

CITY OF COQUITLAM
BYLAW NO. 3548 , 2003
Town Centre Parking Management

WHEREAS:

- A. the City of Coquitlam (the “City”) holds lands in the area commonly known as Town Centre to operate the Civic facilities described in Schedule “A” to this Bylaw (the “Facilities”);
- B. each of the Facilities includes surface and, in the case of City Hall and the Public Safety Building, underground parking facilities, all of which parking facilities are collectively referred to in this Bylaw as the “Parking Lots”;
- C. Evergreen, CCAC, Pinetree, and 3045 Lincoln are collectively referred to in this Bylaw as the “Pay-Parking Lots”;
- D. the Local Government Act authorizes Council, by bylaw, to close to free use by the public the Parking Lots at the times and for the periods considered advisable and to set and charge fees for admission to or for the use of the Parking Lots that are closed;
- E. the Local Government Act authorizes Council to make rules and regulations regarding the management, maintenance, operation, control and use of the Parking Lots;
- F. the Local Government Act authorizes Council to set different fees for different classes of person or activities;

NOW THEREFORE, Council for the City in Open Meeting assembled HEREBY ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as “Parking Management Program Bylaw No. 3548, 2003”.

2. Closure of Parking Lots

Each of the Pay-Parking Lots is hereby closed to free use by the public between the hours of 8:00 a.m. and 6:00 p.m. Monday to Saturday, with the following exception and addition:

- i) this closure does not apply on Statutory holidays,

- ii) Pinetree is also closed to free use by the public between the hours of 7:30 a.m. and 8:00a.m., and between the hours of 6:00 p.m. and 9:00 p.m., Monday to Saturday, except on Statutory holidays

(the “Closure Periods”).

3. Parking Fees, Parking Passes, and Lot Rental Rates

The parking fees, classes of parking passes, and lot rental rates are set out in Schedule “B” to this Bylaw.

4. General Rules and Regulations

The general rules and regulations applicable to the Parking Lots are set out in Schedule “C” to this Bylaw.

5. Schedules

Schedules “A”, “B”, and “C” that are referred to in this Bylaw are hereby annexed to and form part of this Bylaw.

6. Bylaws

The following Bylaws are hereby repealed:

- (a) Bylaw No. 3170, 1997;
- (b) Bylaw No. 3182, 1998;
- (c) Bylaw No. 3259, 1998; and
- (d) Bylaw No. 3280, 1999.

READ A FIRST TIME this 20th day of October , 2003.

READ A SECOND TIME this 20th day of October , 2003.

READ A THIRD TIME this 20th day of October , 2003.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 3rd day of November, 2003.

MAYOR

CLERK

SCHEDULE "A" TO
PARKING MANAGEMENT PROGRAM BYLAW NO. 3548, 2003

The following are the legal descriptions for the Facilities regulated by this Bylaw:

1. **Evergreen Cultural Centre and Town Centre Park
("Evergreen", "Town Centre Park")**

Parcel Identifier No.: 023-070-412, Parcel A, Section 11, Township 39,
District Lot 386, Group 1, New Westminster District, Plan LMP23347

2. **City Centre Aquatic Complex ("CCAC")**

PARK, Plan 86211

3. **City Hall, Public Safety Building and Lot A
("City Hall", "Public Safety Building", and "Lot A")**

Parcel Identifier No.: 023-161-035, Lot B, Section 11, Township 39,
District Lot 386, Group 1, New Westminster District, Plan LMP24491

4. **Pinetree Community Centre ("Pinetree")**

Parcel Identifier No.: 002-071-576, Lot 2, Section 11, Township 39,
New Westminster District, Plan 70145

5. **Town Centre Fire Hall ("Fire Hall")**

Parcel Identifier No.: 002-071-576, Lot 2, Section 11, Township 39,
New Westminster District, Plan 70145

6. **3045 Lincoln Avenue ("3045 Lincoln")**

Parcel Identifier No.: 023-519-380, Lot A, District Lot 384A, New West
District Plan , Plan LMP29763

SCHEDULE "B" TO
PARKING MANGEMENT PROGRAM BYLAW NO. 3548, 2003

1) Except as noted otherwise in this bylaw, the following fees shall apply:

<u>Classes of Persons</u>	<u>Fees for Use of Parking Lots during Closure Periods under this Bylaw</u>
<p>Any person employed by the City and parking a vehicle displaying a valid City parking pass that bears code category "CH"; and</p> <p>Any person who is an RCMP member in good standing, assigned to the Coquitlam RCMP Detachment and parking a vehicle displaying a valid City parking pass that bears code category "CH"</p>	<p>a) NIL for all Pay-Parking Lots other than CCAC and Pinetree</p> <p>b) \$1.00 per two hours or part thereof to a maximum of \$4.00 per day for CCAC from 8:00 a.m. to 4:00 p.m. Monday to Friday, other than statutory holidays</p> <p>c) \$1.00 per two hours or part thereof to a maximum of \$4.00 per day for Pinetree</p>
<p>Any person who is an employee, director, officer or trustee of any board or non-profit society partially or wholly funded by the City with offices or facilities located in the Town Centre Parking Management Area, including, without limitation, the Coquitlam Library Board, the Evergreen Cultural Centre, and the Board of Trade, and any person who is engaged under a long term contract by the City or the RCMP to provide ongoing services, and parking a vehicle displaying a valid parking pass that bears code category "PSB"</p>	<p>a) NIL for all Pay-Parking Lots other than the CCAC.</p> <p>b) \$1.00 per two hours or part thereof to a maximum of \$4.00 per day for CCAC from 8:00 a.m. to 4:00 p.m. Monday to Friday, other than statutory holidays</p>
<p>All persons who are not otherwise identified in classes of persons shown above who are parking vehicles displaying valid City parking passes that bears the code category "GEN" or "PSR"</p>	<p>NIL in all Pay-Parking Lots</p>
<p>All persons who are parking vehicles displaying a valid city parking pass that bears the code "PSRNR"</p>	<p>Nil in Pinetree. \$1.00 per two hours or part thereof to a maximum of \$4.00 per day in all other Pay-Parking Lots.</p>

All other persons who are parking vehicles	\$1.00 per two hours or part thereof to a maximum of \$4.00 per day in all Pay Parking Lots
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2. Annual passes (the “Pass” or “Passes” as the context requires) in the code categories listed in the following table will be available to the following classes of person upon receipt of a prescribed application and necessary supporting documentation, and payment of the administrative fee shown opposite each class in the following table:

<u>Class of Persons</u>	<u>Code Category</u>	<u>Fee</u>
City Employees	CH	Nil
RCMP members assigned to Coquitlam	CH	Nil
All persons who are employees, directors, officers or trustees of any board or non-profit society partially or wholly funded by the City with offices or facilities located in the Town Centre Parking Management Area, including without limitation, the Coquitlam Library Board, the Evergreen Cultural Centre, and the Board of Trustees, and all persons who are engaged under long term contract by the City or the RCMP to provide ongoing services	PSB	Nil
Coquitlam residents, who are not City Employees, RCMP members, Douglas College students, or holders of PSR passes	GEN	\$18
Coquitlam residents who are members of the Pinetree 50Plus Society	PSR	\$18
Non-residents who are members of the Pinetree 50Plus Society	PSRNR	\$18

3. Each Pass will apply to a single vehicle and will not be transferable to other vehicles except as provided in this Bylaw.
4. PSB, GEN, PSR and PSRNR Passes will be valid for 12 months.

5. The application process will be as follows:
 - (a) applicants for Passes must complete the required application form, pay the administrative fee of \$18 per application and provide vehicle registration documents for each vehicle for which a Pass is sought,
 - (b) applicants do not have to be the registered owners of the vehicle for which the Pass is sought, however, the registration document for the vehicle must show a registered owner with a Coquitlam address unless paragraph (c) applies,
 - (c) if the applicant is a Coquitlam resident but has the use of a leased or employer-owned vehicle whose registration document does not show a registered address in Coquitlam, the applicant must submit with the registration document either
 - (i) a current lease agreement for the vehicle showing the applicant as the lessee , or
 - (ii) a letter from the applicant's employer confirming that the vehicle is a company owned vehicle provided to the applicant for his or her personal and business use.
6. Passes may only be transferred to another vehicle where the applicant pays a transfer fee of \$5.00 and the vehicle to which the Pass is being transferred has the same registered owner and address as the vehicle for which the Pass was first issued.
7. Lost, stolen or damaged Passes may be replaced upon payment of a replacement fee of \$5.00.
8. The General Manager of Operations may revoke any Pass if the vehicle to which the Pass has been issued has been cited for three or more violations of this Bylaw by means of tickets and/or impoundment within the year in which the Pass is valid.
9. The City may issue "Volunteer Passes" to individuals who are volunteering their time to the City at the Public Safety Building, CCAC, Pinetree or Evergreen and where a vehicle displays a City "Volunteer Pass", that vehicle will be exempted from any parking fees prescribed by this Bylaw. Volunteer Passes will be issued on an as needed basis by Facility Managers or Program Coordinators.
10. The non-public portion of Lot A will be restricted during pay parking hours to use by vehicles that display a valid "CH" Pass.

11. Any person who qualifies for the Provincial program for disabled person and is parking a vehicle with a Pass with the symbol for the disabled, may park in any designated disabled stall, and is not subject to the parking fee.
12. The following Pay-Parking Lots and parking meters may be rented by members of the public for the following fees and subject to the approval of, and conditions set by, the General Manager of Operations:

Evergreen Cultural Centre	\$25 (full day rate)	
Town Centre Park	\$25 per lot (full date rate)	
CCAC	\$350 (full date rate)	
Pinetree	\$125 (full date rate)	\$50 (evening rate 6pm-9pm)
Pinetree Way meters	\$90 (full day rate)	
Glen Drive meters	\$35 (full day rate)	
The High Street meters	\$35 (full day rate)	
13. Any person who is a current Douglas College student and parking a vehicle displaying a valid student parking pass issued by Douglas College, and any person who is a current Pinetree High School student and parking a vehicle displaying a valid student parking pass issued by Pinetree High School are not subject to the parking time limits set by the General Manager of Operations for Town Centre Park during regular school hours, with the exception of time limits of one hour or less.
14. Any person with a PSB, GEN, CH, or PSR Pass will not be subject to parking time limits set by the General Manager of Operations for Town Centre Park, with the exception of time limits of one hour or less.

SCHEDULE "C" TO
PARKING MANAGEMENT PROGRAM BYLAW NO. 3548, 2003

General Rules and Regulations

1. No overnight parking is permitted in any Parking Lot.
2. No vehicle incapable of being accommodated within the marked parking spaces may park in any Parking Lot.
3. No commercial vehicle in excess of 4,500 kilograms may park in any Parking Lot other than for purposes of providing deliveries or pick ups to the Facilities or as otherwise permitted to provide services to special events planned at the Facilities from time to time.
4. All Pay-Parking Lots will have signage specifying the parking fees for those without valid Passes.
5. The City will not be responsible for any vehicle or the contents thereof that is parking in any Parking Lot and is damaged, destroyed or stolen while within any Parking Lot.
6. The City may contract out the enforcement of parking rules and regulations within the Parking Lots in accordance with its authority to contract for services pursuant to the Local Government Act. This paragraph (6) does not restrict the City's Bylaw Enforcement staff from enforcement of rules and regulations within the Parking Lots.
7. Parking stalls that are designated for staff parking shall only be used by drivers of vehicles who have a CH, "Volunteer", "All-Day Parking", or "Contractor" parking pass, and shall not be subject to any parking fees.
8. The City Manager, or such other person as the City Manager may designate from time to time, may assign on a named basis to City employees parking spaces within the non-public portion of Lot A and the City Hall Parking Lot, and may make changes from time to time in such assignments as are deemed necessary or desirable for the efficient operations of the City. Employees assigned spaces in either Lot A or the City Hall Parking Lot must display a valid "CH" Pass in order to utilize the assigned space.

9. The General Manager Operations may designate, with signs or markings, any portions of the Parking Lots, with one or a combination of the following:
 - (a) prohibitions to stopping or parking, for all times or specific hours,
 - (b) reservations for specific classes of vehicles, or drivers of vehicles with specific passes,
 - (c) parking time limits,
 - (d) reservations for users of specific facilities or park space.
10. Any vehicle parked in contravention of a restriction made pursuant to section 9 of this Schedule may be removed and impounded by City Bylaw staff, or persons contracted pursuant to section 6 of this Schedule.
11. The Fire Chief for the City may designate any parking spaces within the Fire Hall parking Lot that remain after allocation a space for all marked Fire vehicles, for use by City employees who are Firefighters or Volunteers that are working out of the Fire Hall, whether on a named basis or “first come first served” basis. All vehicles parked in the Fire Hall Parking Lot that are not marked fire vehicles must bear a valid Pass or Volunteer Pass in order to utilize the parking facility.
12. Where parking time limits are for a duration of 1 hour or less, at specific parking spaces, the parking fees defined in Schedule B shall not apply for those specific spaces.