



**To:** Community Safety Committee **Date:** May 20, 2022  
**From:** Mark Corrado **File:** 12-8375-02/2022  
 Director, Community Bylaws & Licencing  
**Re:** Property Use and Parking Enforcement Monthly Activity Report - April 2022

**Staff Recommendation**

That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report - April 2022”, dated May 20, 2022, from the Director, Community Bylaws & Licencing, be received for information.

Mark Corrado  
 Director, Community Bylaws & Licencing  
 (604-204-8673)

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

**Staff Report**

**Origin**

This monthly report for the Property Use and Parking Enforcement sections of Community Bylaws provides information and statistics for enforcing bylaws related to land use, noise, health, soil, short-term rentals, parking permits and parking enforcement.

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

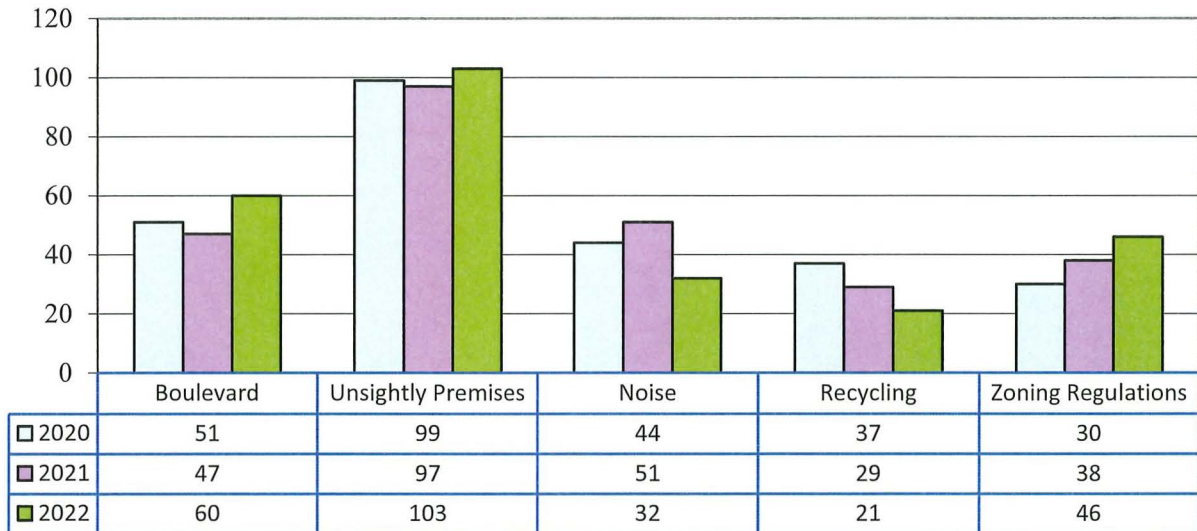
*1.1 Enhance safety services and strategies to meet community needs.*

**Analysis**

Property Use Calls for Service

Property Use enforcement matters are divided into the following groups: Community Bylaws, Engineering and Business Licencing. Figure 1 shows the calls for service for Property Use.

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

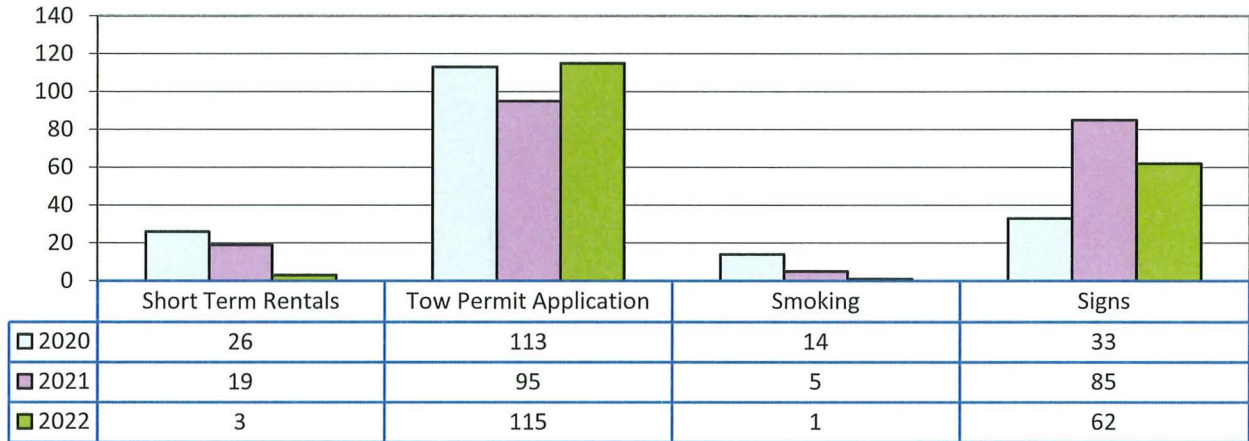


Property Use officers both investigate property related matters based on public complaints and conduct proactive enforcement. Calls for Service relating to potential Zoning Regulation violations increased year to date due to calls related to non-permitted use and business activities.

Other Community Bylaws Calls for Service

Figure 2 shows other Calls for Service, which are closely related to Property Use matters.

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



The above trend in reduced Calls for Service for short-term rental violations is directly related to the impact of the COVID-19 pandemic.

Grease

The Grease Officer remains focused on education and communication. During the month of April, the Grease Officer conducted 74 grease-trap inspections. A year-to-date total of 450 inspections have been conducted.

Soil Report

The Soil Bylaw Officer (Officer) is responsible for responding to public complaints and issues of non-compliance related to unauthorized filling; the need to monitor permitted soil deposits and removal sites; and inspecting properties that are undergoing remediation to come into compliance with applicable City bylaws. The Officer conducted 32 site inspections in the month of April.

The following property submitted a Soil deposit application:

- 11400 No. 2 Road

The following properties were issued a Soil deposit permit:

- 8511 No. 6 Road
- 3100 Block No. 8 Road (PID:031-127-304)

The following property is now compliant:

- 9111 No. 6 Road



The following property was found to be non-compliant and a Removal Order was issued:

- 8451 No. 5 Road

The Officer is monitoring 15 approved sites and is currently addressing 27 properties that are considered non-compliant.

Bylaw Prosecutions

There were no trials this month or cases that were settled with a consent agreement. No new bylaws charges were sworn in April.

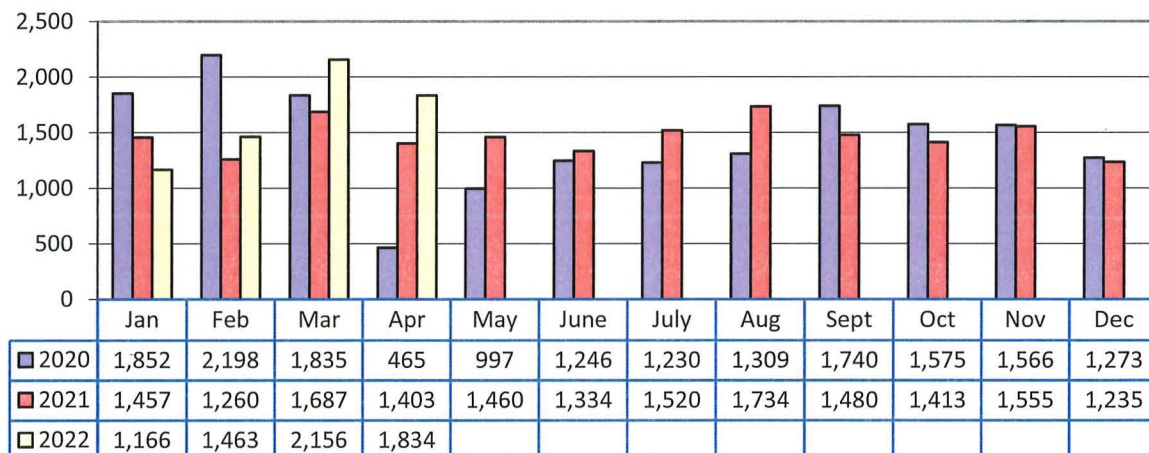
Parking Enforcement

For the month of April 2022, Parking Officers proactively patrolled for stopping and parking infractions while continuing to monitor assigned files. Parking Officers received 222 Calls for Service for parking related matters. Management of files by Parking Officers are priority-based, with all safety and obstruction requests receiving top priority. Parking revenue and ticket issuance comparison are listed in Figures 3 and 4 below.

Figure 3: Parking Revenue Comparison (000's)



Figure 4: Parking Violations Issuance Comparison



Ticketing

The following table reflects Property Use and related Bylaws ticket issuance by Offence type for the month of April and year to date.

Table 1: Community Bylaw Offences

<b>Ticket Issuance (BVN's &amp; MTI's)</b>	<b>April</b>	<b>YTD</b>
Short-Term Rental Offences	4	4
Soil Deposit and Removal Offences	1	3
Watercourse Protection Offences	0	0
Unsightly Premises Offences	0	4
Noise Offences	0	0
Grease Trap Offences	0	0
Solid Waste and Recycling Offences	0	0
Sign Offences	1	6
Watering Offences	0	0
<b>Totals</b>	<b>6</b>	<b>17</b>

Bylaw Adjudication

The next adjudication session is scheduled for May 26, 2022. There are approximately 11 disputed tickets requesting adjudication.

Revenue and Expenses

Revenue in Property Use is primarily derived from permits, tickets and court fines related to bylaw prosecutions. The actual amount collected each month can vary depending on the timing of court rulings and ticket payments. These results are shown in Table 2.

Table 2: Property Use Revenue by Source

<b>Program Revenue</b>	<b>Budget Apr 2022</b>	<b>Actual Apr 2022</b>	<b>YTD Budget Apr 2022</b>	<b>YTD Actual Apr 2022</b>
False Alarm	4,633	0	18,533	991
Towing Permits	927	1,651	6,805	7,803
Newspaper Box Permits	1,195	(122)	12,223	6,631
Bylaw Soil Permit, Fines and Fees	11,124	59,619	92,916	87,049
Expense Recovery	0	223	0	223
<b>Total Revenue</b>	<b>17,879</b>	<b>61,371</b>	<b>130,477</b>	<b>102,697</b>

The gap between budgeted and actual revenue from "Bylaw Soil Permit, Fines and Fees" has decreased due to the revenue generated by the seasonal increase of soil applications. The expense recovery line is related to reimbursements from Emergency Management BC for COVID-19 supply claims.



Parking enforcement generates much of its revenue from meters, permits and fines. The remainder of the revenue is generated from filming and receivable income. Table 3 outlines individual revenue types. Table 4 outlines the net revenue and expenses for both Property Use and Parking.

Table 3: Parking Revenue by Source

Program Revenue	Budget Apr 2022	Actual Apr 2022	YTD Budget Apr 2022	YTD Actual Apr 2022
Contract Revenue <sup>1</sup>	3,147	5,000	21,160	20,000
Filming Revenue	0	0	0	3,183
Parking Revenue <sup>2</sup>	107,312	129,861	721,500	467,972
Receivable Income <sup>3</sup>	5,245	0	35,268	0
Expense Recovery	0	158	0	158
<b>Total Revenue</b>	<b>115,704</b>	<b>135,019</b>	<b>777,928</b>	<b>491,313</b>

Table 4: Property Use and Parking Revenue and Expenses

		YTD Budget Apr 2022	YTD Actual Apr 2022
<b>Property Use</b>	Revenue	130,477	102,697
	Expenses	534,280	176,999
	<b>Net Revenue (Expense)</b>	<b>(403,803)</b>	<b>(74,302)</b>
<b>Parking</b>	Revenue	777,928	491,313
	Expenses	650,373	516,698
	<b>Net Revenue (Expense)</b>	<b>127,555</b>	<b>(25,385)</b>

Revenue in the property use section is associated with Bylaw Soil Permits where fines and fees has increased this month. This is driven by an increase in Soil Permit issuance and applications. Overall revenue parking enforcement is lower as a result of the COVID-19 pandemic and seasonality. Nonetheless, expenses have also decreased as a result of vacancies. It is anticipated that revenues will increase later in the year as a result of increased business activity due to reduced health restrictions and seasonality.

**Financial Impact**

None.

<sup>1</sup> City Towing Contract with Rusty's towing

<sup>2</sup> Parking Revenue consists of Parking Meters, Monthly Parking Permits, and Parking Enforcement

<sup>3</sup> Receivable Income consists of Night Market Recoveries

**Conclusion**

The Property Use and Parking Enforcement sections of Community Bylaws administer and enforce a wide range of bylaws related to land use, unsightly premises, short-term rentals, soil, noise, parking permit issuance and parking enforcement. This report provides a summary of this month's activity, including revenue and expenses.



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