

BYLAW NO. 4452, 2014

A Bylaw to regulate parking in Coquitlam Town Centre

Consolidated with amendments in Bylaw No. 4553, 2015

Note: This is a consolidation for convenience purposes only and does not have the force of law.

WHEREAS:

- A. The City of Coquitlam (the “City”) holds lands in the area commonly known as Coquitlam Town Centre for the purpose of operating civil facilities;
- B. Each of the civic facilities includes surface and, in some cases, underground parking facilities; and
- C. Council of the City considers it desirable to close to free use by the public certain parking facilities at specified times, and to set and charge fees for the use of certain parking facilities,

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the “Town Centre Parking Management Bylaw No. 4452, 2014.”

2. Interpretation

- 2.1 In this Bylaw, unless the context otherwise requires, the following words have the following meanings:

CITY means the City of Coquitlam;

CITY HALL PASS (CH) means a parking pass issued by the *City* to *City* employees or members of the Royal Canadian Mounted Police working out of the Coquitlam Detachment;

ENGINEER means the General Manager of Engineering and Public Works in the *City*, or his or her designate;

FEES AND CHARGES BYLAW means the Fees and Charges Bylaw currently in force in the *City*, as amended or replaced from time to time;

GENERAL PARKING PASS (GEN) means a parking pass issued by the *City* which permits the holder to park a vehicle in a *pay-parking lot* without paying an additional fee;

PARKING LOT means any parking lot situated on a parcel listed in Schedule “A” to this Bylaw;

PAY-PARKING LOT means any parking lot identified as such in section 2 of Schedule “A” to this Bylaw;

PARKING PASS includes a *City Hall Pass*, a *General Parking Pass*, a *Temporary Parking Pass* and a *Student Parking Pass*;

STUDENT PARKING PASS means a parking pass issued by Douglas College to students currently enrolled at the Coquitlam campus of the college and a parking pass issued by Pinetree Secondary School;

TEMPORARY PARKING PASS means a parking pass issued to a person volunteering with the *City*, acting as a contractor for the *City* or visiting a *City* facility;

- 2.2 The descriptions ascribed to a *parking lot* in Schedule “A” to this Bylaw shall apply throughout this Bylaw and the *Fees and Charges Bylaw*.
- 2.3 For the purposes of this Bylaw, there may be more than one *parking lot* on any parcel as set out in Schedule “A” to this Bylaw.

3. Closure to Public

- 3.1 Every *pay-parking lot* is hereby closed to free use by the public between the hours of 8:00 a.m. and 6:00 p.m., Monday through Saturday, except that:
 - 3.1.1 *Pinetree* shall also be closed to free use by the public between the hours of 7:30 a.m. and 8:00 a.m., and between the hours of 6:00 p.m. and 9:00 p.m., Monday to Saturday; and
 - 3.1.2 none of the closures shall apply on Statutory Holidays.
- 3.2 *City Hall Lot A* will be restricted from 7:00 a.m. to 5:00 p.m., Monday to Saturday, other than Statutory Holidays, to use by vehicles that display a valid *City Hall Pass*.
- 3.3 *Town Centre Park Lot A* will be restricted from 8:00 a.m. to 4:00 p.m., Monday to Friday, other than Statutory Holidays, to use by vehicles that display a valid *Student Parking Pass*.

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

- 4.1 The parking fees, classes of parking passes, and lot rental rates are set out in the *Fees and Charges Bylaw*.

5. General Parking Passes

- 5.1 A *General Parking Pass* may only be issued to a resident of the *City*.
- 5.2 Every applicant for a *General Parking Pass* must:
- 5.2.1 complete the required application, in a form approved by the *Engineer*;
 - 5.2.2 pay the administrative fee set out in the *Fees and Charges Bylaw*; and
 - 5.2.3 provide vehicle registration documents for each vehicle for which a pass is sought.
- 5.3 An applicant for a *General Parking Pass* does not have to be the registered owner of the vehicle for which the pass is sought but the registration document for the vehicle must show a registered owner with a *City* address unless section 5.4 applies.
- 5.4 If the applicant is a resident of the *City*, but has the use of a leased or employer-owned vehicle whose registration document does not show a registered address in the *City*, the applicant must submit with the registration document either:
- 5.4.1 a current lease agreement for the vehicle showing the applicant as the lessee; or
 - 5.4.2 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.
- 5.5 A *General Parking Pass* may only be transferred to another vehicle where the applicant pays a transfer fee as set out in the *Fees and Charges Bylaw*, and the vehicle to which the *General Parking Pass* is being transferred has the same registered owner and address as the vehicle for which the pass was first issued.
- 5.6 A lost, stolen or damaged *General Parking Pass* may be replaced upon payment of a replacement fee as set out in the *Fees and Charges Bylaw*.
- 5.7 A *General Parking Pass* shall be valid for 12 months from the date it is issued.

- 5.8 The *Engineer* may revoke any *General Parking Pass* if the vehicle to which the *General Parking Pass* has been issued has been cited for three or more violations of this Bylaw or another Bylaw regulating the parking of vehicles in the *City* by means of tickets or impoundment within the year in which the *General Parking Pass* is valid.

6. Other Parking Passes and Permissions

- 6.1 The *City* may issue a *City Hall Pass* to any person employed by the *City* or any member of the Royal Canadian Mounted Police assigned to the Coquitlam Detachment.
- 6.2 The *City* may, in its sole discretion, issue a *Temporary Parking Pass* to any person, and such parking passes may be limited to a specified date, time and *parking lot*.
- 6.3 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 *City Hall 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*.
- 6.4 Employees assigned spaces in either *City Hall Lot A* or the *City Hall Parking Lot* pursuant to section 6.3 of this bylaw must display a valid *City Hall Pass* in order to utilize the assigned space.

7. Exemptions

- 7.1 Any person parking a vehicle which bears a *City Hall Pass* is permitted to park in all *pay-parking lots*, other than *CCAC and Pinetree*, and shall not be subject to any parking fees.
- 7.2 Despite section 7.1, a person parking a vehicle which bears a *City Hall Pass* is permitted to park at *CCAC*:
- 7.2.1 after 4:00 p.m.; or
- 7.2.2 at any time where permitted by a sign.
- 7.3 Any person parking a vehicle displaying a valid *City Hall Pass* or *Temporary Parking Pass* may park in parking stalls that are designated for staff parking and shall not be subject to any parking fees.
- 7.4 Any person with a *General Parking Pass* or *City Hall Pass* will not be subject to parking time limits set by the General Manager of Engineering and Public Works for *Town Centre Park*, with the exception of time limits of one hour or less.

- 7.5 Any person who qualifies for the Provincial program for persons with a disability and is parking a vehicle bearing a permit issued by the Social Planning and Research Council of British Columbia or another authorized body authorizing a person with a disability to park in a designated parking space for a person with a disability, may park in any designated disabled stall, and is not subject to the parking fee.
- 7.6 Any person who is parking a vehicle displaying a Veterans license plate is not subject to the parking fee at a *pay-parking lot* or parking meter.
- 7.7 Any person who is a current Douglas College student or Pinetree Secondary School student, and parking a vehicle displaying a valid *Student Parking Pass* is not subject to the parking time limits set by the *Engineer for Town Centre Park Lot A* from 8:00 a.m. to 4:00 p.m., Monday to Friday.
- 7.8 Where parking time limits are for a duration of one hour or less, at specific parking spaces, the parking fees set out in the *Fees and Charges Bylaw* shall not apply for those specific spaces.

8. Parking Lot Rentals

- 8.1 The *pay-parking lots* and parking meters listed in the *Fees and Charges Bylaw* may be rented by members of the public on payment of the fee set out therein and subject to the approval of, and conditions set by, the *Engineer*.

9. General Rules and Regulations

- 9.1 Each *parking pass* will apply to a single vehicle and will not be transferable to other vehicles except as provided in this Bylaw.
- 9.2 No person shall cause, allow or permit a vehicle to park overnight in any *parking lot*.
- 9.3 No person shall cause, allow or permit a vehicle incapable of being accommodated within the marked parking spaces to park in any *parking lot*.
- 9.4 No person shall cause, allow or permit a commercial vehicle in excess of 4,500 kilograms to park in any *parking lot* other than for purposes of providing deliveries or pick-ups to a *City* facility or as otherwise permitted to provide services to special events planned at a *City* facility from time to time.

9.5 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*.

10. Authority of Engineer

10.1 The *Engineer* may designate, with signs or markings, any portion of a *parking lot*, with one or a combination of the following:

10.1.1 prohibitions to stopping or parking, for all times or specific hours;

10.1.2 reservations for specific classes of vehicles, or drivers of vehicles with specific passes;

10.1.3 parking time limits;

10.1.4 reservations for users of specific facilities or park space.

11. Impounding

11.1 Any vehicle parked in contravention of a restriction made pursuant to this Bylaw may be removed and impounded by any *City* Bylaw Officer.

12. Repeal

The Parking Management Program Bylaw No. 3548, 2003 and amendments thereto are hereby repealed in their entirety.

READ A FIRST TIME this 7th day of July, 2014.

READ A SECOND TIME this 7th day of July, 2014.

READ A THIRD TIME this 7th day of July, 2014.

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this 29th day of July, 2014.

_____ MAYOR

_____ CLERK

SCHEDULE “A”

1. The following are the legal descriptions for the *parking lots* regulated by this Bylaw:

1.1 **Evergreen Cultural Centre and Town Centre Park Lot A
 (“Evergreen”, “Town Centre Park – Lot A”)**

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

1.2 **City Centre Aquatic Complex (“CCAC”)**

PARK, Plan 86211

1.3. **City Hall, Public Safety Building and Lot A
 (“City Hall”, “Public Safety Building”, and “City Hall Lot A”)**

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

1.4 **Pinetree Community Centre (“Pinetree”)**

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

1.5 **3045 Lincoln Avenue (“3045 Lincoln”)**

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

2. The following are *pay-parking lots*:

2.1 *Evergreen;*

2.2 *CCAC;*

2.3 *Pinetree; and*

2.4 *3045 Lincoln.*