

Report to Council



Date: February 10, 2020
To: Council
From: City Manager
Subject: Traffic Bylaw No. 8120 Fee and General Updates
Department: Traffic Operations and Technical Support Services

Recommendation:

THAT Council receives the report from the Traffic Operations and Technical Support Services Department, dated February 10, 2020 and adopt changes to the Traffic Bylaw 8120 regarding Road Usage and Hoarding Permit fees and general housekeeping updates.

Purpose:

To update the Road Usage Permit fee table as it pertains to road usage and hoarding permits.

Background:

Road Use Permits

The City is moving to a new asset and maintenance management platform (City Works), which included a review of the process and fee structures for Road Usage Permits in the new system. It was determined that the number of permit types and the associated fees would be very challenging to migrate and maintain within the new platform. Therefore, staff have worked to streamline permit types and fees while maintaining a fair and simple fee structure for our customers.

The proposed changes are for deposit fees, traffic impedance and short-term hoarding permits.

Hoarding means a temporary fence, structure, container or construction trailer placed or erected on a highway, or the storage of construction and landscaping materials on a highway.

Staff recommend removing the \$500 deposit for Road Use and Hoarding permits. It was implemented as a measure to cover any costs should the permit holder cause damage to the road surface, boulevard or sidewalk. Over the last 5 years, we have utilized deposits only 3 times, all for development related projects. Staff discovered that those projects had also provided a significant bond to Development

Services, which can also be utilized for this purpose, if needed. Removing the deposit would reduce the administrative work of depositing and then refunding the fee.

Traffic impedance work often has a major impact on the travelling public. Staff reviewed 2019 Traffic Impedance permits and found that the majority of these permits were taken out for daytime work, with a duration of less than 10 days. By changing the fee from monthly, to weekly, we will provide more flexibility for customers who require less than a month to complete their work. This may also prevent prolonging the work when the permit is issued for a full 30 days, but a full 30 days is not required. It is expected that this will result in shorter periods of inconvenience to the traveling public.

Approximately 21 of the 42 hoarding permits in 2019 were for 5 days or less. By removing the application fee and adding 2 additional days, it makes it more convenient and less costly for customers as this permit primarily effects residential moves & short-term material drop off/pick up for small construction/landscaping work.

Permit extension fees, application fees and square metre/month charges will remain the same. Hoarding permits for pedestrian scaffolding will simply become Traffic & Public impedance, so actual costs will remain unchanged.

Current Fee Table:

Road Usage and Hording Permit Fees:

Road Usage / Hoarding Permit Fees	Application Fee	Permit Fee	Deposits
RUP / Traffic Impedance / No Excavation / Events (Up to 1 month)	\$75.00	\$0.00	\$0.00
RUP / Road closure / Excavation, all type / Pole replacement	\$75.00	\$25.00 per day	\$500 minimum or 10% of total work value
RUP Extension fee	\$75.00	\$25.00 per day	\$500 minimum or 10% of total work value
RUP Seasonal Permit for non-excavation work. Utility providers, Tree pruning, CCTV, and others as approved by the Manager of Public Works	\$75.00	\$300 per season	\$0.00
HP 5 days or less	\$75.00	\$25.00 per day	\$0.00
HP extension fee, permit duration up to 5 days	\$75.00	\$25.00 per day	\$0.00
HP 6 days or greater	\$75.00	\$8.00 per Sqm per month	\$500 minimum or 10% of total work value
HP extension fee, permit duration greater than 6 days	\$75.00	\$8.00 per Sqm per month	\$500 minimum or 10% of total work value
Hoarding Permit for pedestrian scaffolding (no pedestrian impedance or redirection)	\$75.00	First 7 days FREE / \$75 per week thereafter	\$0.00
Meter Bags	\$0	Refer to SCHEDULE "A" FEES, Subsection 4.3.1(d) - Reserved On-Street Parking Permit Fees for rates	

*Plus applicable taxes.

Proposed Fee Table:

Road Usage and Hoarding Permit Fees:			
Road Usage / Hoarding Permit Fees	Application Fee	Permit Fee	Deposits
Traffic & Public Impedance / Scaffolding	\$0.00	\$75.00 per week	\$0.00
Road works & Closures	\$75.00	\$25.00 per day	\$0.00
Seasonal - for Utility providers, Tree pruning, CCTV and others as approved by the Manager of Public Works	\$75.00	\$300 per calendar year	\$0.00
Hoarding	\$75.00	\$8.00 per Sqm per month	\$0.00

Authority to Issue Regulations

Recent legal challenges to the Traffic Bylaw have highlighted the need for better clarification of the person(s) authorized to issue traffic regulations.

The current Traffic Bylaw authorizes the 'Engineer' to issue traffic regulations. There is often confusion between 'Engineer' as defined in the Traffic Bylaw and the 'City Engineer' as defined in the Subdivision, Development and Servicing Bylaw, and which position in the City's organizational structure this applies to.

To add clarity, the definition of 'Engineer' or 'City Engineer' in the Traffic Bylaw refers to the Public Works Manager and/or his delegate. It is recommended that the definition of 'Engineer' in Traffic Bylaw 8120 be changed as follows:

"Engineer' and 'City Engineer' means the person designated as the Manager of Public Works or the Traffic Operations Supervisor in the City organizational chart."

Internal Circulation:

Development Engineering
Communications
Transportation Engineering
City Clerk's Office

Considerations applicable to this report:

Legal/Statutory Authority: *BC Local Government Act; BC Motor Vehicle Act*
Existing Policy: *Traffic Bylaw 8120*

Considerations not applicable to this report:

Legal/Statutory Procedural Requirements:
Financial/Budgetary Considerations:

**External Agency/Public Comments:
Communications Comments:**

Submitted by:

L Campbell, Traffic Operations and Technical Support Supervisor

Approved for inclusion:

JC

Joe Creron, Deputy City Manager