

NO: R160

COUNCIL DATE: **July 11, 2016**

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **June 28, 2016**

FROM: **Manager, Bylaw Enforcement & Licensing Services**

FILE: **4020-01**

SUBJECT: **Bylaw Dispute Adjudication System**

RECOMMENDATION

The Bylaw Enforcement & Licensing Division recommends that Council:

1. receive this report as information;
2. authorize the City Clerk to bring forward the related Bylaw, attached as Appendix "I", for the required readings by Council; and
3. establish a policy that sets out the authority of screening officers, attached as Appendix "II".

INTENT

The purpose of this report is to obtain approval to implement a Bylaw Dispute Adjudication System, as an alternative and addition to the court-based model currently in place to enforce Bylaw violations.

BACKGROUND

The Bylaw Enforcement & Licensing Division will be included in the City of Surrey's Continuous Improvement Project, which will focus on gaining administrative efficiencies in processing Bylaw violations.

The City of Surrey issues approximately 65,000 Bylaw violations annually. Approximately 60,000 Bylaw violations are written by our parking enforcement contractor, with the remaining 5,000 Bylaw violations written by Bylaw Enforcement Officers, Animal Control Officers and RCMP Officers. These violations and/or subsequent disputes have to be personally served.

Approximately 60 percent of parking violations are paid within the applicable timeframe; however, the remaining 40 percent are not paid. The City of Surrey must prosecute these individuals in Provincial Court to obtain a fine or a court order for compliance.

Currently, the City of Surrey uses a court-based model where disputed Bylaw violations are dealt with in the Provincial Court system for all violations. Within the current model, nearly all of the City Bylaws are enforced by either Bylaw violation notices (BVNs), municipal ticket informations (MTIs), or long form charges. The current court-based process is complex, resource intensive, lengthy and costly. The majority of Bylaw violations are primarily nuisance related (noise, graffiti, unsightly) and the requirements for presenting evidence in Provincial Court is very cumbersome. As a result, the legal costs for disputed BVNs, MTIs and other Bylaw violations (staff time to prepare reports, Legal Division's review of reports, witness preparation, etc.) is quite high. In addition, the Provincial Court has limited hearing times available to the City to pursue Bylaw violation disputes through the court process.

Since 2014, there are 28,489 outstanding parking tickets of which, 7,872 Bylaw violations were disputed by citizens or prosecuted by the City. Of those, given the limited Provincial Court time, only 998 have been heard in Court. The result is an increasing backlog of unresolved disputes. At present, the wait for court hearings of Bylaw violations is approximately two years.

LOCAL GOVERNMENT BYLAW NOTICE ENFORCEMENT ACT

To address the use of court time for minor Bylaw violations, the Province of British Columbia adopted the "*Local Government Bylaw Notice Enforcement Act*" in 2003 which created a framework for a non-judicial system for local governments to deal with Bylaw enforcement disputes. Under the Act, local governments may adopt a Bylaw to establish a Bylaw notice dispute adjudication system which largely replaces the Provincial Court as the venue for resolving disputes of minor municipal Bylaw breaches. Since the adoption of the Act, 40 municipalities in BC have adopted (or are in the process of adopting) the adjudication model. In 2005, the Province of British Columbia added the City of Surrey to the Bylaw Notice Enforcement regulations to allow the City to utilize the Bylaw Enforcement Notice Act.

DISCUSSION

The goal of a Bylaw adjudication system is to create a simple, fair, and cost-effective system for dealing with minor bylaw infractions. To meet this goal, the adjudication model will:

- ✓ eliminate the requirement for personal service;
- ✓ establish a dedicated forum for resolving local bylaw enforcement disputes;
- ✓ use a dispute resolution-based approach to obtaining independently adjudicated decisions;
- ✓ avoid the unnecessary attendance of witnesses;
- ✓ avoid the need to hire legal counsel; and
- ✓ promote the timely resolution of bylaw enforcement disputes.

A comparison of both dispute frameworks has resulted in improved and timely service to residents in municipalities in which the Bylaw Dispute system is in place. The table below highlights some of the key points.

Feature	Current (Court-based)	Bylaw Dispute Adjudication
Ticket Service	Officer must be able to prove personal service of ticket.	Service methods include via mail, in person, on vehicle or left at property (mailbox, etc.).
Dispute Request	To dispute a BVN, individuals must do so by completing a Notice of Appeal form within 120 days.	Upon receipt of a bylaw notice, an individual must either pay or request dispute adjudication within a defined period of not less than 14 days. The municipality determines how dispute requests are made (e.g., online, in person).
Hearing Process	Hearings are conducted in Provincial Court by Judicial Justices of the Peace (JJP). JJP's may cancel, reduce or impose a higher fine.	Hearings are conducted by independent adjudicators. Adjudicators may uphold or cancel a fine.
Conduct of Hearings	Individuals appear in person or by agent; officers appear in person.	Parties to the adjudication may be heard in person or by agent, in writing (including email), or by telephone. Officers may appear in person, in writing, or by telephone.
Dispute Settlement	Due to the limited Court availability, BVN disputes currently take over 500 days to be heard.	Disputes can be settled in less than 60 days.
Use of Fees	The Court-based system does not allow for the application of fees by the municipality.	A municipality can charge up to \$25 to individuals who unsuccessfully dispute a ticket. A municipality may also impose a surcharge in addition to the penalty amount after a specified amount of time.
Hearing Outcome	A Judicial Justice of the Peace will consider the circumstances surrounding the BVN and the history of the defendant, as well may impose a fine within the minimum and maximum fine amounts permitted by the bylaw.	The adjudicator may only determine whether or not a bylaw contravention occurred as alleged. They cannot reduce or increase the penalty amount. The determination of an adjudicator can be appealed on a question of law or lack of jurisdiction.

In addition to a more efficient system, the overall resident experience is greatly improved; the illustration attached as Appendix "III" highlights the resident's experience.

Implementing a Bylaw adjudication system for enforcing minor Bylaws violations will provide the City of Surrey with a more efficient and effective dispute system. Key improvement areas will be:

- ✓ Improved service to citizens;
- ✓ Improved enforcement tools;
- ✓ Increased revenue and operating efficiencies; and
- ✓ Reduced court dependency

To ensure consistency and discretion in implementing and maintaining the Bylaw adjudication System, a screening officer policy is established that sets out the grounds for cancellation to be applied by Screening Officers. Screening Officers would have the authority to cancel Bylaw notices for reasons such as an error was made when issuing the Bylaw notice (e.g. incorrect date, licence plate, location, or vehicle make), a duplicate Bylaw notice was inadvertently issued for the same contravention, or the vehicle was exempt and for any compassionate reason.

SELECTION & COORDINATION OF ADJUDICATORS

Qualification and coordination of adjudicators is handled by the Court Services Branch of the Ministry of Attorney General. Under section 15 of the Local Government Bylaw Notice Enforcement Act, it is the responsibility of the Deputy Attorney General to appoint qualified, independent adjudicators to the system who will then determine the disputes. Adjudicators must also meet prescribed qualifications and must not be an employee of, or hold an elected office in, a local government. These criteria provide the basis for an objective adjudication system separate from the local government. Furthermore, one or more rosters of adjudicators must be established for the purpose of selecting adjudicators to hear disputes in respect of Bylaw Notices. Rosters may be established for the Province generally, or for one or more local governments. Qualifications, responsibilities and requirements for rosters, remuneration and expenses are established in the Bylaw Notice Enforcement Regulation (B.C. Reg. 175/2004). The selection process for adjudicators, as well as instructions to adjudicators when hearing disputes, is also prescribed by regulation in order to maintain consistency, neutrality and fairness.

SUSTAINABILITY CONSIDERATIONS

Implementing a Bylaw Dispute Adjudication System supports the Corporate Sustainability Objective #8: “Work towards corporate financial sustainability”, which is a component of the Sustainability Charter 2.0. Furthermore, it would assist in improving the overall management of Bylaw Enforcement disputes.

CONCLUSION

Based on the above discussion, it is recommended that Council:

- receive this report as information;
- authorize the City Clerk to bring forward the related Bylaw, attached as Appendix "I", for the required readings by Council; and
- establish a policy that sets out the authority of screening officers, attached as Appendix "II".

Jas Rehal, CPA, CMA
Manager, Bylaw Enforcement & Licensing Services

JR/mm

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c.c. City Manager
City Solicitor

Appendix "I": Bylaw Notice Enforcement Bylaw
Appendix "II": Bylaw Enforcement & Licensing Division Policy
Appendix "III": Adjudication Process Diagram

CITY OF SURREY
BYLAW NO. 18691

A bylaw for the purpose of issuing Bylaw Notice Enforcement tickets for the enforcement of Municipal bylaws.

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WHEREAS the Local Government Bylaw Notice Enforcement Act, S.B.C. 2003, c. 60 as amended (the "Act") provides that a local government may deal with the contravention of a bylaw by bylaw notice.

The Council of the City of Surrey, ENACTS AS FOLLOWS:

1. Short Title

- 1.1. This Bylaw may be cited for all purposes as "Surrey Bylaw Notice Enforcement Bylaw, 2016, No. 18691"

2. Definitions

- 2.1. In this Bylaw:

"Act" means the Local Government Bylaw Notice Enforcement Act;

"City" means the City of Surrey;

"Registry" means the Surrey Bylaw Notice Adjudication Registry established under Section 6 of this Bylaw.

- 2.2. Other terms used in this Bylaw have the same meaning as defined terms in the Act.

3. Bylaw Contraventions

- 3.1. The bylaw contraventions designated in Schedule A may be dealt with by bylaw notice.

4. Penalties

- 4.1. The penalty for a contravention referred to in Section 3 is as follows:

- 4.1.1. Subject to Subsection 4.1.2 and 4.1.3 is the Penalty amount set out in column A4 of Schedule A;

- 4.1.2. If received by the City within 14 days of the person receiving or being presumed to have received the bylaw notice, is the Discounted Penalty set out in column A5 of Schedule A;

- 4.1.3. If more than 34 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under section 4.1.1 and is the Late Payment Penalty set out in column A6 of Schedule A;

- 4.1.4. if more than 34 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under Section 4.1.1, and is the Late Payment Penalty set out in column A6 of Schedule A;
- 4.1.5. Notwithstanding Section 6.3, if a person sought adjudication of a bylaw notice within the time specified in Section 5, but the adjudicator ordered that the penalty set out in the bylaw notice is due and payable and the person has not paid the penalty referred to in the bylaw notice within 34 days after the date the adjudicator ordered that such penalty is due and payable, that penalty referred to in the bylaw notice shall be increased to the late payment penalty set out in column A6 of Schedule A;
- 4.1.6. If paid under a compliance agreement, may be reduced as provided under column A7 of Schedule A.

5. Period for Paying a Disputed Notice

- 5.1. A person who received a Bylaw Notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:
 - (i) Pay the penalty, or
 - (ii) Request dispute adjudication
- 5.2. By filling in the appropriate portion of the bylaw notice indicating a dispute and delivering it, or causing it to be delivered or mailed, to City of Surrey, Bylaw & Licensing Division, 13450 - 104 Avenue, Surrey, BC, V3T 1V8 or by completing the online dispute form on the City of Surrey website at www.surrey.ca.
- 5.3. A person may pay the indicated penalty more than 14 days after receiving the bylaw notice, in accordance with Subsection 4.1.1, but no person may dispute the bylaw notice more than 14 days after receiving the bylaw notice.
- 5.4. Pursuant to the requirements of Section 25 of the Act, where a person was not served personally with a bylaw notice and advises the City that he or she did not receive a copy of the original bylaw notice, the time limit for responding to a bylaw notice under Section 4 and Subsections 5.1 and 5.2 of this Bylaw does not begin to run until a copy of the bylaw notice is redelivered to that person in accordance with the Act.

6. Bylaw Notice Dispute Adjudication Registry

- 6.1. The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.
- 6.2. The civic address of the Registry is 13450 - 104 Avenue, Surrey, BC, V3T 1V8.
- 6.3. Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the City an additional fee of \$25 for the purpose of the City recovering the costs of the adjudication system.

7. Screening Officers

- 7.1. The position of Screening Officer I and Screening Officer II are established.
- 7.2. The following are designated classes of persons that may be appointed as Screening Officer I and Screening Officer IIs:
 - 7.2.1. Officers and Employees of the City of Surrey employed by the Bylaw Enforcement and Licensing Services Division.

and Council may appoint screening officers from these classes of persons by name, or office or otherwise.

8. Powers and Duties of Screening Officers

- 8.1. The powers, duties and functions of screening officers are as set out in the Act, and include the following powers:
 - 8.1.1. Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention alleged is based, the penalty for a contravention and the fee or fees payable in relation to the bylaw notice enforcement process;
 - 8.1.2. To communicate with any or all of the following purposes of performing their functions under this bylaw or the Act:
 - (a) The person against whom a contravention is alleged or his or her representative;
 - (b) The officer issuing the bylaw notice
 - (c) The complainant or his or her representative
 - (d) The City's staff regarding the disputant's history of bylaw compliance
 - 8.1.3. To review the City's records regarding the disputant's history of bylaw compliance;
 - 8.1.4. To prepare and enter into compliance agreements in accordance with the Act and City policies and guidelines, with persons who dispute bylaw notices, including establishing terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw (Screening Officer II only);
 - 8.1.5. To provide for payment of a reduced penalty if a compliance agreement is entered into, as provides in column A6 of Schedule A (Screening Officer II only);
 - 8.1.6. To cancel bylaw notices in accordance with the Act and City policies and guidelines.
- 8.2. The bylaw contraventions in relation to which a screening officer may enter into compliance agreements are designated in column A6 of Schedule A.
- 8.3. The maximum term of a compliance agreement is one year.

9. Bylaw Enforcement Officers

- 9.1. Persons acting as any of the following are designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the Act:
- 9.2. The provincial police force as defined in Section 1 of the Police Act, or
- 9.3. Members of the Royal Canadian Mounted Police
- 9.4. Bylaw Enforcement Officers appointed pursuant to *Appointment of By-law Enforcement Officers By-law, 1994, No. 12167* and the Community Charter
- 9.5. Parking Patrollers appointed pursuant to *Appointment of By-law Enforcement Officers By-law, 1994, No. 12167* and the Community Charter
- 9.6. Bylaw enforcement officers, bylaw services officers, licensing inspectors, building inspectors, animal control officers, or other persons acting in another capacity on behalf of the City, for the purpose of enforcement of one or more of its bylaws.

10. Form of Bylaw Notice

- 10.1. The City may from time to time provide for the form or forms of the bylaw notice, provided that the bylaw notice complies with Section 4 of the Act.

11. Schedules

- 11.1. The following schedules are attached to and form part of this Bylaw:
 - (a) Schedule A – Designated Bylaw Contraventions and Penalties
 - (b) Schedule B – Compliance Agreement

PASSED FIRST READING on the day of , 2016.

PASSED SECOND READING on the day of , 2016.

PASSED THIRD READING on the day of , 2016.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the day of , 2016.

MAYOR

CLERK

SCHEDULE A – CONTRAVENTIONS AND PENALTIES

Part 1						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Business License Bylaw, 1999, No. 13680						
13680	3	No business license	\$450.00	\$400.00	\$500.00	Yes
13680	18	Business license not posted	\$200.00	\$150.00	\$250.00	Yes
13680	28	Prevent inspection	\$450.00	\$400.00	\$500.00	Yes
13680	49(1)	Fail to keep guest register	\$450.00	\$400.00	\$500.00	Yes
13680	49(2)	Fail to record information	\$450.00	\$400.00	\$500.00	Yes
13680	49(5)	Fail to produce records for inspection	\$450.00	\$400.00	\$500.00	Yes

Part 2						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Dog Responsibility Bylaw, 1999, 13880						
13880	4	No dog license	\$200.00	\$150.00	\$250.00	Yes
13880	4	Dog without tag	\$200.00	\$150.00	\$250.00	Yes
13880	6	More than 2 dogs	\$200.00	\$150.00	\$250.00	Yes
13880	16	Dog at large	\$200.00	\$150.00	\$250.00	Yes
13880	17	Dog on beach	\$200.00	\$150.00	\$250.00	Yes
13880	18	Dog feces (public property)	\$200.00	\$150.00	\$250.00	Yes
13880	19	Dog feces (private property)	\$200.00	\$150.00	\$250.00	Yes
13880	42	Dangerous dog not muzzled	\$450.00	\$400.00	\$500.00	Yes
13880	43	Dangerous dog not confined	\$450.00	\$400.00	\$500.00	Yes
13880	46(a)	Fail to provide food	\$200.00	\$150.00	\$250.00	Yes
13880	46(a)	Fail to provide water	\$200.00	\$150.00	\$250.00	Yes
13880	46(b)	Fail to clean receptacles	\$200.00	\$150.00	\$250.00	Yes
13880	46(c)	Fail to provide exercise	\$200.00	\$150.00	\$250.00	Yes
13880	46(d)	Fail to provide vet care	\$200.00	\$150.00	\$250.00	Yes
13880	47(a)	Inadequate shelter	\$200.00	\$150.00	\$250.00	Yes
13880	47(b)	Inadequate shelter size	\$200.00	\$150.00	\$250.00	Yes
13880	47(c)	Inadequate shelter location	\$200.00	\$150.00	\$250.00	Yes
13880	47(d)	Fail to clean dog area	\$200.00	\$150.00	\$250.00	Yes
13880	48	Dog confined by neck	\$200.00	\$150.00	\$250.00	Yes
13880	48.1	Dog tied too long	\$200.00	\$150.00	\$250.00	Yes
13880	49	Inadequate ventilation	\$450.00	\$400.00	\$500.00	Yes
13880	50	Improperly confined in vehicle	\$450.00	\$400.00	\$500.00	Yes

Part 3						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Building Bylaw, 2012, No. 17850						
17850	8	No building permit	\$450.00	\$400.00	\$500.00	Yes
17850	9	Occupancy without permit	\$450.00	\$400.00	\$500.00	Yes
17850	13	Prevent inspection	\$450.00	\$400.00	\$500.00	Yes
17850	98	Work after stop work notice	\$450.00	\$400.00	\$500.00	Yes

Part 4						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Plumbing Bylaw, 1981, No. 6569						
6569	2.1	No plumbing permit	\$200.00	\$150.00	\$250.00	Yes
6569	7.4	Prevent inspection	\$200.00	\$150.00	\$250.00	Yes
6569	13.2	Work after stop work order	\$200.00	\$150.00	\$250.00	Yes
6569	14	Unauthorized disposal of sewage	\$450.00	\$400.00	\$500.00	Yes

Part 5						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Noise Control Bylaw, 1982, No. 7044						
7044	1.B.1	Noise from public place	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.1	Noise from private place	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.2	Noise from real property	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.3	Noise from stereo	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.4	Animal noise	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.4	Bird noise	\$200.00	\$150.00	\$250.00	Yes
7044	1.B.5	Vocal noise	\$200.00	\$150.00	\$250.00	Yes
7044	1.C.1	Construction noise	\$450.00	\$400.00	\$500.00	Yes
7044	1.C.2	Construction noise on Sunday	\$450.00	\$400.00	\$500.00	Yes
7044	1.D.1	No permit (public address system)	\$450.00	\$400.00	\$500.00	Yes
7044	1.D.2	Vehicle noise	\$200.00	\$150.00	\$250.00	Yes

Part 6						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Soil Conservation & Protection Bylaw, 2007, No. 16389						
16389	3	No soil permit	\$450.00	\$400.00	\$500.00	Yes
16389	4	Fail to comply with standards	\$200.00	\$150.00	\$250.00	Yes
16389	15	Fail to submit survey	\$200.00	\$150.00	\$250.00	Yes
16389	21	No permit displayed	\$200.00	\$150.00	\$250.00	Yes
16389	23	Fail to submit records	\$200.00	\$150.00	\$250.00	Yes
16389	24	Prevent inspection	\$450.00	\$400.00	\$500.00	Yes
16389	25	Fail to identify	\$200.00	\$150.00	\$250.00	Yes
16389	27	Fail to obey	\$450.00	\$400.00	\$500.00	Yes
16389	28	Fail to remedy	\$450.00	\$400.00	\$500.00	Yes

Part 7						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Private Swimming Pool Fencing Regulation Bylaw, 1975, No. 4450						
4450	2(a)	Pool not fenced	\$450.00	\$400.00	\$500.00	Yes
4450	3	Gate not locked	\$450.00	\$400.00	\$500.00	Yes

Part 8						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Waste Management Regulations and Charges Bylaw, 2015, No. 18412						
18412	48	Unlawfully deposit garbage	\$450.00	\$400.00	\$500.00	Yes

Part 9						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Parks, Recreation and Culture Facilities Regulation Bylaw, 1998, No. 13480						
13480	8	Unlawful advertising	\$200.00	\$150.00	\$250.00	Yes
13480	9	In the park after dusk	\$200.00	\$150.00	\$250.00	Yes
13480	11	Prohibited operation of boat	\$200.00	\$150.00	\$250.00	Yes
13480	12	Unlawful construction	\$300.00	\$250.00	\$350.00	Yes
13480	13	Unlawful shelter	\$200.00	\$150.00	\$250.00	Yes
13480	15(a)	Remove plant life	\$200.00	\$150.00	\$250.00	Yes
13480	15(a)	Damage plant life	\$200.00	\$150.00	\$250.00	Yes
13480	15(b)	Cut/remove tree	\$200.00	\$150.00	\$250.00	Yes
13480	15(c)	Deface property	\$200.00	\$150.00	\$250.00	Yes
13480	15(e)	Deface sign	\$200.00	\$150.00	\$250.00	Yes
13480	18	Unlawful fire	\$200.00	\$150.00	\$250.00	Yes
13480	19	Unlawful fire	\$200.00	\$150.00	\$250.00	Yes
13480	19.1	Smoke where prohibited	\$200.00	\$150.00	\$250.00	Yes
13480	20	Obstruction of duties	\$200.00	\$150.00	\$250.00	Yes
13480	21	Unlawful possession of liquor	\$200.00	\$150.00	\$250.00	Yes
13480	22	Loiter/overnight abode	\$300.00	\$250.00	\$350.00	Yes
13480	24(a)	Disorderly/offensive conduct	\$300.00	\$250.00	\$350.00	Yes
13480	24(c)	Interfere with free use and enjoyment	\$200.00	\$150.00	\$250.00	Yes
13480	27	Unlawful sale/display	\$200.00	\$150.00	\$250.00	Yes
13480	30	Deposit debris	\$200.00	\$150.00	\$250.00	Yes
13480	33	Fire/explode any combustible/explosive material	\$200.00	\$150.00	\$250.00	Yes
13480	35	Damage court/grounds/lawn	\$450.00	\$400.00	\$500.00	Yes
13480	44	Unlawful fishing	\$200.00	\$150.00	\$250.00	Yes
13480	46	Unlawfully in swimming pool	\$200.00	\$150.00	\$250.00	Yes
13480	49	Obstruction of duties	\$200.00	\$150.00	\$250.00	Yes
13480	50	Litter on beach	\$200.00	\$150.00	\$250.00	Yes
13480	54	Dog not on leash	\$200.00	\$150.00	\$250.00	Yes
13480	55	Dog not under control	\$200.00	\$150.00	\$250.00	Yes
13480	56	Dog in area not permitted	\$200.00	\$150.00	\$250.00	Yes
13480	57	Dog unlawfully in water/on ice	\$200.00	\$150.00	\$250.00	Yes
13480	58	Fail to remove dog	\$200.00	\$150.00	\$250.00	Yes

		excrement				
13480	67	Prohibited operation of vehicle	\$450.00	\$400.00	\$500.00	Yes
13480	77	Unlawful obstruction of traffic	\$200.00	\$150.00	\$250.00	Yes

Part 10						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Water Shortage Response Bylaw, 2004, No. 15454						
15454	Sched. 1 (1.1)	Unauthorized watering	\$200.00	\$150.00	\$250.00	Yes
15454	Sched. 1 (2.1)	Unauthorized watering	\$250.00	\$200.00	\$300.00	Yes
15454	Sched. 1 (3.1)	Unauthorized watering	\$350.00	\$300.00	\$400.00	Yes
15454	Sched. 1 (4.1)	Unauthorized watering	\$450.00	\$400.00	\$500.00	Yes

Part 11						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Fire Service Bylaw, 1990, No. 10771						
10771	11.1	Prevent inspection	\$450.00	\$400.00	\$500.00	Yes
10771	13	Prevent entry	\$450.00	\$400.00	\$500.00	Yes
10771	28(a)	Fail to comply with order	\$450.00	\$400.00	\$500.00	Yes
10771	30(a)	Unlawful burning	\$200.00	\$150.00	\$250.00	Yes
10771	30(b)	Fail to supervise fire	\$200.00	\$150.00	\$250.00	Yes
10771	30(c)	Fire without permission of owner	\$200.00	\$150.00	\$250.00	Yes
10771	30(f)	Non indigenous burning	\$200.00	\$150.00	\$250.00	Yes
10771	30(h)	Burning when prohibited	\$200.00	\$150.00	\$250.00	Yes
10771	30(l)	No permit on site	\$200.00	\$150.00	\$250.00	Yes
10771	31(a)	Fail to submit fire safety plan	\$450.00	\$400.00	\$500.00	Yes
10771	31(c)	Fail to properly display plan	\$450.00	\$400.00	\$500.00	Yes

Part 12						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Secondhand Dealers and Pawnbrokers Bylaw, 1997, No. 13183						
13183	3	Fail to keep record	\$450.00	\$400.00	\$500.00	Yes
13183	6(a)	Fail to maintain registers	\$450.00	\$400.00	\$500.00	Yes
13183	6(b)	Fail to record information	\$450.00	\$400.00	\$500.00	Yes
13183	6(c)	Fail to print/maintain copies	\$450.00	\$400.00	\$500.00	Yes
13183	7	Fail to produce register	\$450.00	\$400.00	\$500.00	Yes
13183	10(a)	Erase/alter entry	\$450.00	\$400.00	\$500.00	Yes
13183	10(b)	Permit erasing/alteration of entry	\$450.00	\$400.00	\$500.00	Yes
13183	10(c)	Fail to report amendment	\$450.00	\$400.00	\$500.00	Yes
13183	10(d)	Fail to secure access	\$450.00	\$400.00	\$500.00	Yes
13183	10(e)	Fail to maintain records on premises	\$450.00	\$400.00	\$500.00	Yes
13183	11	Register not in sequence	\$450.00	\$400.00	\$500.00	Yes
13183	12	Fail to deliver daily report	\$450.00	\$400.00	\$500.00	Yes
13183	15(a)	Fail to keep registers on premises	\$450.00	\$400.00	\$500.00	Yes
13183	15(b)	Fail to keep records for prescribed time	\$450.00	\$400.00	\$500.00	Yes
13183	15(c)	Fail to transfer registers	\$450.00	\$400.00	\$500.00	Yes
13183	16	Operate without license	\$450.00	\$400.00	\$500.00	Yes
13183	17	Incorrect place of business	\$450.00	\$400.00	\$500.00	Yes
13183	20	Purchase/receive after 6:00 pm/before 9:00 am	\$450.00	\$400.00	\$500.00	Yes
13183	21(a)	Purchase/receive – person under 18 years	\$450.00	\$400.00	\$500.00	Yes
13183	21(b)	Purchase/receive – no identification	\$450.00	\$400.00	\$500.00	Yes
13183	21(c)	Purchase/receive from person acting on behalf of person under 18 years	\$450.00	\$400.00	\$500.00	Yes
13183	22	Identifiable markings altered/removed	\$450.00	\$400.00	\$500.00	Yes
13183	23	Refuse inspection of goods	\$450.00	\$400.00	\$500.00	Yes
13183	24(a)	Alter/repair/dispose of goods within 30 clear days	\$450.00	\$400.00	\$500.00	Yes
13183	24(b)	Dispose of goods within 30 clear days	\$450.00	\$400.00	\$500.00	Yes
13183	25(a)	Fail to segregate goods	\$450.00	\$400.00	\$500.00	Yes
13183	25(b)	Prevent inspection for	\$450.00	\$400.00	\$500.00	Yes

		identification				
13183	26	Fail to hold goods when required	\$450.00	\$400.00	\$500.00	Yes
13183	28	Fail to separate secondhand and pawned goods	\$450.00	\$400.00	\$500.00	Yes
13183	29(a)	Fail to record secondhand goods	\$450.00	\$400.00	\$500.00	Yes
13183	29(b)	Fail to report secondhand goods	\$450.00	\$400.00	\$500.00	Yes
13183	29(c)	Fail to hold secondhand goods	\$450.00	\$400.00	\$500.00	Yes
13183	30(a)	Fail to record new goods	\$450.00	\$400.00	\$500.00	Yes
13183	30(b)	Fail to report new goods	\$450.00	\$400.00	\$500.00	Yes
13183	30(c)	Fail to produce receipt	\$450.00	\$400.00	\$500.00	Yes
13183	33	Extend expiration of pawn	\$450.00	\$400.00	\$500.00	Yes
13183	33	Change of name of pawner	\$450.00	\$400.00	\$500.00	Yes
13183	34	Refuse right of entry	\$450.00	\$400.00	\$500.00	Yes

Part 13						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Public Health Smoking Protection Bylaw, 2008, No. 16694						
16694	2.1 (a)-(h)	Smoke where prohibited	\$450.00	\$400.00	\$500.00	Yes
16694	2.2. (a)-(d)	Permit smoking where prohibited	\$450.00	\$400.00	\$500.00	Yes
16694	2.3 (a)-(b)	Sign not displayed	\$300.00	\$250.00	\$350.00	Yes
16694	2.4	Sign requirements not met	\$200.00	\$150.00	\$250.00	Yes
16694	2.5	Remove/alter/conceal/deface/destroy sign	\$400.00	\$350.00	\$450.00	Yes

Part 14						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Fireworks Regulation Bylaw, 1974, No. 4200						
4200	3(1)	Sell to person under 18 years	\$450.00	\$400.00	\$500.00	Yes
4200	3(2)	Possession by person under 18 years	\$250.00	\$200.00	\$300.00	Yes
4200	3(4)	Sell/dispose/distribute fireworks	\$450.00	\$400.00	\$500.00	Yes
4200	3(5)	Explode fireworks without permit	\$250.00	\$200.00	\$300.00	Yes
4200	3(5)	Explode fireworks without supervisor certificate	\$250.00	\$200.00	\$300.00	Yes
4200	4	Explode in public place	\$250.00	\$200.00	\$300.00	Yes
4200	5	Explode by person under 18 years	\$250.00	\$200.00	\$300.00	Yes

Part 15						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Mobile Homes and Trailer Regulation and Control Bylaw, 1980, No. 6142						
6142	28(a)	Unlawfully occupy mobile home/trailer	\$450.00	\$400.00	\$500.00	Yes

Part 16						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Property Maintenance and Unsightly Premises Bylaw, 2007, No. 16393						
16393	2.1	Permit unsightly property	\$300.00	\$250.00	\$350.00	Yes
16393	2.2	Place graffiti	\$300.00	\$250.00	\$350.00	Yes
16393	2.3	Permit accumulation of rubbish	\$300.00	\$250.00	\$350.00	Yes

Part 17						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Pound Bylaw, 1958, No. 1669						
1669	4(a)	Animal at large	\$200.00	\$150.00	\$250.00	Yes

Part 18						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Sign Bylaw, 1999, No. 13656						
13656	5(2)	Unlawful sign on right of way	\$200.00	\$150.00	\$250.00	Yes
13656	5(3)	Unlawful sign on Provincial highway	\$200.00	\$150.00	\$250.00	Yes
13656	5(5)	Unlawful mural	\$200.00	\$150.00	\$250.00	Yes
13656	5(6)	Sign on city property	\$200.00	\$150.00	\$250.00	Yes
13656	5(6)	Sign on utility property	\$200.00	\$150.00	\$250.00	Yes
13656	6(5)	Sign within 150m of Provincial highway	\$200.00	\$150.00	\$250.00	Yes
13656	6(9)	Sign unlawfully projecting over highway/sidewalk	\$200.00	\$150.00	\$250.00	Yes
13656	8	Temporary sign not removed	\$200.00	\$150.00	\$250.00	Yes
13656	10(1)	Prohibited flashing sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(2)	Prohibited roof sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(3)	Prohibited portable sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(4)	Prohibited revolving sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(5)	Prohibited billboard sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(6)	Prohibited gas inflated sign	\$200.00	\$150.00	\$250.00	Yes
13656	10(7)	Sign not permitted	\$200.00	\$150.00	\$250.00	Yes
13656	12(1)	No sign permit	\$200.00	\$150.00	\$250.00	Yes

Part 19						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Public Library Facilities Regulation Bylaw, 1999, No. 13804						
13804	10(a)	Remove library equipment/ materials	\$200.00	\$150.00	\$250.00	Yes
13804	10(a)	Damage library equipment/ materials	\$200.00	\$150.00	\$250.00	Yes
13804	10(b)	Damage/deface property	\$450.00	\$400.00	\$500.00	Yes
13804	10(c)	Deface/remove sign	\$450.00	\$400.00	\$500.00	Yes
13804	12	Unlawful entry of excluded person	\$200.00	\$150.00	\$250.00	Yes
13804	13	Unlawful fire	\$200.00	\$150.00	\$250.00	Yes
13804	15	Fail to produce identification	\$200.00	\$150.00	\$250.00	Yes
13804	16	Obstruction of duties	\$450.00	\$400.00	\$500.00	Yes
13804	17	Unlawful consumption of liquor	\$200.00	\$150.00	\$250.00	Yes
13804	19(a)	Disorderly/offensive conduct	\$450.00	\$400.00	\$500.00	Yes
13804	19(c)	Interfere with free use and enjoyment	\$450.00	\$400.00	\$500.00	Yes
13804	19(e)	Behave contrary to posted rules	\$200.00	\$150.00	\$250.00	Yes
13804	19(g)	Create disturbance	\$450.00	\$400.00	\$500.00	Yes
13804	19(h)	Unlawful congregation	\$200.00	\$150.00	\$250.00	Yes
13804	19(i)	Play amplified music	\$200.00	\$150.00	\$250.00	Yes
13804	20	Refuse to leave on request	\$450.00	\$400.00	\$500.00	Yes
13804	22(a)	Prohibited vehicle inside library	\$200.00	\$150.00	\$250.00	Yes
13804	22(b)	Unlawful parking	\$200.00	\$150.00	\$250.00	Yes
13804	22(c)	Prohibited operation of vehicle	\$450.00	\$400.00	\$500.00	Yes

Part 20						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Erosion & Sediment Control Bylaw, 2006, No. 16138						
16138	1	Excessive sediment discharge	\$300.00	\$250.00	\$350.00	Yes
16138	2	Excessive sediment discharge	\$300.00	\$250.00	\$350.00	Yes
16138	3	Non-compliance with criteria	\$200.00	\$150.00	\$250.00	Yes
16138	4	No permit	\$450.00	\$400.00	\$500.00	Yes
16138	17	Non-compliance with plan	\$200.00	\$150.00	\$250.00	Yes
16138	19	Fail to keep record	\$100.00	\$50.00	\$150.00	Yes
16138	20	Improper signage	\$100.00	\$50.00	\$150.00	Yes
16138	21	Prevent inspection	\$450.00	\$400.00	\$500.00	Yes

Part 21						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Tree Protection Bylaw, 2006, No. 16100						
16100	6	Cut/remove/damage tree	\$450.00	\$400.00	\$500.00	Yes
16100	8	Fail to comply with permit	\$450.00	\$400.00	\$500.00	Yes
16100	8	Expired permit	\$100.00	\$50.00	\$150.00	Yes
16100	12	Fail to plant replacement tree	\$300.00	\$250.00	\$350.00	Yes
16100	26	Fail to post permit	\$100.00	\$50.00	\$150.00	Yes
16100	27	Improper pruning	\$450.00	\$400.00	\$500.00	Yes
16100	63	No tree protection barrier	\$450.00	\$400.00	\$500.00	Yes
16100	65	Fail to maintain tree protection barrier	\$450.00	\$400.00	\$500.00	Yes
16100	66	Disturbance within tree protection zone	\$450.00	\$400.00	\$500.00	Yes
16100	69	Removal of felled tree	\$450.00	\$400.00	\$500.00	Yes

Part 22						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Waterworks Cross Connection Control Bylaw, 2013, No. 17988						
17988	8	Fail to control cross connection	\$300.00	\$250.00	\$350.00	Yes
17988	8	Fail to maintain backflow preventer	\$300.00	\$250.00	\$350.00	Yes
17988	9	Fail to repair backflow preventer	\$300.00	\$250.00	\$350.00	Yes
17988	13	Fail to provide access	\$450.00	\$400.00	\$500.00	Yes
17988	14	Fail to provide access	\$450.00	\$400.00	\$500.00	Yes
17988	16	Fail to rectify contravention	\$300.00	\$250.00	\$350.00	Yes
17988	20	Fail to install backflow preventer	\$300.00	\$250.00	\$350.00	Yes
17988	34	Removal of backflow preventer	\$450.00	\$400.00	\$500.00	Yes
17988	35	Alter/damage backflow preventer	\$300.00	\$250.00	\$350.00	Yes
17988	38	Fail to test backflow preventer	\$200.00	\$150.00	\$250.00	Yes
17988	41	Unauthorized test report	\$200.00	\$150.00	\$250.00	Yes
17988	42	Tester not eligible	\$300.00	\$250.00	\$350.00	Yes
17988	43(a)	Fail to conduct test correctly	\$200.00	\$150.00	\$250.00	Yes
17988	43(b)	Fail to complete report correctly	\$200.00	\$150.00	\$250.00	Yes
17988	43(c)	Fail to report correctly	\$200.00	\$150.00	\$250.00	Yes
17988	43(c)	Fail to submit report	\$450.00	\$400.00	\$500.00	Yes
17988	43(d)	Fail to notify of failed backflow preventer	\$450.00	\$400.00	\$500.00	Yes
17988	45	Falsify test report	\$450.00	\$400.00	\$500.00	Yes
17988	46	Hinder tester	\$450.00	\$400.00	\$500.00	Yes
17988	11	Fail to notify change of use	\$300.00	\$250.00	\$350.00	Yes
17988	17	Fail to notify backflow	\$300.00	\$250.00	\$350.00	Yes
17988	21	Fail to notify cross connection	\$300.00	\$250.00	\$350.00	Yes
17988	23	Fail to install backflow preventers	\$300.00	\$250.00	\$350.00	Yes
17988	23	Fail to install backflow preventers	\$300.00	\$250.00	\$350.00	Yes
17988	23	Fail to install backflow preventers	\$300.00	\$250.00	\$350.00	Yes
17988	23	Fail to install backflow	\$300.00	\$250.00	\$350.00	Yes

		preventers				
17988	23	Fail to install backflow preventers	\$300.00	\$250.00	\$350.00	Yes

Part 23						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Waterworks Regulation and Charges Bylaw, 2007, No. 16337						
16337	22	Illegal use of system	\$300.00	\$250.00	\$350.00	Yes
16337	35	Fail to discontinue service	\$300.00	\$250.00	\$350.00	Yes
16337	38	Unlawfully activate connection	\$300.00	\$250.00	\$350.00	Yes
16337	40	Obstruct meter/fixture	\$300.00	\$250.00	\$350.00	Yes
16337	50	Contamination of system	\$300.00	\$250.00	\$350.00	Yes

Part 24						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Stormwater Drainage Regulation and Charges Bylaw, 2008, No. 16610						
16610	5	Unauthorized use of service connection	\$300.00	\$250.00	\$350.00	Yes
16610	7	Unauthorized soil placement	\$450.00	\$400.00	\$500.00	Yes
16610	8	Unauthorized pumped connection	\$450.00	\$400.00	\$500.00	Yes
16610	9	Improper stormwater management facility	\$450.00	\$400.00	\$500.00	Yes
16610	9	Absence of stormwater management facilities	\$450.00	\$400.00	\$500.00	Yes
16610	10	Fail to maintain	\$450.00	\$400.00	\$500.00	Yes
16610	21	Construction without approval	\$450.00	\$400.00	\$500.00	Yes
16610	21	Unauthorized extension	\$450.00	\$400.00	\$500.00	Yes
16610	31	Unauthorized service connection	\$450.00	\$400.00	\$500.00	Yes
16610	51	Absence of stormwater management facilities	\$450.00	\$400.00	\$500.00	Yes
16610	51	Fail to maintain	\$450.00	\$400.00	\$500.00	Yes
16610	58	Release of prohibited/hazardous waste	\$450.00	\$400.00	\$500.00	Yes
16610	59	Release of restricted/cooling waste	\$450.00	\$400.00	\$500.00	Yes
16610	61	Obstruction of stormwater draining system	\$450.00	\$400.00	\$500.00	Yes
16610	62	Damage drainage system	\$450.00	\$400.00	\$500.00	Yes
16610	63	Unauthorized connection to sanitary sewerage system	\$450.00	\$400.00	\$500.00	Yes
16610	64	Unauthorized connection	\$450.00	\$400.00	\$500.00	Yes
16610	65	Fail to obey conditions	\$450.00	\$400.00	\$500.00	Yes
16610	66	Obstruction of access	\$300.00	\$250.00	\$350.00	Yes
16610	68	Work without authorization	\$450.00	\$400.00	\$500.00	Yes
16610	70	Obstruction of personnel	\$300.00	\$250.00	\$350.00	Yes
16610	77	Fail to remedy spill	\$450.00	\$400.00	\$500.00	Yes
16610	77	Fail to notify of spill	\$450.00	\$400.00	\$500.00	Yes
16610	83	Discharge of cement or concrete	\$450.00	\$400.00	\$500.00	Yes
16610	92	Hindrance of City personnel	\$300.00	\$250.00	\$350.00	Yes
16610	92	Fail to identify	\$200.00	\$150.00	\$250.00	Yes
16610	93	Supply false information	\$450.00	\$400.00	\$500.00	Yes

Part 25						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Sanitary Sewer Regulation and Charges Bylaw, 2008, No. 16611						
16611	15	Unlawful extension	\$450.00	\$400.00	\$500.00	Yes
16611	17	Extension contrary to standards	\$450.00	\$400.00	\$500.00	Yes
16611	25	Construct extension without agreement	\$450.00	\$400.00	\$500.00	Yes
16611	33	Fail to provide separate service connection	\$300.00	\$250.00	\$350.00	Yes
16611	53	Unlawful connection/use	\$450.00	\$400.00	\$500.00	Yes
16611	54	Obstruct access to system	\$450.00	\$400.00	\$500.00	Yes
16611	57	Work on system without authorization	\$450.00	\$400.00	\$500.00	Yes
16611	57	Connect private connection without permit	\$450.00	\$400.00	\$500.00	Yes
16611	63	Fail to replace/repair building sanitary sewer	\$450.00	\$400.00	\$500.00	Yes
16611	65	Interceptor not installed as required	\$450.00	\$400.00	\$500.00	Yes
16611	65	Interceptor not adequate/accessible/maintained	\$300.00	\$250.00	\$350.00	Yes
16611	65	Interceptor information not provided	\$300.00	\$250.00	\$350.00	Yes
16611	74, 83(b)	Dilute wastewater	\$450.00	\$400.00	\$500.00	Yes
16611	83	Unlawful discharge into system	\$450.00	\$400.00	\$500.00	Yes
16611	84	Permit groundwater infiltration	\$300.00	\$250.00	\$350.00	Yes
16611	84	Unlawful discharge of storm water	\$300.00	\$250.00	\$350.00	Yes
16611	85	Unlawful discharge into system	\$450.00	\$400.00	\$500.00	Yes
16611	88	Fail to comply with permit	\$450.00	\$400.00	\$500.00	Yes
16611	92	Manhole not installed/maintained	\$450.00	\$400.00	\$500.00	Yes
16611	93	Manhole not accessible/maintained	\$300.00	\$250.00	\$350.00	Yes
16611	94	Data not submitted	\$450.00	\$400.00	\$500.00	Yes

16611	98	Remove/tamper with system	\$450.00	\$400.00	\$500.00	Yes
16611	99,100	Failure to report	\$450.00	\$400.00	\$500.00	Yes
16611	111	Supply false information	\$450.00	\$400.00	\$500.00	Yes
16611	112	Damage/tamper with system	\$450.00	\$400.00	\$500.00	Yes

Part 26						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Waterworks Regulation and Charges Bylaw, 2007, No. 16337						
16337	22	Illegal use of system	\$300.00	\$250.00	\$350.00	Yes
16337	35	Fail to discontinue service	\$300.00	\$250.00	\$350.00	Yes
16337	38	Unlawfully activate connection	\$300.00	\$250.00	\$350.00	Yes
16337	40	Obstruct meter/fixture	\$300.00	\$250.00	\$350.00	Yes
16337	50	Contamination of system	\$300.00	\$250.00	\$350.00	Yes

Part 27						
A1	A2	A3	A4	A5	A6	A7
Bylaw No.	Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty	Compliance Agreement Available (50% of Penalty)
Surrey Highway and Traffic Bylaw, 1997, No. 13007						
13007	7(2)	Disobey traffic control device	\$105.00	\$80.00	\$130.00	No
13007	7(3)	Damage traffic control device	\$85.00	\$60.00	\$110.00	No
13007	10(1)	Unnecessary noise from vehicle	\$150.00	\$100.00	\$200.00	No
13007	10(2)	Loud car stereo	\$150.00	\$100.00	\$200.00	No
13007	10(3)	Other unnecessary noise from vehicle	\$150.00	\$100.00	\$200.00	No
13007	65(4)(a)	Jaywalking	\$100.00	\$75.00	\$125.00	No
13007	67.1(4)	Fail to pay fee	\$50.00	\$35.00	\$75.00	No
13007	68(1)	Park on left side	\$50.00	\$35.00	\$75.00	No
13007	68(1)	Park too far from curb	\$50.00	\$35.00	\$75.00	No
13007	68(2)(a)	Unsecured motor vehicle	\$100.00	\$75.00	\$125.00	No
13007	68(2)(b)	Fail to turn front wheels when parked on grade	\$100.00	\$75.00	\$125.00	No
13007	68(3)	Park obstructing traffic	\$80.00	\$60.00	\$100.00	No
13007	68(4)	Improper angle parking	\$80.00	\$60.00	\$100.00	No
13007	68(4.1)	Improper reverse angle parking	\$80.00	\$60.00	\$100.00	No
13007	68(5)	Fail to display valid number plates	\$100.00	\$75.00	\$125.00	No
13007	68(7)	Park closer than 1 metre to parked vehicle	\$50.00	\$35.00	\$75.00	No
13007	68(8)	Leave less than 3 metres of roadway	\$50.00	\$35.00	\$75.00	No
13007	69(1)	Park on boulevard	\$50.00	\$35.00	\$75.00	No
13007	69(1.1)	Parking on sidewalk	\$50.00	\$35.00	\$75.00	No
13007	69(1.2)	Parking on curb	\$50.00	\$35.00	\$75.00	No
13007	69(2)	Block driveway	\$75.00	\$50.00	\$100.00	No
13007	69(2.1)	Block walkway	\$75.00	\$50.00	\$100.00	No
13007	69(3)	Park in intersection	\$75.00	\$50.00	\$100.00	No
13007	69(4)	Park near hydrant	\$75.00	\$50.00	\$100.00	No
13007	69(5)	Park on crosswalk	\$75.00	\$50.00	\$100.00	No
13007	69(6)	Park near crosswalk	\$75.00	\$50.00	\$100.00	No
13007	69(7)	Park near traffic control device	\$75.00	\$50.00	\$100.00	No
13007	69(8)	Park near railway crossing	\$75.00	\$50.00	\$100.00	No
13007	69(9)(a)	Park displayed for sale	\$85.00	\$55.00	\$115.00	No

13007	69(9)(b)	Park for repair or wrecking	\$75.00	\$50.00	\$100.00	No
13007	69(9)(c)	Park displaying signs	\$75.00	\$50.00	\$100.00	No
13007	69(9)(d)	Park selling goods	\$75.00	\$50.00	\$100.00	No
13007	69(10)	Park obstructing traffic at construction site	\$75.00	\$50.00	\$100.00	No
13007	69(11)	Double parking	\$50.00	\$35.00	\$75.00	No
13007	69(12)	Park on bridge or in tunnel	\$50.00	\$35.00	\$75.00	No
13007	69(13)	Parking in No Parking Zone/Restricted Parking Zone	\$50.00	\$35.00	\$75.00	No
13007	69(14)	Park obstructing visibility of traffic control device	\$100.00	\$75.00	\$125.00	No
13007	69(15)	Angle parking – excessive vehicle length	\$75.00	\$50.00	\$100.00	No
13007	69(16)	Park at bus stop	\$50.00	\$35.00	\$75.00	No
13007	69(17)	Park too close to intersection	\$50.00	\$35.00	\$75.00	No
13007	69(17.1)	Park too close to intersection	\$50.00	\$35.00	\$75.00	No
13007	69(19)	Park blocking opposite driveway	\$50.00	\$35.00	\$75.00	No
13007	70	Park beyond 72 hours	\$50.00	\$35.00	\$75.00	No
13007	71	Park in loading zone	\$50.00	\$35.00	\$75.00	No
13007	72	Park in disabled zone without permit	\$150.00	\$100.00	\$200.00	No
13007	74(3)	Disobey direction of peace officer/firefighter/BLEO	\$75.00	\$50.00	\$100.00	No
13007	75(1)	Litter on highway	\$200.00	\$150.00	\$250.00	No
13007	76(1)	Abandon container or vehicle	\$200.00	\$150.00	\$250.00	No
13007	81(4)(a)	Construct driveway without permit	\$200.00	\$150.00	\$250.00	Yes
13007	81(4)(b)	Construct driveway contrary to design	\$200.00	\$150.00	\$250.00	Yes
13007	88(1)(a)	Overlength parked in laneway	\$150.00	\$100.00	\$200.00	No
13007	88(1)(b)	Overlength vehicle in angle parking spot	\$150.00	\$100.00	\$200.00	No
13007	88(2)	Overweight vehicle on highway in residential district	\$150.00	\$100.00	\$200.00	No
13007	88(3)	Overweight parked 1900 to 0700 hours	\$150.00	\$100.00	\$200.00	No
13007	88(4)	Trailer parked without motive power	\$150.00	\$100.00	\$200.00	No

SCHEDULE B – COMPLIANCE AGREEMENT

Pursuant to Surrey Bylaw Notice Enforcement Bylaw, 2016, No. 18691

I, _____ (name) of _____
_____ (address), acknowledge receipt of bylaw notice(s) # _____
_____ (the Bylaw Notice) and wish to enter into a Compliance Agreement
whereby I agree to fulfill certain conditions, in exchange for a reduced penalty.

Specifically, I agree to pay the reduced penalty of \$ _____ on or before
_____ (date).

Further, I agree to comply with the following terms and conditions of this Agreement:

1. On or before _____ I will _____

_____ ; and

2. On or before _____ I will _____

_____.

I understand that this agreement is binding on me for one year from the date of this Agreement.

I also understand that if I breach a term of this Agreement, or fail to observe or perform the above terms and conditions, the City’s Screening Officer may rescind this Agreement. I understand that if this Agreement is rescinded, I will have 14 days to dispute the Screening Officer’s decision to rescind the agreement, and that if I do not dispute this decision in that time, the full penalty stated in the Bylaw Notice of \$ _____ will be due and payable and subject to all fees and penalties as if the Bylaw Notice was not disputed.

Signature of Bylaw Notice Recipient

Signature of Screening Officer

Date

Date

BYLAW ENFORCEMENT AND LICENSING DIVISION POLICY
Screening Officer Duties

PURPOSE: The City of Surrey has designated bylaw contraventions that may be dealt with by Bylaw Notice and has established the positions of Screening Officer I and Screening Officer II under section 7.1 of the Bylaw Notice Enforcement Bylaw.

EFFECTIVE DATE:

Under the authority of Section 10 of the Local Government Bylaw Notice Enforcement Act (the "Act") a Screening Officer must review all disputed Bylaw Notices before adjudication and has the authority to cancel a Bylaw Notice in accordance with the Act.

Under Section 10(2)(a) of the Act, a screening officer is authorized to cancel a Bylaw Notice if, in the screening officer's opinion:

- (i) the contravention did not occur as alleged;
- (ii) the Bylaw Notice does not comply with section 4(4) of the Act; or
- (iii) a ground for cancellation authorized by the local government is satisfied.

Any Screening Officer I and any Screening Officer II may cancel any Bylaw Notice in accordance with sections 10(2)(a)(i) and 10(2)(a)(ii) of the Act.

This policy outlines when each category of Screening Officer can cancel a Bylaw Notice in accordance with Section 10(2)(a)(iii).

Cancelling of Bylaw Notices in Accordance with Section 10(2)(a)(iii)

Screening Officer I and Screening Officer II are authorized to cancel a Bylaw Notice if, in the Screening Officer's opinion:

- The identity of the alleged offender cannot be proven because:
 - The Bylaw Notice was issued to the wrong person or license plate
 - The vehicle involved in the Bylaw Notice had been stolen
 - The vehicle registration decal or vehicle license plate of the vehicle involved in the Bylaw Notice had been stolen
- The person who was issued the Bylaw Notice was authorized to take the action as a result of an exception specified in a City of Surrey bylaw or other enactment. For example:
 - The vehicle named in the Bylaw Notice was exempt
 - The vehicle named in the Bylaw Notice was authorized by permit to park to perform works to the roadway, etc.
- The Bylaw Notice is not likely to be upheld in adjudication as alleged because the evidence is not adequate to prove a contravention took place.

- A duplicate Bylaw Notice was issued within 24 for hours for the same bylaw Notice and same incident.

The Screening Officer II is further authorized to cancel Bylaw Notices if, in the Screener's opinion:

- The alleged contravention of the bylaw was necessary for the preservation of health and safety
- It is not in the public interest to proceed to Provincial Court of the Parking Bylaw Notice.

Entering into Compliance Agreements in Accordance with Section 10(2)(c)

Screening Officer II are authorized to enter into Compliance Agreements with the recipient of a Bylaw Notice (the Recipient) if, upon review of the Recipient's dispute, it is determined to be in the best interests of the City to do so and a compliance agreement would satisfy both the City's and the Recipient's best interests.

Adjudication Process Diagram

