



CITY OF VANCOUVER

A11

ADMINISTRATIVE REPORT

Report Date: May 15, 2006
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VanRIMS No.: 08-4200-20
Meeting Date: May 30, 2006

TO: Vancouver City Council

FROM: Chief License Inspector in consultation with Director of Legal Services

SUBJECT: Municipal Ticket Information (MTI)

RECOMMENDATION

- A. THAT Council approve in principle the implementation of a one-year pilot project for a Municipal Ticket Information system for certain offences in the following By-laws: Animal Control, Street & Traffic, Health, Licensing and Noise Control.
- B. THAT staff report back after conducting a thorough analysis of the pilot project and its implications.
- C. THAT the Director of Legal Services be instructed to prepare a new by-law that permits Municipal Ticket Informations, generally in accordance with Appendix A.
- D. THAT Council create a temporary Legal Assistant I position in the Legal Services Department at an annual cost of \$55,500, equally split between 2006 and 2007, to be offset by increases in bylaw fines of an equal amount over the same period.

GENERAL MANAGER'S COMMENTS

The General Manager of Community Services RECOMMENDS approval of the foregoing.

COUNCIL POLICY

There is no applicable Council Policy.

PURPOSE AND SUMMARY

On September 20, 2005, Council instructed staff to report back on the practical, financial and legal implications of enacting a by-law to permit a new ticketing system called Municipal Ticket Information (hereinafter MTI) and to recommend which by-law offences would be suitable for prosecution by MTI. This report responds to Council direction.

This report describes the current method of ticketing using violation notices or issuing orders by long form Informations, and the necessary steps required to collect. Municipal Ticket Informations, or MTIs, are introduced as an alternative ticketing method to supplement the traditional long form approach because it is a more streamlined approach; however it is constrained by a low maximum permissible fine. Staff recommends a one-year pilot project, applying the MTI approach to 13 by-law infractions, to test the feasibility and potential benefits to the MTI method. If adopted, staff intends to report back on the detailed findings, including financial and resource implications.

BACKGROUND

Currently the City of Vancouver's by-laws can be enforced in the following four ways: voluntary compliance, direct enforcement, injunctions, and prosecution. Prosecution can result under three circumstances: following the issuance of a By-law Violation Notice (BVN) also referred to as a ticket, such as for animal control or parking violations; by witnessing a by-law infraction such as building without a permit; or following the failure to obey an order. To pursue prosecution the City must prepare a charge document, referred to as an Information, which reveals the nature of the infraction and the details of the offender (also known as a "long form" because it may include more than one infraction).

All Informations must be sworn by a Justice of the Peace (JP). The sworn Information is followed by a summons, also prepared by the City, which must be personally served on the accused by City staff. Once a summons has been personally served, the judge may issue a bench warrant or direct that the trial proceed in the absence of the accused. Appendix B illustrates this process.

Another ticketing system used in many other local municipalities is the Municipal Ticket Information system (MTI). This ticketing approach was adopted over a decade ago by local municipalities such as Surrey, Richmond and Coquitlam.¹ By-laws enforced by MTIs are generally easy to prove with paper evidence and do not require expert advice. Examples include an unlicensed dog or lack of a business license.

¹ A non-exhaustive list includes: Surrey, Richmond, District of North Vancouver, Coquitlam, Port Coquitlam, District of West Vancouver, New Westminster, Port Moody, Penticton, Langley, Capital Regional District, Chilliwack, Pitt Meadows, Mission, Gibsons, Powell River, Esquimalt, Prince Rupert, Merritt, Campbell River and Kamloops.

The MTI process is intended to supplement, not replace, the long form Information. Typically, a long form Information is still used for serious offences where the City wants a judge to set a higher fine than permissible under an MTI or wants a judge to make a sentencing order.² In Vancouver, the maximum MTI fine would be \$500 and would have to be approved by the Chief Judge.³ Note, since January 2004, jurisdictions other than Vancouver have a maximum MTI fine of \$1000 and do not require approval of the Chief Judge. Other jurisdictions also have the ability to impose graduated penalties through MTI but do not exercise it.

Recently, the three North Shore communities participated in a North Shore By-law Dispute Registry pilot project for the Province where the ticketing enforcement procedure followed a municipal adjudication process that did not use the Courts. By-law Notices replaced the use of MTI or long form Informations for some by-law infractions. The City of Vancouver is not considering this By-law Notice Adjudication process at this time for reasons which will be discussed further in this report.

DISCUSSION

MTI Method

The MTI method streamlines the existing ticketing enforcement process and increases efficiencies for some offences. The issuing officer may create the Information immediately by means of the MTI ticket and may serve the accused on the spot (see sample Ticket in Appendix C). All MTI tickets must be personally served on the offender. Unlike the long form Information, there is no requirement for the JP to swear the Information.

In order to implement an MTI system, Council must pass an MTI by-law that explicitly designates the affected By-laws, enforceable infractions, authorized ticket issuers and fines. The Ministry of Attorney General prescribes the content and form of an MTI as shown in Appendix C.

Trials are only required when MTIs are disputed. If a matter is disputed, the trial occurs in much the same way as following the long form Information. If an MTI is not disputed or paid and is regular on its face that is, filled out correctly, then a JP deems a conviction. In other words, the offender is automatically found guilty. The municipality then must collect the amount owing on the ticket which can be difficult in certain circumstances.

Staff conducted interviews with Surrey, Richmond, District of North Vancouver (DNV) and Coquitlam to gather information on their experiences with enacting an MTI By-law. These municipalities use various computer-based tracking tools such as AMANDA (Richmond), Tempest (District of North Vancouver and Coquitlam), and POSSE (Surrey) to monitor the date of issuance of the MTI ticket and the status of payment and dispute. MTIs are primarily used for animal control, business license, fireworks, and noise offences. They are not used for some offences such as parking, as MTIs must be served in person. Appendix D presents the most commonly enforced by-laws and corresponding infractions in Surrey, Coquitlam, Richmond, and DNV.

² According to the Vancouver Charter, Section 333c.

³ According to the Vancouver Charter, Section 482.

MTI Pilot Project

Staff believe the best approach to pursue, given the amount of resources currently available, is a one-year pilot project to test the viability and potential benefits of an MTI system. With minimal resources and training the pilot project can determine success rates by monitoring the number of paid tickets before and after the pilot. Additionally, this pilot can also test the effectiveness of this tool as an enforcement option.

Staff have reviewed the proposed by-laws for the one-year pilot project in consultation with Vancouver Police Department (VPD) and Vancouver Coastal Health (VCH). The following infractions in Table 1 below have been identified based on criteria of adaptability, visibility, and frequency. Staff and VPD have concluded that including offences such as fighting, jaywalking, obeying traffic signs and urinating/defecating/expectorating will help to deal with some issues related to the Entertainment District. In addition, these types of infractions occur frequently enough to demonstrate the effectiveness of the MTI system as they often result in many complaints from the public and they contribute to an unfavourable street environment.

Table 1

BY-LAW	INFRACTION
Street and Traffic By-law No.2849	<ul style="list-style-type: none"> ▪ Section 6: Obey traffic signs ▪ Section 12 (2): Jaywalking ▪ Section 60: No riding bike on sidewalk ▪ Section 60D: Must wear helmet ▪ Section 69A: Fighting
Animal Control By-law No.9150	<ul style="list-style-type: none"> ▪ Section 3.1: No dog license ▪ Section 4.2: Dog off leash
Licensing By-law No.4450	<ul style="list-style-type: none"> ▪ Section 3 (1): No business license
Health By-law No.6580	<ul style="list-style-type: none"> ▪ Section 4.21: Urinating/defecating/expectorating ▪ Section 6.1: Smoking ▪ Section 6.2: Permitting Smoking
Noise Control By-law No.6555	<ul style="list-style-type: none"> ▪ Section 4: Objectionable noise ▪ Section 19: Refuse collection

The objective of the use of MTI is twofold: first to promote compliance with certain regulations related to safety; and second, to reduce costs associated with the serving process and the witness time required from officers to attend court. However, adoption of the MTI ticketing system cannot go forward without careful consideration of certain issues that may arise over the course of the pilot:

- City may lose payments from those tickets that would have been paid voluntarily to avoid court because the certainty of attending court no longer exists (unless the ticket is disputed). Some offenders may ignore the MTI which would introduce more costs associated with collection on unpaid Tickets.
- Possibility that the Prosecutor's Office as well as the Court Registry will be overwhelmed if there are many violators that decide to dispute the ticket.

The streamlined MTI process suggests that in comparison to the current Information system, more Tickets will be issued because they are easier to enforce since there is no need to have

the ticket sworn and subsequently personally served. Police officers are often reluctant to write By-law Violation Notices to people who fight because of the lengthy measures required to enforce under the prosecution process. Vancouver currently issues approximately 500 animal control violation notices under the current system. The number of tickets is expected to grow substantially if Animal Control Officers are empowered to issue MTIs. However, it is difficult to predict if the marginal revenue from MTIs is greater than the current course of ticketing.

Staff will monitor the pilot project over the year's duration and report back with detailed findings, including financial and resource implications. In addition, staff will consider if further Charter amendments are required, such as increasing the maximum permissible fine from \$500 or other authority issues that may arise.

By-Law Notice Adjudication Process

The three North Shore communities as well as Coquitlam have, or will be permanently adopting the adjudication process, also known as the By-law Forum, which was piloted on behalf of the Province on the North Shore. The By-Law Notice Adjudication process was designed by the Ministry of the Attorney General to create a non-judicial system for local governments to deal with minor by-law infractions. Local government are responsible for all costs of dispute administration including adjudicators. If the accused decides to dispute the ticket then it goes to a Screener who is authorized to uphold or dismiss a ticket or to enter into a compliance agreement between the disputant and the municipality. If the matter is not resolved by the Screener the accused may proceed to a hearing by an Adjudicator. If the ticket is upheld, a \$25 surcharge is added to the face amount of the ticket. The Adjudicator is contracted by the municipality from a roster designated by the Province. There is no appeal from the decision of the Adjudicator other than an Application for Judicial Review.

It is not recommended that the City pursue the By-law Notice Adjudication method at this time because of uncertainty as to whether it would survive a Charter of Rights and Freedom challenge. Further, the financial implications for the City of Vancouver are unclear, as this is a new pilot process that is relatively untested.

FINANCIAL IMPLICATIONS

The MTI pilot project must have proper administrative backing to ensure that the trial is fair and conclusions drawn are accurate.

To deal with the anticipated increase in charges the Law Department requires funding for the creation of a temporary Legal Assistant I position (see personnel implications below) and one-time set-up fees as follows:

Legal Assistant I salary and fringe benefit	\$52,000/annum
Set-up costs	<u>\$ 3,500</u>
TOTAL:	\$55,500

Statistics for the MTI pilot will be tracked manually.

Should the City adopt MTI on a broader scale following the pilot, further funding would be required and the temporary Legal Assistant I position would have to be made into a

permanent position. Additional costs to fully implement an MTI system will include training for Enforcement Officers, a tracking system and support staff, and may include increased prosecution and collection costs.

We anticipate the new initiative could result in more charges being laid and lead to an increase in City revenues from By-law enforcement. Costs accrued by the pilot and by a larger implementation are expected to be offset by increases in bylaw fines.

Cost and revenue increases associated with the pilot MTI system will be reported to Council upon completion and analysis of the pilot project. Changes in the number of tickets issued, conviction and collection success rates will also be included.

Forecasted costs and revenues and options for a full implementation of MTIs will also be reported upon completion of the pilot.

PERSONNEL IMPLICATIONS

In 2004 the City's Bylaw Prosecutor retired and on reviewing the requirements for filling the vacancy, various City departments identified the need for expanded services from the Law Department in relation to by-law prosecutions. Also in 2004, City Council supported the increase of enforcement work. This resulted in the hiring of a lawyer who, in addition to providing support for business license hearings (enforcement), would assist with by-law prosecutions and appeals. As a result over the past few years, the workload for the existing Legal Assistant I in By-law Prosecutions has increased substantially, often creating a backlog of work. Temporary help is frequently provided in order to address workload issues.

With the introduction of the one year pilot project regarding municipal ticketing, it is anticipated that there will be a significant increase in the workload required by the Legal Assistant I. This will compound the already existing significant workload in this area.

Accordingly, it is recommended that a temporary full-time Legal Assistant I position be created in the Law Department to address the additional workload related to the pilot project.

IMPLEMENTATION PLAN

If the pilot project is adopted, staff hopes to implement it by the summer of 2006. Next steps for implementation would include drafting the MTI By-law, Council approval of such by-law, Chief Justice approval, design and printing of MTI ticket books, and training of staff and VPD officers.

Implementation of the MTI system will be managed by the Department of Licenses & Inspections in consultation with VPD and Environmental Health. Staff will report back after completion of the pilot project with a more detailed implementation plan for the second broader phase of MTI system implementation. The number of tickets issued, paid, disputed, sent to collection and the locations of issuances will be tracked during the pilot.

COMMUNICATIONS PLAN

Upon approval from Council of the pilot project, the City will issue a press release that announces the new ticketing enforcement process. The press release will reveal the details of the MTI pilot project such as the infractions and fines enforceable through MTIs.

CONCLUSION

Staff believe that the MTI system of ticketing could be an efficient means of ticketing some minor by-law offenders. MTIs eliminate two costly elements of enforcement - first, the preparation of a printed Information sworn before a JP and second, service of a summons. As well, witness time from Enforcement Officers is reduced because only those tickets actively disputed go to trial. While MTIs cannot be used in many cases, the City may reduce the dependence on City Prosecutor's Office and the Courts for the "long form" prosecutions while maintaining a high level of enforcement by implementing the MTI system for minor by-law offences. On the other hand, the MTIs may be very successful but may also result in increased disputes which could overwhelm the City's Prosecutor's Office and the courts. Furthermore, there may be an increase in the number of tickets being ignored which would necessitate collection. The proposed pilot project enables staff to test its applicability on a select few by-laws and to report on any associated implications.

* * * * *

DRAFT

Municipal Ticket Information Authorization By-law No. xxxx

SECTION 1: Interpretation

- Name of by-law
- Definitions
- Schedules

SECTION 2: By-laws to be Enforced

- Schedule 1 includes a list of the by-laws that will be enforced through the MTI system

SECTION 3: By-law Enforcement Officers Appointed

- Schedule 1 also prescribe who has the authority to issue an MTI i.e. By-law Enforcement Officer, Police, Inspectors

SECTION 4: Words or Expressions to Designate the Offence

- Schedule 2 - 6 indicates which offences are enforceable with an MTI

SECTION 5: Establishment of Full Penalties

- Schedule 2 - 6 includes amounts of the penalty associated with a particular offence

**DRAFT
Schedule 1**

DESIGNATED BY-LAWS	DESIGNATED BY-LAW ENFORCEMENT OFFICERS
Street and Traffic By-law No.2849	▪ Vancouver Police Officers
Animal Control By-law No.9150	▪ Animal Control Officers ▪ Vancouver Police Officers ▪ Poundkeeper
Licensing By-law No.4450	▪ Property Use Inspectors ▪ Chief License Inspector
Health By-law No.6580	▪ Medical Health Officer ▪ Vancouver Police Officers
Noise Control By-law No.6555	▪ Property Use Inspectors ▪ Environmental Health Inspectors ▪ Chief License Inspector ▪ Vancouver Police Officers

**DRAFT
Schedule 2**

Street and Traffic By-law No. 2849

AUTHORIZED EXPRESSIONS	SECTION NO. IN BY-LAW	PENALTY
Fighting in public	69A	▪ \$200 (Ref: S.102(6))
Riding bike on sidewalk	60	▪ max \$2000
No helmet	60D	▪ max \$2000
Jaywalking	12(2)	▪ max \$2000
Disobey traffic sign/signal	6	▪ max \$2000

**DRAFT
Schedule 3**

Animal Control By-law No. 9150

AUTHORIZED EXPRESSIONS	SECTION NO. IN BY-LAW	PENALTY
No dog licence	3.1	▪ \$250 (Ref: S.10.4)
Dog off leash in public	4.2	▪ \$250 (Ref: S.10.4)

**DRAFT
Schedule 4**

Health By-law No. 6580

AUTHORIZED EXPRESSIONS	SECTION NO. IN BY-LAW	PENALTY
Smoking in public place	6.1	▪ \$100 (Ref: S.9.4)
Proprietor permitting smoking	6.2	▪ \$100 (Ref: S.9.4)
Urinating/defecating/expectorating	4.21	▪ \$100 (Ref: S.9.4)

**DRAFT
Schedule 5**

Licensing By-law No. 4450

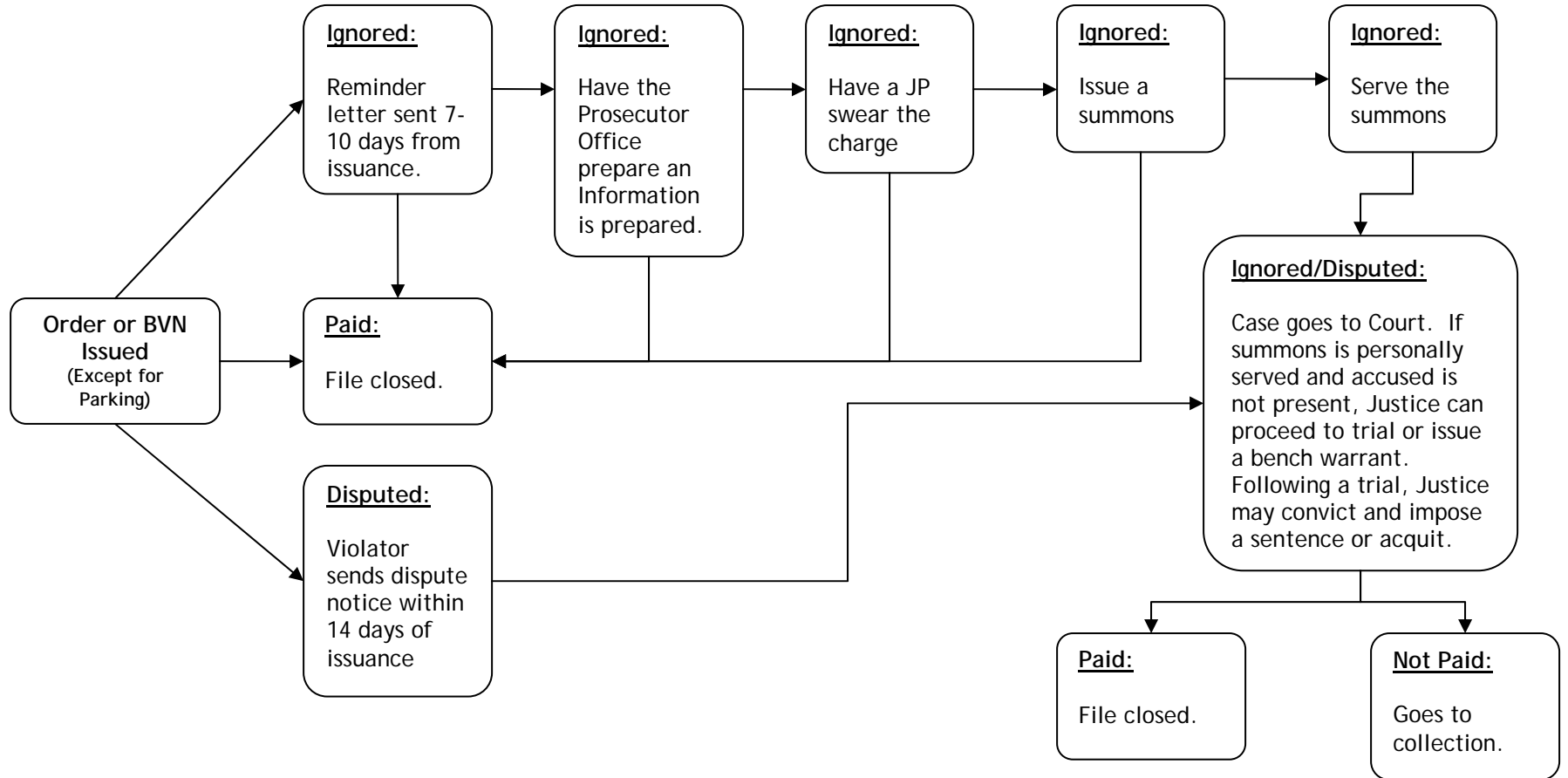
AUTHORIZED EXPRESSIONS	SECTION NO. IN BY- LAW	PENALTY
No business license	3 (1)	▪ \$100 (Ref: S.30.2)

**DRAFT
Schedule 6**

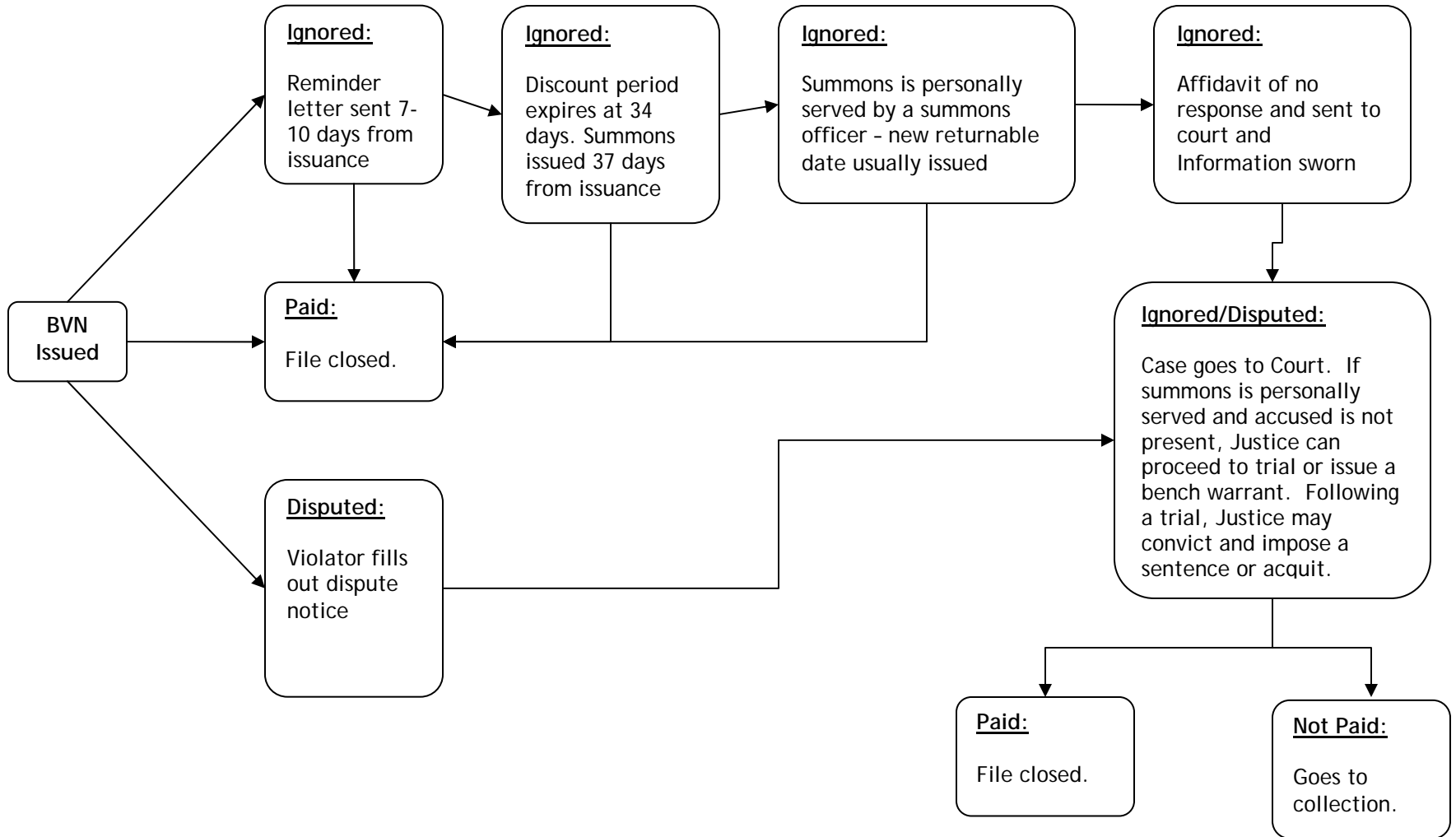
Noise Control By-law No. 6555

AUTHORIZED EXPRESSIONS	SECTION NO. IN BY- LAW	PENALTY
Objectionable noise	4	▪ \$100 (Ref: S.20.2)
Refuse collection noise outside of permitted time	19	▪ \$500 (Ref: S.20.3)

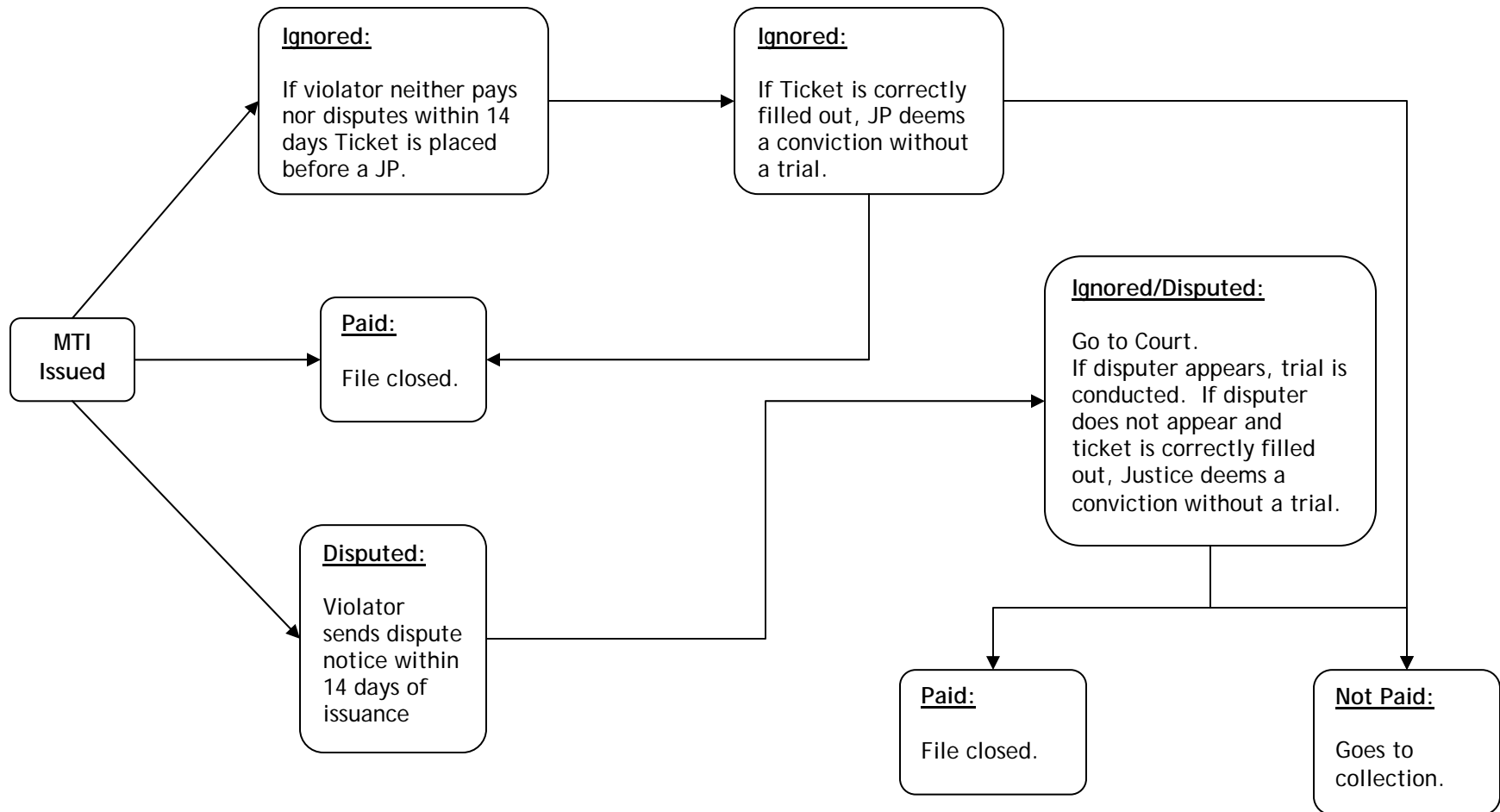
Long Form Process



BVN Process for Parking Matters



MTI Process



Sample MTI Format

<Community Name> 000000

Community Charter
MUNICIPAL TICKET INFORMATION

ISSUED TO:

SURNAME OR CORPORATE NAME		<input type="checkbox"/> YOUNG PERSON	
GIVEN NAMES (OR CORPORATE NAME CONTINUED)		GENDER M / F	BIRTHDATE (YY MM DD)
ADDRESS			
CITY	PROVINCE	POSTAL CODE	

The bylaw enforcement officer says that he or she has reasonable and probable grounds to believe, and does believe, that the above named

on or about

DATE OF OFFENCE		
YY	MM	DD

 at the time of

(24 hr Clock)	

at or near _____, <Community Name>

Province of British Columbia

Did commit the offence indicated, under the following bylaw:

<Bylaw Name>

DESCRIPTION OF OFFENCE	SECTION	FINE AMOUNT
	\$	

If you wish to dispute the allegation contained in this ticket, you may appear at the following location to give notice of dispute:

<Community Corporate Name>
<Address>
<Address>

or deliver, have delivered, or mail a Notice of Dispute to the above address as described on the reverse.

The fine amount may be paid at the above address in accordance with the prescribed instructions (see reverse).

DISPOSITION NOT DISPUTED	For Court Use AT TRIAL	DATE YY MM DD
<input type="checkbox"/> CONVICTED AND FINE SET BY BYLAW IMPOSED		<input type="checkbox"/> CONVICTED FINE AMOUNT IMPOSED \$ _____
<input type="checkbox"/> QUASHED	<input type="checkbox"/> DISMISSED	

SIGNATURE OF JUSTICE

BYLAW ENFORCEMENT OFFICER'S NAME OR NUMBER DATE OF SERVICE (YY MM DD)

**AREAS OF THIS TICKET OUTLINED IN BOLD BLACK
ARE NOT PART OF THE OFFENCE CHARGED**

BYLAW ENFORCEMENT OFFICER'S SIGNATURE

If the fine is not paid or the allegation contained in this ticket is not disputed (see reverse) within 14 days, this ticket will be treated as not disputed, you may be convicted in your absence and without a hearing and, upon conviction, the fine amount will be imposed for the offence charged.

<Community Name>
Community Charter

CERTIFICATE OF SERVICE

I, _____ Name _____ Occupation _____

certify that on the date

YY	MM	DD
----	----	----

I served _____

with a copy of the Municipal Ticket Information on the reverse side of this form, in the manner indicated below:

- by delivering it to him / her personally;
- the defendant being a corporation by delivering it to a director, or to a manager, secretary or other executive officer of the corporation or of a branch of it or on the attorney of an extraprovincial company,

namely: _____

Dated:

YY	MM	DD
----	----	----

Enforcement Officer's Signature



AFFIDAVIT OF NO RESPONSE

I, _____ Name _____ Occupation _____

make oath and say that a least 14 days have elapsed after the ticket shown on the reverse side was served on the alleged offender on the date

YY	MM	DD
----	----	----

as set out in the Certificate of Service shown immediately above and, upon reviewing the records of <Community Name>, the fine set out on the ticket has not been paid and no notice of dispute has been filed.

Date

YY	MM	DD
----	----	----

Signature

Sworn before me on:

YY	MM	DD
----	----	----

 at _____
Community Name
in the Province of British Columbia

Commissioner for Taking Affidavits for British Columbia

<Community Name>

Community Charter

MUNICIPAL TICKET AND INFORMATION

HOW TO PAY THIS TICKET

WHAT IS THE EASIEST WAY TO PAY?

You may pay by mail, by sending your cheque or money order (payable to <Community Name>, in Canadian funds) to the address below.

Do not send cash in the mail. A receipt will NOT be sent back to you.

<Community Corporate Name>

<Address>

<Address>

Your payment must be accompanied by a copy of the other side of this ticket, or a note giving sufficient information to identify this ticket, including:

- the TICKET NUMBER (from the top right corner on the face of this ticket);
- your FULL NAME and MAILING ADDRESS;
- the DATE OF OFFENCE and the BYLAW NAME and SECTION of the offence.

NOTE: If you do not provide sufficient details, your payment might not be credited to you, and the fine may remain outstanding.

By paying the fine, you will be deemed to have pleaded guilty to the described offence.

CAN I PAY FOR THIS TICKET IN PERSON?

Yes. You may make payment at the address above during regular business hours. Present this copy of the ticket, along with your payment.

WHAT HAPPENS IF I DO NOT PAY?

If you do not pay or dispute this ticket within 14 days of the Date of Service shown on the face of this ticket, this ticket will be treated as not disputed, you may be convicted in your absence and without a hearing and, upon conviction, the fine amount will be imposed for the offence charged.

HOW TO DISPUTE THIS TICKET

CAN I DISPUTE THIS TICKET?

Yes. If you dispute the allegation contained in this ticket you or your agent will have to go to the Provincial Court of British Columbia for a hearing.

HOW CAN A NOTICE OF DISPUTE BE MAILED?

If you wish to send your notice of dispute by mail, write to the following address:

<Community Corporate Name>

<Address>

<Address>

Your notice of dispute should contain the following information:

- the TICKET NUMBER (from the top right corner on the face of this ticket);
- your FULL NAME and MAILING ADDRESS;
- the DATE OF OFFENCE and the BYLAW NAME and SECTION of the offence.

NOTE: If you do not provide these details, the notice of dispute may not provide sufficient information, and you may be deemed not to have disputed the described offence.

HOW MUCH TIME DO I HAVE TO DISPUTE?

If you wish to dispute, you have up to 14 days from the Date of Service shown on the face of this ticket to deliver, have delivered or mail your notice of dispute.

CAN I DELIVER A NOTICE OF DISPUTE IN PERSON?

Yes. You may deliver your notice of dispute to the above address. You should bring this copy of the ticket, and you may be asked to fill out a notice of dispute form.

WHAT HAPPENS AFTER MY NOTICE OF DISPUTE HAS BEEN RECEIVED?

You will receive notice in the mail from the Provincial Court Registry telling you the time and location for your hearing. If you do not attend the Court on the indicated date, the ticket will be treated as not disputed, you may be convicted in your absence and without a hearing and, upon conviction, the fine amount will be imposed for the offence charge.

APPENDIX D

Common By-laws and Infractions for Surrey, Richmond, Coquitlam, and DNV

By-law	Infraction
S U R R E Y	
Parks By-law 13480	<ul style="list-style-type: none"> ▪ Section 9, In the Park After Dark
Business License By-law	<ul style="list-style-type: none"> ▪ Section 3, No Business License
Noise By-law 7044	<ul style="list-style-type: none"> ▪ Section 1.B.1 Noise from a Public or Private Place ▪ Section 1.B.2 Noise from Real Property
Surrey Zoning By-law 12000	<ul style="list-style-type: none"> ▪ Section 4.B.11 Park Vehicle over 5,000 KG GVW
Soil Deposition By-law 5880	<ul style="list-style-type: none"> ▪ Section 4, No Permit
Notes: <ul style="list-style-type: none"> ▪ Compliance with by-laws has increased with time, ▪ New regulations (2005) has made it basically impossible to sell fireworks and hence Surrey has seen a significant decrease in MTIs for fireworks, and ▪ Animal Control Officers have decreased the amount of MTIs that they issue, mostly for Dog Responsibility violations. 	
R I C H M O N D	
Animal Control	<ul style="list-style-type: none"> ▪ Running at large ▪ Dangerous dog off leash
Dog Licensing	<ul style="list-style-type: none"> ▪ Licensing
Fireworks	<ul style="list-style-type: none"> ▪ Purchasing ▪ Selling or distributing ▪ Displaying fireworks for purchase ▪ Possession ▪ Ignition: w/o permit, not complying w/ permit, in dangerous manner, w/o property owner's permission
Public Health	<ul style="list-style-type: none"> ▪ Smoking
Business License	<ul style="list-style-type: none"> ▪ Operating a business w/o a license
Business Regulations	<ul style="list-style-type: none"> ▪ Operating an amusement park outside permitted hours ▪ Operating billiards/pool hall outside permitted hours ▪ Operating body rub/body painting studio outside permitted hours ▪ Wearing outer garments not covering area b/w neck and knees
Notes: <ul style="list-style-type: none"> ▪ Enforcement of Fireworks By-law last year really showed compliance this year on Halloween. Fewer MTIs were issued around Halloween (2005) because of crack down the previous year and the dramatic increase in fines. 	
C O Q U I T L A M	
Street & Traffic By-law	<ul style="list-style-type: none"> ▪ Parking within 3.05m of a private driveway or entrance ▪ Parking within 6.1m of an intersection ▪ Parking within 4.6m of a fire hydrant ▪ Parking in a "no parking" or "restricted" parking area ▪ Parking for longer than 48 hours without movement ▪ Parking an overweight (over 4535 kg.) vehicle in a residential zone

	<ul style="list-style-type: none"> ▪ Leaving an unhitched trailer or boat on the street
Noise By-law	<ul style="list-style-type: none"> ▪ Construction noise outside of the hours of 7:00 a.m. to 10:00 p.m., Monday to Saturday ▪ Loud music that disturbs the neighbourhood ▪ Loud parties that disturb the neighbourhood ▪ Barking dogs
Zoning By-law	<ul style="list-style-type: none"> ▪ Illegal suites ▪ Sheds and other buildings too close to the property line ▪ Overweight or over length vehicles/boats/trailers on a residential property ▪ Outdoor storage of contractor's equipment ▪ Over-height fences in residential areas ▪ Operating an illegal business from a home
Unightly Premises By-law	<ul style="list-style-type: none"> ▪ Dilapidated, broken or leaning fences ▪ Garbage and debris ▪ Old and/or wrecked vehicle(s) ▪ Dilapidated exterior, broken windows, etc. ▪ Uncontained compost piles ▪ Unmowed grass ▪ Overgrown vegetation or noxious weeds ▪ Graffiti on fences, buildings or structures
Boulevard Maintenance By-law	<ul style="list-style-type: none"> ▪ Rubbish and debris on the boulevard (including lanes) adjoining properties ▪ Uncleared snow and/or ice on sidewalks and footpaths ▪ Overgrown bushes, trees & shrubs obstructing sidewalks and footpaths
Animal By-law	<ul style="list-style-type: none"> ▪ Dogs running at large ▪ Vicious dogs ▪ Unlicensed dogs ▪ Failing to clean up after dogs ▪ Barking dogs (reference the Noise By-law) ▪ Too many animals (only 3 domestic animals permitted per residential property)
Sign By-law	<ul style="list-style-type: none"> ▪ Signs on sidewalks and roadways ▪ Prohibited signs ▪ No permit for signs
Building By-law	<ul style="list-style-type: none"> ▪ Building without a permit ▪ Building after a stop work order is given ▪ Occupying a building without an occupancy permit
D I S T R I C T O F N O R T H V A N C O U V E R	
Noise	
Dog Tax & Regulation	<ul style="list-style-type: none"> ▪ Unlicensed ▪ Dog at large

Fireworks	
Waterworks Regulation	<ul style="list-style-type: none">▪ illegal sprinkling during water ban
Park Control	
Signs	
Business License	