



To: Community Safety Committee **Date:** June 12, 2018
From: Cecilia Achiam, MCIP, BCSLA **File:** 12-8060-01/20-Vol01
General Manager, Community Safety
Re: **Community Bylaws Monthly Activity Report - May 2018**

Staff Recommendation

That the staff report titled “Community Bylaws Monthly Activity Report - May 2018”, dated June 12, 2018, from the General Manager, Community Safety, be received for information.

Cecilia Achiam, MCIP, BCSLA
General Manager, Community Safety
(604-276-4122)

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance	<input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CA
APPROVED BY CAO <i>for</i> <i>She Eves</i>	

Staff Report

Origin

This monthly report for the Community Bylaws Department provides information on Grease, Soils, Property Use, Short-Term Rentals, Pay Parking, Parking Enforcement, Animal Control, Dog Licencing and Public Awareness Initiatives.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

Analysis

Grease

The Grease Officer remains focused on education and voluntary compliance. During the month of May, the Bylaw Officer undertook 102 grease-trap inspections which are reflected in the cumulative total shown in Figure 1a. Four warning violation notices for contravention of the Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551 were issued.

Soils

The Soil Bylaw Officer continues to liaise with various departments and agencies for the purpose of monitoring properties in non-compliance with the current Soil Removal & Fill Deposit Regulation Bylaw No. 8094, in addition to reviewing soil deposit proposals. There are currently 86 files that remain open which consist of 25 stop-work-orders, 21 fill removal orders and four active fill sites. There are currently 10 non-farm use fill proposals within various stages of review.

During the month of May, the Soil Bylaw Officer conducted 61 site inspections. No tickets were issued for non-compliance with the Bylaw.

Property Use

Property Use Officers continue to investigate property matters based on public complaints, as well as, conduct proactive enforcement for self-evident infractions such as boulevard obstructions and unsightly properties. Excluding grease, soils and short-term rentals, during the month of May, the Bylaw Officers administered 334 files, which were largely associated with unsightly premise, tow permits, as well as noise, sanitation and zoning matters.

The Short-Term Rental Officer continues to investigate occupancy issues based on website listings and public complaints. During the month of May, the Short-Term Rental Officer undertook 80 site visits, which resulted in the issuance of six violations (\$6,000 in fines), for contravention of the Zoning Bylaw No. 8500.

The following tables below (Figure 1a and 1b) reflect year-to-date *calls for service* categorized by property use file type for years 2016 and 2017. Calls are reflected as a cumulative total for each month ending with the current month of May 2018.

Figure 1a: Grease, Soils, Short-Term Rentals & Property-Use Call for Service

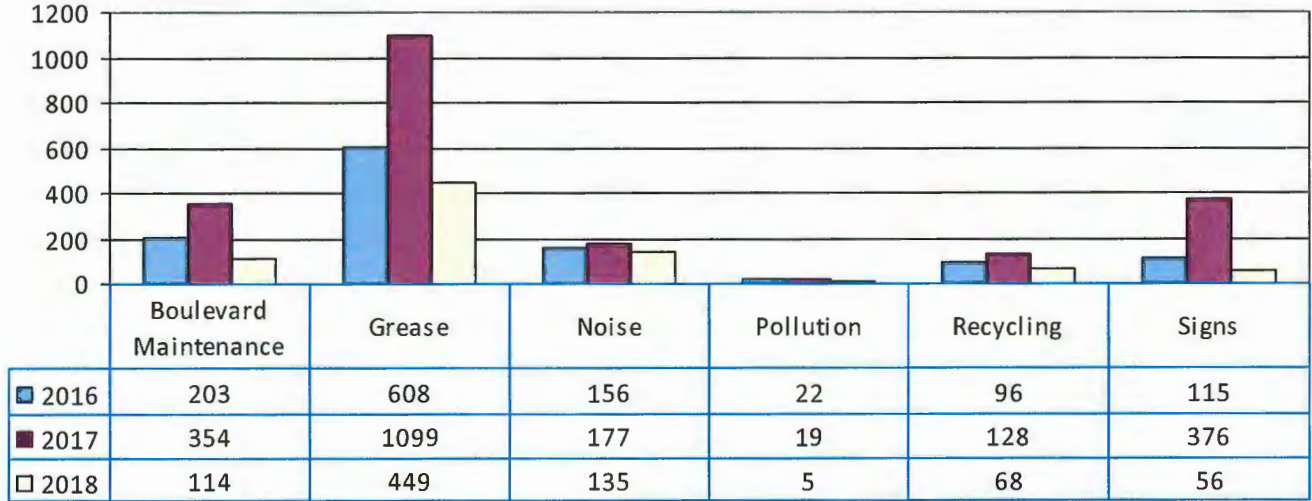
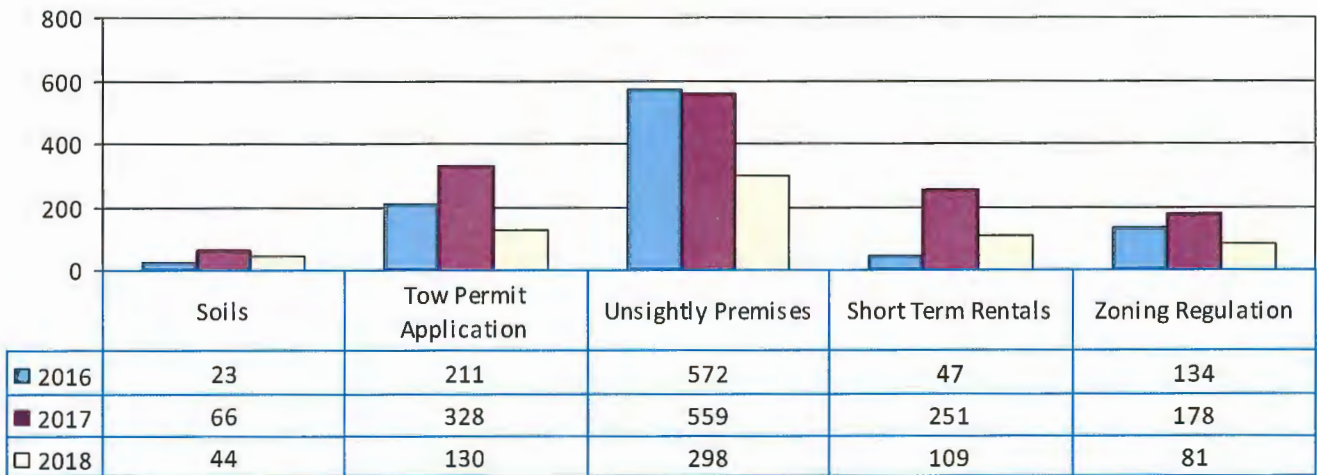


Figure 1b: Grease, Soils, Short-Term Rentals & Property-Use Call for Service

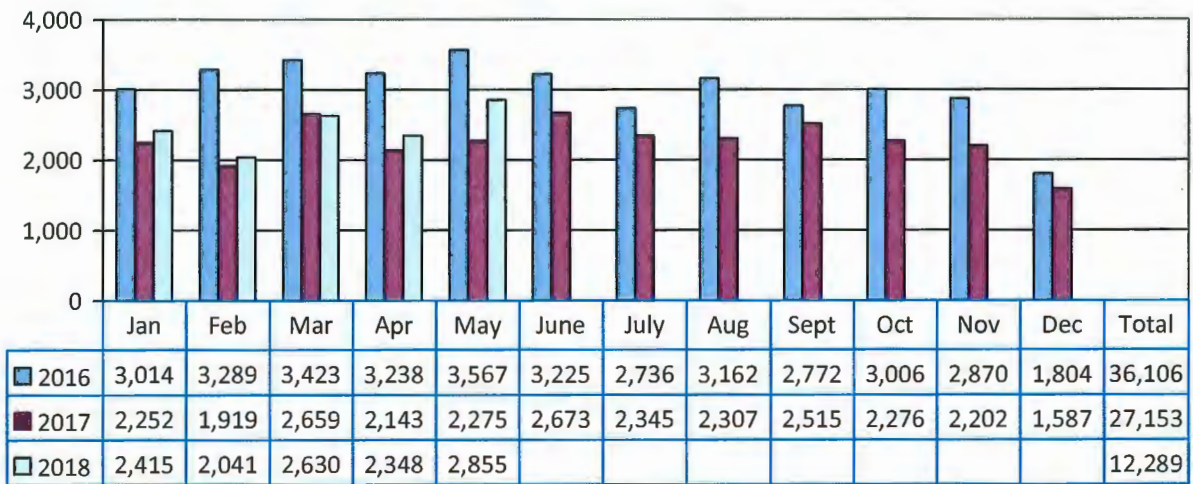


Parking

Parking and Animal Control Officers continue to focus on safety issues (fire hydrants, yellow curbs and animal control offences), as well as pay parking matters (parking meter and permit offences). During the month of May, Bylaw Officers issued 2,855 violations associated with various parking and stopping offences.

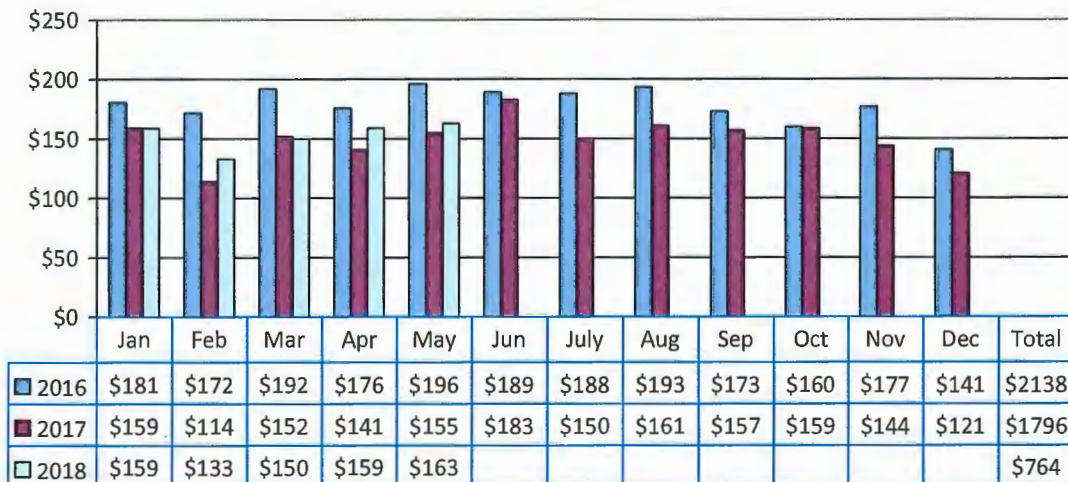
The following table reflects monthly and year-to-date *parking enforcement activity* measured by violation issuance.

Figure 2a: Parking Violations Issuance Comparison



The following table reflects monthly and year-to-date *parking program revenue* encompassing meter, permit & enforcement operations.

Figure 2b: Consolidated Parking Program Revenue Comparison (000's)



Dog Licencing and Animal Control

During the month of May, 271 dogs were licenced. The total amount of dogs licenced to date is 6,738.

Education and Awareness

RCMP and City Bylaw Officers continue to coordinate resources to focus on commercial vehicle enforcement. This joint operation resulted in eight violations being issued to non-permitted and overweight commercial vehicles.

Community Bylaw staff participated with an interactive display at the annual Public Works Open House held at the City Works Yard.

Customer Service Activity – Parking and Animal Control

The following table reflects monthly and year-to-date *calls-for-service* for parking and animal control.

Figure 3a: Community Bylaws Calls-for-Service

Calls for Service	May	YTD
Parking & Stopping Files	246	1024
Animal Control Files	168	719
Totals	414	1,743

Enforcement Activity

The following table reflects monthly and year-to-date *violation issuance* listed by file type.

Figure 3b: Community Bylaws Violations

Ticket Issuance (BVN's & MTI's)	May	YTD
Short-Term Rental Offences	15	21
Soil Removal & Fill Deposit Offences	0	38
Grease Trap Offences	4	12
Parking & Stopping Offences	2,855	12,289
Animal Control Offences	62	135
Totals	2,917	12,411

Adjudication

The next adjudication session, scheduled for July 24, 2018, will consist of nine violations in contravention of Traffic Bylaw No. 5870 and one violation in contravention of the Sign Regulation Bylaw No. 9700.

Revenue

The Community Bylaws Department derives most of its revenue from parking meters, parking permits and parking violations, with the remainder of revenue generated from the following sources: Dog Licences, False Alarm Incidents, Animal Control Violations, Newspaper Box Permits (annual renewal), Towing Permits (biennial renewal) and Film Crew Occupancy.

In Figure 4, the variance for “False Alarms” remains inordinately high because of a previous billing transfer to property taxes and the significant variance for “Other Permits” can be attributed to straight-line financial projections. Recovery expenses represent the cost recovery of Bylaw and RCMP charges associated with the Richmond Night Market.

The following table reflects monthly and year-to-date *department revenue* listed by source.

Figure 4: Budget vs. Actual Revenue by Source

Program Revenue	May Budget	May Actual	YTD Budget	YTD Actual	YTD (\$) Variance	YTD (%) Variance
Recovery - Expenses	0	47,464	0	47,464	47,464	0.0%
Filming Revenue	0	325	0	3,825	3,825	0.0%
False Alarms	4,350	1,776	21,750	52,629	30,879	142.0%
Dog Licences	11,075	14,874	138,834	155,536	16,702	12.0%
Towing Permits	1,308	2,127	8,209	10,015	1,806	22.0%
Other Permits	3,121	1,762	19,584	38,547	18,963	96.8%
Other Bylaw Fines	3,545	11,925	25,271	33,850	8,579	33.9%
Parking Revenue	151,045	163,418	823,598	764,630	(58,968)	(7.2)%
Total Revenue	174,444	243,671	1,037,246	1,106,496	69,250	6.7%

Financial Impact

None.

Conclusion

Community Bylaws staff strive to maintain the quality of life and the safety of residents through coordinated efforts with other City departments and community partners. Further, all department personnel remain committed to educating the public and promoting a culture of voluntary compliance.



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