

Written Statement of Intent (Submitted for Preliminary Planning Review)

**Planning and Development Department
District of Ucluelet**

Re: Proposed Temporary Use Permit

Dear Planning and Development Staff,

I am writing to request your preliminary review and feedback regarding a proposed Temporary Use Permit for my property. After reviewing the Temporary Use Permit application requirements, I understand that applicants are encouraged to consult with Development Planning staff before submitting a formal application. I appreciate the opportunity to seek your input at this stage so that I can better understand any considerations, concerns, or recommendations before proceeding further. This Written Statement of Intent is being provided for preliminary planning review and outlines the proposal in accordance with the Temporary Use Permit application checklist.

Purpose of the Application

The purpose of this application is to request a Temporary Use Permit to allow one self contained recreational vehicle to be used as temporary residential accommodation on the subject property. The proposal involves locating a single recreational vehicle on an existing serviced residential lot and connecting it to existing municipal water and sanitary sewer services. The recreational vehicle will remain fully mobile and capable of being removed from the property at any time. No permanent buildings, foundations, or structural alterations are proposed. The intent is to make responsible use of an existing serviced property by providing temporary residential accommodation for a single occupant. The proposal is limited to one recreational vehicle and is not intended to establish an RV park, campground, commercial accommodation, or multiple recreational vehicle sites.

Compliance with Applicable Development Permit Guidelines

Based on my review of the applicable zoning and Temporary Use Permit requirements, the proposal appears to be generally consistent with the applicable development and servicing requirements. The property is an existing serviced lot with municipal water and sanitary sewer services already in place, as well as established road frontage and vehicle access. The proposed recreational vehicle is intended to be located within the applicable setbacks for the property's zoning designation and below the applicable height limitations. No significant site alterations or permanent construction are proposed. I recognize that Planning staff will ultimately determine whether the proposal satisfies all applicable bylaws, policies, and Development Permit guidelines, and I welcome any comments or recommendations that would improve the proposal before submitting a formal application.

Divergence from Applicable Development Permit Guidelines

Based on my review, I am not currently aware of any divergence from the applicable Development Permit guidelines or zoning requirements. If Planning staff identify any aspects of the proposal that require modification, clarification, or additional information, I would appreciate the opportunity to address those matters before proceeding with a formal application.

Existing and Proposed Uses of the Land, Buildings, and Structures

The property is currently a vacant serviced residential lot. The proposed use is to temporarily accommodate one recreational vehicle for residential occupancy. No permanent buildings or additional structures are proposed, and the recreational vehicle will remain fully movable and capable of being removed from the property at any time.

Existing and Proposed Works and Services

The property is already serviced with municipal water and sanitary sewer, and existing vehicle access is available. No additional municipal servicing is anticipated beyond connecting the recreational vehicle to the existing services. No permanent site works or infrastructure

improvements are proposed as part of this application.

Neighbourhood Consultation

At this preliminary stage, I have not undertaken consultation with neighbouring property owners or the surrounding community, as I wished to first obtain feedback from Development Planning staff regarding the suitability of the proposal. Should the application proceed, I will comply with any public notification or consultation requirements associated with the Temporary Use Permit process.

Closing

Thank you for taking the time to review this proposal. My objective is to work collaboratively with the District to determine whether this temporary use would be appropriate for the property and to ensure that any formal application is as complete and well considered as possible. I would greatly appreciate any comments, recommendations, or concerns you may have regarding the proposal and look forward to your feedback. Sincerely,

Mike Giordano

Site Plan of:

**Lot 10 and 11, Section 21,
Clayoquot District, Plan 11923**

Parcel Identifier: 000-510-599

Parcel Identifier: 000-510-602

Civic address: 238 & 256 Matterson Drive

SCALE - 1 : 500



All distances are in metres and decimals thereof

(plot on 8.5" x 11" sheet)

The following non-financial charges are shown on the current title and may affect the property

None

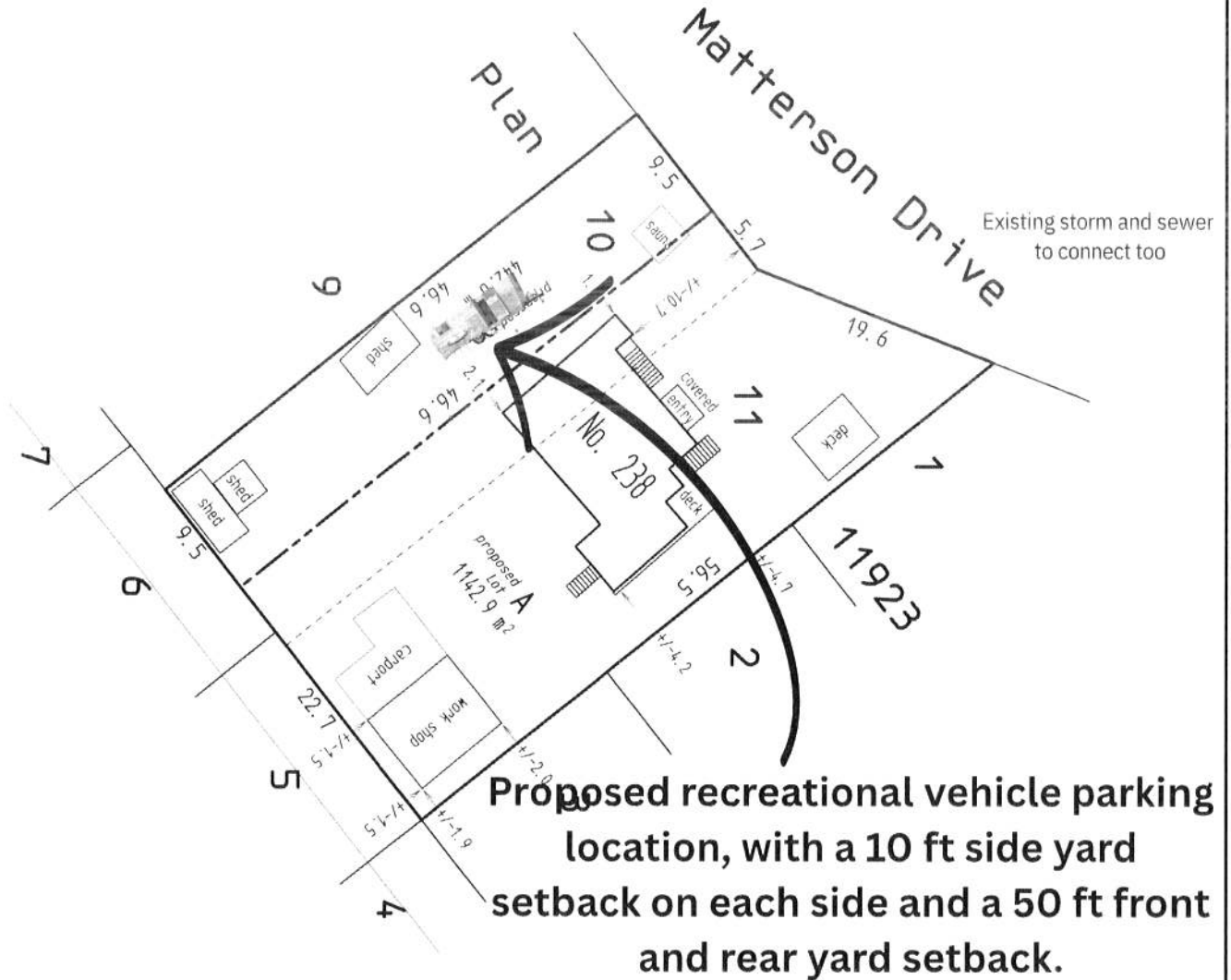
Parcel dimensions shown hereon are derived from Land Title Office records.

This sketch represents a site improvement survey and is not intended for the purposes of a survey/mortgage certificate.

ALL SURVEY INFORMATION IN THIS DRAWING IS FOR GENERAL PURPOSES ONLY. THIS INFORMATION IS NOT TO BE USED IN ANY LEGAL MANNER. THE ENGAGEMENT OF A BRITISH COLUMBIA LAND SURVEYOR (B.C.L.S.) WILL BE REQUIRED TO CONFIRM ALL LEGAL INFORMATION IF REQUIRED.



FILE : 224-Matterson
DWG/DATE: 2023-02-19
AG Surveys
545 - 710 Marine Drive
Ucluelet, BC V0R 3A0
phone (250) 266-6536



TITLE SEARCH PRINT

File Reference:

Declared Value \$558000

2026-07-19, 16:41:58

Requestor: Mike Giordano

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

VICTORIA

VICTORIA

Title Number

From Title Number

CA8568714

EW117820

Application Received

2020-11-13

Application Entered

2020-11-17

Title Cancelled**2025-10-31****Registered Owner in Fee Simple**

Registered Owner/Mailing Address:

GIORDANO HOLDINGS LTD., INC.NO. BC1090691

780 CLAREMONT AVENUE

VICTORIA, BC

V8Y 1K1

Taxation Authority

Port Alberni Assessment Area

Ucluelet, District of

Description of Land

Parcel Identifier:

000-510-599

Legal Description:

LOT 10, SECTION 21, CLAYOQUOT DISTRICT, PLAN 11923

Legal NotationsTHIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 14 OF THE LOCAL
GOVERNMENT ACT, SEE CB1226462**Charges, Liens and Interests**

Nature:

MORTGAGE

Registration Number:

CA8568716

Registration Date and Time:

2020-11-13 15:30

Registered Owner:

BANK OF MONTREAL

Remarks:

INTER ALIA

Duplicate Indefeasible Title

NONE OUTSTANDING

TITLE SEARCH PRINT

File Reference:

Declared Value \$558000

2026-07-19, 16:41:58

Requestor: Mike Giordano

Transfers

Registration Date:

Description:

2025-10-31

PART SUBDIVIDED BY PLAN EPP138860 CB2404375

Registration Date:

Description:

2025-10-31

ALL SUBDIVIDED BY PLAN EPP138860 JA12718

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

Property Address: 256 Matheson Dr. Ucluelet, BC
Type of Application: Temporary Use Permit
Date: July 22 2026
Submitted By: Mike Gardano c/o Gardano Holdings Ltd.

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

DISTRICT OF UCLUELET

Zoning Amendment Bylaw No. 1335, 2023

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".

(R-6 Zone – 256 Matterson Drive)

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

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

1. 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 the westernmost 9.59 metres of Lot 10, Clayoquot Land District Plan VIP11923 (PID: 000-510-599 at 256 Matterson Drive), shown shaded on the map attached to this Bylaw as Appendix "A", from R-1 Single Family Residential to R-6 Infill Single-Family Residential.

2. Text Amendment:

Schedule B of the *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by adding the following subsection (R-6.7) to Section R-6 (Infill Single-Family Residential) that directly follows Subsection R-6.6 as follows:

"R-6.7 Other Regulations:

R-6.7.1 Notwithstanding other regulations in this bylaw, on the lands legally described as the westernmost 9.59 metres of Lot 10, Clayoquot Land District Plan VIP11923, PID: 000-510-599 (256 Matterson Drive), the following regulations apply:

(1) The following additional secondary uses are permitted:

- i. *Secondary Suite; or,*
- ii. *Accessory Residential Dwelling Unit"*

3. Citation:

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023".

READ A FIRST TIME this 10th day of **October, 2023.**

READ A SECOND TIME this 10th day of **October, 2023.**

PUBLIC HEARING this 15th day of **February, 2024.**

READ A THIRD TIME this 27th day of **February, 2024.**

ADOPTED this 27th day of **February, 2024.**

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023."

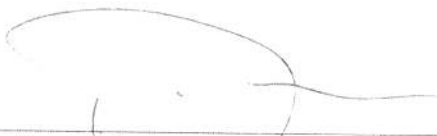


Marilyn McEwen
Mayor



Duane Lawrence
Corporate Officer

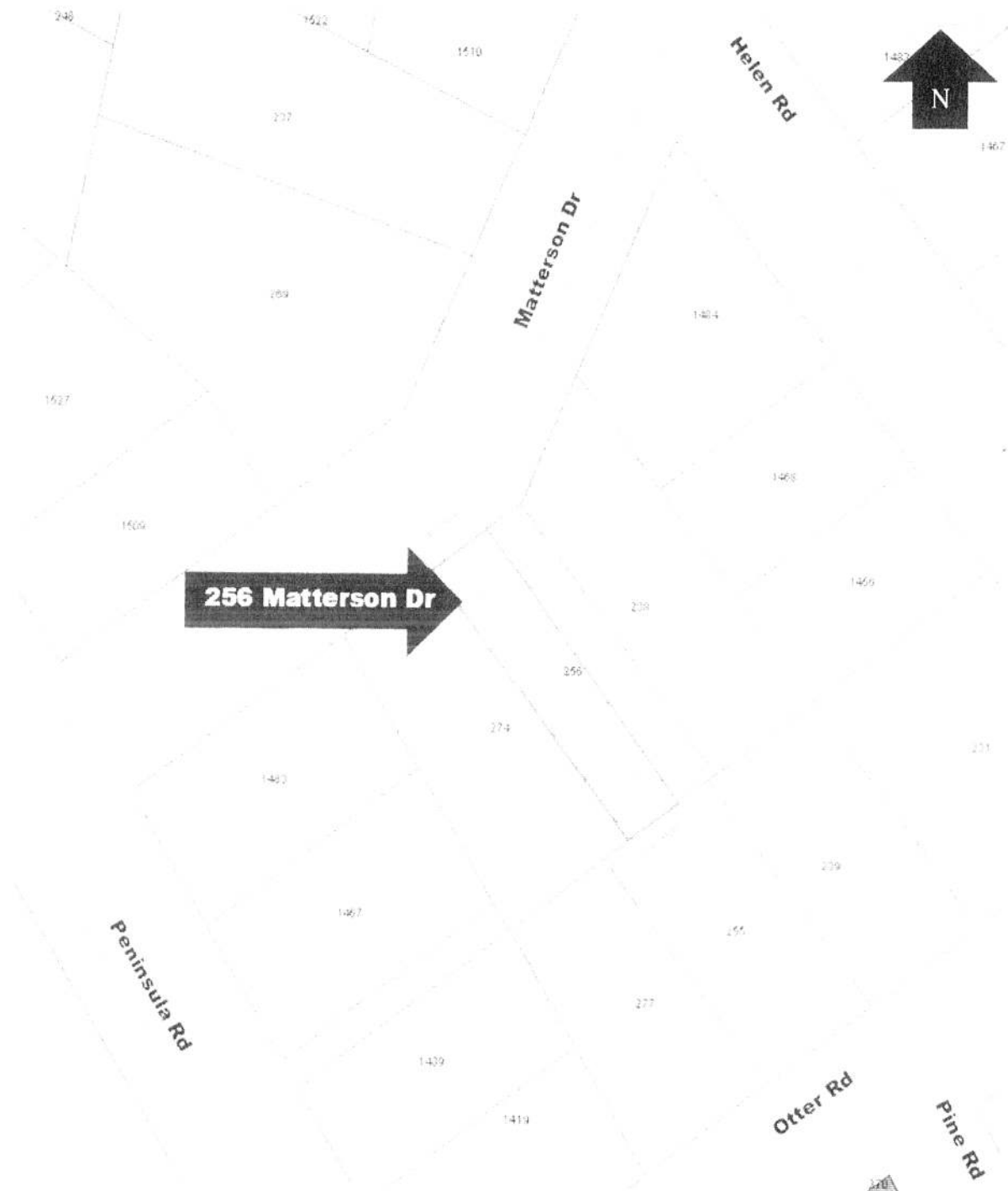
THE CORPORATE SEAL of the
District of Ucluelet was hereto
affixed in the presence of:



Duane Lawrence
Corporate Officer

Appendix A to District of Ucluelet Zoning Amendment Bylaw No. 1335, 2023

 = from: R-1 zone Single-Family Residential
To: R-6 zone Infill Single-Family Residential



R-6 Zone – INFILL SINGLE-FAMILY RESIDENTIAL**[Zoning Amendment Bylaw No. 1284, 2021]**

This Zone is intended for single-family residential development providing for a mix of compact lot sizes and housing options, with additional accessory residential dwelling unit uses on the larger lots.

R-6.1 Permitted Uses

R-6.1.1 The following uses are permitted, but *secondary permitted uses* are only permitted in conjunction with a *principal permitted use*:

(1) Principal:

(a) *Single Family Dwelling*

(2) Secondary: **[Zoning Amendment Bylaw No. 1346, 2024]**

(a) *either a Secondary Suite or an Accessory Residential Dwelling Unit*

(b) *Home Occupation*

R-6.2 Lot Regulations

R-6.2.1	Minimum Lot Size:	360 m ² (3,875 ft ²)
R-6.2.2	Maximum Average Lot Size:	480 m ² (5,167 ft ²)
R-6.2.3	Maximum Lot Size:	600 m ² (6,458 ft ²)
R-6.2.4	Minimum Lot Frontage:	10 m (33 ft)

R-6.3 Density:

R-6.3.1	Maximum Floor Area Ratio:	0.35
R-6.3.2	Maximum Floor Area Ratio with <i>secondary suite or accessory residential dwelling unit</i>	0.5
R-6.3.3	Maximum Lot Coverage:	45%

R-6.4 Maximum Size (Gross Floor Area):

R-6.4.1	Principal Building:	n/a
R-6.4.2	Accessory Buildings:	90 m ² (968 ft ²) combined total

DISTRICT OF UCLUELET

Cash Receipt

200 MAIN STREET
UCLUELET BC
250-726-7744
www.ucluelet.ca

Receipt #: 02-38519

Aug 11, 2026 10:05

Received From: GIORDANO HOLDINGS

MISCELLANEOUS

17	Licenses, Permits *Comments	PAY 3 Development Permit Fees TUP26-09 FOLIO #62.072	1010510003	\$850.00
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Receipt Total	\$850.00
EFT	\$850.00

AMOUNT TENDERED:	\$850.00
CHANGE DUE	\$0.00

District of Ucluelet
THANK YOU
Regular Office Hours - 8:30 AM to 4 PM
Monday through Friday
www.ucluelet.ca