



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** June 26, 2024

**From:** Lloyd Bie, P. Eng.  
Director, Transportation

**File:** 10-6500-01/2024-Vol  
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**Re:** **Steveston Village Lane Parking**

### Staff Recommendations

1. That parking be established in lanes within Steveston Village as outlined in the report titled "Steveston Village Lane Parking" dated June 26, 2024 from the Director, Transportation;
2. That a permit parking pilot program be implemented as outlined in Option 3 in the report titled "Steveston Village Lane Parking" dated June 26, 2024 from the Director, Transportation;
3. That Traffic Bylaw No. 5870, Amendment Bylaw No. 10585 be given first, second and third readings; and
4. That lanes between Chatham Street and Bayview Street be established as a permit zone in accordance with Traffic Bylaw No. 5870.

Lloyd Bie P. Eng.  
Director, Transportation  
(604-246-4131)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

At the June 11, 2024 Community Safety Committee meeting, the following referral was made:

*That staff review, analyze and assess parking in Steveston lanes to determine when and what circumstances and conditions that parking in lanes can occur, and report back.*

This report responds to this referral.

This report supports Council's Strategic Plan 2022-2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

*Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

A separate referral was made for staff to complete a comprehensive parking study for the Steveston Townsite. Staff will respond to this referral as part of a separate report.

### **Analysis**

#### Parking within Lanes

Six lanes currently service the commercial area within Steveston Village. These lanes serve multiple purposes including providing two-way vehicular access to parking lots, housing underground utilities to support adjacent buildings, facilitating commercial loading, waste collection, emergency service access and pedestrian access. Parking is currently not permitted within these lanes.

Staff have assessed potential locations where parking may be formalized without impeding the lanes' intended functions. Locations are selected to ensure there is no conflict with truck manoeuvring, parking and building accesses, waste collection areas, utility servicing access, existing infrastructure and loading zones. Approximately 16 parking stalls can be introduced as shown in Figure 1.



Figure 1: Potential Parking Stall Locations within Steveston Village Lanes

Should Council endorse formalizing parking within these lanes, staff will engage with business owners to ensure the proposed parking locations do not impede business operations prior to implementation.

Permit Pilot Program for Lane Parking Stalls

The City’s Traffic Bylaw No. 5870 limits on-street parking between 8:00 a.m. and 6:00 p.m. to 3 hours except for residents or employees of businesses fronting the stalls. To address concerns from business owners regarding a 3-hour time limit, staff have assessed options for a permit parking pilot program to provide all-day parking for business owners and their employees within parking stalls established in the lanes.

Staff recommend that fees associated with this program be consistent with the general City-wide on-street parking permit rate of \$54.00 per calendar month, as established through the City’s Consolidated Fees Bylaw No. 8636. The proposed pilot program would extend for one year. Businesses can subscribe on a monthly basis; however, a 10 per cent discount is available for applications for 11 or more permits (e.g. through an annual application).

*Option 1 – No Parking Permits*

Through this option, no parking permits are offered for parking stalls in lanes. Business owners and their employees can park for a full day if they are utilizing parking adjacent to their property. Otherwise, parking is limited to a 3-hour duration during the day. The stalls will be available to all users, including business owners, employees and visitors. Because lane parking cannot be accommodated adjacent to all businesses, some businesses will have access to full day parking while others will not, resulting in inequity amongst business owners.

*Option 2 – Guaranteed Parking for Permit Holders for Lane Parking*

Through this option, the number of permits issued would be limited to the number of stalls available. Permits will be issued on a lottery basis if interest exceeds the number of available stalls, and each business owner will be limited to a maximum of one permit only. All lane parking will be signed to restrict use to permit holder only, as shown in Figure 2.



Figure 2: No Parking Except with Permit

This option guarantees a parking stall for permit holders, but only select business owners will have access to a permit. Utilization of parking stalls will not be optimized, as stalls will remain empty when a permit holder is not occupying the spot.

*Option 3 – Parking Permits for all Interested Business Owners (Recommended)*

Through this option, parking permits are made available to all interested business owners. Business owners will be notified of this opportunity by mail. Lane parking will be signed to restrict use to permit holders only as shown in Figure 2. This option does not guarantee a parking stall for permit holders, but all business owners will have equal access to a permit. If all lane parking stalls are occupied, a permit holder will be required to use other parking within Steveston and comply with any relevant time restrictions. As the number of permit holders are anticipated to exceed the number of stalls available, the stalls will also be better utilized compared with Option 2.

*Recommended Option*

Staff recommend that a pilot permit parking program be implemented for one year to provide an option for business owners to have access to full-day parking. Staff recommend Option 3 – that lane parking be signed for use by permit holders only. Parking permits will be made available to all interested business owners. This option is the most equitable and optimizes use of the established parking stalls.

Council endorsement is required to implement the permit system. To implement lane parking in a timely manner, staff recommend endorsement of the recommended permit program with stakeholder engagement occurring during the one-year pilot period. Alternatively, staff can perform the stakeholder engagement in advance of the implementation, however, this would defer the implementation until Q4, 2024.

Staff will engage with business owners on the location of the lane parking spots prior to implementation, as staff has discretion in this regard provided the attached Amendment Bylaw is in place.

This pilot will allow the City to assess the level of interest in a permit parking program. Results of the pilot program, stakeholder consultation and recommendations will be reported to Council at the end of the pilot program.

#### Amendments to Traffic Bylaw No. 5870

##### *Proposed Amendments to Permit Parking in Lanes*

Traffic Bylaw No. 5870 regulates parking within City property. Parking within lanes is not currently permitted except for commercial loading purposes. Staff recommend that Traffic Bylaw No. 5870 be amended to allow parking within lanes where it is designated by signs and road markings, and to prohibit the unauthorized placement of signage or markings that imitates City traffic control devices.

##### *Proposed Amendments to Facilitate Permit Parking*

Traffic Bylaw No. 5870 currently limits paid parking and permit parking to a City Centre Parking Management Zone. In order to facilitate permit parking within Steveston Village, staff recommends removing the City Centre Parking Management Zone to allow permit parking outside of this area. The authority to designate areas as paid parking zones and permit zones within the City remains at Council's discretion per the current bylaw. Staff recommend that Council designate lanes between Chatham Street and Bayview Street be established as a permit zone in accordance with Bylaw No. 5870 to facilitate this pilot.

#### **Financial Impact**

The cost for signage installation to establish lane parking is approximately \$7,000. This cost can be accommodated through existing Council-approved capital budgets (2024 Annual Asphalt Re-Paving Program – Non-MRN). Ongoing operating impacts of new infrastructure will be reviewed through future budget processes.

Staff anticipates that revenues for the permit program will be sufficient in offsetting operating costs associated with implementation of a pilot program, which will include stakeholder engagement, administration and enforcement. Staff will assess budget impacts upon completion of the program based on program uptake and administration needs at the end of the pilot and will provide recommendations based on the results of this assessment.

#### **Conclusion**

Staff have reviewed potential opportunities to establish parking within Steveston's lanes. Approximately 16 parking stalls can be formalized. Staff also recommend that a one-year permit parking pilot program be implemented to allow all-day parking on the proposed lane parking stalls for business owners and their employees.

June 26, 2024

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Staff will engage with businesses owners as part of implementation of the program, and will report back to Council as needed through the pilot and near the end of the pilot on further recommendations.

A handwritten signature in black ink, appearing to read 'Beata Ng', with a long horizontal stroke extending to the right.

Beata Ng, P. Eng.  
Manager, Transportation Development and Design  
(604-247-4627)

BN:ck



**Traffic Bylaw No. 5870  
Amendment Bylaw No. 10585**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended by:
  - a. Adding the following to Section 11:

“11.3 No person shall place, maintain or display upon or in view of any **street** any unauthorized sign, signal, marking or device which purports to be, or is in imitation of or resembles any **traffic control device**.

11.4 No person shall move, remove, deface, damage or alter, nor obstruct the view of, or otherwise interfere with any authorized **traffic control device**.
  - b. Deleting subsection 12.4(a) in its entirety and replacing it with the following:

“(a) in or upon any lane, except:
    - i. for commercial vehicles engaged in loading or unloading of materials for a period of time not to exceed 30 minutes; or
    - ii. where parking is designated by signage and/or road markings.”
  - c. Deleting subsection 12A.1 in its entirety and replacing it with the following:

“12A.1 Certain areas may be designated by Council as **block meter zones**.”
  - d. Deleting subsection 12B.1 in its entirety and replacing it with the following:

“12B.1 Certain areas may be designated by Council as **permit zones**.”
  - e. Deleting Schedule K in its entirety.

This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10585**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>US</i>
APPROVED for legality by Solicitor <i>LB</i>