



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** September 16, 2019
From: Cecilia Achiam
 General Manager, Community Safety **File:** 12-8060-02-01/2019-Vol 01
Re: **Housekeeping Amendments for Traffic Bylaw No. 5870; Parking (Off-Street) Regulation Bylaw No. 7403; Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122; and Consolidated Fees Bylaw No. 8636**

Staff Recommendation

1. That the following bylaws are introduced and given first, second and third readings:
 - a. Traffic Bylaw No. 5870, Amendment Bylaw No.10023
 - b. Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No.10024
 - c. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No.10025
 - d. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No.10026

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

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ
APPROVED BY CAO 	

Staff Report

Origin

Staff have conducted a review of both the City of Richmond Traffic Bylaw No. 5870 (Traffic Bylaw) and the Parking (off-street) Bylaw No. 7403 (Parking Bylaw) and are proposing some minor housekeeping amendments. This report introduces new enforcement violations and conforms with current best practices for City bylaws related to on and off street parking.

Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.1 Maintain a strong and robust financial position.

Analysis

The proposed amendments to the Traffic and Parking Bylaws address the need for:

- updating existing outdated clauses to reflect consistency amongst current bylaws;
- providing new regulations to enhance public safety; and
- streamlining the bylaw language for simplicity and clarity.

The amendments reflect the outcome of consultation with the Transportation Department to ensure consistency in support of the updated Bylaws.

Proposed Amendments to Traffic Bylaw No. 5870

The proposed housekeeping amendments for sections within the bylaw are to improve enforcement action and definition clarity. The proposed amendments include updated definitions and procedures as follows:

- Definition of parking permit;
- Definition of parking space;
- Removal of embedded fees referenced for on-street parking meters and parking permits; and
- Recovery of loss of revenue for parking meters and parking spaces within a metered street due to construction and/or street closure.

Moving the embedded on-street parking meter and monthly permit parking fees to the Consolidated Fees Bylaw will align the Traffic Bylaw with the Parking Bylaw so that all fees and permits for parking programs are consolidated into the appropriate bylaw.

Community Bylaws is seeking to recover revenue losses incurred by the closure of parking meters and parking spaces located within a metered street in the City of Richmond during construction of new developments. Currently the City does not charge a fee for construction closures that impact the City's parking meter revenue. These closures can range from one day to one year and have a financial impact on the expected parking meter revenue for the City. The City's monthly average parking meter revenue is \$65,000 which breaks down to approximately \$1,180 per parking meter (there are 55 meters currently in operation within the City at both on and off street locations). The City's monthly operating costs incurred to maintain the parking meters, is \$124.00 per parking meter. A street closure for a one month period due to construction, with four parking meters at that location, could result in \$4,224 per month of foregone parking revenue. Construction that requires the use of parking spaces other than for the closure of the street, accounts for a loss of \$33.00¹ per day per parking space.

Staff recommend adding the following fees as a schedule to the Consolidated Fees Bylaw to enable the fees to be adjusted annually based on projected Consumer Price Index increases.

- Loss of Block Meter Machine Revenue for temporary discontinued use of block meter machine;
On-street or Off-street block meter machine = \$100.00 per day per block meter machine;
- Removal of a Block Meter Machine = \$100.00 per block meter machine;
- Storage of Block Meter Machine = \$50.00 per month per block meter machine; and
- Loss of Parking Space on a metered street = \$33.00 per day.

Proposed Amendments to Parking Off-Street Bylaw No. 7403

The proposed amendments include definition of number plate for the Parking Off-Street Bylaw and refining the definition of impoundment to mirror the current definition in the Traffic Bylaw. Both these proposed amendments will provide clarity and consistency between the two bylaws.

Proposed Amendment to Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122

The proposed amendment would allow for fines to be issued against the existing infraction of disobeying a traffic control which exists in both the Traffic Bylaw and the Parking Off-Street Bylaw. There is currently no fine level in both bylaws regarding this infraction.

¹ \$2.50 per hour x 13 (hours of meter operation 8am to 9pm)

Proposed Amendment to the Consolidated Fees Bylaw No. 8636

The proposed amendments to the Consolidated Fees Bylaw are the addition of the following fees which are defined within this report:

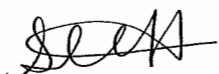
- On-street meter and monthly parking permit fees;
- Recovery of loss of on-street meter revenue; and
- Recovery of loss of parking space revenue.

Financial Impact

None.

Conclusion

The proposed bylaw amendments update existing traffic and parking regulations and provide alignment between the bylaws that govern on and off street parking.



Susan Lloyd
Manager, Parking Enforcement, Animal Control and Administration, Community Bylaws
(604-247-4467)

SL:sl



**Traffic Bylaw No. 5870
Amendment Bylaw No. 10023**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 – “[Interpretation]” by deleting the definition of “Parking Permit” and replacing it with the following:

 “Parking Permit means a time-limited identification issued under the direction of the **Manager, Community Bylaws** which authorizes **parking** within a **permit zone**.”

2. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 – “[Interpretation]” by inserting the following definition in alphabetical order:

 “Parking Space means a marked or un-marked portion of a **street** intended for the purpose of **parking** one **vehicle** of the size and dimensions referred to in the Manual of Uniform Traffic Control Devices for Canada (as may be amended or replaced from time to time) as a standard vehicle length (5.5 m) and length for manoeuvring (1.5 m), being a length of 7.0 m.”

3. **Traffic Bylaw No. 5870**, as amended, is further amended by bolding the words “**parking space**” and “**street**” where they appear;

4. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12A – “[Parking in a Block Meter Zone]” by deleting subsection 12A.3 and replacing it with the following:

 “12A.3 The fee payable for **parking** in **block meter zones** between the hours of 8:00 am and 9:00 pm are set out in the **City’s** Consolidated Fees Bylaw No. 8636.”

5. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12B – “[Parking Permits]” by deleting subsection 12B.4 and replacing it with the following:

 “12B.4 The fees payable for **permit decal** to validate a **parking permit** issued under subsection 12B.2 are set out in the **City’s** Consolidated Fees Bylaw No. 8636.”

6. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 42 – “[Construction Zones]” by inserting the following as new subsection 42.2A after subsection 42.2:

“42.2A In addition to the fees payable pursuant to subsection 42.2 above, the applicant for a construction zone permit must pay the following fees, if applicable:

- (a) if the use by the applicant of the portion of the **street** to which the permit applies obstructs the use and/or maintenance of a **block meter machine**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636**;
- (b) if the use by the applicant of the portion of the **street** to which the permit applies requires the removal and storage of a **block meter machine**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636** and the **City’s cost of such removal and storage**; and
- (c) if the use by the applicant of the portion of the **street** to which the permit applies obstructs the use one or more metered **parking spaces**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636**. ”.

7. **Traffic Bylaw No. 5870**, as amended, is further amended by deleting Schedule J and replacing it with Schedule A attached hereto.

8. This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10023**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER

SCHEDULE A to Bylaw 10023

SCHEDULE "J" TO BYLAW NO. 5870



City of
Richmond

Construction Zone Permit

Traffic Operations Section
6911 No. 3 Road, Richmond, BC V6Y 2C1
Email: TrafOps@richmond.ca

www.richmond.ca

Contact 604-204-8707

Temporary Occupancy of City Street

Applicant: _____ Permit No.: _____

Contact Person: _____ Building Permit No.: _____

Business Phone: _____ Fax No.: _____

Cellular No.: _____ Job Site Phone: _____

Are Block Meter Machines Located at this location: Yes No

Location of Occupancy:

Area of Street to be Occupied:

Site Plan Attached: Yes No

Bulk Container Required on Street: Yes No

Location of Bulk Container: _____

Purpose: _____ Effective Date: _____

For the Period of: _____ Between the Hours of: _____

Failure to comply with the conditions set out in this permit, on the reverse side of this application, may result in its immediate cancellation.

Applicant's Signature

Date

Title

Pursuant to application a Construction Zone Permit is hereby granted in accordance with the provisions of Traffic Bylaw No. 5870 and amendments thereto.

For City

Date

Distribution: Supervisor – Property Use Inspectors
Supervisor – Building Inspectors
Supervisor – Parking & Animal Control – Community Bylaws
Richmond RCMP – NCO i/c Traffic Section

CNCL-87

It is agreed that:

1. The applicant at all times accepts full responsibility for any incident that may occur or damage that may be done to any person or property whatsoever, caused directly or indirectly as a result of the street occupancy.
2. Construction Zones are for the sole use of the applicant, any unauthorized use of the Construction Zone is to be reported to the City Parking Enforcement Officers for bylaw enforcement. Violator's vehicles may be ticketed and towed at owner's expense.
3. The Construction Zone is to be used only by commercially licensed vehicles for the purpose of loading or off loading of construction material and/or construction equipment between the street and adjacent site and not for the storage of material, equipment or parking of the workers vehicles.
4. Pedestrian safety must be safeguarded at all times and the City streets and sidewalks adjacent to the construction site shall be kept open and in clean condition, free of all materials, mud and debris during construction. The applicant may be required to install a covered walkway over the City sidewalk in accordance with the BC Building Code to ensure that pedestrian safety is not compromised.
5. Where there is on street parking adjacent to the construction site, parking may be prohibited. The City will install, remove, or alter existing signage and/or road markings at the applicant's expense. Any signs damaged, lost or stolen will be charged to the applicant.
6. Where there are block meter machines located on the street that will result in an interruption of service, fees set out in the Consolidated Fee Bylaw No. 8636 will be applicable and charged to the applicant. Any construction activity that results in the damage of block meter machines located in the construction zone will be charged to the applicant.
7. If requested by the applicant, the City will remove and store any block meter machines at the applicant's expense with fees set out in the Consolidated Fees Bylaw No. 8636.
8. A bulk container may be placed on the street in the Construction Zone only if it is determined by the City that there is no practical location on the building site for the container.
9. Only one bulk container will be allowed on the street per development site. The container must have identification of ownership clearly marked on it.
10. The container will be used for industrial and building waste only.
11. The container will be equipped with reflective devices mounted so as to be clearly visible to approaching motorists. Flasher barricades may also be required and will be at the sole discretion of the City.
12. The applicant will provide proof of General Liability Insurance of not less than \$5 Million with the City of Richmond named as additional insured.



**Parking (Off-Street) Regulation Bylaw No. 7403
Amendment Bylaw No. 10024**

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 3.2 – “[Traffic Control devices - Prohibitions]” by adding the following as new section 3.2.2:

“3.2.2 Every person must obey the instructions, regulations, or prohibitions contained in or upon any **traffic control device** erected or placed under the provisions of the *Motor Vehicle Act* (BC), the *Motor Vehicle Act Regulations*, or this Bylaw.”.
2. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at “Part Seven: Impoundment” by deleting Sections 7.1 through 7.6 and replacing them with the following:
 - “7.1 Any **vehicle** unlawfully occupying any portion of **street**, **City property**, or other public space, may upon order of any **Police Officer**, the **General Manager**, **Engineering & Public Works**, the **Fire Chief**, any **Bylaw Enforcement Officer**, or their designates, or any **traffic enforcement agent**, be removed to an impoundment in such a place as directed by the person issuing the order and kept there at the **owner’s** risk and expense.
 - 7.2 A **vehicle** removed to an impoundment will not be released to its **owner** until the **impounding charges** are paid.
 - 7.3 If such **impounded vehicle** is not claimed by its **owner** within 14 days of the giving of the notice of the **impounding** of the **vehicle**, such **vehicle** may be sold at public auction and any monies received on its sale shall be applied, firstly, to the cost of the sale; secondly, to the **impounding charges**; and thirdly, to the recovery of any monies owed for any outstanding fines levied against the **owner** under this Bylaw. The surplus, if any, shall be sent by registered mail to the registered **owner** of the vehicle at the address shown for such **owner** in the records of the Superintendent of Motor Vehicles.
 - 7.4 Notice shall be given to the **owner** of every **vehicle** impounded under this Part 7 of the intention to sell such **vehicle** on the date set out in the notice by mailing the notice by registered mail to the registered **owner** of the **vehicle** at the address shown for such **owner** in the records of the Superintendent of Motor Vehicles as of the date of impoundment.

7.5 The **owner** of a **vehicle** shall incur the penalties provided for any violation of this Bylaw with respect to any **vehicle** owned by them unless at the time of such violation the **vehicle** was in the possession of some person other than the **owner** without the **owner**'s consent; but nothing in this section shall relieve the operator of a **vehicle**, not being the **owner**, from incurring penalties provided for such violation."

3. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – "[Interpretation]" by inserting the following definition in alphabetical order:

"Number Plates means number plates as defined in the *Motor Vehicle Act* (BC), as may be amended or replaced from time to time."

4. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – "[Interpretation]" by deleting the definition of Parking Permit and replacing it with the following definition:

"Parking Permit means a time-limited identification issued under the direction of the **Manager, Community Bylaws** which authorizes **parking** within a **pay parking lot**."

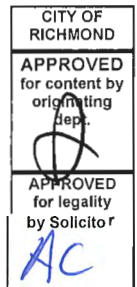
5. This Bylaw is cited as **"Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10024"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER



Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10025

The Council of the City of Richmond enacts as follows:

- 1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw to "Schedule - Traffic Bylaw No. 5870 (1992)" in Bylaw No. 8122 in numerical order.
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule B attached to and forming part of this bylaw to "Schedule - Parking (Off-Street) Regulation Bylaw No. 7403 (2002)" in Bylaw No. 8122 in numerical order.
3. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10025".

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. 10025

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Traffic Bylaw No. 5870 (1992)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Failure to Obey Traffic Control Devices	11.2	No	\$70.00	\$45.00	\$95.00	n/a

SCHEDULE B to BYLAW NO. 10025

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Parking (Off-Street) Regulation Bylaw No. 7403 (2002)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Failure to Obey Traffic Control Devices	3.2.2	No	\$70.00	\$45.00	\$95.00	n/a



CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10026

The Council of the City of Richmond enacts as follows:

- 1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by adding the SCHEDULE - TRAFFIC set out in Schedule A to this Bylaw as a new SCHEDULE - TRAFFIC to Consolidated Fees Bylaw No. 8636 in alphabetical order.
2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10026".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

Four horizontal lines for signatures corresponding to the reading stages.

Approval stamp box containing: CITY OF RICHMOND, APPROVED for content by originating dept. (with signature), APPROVED for legality by Solicitor (with signature).

MAYOR

CORPORATE OFFICER

SCHEDULE - TRAFFIC

Traffic Bylaw No. 5870

Parking Fees
Section 12A.3, 12B.4

Description	Fee
<i>Pay Parking Fees:</i> Block Meter Zones	All rates include applicable taxes. \$2.50 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i> Parking Permit Decal	\$50.00 per calendar month, plus applicable taxes, subject to discounts of: <ul style="list-style-type: none"> • 10% for groups of 11 to 25 permit decals • 15% for groups of 26 to 50 permit decals • 25% for groups of 51 or more permit decals

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces
Section 42.2A

Obstruction of Block Meter Machine	\$100.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$100.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$50.00 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$33.00 per day per metered parking space plus applicable taxes