



THE CORPORATION OF THE CITY OF PORT COQUITLAM

BYLAW NO. 3525

***A Bylaw to Provide for Parking and the Management of
Parking and Development within the City of Port Coquitlam.***

The Municipal Council of The Corporation of the City of Port Coquitlam, in open meeting assembled, enacts as follows:

DIVISION 1 – TITLE

1. This Bylaw may be cited for all purposes as the “Parking and Development Management Bylaw, 2005, No. 3525.

DIVISION 2 - DEFINITIONS

2. In this Bylaw "development" means any construction, extension or alteration of a building or structure.

DIVISION 3 - PARKING

3. **DEVELOPMENT REQUIREMENTS:**

When any development takes place on any parcel, Off-Street Parking and loading shall be provided and maintained in accordance with regulations contained in this bylaw.

4. **EXISTING BUILDINGS, STRUCTURES AND USES:**

The regulations contained in this Bylaw shall not apply to buildings, structures or uses existing on the effective date of this Bylaw, except that:

- (a) Off-Street Parking and Loading shall be provided and maintained in accordance with this Bylaw for any addition to such existing building or structure, or any change or addition to such existing use.
- (b) Off-Street Parking and Loading existing on the effective date of this Bylaw shall not be reduced below the applicable off-street parking and loading requirements of this Bylaw.

5. VOLUNTARY ESTABLISHMENT OF PARKING AND LOADING FACILITIES:

Where Off-Street Parking and Loading facilities are provided when not required; the location, design and operation of such facilities shall comply with all the regulations of this Bylaw.

6. UNIT OF MEASUREMENT:

- (a) Where gross floor area is used as a unit of measurement for the calculation of required parking and loading spaces, it shall include the floor area of the principal building, accessory buildings, and basements, except where they are used for parking, heating or storage.
- (b) Where parking spaces are required on the basis of the number of employees or children, the number represents the greatest number of employed persons or children present within the premises at any one time.
- (c) Where seating accommodation is used as a unit of measurement, and such accommodation consists of benches, pews, or booths, each 500 mm (19.69 inches) of width of such seating accommodation shall be counted as one seat.
- (d) When the calculation of parking or loading requirements results in a fractional parking space, any fraction of one-half (1/2) or less shall be disregarded and one parking or loading space, as the case may be, shall be provided in relation to any fraction of greater than one-half (1/2).

7. REQUIRED OFF-STREET PARKING SPACES:

Off-Street Parking spaces shall be provided for each use of a building or structure in the amount set out in this Section. In the case of a use not specifically mentioned, the required off-street parking spaces shall be the same as for the most similar use.

(a)	Residential Uses	Required Spaces
(i)	Single and Duplex Residential	2.0 per dwelling unit
(ii)	Rowhouse Residential	2.0 per dwelling unit
(iii)	Townhouse Residential	Residents: 1.5 per dwelling unit with 2 or less bedrooms
		2.0 per dwelling unit with 3 or more bedrooms
		Visitors: 1 visitor space per 5 dwelling units
(iv)	Apartment Residential	Residents:

- 1.0 per studio dwelling unit
- 1.3 per dwelling unit with 1 bedroom
- 1.5 per dwelling unit with 2 bedrooms
- 2.0 per dwelling unit with 3 or more bedrooms

Visitors:
1 visitor space per 5 dwelling units

(v) Apartment Residential greater than 4 storeys in height

Residents:
Per Apartment Residential

Visitors:
1 visitor space per 10 dwelling units

(b) Child care facilities and preschools

1 for each 10 children

(c) Accessory Residential for agricultural, retail, indoor storage or institutional uses

2.0 per accessory dwelling unit

(d) Boarding, lodging or rooming houses, fraternity or sorority houses or other similar uses.

1 for each 2 sleeping units

(e) Senior Citizens Housing

(i) 1 for each 2 dwelling units where a public transit stop is located within 50m (164 ft.) and retail shopping facilities are located within 200m (656 ft.) of the nearest boundary of the parcel on which the Senior Citizens housing is located.

(ii) 1 for each dwelling unit where a public transit stop and retail shopping facilities are not located within the distances specified in sub clause (i) above.

(f) Children's Institution, dormitories and rest homes

1 for each 3 employees, plus 1 for each 6 beds.

(g) Private hospitals

1 for each 2 staff doctors plus 1 for each 4 employees, plus 1 for each 5 beds.

(h) Churches

1 for each 9 m² (96.88 sq. ft.) gross floor area used for assembly within a church

building or church hall.

- (i) Schools, Public or Private:
 - (i) Kindergartens, Elementary and Middle High Schools 1 for each 10 students.
 - (ii) Secondary High Schools, Staff and Visitors 1 for each 10 Students
Student Parking 1 for each 8 Students
- (j) Commercial, trade or technical schools 1 for each staff member, plus 1 for each 10 seats.
- (k) Hotels 1 for each 2 sleeping units.
- (l) Motels, Motor Hotels and Auto Courts 1 for each dwelling or sleeping units.
- (m) Places of public assembly, arenas, armories, art galleries, assembly halls, auditoriums, clubs lodges and fraternal buildings not providing overnight accommodation, coliseums, community centers, convention halls, dance halls, exhibition halls, funeral parlors and undertaking establishments, gymnasiums, meeting halls, museums, public libraries, stadiums, theaters, health centres, reducing salons, steam baths, roller rinks, curling rinks, skating rinks, swimming pools and similar uses. 1 for each 10 seats, and 1 for each 9 m² (96.88 sq. ft.) of floor area in areas without fixed seats which are used or intended to be used for public assembly excluding playing surfaces.
- (n) Billiard and pool halls 2 for each table.
- (o) Bowling Alleys 3 for each alley.
- (p) Banks, business administrative and professional offices. 1 for each 45 m² (484.37 sq.ft.) of gross floor area.
- (q) Medical or dental offices and clinics 1 for each 30 m² (322.91 sq. ft.) of gross floor area.
- (r) Restaurants and similar eating establishments for the sale and consumption of food and beverages on 1 for each 5 seats.

the premises.

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| (s) | Liquor Primary licensed establishments and liquor primary club licensed establishments including neighbourhood pubs, lounges, and similar establishments except at Lot 271, DL 255, Gr 1 NWD (1979 Brown Street), 1 for each 2.1 persons of person capacity or for each 2.1 seats, whichever is greater. | 1 for each 2 persons of person capacity as approved by the Liquor Control and Licensing Branch or for each 2 seats, whichever is greater. |
| (t) | Retail stores and personal service establishments, except as otherwise specified herein. | 1 for each 30 m ² (322.91 sq.ft.) of retail floor area, or 1 for each 47 m ² (505.90 sq.ft.) of gross floor area |
| (u) | Gasoline service stations | 1 for each 2 employees, plus 1 for each service bay. |
| (v) | Manufacturing and industrial buildings and uses, display yards and storage yards, research laboratories, servicing and repair establishments or similar uses. | 1 for each 3 employees, or 1 for each 95 m ² (1022.56 sq.ft.) of gross floor area, whichever is greater, plus 1 for each 95 m ² (1022.56 sq.ft.) of floor area and/or of parcel area used for display rental or retail sales purposes. |
| (w) | Warehousing, storage buildings, wholesale establishments or other similar uses. Public Utilities as B.C. Hydro, Telephone and other Civic Buildings. | 1 for each 3 employees, or 1 for each 95 m ² (1022.56 sq.ft.) of gross floor area, whichever is greater. |
| (x) | Golf Course. | 8 parking spaces per hole. |
| (y) | Driving Ranges. | 1 parking space per tee. |

8. PAYMENT IN LIEU OF PARKING SPACES

- (a) An owner of a parcel of land situated within the Downtown as defined by Schedule "A" to this Bylaw who applies for a Building Permit may, at the Owner's option and subject to this Section 8, opt to pay to the City a sum of \$15,000 per parking space in lieu of providing the off-street parking spaces. The maximum number of spaces in relation to which cash may be provided under this section is 10% of the total number of required off-street parking spaces.

- (b) An owner of a parcel of land situated within the Downtown as defined by the Schedule “A” to this Bylaw who applies for a change in Use such that the use requires additional parking spaces to those already provided may, at the Owner’s option and subject to this Section 8, pay to the City a sum of \$15,000 per parking space for all or any portion of the required number of visitor off-street parking spaces in lieu of providing the off-street parking spaces. The maximum number of spaces in relation to which cash may be provided under this section is 10% of the total number of required off-street parking spaces.
- (c) Where an owner opts to pay money in lieu of providing required parking spaces, the money shall be payable at the time when the building permit is issued for the building that is being put to the use that requires the off-street parking space or, if a building permit is not required for the use, the owner shall pay the money at the time of issuance of a business license for the use that requires the off-street parking spaces.
- (d) All monies received pursuant to the requirements of this Section shall be placed in a fund established under section 906 (4) of the *Local Government Act* for the provision of new and existing off-street parking spaces located in the Downtown and the City shall use such funds only for that purpose.
- (e) The payment of cash under this Section does not entitle any person to the use of parking spaces provided on a reserved or dedicated basis within any City parking facility.
- (f) For certainty, payments made under this Section entitle the occupier from time to time of the land in respect of which the payment was made to a credit for the number of off-street parking spaces in respect of which the payment was made, notwithstanding that the occupier did not make the payment.

9. USE OF PARKING FACILITIES:

All required off-street parking spaces shall be used only for the purpose of accommodating the vehicles of clients, customers, employees, members, residents, or tenants who make use of the principal building or use for which the parking area is provided, and such parking area shall not be used for off-street loading, driveways, access or egress, commercial repair work, display, sale of storage of goods of any kind.

10. LOCATION AND SITING OF PARKING FACILITIES:

- (a) Where a building or structure has more than one use, the required number of parking and loading spaces shall be the sum of the requirements for each use.
- (b) Required spaces shall be provided:
 - (i) on the same parcel as the building for which they are required, or
 - (ii) on a parcel or portion of a parcel located within 95 m (322.91 ft.) of the building for which they are required, provided that annexed to such parcel is a

covenant registered in favour of the Municipality that the parcel or portion of the parcel concerned shall continue to be used solely for parking purposes.

11. DEVELOPMENT AND MAINTENANCE STANDARDS:

- (a) The location of all points of ingress and egress to a parking area shall be as specified in the City's Highways Use Bylaw.
- (b) Off-street parking spaces provided for each use or building as required by this Bylaw shall conform to the following regulations:
 - (i) 75% of the parking spaces shall have a minimum unobstructed length of 5.5 metres, a minimum unobstructed width of 2.7 metres and a minimum unobstructed height of 2.1 metres;
 - (ii) the remaining 25% of the parking spaces shall have a minimum unobstructed length of 5 metres, a minimum unobstructed width of 2.5 metres and a minimum unobstructed height of 2.1 metres;
 - (iii) parking spaces suitable for handicapped individuals shall be provided, of the number and dimensions required by the British Columbia Building Regulations and the Bylaws of the City; and
 - (iv) when a parking space adjoins a building, fence or other structure over 30 centimeters in height, the required width of the parking space is increased by 30 centimeters.
- (c) Adequate provisions shall be made for individual ingress or egress by vehicles to all parking spaces at all times by means of unobstructed maneuvering aisles. Maneuvering aisles of not less than the following widths shall be provided:

<u>Parking Angle in Degrees</u>	<u>Width of Aisle in Meters</u>
90	7.5 M (24.61 ft.) 6.5 M (21.33 ft.) under- ground or in a building
Less than 90) Greater than 59)	5 M (16.40 ft.)
Less than 60	3.5 M (11.48 ft.)

- (d) All parking areas shall be provided with adequate curbs in order to retain all vehicles within such permitted parking area, and to ensure that fences, walls, hedges or landscaped areas, and buildings, will be protected from parking vehicles.

- (e) All parking areas shall be surfaced with an asphalt, concrete or similar pavement so as to provide a surface that is durable and dustfree and shall be so graded and drained as to properly dispose of all surface water.
- (f) Any lighting used to illuminate any parking area or parking garage shall be so arranged that all direct rays of light are reflected upon such parking area or parking garage, and not on any adjoining premises.
- (g) All points of access to an underground parking area or to a parking area contained in a building shall be through a door that is kept locked except when pedestrians or vehicles are entering or leaving the said parking area.
- (h) All development within the City of Port Coquitlam's downtown area must adhere to the objectives and guidelines as specified in the City's 'Downtown Street Beautification Plan' 1999.
- (i) Visitor parking spaces shall be clearly marked as "Visitor" and available for use by non-occupants of the parcel at all times."

12. REQUIRED OFF-STREET LOADING SPACES:

- (a) On every parcel used for a commercial or an industrial use the minimum number of loading spaces shall be:

<u>Total Gross Floor Area of Building(s)</u>	<u>Spaces Required</u>
(i) less than 460 M ² (4,951.39 sq. ft.)	1
(ii) 460 M ² (4951.39 sq. ft.) to 2300 M ² (24,756.97 sq. ft.)	2
(iii) 2300 M ² (24,756.97 sq. ft.) to 4600 M ² (49,513.94 sq. ft.)	3
(iv) Each additional 4600 M ² (49,513.94 sq. ft.) or fraction thereof in excess of 2300 M ² (24,756.97 sq. ft.)	1 additional

- (b) On every site used as an office building, place of public assembly, hospital, institution, hotel, club or lodge, auditorium, public utility, school or other similar use, the minimum number of spaces shall be as follows:

<u>Total Gross Floor Area of Building(s)</u>	<u>Spaces Required</u>
(i) Less than 2800 M ² (30,139.92 sq. ft.)	1

- (ii) 2800 M² (30,139.92 sq. ft.) to
5600 M² (60,279.84 sq. ft.) 2
- (iii) Each additional 5600 M² (60,279.84 sq. ft.)
or fraction thereof in excess of 2800 M²
(30,139.92 sq. ft.) 1 additional

13. LOCATION AND SITING OF LOADING FACILITIES:

Off-Street Loading spaces and facilities shall be located on the same parcel as the use served, but not within the required front or side yard nor closer than 7.5 M (24.60 ft.) to the nearest point of intersection of any two street allowances.

14. DEVELOPMENT AND MAINTENANCE STANDARDS:

- (a) The location of all points of ingress and egress to a loading area shall be subject to the approval of the City Engineer.
- (b) All off-street loading and unloading spaces shall be of adequate size, and with adequate access thereto, to accommodate the types of vehicles which will be loading and unloading, but in no case shall be insufficient to accommodate a vehicle 9.0 M (29.53 ft.) in length, 2.6 M (8.53 ft.) in width and 3.6 M (11.81 ft.) in height.
- (c) All loading areas shall be provided with adequate curbs in order to retain all vehicles within such permitted loading areas, and to ensure that required fences, walls, hedges, or landscaped areas, as well as any buildings, will be protected from parked vehicles.
- (d) Each loading space shall be surfaced with an asphalt, concrete, or similar pavement so as to provide a durable, dust-free surface, and shall be so graded and drained as to properly dispose of all surface water.
- (e) Any lighting used to illuminate any loading area shall be so arranged that all direct rays of light be reflected upon the loading area, and not on any adjoining premises.

DIVISION 4 - WORKS AND SERVICES

- 15.** It is required as a condition of subdivision approval or the issue of a building permit that the owner of the land provide works and services on:
- (a) a highway immediately adjacent to the land being subdivided or the site being developed; and,
 - (b) the site being developed.

16. The works and services required by Section 15 of this bylaw are those highway, water, sewage disposal, storm drainage, street lighting, sidewalk, underground utility and other works and services required in Sections 401 through 408 of the "Subdivision Servicing Bylaw, 1987, No. 2241" all as constructed to the standards established in that Bylaw and its Schedules for land in the relevant zone and the construction of such works shall be completed prior to subdivision approval or permit issuance, or secured in the manner provided in the said Bylaw No. 2241.
17. Where a portion of the works and services required by Section 15 have been previously provided, the owner of the land shall provide the remaining works required to fully comply with Section 16 of this bylaw.
18. The requirements imposed by Section 15 shall be observed notwithstanding that all or part of them could or should have been required at some earlier time.
19. That "Development Management Bylaw, 1987, No. 2242", including all amendments be repealed.

Read a first time by the Municipal Council this 28th day of November, 2005.

Read a second time by the Municipal Council this 28th day of November, 2005.

Read a third time by the Municipal Council this 28th day of November, 2005.

Reconsidered, finally passed and adopted by the Municipal Council of The Corporation of the City of Port Coquitlam, this 12th day of December, 2005.

S.W. YOUNG

 Mayor

S. RAUH

 Corporate Officer

Record of Amendments

<u>Bylaw Number</u>	<u>Amended Section</u>	<u>Date</u>
3633 05 12	Section 7, replace (a) through (c) and (s) and delete (u); Section 11 add (i)	2008

Schedule A: Downtown Area

