



VEHICLE FOR HIRE REGULATION

BYLAW NO. 6900

EFFECTIVE DATE – NOVEMBER 1, 1998

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaw(s) listed below. The amendment bylaw(s) has been combined with the original bylaw for convenience only. This consolidation is not a legal document. The original bylaws should be consulted for all interpretations and applications.

<u>AMENDMENT BYLAW</u>	<u>DATE OF ADOPTION</u>	<u>EFFECTIVE DATE</u> (If different from Date of Adoption)
Bylaw No. 6964	November 23, 1998	
Bylaw No. 7219	June 11, 2001	
Bylaw No. 7220	June 25, 2001	
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CITY OF RICHMOND

VEHICLE FOR HIRE REGULATION BYLAW NO. 6900

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

PART ONE: GENERAL REGULATIONS (All Classes of Vehicle For Hire)

1.1 Requirement to Hold Business Licence

1.1.1 The **licencee** or **operator** of any business regulated under this bylaw must post in a conspicuous place, or carry during all hours of operation, the licence issued for that business under the Business Licence Bylaw.

1.2 Vehicle Licencee and Operator Responsibilities

1.2.1 The **licencee** or **operator** for any class of **vehicle for hire** must:

- (a) when required, immediately submit such vehicle to the **Licence Inspector** for examination, and no **licencee** or **operator** may, at any time, prevent or hinder the **Licence Inspector** from entering and inspecting the vehicle, or the garage or other building where the vehicle is kept, for the purpose of inspecting such vehicle;
- (b) keep a record of the number and issue date of the **chauffeur's permit** of each **vehicle for hire** driver employed by the **licencee** or **operator**, by personally inspecting such permit;
- (c) immediately disinfect any **vehicle for hire** after it has, to the **licencee's** or **operator's** knowledge, carried any person suffering from any contagious or infectious disease; and no **licencee** or **operator** will be required to transport any person suffering from any such disease until the **licencee** or **operator** has been paid a sum to offset any loss or expense that may be incurred by him in meeting these requirements;
- (d) at all times obey the orders and directions of the **Police Chief** and the **Licence Inspector**; and refrain from driving any such **vehicle for hire** until any orders and directions have been complied with;
- (e) be the registered owner or lessee of that vehicle; and
- (f) when disposing of a **vehicle for hire**, and acquiring another such vehicle, submit the latter to the **Licence Inspector** for any inspections required under this bylaw, before using such vehicle for business purposes.

1.2.2 The provisions of clause (f) of subsection 1.2.1 do not apply to a Rental Vehicle (Class J).

1.3 Vehicle Licencee and Operator Prohibitions - All Classes of Vehicles Except J

1.3.1 A **licencee** or **operator** of any class of **vehicle for hire**, except a Rental Vehicle (Class J) must not employ, engage or permit any person other than those with:

- (a) a **driver's licence**; and
- (b) a **chauffeur's permit**

to drive any **vehicle for hire**.

1.4 Vehicle for Hire Driver Responsibilities - All Classes of Vehicles

1.4.1 Every **vehicle for hire** driver must carefully search such vehicle for any property lost or left behind; and any such property must be immediately delivered to its rightful owner or, if unclaimed or if the owner cannot be found within a reasonable time, such property must be delivered to the **Police Chief**, with all information in his possession regarding such property.

1.5 Miscellaneous Provisions - All Classes of Vehicles

1.5.1 The provisions of this bylaw do not apply to any **vehicle for hire** owned by BC Transit and operated in conjunction with its transportation system.

1.5.2 The **Police Chief** or the **Licence Inspector** may:

- (a) enforce the provisions of this bylaw;
- (b) inspect all vehicles regulated by this bylaw; and
- (c) inspect any premises used as a **vehicle for hire business office**.

1.5.3 The person engaging a **vehicle for hire** is required to pay all ferry, bridge or tunnel tolls incurred by any such vehicle and its occupants.

PART TWO: VEHICLE FOR HIRE PLATES (All Classes of Vehicles Except J and K)

2.1 The **Licence Inspector** must supply to each **licencee** or **operator**, a **vehicle for hire plate** and annual licence decal for each **vehicle for hire** kept or used by such **licencee** or **operator**, except a Rental Vehicle (Class J), or a Driver Training Vehicle (Class K), upon payment of the fees specified in the Business Licence Bylaw.

2.2 Every **licencee** and **operator** must ensure that a **vehicle for hire plate** is attached to the rear of each licenced vehicle, to the satisfaction of the **Licence Inspector**.

2.3 All **vehicle for hire plates** are the property of the **City**, and on cancellation or suspension of the licence for the business on whose vehicles such plates were attached, such plates must be returned immediately to the **Licence Inspector**.

2.4 A **licencee** or **operator** must not exhibit a **vehicle for hire plate** on any vehicle which has not been approved for such use by the **Licence Inspector**.

- 2.5** In the case of loss, damage or destruction of any **vehicle for hire plate** or the loss of the annual licence decal, or both, the **Licence Inspector** must issue a duplicate **vehicle for hire plate** or annual licence decal, as applicable, upon the provision of satisfactory proof and payment of the fee specified in Schedule 1 to the Business Licence Bylaw.

PART THREE: TAXICABS (Class A and Class N)

3.1 Taxicab Inspections – Licencee and Operator Responsibilities

- 3.1.1 Every Class A and Class N taxicab **licencee** or **operator** must, upon receiving notification from either the **Police Chief** or **Licence Inspector**, submit each taxicab licenced, for an inspection with regard to:
- (a) their construction, type and fitness, and
 - (b) any mechanical or electronic device or equipment, including **taximeters**, used in such vehicles.

3.2 Taxicabs - Licencee and Operator Responsibilities

- 3.2.1 Every Class A and Class N taxicab **licencee** or **operator** must:
- (a) provide taxicab service for 24 hours each day, 7 days per week;
 - (b) verify each taxicab driver's daily record required under clause (d) of subsection 3.3.1, and ensure that each fare is properly recorded before accepting such record, which must be retained for a period of at least 6 months for inspection, at the request of the **Police Chief** or the **Licence Inspector**;
 - (c) ensure that all taxicab drivers employed:
 - (i) are of good character, and can speak, write and read the English language;
 - (ii) are knowledgeable in the geography of the **City**, its traffic regulations, and of the contents of this bylaw;
 - (iii) provide and maintain continuous and satisfactory service to the public during the term of such licence; and
 - (iv) possess a **chauffeur's permit**;
 - (d) ensure that each taxicab owned or leased is in a proper condition for the use intended, and is equipped as required by this bylaw, and complies in all respects with the *Motor Vehicle Act* and with any other applicable statutes and regulations of the Province of British Columbia;
 - (e) accommodate the persons who request taxicab service in the order of their request, and if a taxicab is not available to give such service within a reasonable time, then the person must be so informed;
 - (f) keep the interior and exterior of each taxicab clean and in good repair;

- (g) disinfect the interior of each taxicab at least weekly, or as directed by the **Police Chief** or the **Licence Inspector**;
- (h) have a telephone listed in the telephone directory under the business name by which he operates, or if no such name, then under the **licencee's** own name; and
- (i) maintain a **vehicle for hire business office** in the **City**, except that the office may be that of another **licencee**.

3.2.2 Notwithstanding the requirements of clause (i) of subsection 3.2.1, an Airport Taxicab (Class D) **licencee** or **operator** may designate a **vehicle for hire business office** for which he is licenced in another municipality.

3.3 Taxicabs - Driver Responsibilities

3.3.1 Every Class A and Class N taxicab driver must:

- (a) be dressed appropriately and behave in an appropriate manner;
- (b) remain within 7.62 metres (25 feet) of his vehicle when it is parked;
- (c) proceed by the most direct route to the point of destination, unless otherwise directed by the passenger;
- (d) keep a daily record, containing the following information:
 - (i) the driver's name;
 - (ii) the date, time, origin and destination of each trip;
 - (iii) the Motor Carrier Commission licence number of each taxicab; and
 - (iv) the odometer reading at the start and finish of each shift

and must deliver the record to the **licencee** or **operator** at the end of each shift or as soon as possible thereafter;

- (e) properly display a **chauffeur's permit** and a photographic identification in any taxicab which he is driving;
- (f) place the signal lever of the **taximeter** in a recording position at the start of each trip with a passenger, and must return the signal lever to the non-recording position at the end of each trip; and
- (g) advise the passenger of the amount of the fare registered on the **taximeter**.

3.4 Taxicabs - Driver Prohibitions

3.4.1 A Class A or Class N taxicab driver must not:

- (a) refuse to transport:

- (i) a passenger who is accompanied by a certified **assistance dog**;
or
 - (ii) any orderly person upon request, when the **taximeter** signal lever or "top-light" indicates the vehicle is for **hire**, unless the taxicab driver is unable to, or is prohibited by, the provisions of this bylaw;
- (b) permit his taxicab to stand, whether occupied or not, on any public highway in the **City**, except when standing temporarily for the purpose of, and while actually engaged in, the loading or unloading of passengers and their baggage;
 - (c) interfere with the proper and orderly access or egress from, or cruise in front of any theatre, hall, hotel, public resort, transportation terminal or other place of public gathering; except that a taxicab driver may accept passengers at any place of public gathering so long as his taxicab is lawfully parked in the vicinity of the place or building where such public gathering is taking place;
 - (d) transport any person or persons other than those first engaging the taxicab;
 - (e) obstruct any sidewalk or make any loud noise or disturbance, or use obscene or abusive language, or molest, annoy or insult the owners, occupiers, or inhabitants of any building or residence, or any passenger, pedestrian or other person;
 - (f) display a signal lever or any sign to denote that such taxicab is not engaged, while carrying passengers or under engagement.

3.5 Taxicabs - Vehicle Requirements

3.5.1 Each Class A and N taxicab must at all times:

- (a) have a telephone number prominently displayed inside the vehicle which can be used to register a complaint about the vehicle or the taxicab driver;
- (b) be equipped with:
 - (i) a "top light" with the word "Taxi" or "Cab", which must be illuminated when the vehicle is available for **hire**; and
 - (ii) an interior light sufficient to illuminate the entire passenger compartment; and such light must be maintained in proper working order;
- (c) have unrestricted vision through all windows;
- (d) have painted or permanently affixed on either the rear or front door of each side of each vehicle, a business name which must include the word "Taxi" or "Cab", and a telephone number, in lettering not less than 2 inches high, which must be kept clear, clean and distinguishable at all times; and

- (e) prominently show the fleet number of the vehicle on both the inside and the outside of the vehicle.

3.6. Taxicabs - Taximeter Operation, Use and Testing

3.6.1 A Class A or Class N taxicab must not be operated unless it is equipped with a **taximeter** which:

- (a) is adequately illuminated at all times when in use between dusk and dawn;
- (b) is used only when the seal is intact;
- (c) is installed at the right side of the taxicab driver so that:
 - (i) the fare to be paid by the passenger may be easily read from the rear seat; and
 - (ii) the signal lever indicating whether or not the **taximeter** is registering can be seen from inside the vehicle;
- (d) is adjusted in accordance with the tariff of fares specified by the Motor Carrier Commission;
- (e) is periodically tested by driving the vehicle in which it is installed over a measured track or distance before being sealed;
- (f) is tested and resealed at least once every 6 months;
- (g) is kept in good working condition at all times, and not used when defective in any way;
- (h) is kept in a condition ensuring accuracy and continuous registration during hire, and must be installed as to permit automatic operation when the taxicab is in motion as well as when such vehicle is standing under hire; and
- (i) registers no more than 2% inaccurately.

3.6.2 The **taximeter** requirements specified in subsection 3.6.1 do not apply where a taxicab is equipped with a **taximeter** which has been approved under the regulations of any other municipality in which the vehicle is authorized to operate.

3.6.3 Every **taximeter** which is not approved in accordance with the requirements of subsection 3.6.1 must, upon request, be submitted to the **Licence Inspector** for testing, inspecting and sealing; and a **taximeter** must not be used on any taxicab until it has been inspected, tested, sealed and certified as accurate by the **Licence Inspector**.

3.7 Taxicabs - Tariff of Fares

3.7.1 A Class A or Class N taxicab driver must not:

- (a) charge, demand, collect, receive or advertise any fare except in accordance with the tariff of fares approved by the Motor Carrier Commission, which must be displayed on a tariff card within the vehicle, in a location designated by the **Licence Inspector** and which must be visible at all times to the passengers;
 - (b) transport passengers for separate fares; or
 - (c) charge a fee for transporting hand luggage and parcels accompanying passengers, except for the transporting of trunks, for which a fee in the amount, per trunk, set from time to time in the Consolidated Fees Bylaw No. 8636, may be charged.
- 3.7.2 The tariff card required under clause (a) of subsection 3.7.1, which must be provided by the **City**, must not be removed, mutilated, or disposed of.
- 3.7.3 A taxicab driver who is authorized to drive a taxicab from another municipality equivalent to a Class A or a Class N taxicab in the **City**, may pick up passengers within the **City**, provided those passengers have made prior arrangements for the pick up, and the destination of the passengers is outside the **City**.

PART THREE A: PEDICABS

3A.1 Pedicab Requirements

- 3A.1.1 A **pedicab** must at all times be equipped with:
- (a) front headlight and rear tail lights;
 - (b) operational turn signal lights and four-way flashers;
 - (c) reflectors on wheels and sides and rear of carriages;
 - (d) rear bumper protection;
 - (e) a standard bell;
 - (f) a six foot pole with a safety flag at the top of the pole;
 - (g) heavy duty brakes;
 - (h) rear brake lights; and
 - (i) a first aid kit.
- 3A.1.2 In addition to the requirements of Subsection 3A1.1, each **pedicab** that is a motor-assisted **pedicab** must:
- (a) have a electric motor which is 500 watts or less and be capable of propelling the cycle no faster than 32 kilometres per hour on level ground without pedalling;

- (b) be equipped with a mechanism that either allows the driver to turn the motor on or off or prevents the motor from turning on or engaging before the motor-assisted **pedicab** attains a speed of 3 kilometres per hour;
- (c) be equipped so that the motor must disengage when the operator does any one of the following:
 - (i) stops pedalling,
 - (ii) releases the accelerator, or
 - (iii) applies a brake.
- (d) be capable of being propelled by muscular power using the pedals; and
- (e) must meet any additional conditions as set forth in the *Motor Vehicle Act* and its Regulations, and any regulations established by the Insurance Corporation of British Columbia.

3A.2 Licence and Vehicle For Hire Plate

3A.2.1 A person must not operate a business using a **pedicab** unless that person holds a valid and subsisting licence issued under the provisions of this bylaw and the **Business Licence Bylaw No. 7360**, as amended, and has paid the annual licence fee prescribed in the **Business Licence Bylaw No. 7360**, as amended.

3A.2.2 Not more than 15 licences for **pedicabs** may be issued to one person.

3A.2.3 Despite any term of licence established in the **Business Licence Bylaw No. 7360**, as amended, if a **pedicab** licence is not used in a fully operational manner within 60 days after the date of issuance, that **pedicab** licence expires.

3A.2.4 The **vehicle for hire plate** issued under the provisions of this bylaw must be attached to the rear of the **pedicab** carriage.

3A.3. Area Of Operation

3A.3.1 A person must not operate a **pedicab** except on the route(s) established in Schedule 2 to this bylaw, and in accordance with any conditions and restrictions required by the Director of Transportation.

3A.4. Traffic and Parking

3A.4.1. A person holding a licence for a **pedicab** and a person operating a **pedicab** must comply with this bylaw, the **City's Traffic Control and Regulation Bylaw No. 5870**, the British Columbia *Motor Vehicle Act* and its Regulations, and any other applicable enactment, all as amended or replaced, and without limiting the foregoing, in particular must comply with the provisions of those enactments for parking and stopping.

3A.5. Licensee Requirements

3A.5.1. A person must not operate a **pedicab**, and a licensee must not permit or allow a **pedicab** to be operated unless:

- (a) the operator is 16 years or older;
- (b) the operator holds a valid, current British Columbia Driver's Licence;
- (c) the operator has undergone a criminal record search that shows no evidence of a relevant offence;
- (d) a **vehicle for hire plate** and current year decal is attached and displayed at the rear of the **pedicab** carriage; and
- (e) the licensee has provided the City with a copy of liability insurance required under the **Business Licence Bylaw No. 7360**, as amended, for the current licence year.

PART FOUR: RENTAL VEHICLES (Class J)

4.1 Rental Vehicle Licencee and Operator Prohibitions

4.1.1 Every Rental Vehicle **licencee** or **operator** must ensure that a Rental Vehicle is not offered to any person, nor must any person be allowed to drive such vehicle:

- (a) who is apparently under the influence of liquor or drugs, or who, the **licencee** or **operator** has reason to suspect, may use such vehicle for any unlawful purpose; or
- (b) for the transportation of passengers for hire.

4.1.2 Every Rental Vehicle **licencee** and **operator** must:

- (a) maintain a **vehicle for hire business office** in the **City**, except that the office may be that of another **licencee**;
- (b) keep a record, which must be open at all reasonable times to the inspection of the **Police Chief** or the **Licence Inspector**, in which each vehicle rental is recorded and must contain the following information:
 - (i) the make, model and colour, Provincial licence plate number, and the vehicle identification number (VIN) of such vehicle;
 - (ii) the name, address, and the **driver's licence** number of the person renting the vehicle; and
 - (iii) the date and time of the rental.

4.1.3 The record required under clause (b) of subsection 4.1.2 must be signed by every person renting such vehicle.

4.2 Notwithstanding the provisions of this part, a moving company or other person ordinarily engaged in the business of transporting property for **hire** may use a Rental Vehicle to transport such property in connection with his business.

PART FIVE: DRIVER TRAINING VEHICLES (Class K)

5.1 Driver Training Vehicle Requirements

- 5.1.1 Every Driver Training Vehicle must, while in use:
- (a) be equipped in accordance with the provisions of the *Motor Vehicle Act*;
 - (b) be under the control of a driving instructor licenced in accordance with the *Motor Vehicle Act*;
 - (c) be occupied only by an instructor and the pupil, except that in the case of a student from any senior secondary school or other group or organization receiving instruction, three additional students from that school, group or organization may be passengers in the vehicle; and
 - (d) display on the rear or front door of each side of each vehicle, the business name and a telephone number of the **licencee** or **operator**.
- 5.1.2 Every Driver Training Vehicle **licencee** or **operator** must maintain a **vehicle for hire business office** in the **City**, which may be that of another **licencee** in the **City**, or may be a business office for which he is licenced in another municipality.
- 5.1.3 A person must not carry on the business of teaching or instructing in the driving of a vehicle unless a Driver Training Vehicle conforming to the requirements of subsection 5.1.1 is used for that purpose.

PART SIX: TOW-TRUCKS (Class M)

6.1. Tow-Truck Licencee and Operator - General Responsibilities

- 6.1.1 Every tow-truck **licencee** or **operator** must:
- (a) paint or permanently affix either the business name or the name of the owner of the tow-truck, on each side of each tow-truck, and such name must be printed in lettering not less than two inches high and must be kept clear, clean and distinguishable at all times;
 - (b) ensure that each tow-truck driver employed by such **licencee** or **operator** keeps a daily record comprising:
 - (i) the make, model, colour, Provincial licence plate number, and the vehicle identification number (VIN) of each towed vehicle; and
 - (ii) the reason for the tow, and the date, time, origin and destination of each vehicle towed, as well as the towing fee charged;
 - (c) have a telephone listed in the telephone directory under the business name by which he operates, or if no such name, then under the **licencee's** own name; and
 - (d) maintain a **vehicle for hire business office** in the **City**, except that the office may be that of another **licencee**.

- 6.1.2 The daily record referred to in clause (b) of subsection 6.1.1 must be retained for inspection, at the request of the **Licence Inspector**, for a period of six months from the date the vehicle in question was towed.
- 6.1.3 The **vehicle for hire business office** required under clause (d) of subsection 6.1.1, must at all times be maintained:
- (a) in a clean, neat state, and in good repair; and
 - (b) in conformity with all **City** bylaws with respect to building, zoning and health.

6.2 Tow-Truck Driver - Responsibilities at the Scene of an Accident

6.2.1 Every tow-truck driver must:

- (a) before towing any vehicle, supply the owner or driver of the vehicle being towed, if present, with written information which:
 - (i) is signed by and identifies the tow-truck driver and by the **licencee or operator** by whom such driver is employed; and
 - (ii) clearly states the destination to which the towed vehicle will be taken,

provided that where the owner of the towed vehicle is injured, or has been removed from the scene of the accident, the written information must be given to any attending police officer; and

- (b) clear the streets and public walks of all broken glass and other debris resulting from attending an accident.

6.2.2 A tow-truck driver must not:

- (a) offer towing services at the scene of a motor vehicle accident, whether his presence there is by coincidence or otherwise, unless requested to do so by the owner or driver of the vehicle involved in that accident, or by any attending police officer;
- (b) solicit or suggest a specific destination for the vehicle being towed if requested to tow a vehicle from the scene of an accident;
- (c) obstruct or **attach** to a tow-truck, a vehicle which is occupied; or
- (d) deliver a towed vehicle to any destination other than the one stated on the written information referred to in clause (a) of subsection 6.2.1, unless specifically requested to do so by the owner or driver of the vehicle, or by any attending police officer.

6.3 Towing of Vehicles from Private Parking Lots

6.3.1 A vehicle must not be towed from any private **parking lot** at any time without the consent of the vehicle owner unless:

- (a) at the time such vehicle is towed:
 - (i) towing company information signs; and
 - (ii) tow-away warning signs

complying with the provisions of subsections 6.3.4 and 6.3.5 respectively, are clearly displayed on the said **parking lot**; and

- (b) a completed Part A of a Tow-away Notice, as shown in Schedule 1, which is attached and forms a part of this bylaw, on which the name of the person authorizing the vehicle tow must be clearly printed, has been placed on the vehicle by the private **parking lot** owner, business tenant, employee or agent, none of whom may be in the employ of a towing company.

6.3.2 A vehicle must not be towed from any **no parking area** at any time, without the consent of the vehicle owner, unless at the time such vehicle is towed:

- (a) the **no parking area** is clearly marked with yellow paint on the curb and/or roadway or by other clearly visible means;
- (b) a tow company information sign is clearly displayed adjacent to the **no parking area** which:
 - (i) has minimum dimensions of 30.5 centimetres (12 inches) by 45.7 centimetres (18 inches), with letters and numbers of not less than 2.5 centimetres (1 inch) in height;
 - (ii) is clearly visible from the **no parking area** being towed from;
 - (iii) indicates that vehicles **parked** in the **no parking area** will be towed; and
 - (iv) contains the name and telephone number of the towing company which will remove unauthorized vehicles from the property, and the location to which towed vehicles will be taken; and
- (c) a completed Part A of a Tow-away Notice, as shown in Schedule 1, on which the name of the person authorizing the vehicle tow must be clearly printed, has been placed on the vehicle by the property owner, business tenant, employee or agent, none of whom may be in the employ of a towing company.

6.3.3 The provisions of:

- (a) subsections 6.3.1 and 6.3.2 do not apply for the towing of any vehicle which is improperly **parked** for a period of 24 hours, or longer; and
- (b) clause (b) of subsection 6.3.1 and clause (c) of subsection 6.3.2 do not apply to the towing of a vehicle between the hours of 2:00 a.m. and 5:00 a.m. from property which is primarily used for multi-family residential purposes.

6.3.4 The towing company information signs stipulated in clause (a)(i) of subsection 6.3.1 must:

- (a) be erected and maintained by the owner or occupier of the property on which the private **parking lot** is located; and
- (b) meet the following requirements:
 - (i) have minimum dimensions of 30.5 centimetres (12 inches) by 45.7 centimetres (18 inches), with letters and numbers of not less than 2.5 centimetres (1 inch) in height;
 - (ii) be clearly visible at all times;
 - (iii) be conspicuously posted at all entrances and exits to the property;
 - (iv) be located no further than 30 metres (98.4 feet) from any area of the private **parking lot** being controlled; and
 - (v) clearly display the name and telephone number of the towing company which will be removing unauthorized vehicles from the property, and the location to which towed vehicles will be taken.

6.3.5 The tow-away warning signs stipulated in clause (a)(ii) of subsection 6.3.1 must:

- (a) be erected and maintained by the owner or occupier of the property on which the private **parking lot** is located; and
- (b) meet the following requirements:
 - (i) have minimum dimensions of 61 centimetres (24 inches) by 76.2 centimetres (30 inches), with letters and numbers of not less than 2.5 centimetres (1 inch) in height;
 - (ii) be clearly visible at all times;
 - (iii) be conspicuously posted at all entrances and exits to the property;
 - (iv) be located no further than 30 metres (98.4 feet) from any area of the private **parking lot** being controlled;
 - (v) use wording which must be approved by the **Licence Inspector**, to indicate the circumstances under which vehicles will be towed; and
 - (vi) clearly state whether or not vehicles are subject to being towed after business hours.

6.3.6 The requirements of clause (iv) of subsection 6.3.5(b) may be reduced where deemed appropriate by the **Licence Inspector**.

6.3.7 Before any vehicles may be towed from a private parking lot, the property owner must apply for a towing permit by submitting the following to the Licence Inspector:

- (a) a detailed site plan showing the proposed placement and the means of visibility in non-daylight hours of:
 - (i) the towing company information signs described under subsection 6.3.4; and
 - (ii) the tow-away warning signs required under subsection 6.3.5;
- for approval by the **Licence Inspector**; and

- (b) a non-refundable towing permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

A towing permit issued under this subsection will be valid for a maximum period of 2 years from the date of issuance.

6.3.8 Before a towing permit under subsection 6.3.7 will be issued, the **Licence Inspector** must conduct a site inspection of the private **parking lot** and where more than two inspections are necessary, a non-refundable fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 is payable for each inspection after the second inspection.

6.3.9 An incomplete towing permit application automatically expires six months after the date the application was first submitted.

6.3.9A A towing permit issued pursuant to subsection 6.3.7 may be suspended or revoked by the **Licence Inspector** if, at anytime, the **parking lot** does not comply with the requirements of the towing permit.

6.3.10 Every tow-truck driver must:

- (a) where a vehicle is to be removed from a private **parking lot** or **no parking area** pursuant to a Tow-away Notice:
 - (i) complete Part B of the Tow-away Notice; and must, at the time of removal of the vehicle, sign both copies, print his name, and leave the duplicate copy on the windshield of the towed vehicle; and
 - (ii) retain the original copy for a period of 90 days for inspection upon request, by the **Licence Inspector**;
- (b)
 - (i) release a vehicle immediately if it becomes occupied after it has been **attached** to a tow truck, but before it has been removed from a private **parking lot** or **no parking area**, in which case storage and towing fees, costs and charges may be charged in the amounts set out in the *Motor Vehicle Act* Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation; and
 - (ii) provide the driver with a full written accounting on company stationery of all fees, charges and taxes paid.

6.3.10A Where a vehicle is attached to a tow-truck and the owner or occupant interferes with the towing of the vehicle, the tow-truck **licencee** or **operator** may charge the vehicle release fee referred to in clause (b) of subsection 6.3.10.

6.3.11 The vehicle release fee referred to in clause (b) of subsection 6.3.10 and subsection 6.3.10A may either be paid at the time the vehicle is released or, if unpaid, may be recovered by the towing company by civil means.

6.3.12 In addition to the restrictions in subsection 6.2.2, a tow-truck driver must not:

- (a) obstruct or **attach** the tow-truck to a vehicle on a private **parking lot** on which **parking** is time-regulated, until 30 minutes have elapsed from the expiration of the regulated time limit;

- (b) tow a vehicle from a private **parking lot** or **no parking area**, unless it is taken directly to the licenced Vehicle Impound Lot;
- (c) obstruct or **attach** a vehicle to a tow-truck until after 10 minutes have elapsed from the time indicated in Part A of the Tow-away Notice, where such vehicle is **parked** in an unauthorized space by reason only of its location in an area specifically reserved for a tenant other than the tenant on the same multi-tenant commercial property with whom the driver is conducting business; or
- (d) obstruct or **attach** to a tow-truck, a vehicle which is occupied.

6.4 Vehicle Impound Lot

6.4.1 A Vehicle Impound Lot maintained by a tow-truck **licencee** or **operator** must:

- (a) be located within the **City** in an area where such use is permitted under the provisions of the Zoning and Development Bylaw, but must not be located in a yard area, or place owned, operated, managed or controlled by an auto body repair business;
- (b) be located at the address shown on the business licence of the tow-truck **licencee** or **operator**; and
- (c) be protected by a locked fence and have an attendant on duty at all times when it contains any vehicle which has been impounded.

6.5 Tow-Truck Licencee and Operator - Vehicle Impound Lot Responsibilities

6.5.1 Every tow-truck **licencee** or **operator** who maintains a Vehicle Impound Lot must:

- (a) within 1 hour of the arrival of a towed vehicle at a Vehicle Impound Lot, advise the **Police Chief** of the impoundment, and create a record comprising:
 - (i) the make, model, colour, Provincial licence plate number, and the vehicle identification number (VIN) of each towed vehicle; and
 - (ii) the reason for the tow, and the date, time, origin and destination of each towed vehicle, as well as the towing fee charged;
- (b) maintain the record described in clause (a) of all impounded vehicles which remain unclaimed or uncollected more than 14 days after impoundment, and deliver a copy of such record to the **Police Chief** within 3 business days of the end of each calendar month;
- (c) send written notification within the next 21 days, to the registered owner, if a vehicle remains unclaimed or uncollected for more than 48 hours after impoundment, unless the vehicle has already been claimed;
- (d) release an impounded vehicle to the driver within 20 minutes of receiving full payment due under subsection 6.6.1, subject to any 'hold order' issued by the **Police Chief**;

- (e) provide the driver with a full written accounting on company stationery of all fees, charges and taxes paid; and
- (f) remove the original copy of the Tow-away Notice from the towed vehicle and retain it for a period of 90 days for inspection, upon request, by the **Licence Inspector**.

6.5.2 The record referred to in clause (a) of subsection 6.5.1 must be retained for inspection, at the request of the **Licence Inspector**, for a period of six months from the date the vehicle in question was towed.

6.6 Towing of Vehicles - Rates

6.6.1 The maximum rates for towing, impounding and storing vehicles are those set out in the *Motor Vehicle Act Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation*.

6.6.2 A tow truck **licencee** or **operator** must not charge a vehicle owner any fee for the services of any agent of the owner of the property from which the vehicle was towed, or any other fees or charges other than those set out in the *Motor Vehicle Act Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation*.

6.7 Towing of Vehicles - Sign Requirements for Persons with Disabilities

6.7.1 Parking spaces which are to be reserved exclusively for vehicles displaying an approved parking placard for a **person with disabilities**, must be clearly marked by signs erected by the private **parking lot** owner or business tenant, which denote such restriction, and which show the international symbol for a **person with disabilities**.

6.8 Towing of Vehicles – Violations and Penalties

6.8.1 (a) A violation of any of the provisions identified in PART SIX of this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and

(b) A violation of any of the provisions identified in PART SIX of this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

PART SEVEN: VEHICLES FOR PERSONS WITH DISABILITIES (Class N Taxicab)

7.1 In addition to the requirements of part 3 regarding Class N taxicabs, a taxicab driver must not transport persons in a Class N taxicab unless at least one of the persons being transported is a **person with disabilities**, except that an able-bodied person who accompanies a **person with disabilities** on a portion of a round-trip may travel unaccompanied in the same vehicle on the remainder of the journey.

PART EIGHT: VIOLATIONS AND PENALTIES

8.1 Any licensee, operator, or any other person who:

- (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw, any other **City** bylaw, or any applicable statute; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw; or
- (d) fails to maintain the standard of qualification required for the issuance of a licence under the **City's** Business Licence Bylaw; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence, and may result in the suspension, cancellation or revocation of the **licence** in question.

8.2 The authority to operate any **vehicle for hire** is deemed to be suspended if such vehicle does not pass any vehicle safety inspections required by the *Motor Vehicle Act*.

PART NINE: PREVIOUS BYLAW REPEAL

9.1 Vehicle for Hire Bylaw No. 5453 (adopted on December 11, 1989), and the following amendment bylaws, are hereby repealed:

<u>BYLAW NO.</u>	<u>ADOPTED ON</u>
6832	December 17, 1997
6662	August 26, 1996
6543	November 14, 1995
6452	June 13, 1995
6374	October 24, 1994
6195	November 8, 1993
6089	June 28, 1993
6029	February 22, 1993
5989	November 23, 1992
5987	November 9, 1992
5786	November 12, 1991
5783	October 28, 1991
5688	May 13, 1991
5630	November 26, 1990

PART TEN: DEFINITIONS

10.1 In this bylaw, unless the context otherwise requires:

APPLICANT	means any person who makes an application for any vehicle for hire business licence, or transfer of any such licence, under the provisions of the Business Licence Bylaw.
ASSISTANCE DOG	means a dog specifically trained to assist a blind, deaf or other physically disabled person in the performance of daily activities.
ATTACHED	means connected to a tow-truck by an approved lifting device.
CHARTER	means a vehicle for hire , hired by pre-arrangement and for which a pre-arranged fee is charged.
CHAUFFEUR	means a person who drives a vehicle for hire , or who, as an employee hired or engaged solely or in part for the purpose of driving a vehicle of another person, drives that vehicle.
CHAUFFEUR'S PERMIT	means a valid permit required to be held by a chauffeur pursuant to the <i>Motor Vehicle Act</i> of the Province of British Columbia.
CITY	means the City of Richmond.
DRIVER'S LICENCE	means a valid driver's licence issued pursuant to, or an equivalent licence recognized under the <i>Motor Vehicle Act</i> of the Province of British Columbia.
HIRE	means the fare, fee or rate charged from any person engaging a vehicle for hire , for the transportation of people or their baggage.
LICENCE	means any business licence required or issued under the provisions of the Business Licence Bylaw for a vehicle for hire business regulated under this bylaw.
LICENCEE	means a person to whom a Business Licence has been issued under the Business Licence Bylaw, for a vehicle for hire business regulated under this bylaw.
LICENCE INSPECTOR	means an employee of the City , appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.
NO PARKING AREA	means an area of land which must be kept clear for the following purposes: (a) emergency vehicle access;

(b) emergency exit route for pedestrians; or
(c) garbage disposal vehicle access;
and which has been designated by the owner, in accordance with this bylaw, as an area where **parking** of vehicles is not permitted.

OPERATOR

means any person who, as a proprietor, lessee, manager, employee or otherwise, carries on the operating of a **vehicle for hire** business on behalf of a licensee, and includes any person managing or supervising such business.

PARKING LOT

means any area of land, or land and building, which is used for the purpose of providing parking facilities for vehicles, but does not include an area where such parking is an ancillary use to a single-family dwelling.

PARK/PARKED/PARKING

means the standing of a vehicle, whether occupied or not, other than up to 5 minutes for the purpose of, and while actually engaged in, loading or unloading of property, goods, or the discharging or taking on of passengers, or in compliance with the directions of:

(a) a police officer, a bylaw enforcement officer, or a person contracted by the **City** for traffic regulation purposes, or

(b) a traffic control device.

PEDICAB

means a 3-wheeled cycle propelled by the foot power of the operator equipped with a carriage capable of carrying no more than 2 passengers in addition to the operator and without limitation, includes a 3-wheeled cycle that is propelled by the foot power of the operator and has motor assist capability.

PERSON WITH DISABILITIES

means a person whose mobility is limited as the result of a permanent or temporary disability which makes it difficult or impossible to use a conventional taxicab.

POLICE CHIEF

means the Officer in Charge of the Richmond Detachment of the Royal Canadian Mounted Police, or his designate.

SEATING CAPACITY

means the rated passenger load assigned to a vehicle as shown on the vehicle registration.

TAXIMETER

means a mechanical or electronic instrument or device by which the charge for transportation in any taxicab under hire is mechanically or electronically calculated, either for distance travelled or for waiting time, or both, and upon which the charge is indicated by means of figures.

USED	means intended, designed, or kept for use.
VEHICLE	includes automobiles, trucks, motorcycles and all other vehicles propelled other than by muscular power, excepting trailers.
VEHICLE FOR HIRE	means any vehicle used for the transportation of passengers for hire, and includes the following classes of vehicle:
CLASS A -Taxicab	means a vehicle having not less than 4 doors and a seating capacity for not less than 4 and not more than 6 passengers.
CLASS B - Limousine	means a vehicle having not less than 4 doors and a seating capacity for not less than 6 passengers but not more than 10 passengers, and used for the transportation of one or more passengers by charter .
CLASS C - Sightseeing Taxicab	means a vehicle used for sightseeing trips, and having a total seating capacity of 10 or more passengers.
CLASS D - Airport Taxicab	means a vehicle regulated by another municipality whose regulations are equivalent to those for a Class A taxicab, and used solely for transporting passengers from the Vancouver International Airport.
CLASS E - Private Bus	means a vehicle having a seating capacity for not less than 12 passengers, used solely for the transportation of passengers and their baggage, and operated over a fixed route, or by charter , and includes a vehicle used for the transportation of children to and from school and operated by or under contract with the owner of such school, but excludes a school bus owned or leased and operated by any School District in the Province of British Columbia.
CLASS I - Charter Minibus	means a vehicle having a seating capacity for 8 or more passengers, and operated for the transportation of parties by charter .
CLASS J - Rental Vehicle	means a vehicle which may be rented by the hour, day, week or month without a vehicle for hire driver, but excludes a vehicle leased on a yearly basis or for a longer period, and is classified as follows: Group 1 Rental Vehicles equipped with less than 4 wheels, including motorcycles and motorscooters; Group 2 all Rental Vehicles not included in Group 1.
CLASS K - Driver Training Vehicle	means a vehicle used for the purpose of teaching driving.

CLASS M - Tow-Truck	means a vehicle designed or adapted for use as a means of towing other vehicles.
CLASS N - Taxicab for Persons with Disabilities	means a taxicab of a type and design which is used primarily for transporting a person with disabilities , and which is equipped with a hydraulic lift or ramp, or other equipment for loading or unloading persons who use wheelchairs for mobility.
VEHICLE FOR HIRE BUSINESS OFFICE	means any building or premises, other than a public stand, from which such vehicles may be obtained or dispatched, and in which the licencee's records are kept.
VEHICLE FOR HIRE PLATE	means a plate issued by the City , upon meeting the regulations contained in this bylaw, and for which the licence fee specified in the Business Licence Bylaw has been paid.

PART ELEVEN: SEVERABILITY AND CITATION

- 11.1** If any part, section, subsection, clause, or sub clause of this bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 11.2** This bylaw is cited as "**Vehicle For Hire Regulation Bylaw No. 6900**", and comes into force and effect on November 1st, 1998.

PART TWELVE: FEES BYLAW

- 12.1** The Consolidated Fees Bylaw No. 8636, as may be amended from time to time, applies to this bylaw.

SCHEDULE 1 to BYLAW NO. 6900

1. **FORM OF TOW-AWAY NOTICE AND REGULATIONS**
(for Towing of Vehicles from Private Parking Lots)

TOW-AWAY NOTICE
Issued Pursuant to the
CITY OF RICHMOND VEHICLE FOR HIRE REGULATION BYLAW

PART A

TO: _____
(Towing Company)

(Address) _____
(Phone)

This is your authority to remove the vehicle described below from the parking lot located at

(Street Address)

VEHICLE DESCRIPTION

Make _____ Model _____

Colour _____ Lic. No. _____ BC Other

Date _____ Time _____ AM PM

REASON FOR REMOVAL

Parked in Fire Lane No Permission to Occupy

Disabled Parking Violation No Contract of Occupancy

Vehicle is a Hazard No Meter Ticket

Vehicle is an Obstruction Meter Ticket Expired over 30 minutes

Notice issued by:

(Signature) _____
(PRINT NAME)

as: A Parking Lot Owner OR A Business Tenant OR
 Their Employee Their Employee
 Agent Agent

PART B ***THE VEHICLE FOR HIRE REGULATION BYLAW PROHIBITS COMPLETION OF ANY PORTION OF PART B BEFORE COMPLETION OF PART A.***

Tow Truck No. _____ Tow-away Date _____

Tow-away Time: _____ AM PM

(Name Of Tow-Truck Driver – PLEASE PRINT)

(Signature of Tow-Truck Driver)

Original – to be left on vehicle for Tow Truck Driver
Duplicate – to be left on vehicle for owner
Triplicate – to be retained by issuer

SCHEDULE 1 to BYLAW NO. 6900**Page 2 of 2**

2. Every Tow-away Notice must be substantially in the form shown in Section 1 of this Schedule, and must be approximately 20.5 centimetres (8 inches) long by 11.5 centimetres (4-1/2 inches) wide, except that additional information, including diagrams, may be added below Part B.
3. The Tow-away Notice must be printed in triplicate and must bear the notation described below at the foot of each page:
 - "Original - to be left on vehicle for tow-truck driver.
 - Duplicate - to be left on vehicle for owner.
 - Triplicate - to be retained by issuer."
4. The printing stock must be as follows:
 - Original notice - white - carbonless paper
 - Duplicate copy - pink - carbonless paper
 - Triplicate copy - buff - carbonless paper
5. It is unlawful to be in possession of a Tow-away Notice on which Part B has been completed before completion of Part A.

SCHEDULE 2 to BYLAW NO. 6900

