



# City of Richmond

## Report to Committee

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**To:** General Purposes Committee **Date:** June 19, 2025  
**From:** Mark Corrado **File:** 12-8375-00/Vol 01  
Director, Community Bylaws and Licencing  
**Re:** **Amendments to Consolidated Fees Bylaw No. 8636 – Schedule Parking (Off-Street) Regulation Bylaw No. 7403**

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### Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694, be introduced and given first, second and third reading.

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

Att. 1

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

## Staff Report

### Origin

Staff recently conducted a review of the Consolidated Fees Bylaw No. 8636 and identified a discrepancy in how off-street parking meter fees are presented. Specifically, the bylaw currently lists these fees as “including applicable taxes,” which is inconsistent with how other fees in the bylaw are presented which is typically as “plus applicable taxes.” To ensure consistency, transparency, and alignment with other City fees and common municipal practice, staff are recommending a housekeeping amendment to revise the wording accordingly.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

*Seek improvements and efficiencies in all aspects of City business.*

### Analysis

Currently, the Consolidated Fees Bylaw No. 8636, Schedule - Parking (Off-Street) Regulation, provides that all rates for pay parking fees include applicable taxes. The proposed amendment deletes the phrase “all rates include applicable taxes”, and specifically references that parking fees will include the base rate, “plus applicable taxes”. This wording change is intended to ensure consistency in how fees are presented throughout the bylaw and align the language with the other parking fees, such as those for parking permit/decal fees.

While administrative in nature, this change will result in an increase to the total amount paid by the public at off-street parking meters, as applicable taxes will now be added on top of the posted rate. Previously, taxes were embedded within the rate, meaning the City was effectively subsidizing a portion of the cost. The City’s current rates for off-street parking are as follows:

City Off-Street Lots	Base Rate incl. tax	Translink Tax (24%)	GST (5%)	Combined Taxes
6131 Bowling Green Road	\$3.50 / hour	\$ 0.65	\$ 0.17	\$ 0.82
6500 Gilbert Road	\$3.50 / hour	\$ 0.65	\$ 0.17	\$ 0.82
7840 Granville Ave	\$3.00 / hour	\$ 0.55	\$ 0.14	\$ 0.69
5540 Hollybridge Way	\$3.00 / hour	\$ 0.55	\$ 0.14	\$ 0.69
3500 McDonald Road	\$25.50/ first day	\$ 6.12	\$ 1.58	\$ 7.70

Under the current structure, a 24% Translink Tax is applied to the pre-GST parking fee, followed by 5% GST on the total amount. Effective August 1, 2025, TransLink’s Parking Rights Tax rate will increase from 24% to 29%, further emphasizing the need for a transparent fee structure that clearly separates base rates from applicable taxes. Under the South Coast British Columbia Transportation Authority Act, TransLink is responsible for the administration of parking tax collected from off-street lots within Metro Vancouver. Parking taxes collected are used to fund road and transit operations within the region.

If approved, the City's parking rate after August 1, 2025 would be as follows:

City Off-Street Lots	Base Rate	Translink Tax (29%)	GST (5%)	Amended Parking Rate
6131 Bowling Green Road	\$3.50 / hour	\$ 1.02	\$ 0.23	\$ 4.75
6500 Gilbert Road	\$3.50 / hour	\$ 1.02	\$ 0.23	\$ 4.75
7840 Granville Ave	\$3.00 / hour	\$ 0.87	\$ 0.19	\$ 4.06
5540 Hollybridge Way	\$3.00 / hour	\$ 0.87	\$ 0.19	\$ 4.06
3500 McDonald Road	\$25.50/first day	\$ 7.39	\$ 1.65	\$ 9.04

By clarifying that taxes are additional, this amendment ensures transparency and full cost recovery. It also aligns with common practices in other municipalities, where parking rates are typically displayed exclusive of taxes.

### Financial Impact

The amendment will result in increased revenue of approximately \$50,000 annually by ensuring that applicable taxes are charged in addition to the posted parking rates, rather than being absorbed by the City. This change aligns with best practices, improves revenue transparency, and does not alter the City's parking rate structure.

### Conclusion

The proposed amendment to the Consolidated Fees Bylaw No. 8636 clarifies the presentation of parking meter rates and brings the wording in line with other sections of the bylaw. Although this is a minor administrative change, it will increase the amount paid by the public as taxes will be charged in addition to the posted rate. This practice is consistent with how other cities present and charge for parking fees, and it ensures greater transparency and alignment with the City's cost recovery principles.



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

Att. 1: *Schedule - Parking (Off-Street) Regulation Bylaw No. 7403*

**PARKING (OFF-STREET) REGULATION Bylaw No. 7403**

## Section 5.1.3, 6.1.2

Description	Fee
<i>Pay Parking Fees:</i> All Off-Street City Property Locations, other than those set out below 6131 Bowling Green Road 6500 Gilbert Road  7840 Granville Avenue 5540 Hollybridge Way  3500 McDonald Road	All rates include applicable taxes. \$3.50 per hour – 7:00 am to 9:00 pm  \$3.50 per hour – 7:00 am to 9:00 pm \$3.50 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.50 for maximum stay  \$3.00 per hour – 7:00 am to 4:00 pm \$3.00 per hour – 7:00 am to 9:00 pm \$9.75 per day  \$25.50 first day (vehicle towing watercraft trailer only) Plus \$12.50 per additional day (to a maximum of 5 days)
<i>Parking Permit / Decal Fees:</i> All Off-Street City Property Locations, other than those set out below.  Gateway Theater Staff Parking (6500 Gilbert Road) Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road) Richmond Seniors' Centre Members Parking (Minoru Park) Richmond Tennis Club Members Parking (Minoru Park) Richmond Winter Club Members Parking (5540 Hollybridge Way)  McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$55.25 per calendar month plus applicable taxes, subject to discounts of:  - 10% for groups of 11 or more permit decals  \$6.25 per calendar year, plus applicable taxes \$6.25 per calendar year, plus applicable taxes \$9.25 per calendar year, plus applicable taxes \$6.25 per calendar year, plus applicable taxes \$6.25 per calendar year, plus applicable taxes  \$110.00 Richmond Residents, per calendar year, plus applicable taxes  \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes



**Consolidated Fees Bylaw No. 8636,  
Amendment Bylaw No. 10694**

The Council of the City of Richmond enacts as follows:

1. Consolidated Fees Bylaw No. 8636, as amended, is further amended at SCHEDULE – PARKING (OFF-STREET) REGULATION by deleting the table labeled “Parking (Off-Street) Regulation Bylaw No. 7403 Section 5.1.3, 6.1.2” and replacing it with the table attached as Schedule A to this bylaw:
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10694**”.

FIRST READING


SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 

**Schedule A to Bylaw No. 10694**

**PARKING (OFF-STREET) REGULATION Bylaw No. 7403**

Section 5.1.3, 6.1.2

<b>Description</b>	<b>Fee</b>
<i>Pay Parking Fees:</i>	
All Off-Street City Property Locations, other than those set out below	\$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.50 per hour, plus applicable taxes – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.50 plus applicable taxes for maximum stay
7840 Granville Avenue	\$3.00 per hour, plus applicable taxes – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$3.00 per hour, plus applicable taxes – 7:00 am to 9:00 pm \$9.75 per day, plus applicable taxes
3500 McDonald Road	\$25.50 first day (vehicle towing watercraft trailer only), plus applicable taxes Plus \$12.50 per additional day (to a maximum of 5 days), plus applicable taxes
<i>Parking Permit / Decal Fees:</i>	
All Off-Street City Property Locations, other than those set out below.	\$55.25 per calendar month plus applicable taxes, subject to discounts of:  - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.25 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.25 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.25 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.25 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.25 per calendar year, plus applicable taxes

McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes  \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes
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