



# City of Richmond

## Report to Committee

**To:** Community Safety Committee **Date:** November 10, 2021  
**From:** Cecilia Achiam **File:** 12-8375-03/2021-Vol  
 General Manager, Community Safety 01  
**Re:** **Property Use Monthly Activity Report – October 2021**

### Staff Recommendation

That the staff report titled “Property Use Monthly Activity Report – October 2021”, dated November 10, 2021, from the General Manager, Community Safety, be received for information.

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

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance Department	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> <i>MA</i>
<b>APPROVED BY CAO</b> 	

**Staff Report**

**Origin**

This monthly report for the Property Use section provides information and statistics for enforcing bylaws related to noise, health, grease, soils, zoning and short-term rentals as well as education and public awareness initiatives.

This report supports Council’s Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

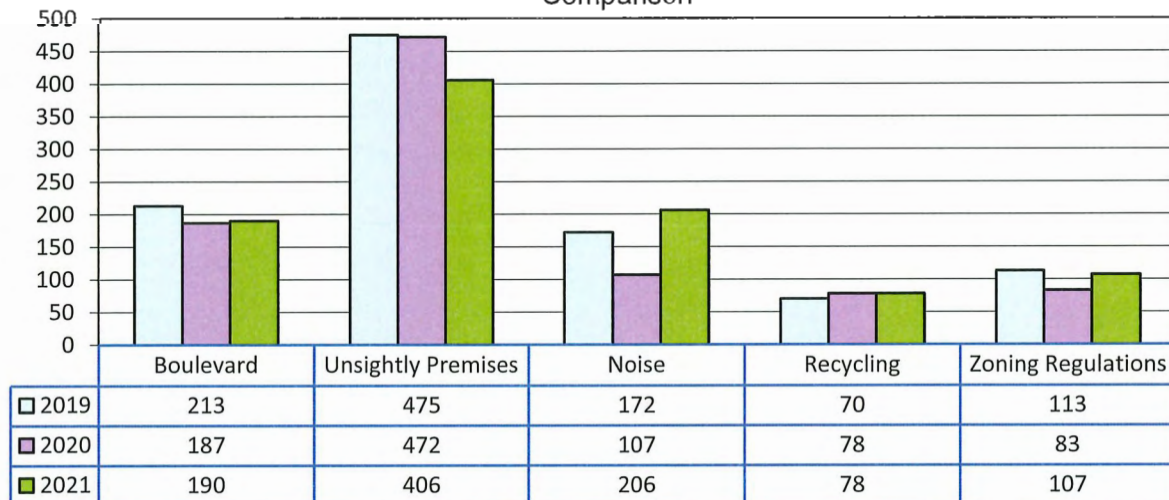
*1.1 Enhance safety services and strategies to meet community needs.*

**Analysis**

Property Use Calls for Service

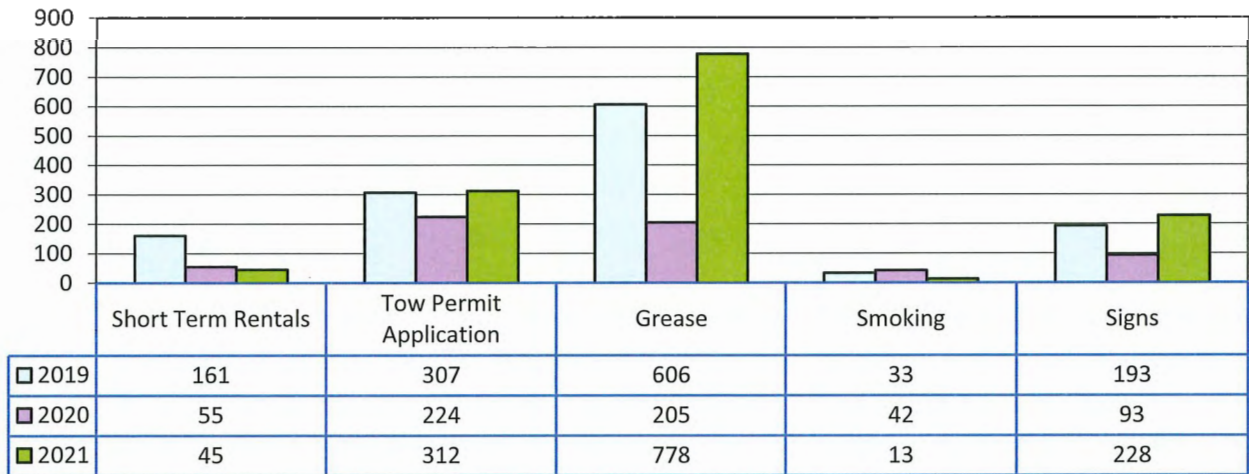
Property use enforcement matters are divided among several groups in Community Bylaws, Engineering and Business Licencing. Figure 1 shows the calls for service (files opened) by Property Use Inspectors. Figure 2 shows all other property related enforcement.

Figure 1: Property Use Calls For Service - October Year-To-Date Comparison



As expected, calls for enforcement of noise continue to increase compared to previous years. This increase was in part due to a rise in construction related noise calls. While calls related to short-term rentals are expected to return to levels seen in previous years, the numbers remain low for October 2021.

Figure 2: Other Calls For Service - October Year-To-Date Comparison



Grease

The Grease Officer remains focused on education and communication. During the month of October, the Grease Officer undertook 214 grease-trap inspections, which are reflected in the cumulative total shown in Figure 2.

Soil Report

The Soil Bylaw Officer (the “Officer”) responds to public complaints, issues of non-compliance related to unauthorized filling, conducting oversight of permitted soil deposit/removal sites, and inspecting properties in which compliance is being undertaken by the owner(s). The aforementioned issues generated 45 site inspections conducted by the Soil Bylaw Officer during the month of October.

Removal orders were issued for:

- 20391 Westminster Hwy
- 6471 No. 5 Road

Stop Work Order’s were issued for:

- 6200 No. 5 Road
- 5800 No. 7 Road
- 6471 No. 5 Road
- 13291 Blundell Road

Fine issued to:

- 16160 River Road (Failure to Comply)

There are 18 soil deposit proposals under various stages of review by City staff and the Officer continues to monitor 12 approved sites. The Officer is currently addressing 36 properties that are considered to be in non-compliance. There are two files with legal counsel.

The Agricultural Land Commission (ALC) granted an Notice Of Intent (NOI) approval for 20371 Westminster Highway. Staff will be working with the applicant and qualified professionals to determine permit conditions. The ALC has not provided a decision regarding the soil deposit proposal for 8511 No. 6 Road (forwarded by the City as per Council approval in May 2021).

Staff reported unauthorized fill issues to ALC Compliance & Enforcement for the properties at 8251 No. 5 Road & 8391 No. 5 Road. These actionable items are pending and direction to be taken by City staff is based on ALC enforcement decision.

#### Bylaw Prosecutions

The trial regarding commercial vehicles and illegal suite 10040 Palmberg Road will reconvene on December 6, 2021.

A new trial date of December 7, 2021 has been set for 6360 No.6 Road regarding commercial vehicle and bin storage.

#### Ticketing

The following table reflects department *violation issuance* by file type for the month of October and year to date.

Table 1: Community Bylaw Violations

Ticket Issuance (BVN's & MTI's)	October	YTD
Short-Term Rental Offences	0	11
Soil Deposit and Removal Offences	0	0
Watercourse Protection Offences	1	1
Unsightly Premises Offences	2	26
Noise Offences	0	25
Grease Trap Offences	0	2
Solid Waste and Recycling Offences	0	3
Sign Offences	0	14
Watering Offences	0	1
<b>Totals</b>	<b>3</b>	<b>83</b>

Revenue and Expenses

Revenue in Property Use is derived from soil permit revenue, tickets and court fines from bylaw prosecutions. While the actual amount collected each month can vary depending on timing of court and ticket payments, overall Property Use revenue is ahead of budget. These results are shown in Table 2.

Table 2: Property Use Revenue by Source

Program Revenue	Budget Oct 2021	Actual Oct 2021	YTD Budget Oct 2021	YTD Actual Oct 2021
Towing Permits	389	2,166	14,573	21,596
Soil Permit Applications	250	1,800	2,500	10,650
Bylaw Fines	1,859	8,600	69,679	109,710
<b>Total Revenue</b>	<b>2,498</b>	<b>12,566</b>	<b>86,752</b>	<b>141,956</b>

The favorable result on the revenue side is reflective of positive court outcomes. At the same time, there are also savings on the expense side. This equates to an overall budget position that is lower than budgeted expenses. The full results are shown in Table 3.

Table 3: Property Use Revenue and Expenses

		YTD Budget Oct 2021	YTD Actual Oct 2021
<b>Property Use</b>	Revenue	86,752	141,956
	Expenses	1,182,837	681,973
	<b>Net Revenue (Expense)</b>	<b>(1,096,085)</b>	<b>(540,017)</b>

**Financial Impact**

None.

**Conclusion**

Property Use administers a wide range of bylaws related to land use, unsightly premises, short-term rentals, soil, grease, and noise. This report provides a summary of this month's activity, including revenue and expenses.



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 Mark Corrado  
 Manager, Community Safety Policy and Programs  
 (604-204-8673)