Section 21, Clayoquot District, Plan 31963	1255 Peninsula Rd	2
023-655-950	Lot 5 Section 21 Clayoquot District Plan VIP64737	1131 Coral Way	1
023-655-968	Lot 6 Section 21 Clayoquot District Plan VIP64737	1141 Coral Way	3
023-655-992	Lot 9 Section 21 Clayoquot District Plan VIP64737	1159 Coral Way	1
023-656-000	Lot 10 Section 21 Clayoquot District Plan VIP64737	1165 Coral Way	3
023-656-018	Lot 11 Section 21 Clayoquot District Plan VIP64737	1171 Coral Way	3
023-656-026	Lot 12 Section 21 Clayoquot District Plan VIP64737	1179 Coral Way	2
023-656-042	Lot 14 Section 21 Clayoquot District Plan VIP64737	1172 Coral Way	3
023-656-051	Lot 15 Section 21 Clayoquot District Plan VIP64737	1166 Coral Way	3

PID	Legal Description	Street Address	Max. # B&B Units
023-656-131	Lot 23 Section 21 Clayoquot District Plan VIP64737	1118 Coral Way	3
023-656-158	Lot 25 Section 21 Clayoquot District Plan VIP64737	1106 Coral Way	2
023-656-204	Lot 30 Section 21 Clayoquot District Plan VIP64737	366 Reef Point Rd	3
023-656-298, 024-531-766	Lot 39 Section 21 Clayoquot District Plan VIP64737, that part of Section 21 Clayoquot District included within Plan VIP69014, adjacent and fronting Lot 39 Plan VIP64737, lying north of a line and said line produced and extended from the southwestern boundary of Lot 39 having a bearing of 145 degrees 00'00"	302 Reef Point Rd	3
026-919-486	Lot 4 Section 21 Clayoquot District Plan VIP82303	1358 Edwards Pl	2
026-919-508	Lot 6 Section 21 Clayoquot District Plan VIP82303	1346 Edwards Pl	1
026-919-532	Lot 9 Section 21 Clayoquot District Plan VIP82303	1328 Edwards Pl	2
026-919-559	Lot 11 Section 21 Clayoquot District Plan VIP82303	1316 Edwards Pl	1
026-919-613	Lot 17 Section 21 Clayoquot District Plan VIP82303	1323 Edwards Pl	1
026-919-621	Lot 18 Section 21 Clayoquot District Plan VIP82303	1327 Edwards Pl	1
026-919-672	Lot 23 Section 21 Clayoquot District Plan VIP82303	1357 Edwards Pl	1
026-919-711	Lot 27 Section 21 Clayoquot District Plan VIP82303	1387 Edwards Pl	1
026-919-745	Lot 30 Section 21 Clayoquot District Plan VIP82303	1270 Peninsula Rd	1
026-919-753	Lot 31 Section 21 Clayoquot District Plan VIP82303	1282 Peninsula Rd	3
026-919-770	Lot 33 Section 21 Clayoquot District Plan VIP82303	1294 Peninsula Rd	1
003-271-595	Lot 4, Section 21, Clayoquot District, Plan 22495	1183 Helen Rd	3
000-510-602	Lot 11, Section 21, Clayoquot District, Plan 11923	238 Matterson Dr	2
003-745-333	Lot 1, Section 21, Clayoquot District, Plan 18460	1536 Helen Rd	3
004-514-858	Lot 1, Section 21, Clayoquot District, Plan 13521	1214 Peninsula Rd	2
003-956-725	Lot 4, Section 21, Clayoquot District, Plan 17581	378 Marine Dr	2
003-955-524	Lot 7, Section 21, Clayoquot District, Plan 17581	358 Marine Dr	3
003-838-731	Lot 5, Section 21, Clayoquot District, Plan 17976	359 Marine Dr	3
003-838-773	Lot 7, Section 21, Clayoquot District, Plan 17976	343 Marine Dr	3
007-890-311	Lot 16, Section 21, Clayoquot District, Plan 1116	184 Matterson Dr	1
007-890-982	Lot 16, Section 21, Clayoquot District, Plan 1117	1535 Imperial Lane	1

PID	Legal Description	Street Address	Max. # B&B Units
026-954-753	Strata Lot 10 District Lot 281 Clayoquot District Strata Plan VIS5628 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1260 Sunset Point Rd	2
025-812-793	Lot 13 District Lot 281 Clayoquot District Plan VIP76214	482 Marine Dr	1
000-337-536	Lot 7, District Lot 281, Clayoquot District, Plan 35275	1401 Victoria Rd	3
027-782-140	Lot C District Lot 281 Clayoquot District Plan VIP86140	483 Marine Dr	2
027-782-158	Lot D District Lot 281 Clayoquot District Plan VIP86140	477 Marine Dr	1
014-188-601	Lot 6, District Lot 281, Clayoquot District, Plan 48670	419 Marine Dr	1
014-189-534	Lot 8, District Lot 281, Clayoquot District, Plan 48670	405 Marine Dr	1
000-226-467	Lot 2, District Lot 282, Clayoquot District, Plan 33084	1557 Larch Rd	1
026-514-711	Lot 3 District Lot 282 Clayoquot District Plan VIP80044	1804 St Jacques Blvd	1
026-514-753	Strata Lot A District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1824 St Jacques Blvd	1
026-514-761	Strata Lot B District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1844 St Jacques Blvd	1
026-514-834	Strata Lot I District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1947 St Jacques Blvd	2
026-514-869	Strata Lot L District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1887 St Jacques Blvd	2
026-432-056	Lot 1 District Lot 282 Clayoquot District Plan VIP79602	1783 Rainforest Lane	2
026-432-072	Lot 3 District Lot 282 Clayoquot District Plan VIP79602	1796 Rainforest Lane	1
026-432-102	Lot 6 District Lot 282 Clayoquot District Plan VIP79602	1754 Rainforest Lane	1
026-432-170	Lot 13 District Lot 282 Clayoquot District Plan VIP79602	1701 Rainforest Lane	3
026-432-218	Lot 17 District Lot 282 Clayoquot District Plan VIP79602	1755 Rainforest Lane	1
026-432-226	Lot 18 District Lot 282 Clayoquot District Plan VIP79602	1769 Rainforest Lane	3
026-432-277	Lot 23 District Lot 282 Clayoquot District Plan VIP79602	684 Rainforest Dr	1
026-432-358	Lot 31 District Lot 282 Clayoquot District Plan VIP79602	812 Rainforest Dr	1
026-432-480	Lot 44 District Lot 282 Clayoquot District Plan VIP79602	719 Rainforest Dr	2



PID	Legal Description	Street Address	Max. # B&B Units
030-271-657	Lot 1 District Lot 282 Clayoquot District Plan EPP71789	770 Rainforest Dr	1
001-197-754	Lot 11 District Lot 282 Clayoquot District Plan 30931	1644 Holly Cres	1
005-679-061	Lot 13 Block A District Lot 282 Clayoquot District Plan 7810	1938 Peninsula Rd	4
001-483-978	Lot 2, District Lot 282, Clayoquot District, Plan 11055	1774 Cedar Rd	1
027-473-660	Lot 26 District Lot 283 Clayoquot District Plan VIP84686	2036 Cynamocka Rd	1
027-473-678	Lot 27 District Lot 283 Clayoquot District Plan VIP84686	2028 Cynamocka Rd	1
027-473-694	Lot 29 District Lot 283 Clayoquot District Plan VIP84686	2011 Cynamocka Rd	2
027-473-724	Lot 32 District Lot 283 Clayoquot District Plan VIP84686	2037 Cynamocka Rd	1
001-128-353	Lot 1, District Lot 283, Clayoquot District, Plan 31775	1950 Cynamocka Rd	2
027-784-789	Lot 46 District Lot 283 Clayoquot District Plan VIP86134	1821 Cedar Grove Pl	3
027-784-835	Lot 51 District Lot 283 Clayoquot District Plan VIP86134	1861 Cedar Grove Pl	1
027-858-171	Lot 66 District Lot 283 Clayoquot District Plan VIP86449	859 Lorne White Pl	1
027-858-189	Lot 67 District Lot 283 Clayoquot District Plan VIP86449	863 Lorne White Pl	1
027-858-197	Lot 68 District Lot 283 Clayoquot District Plan VIP86449	860 Lorne White Pl	1
027-858-201	Lot 69 District Lot 283 Clayoquot District Plan VIP86449	850 Lorne White Pl	2
027-858-227	Lot 71 District Lot 283 Clayoquot District Plan VIP86449	842 Lorne White Pl	1
027-782-964	Lot A District Lot 284 Clayoquot District Plan VIP86110	1998 Athlone Rd	1
027-782-972	Lot B District Lot 284 Clayoquot District Plan VIP86110	1996 Athlone Rd	1
027-782-981	Lot C District Lot 284 Clayoquot District Plan VIP86110	1994 Athlone Rd	2
027-782-999	Lot D District Lot 284 Clayoquot District Plan VIP86110	1992 Athlone Rd	1
025-814-451	Lot 4 District Lot 284 Clayoquot District Plan VIP76227	350 Pacific Cres	2
000-686-654	Lot 1, District Lot 284, Clayoquot District, Plan 41539	1981 Athlone Rd	3
000-398-489	Lot 2, District Lot 284, Clayoquot District, Plan 8540	1977 Athlone Rd	3
002-894-513	Lot 3, District Lot 284, Clayoquot District, Plan 8540	1971 Athlone Rd	1
005-552-591	Lot 11, District Lot 284, Clayoquot District, Plan 8540	1974 Athlone Rd	1
025-815-032	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP76238	1079 Helen Rd	3
027-856-194	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP86443	1068 Helen St	2
027-856-208	Lot 2 District Lot 543 Native Island Clayoquot District Plan VIP86443	1062 Helen Rd	2

PID	Legal Description	Street Address	Max. # B&B Units
023-196-165	Lot 1 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	970 Peninsula Rd	3
023-196-173	Lot 2 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	966 Peninsula Rd	2
023-196-181	Lot 3 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	962 Peninsula Rd	2
023-196-238	Lot 8 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	932 Peninsula Rd	1
023-196-289	Lot 13 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	917 Barkley Pl	1
023-196-319	Lot 16 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	935 Amphitrite Pl	1
023-196-343	Lot 19 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	982 Peninsula Rd	1
023-196-351	Lot 20 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	978 Peninsula Rd	1
023-196-378	Lot 22 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	947 Amphitrite Pl	2
023-196-408	Lot 25 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	932 Amphitrite Pl	2
023-196-459	Lot 30 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	858 Barclay Pl	1
023-196-475	Lot 32 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	861 Barclay Pl	1
023-196-521	Lot 37 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	905 Barclay Pl	2
026-493-675	Strata Lot 3 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	312 Pass of Melfort Pl	1
026-493-721	Strata Lot 8 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	336 Pass of Melfort Pl	2
026-493-756	Strata Lot 11 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	354 Pass of Melfort Pl	1

PID	Legal Description	Street Address	Max. # B&B Units
<b>026-493-764</b>	Strata Lot 12 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	351 Pass of Melfort Pl	1
<b>026-493-781</b>	Strata Lot 14 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	339 Pass of Melfort Pl	2
<b>026-493-802</b>	Strata Lot 16 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	335 Pass of Melfort Pl	1
<b>026-493-811</b>	Strata Lot 17 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	333 Pass of Melfort Pl	2
<b>026-493-845</b>	Strata Lot 20 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	327 Pass of Melfort Pl	1
<b>000-412-180</b>	Lot 2, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	967 Peninsula Rd	1
<b>000-412-198</b>	Lot 3, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	963 Peninsula Rd	3
<b>028-173-431</b>	Strata Lot 12 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS6925 together with an interest in the Common Property in proportion to the entitlement of the Strata Lot as shown on Form V	875 Elina Rd	1
<b>025-812-823</b>	Lot 16, District Lot 281, Clayoquot District, Plan VIP76214 except part in plans VIP80735, VIP83067 and VIP86140, in the area designated for up to six R-1 lots in District of Ucluelet Zoning Bylaw 1160, 2013.	"Lot 16" Marine Drive	18 (6 Lots up to 3 rooms ea.)

**APPENDIX 'A' to District of Ucluelet Zoning Amendment Bylaw No. 1311, 2022**

(B&B Overlay - map)



## Appendix B

### B&B Overlay – Existing and In-stream

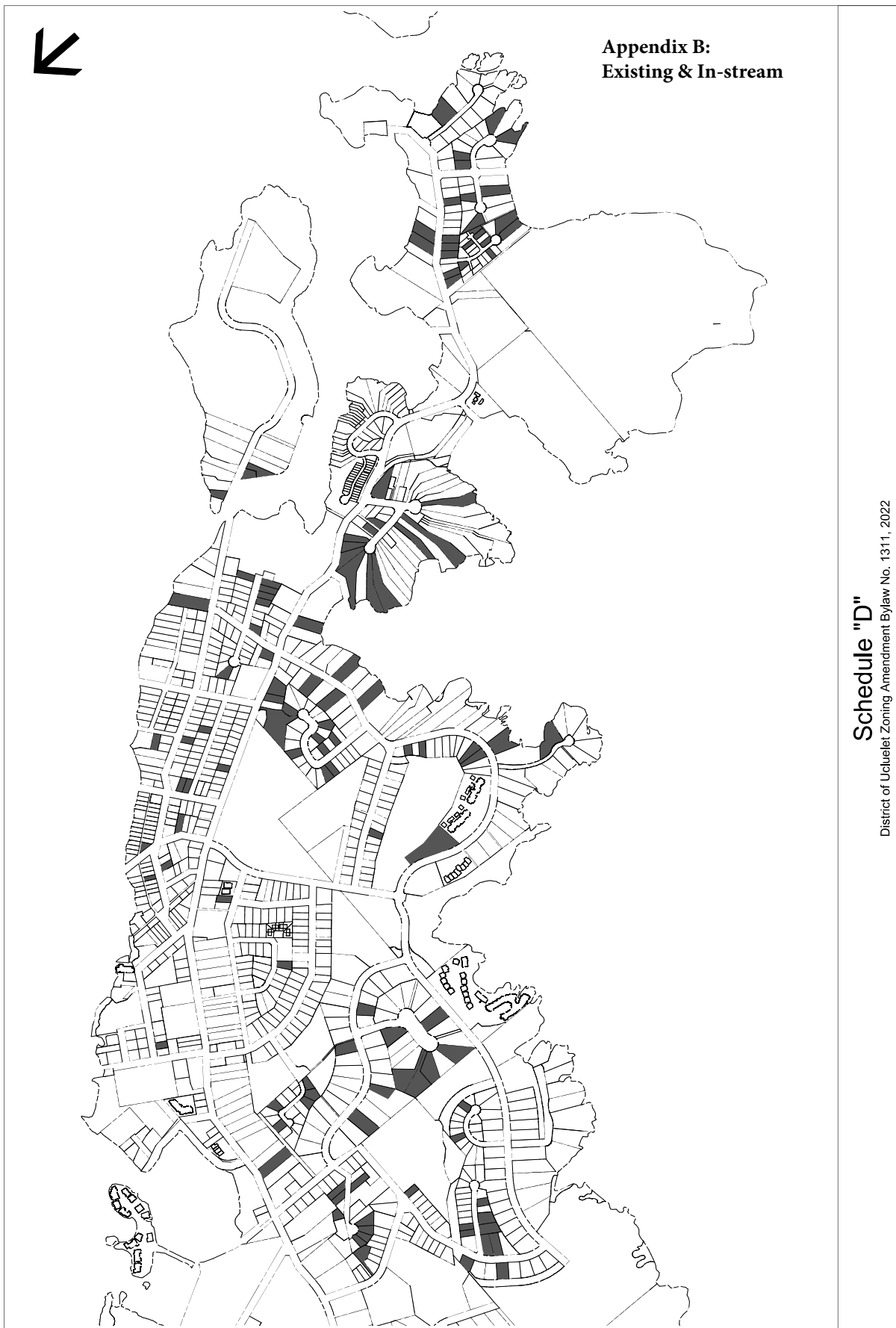
PID	Legal Description	Street Address	No. of B&B Units
019-011-415	Lot 3 Section 21 Clayoquot District Plan VIP60044	125 Garden St	1
005-570-760	Amended Lot 1 (DD 324620I), Block 2, Section 21, Clayoquot District, Plan 9200	236 Otter Rd	1
005-570-883	Lot 9, Block 2, Section 21, Clayoquot District, Plan 9200	1350 Helen Rd	2
002-374-846	Lot 20, Block 2, Section 21, Clayoquot District, Plan 14416	1333 Pine Rd	1
005-571-189	Lot 7 Block 3 Section 21 Clayoquot District Plan 9200	1373 Peninsula Rd	1
000-406-759	Lot 8, Section 21, Clayoquot District, Plan 29455	1280 Rupert Rd	2
001-382-454	Lot 14, Section 21, Clayoquot District, Plan 29455	260 Marine Dr	1
000-261-785	Lot 4 Section 21 Clayoquot District Plan 33890	1174 Rupert Rd	1
000-261-793	Lot 5, Section 21, Clayoquot District, Plan 33890	1166 Rupert Rd	1
000-261-807	Lot 6, Section 21, Clayoquot District, Plan 33890	1158 Rupert Rd	1
000-261-815	Lot 7, Section 21, Clayoquot District, Plan 33890	1150 Rupert Rd	3
000-261-874	Lot 13, Section 21, Clayoquot District, Plan 33890	1151 Rupert Rd	1
001-116-380	Lot 6, Section 21, Clayoquot District, Plan 31963	1255 Peninsula Rd	2
023-655-950	Lot 5 Section 21 Clayoquot District Plan VIP64737	1131 Coral Way	1
023-655-968	Lot 6 Section 21 Clayoquot District Plan VIP64737	1141 Coral Way	3
023-655-992	Lot 9 Section 21 Clayoquot District Plan VIP64737	1159 Coral Way	1
023-656-000	Lot 10 Section 21 Clayoquot District Plan VIP64737	1165 Coral Way	3
023-656-018	Lot 11 Section 21 Clayoquot District Plan VIP64737	1171 Coral Way	3
023-656-026	Lot 12 Section 21 Clayoquot District Plan VIP64737	1179 Coral Way	2
023-656-042	Lot 14 Section 21 Clayoquot District Plan VIP64737	1172 Coral Way	3
023-656-051	Lot 15 Section 21 Clayoquot District Plan VIP64737	1166 Coral Way	3
023-656-131	Lot 23 Section 21 Clayoquot District Plan VIP64737	1118 Coral Way	3
023-656-158	Lot 25 Section 21 Clayoquot District Plan VIP64737	1106 Coral Way	2
023-656-204	Lot 30 Section 21 Clayoquot District Plan VIP64737	366 Reef Point Rd	3
023-656-298, 024-531-766	Lot 39 Section 21 Clayoquot District Plan VIP64737, that part of Section 21 Clayoquot District included within Plan VIP69014, adjacent and fronting Lot 39 Plan VIP64737, lying north of a line and said line produced and extended from the southwestern boundary of Lot 39 having a bearing of 145 degrees 00'00"	302 Reef Point Rd	3
026-919-486	Lot 4 Section 21 Clayoquot District Plan VIP82303	1358 Edwards Pl	2
026-919-508	Lot 6 Section 21 Clayoquot District Plan VIP82303	1346 Edwards Pl	1
026-919-532	Lot 9 Section 21 Clayoquot District Plan VIP82303	1328 Edwards Pl	2
026-919-559	Lot 11 Section 21 Clayoquot District Plan VIP82303	1316 Edwards Pl	1
026-919-613	Lot 17 Section 21 Clayoquot District Plan VIP82303	1323 Edwards Pl	1
026-919-621	Lot 18 Section 21 Clayoquot District Plan VIP82303	1327 Edwards Pl	1
026-919-672	Lot 23 Section 21 Clayoquot District Plan VIP82303	1357 Edwards Pl	1
026-919-711	Lot 27 Section 21 Clayoquot District Plan VIP82303	1387 Edwards Pl	1
026-919-745	Lot 30 Section 21 Clayoquot District Plan VIP82303	1270 Peninsula Rd	1
026-919-753	Lot 31 Section 21 Clayoquot District Plan VIP82303	1282 Peninsula Rd	3
026-919-770	Lot 33 Section 21 Clayoquot District Plan VIP82303	1294 Peninsula Rd	1
003-271-595	Lot 4, Section 21, Clayoquot District, Plan 22495	1183 Helen Rd	3

PID	Legal Description	Street Address	No. of B&B Units
000-510-602	Lot 11, Section 21, Clayoquot District, Plan 11923	238 Matterson Dr	2
003-745-333	Lot 1, Section 21, Clayoquot District, Plan 18460	1536 Helen Rd	3
004-514-858	Lot 1, Section 21, Clayoquot District, Plan 13521	1214 Peninsula Rd	2
003-956-725	Lot 4, Section 21, Clayoquot District, Plan 17581	378 Marine Dr	2
003-955-524	Lot 7, Section 21, Clayoquot District, Plan 17581	358 Marine Dr	3
003-838-731	Lot 5, Section 21, Clayoquot District, Plan 17976	359 Marine Dr	3
003-838-773	Lot 7, Section 21, Clayoquot District, Plan 17976	343 Marine Dr	3
007-890-311	Lot 16, Section 21, Clayoquot District, Plan 1116	184 Matterson Dr	1
007-890-982	Lot 16, Section 21, Clayoquot District, Plan 1117	1535 Imperial Lane	1
026-954-753	Strata Lot 10 District Lot 281 Clayoquot District Strata Plan VIS5628 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1260 Sunset Point Rd	2
025-812-793	Lot 13 District Lot 281 Clayoquot District Plan VIP76214	482 Marine Dr	1
000-337-536	Lot 7, District Lot 281, Clayoquot District, Plan 35275	1401 Victoria Rd	3
027-782-140	Lot C District Lot 281 Clayoquot District Plan VIP86140	483 Marine Dr	2
027-782-158	Lot D District Lot 281 Clayoquot District Plan VIP86140	477 Marine Dr	1
014-188-601	Lot 6, District Lot 281, Clayoquot District, Plan 48670	419 Marine Dr	1
014-189-534	Lot 8, District Lot 281, Clayoquot District, Plan 48670	405 Marine Dr	1
000-226-467	Lot 2, District Lot 282, Clayoquot District, Plan 33084	1557 Larch Rd	1
026-514-711	Lot 3 District Lot 282 Clayoquot District Plan VIP80044	1804 St Jacques Blvd	1
026-514-753	Strata Lot A District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1824 St Jacques Blvd	1
026-514-761	Strata Lot B District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1844 St Jacques Blvd	1
026-514-834	Strata Lot I District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1947 St Jacques Blvd	2
026-514-869	Strata Lot L District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1887 St Jacques Blvd	2
026-432-056	Lot 1 District Lot 282 Clayoquot District Plan VIP79602	1783 Rainforest Lane	2
026-432-072	Lot 3 District Lot 282 Clayoquot District Plan VIP79602	1796 Rainforest Lane	1
026-432-102	Lot 6 District Lot 282 Clayoquot District Plan VIP79602	1754 Rainforest Lane	1
026-432-170	Lot 13 District Lot 282 Clayoquot District Plan VIP79602	1701 Rainforest Lane	3
026-432-218	Lot 17 District Lot 282 Clayoquot District Plan VIP79602	1755 Rainforest Lane	1
026-432-226	Lot 18 District Lot 282 Clayoquot District Plan VIP79602	1769 Rainforest Lane	3
026-432-277	Lot 23 District Lot 282 Clayoquot District Plan VIP79602	684 Rainforest Dr	1
026-432-358	Lot 31 District Lot 282 Clayoquot District Plan VIP79602	812 Rainforest Dr	1
026-432-480	Lot 44 District Lot 282 Clayoquot District Plan VIP79602	719 Rainforest Dr	2
030-271-657	Lot 1 District Lot 282 Clayoquot District Plan EPP71789	770 Rainforest Dr	1
001-197-754	Lot 11 District Lot 282 Clayoquot District Plan 30931	1644 Holly Cres	1
005-679-061	Lot 13 Block A District Lot 282 Clayoquot District Plan 7810	1938 Peninsula Rd	4
001-483-978	Lot 2, District Lot 282, Clayoquot District, Plan 11055	1774 Cedar Rd	1
027-473-660	Lot 26 District Lot 283 Clayoquot District Plan VIP84686	2036 Cynamocka Rd	1
027-473-678	Lot 27 District Lot 283 Clayoquot District Plan VIP84686	2028 Cynamocka Rd	1

PID	Legal Description	Street Address	No. of B&B Units
027-473-694	Lot 29 District Lot 283 Clayoquot District Plan VIP84686	2011 Cynamocka Rd	2
027-473-724	Lot 32 District Lot 283 Clayoquot District Plan VIP84686	2037 Cynamocka Rd	1
001-128-353	Lot 1, District Lot 283, Clayoquot District, Plan 31775	1950 Cynamocka Rd	2
027-784-789	Lot 46 District Lot 283 Clayoquot District Plan VIP86134	1821 Cedar Grove Pl	3
027-784-835	Lot 51 District Lot 283 Clayoquot District Plan VIP86134	1861 Cedar Grove Pl	1
027-858-171	Lot 66 District Lot 283 Clayoquot District Plan VIP86449	859 Lorne White Pl	1
027-858-189	Lot 67 District Lot 283 Clayoquot District Plan VIP86449	863 Lorne White Pl	1
027-858-197	Lot 68 District Lot 283 Clayoquot District Plan VIP86449	860 Lorne White Pl	1
027-858-201	Lot 69 District Lot 283 Clayoquot District Plan VIP86449	850 Lorne White Pl	2
027-858-227	Lot 71 District Lot 283 Clayoquot District Plan VIP86449	842 Lorne White Pl	1
027-782-964	Lot A District Lot 284 Clayoquot District Plan VIP86110	1998 Athlone Rd	1
027-782-972	Lot B District Lot 284 Clayoquot District Plan VIP86110	1996 Athlone Rd	1
027-782-981	Lot C District Lot 284 Clayoquot District Plan VIP86110	1994 Athlone Rd	2
027-782-999	Lot D District Lot 284 Clayoquot District Plan VIP86110	1992 Athlone Rd	1
025-814-451	Lot 4 District Lot 284 Clayoquot District Plan VIP76227	350 Pacific Cres	2
000-686-654	Lot 1, District Lot 284, Clayoquot District, Plan 41539	1981 Athlone Rd	3
000-398-489	Lot 2, District Lot 284, Clayoquot District, Plan 8540	1977 Athlone Rd	3
002-894-513	Lot 3, District Lot 284, Clayoquot District, Plan 8540	1971 Athlone Rd	1
005-552-591	Lot 11, District Lot 284, Clayoquot District, Plan 8540	1974 Athlone Rd	1
025-815-032	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP76238	1079 Helen Rd	3
027-856-194	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP86443	1068 Helen St	2
027-856-208	Lot 2 District Lot 543 Native Island Clayoquot District Plan VIP86443	1062 Helen Rd	2
023-196-165	Lot 1 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	970 Peninsula Rd	3
023-196-173	Lot 2 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	966 Peninsula Rd	2
023-196-181	Lot 3 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	962 Peninsula Rd	2
023-196-238	Lot 8 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	932 Peninsula Rd	1
023-196-289	Lot 13 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	917 Barkley Pl	1
023-196-319	Lot 16 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	935 Amphitrite Pl	1
023-196-343	Lot 19 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	982 Peninsula Rd	1
023-196-351	Lot 20 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	978 Peninsula Rd	1
023-196-378	Lot 22 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	947 Amphitrite Pl	2
023-196-408	Lot 25 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	932 Amphitrite Pl	2
023-196-459	Lot 30 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	858 Barclay Pl	1
023-196-475	Lot 32 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	861 Barclay Pl	1

PID	Legal Description	Street Address	No. of B&B Units
023-196-521	Lot 37 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	905 Barclay Pl	2
026-493-675	Strata Lot 3 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	312 Pass of Melfort Pl	1
026-493-721	Strata Lot 8 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	336 Pass of Melfort Pl	2
026-493-756	Strata Lot 11 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	354 Pass of Melfort Pl	1
026-493-764	Strata Lot 12 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	351 Pass of Melfort Pl	1
026-493-781	Strata Lot 14 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	339 Pass of Melfort Pl	2
026-493-802	Strata Lot 16 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	335 Pass of Melfort Pl	1
026-493-811	Strata Lot 17 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	333 Pass of Melfort Pl	2
026-493-845	Strata Lot 20 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	327 Pass of Melfort Pl	1
000-412-180	Lot 2, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	967 Peninsula Rd	1
000-412-198	Lot 3, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	963 Peninsula Rd	3
028-173-431	Strata Lot 12 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS6925 together with an interest in the Common Property in proportion to the entitlement of the Strata Lot as shown on Form V	875 Elina Rd	1
025-812-823	Lot 16, District Lot 281, Clayoquot District, Plan VIP76214 except part in plans VIP80735, VIP83067 and VIP86140, in the area designated for six R-1 properties in the District of Ucluelet Zoning Bylaw 1160, 2013.		18

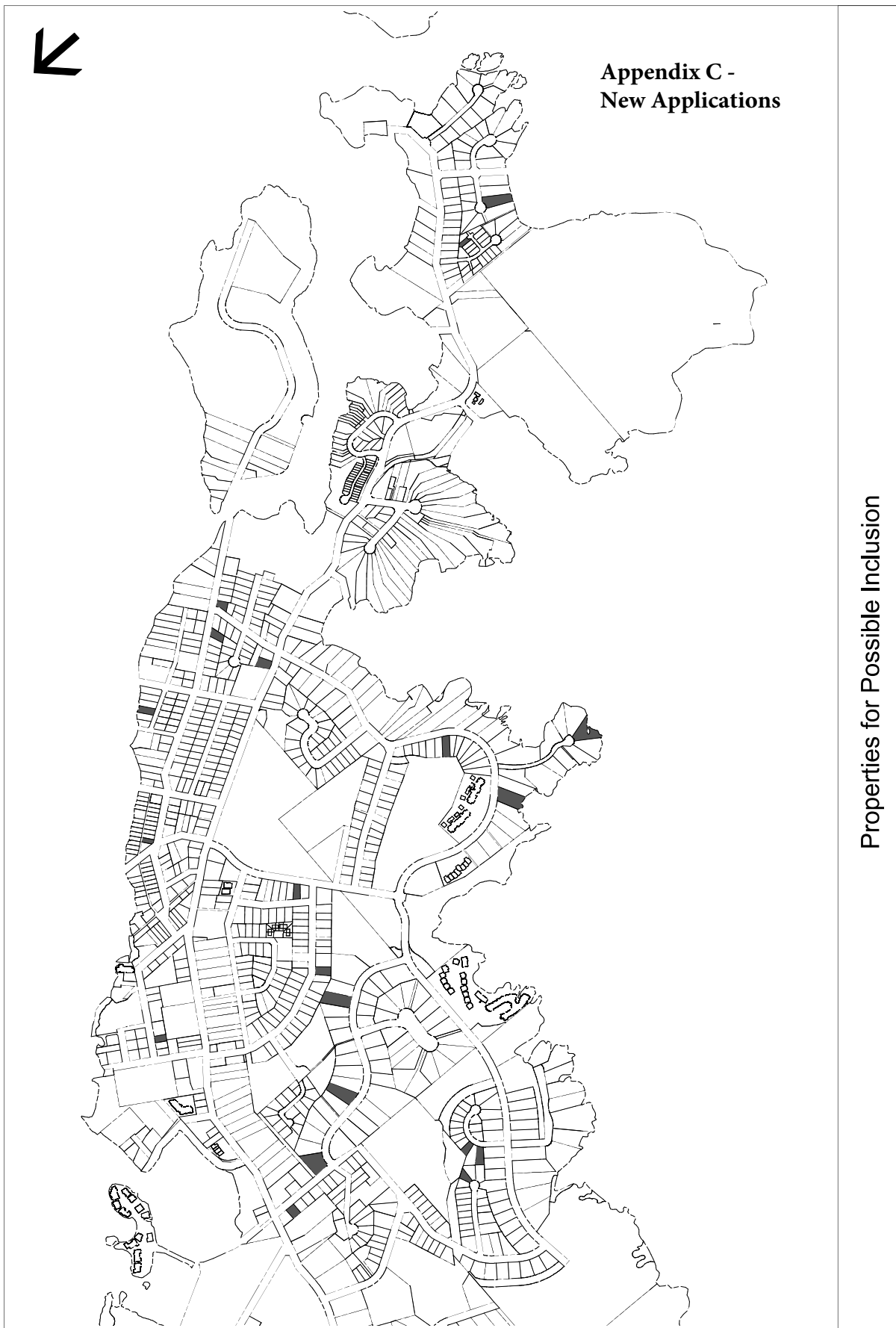




## Appendix C

### B&B Overlay – New Applicants

PID	Legal Description	Street Address	Max. # of B&B Units
005-569-575	Lot 20, Block 1, Section 21, Clayoquot District, Plan 9200	1331 Eber Rd	1
002-235-897	Lot 3 Section 21 Clayoquot District Plan 27932	1208 Helen Rd	1
002-236-982	Lot 5, Section 21, Clayoquot District, Plan 27932	206 Marine Dr	1
001-116-410	Lot 7, Section 21, Clayoquot District, Plan 31963	1265 Peninsula Rd	1
001-404-130	Lot 17, Section 21, Clayoquot District, Plan 1116	1491 Helen Rd	1
026-047-853	Strata Lot 5 District Lot 281 Clayoquot District Strata Plan VIS5628 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	Sunset Point Rd	
025-812-742	Lot 8 District Lot 281 Clayoquot District Plan VIP76214	Marine Dr	
023-284-862	Lot C District Lot 281 Clayoquot District Plan VIP62387	445 Marine Dr	1
002-407-728	Lot 13, District Lot 282, Clayoquot District, Plan 26711	1656 Bay St	
026-432-382	Lot 34 District Lot 282 Clayoquot District Plan VIP79602	869 Rainforest Dr	
026-432-447	Lot 40 District Lot 282 Clayoquot District Plan VIP79602	795 Rainforest Dr	3
026-432-528	Lot 48 District Lot 282 Clayoquot District Plan VIP79602	685 Rainforest Dr	1
002-235-889	Lot 9, District Lot 282, Clayoquot District, Plan 27909	378 Yew St	
005-117-496	Lot 3, District Lot 282, Clayoquot District, Plan 11055	1762 Cedar Rd	1
027-784-851	Lot 53 District Lot 283 Clayoquot District Plan VIP86134	1877 Cedar Grove Pl	1
027-784-878	Lot 55 District Lot 283 Clayoquot District Plan VIP86134	1893 Cedar Grove Pl	1
027-858-090	Lot 58 District Lot 283 Clayoquot District Plan VIP86449	827 Lorne White Pl	1
005-636-787	Lot 2, District Lot 284, Clayoquot District, Plan 7983	321 Norah St	1
023-196-394	Lot 24 Section 1 Barclay District (Situated in Clayoquot District) Plan VIP61995	936 Amphitrite Pl	2
026-696-991	Strata Lot 24 Section 1 Barclay District Strata Plan VIS5896 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	329 Pass of Melfort Pl	1



## Appendix D

### B&B Overlay – Existing, In-Stream & New Applicants

PID	Legal Description	Street Address	Max # of B&B Units
019-011-415	Lot 3 Section 21 Clayoquot District Plan VIP60044	125 Garden St	1
005-569-575	Lot 20, Block 1, Section 21, Clayoquot District, Plan 9200	1331 Eber Rd	1
005-570-760	Amended Lot 1 (DD 324620I), Block 2, Section 21, Clayoquot District, Plan 9200	236 Otter Rd	1
005-570-883	Lot 9, Block 2, Section 21, Clayoquot District, Plan 9200	1350 Helen Rd	2
002-374-846	Lot 20, Block 2, Section 21, Clayoquot District, Plan 14416	1333 Pine Rd	1
005-571-189	Lot 7 Block 3 Section 21 Clayoquot District Plan 9200	1373 Peninsula Rd	1
002-235-897	Lot 3 Section 21 Clayoquot District Plan 27932	1208 Helen Rd	1
002-236-982	Lot 5, Section 21, Clayoquot District, Plan 27932	206 Marine Dr	1
000-406-759	Lot 8, Section 21, Clayoquot District, Plan 29455	1280 Rupert Rd	2
001-382-454	Lot 14, Section 21, Clayoquot District, Plan 29455	260 Marine Dr	1
000-261-785	Lot 4 Section 21 Clayoquot District Plan 33890	1174 Rupert Rd	1
000-261-793	Lot 5, Section 21, Clayoquot District, Plan 33890	1166 Rupert Rd	1
000-261-807	Lot 6, Section 21, Clayoquot District, Plan 33890	1158 Rupert Rd	1
000-261-815	Lot 7, Section 21, Clayoquot District, Plan 33890	1150 Rupert Rd	3
000-261-874	Lot 13, Section 21, Clayoquot District, Plan 33890	1151 Rupert Rd	1
001-116-380	Lot 6, Section 21, Clayoquot District, Plan 31963	1255 Peninsula Rd	2
001-116-410	Lot 7, Section 21, Clayoquot District, Plan 31963	1265 Peninsula Rd	1
023-655-950	Lot 5 Section 21 Clayoquot District Plan VIP64737	1131 Coral Way	1
023-655-968	Lot 6 Section 21 Clayoquot District Plan VIP64737	1141 Coral Way	3
023-655-992	Lot 9 Section 21 Clayoquot District Plan VIP64737	1159 Coral Way	1
023-656-000	Lot 10 Section 21 Clayoquot District Plan VIP64737	1165 Coral Way	3
023-656-018	Lot 11 Section 21 Clayoquot District Plan VIP64737	1171 Coral Way	3
023-656-026	Lot 12 Section 21 Clayoquot District Plan VIP64737	1179 Coral Way	2
023-656-042	Lot 14 Section 21 Clayoquot District Plan VIP64737	1172 Coral Way	3
023-656-051	Lot 15 Section 21 Clayoquot District Plan VIP64737	1166 Coral Way	3
023-656-131	Lot 23 Section 21 Clayoquot District Plan VIP64737	1118 Coral Way	3
023-656-158	Lot 25 Section 21 Clayoquot District Plan VIP64737	1106 Coral Way	2
023-656-204	Lot 30 Section 21 Clayoquot District Plan VIP64737	366 Reef Point Rd	3
023-656-298, 024-531-766	Lot 39 Section 21 Clayoquot District Plan VIP64737, that part of Section 21 Clayoquot District included within Plan VIP69014, adjacent and fronting Lot 39 Plan VIP64737, lying north of a line and said line produced and extended from the southwestern boundary of Lot 39 having a bearing of 145 degrees 00'00"	302 Reef Point Rd	3
026-919-486	Lot 4 Section 21 Clayoquot District Plan VIP82303	1358 Edwards Pl	2
026-919-508	Lot 6 Section 21 Clayoquot District Plan VIP82303	1346 Edwards Pl	2
026-919-532	Lot 9 Section 21 Clayoquot District Plan VIP82303	1328 Edwards Pl	1
026-919-559	Lot 11 Section 21 Clayoquot District Plan VIP82303	1316 Edwards Pl	1
026-919-613	Lot 17 Section 21 Clayoquot District Plan VIP82303	1323 Edwards Pl	1
026-919-621	Lot 18 Section 21 Clayoquot District Plan VIP82303	1327 Edwards Pl	1
026-919-672	Lot 23 Section 21 Clayoquot District Plan VIP82303	1357 Edwards Pl	1
026-919-711	Lot 27 Section 21 Clayoquot District Plan VIP82303	1387 Edwards Pl	1

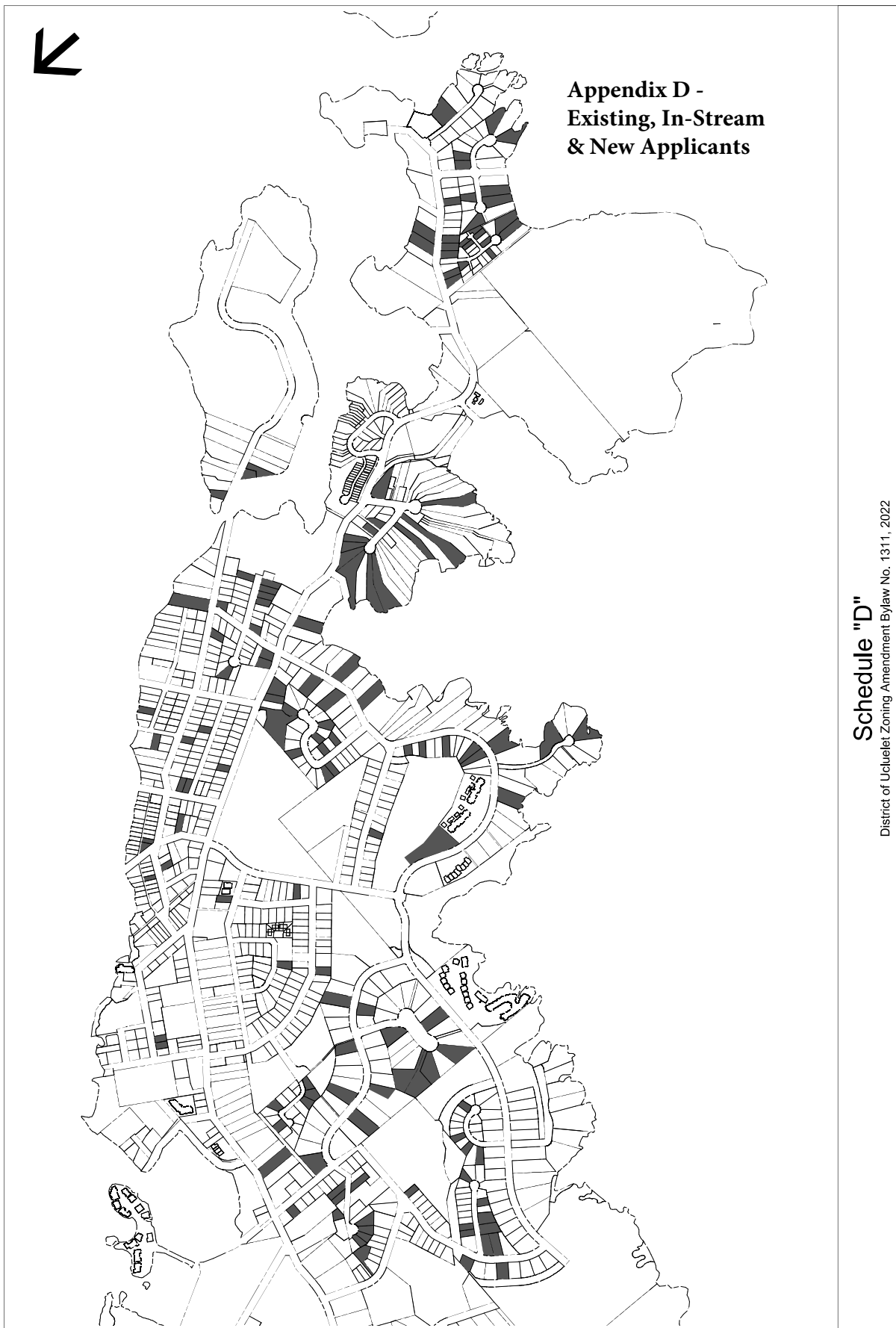
PID	Legal Description	Street Address	Max # of B&B Units
026-919-745	Lot 30 Section 21 Clayoquot District Plan VIP82303	1270 Peninsula Rd	1
026-919-753	Lot 31 Section 21 Clayoquot District Plan VIP82303	1282 Peninsula Rd	3
026-919-770	Lot 33 Section 21 Clayoquot District Plan VIP82303	1294 Peninsula Rd	1
003-271-595	Lot 4, Section 21, Clayoquot District, Plan 22495	1183 Helen Rd	3
000-510-602	Lot 11, Section 21, Clayoquot District, Plan 11923	238 Matterson Dr	2
003-745-333	Lot 1, Section 21, Clayoquot District, Plan 18460	1536 Helen Rd	3
004-514-858	Lot 1, Section 21, Clayoquot District, Plan 13521	1214 Peninsula Rd	2
003-956-725	Lot 4, Section 21, Clayoquot District, Plan 17581	378 Marine Dr	2
003-955-524	Lot 7, Section 21, Clayoquot District, Plan 17581	358 Marine Dr	3
003-838-731	Lot 5, Section 21, Clayoquot District, Plan 17976	359 Marine Dr	3
003-838-773	Lot 7, Section 21, Clayoquot District, Plan 17976	343 Marine Dr	3
007-890-311	Lot 16, Section 21, Clayoquot District, Plan 1116	184 Matterson Dr	1
001-404-130	Lot 17, Section 21, Clayoquot District, Plan 1116	1491 Helen Rd	1
007-890-982	Lot 16, Section 21, Clayoquot District, Plan 1117	1535 Imperial Lane	1
026-047-853	Strata Lot 5 District Lot 281 Clayoquot District Strata Plan VIS5628 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	Sunset Point Rd	
026-954-753	Strata Lot 10 District Lot 281 Clayoquot District Strata Plan VIS5628 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1260 Sunset Point Rd	2
025-812-742	Lot 8 District Lot 281 Clayoquot District Plan VIP76214	Marine Dr	
025-812-793	Lot 13 District Lot 281 Clayoquot District Plan VIP76214	482 Marine Dr	1
000-337-536	Lot 7, District Lot 281, Clayoquot District, Plan 35275	1401 Victoria Rd	3
027-782-140	Lot C District Lot 281 Clayoquot District Plan VIP86140	483 Marine Dr	2
027-782-158	Lot D District Lot 281 Clayoquot District Plan VIP86140	477 Marine Dr	1
023-284-862	Lot C District Lot 281 Clayoquot District Plan VIP62387	445 Marine Dr	1
014-188-601	Lot 6, District Lot 281, Clayoquot District, Plan 48670	419 Marine Dr	1
014-189-534	Lot 8, District Lot 281, Clayoquot District, Plan 48670	405 Marine Dr	1
000-226-467	Lot 2, District Lot 282, Clayoquot District, Plan 33084	1557 Larch Rd	1
026-514-711	Lot 3 District Lot 282 Clayoquot District Plan VIP80044	1804 St Jacques Blvd	1
026-514-753	Strata Lot A District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1824 St Jacques Blvd	1
026-514-761	Strata Lot B District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1844 St Jacques Blvd	1
026-514-834	Strata Lot I District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1947 St Jacques Blvd	2
026-514-869	Strata Lot L District Lot 282 Clayoquot District Strata Plan VIS5916 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	1887 St Jacques Blvd	2
002-407-728	Lot 13, District Lot 282, Clayoquot District, Plan 26711	1656 Bay St	
026-432-056	Lot 1 District Lot 282 Clayoquot District Plan VIP79602	1783 Rainforest Lane	2
026-432-072	Lot 3 District Lot 282 Clayoquot District Plan VIP79602	1796 Rainforest Lane	1
026-432-102	Lot 6 District Lot 282 Clayoquot District Plan VIP79602	1754 Rainforest Lane	1
026-432-170	Lot 13 District Lot 282 Clayoquot District Plan VIP79602	1701 Rainforest Lane	3

PID	Legal Description	Street Address	Max # of B&B Units
026-432-218	Lot 17 District Lot 282 Clayoquot District Plan VIP79602	1755 Rainforest Lane	1
026-432-226	Lot 18 District Lot 282 Clayoquot District Plan VIP79602	1769 Rainforest Lane	3
026-432-277	Lot 23 District Lot 282 Clayoquot District Plan VIP79602	684 Rainforest Dr	1
026-432-358	Lot 31 District Lot 282 Clayoquot District Plan VIP79602	812 Rainforest Dr	1
026-432-382	Lot 34 District Lot 282 Clayoquot District Plan VIP79602	869 Rainforest Dr	
026-432-447	Lot 40 District Lot 282 Clayoquot District Plan VIP79602	795 Rainforest Dr	3
026-432-480	Lot 44 District Lot 282 Clayoquot District Plan VIP79602	719 Rainforest Dr	2
026-432-528	Lot 48 District Lot 282 Clayoquot District Plan VIP79602	685 Rainforest Dr	1
030-271-657	Lot 1 District Lot 282 Clayoquot District Plan EPP71789	770 Rainforest Dr	1
002-235-889	Lot 9, District Lot 282, Clayoquot District, Plan 27909	378 Yew St	
001-197-754	Lot 11 District Lot 282 Clayoquot District Plan 30931	1644 Holly Cres	1
005-679-061	Lot 13 Block A District Lot 282 Clayoquot District Plan 7810	1938 Peninsula Rd	4
001-483-978	Lot 2, District Lot 282, Clayoquot District, Plan 11055	1774 Cedar Rd	1
005-117-496	Lot 3, District Lot 282, Clayoquot District, Plan 11055	1762 Cedar Rd	1
027-473-660	Lot 26 District Lot 283 Clayoquot District Plan VIP84686	2036 Cynamocka Rd	1
027-473-678	Lot 27 District Lot 283 Clayoquot District Plan VIP84686	2028 Cynamocka Rd	1
027-473-694	Lot 29 District Lot 283 Clayoquot District Plan VIP84686	2011 Cynamocka Rd	2
027-473-724	Lot 32 District Lot 283 Clayoquot District Plan VIP84686	2037 Cynamocka Rd	1
027-475-581	Strata Lot A District Lot 283 Clayoquot District Strata Plan VIS6520 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	724 Odyssey Ln	3
027-475-620	Strata Lot E District Lot 283 Clayoquot District Strata Plan VIS6520 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	780 Odyssey Ln	2
001-128-353	Lot 1, District Lot 283, Clayoquot District, Plan 31775	1950 Cynamocka Rd	2
027-784-789	Lot 46 District Lot 283 Clayoquot District Plan VIP86134	1821 Cedar Grove Pl	3
027-784-835	Lot 51 District Lot 283 Clayoquot District Plan VIP86134	1861 Cedar Grove Pl	1
027-784-851	Lot 53 District Lot 283 Clayoquot District Plan VIP86134	1877 Cedar Grove Pl	1
027-784-878	Lot 55 District Lot 283 Clayoquot District Plan VIP86134	1893 Cedar Grove Pl	1
027-858-090	Lot 58 District Lot 283 Clayoquot District Plan VIP86449	827 Lorne White Pl	1
027-858-171	Lot 66 District Lot 283 Clayoquot District Plan VIP86449	859 Lorne White Pl	1
027-858-189	Lot 67 District Lot 283 Clayoquot District Plan VIP86449	863 Lorne White Pl	1
027-858-197	Lot 68 District Lot 283 Clayoquot District Plan VIP86449	860 Lorne White Pl	1
027-858-201	Lot 69 District Lot 283 Clayoquot District Plan VIP86449	850 Lorne White Pl	2
027-858-227	Lot 71 District Lot 283 Clayoquot District Plan VIP86449	842 Lorne White Pl	1
027-782-964	Lot A District Lot 284 Clayoquot District Plan VIP86110	1998 Athlone Rd	1
027-782-972	Lot B District Lot 284 Clayoquot District Plan VIP86110	1996 Athlone Rd	1
027-782-981	Lot C District Lot 284 Clayoquot District Plan VIP86110	1994 Athlone Rd	2
027-782-999	Lot D District Lot 284 Clayoquot District Plan VIP86110	1992 Athlone Rd	1
025-814-451	Lot 4 District Lot 284 Clayoquot District Plan VIP76227	350 Pacific Cres	2
005-636-787	Lot 2, District Lot 284, Clayoquot District, Plan 7983	321 Norah St	1
000-686-654	Lot 1, District Lot 284, Clayoquot District, Plan 41539	1981 Athlone Rd	3
000-398-489	Lot 2, District Lot 284, Clayoquot District, Plan 8540	1977 Athlone Rd	3
002-894-513	Lot 3, District Lot 284, Clayoquot District, Plan 8540	1971 Athlone Rd	1
005-552-591	Lot 11, District Lot 284, Clayoquot District, Plan 8540	1974 Athlone Rd	1
025-815-032	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP76238	1079 Helen Rd	3

PID	Legal Description	Street Address	Max # of B&B Units
027-856-194	Lot 1 District Lot 543 Native Island Clayoquot District Plan VIP86443	1068 Helen St	2
027-856-208	Lot 2 District Lot 543 Native Island Clayoquot District Plan VIP86443	1062 Helen Rd	2
023-196-165	Lot 1 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	970 Peninsula Rd	3
023-196-173	Lot 2 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	966 Peninsula Rd	2
023-196-181	Lot 3 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	962 Peninsula Rd	2
023-196-238	Lot 8 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	932 Peninsula Rd	1
023-196-289	Lot 13 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	917 Barkley Pl	1
023-196-319	Lot 16 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	935 Amphitrite Pl	1
023-196-343	Lot 19 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	982 Peninsula Rd	1
023-196-351	Lot 20 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	978 Peninsula Rd	1
023-196-378	Lot 22 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	947 Amphitrite Pl	2
023-196-394	Lot 24 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	936 Amphitrite Pl	2
023-196-408	Lot 25 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	932 Amphitrite Pl	2
023-196-459	Lot 30 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	858 Barclay Pl	1
023-196-475	Lot 32 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	861 Barclay Pl	1
023-196-521	Lot 37 Section 1 Barclay District (Situating in Clayoquot District) Plan VIP61995	905 Barclay Pl	2
026-493-675	Strata Lot 3 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	312 Pass of Melfort Pl	1
026-493-721	Strata Lot 8 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	336 Pass of Melfort Pl	2
026-493-756	Strata Lot 11 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	354 Pass of Melfort Pl	1
026-493-764	Strata Lot 12 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	351 Pass of Melfort Pl	1
026-493-781	Strata Lot 14 Section 1 Barclay District (Situating in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	339 Pass of Melfort Pl	2

PID	Legal Description	Street Address	Max # of B&B Units
<b>026-493-802</b>	Strata Lot 16 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	335 Pass of Melfort Pl	1
<b>026-493-811</b>	Strata Lot 17 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	333 Pass of Melfort Pl	2
<b>026-493-845</b>	Strata Lot 20 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS5896 (together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	327 Pass of Melfort Pl	1
<b>026-696-991</b>	Strata Lot 24 Section 1 Barclay District Strata Plan VIS5896 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V	329 Pass of Melfort Pl	1
<b>000-412-180</b>	Lot 2, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	967 Peninsula Rd	1
<b>000-412-198</b>	Lot 3, Section 1, Barclay District, (Situated in Clayoquot District) Plan 36565	963 Peninsula Rd	3
<b>028-173-431</b>	Strata Lot 12 Section 1 Barclay District (Situated in Clayoquot District) Strata Plan VIS6925 together with an interest in the Common Property in proportion to the entitlement of the Strata Lot as shown on Form V	875 Elina Rd	1
<b>025-812-823</b>	Lot 16, District Lot 281, Clayoquot District, Plan VIP76214 except part in plans VIP80735, VIP83067 and VIP86140, in the area designated for six R-1 lots in District of Ucluelet Zoning Bylaw 1160, 2013.	"Lot 16" Marine Drive	18 (6 lots; up to 3 rooms ea.)





## Appendix E



The Corporation of the District of Ucluelet

**MUNICIPAL POLICY MANUAL**

	<b>POLICY NUMBER:</b>	<b>8-3070-1</b>
<b>REFERENCE:</b> Temporary Use Permits for B&B Short Term Rentals	<b>ADOPTED BY:</b> Council	
<b>CROSS-REFERENCE:</b> OCP Policies 3.131€, 3.132, 4.36,	<b>SUPERSEDES:</b> None	
<b>AMENDED DATE:</b> N/A		
<b>DEPARTMENT:</b> Planning	<b>EFFECTIVE DATE:</b> June , 2022	

**Policy Statement**

The purpose of this policy is to provide applicants and community members with guidelines and clear expectations for the consideration of Temporary Use Permits for the purpose of short-term vacation rental *Bed and Breakfast* (B&B) accessory uses within areas zoned for single-family residential housing.

**Scope**

This policy applies to decisions on Temporary Use Permits for the purpose of a short-term vacation rental or “B&B” use in single-family residential areas.

**Justification**A. Current policy adopted in the municipal Official Community Plan (OCP) bylaw:

*Guiding Principle: No.7 Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all.*

**Policy 3.131** Short-term Housing Action Plan

*E. amend the zoning bylaw to ensure that the first rental unit on single-family residential lots is for long-term tenancy, with any additional short-term rental uses to depend on the continued existence of the long-term rental*

**Policy 3.132** Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square, seniors' housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.



The Corporation of the District of Ucluelet

## MUNICIPAL POLICY MANUAL

### B. Justification for new policy:

The expansion of short-term rentals within residential properties has caused many existing secondary suites to be converted from housing to commercial vacation accommodation. The prevalence, ease and profitability of B&B's is also displacing the construction of new secondary suites within new homes - and inflating the market price of vital residential real estate.

This policy follows Ucluelet's Official Community Plan guiding principal No.7 and housing policies, and is intended to guide decisions on when new short-term vacation rental uses may be permitted on residential properties – to strike a balance of benefits between the private homeowner's needs and aspirations, and the neighbourhood and broader community impact.

### **Policy:**

The following guidelines can support Council decisions on Temporary Use Permits (TUP) for the purpose of a Bed & Breakfast (B&B) use within new and existing single family dwellings (SFD).

(Note that in the context of this policy affecting single-family residential properties, the term B&B is used interchangeably with Short Term Vacation Rental (STR).)

#### Guidelines:

1. A TUP for a B&B in a SFD may be considered where:
  - a. the applicant is the principal resident of the property; and,
  - b. the applicant or direct family member was the owner of the property prior to June 1, 2022.

There may be instances where a property was purchased after June 1, 2022 and a B&B use is still supportable. Such may include but not be limited to:

  - a. Where a community member who has lived in the community for an extended period of time and has been renting or has been living with family.
  - b. Someone facing unpredictable economic hardship due to changing economic conditions or employment status, interest rates, etc.
2. A TUP in a SFD should not be considered where:
  - a. the addition of a B&B use would displace the residential use of a Secondary Suite (SS); or,
  - b. the applicant owns more than one residential property; or,
  - c. the applicant has caused a disturbance involving multiple bylaw infractions.
3. General considerations:
  - a. The appropriateness of the property for the B&B use:
    - i. Is this an existing residential area?
    - ii. Is there ample area for parking, for the main house, plus the B&B?
    - iii. Will the density of the neighbourhood accommodate the B&B use?



The Corporation of the District of Ucluelet

## MUNICIPAL POLICY MANUAL

- iv. Would the neighbours be exposed to the new use or is there a landscaped area buffering the B&B?
    - v. Does the property offer a unique setting?
  - b. The length of time the applicant has owned the property.
  - c. The number of B&B uses already existing in the neighbourhood.
  - d. The number of B&B uses compared with the residential vacancy rate of the community.
  - e. The strength of any objections from direct neighbours.
  - f. A B&B use may be considered where a secondary suite is also present if the applicant can show that the site can accommodate the impact of the combined uses (e.g., adequate onsite parking).
  - g. Circumstances where an applicant can show proof of their long-term plans that secondary B&B income was an integral part of their ability to afford the property and/or support themselves in their retirement.
- 4. TUP for whole-house short-term rentals:
  - a. May be considered on properties that have an occupied secondary suite or an ADU, for a period of 4 weeks or less, and not more than once a year.
  - b. Where the occupant of the suite or ADU is engaged to manage the impact of the temporary STR rental and will be present at the time of the STR use.
- 5. Renewals:
  - a. An active TUP for B&B use may be renewed for up to 3 years by Staff under delegated authority in cases where there have been no bylaw complaints. In all other cases TUP's must go to Council for approval.
  - b. A TUP holder that has had their permit renewed must, if they wish to continue, make a new application and obtain a new TUP prior to the expiration of the permit.
  - c. TUPs should not be renewed for permits with no evidence of activity.
- 6. Change of zoning designation:
  - a. Application for a site-specific change of zoning designation to recognize a B&B use may be entertained only after 9 years of continuing B&B use under valid Temporary Use Permits, where the use is supported by the neighbourhood and has a successful history of operating without complaints.

It is understood that each TUP application will have a specific set of circumstances; these guidelines are not meant to be prescriptive, and Council should gauge each application on its own merits while balancing the need to slow the proliferation of B&B uses in residential zones.

### **Limit of authority**

Nothing in this policy supersedes Municipal, Provincial or Federal enactments or regulations.

### **Review and update**

This policy shall be reviewed and considered for update or repeal when required:

Page 3 of 4 – Short Term Rental B&B's - Temporary Use Permits



The Corporation of the District of Ucluelet

**MUNICIPAL POLICY MANUAL**

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**Mayco Noël**  
Mayor

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**Duane Lawrence**  
Chief Administrative Officer

DRAFT





## STAFF REPORT TO COUNCIL

Council Meeting: June 29, 2022  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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

**FILE NO:** 1880-20 SOFI

**SUBJECT:** 2021 STATEMENT OF FINANCIAL INFORMATION REPORT

**REPORT NO:** 22-95

**ATTACHMENT(S):** APPENDIX A - 2021 STATEMENT OF FINANCIAL INFORMATION

### RECOMMENDATION(S):

**THAT** Council approve the District of Ucluelet 2021 Statement of Financial Information as attached to the June 29, 2022 Staff Report Number 22-95.

### PURPOSE:

The purpose of this report is for Council to approve the 2021 Statement of Financial Information (SOFI) report as attached.

### BACKGROUND:

Section 2 of the *Financial Information Act* requires a SOFI be prepared by a municipality and schedule 1, section 9(2) *Financial Information Regulation* requires that the SOFI be approved by its Council and by the officer assigned responsibility for financial administration under the *Community Charter*.

The SOFI report must include the following:

- Audited financial statements;
- Schedule of remuneration and expenses for all Councilor's;
- Schedule of remuneration and expenses for each employee that exceeds \$75,000;
- Schedule of suppliers of goods and services;
- Statement of payments of grants; and,
- A signature of approval.

**Respectfully submitted:**

Donna Monteith, Chief Financial Officer

DUANE LAWRENCE, CAO

Appendix A



DISTRICT OF UCLUELET

2021

STATEMENT OF  
FINANCIAL INFORMATION



## THE CORPORATION OF THE DISTRICT OF UCLUELET

2021 Statement of Financial Information

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### Financial Statements

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## STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced by the Financial Information Act.

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Donna Monteith  
Chief Financial Officer

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Mayco Noël  
Mayor

Dated this 29<sup>th</sup> day of June, 2022

### Management's Responsibility

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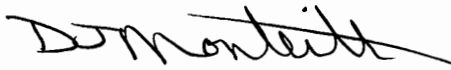
The accompanying consolidated financial statements of the District of Ucluelet (the "District") are the responsibility of management and have been prepared in compliance with applicable legislation, and in accordance with generally accepted accounting standards for local governments as established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of significant accounting policies is described in Note 1 to the consolidated financial statements. The preparation of the consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditor to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by MNP LLP; independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

May 31, 2022



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Donna Monteith  
Chief Financial Officer



## Independent Auditor's Report

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To the Mayor and Council of District of Ucluelet:

### Opinion

We have audited the consolidated financial statements of District of Ucluelet (the "District"), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statements of operations, changes in net financial assets and cash flows and related schedules for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2021, and the results of its consolidated operations, changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information, consisting of an annual report, which is expected to be made available to us after the date of this auditor's report.

Our opinion on the consolidated financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the consolidated financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.



Those charged with governance are responsible for overseeing the District's financial reporting process.

### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nanaimo, British Columbia

May 31, 2022

**MNP** LLP

Chartered Professional Accountants

**District of Ucluelet**  
**Consolidated Statement of Financial Position**  
*As at December 31, 2021*

	2021	2020
<b>Financial Assets</b>		
Cash and cash equivalents	\$ 5,701,168	\$ 5,036,975
Investments (Note 2)	8,242,966	8,208,742
Accounts receivable (Note 3)	520,439	716,635
Investment in Government Business Enterprise (Note 4)	1,723,371	738,305
	<b>\$ 16,187,944</b>	<b>\$ 14,700,657</b>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	\$ 812,345	\$ 1,689,659
Refundable deposits (Note 6)	221,064	97,500
Deferred revenue (Note 7)	2,151,297	1,078,420
Prepaid property taxes and utilities	75,526	69,090
Development cost charges (Note 8)	1,038,469	824,943
Equipment financing (Note 9)	143,825	183,811
Debt (Note 10)	1,754,565	1,849,048
	<b>\$ 6,197,091</b>	<b>\$ 5,792,471</b>
<b>Net Financial Assets</b>	<b>\$ 9,990,853</b>	<b>\$ 8,908,186</b>
<b>Non-Financial Assets</b>		
Tangible capital assets (Note 11, Schedule 1)	\$ 40,979,160	\$ 41,265,691
Inventory of supplies	20,944	20,944
Prepaid expenses	83,988	66,008
	<b>\$ 41,084,092</b>	<b>\$ 41,352,643</b>
<b>Accumulated Surplus (Note 12)</b>	<b>\$ 51,074,945</b>	<b>\$ 50,260,829</b>
<b>Commitments and contingencies (Note 17)</b>		
<b>Significant event (Note 20)</b>		

  
 \_\_\_\_\_  
 Chief Administrative Officer

The accompanying notes are an integral part of these consolidated financial statements

**District of Ucluelet**  
**Consolidated Statement of Operations**

*For the year ended December 31, 2021*

	2021 Budget (Note 18)		2021		2020
<b>Revenue</b>					
Taxation, net (Note 14)	\$ 3,418,406	\$	<b>3,426,783</b>	\$	3,335,494
Sale of services	2,022,412		<b>1,838,444</b>		1,762,572
Other revenue from own sources	46,800		<b>372,999</b>		346,837
Investment income	38,500		<b>48,562</b>		61,814
Grants and contributions	8,227,063		<b>1,061,452</b>		1,506,312
Ministry and Regional District Tax	250,000		<b>545,737</b>		366,338
Earnings from Investment in Government Business Enterprise (Note 4)	-		<b>985,066</b>		466,140
	\$ 14,003,181	\$	<b>8,279,043</b>	\$	7,845,507
<b>Expenses</b>					
General government services	\$ 1,682,430	\$	<b>1,278,282</b>	\$	1,286,764
Protective services	385,067		<b>564,529</b>		418,048
Transportation services	1,316,144		<b>1,432,303</b>		1,199,419
Planning and environmental services	790,726		<b>452,855</b>		606,475
Recreation and cultural services	2,147,540		<b>2,316,108</b>		1,926,767
Water utility	1,224,437		<b>709,383</b>		643,553
Sewer utility	948,400		<b>711,467</b>		597,202
	\$ 8,494,744	\$	<b>7,464,927</b>	\$	6,678,228
<b>Annual surplus</b>	5,508,437		<b>814,116</b>		1,167,279
<b>Accumulated surplus, Beginning of the year</b>	50,260,829		<b>50,260,829</b>		49,093,550
<b>Accumulated surplus, End of the year</b>	\$ 55,769,266	\$	<b>51,074,945</b>	\$	50,260,829

The accompanying notes are an integral part of these consolidated financial statements

**District of Ucluelet**  
**Consolidated Statement of Change in Net Financial Assets**

*For the year ended December 31, 2021*

	<i>2021 Budget (Note 18)</i>	<b>2021</b>	<i>2020</i>
<b>Annual surplus</b>	\$ 5,508,437	\$ 814,116	\$ 1,167,279
Acquisition of tangible capital assets	(8,809,102)	<b>(1,014,296)</b>	(1,619,534)
Loss on disposal of tangible capital assets	-	<b>113</b>	15,651
Amortization of tangible capital assets	1,167,665	<b>1,300,714</b>	1,184,015
Change in prepaid expenses	-	<b>(17,980)</b>	8,753
<b>Increase (decrease) in Net Financial Assets</b>	(2,133,000)	<b>1,082,667</b>	756,164
<b>Net Financial Assets, Beginning of the year</b>	8,908,186	<b>8,908,186</b>	8,152,022
<b>Net Financial Assets, End of the year</b>	\$ 6,775,186	\$ <b>9,990,853</b>	\$ 8,908,186

The accompanying notes are an integral part of these consolidated financial statements



**District of Ucluelet**  
**Consolidated Statement of Cash Flows**  
*For the year ended December 31, 2021*

	2021	2020
<b>Operating Transactions</b>		
Annual surplus	\$ 814,116	\$ 1,167,279
Non-cash items included in surplus:		
Amortization of tangible capital assets	1,300,714	1,184,015
Loss on disposal of tangible capital assets	113	15,651
Earnings from investment in Government Business Enterprise	(985,066)	(466,140)
Actuarial adjustment on debt	(22,169)	(13,326)
	<b>\$ 1,107,708</b>	<b>\$ 1,887,479</b>
<b>Change in non-cash working capital balances related to operations</b>		
Accounts receivable	\$ 196,196	\$ (4,870)
Accounts payable and accrued liabilities	(877,314)	874,897
Refundable deposits	123,564	(51,835)
Deferred revenue	1,072,877	437,557
Prepaid property taxes and utilities	6,436	27,415
Development cost charges	213,526	49,736
Prepaid expenses	(17,980)	8,753
	<b>\$ 1,825,013</b>	<b>\$ 3,229,132</b>
<b>Capital Transactions</b>		
Acquisition of tangible capital assets	\$ (1,014,296)	\$ (1,619,534)
<b>Investment Transactions</b>		
Decrease (increase) in investments	\$ (34,224)	\$ (64,951)
Dividends received from Government Business Enterprise	-	458,000
	<b>(34,224)</b>	<b>393,049</b>
<b>Financing activities</b>		
Proceeds from equipment financing	\$ -	\$ 200,000
Debt repaid	(112,300)	(88,503)
	<b>\$ (112,300)</b>	<b>\$ 111,497</b>
Net change in cash and cash equivalents	<b>664,193</b>	<b>2,114,144</b>
Cash and cash equivalents, Beginning of the year	<b>5,036,975</b>	<b>2,922,831</b>
Cash and cash equivalents, End of the year	<b>\$ 5,701,168</b>	<b>\$ 5,036,975</b>

The accompanying notes are an integral part of these consolidated financial statements

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

The District of Ucluelet (the "District") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia. The District's principal activities include the provision of local government services to residents of the incorporated area.

**1. Significant accounting policies**

The consolidated financial statements of the District are prepared by management in accordance with Canadian public sector accounting standards, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada. Significant accounting policies adopted by the District are as follows:

**(a) Reporting entity**

The consolidated financial statements reflect the combination of all the assets, liabilities, revenues, expenses, and accumulated surplus of the District. Inter-departmental balances and transactions have been eliminated.

The District's business partnerships, jointly owned and controlled by the District but not dependent on the District for their continuing operations, are included in the consolidated financial statements using the modified equity method.

The modified equity method of accounting is modified only to the extent that the business entity accounting principles are not adjusted to conform to those of the District. Thus, the District's investment in these entities is recorded at acquisition cost and is increased for the proportionate share of post-acquisition earnings and decreased by post acquisition losses and distributions received.

Entities accounted for by the modified equity basis include:

- Barkley Community Forest Limited Partnership (50% ownership)
- Ucluelet Economic Development Corporation (wholly owned)

The District administers certain trust assets on behalf of external parties which are excluded from the financial statements.

**(b) Basis of presentation**

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

**(c) Government transfers**

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent the transfer gives rise to an obligation that meets the definition of a liability.

**(d) Property tax revenue**

Property tax revenue is recognized on an accrual basis using the approved tax rates and the anticipated assessment related to the current year.

**(e) Deferred revenue**

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**1. Significant accounting policies** *(continued)*

- (f) **Development cost charges**  
 Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenditures are incurred development cost charges are recognized as revenue in amounts which equal the associated expenses.
- (g) **Cash and cash equivalents**  
 Cash and cash equivalents include short-term, highly liquid investments with a term to maturity of 90 days or less at acquisition.
- (h) **Deposits and repayments**  
 Receipts restricted by third parties are deferred and recorded as deposits and are refundable under certain circumstances. Deposits and prepayments are recognized as revenue when qualifying expenditures are incurred.
- (i) **Employee future benefits**  
 The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.
- Sick leave and other benefits are available to the District's employees. The costs of these benefits are estimated based on accumulated sick leave and best estimates of future usage and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.
- (j) **Investment income**  
 Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue, development cost charges and deposits and prepayments is added to the investment and forms part of the liability balance.
- (k) **Debt**  
 Debt is recorded net of related payments and actuarial earnings.
- (l) **Non-financial assets**  
 Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

a. **Tangible capital assets**

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to the acquisition, construction, development, or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

<b>Asset</b>	<b>Useful life - years</b>
Buildings	10 - 60
Vehicles and Equipment	5 - 25
Other structures	15 - 50
Roads	20 - 60
Drainage structures	30 - 50
Water structures	10 - 50
Sewer structures	10 - 50

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**1. Significant accounting policies** *(continued)*

Amortization is charged annually, including the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services or when the value of the future economic benefits associated with the asset are less than the book value of the asset.

- b. Contributions of tangible capital assets  
Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are recorded as revenue.
- c. Natural resources  
Natural resources that have not been purchased are not recognized as assets in the consolidated financial statements.
- d. Works of art and cultural historic assets  
Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.
- e. Interest capitalization  
The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.
- f. Leased tangible capital assets  
Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as operating leases and the related payments are charged to expenses as incurred.
- g. Inventory of supplies  
Inventory of supplies held for consumption are recorded at lower of cost and replacement cost.

(m) **Contaminated sites**

A liability for remediation of contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the District is either directly responsible or accepts the responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2021.

At each financial reporting date, the District reviews the carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The District continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when made. As at December 31, 2021, the District has not recorded any liability for contaminated sites as no such sites exist.

(n) **Use of estimates**

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the period. Significant areas requiring the use of management estimates relate to the collectability of accounts receivable, accrued liabilities, employee future benefits, provisions for contingencies and amortization, useful lives, and salvage values for determining tangible capital asset values. Actual results could differ from these estimates.

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**2. Investments**

Investments include funds invested in Guaranteed Investment Certificates and Money Market funds with CIBC Wood Gundy and the Municipal Finance Authority of B.C. The investments are carried at market value which is equal to the carrying value.

**3. Accounts receivable**

	2021	2020
Property taxes	\$ 147,796	\$ 149,908
Due from other governments	39,425	54,380
User fee and other	333,218	512,347
	<b>\$ 520,439</b>	<b>\$ 716,635</b>

**4. Investment in Government Business Enterprise**

The Barkley Community Forest Limited Partnership is a limited partnership owned by the District and Toquaht Nation as limited partners and Barkley Community Forest Corporation as the general partner. The objective and purpose of the partnership is to hold one or more Community Forest Agreements and to carry on such business and activities as may be desirable and permitted under the Community Forest Agreements.

The following table provides condensed supplementary financial information for the limited partnership at December 31, 2021.

	2021	2020
<b>Financial position</b>		
Assets	\$ 4,519,020	\$ 1,660,883
Liabilities		
Current	\$ 600,746	\$ 25,000
Silviculture accrual	471,532	159,272
	<b>1,072,278</b>	<b>184,272</b>
Equity		
Retained earnings	3,446,742	1,476,611
	<b>\$ 4,519,020</b>	<b>\$ 1,660,883</b>
<b>Operations</b>		
Revenue	\$ 2,588,909	\$ 1,698,161
Expenses	618,778	765,881
	<b>\$ 1,970,131</b>	<b>\$ 932,280</b>

The District's share of income from the government business enterprise was a total of \$985,066 (2020 - \$466,140). During 2021, the District received nil (2020 - \$458,000) dividends from the government business enterprise, which was recorded as a reduction in its investment in the prior year. No other transactions occurred between the two entities.

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**5. Accounts payable and accrued liabilities**

	2021	2020
Trade accounts payable	\$ 490,016	\$ 515,216
Salaries and wages payable	118,041	137,529
Employee future benefits	112,414	70,326
Due to other governments	74,901	949,615
Accrued interest	16,973	16,973
	<b>\$ 812,345</b>	<b>\$ 1,689,659</b>

**6. Refundable deposits**

	2021	2020
Damage deposits	\$ 113,150	\$ 97,500
Developer performance deposits	107,914	-
	<b>\$ 221,064</b>	<b>\$ 97,500</b>

**7. Deferred revenue**

Deferred revenue consists of the following balances:

	Opening balance	Interest	Receipts	Revenue Recognized	Ending balance
Resort Municipality Initiative	\$ 1,010,621	\$ 4,248	\$ 361,398	\$ 317,920	\$ 1,058,347
Other	67,799	-	1,088,882	63,731	1,092,950
	<b>\$ 1,078,420</b>	<b>\$ 4,248</b>	<b>\$ 1,450,280</b>	<b>\$ 381,651</b>	<b>\$ 2,151,297</b>

**8. Development cost charges**

Development cost charges represent funds received from developers and deposited into a separate fund for capital expenditures. The District records these funds as a liability upon receipt which is then recognized as revenue when the related costs are incurred.

	Opening balance	Interest	Receipts	Revenue recognized	Ending balance
Roads	\$ 79,035	\$ 329	\$ 42,614	\$ -	\$ 121,978
Storm water	210,140	745	-	-	210,885
Sewer	219,933	836	54,756	-	275,525
Water	126,251	536	76,654	-	203,441
Parks	189,584	721	36,335	-	226,640
	<b>\$ 824,943</b>	<b>\$ 3,167</b>	<b>\$ 210,359</b>	<b>\$ -</b>	<b>\$ 1,038,469</b>

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**9. Equipment financing**

The District is party to an equipment loan financed through the Municipal Finance Authority for the acquisition of vehicles. The loan has a term of five years and bears interest at a rate of 1.22%. The vehicles under this loan have a carrying value of \$166,771 (2020 - \$196,201) and are recorded as non-financial assets in the consolidated financial statements.

Principal payments on the debt for the next four years are as follows:

2022	\$	40,051
2023		40,376
2024		40,943
2025		22,455

**10. Debt**

The District obtains debenture debt through the Municipal Finance Authority (MFA), pursuant to security issuing bylaws under authority of the Local Government Act, to finance capital expenditures.

	Interest Rate	Original Amount	Repayments and actuarial earnings	Balance 2021	Balance 2020
MFA issue 1074	2.90%	\$ 1,948,000	\$ 561,589	\$ 1,386,411	\$ 1,452,987
MFA issue 1195	2.65%	475,000	106,846	368,154	396,061
		\$ 2,423,000	\$ 668,435	\$ 1,754,565	\$ 1,849,048

As a condition of the borrowing through MFA, a portion of the debenture proceeds is retained by the MFA as a debt reserve fund. As at December 31, 2021, the cash balance of the District's debt reserve funds was \$30,778 (2020 - \$30,263). Debt reserve funds are not recorded elsewhere in the consolidated financial statements.

The loan agreements with the Alberni-Clayoquot Regional District and the MFA provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect to such borrowings, the resulting deficiency becomes a liability of the District.

Principal payments on debt for the next five years are as follows:

2022	\$	77,734
2023		77,734
2024		77,734
2025		77,734
2026		77,734

Interest paid during the year was \$76,610 (2020 - \$76,610).

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**11. Tangible capital assets**

## (a) Contributed tangible capital assets

Contributed tangible capital assets of nil (2020 – nil) were recognized during the year.

## (b) Tangible capital assets disclosed at nominal values

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value.

## (c) Write-down of tangible capital assets

No write-down of tangible capital assets occurred during the year.

## (d) Work in progress

During the year there were net transfers from work in progress of \$2,948,482 (2020 - \$865,537 net additions). Amortization of work in progress commences in the year the asset is transferred to tangible capital assets and is put into service.

**12. Accumulated surplus**

Accumulated surplus consists of individual fund surplus and reserve funds as follows:

	2021	2020
Investment in tangible capital assets	\$ 39,080,774	\$ 39,232,562
Reserves (Note 13)	6,258,399	6,460,368
Unrestricted surplus	5,735,772	4,567,899
	<b>\$ 51,074,945</b>	<b>\$ 50,260,829</b>

**13. Reserves**

	Opening balance	Interest allocated	Contributions	Funding	Ending balance
Barkley Community Reserve	\$ 2,966,019	\$ 11,849	\$ -	\$ 174,803	\$ 2,803,065
Community Works Fund	1,250,929	5,196	260,880	237,885	1,279,120
COVID-19 Safe Restart fund	550,514	1,797	-	227,605	324,706
Small Craft Harbours	340,806	1,384	45,000	53,994	333,196
Affordable Housing	745,780	3,383	152,064	-	901,227
Land sale	62,513	157	-	-	62,670
Social	121,843	309	-	-	122,152
Recreation	11,723	27	9,000	-	20,750
Park Dedication	322,974	730	-	-	323,704
Parking	19,496	90	-	-	19,586
Sewer debt	56,144	139	-	-	56,283
Equipment	11,627	313	-	-	11,940
	<b>\$ 6,460,368</b>	<b>\$ 25,374</b>	<b>\$ 466,944</b>	<b>\$ 694,287</b>	<b>\$ 6,258,399</b>



**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**13. Reserves (continued)**

The Community Works Fund (Gas Tax) is provided by the Government of Canada. The use of the funding is established by a funding agreement between the District and the Union of British Columbia Municipalities. Gas Tax funding may be used toward designated public transit, community energy, water, wastewater, solid waste, and capacity building projects, as specified in the funding agreements.

The COVID-19 Safe Restart Grant for Local Governments was provided to local governments to assist with the increased operating costs and revenue short-falls as a result of the COVID-19 pandemic. The COVID-19 Safe Restart Grant may be used towards specific eligible costs for funding such as addressing revenue short-falls, facility reopening and operating costs, emergency planning and response costs, bylaw enforcement and protective services, computer and other technology costs, and services for vulnerable persons.

The District of Ucluelet received \$764,000 in COVID-19 Safe Restart Grant in 2020 and reports the balance in a reserve fund until it is used to fund eligible costs.

	2021	2020
Opening balance of unspent funding	\$ 550,514	\$ -
Add: funding received during the year	-	764,000
Add: interest	1,797	-
Less: amount spent on projects		
Lost recreation and other revenue	141,058	206,627
Information technology	-	6,859
Temporary part-time janitor	14,660	-
RCMP reservist/Bylaw officer	37,888	-
Temporary sanitation labourer	33,999	-
	<b>\$ 324,706</b>	<b>\$ 550,514</b>

**14. Taxation**

Taxation revenue, reported on the consolidated statement of operations, is comprised of the following:

	2021	2020
Municipal purposes		
General	\$ 3,083,572	\$ 3,003,600
Utility	46,114	44,810
Parcel taxes	244,695	248,160
Grants in lieu of taxes	52,402	38,924
	<b>3,426,783</b>	<b>3,335,494</b>
Taxes levied for other authorities		
School authorities	1,552,895	1,195,862
RCMP	180,265	178,710
Regional Hospital	171,241	168,947
Regional District	381,216	365,384
BC Assessment Authority	37,954	36,164
Vancouver Island Regional Library	122,169	120,115
Municipal Finance Authority	178	167
	<b>2,448,918</b>	<b>2,065,349</b>
Total taxes collected	<b>\$ 5,872,701</b>	<b>\$ 5,400,843</b>

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**15. Trust funds**

Trust funds administered by the District have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations. The District holds trust funds under British Columbia law for the purposes of maintaining a public cemetery.

	2021	2020
Opening balance	\$ 26,267	\$ 25,656
Interest earned	60	611
Ending balance	\$ 26,327	\$ 26,267

**16. Pension plan**

The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$207,974 (2020 - \$205,108) for employer contributions to the plan in fiscal 2021.

**17. Commitments and contingencies**

- (a) Debt issued by the Alberni Clayoquot Regional District (ACRD), under provisions of the Local Government Act, is a direct, joint and several liability of the ACRD and each member municipality within the ACRD, including the District.
- (b) In the normal course of a year, claims for damages are made against the District. The District records an accrual in respect to legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The District is self-insured for general liability claims through membership in the Municipal Insurance Association of British Columbia. Under this program, member municipalities are to share jointly for general liability claims against any member in excess of \$5,000. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with the other participants, would be required to contribute towards the deficit.

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

**18. Budget**

The budget presented in these consolidated financial statements includes both operating and capital budgets. The District of Ucluelet budget was approved by Council on April 27, 2021, with the adoption of the Five-Year Financial Plan (2021 – 2025) Bylaw No 1289, 2021. The chart below reconciles the approved budget to the budget figures reported in these financial statements. Cemetery expenses are included in the budget but excluded from the annual surplus because these funds are held in trust and not reported in the consolidated financial statements of the District (Note 15).

		2021 Budget
Consolidated Budgeted Surplus, per District of Ucluelet Financial Plan Bylaw 1289		\$ -
Add		
Acquisition of tangible capital assets		8,809,102
Debt repayment		171,106
Transfers to reserves		55,000
Net cemetery expenses		9,867
Less		
Proceeds of borrowing		-
Transfers from reserves		(2,368,973)
Amortization		(1,167,665)
Consolidated Budgeted Deficit, per Consolidated Statement of Operations		\$ 5,508,437

**19. Segmented information**

The District is a diversified municipal organization that provides a wide range of services to its citizens. District services are provided by departments and their activities reported separately. Certain functions that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

**General government services**

The general government operations provide the functions of corporate administration and legislative services and any other functions categorized as non-departmental.

**Protective services**

Protective services are comprised of three different functions, including the District's emergency management agency, fire, and regulatory services. The emergency management agency prepares the District to be more prepared and can respond to, recover from, and be aware of, the devastating effects of a disaster or major catastrophic event that will impact the community. The fire department is responsible for providing critical, life-saving services in preventing or minimizing the loss of life and property from fire and natural or man-made emergencies. The mandate of the regulatory services function is to promote, facilitate and enforce general compliance with the provisions of bylaws that pertain to the health, safety and welfare of the community and provide a full range of planning services related to zoning, development permits, variance permits, and current regulatory issues.

**Transportation services**

Transportation services is responsible for a wide variety of transportation functions such as roads and streets. As well, services are provided around infrastructure, transportation planning, pedestrian and cycling issues, harbour facilities, and on-street parking regulations, including street signs and painting.

**District of Ucluelet**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2021**

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**19. Segment information** *(continued)*

**Planning and environmental services**

Planning works to achieve the District's community planning goals through the official community plan, and other policy initiatives. Environmental services were established to assist the Emergency, Planning, Public Works, and Recreation Departments with programs associated with the maintenance or improvement of the natural ecosystem.

**Recreation and cultural services**

Parks is responsible for the maintenance and development of all park facilities. Cultural services facilitate the provision of recreation and wellness programs and services.

**Water and Sewer utilities**

The water and sewer utilities operate and distribute the water and sewer networks. They are responsible for the construction and maintenance of the water and sewer distribution systems, including mains and pump stations.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1. Taxation revenue is recognized as general government revenue and has not been allocated to other segments.

**20. Significant event**

In early 2020, there was an outbreak of COVID-19 (coronavirus), which has had a significant impact on organizations through the restrictions put in place by the Canadian, provincial, and municipal governments regarding travel, municipality operations and isolation/quarantine orders. In the current year the effects of COVID-19 on the District included staff vacancies, supply chain issues, escalating costs, and delays of capital projects. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the District as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographical spread of the disease and the duration of the outbreak, including the duration of travel restrictions, office closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

Schedule 1

**District of Ucluelet**  
**Consolidated Schedule of Tangible Capital Assets**  
 Year ended December 31, 2021

2021	Land	Buildings	Vehicles and equipment	Other structures	Roads	Drainage structures	Water structures	Sewer Structures	Work in progress	Total 2021
<b>Cost</b>										
Opening balance	\$ 14,718,568	\$ 11,014,552	\$ 3,438,325	\$ 3,674,962	\$ 8,041,384	\$ 1,609,012	\$ 6,218,483	\$ 9,188,270	\$ 3,821,425	\$ 61,724,981
Add: Additions	-	14,568	-	143,887	323,215	-	108,277	24,131	400,218	1,014,296
Less: Disposals	-	-	(18,288)	-	-	-	-	-	-	(18,288)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	1,575	559,484	-	184,791	2,602,850	(3,348,700)	-
Closing balance	14,718,568	11,029,120	3,420,037	3,820,424	8,924,083	1,609,012	6,511,551	11,815,251	872,943	62,720,989
<b>Accumulated Amortization</b>										
Opening Balance	-	3,082,699	2,137,360	2,166,101	4,227,071	758,697	3,066,289	5,021,073	-	20,459,290
Add: Amortization	-	229,233	151,955	170,154	213,885	36,584	214,840	284,063	-	1,300,714
Less: Write-downs	-	-	(18,175)	-	-	-	-	-	-	(18,175)
Less: Disposals	-	-	-	-	-	-	-	-	-	-
Ending Balance	-	3,311,932	2,271,140	2,336,255	4,440,956	795,281	3,281,129	5,305,136	-	21,741,829
<b>Net Book Value</b>	<b>\$ 14,718,568</b>	<b>\$ 7,717,188</b>	<b>\$ 1,148,897</b>	<b>\$ 1,484,169</b>	<b>\$ 4,483,127</b>	<b>\$ 813,731</b>	<b>\$ 3,230,422</b>	<b>\$ 6,510,115</b>	<b>\$ 872,943</b>	<b>\$ 40,979,160</b>

2020	Land	Buildings	Vehicles and equipment	Other structures	Roads	Drainage structures	Water structures	Sewer Structures	Work in progress	Total 2020
<b>Cost</b>										
Opening balance	\$ 14,718,568	\$ 11,004,081	\$ 2,982,021	\$ 3,602,097	\$ 7,866,781	\$ 1,609,012	\$ 6,218,210	\$ 9,164,441	\$ 2,955,888	\$ 60,121,099
Add: Additions	-	10,471	455,705	72,865	8,827	-	273	-	1,071,393	1,619,534
Less: Disposals	-	-	-	-	-	-	-	-	(15,652)	(15,652)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	599	-	165,776	-	-	23,829	(190,204)	-
Closing balance	14,718,568	11,014,552	3,438,325	3,674,962	8,041,384	1,609,012	6,218,483	9,188,270	3,821,425	61,724,981
<b>Accumulated Amortization</b>										
Opening Balance	-	2,853,102	2,002,933	2,003,607	4,033,486	722,114	2,860,813	4,799,220	-	19,275,275
Add: Amortization	-	229,597	134,427	162,494	193,585	36,583	205,476	221,853	-	1,184,015
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Less: Disposals	-	-	-	-	-	-	-	-	-	-
Ending Balance	-	3,082,699	2,137,360	2,166,101	4,227,071	758,697	3,066,289	5,021,073	-	20,459,290
<b>Net Book Value</b>	<b>\$ 14,718,568</b>	<b>\$ 7,931,853</b>	<b>\$ 1,300,965</b>	<b>\$ 1,508,861</b>	<b>\$ 3,814,313</b>	<b>\$ 850,315</b>	<b>\$ 3,152,194</b>	<b>\$ 4,167,197</b>	<b>\$ 3,821,425</b>	<b>\$ 41,265,691</b>

Schedule 2

**District of Ucluelet**  
**Consolidated Schedule of Segment Disclosure by Service**  
*Year ended December 31, 2021*

	General Government Services	Protective Services	Transportation Services	Planning and Environmental Services	Recreation and Cultural Services	Water Utility	Sewer Utility	2021 Actual
<b>Revenue</b>								
Taxation, net	\$ 3,182,088	\$ -	\$ -	\$ -	\$ -	\$ 118,640	\$ 126,055	\$ 3,426,783
Sale of services	7,030	-	401,429	29,253	287,234	633,661	479,837	1,838,444
Grants and contributions	695,871	25,300	7,000	-	333,281	-	-	1,061,452
Investment income	48,562	-	-	-	-	-	-	48,562
Other revenue from own sources	1,058,153	26,532	-	228,378	545,737	42,609	2,393	1,903,802
	<b>4,991,704</b>	<b>51,832</b>	<b>408,429</b>	<b>257,631</b>	<b>1,166,252</b>	<b>794,910</b>	<b>608,285</b>	<b>8,279,043</b>
<b>Expenses</b>								
Salaries and wages	\$ 759,004	\$ 231,990	\$ 401,967	\$ 304,211	\$ 920,876	\$ 253,955	\$ 165,226	\$ 3,037,229
Contracted services	73,056	35,595	322,785	26,038	148,982	78,933	123,319	808,708
Materials and supplies	47,398	169,934	174,469	9,024	179,938	74,208	75,072	730,043
Interest and other	282,015	94,391	41,908	59,697	615,003	22,732	3,396	1,119,142
Audit and legal	56,922	-	-	53,885	-	-	-	110,807
Telephone and utilities	59,887	32,619	88,751	-	51,921	64,714	60,392	358,284
Amortization	-	-	402,423	-	399,388	214,841	284,062	1,300,714
	<b>1,278,282</b>	<b>564,529</b>	<b>1,432,303</b>	<b>452,855</b>	<b>2,316,108</b>	<b>709,383</b>	<b>711,467</b>	<b>7,464,927</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,713,422</b>	<b>\$ (512,697)</b>	<b>\$ (1,023,874)</b>	<b>\$ (195,224)</b>	<b>\$ (1,149,856)</b>	<b>\$ 85,527</b>	<b>\$ (103,182)</b>	<b>\$ 814,116</b>

	General Government Services	Protective Services	Transportation Services	Planning and Environmental Services	Recreation and Cultural Services	Water Utility	Sewer Utility	2020 Actual
<b>Revenue</b>								
Taxation, net	\$ 3,087,334	\$ -	\$ -	\$ -	\$ -	\$ 120,320	\$ 127,840	\$ 3,335,494
Sale of services	5,407	-	342,643	104,692	205,978	631,727	472,125	1,762,572
Grants and contributions	1,423,623	22,352	7,000	-	53,337	-	-	1,506,312
Investment income	61,814	-	-	-	-	-	-	61,814
Other revenue from own sources	567,759	17,439	-	213,954	366,338	6,990	6,835	1,179,315
	<b>5,145,937</b>	<b>39,791</b>	<b>349,643</b>	<b>318,646</b>	<b>625,653</b>	<b>759,037</b>	<b>606,800</b>	<b>7,845,507</b>
<b>Expenses</b>								
Salaries and wages	\$ 746,459	\$ 209,419	\$ 292,678	\$ 251,038	\$ 838,826	\$ 241,963	\$ 142,519	\$ 2,722,902
Contracted services	78,859	29,751	282,701	196,516	75,558	82,589	65,369	811,343
Materials and supplies	39,536	75,456	144,651	8,585	139,449	35,437	108,153	551,267
Interest and other	299,797	78,868	33,549	105,228	427,350	17,871	3,039	965,702
Audit and legal	67,219	-	384	45,108	-	-	-	112,711
Telephone and utilities	54,894	24,554	80,861	-	53,493	60,217	56,269	330,288
Amortization	-	-	364,595	-	392,091	205,476	221,853	1,184,015
	<b>1,286,764</b>	<b>418,048</b>	<b>1,199,419</b>	<b>606,475</b>	<b>1,926,767</b>	<b>643,553</b>	<b>597,202</b>	<b>6,678,228</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,859,173</b>	<b>\$ (378,257)</b>	<b>\$ (849,776)</b>	<b>\$ (287,829)</b>	<b>\$ (1,301,114)</b>	<b>\$ 115,484</b>	<b>\$ 9,598</b>	<b>\$ 1,167,279</b>

THE CORPORATION OF THE DISTRICT OF UCLUELET

2021 Statement of Financial Information

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Schedule of Council Remuneration and Expenses (unaudited)

<b>Name</b>		<b>Position</b>	<b>Remuneration (\$)</b>	<b>Expenses (\$)</b>
Cole	Rachelle	Councillor	16,197.99	987.95
Hoar	Jennifer	Councillor	17,077.99	987.95
Kemps	Lara	Councillor	15,979.99	199.00
McEwen	Marilyn	Councillor	18,037.99	1,022.95
Noel	Mayco	Mayor	<u>28,301.70</u>	<u>1,606.04</u>
			<u>95,595.66</u>	<u>4,803.89</u>

The Schedule of Employee Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

THE CORPORATION OF THE DISTRICT OF UCLUELET

2021 Statement of Financial Information

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Schedule of Employee Remuneration and Expenses (unaudited)

Name		Position	Remuneration (\$)	Expenses (\$)
Monteith	Donna	Chief Financial Officer	120,747.15 *	3,264.00
Greig	Bruce	Manager of Community Planning	109,255.21	2,030.54
Fortune	Abigail	Manager of Parks and Recreation	100,417.74	-
Cannon	Warren	Manager of Public Works	97,497.33	-
Geddes	Richard	Fire Chief	94,384.38	3,032.74
Taron	Brent	Public Works Foreman	84,720.33	-
Rotenberg	Joseph	Manager of Corporate Services	91,284.05	309.00
Towgood	John	Planner 1	82,581.77	-
Olson	Gary	Public Works Assistant Foreman	80,352.47	-
McDiarmid	John	Utility Operator	76,676.14	104.13
Aggregate over 75,000			\$ 937,916.57	\$ 8,740.41
Aggregate under 75,000			\$ 1,405,496.63	\$ 4,702.12
Totals (46)			<u>2,343,413.20</u>	<u>\$ 13,442.53</u>

The Schedule of Employee Remuneration has been prepared on a cash basis. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statements has been prepared.

\*Includes Acting Chief Administrative Officer salary



THE CORPORATION OF THE DISTRICT OF UCLUELET

2021 Statement of Financial Information

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Severance Agreements

There were no severance agreements in 2021.

## THE CORPORATION OF THE DISTRICT OF UCLUELET

2021 Statement of Financial Information

Schedule of Payment to Supplier for the Provision of Goods and Services (unaudited)

Supplier Name	Amount (\$)
ACRD	\$ 550,679.34
ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DIST	\$ 173,849.38
AON REED STENHOUSE INC.	\$ 90,440.00
ASSOCIATED ENGINEERING (B.C.) (LTD)	\$ 42,940.14
BC ASSESSMENT AUTHORITY	\$ 38,543.90
BC HYDRO	\$ 291,132.24
BUREAU VERITAS CANADA (2019) INC.	\$ 29,519.10
CANADA REVENUE AGENCY	\$ 654,063.52
CIBC - VISA CENTRE	\$ 124,403.42
DUNCAN ELECTRIC MOTOR LTD.	\$ 43,457.03
EDGETT EXCAVATING	\$ 295,643.79
ERIK LARSEN DIESEL CO. LTD.	\$ 27,691.74
FOUR STAR WATERWORKS	\$ 41,547.69
GIBSON BROS. CONTRACTING LTD.	\$ 27,903.76
GRALEWICZ LINDSAY	\$ 41,528.60
GREATPACIFIC CONSULTING LTD	\$ 51,594.91
HUB CITY PAVING LTD.	\$ 41,507.92
ICBC	\$ 28,125.00
KASSLYN CONTRACTING	\$ 176,820.80
KOERS & ASSOCIATES ENGINEERING LTD.	\$ 38,807.47
LANARC 2015 CONSULTANTS LTD.	\$ 28,337.97
MINISTRY OF FINANCE	\$ 1,024,887.53
MISCELLANEOUS CHEQUE	\$ 136,133.16
MNP LLP	\$ 31,724.43
MUNICIPAL PENSION PLAN	\$ 374,191.88
NORTH PACIFIC REPAIR	\$ 25,318.43
PBX ENGINEERING LTD	\$ 26,569.41
RAYNER BRACHT CONSTRUCTION INC	\$ 27,078.95
RIDGELINE MECHANICAL LTD	\$ 105,617.22
SCHOOL DISTRICT 70 ALBERNI	\$ 66,171.31
SONBIRD REFUSE & RECYCLING LTD.	\$ 54,267.73
STEVE MARSHALL FORD LINCOLN LTD	\$ 68,195.68
SUN LIFE ASSURANCE COMPANY OF CANADA	\$ 178,941.69
TELUS COMMUNICATIONS INC.	\$ 62,824.94
TOFINO DISTRICT OF	\$ 80,016.77
TOURISM UCLUELET	\$ 305,567.15
UCLUELET CHAMBER OF COMMERCE	\$ 28,168.00
UCLUELET CONSUMER'S CO-OPERATIVE ASSN	\$ 62,733.82
UCLUELET RENT-IT CENTER LTD	\$ 38,759.47
UKEE INFO TECH	\$ 69,926.02
URBAN SYSTEMS LTD.	\$ 463,999.86
VANCOUVER ISLAND REGIONAL LIBRARY	\$ 126,797.64
WINDSOR PLYWOOD - UCLUELET DIV.	\$ 61,560.77
WISHBONE INDUSTRIES LTD	\$ 53,522.01
WORKSAFE BC	\$ 54,128.52
YOUNG ANDERSON	\$ 61,924.66
Payments Made (Vendors Over \$25000)	\$ 6,427,564.77
Miscellaneous Payments (\$25000 and Under)	\$ 1,269,476.58
<b>TOTAL Payments</b>	<b>\$ 7,697,041.35</b>

The Schedule of Payment to Suppliers for the Provision of Goods and Services has been prepared on a cash basis, and due to the limitations imposed by the accounts payable system includes certain disbursements that are not purchases of goods and services. The financial statements have been prepared on an accrual basis, and no reconciliation of this schedule with the financial statement has been prepared.

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THE CORPORATION OF THE DISTRICT OF UCLUELET  
2021 Statement of Financial Information

<u>Payments for the Purposes of Grants Contributions</u>	
<b>Recipient</b>	<b>Amount (\$)</b>
CENTRAL WESTCOAST FOREST SOCIETY	\$ 2,500.00
CLAYOQUOT BIOSPHERE TRUST	\$ 1,000.00
FOOD BANK ON THE EDGE	\$ 2,000.00
PACIFIC RIM HOSPICE SOCIETY	\$ 3,000.00
PACIFIC RIM WHALE FESTIVAL	\$ 1,500.00
WESTCOAST COMMUNITY RESOURCES SOCIETY	\$ 2,500.00
<b>TOTAL</b>	<b>\$ 12,500.00</b>





## STAFF REPORT TO COUNCIL

Council Meeting: JUNE 29, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

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<b>FROM:</b>	PAULA MASON, MANAGER OF CORPORATE SERVICES	<b>FILE NO:</b> 0640-20
<b>SUBJECT:</b>	CONSIDERATION OF THE 2021 ANNUAL MUNICIPAL REPORT	<b>REPORT NO:</b> 22-90
<b>ATTACHMENT(S):</b>	2021 ANNUAL MUNICIPAL REPORT	

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### RECOMMENDATION(S):

**THAT** Council receive and approve the District of Ucluelet 2021 Annual Report, including submissions and questions from the public, as presented in the June 29, 2022 Staff Report No. 22-90.

### PURPOSE:

The purpose of this report is to present the District of Ucluelet 2021 Annual Report, including all submissions and questions received from the public, to Council for their consideration.

### BACKGROUND:

[Section 98](#) of the *Community Charter* requires a Council to prepare an annual report and make the report available for public inspection prior to June 30 each year. The annual report must include the following:

- (a) the audited annual financial statements for the previous year;
- (b) Permissive Tax Exemptions;
- (c) a report respecting municipal services and operations for the previous year;
- (d) a progress report respecting the previous year in relation to the objectives and measures established for that year
- (e) any declarations of disqualification made under section 111
- (f) a statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives, for the current and next year; and
- (g) any other information the council considers advisable.

[Section 99](#) of the *Community Charter* requires Council to consider the report as well as any submissions and questions received from the public during the Public Inspection period, at least 14 days after the public inspection period, at a public meeting.

The District of Ucluelet's 2021 Annual Municipal Report was made available for public inspection between June 8, 2022 and June 22, 2022. Members of the public could either view the report online at the District of Ucluelet's website, or in person at the Municipal office during regular business hours.

Required Statutory Notices were published in the June 8, 2022 and June 15, 2022 issues of the Westery News newspaper, and were posted on the District's public notice posting places (notice boards and website). To date, the District has not received any submissions or questions from the public.

**RESPECTFULLY SUBMITTED:** PAULA MASON, MANAGER OF CORPORATE SERVICES  
DUANE LAWRENCE, CAO

DISTRICT OF UCLUELET

# 2021 ANNUAL REPORT







**2021 Annual Report**  
January 1 to December 31, 2021

This document was prepared by the Corporate Services Department,  
with departmental information provided by each Department Head.





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# OVERVIEW

## 2021 ANNUAL REPORT

### Our Community, Our Future

A true West Coast working harbour, home to approximately 2,000 residents, Ucluelet is a place rich in tradition and natural beauty. Located on the West Coast of Vancouver Island within the traditional lands of the Yuułu?if?ath First Nation, Ucluelet sits on the edge of the Wild Pacific Ocean. Our community offers visitors and residents the opportunity to live in and explore one of the world's most pristine coastlines, and although pleasantly remote, enjoys excellent physical and digital access to the rest of the world.

The people who make up the town of Ucluelet are known for being a friendly, hardworking, resourceful, and welcoming group of citizens who are fiercely protective of the land and sea, and the resources which have sustained the community for generations. Ucluelet has been recognized as a town committed to carefully managing its growth to ensure that, as it changes over time, the natural environment is protected, the social fabric of the community is strengthened, and the local economy becomes more diverse and vibrant.

### Our Role

The District of Ucluelet provides leadership in the community with emphasis on inclusive and strategic planning for the future. We play a role in unifying the community towards a common vision and communicating with our residents on issues that are important to them and the District. We collaborate with our neighbors to enhance our collective provision of services and to ensure effective advocacy on issues that affect our region. We are committed to the respectful and responsible stewardship of its natural resources and to the preservation of the local environment for future generations to come. Ultimately, our role is to pursue the aspirations of our community and leave a legacy for future generations.





## Our Commitment

- Lead by example
- Own our decisions and the outcomes
- Be prepared and informed as we make decisions
- Be collaborative with our partners
- Have an open mind
- Be consistent



# MESSAGE

## FROM THE MAYOR



MAYOR MAYCO NOËL

COUNCILLOR RACHELLE COLE

COUNCILLOR JENNIFER HOAR

COUNCILLOR LARA KEMPS

COUNCILLOR MARILYN McEWEN



This term has been very difficult on all levels of my life, and I know my fellow Councillors have their own stories to share as well. In a public position such as this one, it's been important to have good friends and acquaintances, ensuring a network of positive, forward-thinking support around us, as we led our community through another challenging year during a global pandemic. We are also pleased to be supported by a dedicated and competent team of staff, assisting Council as we move forward with our Strategic Plan and goals for the future of this community.

We are very fortunate to be both a Resort Municipality and proud partners in a Community Forest with the Toquaht Nation. This partnership with the residents of Macoah brings two communities, and for me personally life-long friends, together in a unique and special way, to help encourage the growth of a sustainable, diverse, and vibrant economy in a place we get to call home.

Our Resort Municipality status provides us with access to additional funding for our community to invest in amenities. I believe investing in attractions and amenities, not only better the living experience for those of us that call this place home, but for visitors to the region as well. I find there is a "different person" travelling to visit Ucluelet these days, those seeking the simple and quiet experience that a rural community provides. During COVID, many people are attracted to the more rural regions as they now understand better what simple and quiet truly means. Ucluelet continues to provide not only this desirable, calmer lifestyle but also the essentials such as high-speed internet, Amazon delivery and 5-star dining experiences.

Although I cannot begin to list all the accomplishments we have seen during 2021, I am proud to highlight a few including the hiring of a CAO, the installation of more EV chargers, the creation of heritage signage, the expansion of the cemetery, the rezoning of lands to provide for more affordable housing in the near future, a new Harbour Master Plan, and the installation of a Tsunami Warning System.

I would like to recognize everyone that consistently works hard to better our community, from the senior staff at the municipal office, to all the District employees, to the various contractors and community members we engage with on a regular basis. My fellow Council members have been amazing to work with and I am very thankful for the relationships we have created. I sincerely appreciate each one of them for their commitment to the community; it's remarkable how much time and effort each of them puts in towards the betterment of our town.

As I complete the final months of my term, I would like to extend my deepest thanks to those in the community that have supported both myself as Mayor, and our Council in making 2021 another positive and productive year.

Thank you!  
Mayor Mayco Noël



# MESSAGE

## FROM THE CAO

I am very pleased to be able to provide Ucluelet with this year's annual report. It is a privilege to join Ucluelet as the Chief Administrative Officer and support an exceptional staff that is working to improve and enhance your community services. Ucluelet is an amazing place to live, work and play and it is an honour to be a part of this wonderful community.

The Community and municipal staff have seen a significant amount of change and challenges over the past year with the continued pressures from Covid-19, changes in administration, a lack of housing and increased levels of visitors. Your staff at the District have worked extremely hard this past year and continue to do so during these challenging times.

Ucluelet has recently adopted its updated Official Community Plan and I commend the entire community for engaging in this very challenging process which has led to the development of a guide to how Ucluelet will grow and transform over the next 30-years. While we enter a new period of growth, the OCP will ensure we preserve the small-town feel, our resource rich history, a connection to our First Nations neighbours and that an appreciation of the land and ocean is maintained and kept as a central focus as we move forward.

I invite you to read this report to better understand how your tax dollars are used to enhance and improve the services we provide to the community. Beyond the basics of water, sewer, roads, parks and recreation, we are working on significant high priority projects. Ucluelet has received several key grants that will help enhance and improve our water system, expand and update our village green park and downtown core, improve sidewalks, parking and biking along Peninsula Road, and redevelop the Amphitrite Lighthouse. We are also working hard on increasing regional planning and focusing on addressing the continued and ongoing need for affordable and attainable housing.

Thank you for taking the time to review this report and learning about the many services, projects and initiatives completed in 2021 and those projects planned in 2022 and beyond for the benefit of current and future generations of Ucluelet residents.

Duane Lawrence  
Chief Administrative Officer

# 2021 ORGANIZATIONAL STRUCTURE





# Community Planning

## PLANNING DUTIES:

- Prepare long range land use plans and policies
- Process development permits, board of variance referrals, rezoning and subdivision applications
- Serve the community by responding to a wide range of inquiries and applications related to the use and development of land
- Plan and design improvements for public pathways, roads, trails and open space
- Building Inspection services and permit administration

## BYLAW DUTIES:

- Bylaw enforcement and business licensing
- Administer land use bylaws, standards and policies in light of legislation and other approving agency jurisdictions
- Provide public education and respond to inquiries



## Community Planning

### DEPARTMENT OVERVIEW

The Community Planning Department provides professional and technical advice to Council on current and future uses of land in the District and on issues concerning housing, the environment, culture and heritage preservation, transportation, tourism, harbour and managed water uses, and socioeconomic policies. The planning division of this Department is responsible for the administration of zoning, land use and development applications. Community planning, parks and trail network systems, streamside protection, and long-term visions such as the Official Community Plan (OCP) all help to guide the yearly work plans and objectives of this Department. The building, license and bylaw division of this Department maintains the quality of life for the District of Ucluelet's citizens, by ensuring safety through compliance with established building codes and the community's adopted bylaws. This division also receives and processes complaints and coordinates the bylaw enforcement activities for the District.

### 2021 COMPLETED PROJECTS

- ✓ West Coast Housing Need and Demand Study
- ✓ Lot 16 housing development rezoning
- ✓ Transfer of provincial Statutory Right of Way for pedestrian path at Small Craft Harbour
- ✓ OCP Growth Scenarios Analysis

### 2021 COVID-19 RESPONSE

- TUP Pilot project - Seasonal Worker RV spaces

### 2022 PLANNED PROJECTS

- OCP Bylaw adoption
- Interim policy for early referrals to Yuułu?ii?ath Government
- Interim policy on Tsunami Flood Risk
- Village Green Phase I design & tendering
- Larch Road Multi-Use Path grant applications
- Secondary Suites/Cottage Dwelling zoning project





# Parks & Recreation

## KEY RESPONSIBILITIES:

- Community health & safety
- Adaptable programming
- Special events & partnerships
- Support for Community Services
- Tourism & Recreation facilities and amenities
- Tourism partnerships and planning
- Trails & green space maintenance and planning
- Beautification of green spaces and recreation facilities
- Playground maintenance and planning
- Public Realm Projects (parks, paths, facilities)

## Parks & Recreation

### DEPARTMENT OVERVIEW

The Parks and Recreation Department provides the fundamental building blocks for a healthy and flourishing community. Our focus is to provide excellent, accessible programs through community involvement and outstanding facilities. Ucluelet Parks and Recreation Department is committed to ensuring a high level of excellence in its service to the community and continues to strive to promote an atmosphere of friendly, effective, and inclusive service. The Department also supports and plans various tourism infrastructure projects with its focus on the Resort Development Strategy.

### 2021 COMPLETED PROJECTS

- ✓ Wayfinding program
- ✓ Additional heritage signage
- ✓ Repair and refurbish community signs
- ✓ Cemetery expansion
- ✓ Wild Pacific Trail standards

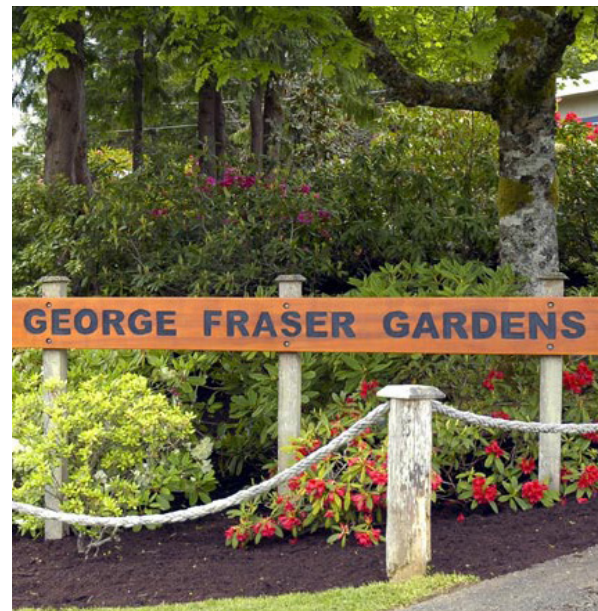


### 2021 COVID-19 RESPONSE

- Online recreational programming
- Virtual special events
- Recreation Recreated online platform community support and activity

### 2022 PLANNED PROJECTS

- Amphitrite Lightkeeper's House Phase II
- Hard Sports Facility Design
- Village Green Playground Community Design
- Wayfinding signage installed
- EV Stations installed
- Tourism Master Plan
- Additional heritage signage
- Lighting skatepark and basketball court
- Edna Batchelor Park pathway
- Wild Pacific Trail upgrade
- Kayak Launch





# Fire & Emergency Services

## KEY RESPONSIBILITIES:

- Response to callouts for fire, rescue, motor vehicle incidents and medical first responder calls in Ucluelet and contracted areas
- Fire prevention and public education
- First safety inspections
- Community emergency preparedness
- Emergency Support Services (ESS)
- Ucluelet Emergency Network (UEN)
- Emergency Operations Centre (EOC)



## Fire & Emergency Services

### DEPARTMENT OVERVIEW

The Fire and Emergency Services Department supports and maintains community emergency management through mitigation, preparedness, response, and recovery. Ucluelet Fire Rescue (UFR) has been providing fire services for the community of Ucluelet since 1949. Each year UFR responds to an average of 150 callouts for fire, rescue, motor vehicle incidents, and medical first responder calls.

The Emergency Support Services (ESS) team of volunteers is responsible for coordinating the provision of shelter, food, clothing, transportation, medical services, and reunification services to victims of emergencies and disasters for up to 72 hours.

The Ucluelet Emergency Network (UEN) is a multi-jurisdictional emergency planning committee that consists of representatives from the District of Ucluelet, Ucluelet Fire Rescue, BC Emergency Health Services, Canadian Rangers, Emergency Support Services, Pacific Rim National Park, RCMP, Royal Canadian Marine Search & Rescue, School District #70, Toquaht Nation, West Coast Inland Search & Rescue and Yuułu?ii?ath Government (Ucluelet First Nation).

### 2021 COMPLETED PROJECTS

- ✓ Completion of the District of Ucluelet Emergency Evacuation Route Plan. This was funded 100% through a Union of BC Municipalities grant
- ✓ Updated fire services agreement with the Yuułu?ii?ath Government. The updated agreement provides more services to Yuułu?ii?ath and will increase revenue to the District of Ucluelet
- ✓ Establishment of a fire services agreement that will support Toquaht Nation with training, apparatus, equipment, and fire suppression support

- ✓ Establishment of a partnership with the Canadian Red Cross to provide oversight of the District of Ucluelet's Emergency Support Services (ESS) Team
- ✓ Enhancements to the Emergency Support Services disaster hub trailer
- ✓ Addition of a new office space at the firehall;
- ✓ Minor renovations to the firehall training room / emergency operations centre (EOC)
- ✓ Firehall roof repairs
- ✓ Low-Angle technical rope rescue training with funding provided by the Fire Chief's Association of BC
- ✓ Air brakes training course for fire department members
- ✓ First Responder certification training for fire department members

### 2022 PLANNED PROJECTS

- Completion of the emergency kiosk at Tugwell Field
- Development of a community wildfire resilience plan. This is funded 100% through a Union of BC Municipalities grant
- Joint UBCM grant application with the ACRD and District of Tofino. If successful this will provide training and upgrades to the District's EOC communication / technology equipment
- Fire Hall feasibility study completion
- Installation of a carport roof to protect the ESS trailer
- Installation of the emergency back-up generator at Ucluelet Secondary School
- Continuation of the fire safety inspection program
- EOC Training for staff and volunteers provided by Emergency Management BC (EMBC)
- Joint wildfire training with Parks Canada and the District of Tofino
- 2022 Recruits begin National Fire Protection Association 1001 Firefighter 2 training program

# Public Works

## KEY RESPONSIBILITIES:

- Management and maintenance of the municipal water, wastewater, and storm networks as well as all District roads, sidewalks, streetlights, facilities, and fleet
- Infrastructure support and development for the District's growing utilities needs
- 24-hour emergency services for the community's public works





## Public Works

### DEPARTMENT OVERVIEW

The Ucluelet Public Works department is on call 365 days a year ensuring the community's infrastructure is in a state of good repair and providing the necessary services to locals, visitors and businesses.

In addition to daily infrastructure, facility maintenance, and long-term infrastructure planning, the Public Works department takes on key projects each year.

### 2021 COMPLETED PROJECTS

- ✓ Well #4 upgrade
- ✓ SCADA water
- ✓ Bay Street duplex elimination
- ✓ Installation of speed humps using Gas Tax Funding

### 2022 PLANNED PROJECTS

- Initiation of the new Water Treatment Facility
- Full implementation of Ucluelet's Clean Drinking Water Action Plan including reservoir and District-wide pipe flushing, a Water Conservation Plan, and updated testing records available on the District website
- Completion of two Master Plans: Storm and Sewer
- Completion of road and sidewalk maintenance including the replacement of the damaged school sidewalk
- Full implementation of digital Service and Maintenance Management using Citywide including updated District rounds and inspections to include full portfolio integration

- Procurement of new Fleet vehicles including janitorial van, Building Inspector vehicle, backhoe, small, large tractor, and a new fleet storage structure
- Utilities upgrades to provide services for Lot 16 including sewer and water along Victoria Road, Matterson and in-between Matterson and Otter
- Installation of Cedar Hub Washroom
- Initiation of Peninsula Road Safety and Revitalization Project in unison with the Planning and Parks Departments
- Ongoing maintenance and state of good repair for all Public Works portfolio



# Finance & Corporate Services

## KEY RESPONSIBILITIES:

### Finance Services:

- Financial planning and budgeting
- Financial reporting and fiscal management
- Procurement and purchasing
- Treasury and taxation
- Manage business licensing
- Accounting for transactions
- Support services to all departments

### Corporate Services:

- Corporate leadership and administrative support to Council and Chief Administrative Officer
- Management, information and support services to Council, Committees, and Boards
- Information Technology services, Legislative Services and Records Management
- Human Resources and Communications
- Freedom of Information, land acquisitions, legal and risk management

## Finance & Corporate Services

### DEPARTMENT OVERVIEW

The Finance and Corporate Services department's primary responsibility is to maintain the business foundation of the District. Its objective is to provide accurate, timely information and support to the community, District departments, and Council. The department invests a considerable portion of time and resources to Council-decision support and managing the financial, administrative, and legislative responsibilities of the District of Ucluelet. Additionally, the department provides Human Resources services and IT-related support to improve the effectiveness of internal and external communications, as well as exploring and incorporating technology-based information management and reporting tools to ensure accountability and transparency in all of the District's practices.

### 2021 COMPLETED PROJECTS

- ✓ CAO Hiring
- ✓ Bylaw/Policy Gap Analysis
- ✓ Council Procedure Bylaw update

### 2021 COVID-19 RESPONSE

- Regular COVID-19 related communications
- Enhanced virtual Council meeting and public hearing processes
- COVID-19 related HR policies and protocols

### 2022 PLANNED PROJECTS

- AAP for Water System and Filtration Improvements Project
- 20-year Capital Plan
- Reserves and Surplus Policy
- Development Cost Charges (DCC) Bylaw update
- Business License fees and regulation review
- Single-use Items Regulation update
- 2022 Municipal Election
- District server update and migration
- Continued Indigenous awareness training





# Small Craft Harbour

## KEY RESPONSIBILITIES:

- Support of Commercial Fisheries
- Support of Recreational Fisheries & Businesses
- Harbour Master Plan recommendations
- Provision of safe, clean, and clear dock ways
- Support of navigable waterways
- Beautification of assets
- Environmental health & safety
- User education

## Small Craft Harbour

### DEPARTMENT OVERVIEW

Ucluelet's Small Craft Harbour is the West Coast's most comprehensive marine facility. Our Small Craft Harbour is a classic example of a true working harbour, situated on the outskirts of Barkley Sound. The jurisdictional boundary for the District of Ucluelet extends approximately 200 metres into the Pacific Ocean surrounding the Ucluth Peninsula. The facilities include, the Boat Basin, Whiskey Dock and 52 Steps and are all within walking distance of the village center. The Small Craft Harbour is overseen by the Ucluelet Harbour Authority and the Department of Fisheries and Oceans.



### 2021 COMPLETED PROJECTS

- ✓ Harbour Master Plan Final
- ✓ Small Craft Harbour beautification work
- ✓ Washroom painting and upgrade
- ✓ Cleaning station education signage
- ✓ Whiskey Dock ramp
- ✓ New pilings at Whiskey Dock
- ✓ Small Craft Harbour beautification work

### 2022 PLANNED PROJECTS

- Harbour Master Plan Roll Out
- Additional new pilings at Whiskey Dock
- Small Craft Harbour beautification work
- Water's Edge Pathway
- Asphalt pathways
- Boat launch design
- EV charger install





# Sustainability and Climate Action

In January 2021, the District of Ucluelet adopted its first Climate Change Adaptation Plan. This Adaptation Plan builds upon existing actions taken by the District to address climate change and allows the District to proactively identify opportunities for action that advance the community further toward climate resiliency of its social, economic, built and natural systems.

## Barkley Community Forest

The Barkley Community Forest (BCF) was established in 2004 in a joint partnership between the Toquaht Nation and the District of Ucluelet, to enhance community stability and quality of life for local residents through community control of forest resources.

## Sustainability and Climate Action

In March 2021, District of Ucluelet Council received a Land Use Demand Study, which was a collaborative undertaking between the local, regional, and First Nations governments on the West Coast of Vancouver Island. The study was a thorough analysis of land use demand and growth, as well as possible implications of growth on infrastructure and servicing, with the goal of working to ensure that future growth respects the unique environmentally sensitive nature of the West Coast.

In April 2021, Council passed an amendment bylaw adding Polystyrene to the list of single-use items already prohibited in Ucluelet. The ban specifically applies to prepared foods delivered in disposable containers such as takeout containers. The continued regulation of these items (and future items) by our Council, supports the ongoing efforts of CleanBC's Plastics Action Plan as well as initiatives being brought forth for adoption in Ucluelet's upcoming Official Community Plan.

Throughout 2021, Staff and Council worked diligently to update the Official Community Plan which was adopted in early 2022. This document provides a long-term vision for the District of Ucluelet, setting out broad objectives and policies that will guide planning and land use decisions within the District, while still respecting the community's existing character. The OCP charts a growth management course that supports Ucluelet's quality of life, enhances economic prosperity and advances environmental sustainability. Some of the objectives mentioned above include encouraging active and electric forms of transportation as a viable and routine alternative to the private automobile by developing a network of safe bicycle and pedestrian routes throughout the District, therefore reducing GHG emissions.

## Barkley Community Forest

This corporation provides employment and utilizes forest resources in a diverse manner that is environmentally, socially, and economically sustainable. The District periodically receives dividends from the BCF when harvesting occurs, beginning with the first harvest in 2017. We are proud to be part of forest management practices that protect ecosystems, promote forest regeneration, and ensure a sustainable base

for future generations to benefit from. District of Ucluelet Council is considering a creating a Legacy Fund which will ensure that any funds realized, will be used to support the long-term goals of the community with a priority on community-based projects.

For more information about the Barkley Community Forest, please visit [barkleyforest.ca](http://barkleyforest.ca)





# Financial Statements

District of Ucluelet  
December 31, 2021



## Financial Statements

December 31, 2021

### Management's Responsibility

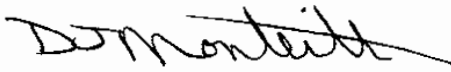
The accompanying consolidated financial statements of the District of Ucluelet (the "District") are the responsibility of management and have been prepared in compliance with applicable legislation, and in accordance with generally accepted accounting standards for local governments as established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of significant accounting policies is described in Note 1 to the consolidated financial statements. The preparation of the consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditor to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by MNP LLP; independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

May 31, 2022



Donna Monteith  
Chief Financial Officer

## Independent Auditor's Report

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To the Mayor and Council of District of Ucluelet:

### Opinion

We have audited the consolidated financial statements of District of Ucluelet (the "District"), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statements of operations, changes in net financial assets and cash flows and related schedules for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2021, and the results of its consolidated operations, changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information, consisting of an annual report, which is expected to be made available to us after the date of this auditor's report.

Our opinion on the consolidated financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the consolidated financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nanaimo, British Columbia





**District of Ucluelet**  
**Consolidated Statement of Financial Position**  
*As at December 31, 2021*

	2021	2020
<b>Financial Assets</b>		
Cash and cash equivalents	\$ 5,701,168	\$ 5,036,975
Investments (Note 2)	8,242,966	8,208,742
Accounts receivable (Note 3)	520,439	716,635
Investment in Government Business Enterprise (Note 4)	1,723,371	738,305
	<b>\$ 16,187,944</b>	<b>\$ 14,700,657</b>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	\$ 812,345	\$ 1,689,659
Refundable deposits (Note 6)	221,064	97,500
Deferred revenue (Note 7)	2,151,297	1,078,420
Prepaid property taxes and utilities	75,526	69,090
Development cost charges (Note 8)	1,038,469	824,943
Equipment financing (Note 9)	143,825	183,811
Debt (Note 10)	1,754,565	1,849,048
	<b>\$ 6,197,091</b>	<b>\$ 5,792,471</b>
<b>Net Financial Assets</b>	<b>\$ 9,990,853</b>	<b>\$ 8,908,186</b>
<b>Non-Financial Assets</b>		
Tangible capital assets (Note 11, Schedule 1)	\$ 40,979,160	\$ 41,265,691
Inventory of supplies	20,944	20,944
Prepaid expenses	83,988	66,008
	<b>\$ 41,084,092</b>	<b>\$ 41,352,643</b>
<b>Accumulated Surplus (Note 12)</b>	<b>\$ 51,074,945</b>	<b>\$ 50,260,829</b>
<b>Commitments and contingencies (Note 17)</b>		
<b>Significant event (Note 20)</b>		

  
 Chief Administrative Officer

## District of Ucluelet

**District of Ucluelet**  
**Consolidated Statement of Operations**

*For the year ended December 31, 2021*

	<i>2021 Budget</i> <i>(Note 18)</i>	<b>2021</b>	<i>2020</i>
<b>Revenue</b>			
Taxation, net ( <i>Note 14</i> )	\$ 3,418,406	\$ <b>3,426,783</b>	\$ 3,335,494
Sale of services	2,022,412	<b>1,838,444</b>	1,762,572
Other revenue from own sources	46,800	<b>372,999</b>	346,837
Investment income	38,500	<b>48,562</b>	61,814
Grants and contributions	8,227,063	<b>1,061,452</b>	1,506,312
Ministry and Regional District Tax	250,000	<b>545,737</b>	366,338
Earnings from Investment in Government Business Enterprise ( <i>Note 4</i> )	-	<b>985,066</b>	466,140
	<b>\$ 14,003,181</b>	<b>\$ 8,279,043</b>	<b>\$ 7,845,507</b>
<b>Expenses</b>			
General government services	\$ 1,682,430	\$ <b>1,278,282</b>	\$ 1,286,764
Protective services	385,067	<b>564,529</b>	418,048
Transportation services	1,316,144	<b>1,432,303</b>	1,199,419
Planning and environmental services	790,726	<b>452,855</b>	606,475
Recreation and cultural services	2,147,540	<b>2,316,108</b>	1,926,767
Water utility	1,224,437	<b>709,383</b>	643,553
Sewer utility	948,400	<b>711,467</b>	597,202
	<b>\$ 8,494,744</b>	<b>\$ 7,464,927</b>	<b>\$ 6,678,228</b>
<b>Annual surplus</b>	5,508,437	<b>814,116</b>	1,167,279
<b>Accumulated surplus, Beginning of the year</b>	50,260,829	<b>50,260,829</b>	49,093,550
<b>Accumulated surplus, End of the year</b>	<b>\$ 55,769,266</b>	<b>\$ 51,074,945</b>	<b>\$ 50,260,829</b>

**District of Ucluelet**  
**Consolidated Statement of Change in Net Financial Assets**  
*For the year ended December 31, 2021*

	<i>2021 Budget (Note 18)</i>	<b>2021</b>	<i>2020</i>
<b>Annual surplus</b>	\$ 5,508,437	\$ <b>814,116</b>	\$ 1,167,279
Acquisition of tangible capital assets	(8,809,102)	<b>(1,014,296)</b>	(1,619,534)
Loss on disposal of tangible capital assets	-	<b>113</b>	15,651
Amortization of tangible capital assets	1,167,665	<b>1,300,714</b>	1,184,015
Change in prepaid expenses	-	<b>(17,980)</b>	8,753
<b>Increase (decrease) in Net Financial Assets</b>	(2,133,000)	<b>1,082,667</b>	756,164
<b>Net Financial Assets, Beginning of the year</b>	8,908,186	<b>8,908,186</b>	8,152,022
<b>Net Financial Assets, End of the year</b>	\$ 6,775,186	\$ <b>9,990,853</b>	\$ 8,908,186

**District of Ucluelet**  
**Consolidated Statement of Cash Flows**  
*For the year ended December 31, 2021*

	2021	2020
<b>Operating Transactions</b>		
Annual surplus	\$ 814,116	\$ 1,167,279
Non-cash items included in surplus:		
Amortization of tangible capital assets	1,300,714	1,184,015
Loss on disposal of tangible capital assets	113	15,651
Earnings from investment in Government Business Enterprise	(985,066)	(466,140)
Actuarial adjustment on debt	(22,169)	(13,326)
	<b>\$ 1,107,708</b>	<b>\$ 1,887,479</b>
Change in non-cash working capital balances related to operations		
Accounts receivable	\$ 196,196	\$ (4,870)
Accounts payable and accrued liabilities	(877,314)	874,897
Refundable deposits	123,564	(51,835)
Deferred revenue	1,072,877	437,557
Prepaid property taxes and utilities	6,436	27,415
Development cost charges	213,526	49,736
Prepaid expenses	(17,980)	8,753
	<b>\$ 1,825,013</b>	<b>\$ 3,229,132</b>
<b>Capital Transactions</b>		
Acquisition of tangible capital assets	\$ (1,014,296)	\$ (1,619,534)
<b>Investment Transactions</b>		
Decrease (increase) in investments	\$ (34,224)	\$ (64,951)
Dividends received from Government Business Enterprise	-	458,000
	<b>(34,224)</b>	<b>393,049</b>
<b>Financing activities</b>		
Proceeds from equipment financing	\$ -	\$ 200,000
Debt repaid	(112,300)	(88,503)
	<b>\$ (112,300)</b>	<b>\$ 111,497</b>
Net change in cash and cash equivalents	<b>664,193</b>	<b>2,114,144</b>
Cash and cash equivalents, Beginning of the year	<b>5,036,975</b>	<b>2,922,831</b>
Cash and cash equivalents, End of the year	<b>\$ 5,701,168</b>	<b>\$ 5,036,975</b>

The District of Ucluelet (the "District") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia. The District's principal activities include the provision of local government services to residents of the incorporated area.

## 1. Significant accounting policies

The consolidated financial statements of the District are prepared by management in accordance with Canadian public sector accounting standards, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada. Significant accounting policies adopted by the District are as follows:

### (a) Reporting entity

The consolidated financial statements reflect the combination of all the assets, liabilities, revenues, expenses, and accumulated surplus of the District. Inter-departmental balances and transactions have been eliminated.

The District's business partnerships, jointly owned and controlled by the District but not dependent on the District for their continuing operations, are included in the consolidated financial statements using the modified equity method.

The modified equity method of accounting is modified only to the extent that the business entity accounting principles are not adjusted to conform to those of the District. Thus, the District's investment in these entities is recorded at acquisition cost and is increased for the proportionate share of post-acquisition earnings and decreased by post acquisition losses and distributions received.

Entities accounted for by the modified equity basis include:

- Barkley Community Forest Limited Partnership (50% ownership)
- Ucluelet Economic Development Corporation (wholly owned)

The District administers certain trust assets on behalf of external parties which are excluded from the financial statements.

### (b) Basis of presentation

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

### (c) Government transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent the transfer gives rise to an obligation that meets the definition of a liability.

### (d) Property tax revenue

Property tax revenue is recognized on an accrual basis using the approved tax rates and the anticipated assessment related to the current year.

### (e) Deferred revenue

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

## 1. Significant accounting policies (continued)

### (f) Development cost charges

Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenditures are incurred development cost charges are recognized as revenue in amounts which equal the associated expenses.

### (g) Cash and cash equivalents

Cash and cash equivalents include short-term, highly liquid investments with a term to maturity of 90 days or less at acquisition.

### (h) Deposits and repayments

Receipts restricted by third parties are deferred and recorded as deposits and are refundable under certain circumstances. Deposits and prepayments are recognized as revenue when qualifying expenditures are incurred.

### (i) Employee future benefits

The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

Sick leave and other benefits are available to the District's employees. The costs of these benefits are estimated based on accumulated sick leave and best estimates of future usage and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

### (j) Investment income

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue, development cost charges and deposits and prepayments is added to the investment and forms part of the liability balance.

### (k) Debt

Debt is recorded net of related payments and actuarial earnings.

### (l) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

#### a. Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to the acquisition, construction, development, or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings	10 - 60
Vehicles and Equipment	5 - 25
Other structures	15 - 50
Roads	20 - 60
Drainage structures	30 - 50
Water structures	10 - 50
Sewer structures	10 - 50

**1. Significant accounting policies** *(continued)*

Amortization is charged annually, including the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services or when the value of the future economic benefits associated with the asset are less than the book value of the asset.

b. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are recorded as revenue.

c. Natural resources

Natural resources that have not been purchased are not recognized as assets in the consolidated financial statements.

d. Works of art and cultural historic assets

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

e. Interest capitalization

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

f. Leased tangible capital assets

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as operating leases and the related payments are charged to expenses as incurred.

g. Inventory of supplies

Inventory of supplies held for consumption are recorded at lower of cost and replacement cost.

(m) **Contaminated sites**

A liability for remediation of contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the District is either directly responsible or accepts the responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2021.

At each financial reporting date, the District reviews the carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The District continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when made. As at December 31, 2021, the District has not recorded any liability for contaminated sites as no such sites exist.

(n) **Use of estimates**

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the period. Significant areas requiring the use of management estimates relate to the collectability of accounts receivable, accrued liabilities, employee future benefits, provisions for contingencies and amortization, useful lives, and salvage values for determining tangible capital asset values. Actual results could differ from these estimates.



**2. Investments**

Investments include funds invested in Guaranteed Investment Certificates and Money Market funds with CIBC Wood Gundy and the Municipal Finance Authority of B.C. The investments are carried at market value which is equal to the carrying value.

**3. Accounts receivable**

	2021	2020
Property taxes	\$ 147,796	\$ 149,908
Due from other governments	39,425	54,380
User fee and other	333,218	512,347
	<b>\$ 520,439</b>	<b>\$ 716,635</b>

**4. Investment in Government Business Enterprise**

The Barkley Community Forest Limited Partnership is a limited partnership owned by the District and Toquaht Nation as limited partners and Barkley Community Forest Corporation as the general partner. The objective and purpose of the partnership is to hold one or more Community Forest Agreements and to carry on such business and activities as may be desirable and permitted under the Community Forest Agreements.

The following table provides condensed supplementary financial information for the limited partnership at December 31, 2021.

	2021	2020
<b>Financial position</b>		
Assets	\$ 4,519,020	\$ 1,660,883
Liabilities		
Current	\$ 600,746	\$ 25,000
Silviculture accrual	471,532	159,272
	<b>1,072,278</b>	<b>184,272</b>
Equity		
Retained earnings	3,446,742	1,476,611
	<b>\$ 4,519,020</b>	<b>\$ 1,660,883</b>
<b>Operations</b>		
Revenue	\$ 2,588,909	\$ 1,698,161
Expenses	618,778	765,881
	<b>\$ 1,970,131</b>	<b>\$ 932,280</b>

The District's share of income from the government business enterprise was a total of \$985,066 (2020 - \$466,140). During 2021, the District received nil (2020 - \$458,000) dividends from the government business enterprise, which was recorded as a reduction in its investment in the prior year. No other transactions occurred between the two entities.

## Financial Statements | December 31, 2021

**5. Accounts payable and accrued liabilities**

	2021	2020
Trade accounts payable	\$ 490,016	\$ 515,216
Salaries and wages payable	118,041	137,529
Employee future benefits	112,414	70,326
Due to other governments	74,901	949,615
Accrued interest	16,973	16,973
	<b>\$ 812,345</b>	<b>\$ 1,689,659</b>

**6. Refundable deposits**

	2021	2020
Damage deposits	\$ 113,150	\$ 97,500
Developer performance deposits	107,914	-
	<b>\$ 221,064</b>	<b>\$ 97,500</b>

**7. Deferred revenue**

Deferred revenue consists of the following balances:

	Opening balance	Interest	Receipts	Revenue Recognized	Ending balance
Resort Municipality Initiative	\$ 1,010,621	\$ 4,248	\$ 361,398	\$ 317,920	\$ 1,058,347
Other	67,799	-	1,088,882	63,731	1,092,950
	<b>\$ 1,078,420</b>	<b>\$ 4,248</b>	<b>\$ 1,450,280</b>	<b>\$ 381,651</b>	<b>\$ 2,151,297</b>

**8. Development cost charges**

Development cost charges represent funds received from developers and deposited into a separate fund for capital expenditures. The District records these funds as a liability upon receipt which is then recognized as revenue when the related costs are incurred.

	Opening balance	Interest	Receipts	Revenue recognized	Ending balance
Roads	\$ 79,035	\$ 329	\$ 42,614	-	\$ 121,978
Storm water	210,140	745	-	-	210,885
Sewer	219,933	836	54,756	-	275,525
Water	126,251	536	76,654	-	203,441
Parks	189,584	721	36,335	-	226,640
	<b>\$ 824,943</b>	<b>\$ 3,167</b>	<b>\$ 210,359</b>	<b>\$ -</b>	<b>\$ 1,038,469</b>

## 9. Equipment financing

The District is party to an equipment loan financed through the Municipal Finance Authority for the acquisition of vehicles. The loan has a term of five years and bears interest at a rate of 1.22%. The vehicles under this loan have a carrying value of \$166,771 (2020 - \$196,201) and are recorded as non-financial assets in the consolidated financial statements.

Principal payments on the debt for the next four years are as follows:

2022	\$	40,051
2023		40,376
2024		40,943
2025		22,455

## 10. Debt

The District obtains debenture debt through the Municipal Finance Authority (MFA), pursuant to security issuing bylaws under authority of the Local Government Act, to finance capital expenditures.

	Interest Rate	Original Amount	Repayments and actuarial earnings	Balance 2021	Balance 2020
MFA issue 1074	2.90%	\$ 1,948,000	\$ 561,589	\$ 1,386,411	\$ 1,452,987
MFA issue 1195	2.65%	475,000	106,846	368,154	396,061
		\$ 2,423,000	\$ 668,435	\$ 1,754,565	\$ 1,849,048

As a condition of the borrowing through MFA, a portion of the debenture proceeds is retained by the MFA as a debt reserve fund. As at December 31, 2021, the cash balance of the District's debt reserve funds was \$30,778 (2020 - \$30,263). Debt reserve funds are not recorded elsewhere in the consolidated financial statements.

The loan agreements with the Alberni-Clayoquot Regional District and the MFA provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect to such borrowings, the resulting deficiency becomes a liability of the District.

Principal payments on debt for the next five years are as follows:

2022	\$	77,734
2023		77,734
2024		77,734
2025		77,734
2026		77,734

Interest paid during the year was \$76,610 (2020 - \$76,610).

## Financial Statements | December 31, 2021

**11. Tangible capital assets**

## (a) Contributed tangible capital assets

Contributed tangible capital assets of nil (2020 – nil) were recognized during the year.

## (b) Tangible capital assets disclosed at nominal values

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value.

## (c) Write-down of tangible capital assets

No write-down of tangible capital assets occurred during the year.

## (d) Work in progress

During the year there were net transfers from work in progress of \$2,948,482 (2020 - \$865,537 net additions). Amortization of work in progress commences in the year the asset is transferred to tangible capital assets and is put into service.

**12. Accumulated surplus**

Accumulated surplus consists of individual fund surplus and reserve funds as follows:

	2021	2020
Investment in tangible capital assets	\$ 39,080,774	\$ 39,232,562
Reserves ( <i>Note 13</i> )	6,258,399	6,460,368
Unrestricted surplus	5,735,772	4,567,899
	<b>\$ 51,074,945</b>	<b>\$ 50,260,829</b>

**13. Reserves**

	Opening balance	Interest allocated	Contributions	Funding	Ending balance
Barkley Community Reserve	\$ 2,966,019	\$ 11,849	\$ -	\$ 174,803	\$ 2,803,065
Community Works Fund	1,250,929	5,196	260,880	237,885	1,279,120
COVID-19 Safe Restart fund	550,514	1,797	-	227,605	324,706
Small Craft Harbours	340,806	1,384	45,000	53,994	333,196
Affordable Housing	745,780	3,383	152,064	-	901,227
Land sale	62,513	157	-	-	62,670
Social	121,843	309	-	-	122,152
Recreation	11,723	27	9,000	-	20,750
Park Dedication	322,974	730	-	-	323,704
Parking	19,496	90	-	-	19,586
Sewer debt	56,144	139	-	-	56,283
Equipment	11,627	313	-	-	11,940
	<b>\$ 6,460,368</b>	<b>\$ 25,374</b>	<b>\$ 466,944</b>	<b>\$ 694,287</b>	<b>\$ 6,258,399</b>

**13. Reserves (continued)**

The Community Works Fund (Gas Tax) is provided by the Government of Canada. The use of the funding is established by a funding agreement between the District and the Union of British Columbia Municipalities. Gas Tax funding may be used toward designated public transit, community energy, water, wastewater, solid waste, and capacity building projects, as specified in the funding agreements.

The COVID-19 Safe Restart Grant for Local Governments was provided to local governments to assist with the increased operating costs and revenue short-falls as a result of the COVID-19 pandemic. The COVID-19 Safe Restart Grant may be used towards specific eligible costs for funding such as addressing revenue short-falls, facility reopening and operating costs, emergency planning and response costs, bylaw enforcement and protective services, computer and other technology costs, and services for vulnerable persons.

The District of Ucluelet received \$764,000 in COVID-19 Safe Restart Grant in 2020 and reports the balance in a reserve fund until it is used to fund eligible costs.

	2021	2020
Opening balance of unspent funding	\$ 550,514	\$ -
Add: funding received during the year	-	764,000
Add: interest	1,797	-
Less: amount spent on projects		
Lost recreation and other revenue	141,058	206,627
Information technology	-	6,859
Temporary part-time janitor	14,660	-
RCMP reservist/Bylaw officer	37,888	-
Temporary sanitation labourer	33,999	-
	<b>\$ 324,706</b>	<b>\$ 550,514</b>

**14. Taxation**

Taxation revenue, reported on the consolidated statement of operations, is comprised of the following:

	2021	2020
Municipal purposes		
General	\$ 3,083,572	\$ 3,003,600
Utility	46,114	44,810
Parcel taxes	244,695	248,160
Grants in lieu of taxes	52,402	38,924
	<b>3,426,783</b>	<b>3,335,494</b>
Taxes levied for other authorities		
School authorities	1,552,895	1,195,862
RCMP	180,265	178,710
Regional Hospital	171,241	168,947
Regional District	381,216	365,384
BC Assessment Authority	37,954	36,164
Vancouver Island Regional Library	122,169	120,115
Municipal Finance Authority	178	167
	<b>2,448,918</b>	<b>2,065,349</b>
Total taxes collected	<b>\$ 5,872,701</b>	<b>\$ 5,400,843</b>

**15. Trust funds**

Trust funds administered by the District have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations. The District holds trust funds under British Columbia law for the purposes of maintaining a public cemetery.

	<b>2021</b>		<b>2020</b>	
Opening balance	\$	<b>26,267</b>	\$	25,656
Interest earned		<b>60</b>		611
Ending balance	\$	<b>26,327</b>	\$	26,267

**16. Pension plan**

The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$207,974 (2020 - \$205,108) for employer contributions to the plan in fiscal 2021.

**17. Commitments and contingencies**

- (a) Debt issued by the Alberni Clayoquot Regional District (ACRD), under provisions of the Local Government Act, is a direct, joint and several liability of the ACRD and each member municipality within the ACRD, including the District.
- (b) In the normal course of a year, claims for damages are made against the District. The District records an accrual in respect to legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The District is self-insured for general liability claims through membership in the Municipal Insurance Association of British Columbia. Under this program, member municipalities are to share jointly for general liability claims against any member in excess of \$5,000. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with the other participants, would be required to contribute towards the deficit.

**18. Budget**

The budget presented in these consolidated financial statements includes both operating and capital budgets. The District of Ucluelet budget was approved by Council on April 27, 2021, with the adoption of the Five-Year Financial Plan (2021 – 2025) Bylaw No 1289, 2021. The chart below reconciles the approved budget to the budget figures reported in these financial statements. Cemetery expenses are included in the budget but excluded from the annual surplus because these funds are held in trust and not reported in the consolidated financial statements of the District (Note 15).

		2021 Budget
Consolidated Budgeted Surplus, per District of Ucluelet Financial Plan Bylaw 1289		\$ -
Add		
Acquisition of tangible capital assets		8,809,102
Debt repayment		171,106
Transfers to reserves		55,000
Net cemetery expenses		9,867
Less		
Proceeds of borrowing		-
Transfers from reserves		(2,368,973)
Amortization		(1,167,665)
Consolidated Budgeted Deficit, per Consolidated Statement of Operations		\$ 5,508,437

**19. Segmented information**

The District is a diversified municipal organization that provides a wide range of services to its citizens. District services are provided by departments and their activities reported separately. Certain functions that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

**General government services**

The general government operations provide the functions of corporate administration and legislative services and any other functions categorized as non-departmental.

**Protective services**

Protective services are comprised of three different functions, including the District's emergency management agency, fire, and regulatory services. The emergency management agency prepares the District to be more prepared and can respond to, recover from, and be aware of, the devastating effects of a disaster or major catastrophic event that will impact the community. The fire department is responsible for providing critical, life-saving services in preventing or minimizing the loss of life and property from fire and natural or man-made emergencies. The mandate of the regulatory services function is to promote, facilitate and enforce general compliance with the provisions of bylaws that pertain to the health, safety and welfare of the community and provide a full range of planning services related to zoning, development permits, variance permits, and current regulatory issues.

**Transportation services**

Transportation services is responsible for a wide variety of transportation functions such as roads and streets. As well, services are provided around infrastructure, transportation planning, pedestrian and cycling issues, harbour facilities, and on-street parking regulations, including street signs and painting.



**19. Segment information** *(continued)***Planning and environmental services**

Planning works to achieve the District's community planning goals through the official community plan, and other policy initiatives. Environmental services were established to assist the Emergency, Planning, Public Works, and Recreation Departments with programs associated with the maintenance or improvement of the natural ecosystem.

**Recreation and cultural services**

Parks is responsible for the maintenance and development of all park facilities. Cultural services facilitate the provision of recreation and wellness programs and services.

**Water and Sewer utilities**

The water and sewer utilities operate and distribute the water and sewer networks. They are responsible for the construction and maintenance of the water and sewer distribution systems, including mains and pump stations.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1. Taxation revenue is recognized as general government revenue and has not been allocated to other segments.

**20. Significant event**

In early 2020, there was an outbreak of COVID-19 (coronavirus), which has had a significant impact on organizations through the restrictions put in place by the Canadian, provincial, and municipal governments regarding travel, municipality operations and isolation/quarantine orders. In the current year the effects of COVID-19 on the District included staff vacancies, supply chain issues, escalating costs, and delays of capital projects. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the District as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographical spread of the disease and the duration of the outbreak, including the duration of travel restrictions, office closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

## District of Ucluelet

## Schedule 1

**District of Ucluelet**  
**Consolidated Schedule of Tangible Capital Assets**  
*Year ended December 31, 2021*

	Land	Buildings	Vehicles and equipment	Other structures	Roads	Drainage structures	Water structures	Sewer Structures	Work in progress	Total
<b>2021</b>										
<b>Cost</b>										
Opening balance	\$ 14,718,568	\$ 11,014,552	\$ 3,438,325	\$ 3,674,962	\$ 8,041,384	\$ 1,609,012	\$ 6,218,483	\$ 9,188,270	\$ 3,821,425	\$ 61,724,981
Add: Additions	-	14,568	-	143,887	323,215	-	108,277	24,131	400,218	1,014,296
Less: Disposals	-	-	(18,288)	-	-	-	-	-	-	(18,288)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	1,575	559,484	-	184,791	2,602,850	(3,348,700)	-
Closing balance	14,718,568	11,029,120	3,420,037	3,820,424	8,924,083	1,609,012	6,511,551	11,815,251	872,943	62,720,989
<b>Accumulated Amortization</b>										
Opening Balance	-	3,082,699	2,137,360	2,166,101	4,227,071	758,697	3,066,289	5,021,073	-	20,459,290
Add: Amortization	-	229,233	151,955	170,154	213,885	36,584	214,840	284,063	-	1,300,714
Less: Write-downs	-	-	(18,175)	-	-	-	-	-	-	(18,175)
Less: Disposals	-	-	-	-	-	-	-	-	-	-
Ending Balance	-	3,311,932	2,271,140	2,336,255	4,440,956	795,281	3,281,129	5,305,136	-	21,741,829
<b>Net Book Value</b>	<b>\$ 14,718,568</b>	<b>\$ 7,717,188</b>	<b>\$ 1,148,897</b>	<b>\$ 1,484,169</b>	<b>\$ 4,483,127</b>	<b>\$ 813,731</b>	<b>\$ 3,230,422</b>	<b>\$ 6,510,115</b>	<b>\$ 872,943</b>	<b>\$ 40,979,160</b>
<b>2020</b>										
<b>Cost</b>										
Opening balance	\$ 14,718,568	\$ 11,004,081	\$ 2,982,021	\$ 3,602,097	\$ 7,866,781	\$ 1,609,012	\$ 6,218,210	\$ 9,164,441	\$ 2,955,888	\$ 60,121,099
Add: Additions	-	10,471	455,705	72,865	8,827	-	273	-	1,071,393	1,619,534
Less: Disposals	-	-	-	-	-	-	-	-	(15,652)	(15,652)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	599	-	165,776	-	-	23,829	(190,204)	-
Closing balance	14,718,568	11,014,552	3,438,325	3,674,962	8,041,384	1,609,012	6,218,483	9,188,270	3,821,425	61,724,981
<b>Accumulated Amortization</b>										
Opening Balance	-	2,853,102	2,002,933	2,003,607	4,033,486	722,114	2,860,813	4,799,220	-	19,275,275
Add: Amortization	-	229,597	134,427	162,494	193,585	36,583	205,476	221,853	-	1,184,015
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Less: Disposals	-	-	-	-	-	-	-	-	-	-
Ending Balance	-	3,082,699	2,137,360	2,166,101	4,227,071	758,697	3,066,289	5,021,073	-	20,459,290
<b>Net Book Value</b>	<b>\$ 14,718,568</b>	<b>\$ 7,931,853</b>	<b>\$ 1,300,965</b>	<b>\$ 1,508,861</b>	<b>\$ 3,814,313</b>	<b>\$ 850,315</b>	<b>\$ 3,152,194</b>	<b>\$ 4,167,197</b>	<b>\$ 3,821,425</b>	<b>\$ 41,265,691</b>

## Financial Statements | December 31, 2021

## Schedule 2

**District of Ucluelet**  
**Consolidated Schedule of Segment Disclosure by Service**  
*Year ended December 31, 2021*

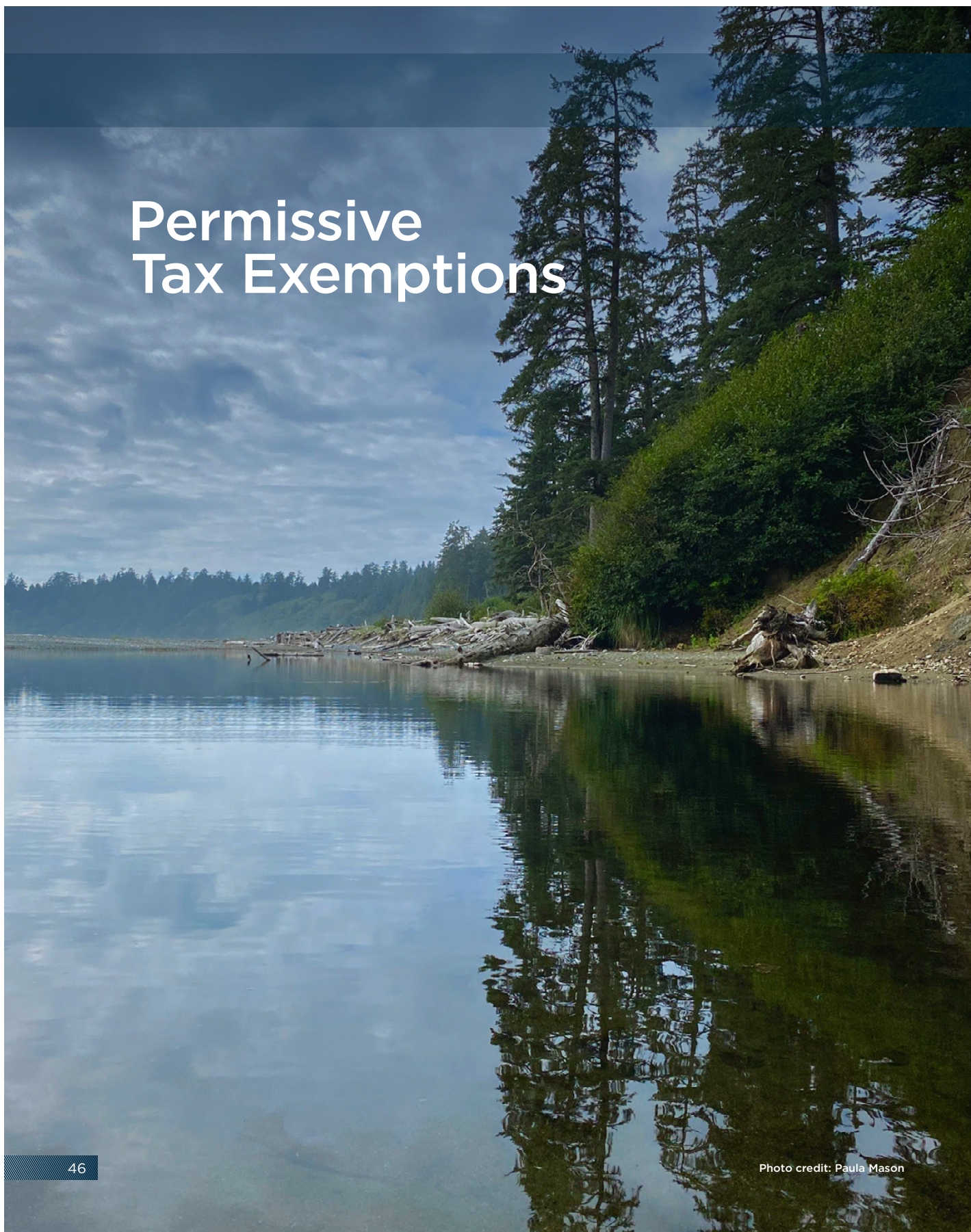
	General Government Services	Protective Services	Transportation Services	Planning and Environmental Services	Recreation and Cultural Services	Water Utility	Sewer Utility	2021 Actual
<b>Revenue</b>								
Taxation, net	\$ 3,182,088	\$ -	\$ -	\$ -	\$ -	\$ 118,640	\$ 126,055	\$ 3,426,783
Sale of services	7,030	-	401,429	29,253	287,234	633,661	479,837	1,838,444
Grants and contributions	695,871	25,300	7,000	-	333,281	-	-	1,061,452
Investment income	48,562	-	-	-	-	-	-	48,562
Other revenue from own sources	1,058,153	26,532	-	228,378	545,737	42,609	2,393	1,903,802
	<b>4,991,704</b>	<b>51,832</b>	<b>408,429</b>	<b>257,631</b>	<b>1,166,252</b>	<b>794,910</b>	<b>608,285</b>	<b>8,279,043</b>
<b>Expenses</b>								
Salaries and wages	\$ 759,004	\$ 231,990	\$ 401,967	\$ 304,211	\$ 920,876	\$ 253,955	\$ 165,226	\$ 3,037,229
Contracted services	73,056	35,595	322,785	26,038	148,982	78,933	123,319	808,708
Materials and supplies	47,398	169,934	174,469	9,024	179,938	74,208	75,072	730,043
Interest and other	282,015	94,391	41,908	59,697	615,003	22,732	3,396	1,119,142
Audit and legal	56,922	-	-	53,885	-	-	-	110,807
Telephone and utilities	59,887	32,619	88,751	-	51,921	64,714	60,392	358,284
Amortization	-	-	402,423	-	399,388	214,841	284,062	1,300,714
	<b>1,278,282</b>	<b>564,529</b>	<b>1,432,303</b>	<b>452,855</b>	<b>2,316,108</b>	<b>709,383</b>	<b>711,467</b>	<b>7,464,927</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,713,422</b>	<b>\$ (512,697)</b>	<b>\$ (1,023,874)</b>	<b>\$ (195,224)</b>	<b>\$ (1,149,856)</b>	<b>\$ 85,527</b>	<b>\$ (103,182)</b>	<b>\$ 814,116</b>

	General Government Services	Protective Services	Transportation Services	Planning and Environmental Services	Recreation and Cultural Services	Water Utility	Sewer Utility	2020 Actual
<b>Revenue</b>								
Taxation, net	\$ 3,087,334	\$ -	\$ -	\$ -	\$ -	\$ 120,320	\$ 127,840	\$ 3,335,494
Sale of services	5,407	-	342,643	104,692	205,978	631,727	472,125	1,762,572
Grants and contributions	1,423,623	22,352	7,000	-	53,337	-	-	1,506,312
Investment income	61,814	-	-	-	-	-	-	61,814
Other revenue from own sources	567,759	17,439	-	213,954	366,338	6,990	6,835	1,179,315
	<b>5,145,937</b>	<b>39,791</b>	<b>349,643</b>	<b>318,646</b>	<b>625,653</b>	<b>759,037</b>	<b>606,800</b>	<b>7,845,507</b>
<b>Expenses</b>								
Salaries and wages	\$ 746,459	\$ 209,419	\$ 292,678	\$ 251,038	\$ 838,826	\$ 241,963	\$ 142,519	\$ 2,722,902
Contracted services	78,859	29,751	282,701	196,516	75,558	82,589	65,369	811,343
Materials and supplies	39,536	75,456	144,651	8,585	139,449	35,437	108,153	551,267
Interest and other	299,797	78,868	33,549	105,228	427,350	17,871	3,039	965,702
Audit and legal	67,219	-	384	45,108	-	-	-	112,711
Telephone and utilities	54,894	24,554	80,861	-	53,493	60,217	56,269	330,288
Amortization	-	-	364,595	-	392,091	205,476	221,853	1,184,015
	<b>1,286,764</b>	<b>418,048</b>	<b>1,199,419</b>	<b>606,475</b>	<b>1,926,767</b>	<b>643,553</b>	<b>597,202</b>	<b>6,678,228</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,859,173</b>	<b>\$ (378,257)</b>	<b>\$ (849,776)</b>	<b>\$ (287,829)</b>	<b>\$ (1,301,114)</b>	<b>\$ 115,484</b>	<b>\$ 9,598</b>	<b>\$ 1,167,279</b>





# Permissive Tax Exemptions



## Permissive Tax Exemptions

ORGANIZATION NAME	2021 MUNICIPAL TAXES
Christ Community Church of Ucluelet	\$ 8,020.78
Bishop of Victoria	\$ 7,295.64
Ucluelet Congregation of Jehovah's Witnesses	\$ 5,962.13
Food Bank on the Edge	\$ 1,295.22
Westcoast Community Resources Centre	\$ 1,760.85
Westcoast Community Resources Centre	\$ 1,989.98
Nuu-Chah-Nulth First Nations	\$ 599.44
Ministry of Child and Family Development	\$ 599.44
Vancouver Island Regional Library	\$ 4,054.78
Ucluelet Daycare Society	\$ 1,848.62
Army & Navy Airforce Veterans - Ucluelet Unit #293	\$ 4,939.41
Ucluelet Aquarium Society	\$ 25,700.95
KUU-US Crisis Line Society	\$ 2,011.44
Ucluelet Consumers Co-operative	\$ 4,784.81



2021  
ANNUAL REPORT

ADMINISTRATION OFFICE  
200 Main Street, Ucluelet, BC, V0R 3A0

PH 250-726-7744

EMAIL [info@ucluelet.ca](mailto:info@ucluelet.ca)



Photo credit: Barbara Schramm







## REPORT TO COUNCIL

Council Meeting: June 29, 2022  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** PAULA MASON, MANAGER OF CORPORATE SERVICES

**FILE NO:** 0390-20

**SUBJECT:** UPCOMING 2022 CONFERENCE REGISTRATION

**REPORT NO:** 21- 89

**ATTACHMENT(S):** N/A

### RECOMMENDATION(S):

THAT Council approve \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to attend the 2022 Union of British Columbia Municipalities conference in Whistler BC, from September 12-16, 2022; and

THAT Council approve \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to attend the 2022 Vancouver Island "State of the Island" Economic Summit in Nanaimo BC, from October 26-27, 2022.

### BACKGROUND:

Each year Mayor & Council attend conferences that provide opportunities for education, networking, learn from subject matter experts and peers, and meeting with Provincial Government representatives.

Council generally has representatives attend the Local Government Leadership Academy (LGLA) and the Association of Vancouver Island and Coastal Communities (AVICC) conferences held in April 2022, the Union of British Columbia Municipalities (UBCM) conference in September 2022 and the Vancouver Island "State of the Island" Economic Summit (VIEA) conference held in October 2022.

### ANALYSIS OF OPTIONS

As we approach the registration date for both Fall 2022 conferences, we note that the current budget for conferences is nearing its limit. Staff is requesting confirmation of which Councillors will be attending the UBCM and VIEA. Please note, staff have currently placed a hold on accommodations for both conferences until given direction by Council on this matter.

The \$35,000 budget for 2022 currently sits at a balance of approximately \$15,397. The upcoming UBCM conference in Whistler will cost approximately \$3,843 per person excluding taxes, assuming all attendees drive to the event. This estimate includes mileage, meals, accommodation, and conference registration.

If all members of Council attend the 2022 UBCM conference (totalling approx. \$19,215), based on the existing budget there will be no remaining funds available for attendance to the annual VIEA conference in October 2022.

The estimated cost for members of Council to attend the VIEA 2022 conference, assuming attendees drive to the event, is approximately \$1,612 per person excluding taxes. This estimate is for mileage, meals, accommodation, and conference registration.

If any members of Council are approved to attend the VIEA conference, staff will need to investigate other sources of funds to cover the additional costs.

**NEXT STEPS**

- Complete registration at desired conference and arrange travel and accommodations

**RESPECTFULLY SUBMITTED:** PAULA MASON, MANAGER OF CORPORATE SERVICES  
DUANE LAWRENCE, CAO



## REPORT TO COUNCIL

Council Meeting: June 29, 2022

500 Matterson Drive, Ucluelet, BC V0R 3A0

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<b>FROM:</b>	ABIGAIL K. FORTUNE, DIRECTOR OF PARKS & RECREATION	<b>FILE NO:</b> 8100-20
<b>SUBJECT:</b>	UKEE DAYS: ROAD CLOSURE AND NOISE BYLAW	<b>REPORT NO:</b> 22-96
<b>ATTACHMENT(S):</b>	N/A	

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### RECOMMENDATION(S):

**THAT** Council approve Option A:

to authorize the closing of Fraser Lane in front of the Village Green from 10:00 a.m. to 10:00 p.m. on Friday, July 22, 2022;

to authorize the temporary closure of Peninsula Road, between Matterson Road and Seaplane Base Road, from 10:00 a.m. to 10:45 a.m. for the Ukee Days parade on Saturday, July 23; and

to authorize Ukee Days festivities to act outside of the *Noise Control Bylaw No. 915, 2003*, Section 3 (g) and grant an extension to 11:00 pm at the Ukee Days Fairgrounds (160 Seaplane Base Road) on Saturday, July 23, 2022.

### BACKGROUND:

In order to allow for planned Ukee Days activities, the closure of Fraser Lane in front of the District Office is required for Friday night as well as the temporary closure of Peninsula Road and Seaplane Base Road for the Saturday parade. A highways permit will also be required for the parade for Peninsula Street. All affected businesses and residents are advised of the closures. Historically there have been no complaints.

By acting outside of the Noise Control Bylaw, Ukee Days evening music activities are allowed to take place after 10:00 pm in a more robust manner. Historically there have been no complaints or issues in the past. The immediately affected businesses are informed.

The Parks & Recreation Department will post the closure and the noise bylaw extension to the appropriate media outlets and to residents or businesses affected by the closures, as well as a general information bulletin.

### POLICY OR LEGISLATIVE IMPACTS:

To permit the District of Ucluelet Parks & Recreation Department to act outside the *Noise Control Bylaw No. 915, 2003*, Section 3 (g), which states:

Without in any way limiting the prohibition contained in Section Two (2), the following are specifically prohibited within the Municipal limits of the District:

- g) The use of any drum, loudspeaker or other instrument or any noise-making device between 10:00 p.m. (2200 hrs.) of one day and 7:00 a.m. (0700 hrs.) of the next day, or any device for the

production or amplification of sound either in or upon private premises or in any public place without first having obtained the permission of the Council.

**ANALYSIS OF OPTIONS**

By closing the section of Fraser Lane in front of the District of Ucluelet Municipal Hall, the Parks and Recreation Department is able to program a full evening event for Ukee Days. By not closing the section of road, traffic will not be disrupted, but programming space for the event will be limited.

By allowing the temporary road closure of Peninsula Road the Ukee Days parade will be able to occur. By not allowing this the parade would not be an event for Ukee Days.

By allowing the Noise Bylaw extension the music fest programming for Saturday, July 23 would have the ability to go past 10:00 pm. By not allowing the extension the music program for Saturday night may be reduced.

<b>A</b>	Road closures approved & Noise Bylaw extension approved	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>Allows planned activities to take place</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>There would be reduced parking for the area for Friday.</li> <li>Traffic will be stopped for 30 minutes along Peninsula Road</li> <li>There would be amplified music playing later into the evening</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>The full program and programming space can be used as is being planned for.</li> <li>Staff will place and remove barriers for the event</li> <li>Staff will ensure shut down of the event.</li> </ul>
<b>B</b>	Do not approve road closures or noise bylaw extension	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>No disruption to parking or traffic for the Friday and Saturday</li> <li>Amplified music will not occur after 10:00 pm</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Limited space available for the activities on the Village Green</li> <li>Parade would not occur</li> <li>Limited musical performers</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>Possible reduction in programming for the event</li> </ul>

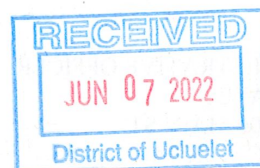
**Next Steps**

- Finalize plans for event
- Receive authorization from Highways for Road Closure
- Inform businesses, community of road closure

**Respectfully submitted:** Abby Fortune, Director of Parks & Recreation  
DUANE LAWRENCE, CAO



CHIEF ADMINISTRATIVE OFFICER  
ANDREW YEATES  
PO BOX 999 200 MAIN ST.  
UCLUELET BC V0R 3A0



Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER ANDREW YEATES and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at [shannon.stubbs@parl.gc.ca](mailto:shannon.stubbs@parl.gc.ca), M.P. Kurek at [damien.kurek@parl.gc.ca](mailto:damien.kurek@parl.gc.ca), or M.P. Gourde at [jacques.gourde@parl.gc.ca](mailto:jacques.gourde@parl.gc.ca).

Thank you for your time.

Shannon Stubbs, M.P.  
Shadow Minister for Rural Economic Development  
and Rural Broadband Strategy  
Lakeland

Damien C. Kurek, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Battle River—Crowfoot

Jacques Gourde, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Lévis—Lotbinière





**From:** Joshua Charleson <[jcharleson@coastrestore.com](mailto:jcharleson@coastrestore.com)>  
**Date:** June 14, 2022 at 3:14:27 PM PDT  
**To:** [mayco.noel@gmail.com](mailto:mayco.noel@gmail.com)  
**Subject:** CCCW Fund - Coastal Restoration Society

Good afternoon Mayco,

Hope that you are doing well. I have attached a letter of support for the Clean Coast, and Clean Water fund. Coastal Restoration Society has successfully obtained CCCW funding for a shoreline clean up of the Broken Group Islands. We hope that the City of Ucluelet can provide us with a letter of support for the project to go ahead.

I Look forward to hearing from you.

Joshua Charleson  
Senior Project Manager  
Coastal Restoration Society  
'Balancing Ecology and Economy in a Changing Climate'  
Proud Supporter of Canada's Blue Economy Strategy

Living and working within the  
Hahuuli of the Coast Salish and  
Nuu-chah-nulth First Nations  
Vancouver - North Coast - Salish Sea - Vancouver Island - Halifax  
[www.coastrestore.com](http://www.coastrestore.com)





## TOWN OF GIBSONS

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info@gibsons.ca  
www.gibsons.ca

### OFFICE OF THE MAYOR | WILLIAM BEAMISH

June 16, 2022

0560-30

Via Email

Dear Mayor and Council,

**Re: Hospice Services Funding – UBCM resolution from Town of Gibsons**

At our May 17, 2022 Regular meeting, Council considered and adopted the following resolution:

“WHEAREAS Hospice Societies across BC offer services and innovative programs which enhance the quality of life of palliative patients and their caregivers in the community where they live, as well as supportive bereavement programs for those who are left behind:

AND WHEREAS reliable government funding necessary for the sustainability of the essential social service provided by Hospice Societies is inconsistent and irregular:

NOW THEREFORE BE IT RESOLVED that UBCM call upon the Government of British Columbia to recognize the established place of Hospice Societies in the continuum of palliative care and bereavement support and develop a funding model which provides annual operational funding to community-based hospice societies for the provision of programs and services:

AND FURTHER THAT UBCM encourages local governments to also contribute financial support to Hospice Societies within their communities.”

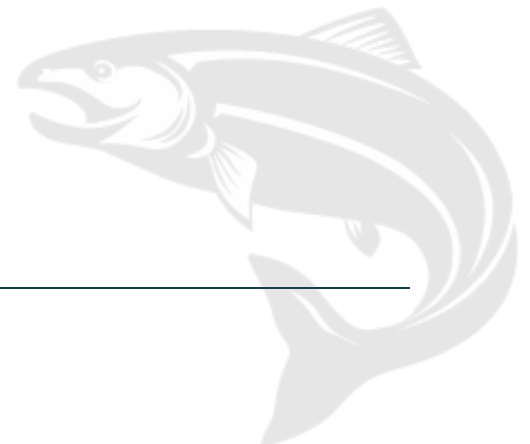
Thank you in advance for your support and consideration for this resolution. Please feel free to contact our office should you have any questions or comments.

Yours truly,

William Beamish  
Mayor of Gibsons

**TOWN OF GIBSONS**

*“Nature is our most valuable asset”*







June 16, 2022.

To Mayor Noel and Council,

Re: Bylaw update to 3% MRDT collection

As part of the process for the Municipal Regional District Tax (MRDT) renewal, the application being submitted to the province requires a resolution from Council and an update to the bylaw noting the tax collection within the District of Ucluelet.

We kindly ask Council to approve the continued collection of the MRDT within the District of Ucluelet as well as noting the increase from 2% to 3%. As indicated in the application, Tourism Ucluelet will continue to remit the On-line Accommodation Providers (OAP) portion of the MRDT collected by AirBnB properties that operate within the District of Ucluelet to the affordable housing fund established by the district.

We have obtained the necessary signatures from the voting accommodation providers who are responsible for collecting and remitting this tax to the Province.

We ask Council to consider the following draft resolution for adoption, "THAT Council for the District of Ucluelet supports Tourism Ucluelet's application to apply for the Municipal and Regional District Tax at the rate of three percent within the boundaries of the District of Ucluelet to support tourism marketing programs and projects with Tourism Ucluelet as the Designated Recipient."

On behalf of the board of directors, we thank you as always for your continued support.

Regards,

A handwritten signature in black ink, appearing to read "DStys-Norman", is written over a faint, larger version of the same signature.

Denise Stys-Norman  
Executive Director Tourism  
Ucluelet

Cc: Duane Lawrence, CAO District of Ucluelet  
Heather Riddick, Chair, Tourism Ucluelet





Anna Barford  
Stand.earth  
5307 Victoria Drive, Suite 347  
Vancouver, BC, V5P 3V6  
anna@stand.earth, 604-757-7029

17 June 2022

Mayor and Council  
District of Ucluelet

PO Box 999,  
Ucluelet, BC,  
V0R 3A0

Sent via: email

Re: Motion at UBCM Protecting BC Coasts From Acidic Washwater Dumping being brought forward by Vancouver

We are writing today as Stand.Earth to bring your attention to an important resolution that will be coming before UBCM, having passed unanimously at LMLGA, to address acidic wastewater discharge in all waters off BC.

It is well established that ocean acidification has devastating effects on marine life, aquaculture, and coastal communities dependent on a thriving ocean. In recent years a new device has been taken up in record numbers that is dumping catastrophic volumes of acidic wastewater directly into the ocean from vessels.

In order to mitigate sulphur air pollution from burning heavy oil, the maritime shipping industry employs exhaust gas cleaning systems (scrubbers) instead of simply switching to lower sulphur fuels which are already available on the market. Scrubbers result in a solution of concentrated acidic sulphates, metals, and other toxins that are dumped directly into the ocean while the ship is in operation.

Cruise and cargo vessel traffic in Canadian jurisdiction annually discharge tens of millions tonnes of this acidic washwater directly into the coastal waters of BC. [The International Council for the Exploration of the Seas](#) has found that scrubber washwater has lethal and sub-lethal effects on plankton, a critical component of marine ecosystems.





The Vancouver Fraser Port Authority is demonstrating regional [leadership](#) in preventing acidic wastewater dumping and is [phasing in a requirement simply for ships to burn cleaner fuels](#). They join the [Port of Seattle](#), Quebec's Port Sept-Iles, [The State of California](#), and ports [around the world](#) in taking steps to prevent the use of scrubbers and mandate a transition to cleaner fuels.

The resolution before UBCM is critical to bring this issue to the table with levels of government that have jurisdiction over territorial waters and can protect the Salish and Great Bear Seas. We urge you to support the motion "Protecting B.C.'s Coasts From Acidic Washwater Dumping" at the upcoming UBCM convention in September.

Thank you for your consideration of our letter. Please do not hesitate to reach out at [anna@stand.earth](mailto:anna@stand.earth) or call during daytime hours to 604-757-7029.

Sincerely,

Anna Barford  
Canada Shipping Campaigner  
Stand.earth  
Vancouver, BC



# We Need to Move Faster on the Ban of Marine Scrubbers in the Port of Vancouver and Across Canada

### WHAT ARE MARINE SCRUBBERS?

Marine Scrubbers were created as a **loophole** for ships to avoid switching to cleaner fuels in response to more strict 2020 sulfur emission guidelines.

**Traditional shipping** releases high levels of sulfur. **2020 Global limits** require cleaner fuels. **Scrubbers strategy** allows ships to use traditional fuels while bypassing the 2020 limits.

### WHY ARE SCRUBBERS BAD?

Scrubbers use alkaline water (often seawater) to transfer harmful air pollutants such as sulfur oxides and other air pollutants into washwater.

This washwater is **dumped** into coastal ecosystems, posing a threat to aquatic organisms.

- Acidic water contributes to ocean acidification
- Releases nutrients that cause dead zones
- Chemicals bioaccumulate up the food chain
- Polluted seafood can harm human health

### WHAT IS BEING DONE LOCALLY?

The Port of Vancouver has enacted a 3 phase ban of scrubbers in its jurisdiction:

- Phase 1:** No scrubber discharge when ships are anchored in the Port (March 1, 2022)
- Phase 2:** No scrubber discharge in all Port of Vancouver regulated waters (TBD)
- Phase 3:** Ban on scrubbers in all Port of Vancouver regulated waters (TBD)

Currently, **ships can still dump scrubber washwater** while moving in and out of port. We need to move faster to a full scrubber ban.

We also need **Canada-wide** legislation banning scrubber use to protect all Canadian waters.

### WHAT CAN YOU DO?

- 1. Get Talking**

Spreading awareness about the issue helps to put more pressure on local and federal governments to **ban scrubbers now**.
- 2. Put Pressure on Government**

Write an e-mail to your local MP or tweet Transport Canada.  
**#banscrubbers #nodumping**  
 @Transport\_gc

UBC Ocean Leaders **STAND**.earth

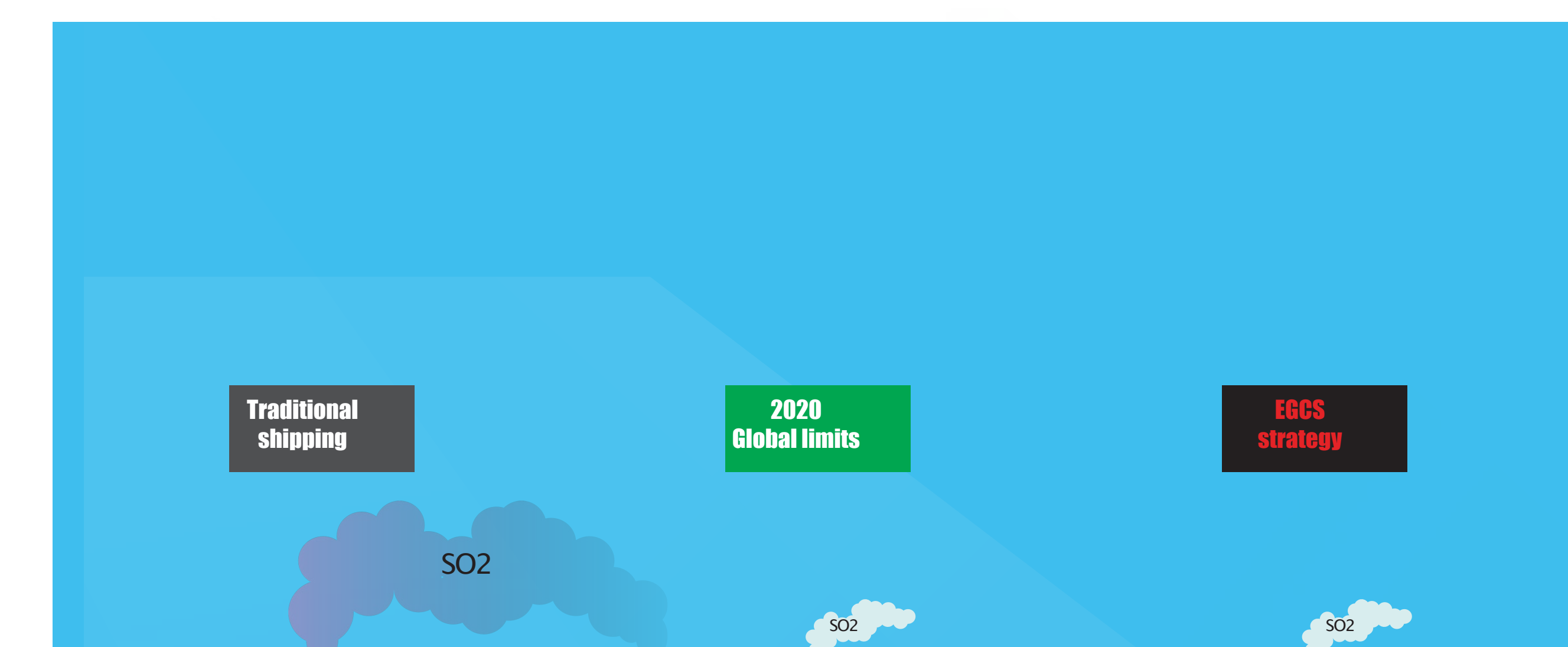
GRAPHICS ATTRIBUTION



There is no definite date for phases 2 and 3. Currently, **ships can still dump scrubber washwater** while moving in and out of port. We need to move faster to the phase 3 full scrubber ban.

We also need **Canada-wide** legislation banning scrubber use to protect all Canadian waters.

By **spreading awareness** about the issue, we can put more pressure on local and federal governments to **ban scrubbers now** and prevent any more damage to our coastal ecosystems.









## TOWN OF VIEW ROYAL

45 View Royal Avenue, Victoria, BC, Canada V9B 1A6  
 Ph. 250-479-6800 · Fx. 250-727-9551 · E. info@viewroyal.ca · www.viewroyal.ca

June 21, 2022

Hon. Omar Alghabra, Minister of Transport of Canada  
 Hon. John Horgan, Premier of British Columbia  
 Hon. Rob Fleming, Minister of Transportation & Infrastructure of British Columbia  
 Capital Regional District Councils

Dear Minister Alghabra, Premier Horgan, Minister Fleming, and Capital Regional District Councils,

### Re: Support for Island Rail Corridor

At the Regular Meeting of Council on June 7, 2022, Town of View Royal Council passed the following resolution to be considered by UBCM at this year's convention:

WHEREAS the E&N Rail Corridor, now known as the Island Corridor, which has connected Vancouver Island communities, businesses and services for more than 135 years is at risk of being lost forever by March 15, 2023 without the financial support and commitments of the Provincial and Federal governments;

AND WHEREAS, because 80 per cent of Vancouver Island's population lives within five kilometres of the corridor, it presents viable options for commuter and inter-regional passenger rail, as well as strong economic opportunities for excursion and freight services that will reduce traffic congestion and greenhouse gas emissions;

THEREFORE BE IT RESOLVED that the UBCM call on the Provincial and Federal governments to commit to making the necessary investments to preserve the Island Corridor so that it can continue to connect communities, establish safe and environmentally sound passenger and freight rail service, and strengthen economies up, down, and across Vancouver Island.

Time is running out to ensure the preservation of this priceless asset on Vancouver Island, and we urge all to work together to protect this contiguous transportation corridor on Vancouver Island for the future.

We need to draw as much attention to this issue in the coming months as we possibly can and we ask for your support and help with this.

Sincerely,

David Screech  
 Mayor

cc. Island Corridor Foundation  
 Vancouver Island Municipalities







**Jonathan X. Côté**  
Mayor

June 21, 2022

Dear Mayor and Council,

**Re: Library Funding UBCM Resolution**

I am writing to ask for your support for a resolution that the City of New Westminster is bringing to the UBCM Annual Convention in September.

The Province of British Columbia provides grants to public libraries annually. In 2009, provincial funding for BC's public libraries was reduced from \$17.9 million to \$14 million. The grant has remained static at \$14 million since 2010. The lack of annual increases means that each year libraries receive less provincial funding as a portion of overall revenue, which results either in cuts to services or an increased cost to municipalities. Inflationary pressures compound the financial situation of BC libraries. Funding is provided to individual libraries; in 2022, the New Westminster Public Library (NWPL) received a grant of \$146,300, which represents 2.9% of NWPL's total operating budget, and a one-time COVID-19 relief and recovery grant of \$79,933.53 that will help address some needs this year only.

As in previous years, the BC Public Library Partners (BC Library Trustees Association, Association of BC Public Library Directors, BC Library Association and BC Libraries Cooperative) are coordinating advocacy efforts to increase provincial funding for libraries. The budget request in 2023 is for \$22 million.

In response to an appeal from our Library Board, at a meeting on June 13, 2022, New Westminster City Council received passed the following resolution to be considered by the UBCM:

WHEREAS libraries in British Columbia are largely financed by levies paid by local governments, and where provincial library funding has remained stagnant for the past 10 years;

AND WHEREAS public libraries are central to communities, provide equitable access to vital resources, including internet, computers, digital

**Office of the Mayor**

Corporation of the City of New Westminster

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library tools and in-person services from expert staff which are essential for low-barrier services and support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

THEREFORE BE IT RESOLVED that the Union of the BC Municipalities call on the Government of British Columbia to provide long-term sustainable funding for public libraries in BC and that the Province ensure that BC Libraries will henceforth receive regular increases to Provincial Government funding in subsequent years.

The support of your delegates to UBCM for this motion would be greatly appreciated.

Sincerely,

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

Jonathan X. Cote  
Mayor

**Office of the Mayor**

Corporation of the City of New Westminster

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