



## Keats/Gambier Island Parking Study

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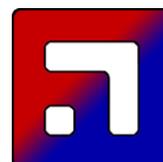
**Draft Report prepared for the:**

***Sunshine Coast Regional District***

***July 13, 2007***

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## Executive Summary

### Purpose of Study

The purpose of the project is to conduct a feasibility study of the provision of upland parking at the New Brighton and Keats Landing docks.

### Key Parking Issues

The key parking issues related to the New Brighton and Keats Landing docks are as follows:

#### **New Brighton Dock**

1. The parking lot near the New Brighton dock is not large enough.
2. There is not sufficient space for short-term parking near the New Brighton dock.
3. There exists limited parking space near the New Brighton dock to drop off/accommodate elderly/handicapped persons.

#### **Keats Landing Dock**

1. While the area near the BC Hydro shed has been used for parking, there does not exist an officially designated parking lot near the Keats Landing dock. Because this area has not been officially designated as a parking lot, no one has assumed responsibility for the maintenance and enforcement of the parking lot. Due to lack of enforcement, there currently are a number of derelict vehicles as well as other items (e.g. a boat) in the parking lot which reduces the amount of parking space available for other vehicles.
2. There exists a limited amount of short term parking on or near the dock and vehicles are often parked on the dock for long periods of time.

### New Brighton Dock

Our conclusions and recommendations regarding the actions required by the SCR D to address the parking issues near the New Brighton dock are as follows:

1. **Obtain a permit from the BC Ministry of Transportation and construct a parking lot on the road allowance of Andy's Bay Road near the New Brighton dock.**
2. **Enact a by-law and put up signs that stipulate no overnight parking in the existing parking lot on the north side of New Brighton Road; no parking on the shoulder of New Brighton Road between the dock and Grennon Creek Road; and no uninsured derelict vehicles in any of the parking lots on the road allowance.**

Because the BC Ministry of Transportation (MOT) does not have funding for such signage, it would be necessary for the SCR D to obtain a permit from MOT which would then enable the SCR D to put up signs and enforce the SCR D parking by-law in designated areas of MOT's road allowance.

**3. Engage an enforcement officer, on a part time basis, to enforce the new parking by-law.**

The one time costs to construct a parking lot on the road allowance of Andy's Bay Road near the New Brighton dock are estimated to be \$40,000. By amortizing this cost over a ten year period, the annual costs, including interest, principal repayment and parking lot maintenance expenses, are estimated to be approximately \$7,300. The enforcement costs to engage a part time enforcement officer and tow non-compliant vehicles off the island are estimated to be approximately \$13,600 per year. Therefore, the total costs, including SCRD administration charges, to address the parking lot issues near the New Brighton dock are estimated to be approximately \$24,600 per year.

### **Keats Landing Dock**

Our conclusions and recommendations regarding the actions required by the SCRD to address the parking issues on and near the Keats Landing dock are as follows:

- 1. Assume ownership and operation of the parking lot designated near the Keats Landing dock in the ongoing subdivision application by the Convention of Baptist Churches of British Columbia.**
- 2. Obtain a permit from the BC Ministry of Transportation and put up signs to enforce no parking on the road allowance between the Keats Landing dock and the parking lot to be owned and operated by the SCRD.**

Because the BC Ministry of Transportation does not have funding for such signage, it would be necessary for the SCRD to obtain a permit from MOT which would then enable the SCRD to put up signs and enforce the SCRD parking by-law in designated areas of MOT's road allowance.

- 3. Enact a by-law that stipulates no parking near the dock, along the road leading to the dock and no uninsured derelict vehicles are to be parked overnight in the parking lot to be owned and operated by the SCRD near the Keats Landing dock.**
- 4. Modify the existing dock by-law #518 to allow the towing of vehicles that are parked for longer than one hour on the Keats Landing dock.**
- 5. Engage an enforcement officer, on a part time basis, to enforce the parking situation on and near the Keats Landing dock.**

The one time costs to level, lay gravel and put up signage for the parking lot to be owned by the SCRD near the Keats Landing dock are estimated to be \$20,000 and the annual maintenance costs are assumed to be \$2,000 per year. By amortizing these costs over a ten year period, the annual costs, including principal repayment, interest and parking lot maintenance expenses, are estimated to be approximately \$4,700. The enforcement costs to engage a part time enforcement officer and tow non-compliant vehicles off the island are estimated to be approximately \$13,600 per year. Therefore, the total costs, including SCRD administration charges, to address the parking lot issues near the Keats Landing dock are estimated to be approximately \$21,600 per year.

## Source of Funding

The most appropriate source of funding would be for the SCRD to enact a by-law to create a new parking function and service area whereby the property taxes of all residents on Keats Landing and residents on Gambier Island that are connected by road access to the New Brighton dock would be increased to pay for the new function.

By spreading the estimated annual costs of \$24,600 each year for the first ten years for the proposed parking function near the New Brighton dock, this would result in an increase in property taxes of an average of \$93 per year for each property connected by road access to the New Brighton dock. Similarly, the property taxes of all Keats Island properties would have to be increased by an average of \$60 per year to cover estimated annual costs of \$21,600 per year for the first ten years for the proposed parking function.

The advantage of this funding method is that the costs would be covered by those benefiting directly from the improved parking service. The disadvantage of this method is that the administrative costs to establish and maintain a separate service area are high in relation to the limited amount of funding being raised.

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## I. Introduction

### A. Background

The report entitled *SCRD Marine Facilities Strategic Business Plan* dated June 26, 2006 indicated that parking was a major issue with regard to the docks owned and operated by the SCRD. Parking availability received the lowest satisfaction rating of all the different services provided by SCRD docks. Only 28% of the public and other stakeholders surveyed were “somewhat satisfied” to “very satisfied” while 39% of respondents are not satisfied with the current availability of parking at the docks (Table 1). Parking is a problem at a number of docks but this issue was raised most frequently for the Keats Landing dock but was also mentioned quite often for a number of other docks including Eastbourne, Gambier Harbour and Hopkins Landing. A number of Gambier Island residents also indicated that parking is a problem at the New Brighton dock which is not owned by the SCRD but is an issue because the passenger ferry service to Gambier Island stops only at the New Brighton dock.

**Table 1: Satisfaction with Parking Availability**

Response	Public	Other Stakeholders	Total
1 – Not at all satisfied	23%	10%	21%
2	19%	11%	18%
3 – Somewhat satisfied	10%	11%	10%
4	10%	16%	11%
5 – Very satisfied	7%	5%	7%
Don't know/not applicable	31%	47%	33%
Total	100%	100%	100%

The report entitled *SCRD Marine Facilities Strategic Business Plan* dated June 26, 2006 indicated that the major parking issues are that there does not exist sufficient space for parking and some vehicles are parked on the docks for long periods of time. The report recommended greater enforcement to deal with vehicles parked on the docks for long periods of time. The report also indicated that the issue of insufficient space for parking needs to be addressed for some ports. One recommended option is to explore the acquisition of land for parking by the SCRD and to possibly charge for parking to recoup the initial investment.

### B. Purpose of the Study

The purpose of the project is to conduct a feasibility study for the provision of upland parking at the New Brighton and Keats Landing docks. The scope of the assignment includes the following:

1. Assess the need for upland parking at New Brighton and Keats Landing.
2. Undertake specific consideration of long-term parking for the New Brighton dock.
3. Undertake public consultation and input on parking issues.
4. Review the roles of the SCRD and the BC Ministry of Transportation in the provision of the parking sites (operations and maintenance of the sites).
5. Assess the Islands Trust zoning issues and other such considerations.
6. Conduct cost analysis for securing and operating the parking sites.
7. Investigate the taxation considerations.

8. Assess the policing/enforcement requirements of the designated parking sites.
9. Determine the scope of the SCR D approval process for the proposed new service and service areas.

### **C. Methodology**

We undertook the following steps to perform the assignment:

1. **Conducted a detailed review of the available information on the issue.**
2. **Undertook a workshop on April 27, 2007 with members of the SCR D Public Wharves Advisory Committee and other community representatives to discuss the parking issues and options to be investigated.**
3. **Conducted a site visit to examine potential areas to provide additional parking near the Keats Landing and New Brighton docks.**
4. **Conducted an investigation of possible options and actions to address the parking issues related to the Keats Landing and New Brighton docks.**

As part of this investigation, some individuals that were contacted include the following:

- Don Legault, BC Ministry of Transportation
- Sharon Goddard, BC Ministry of Transportation
- Bill Sievwright, Landplan Group Inc.
- Reverend Ian Grant, Convention of Baptist Churches of British Columbia
- David Marlor, Islands Trust
- Tom Stenner, Dolphin Marine
- Gail Brachat, Sutton Group Realty
- Chuck Steemers, Sunshine Coast Regional District
- Steve Lee, Sunshine Coast Regional District
- Paul Fenwick, Sunshine Coast Regional District
- Joan Harvey, Sunshine Coast Regional District
- Brian Sagman, Sunshine Coast Regional District
- Sergeant Barry Meyer, Gibsons RCMP
- Joyce Clegg, Gambier Island resident near New Brighton dock
- Jim Green, Ventureland Management

### **D. Report Outline**

The next chapter provides our findings, conclusions and recommendations regarding the parking issues near the New Brighton dock. Chapter 3 contains the results of our analysis and recommendations to deal with the parking issues near the Keats Landing dock.

## II. Parking Near New Brighton Dock

The following paragraphs summarize our analysis regarding the parking situation near the New Brighton dock on Gambier Island.

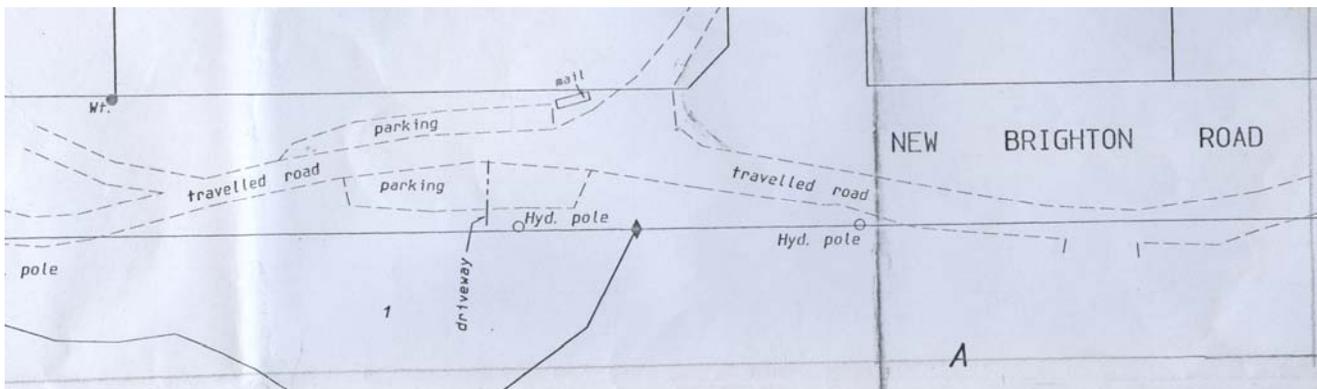
### A. Key Issues

The April 27 workshop with members of the SCRDP Public Wharves Advisory Committee and other community representatives indicated that the key issues regarding the parking situation at the New Brighton dock on Gambier Island are as follows:

1. **The parking lot near the New Brighton dock is not large enough.**

Currently, there are two parking lots located on the road allowance on each side of New Brighton Road near the New Brighton dock (see Figure 1 and 2).

**Figure 1: Two Parking Lots on New Brighton Road**



**Figure 2: Picture of Two Parking Lots on New Brighton Road**



The combined capacity of these two parking lots is approximately 32 cars (17 on the north side and 15 on the south side). Because these parking lots are not large enough, cars are also parked along the shoulder of New Brighton road. As an illustration, there were 17 cars parked on the side of the road (outside the parking lots) on April 27. Figure 3 indicates that they are 8 cars parked along the road.

The main issues with regard to cars parked on the shoulder of New Brighton Road include the following:

- a. Parking on the road constricts passing/access. Because the shoulder is very narrow, the parked vehicles extend onto the road thereby reducing the width of the road for vehicle use (Figure 3).

**Figure 3: Cars Parked on the Edge of New Brighton Road**



- b. There exist safety concerns when the road is covered with snow or ice. Because this section of the road travels down a hill and winds around a corner, some residents are concerned that vehicles will crash into the cars parked alongside the road when the road is icy.
- c. To avoid a creek, a portion of New Brighton Road (including where the cars are parked along the road shoulder) departs from the road allowance and travels across private property (Figure 1). Consequently, there exist riparian issues with the current parking on the road shoulder because the cars are actually parked on private property (trespassing).

**2. There is not sufficient space for short-term parking near the New Brighton dock.**

The short term parking on the dock and at the top of the barge ramp near the dock is very limited, awkward and restrictive. Consequently, the primary sources of short term parking are the two parking lots located on the road allowance on each side of New Brighton Road near the New Brighton dock. The key concerns are that many cars in these two parking lots are parked for long periods of time (several months at a time) while others are abandoned (derelict and unlicensed). These factors reduce the amount of space in the two parking lots for residents to park for short periods of time. Consequently, it is difficult to for island residents to find parking near the dock to leave the island for a few hours (e.g. take children to school, purchase groceries, etc.) and they must instead park on the shoulder of New Brighton Road.

**3. There exists limited parking space near the New Brighton dock to drop off and accommodate elderly and handicapped persons.**

There is one parking spot on the New Brighton dock that has been designated a handicapped parking spot. However, this space is sometimes used by others.

## **B. Analysis of Options**

The options proposed at the April 27, 2007 workshop with members of the SCRD Public Wharves Advisory Committee and other community representatives include the following:

**1. Increase parking on MOT road allowance.**

Some specific options mentioned at the workshop included the following:

- Widen the road allowance to create more space for parking.
- Use the existing road allowance for parking (e.g. Andy's Bay Road) where the actual road goes through private property thereby leaving ample room on the road allowance to create a parking lot.
- Allow for more short term parking near the dock.
- Ensure no overnight parking or long term parking on New Brighton Road - enforced by legislation/signs/barriers (delegate authority for enforcement to the SCRD).

**2. Obtain land to construct an additional parking lot near New Brighton Dock.**

- User pay/taxation to pay for parking lot – options include purchase store property, purchase and subdivide 5 acre parcel near New Brighton dock or lease land on a long term basis.

**3. Establish a shuttle service on Gambier Island to take passengers to and from the ferry that lands at New Brighton dock to reduce parking lot requirements.**

The following paragraphs summarize our analysis of options to address the parking issues near the New Brighton Dock.

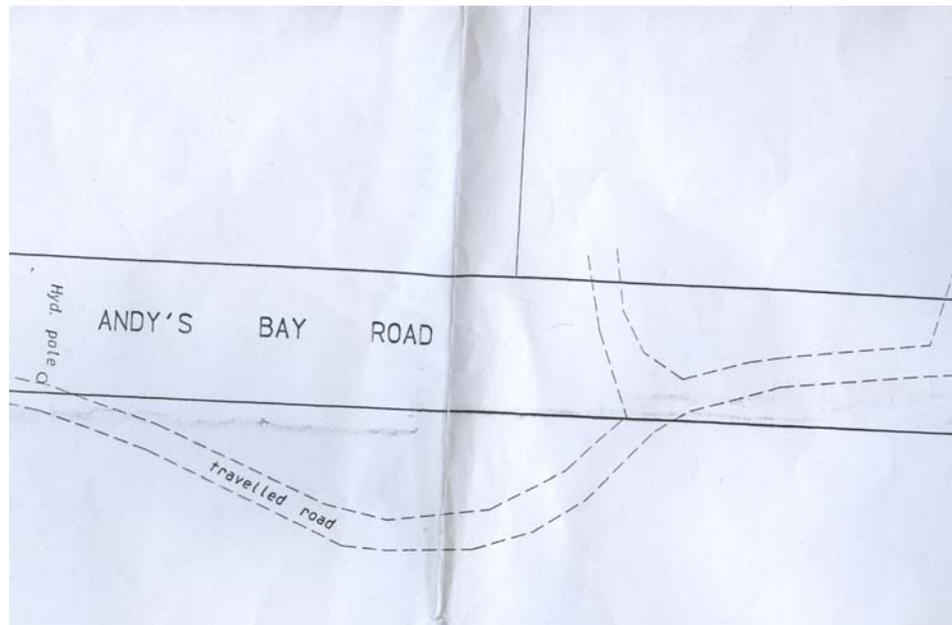
**Option #1: Increase parking on MOT road allowance.**

There exists considerable potential to expand parking on MOT road allowance in a manner similar to the two existing parking lots on MOT road allowance on New Brighton Road. The potential locations to increase parking on MOT road allowance include the following:

1. Andy’s Bay Road

Andy’s Bay Road intersects with New Brighton Road just west of the Gambier store. As indicated in Figure 4, Andy’s Bay Road currently veers off the MOT road allowance just north of the Gambier Store and crosses into private property for a considerable length. During this length of road, therefore, the MOT road allowance is not being used at all. Consequently, some members of the April 27 workshop proposed that the existing road allowance on Andy’s Bay Road (where the actual road goes through private property) should be used to create a parking lot. However, the BC Ministry of Transportation (MOT) has plans within the next year or two to straighten Andy’s Bay Road such that it remains entirely on the road allowance and would no longer cross into private property. The cost of straightening Andy’s Bay Road will be borne either by MOT or possibly by a private developer (Ventureland Management Ltd - Jim Green) as part of the subdivision approval conditions that may be stipulated by MOT to develop some residential properties further north on Andy’s Bay Road.

**Figure 4: Map Showing Actual Road and Road Allowance on Andy’s Bay Road**



Discussions with MOT have indicated that there exists space for both the construction of a new road and space for a parking lot on Andy’s Bay Road. Of the total road allowance width of 20 metres, 8 metres is required for the road while an additional 4 to 6 metres is required for ditches and utility purposes (e.g. hydro poles). Consequently, the width of the road allowance that would be available for parking would be approximately 6 to 8 metres. This is sufficient to allow for parking of cars at an angle or parallel to the road in a manner similar to the two parking lots on New Brighton road. The most appropriate place to construct this parking lot would be on the west side of the road allowance approximately where the current road traverses into private property. Andy’s Bay road is quite flat in this area and there are not many large trees that would have to be removed to create a parking lot.

According to estimates provided by Jim Green, the cost to construct a parking lot of approximately 120 metres long and 8 metres wide along the west side of Andy’s Bay Road is estimated to be approximately \$33,000 with a 15% contingency allowance. These cost estimates include the costs of clearing of the land as well the hauling and spreading of gravel

throughout the parking lot. For budgetary purposes, therefore, we have assumed that the cost would be approximately \$40,000. This parking lot would provide ample parking for approximately 40 cars which would accommodate the current volume of cars parked along New Brighton Road as well as some of the cars that are parked for long periods of time in the two parking lots near the dock on New Brighton Road.

2. Use the road allowance on north side of New Brighton Road near the Gambier Store for parking.

As indicated in Figure 1, the actual road on New Brighton Road (opposite the Gambier Store) traverses into private property to the south of the road allowance which creates an opportunity to use the road allowance for parking. However, the reason that the existing road was not constructed within the road allowance is there exists a creek running through much of the road allowance at this point. Consequently, this option would require considerable work to make the road allowance suitable for a parking lot. This area is also not ideal for a parking lot because of the steep creek embankment (Figure 5). There would also likely be considerable opposition to the destruction of the creek and environment that would occur with this option. Furthermore, the size of the parking lot that could be created is quite limited.

**Figure 5: Picture of Steep Creek Embankment on New Brighton Road Allowance**



3. Use the road allowance further along New Brighton Road for a parking lot.

The proposed location is at the intersection of New Brighton Road and Grennon Creek Road which is up the hill from the Gambier Store (Figure 6). The primary drawback to this location is its considerable distance to the dock.

**Figure 6: Picture of Potential Parking Lot Further Along New Brighton Road**



Based on the above analysis, the construction of a parking lot on the west side of Andy's Bay Road appears to be the best location to use the existing road allowance to create additional parking. The only drawback is that some residents may object to the distance from the parking lot to the dock. However, this parking lot should be designated primarily for long term parking when distance is not as much a consideration. To proceed with the construction of the parking lot, SCRD would have to obtain a permit from the BC Ministry of Transportation. This permit would allow the SCRD the authority to construct and maintain the parking lot on the road allowance.

**Option #2: Purchase land to construct an additional parking lot near the New Brighton dock.**

The different parcels of land that could be purchased for the purposes of constructing a parking lot include the following:

1. Purchase of Gambier Store property

This one half acre property was recently purchased for \$406,000. Because the current owners have only recently purchased the property, they are not likely interested in selling. In addition, this property is not large enough to accommodate both a store and a parking lot as indicated in Figure 7.

Figure 7: Picture of Gambier Island Store Property



- 2. Purchase of the five acre lot across (west) from the Gambier Store.

This property is denoted as Lot #1 in the map below:

Figure 8: Map showing Lot #1



This property currently has a house on it but could be subdivided to retain the existing house and to construct a parking lot in the rest of the property. Alternatively, the lot could be purchased and rezoned by the Islands Trust so that part of the lot could be used for

commercial purposes while the balance could be used for parking. According to a local realtor with Sutton Group Realty (Gail Brachat), the current value of this property is approximately \$550,000.

The advantage of this property is that it is close to the dock. The disadvantages include the following:

- The property is too large and expensive for a parking lot and considerable effort would be required to subdivide the property to obtain a property of the size required;
- According to a local realtor, the current owners are not interested in selling; and
- The current owners of the lot that would be subdivided and/or nearby residents may not wish to be adjacent to a public parking lot.

### 3. Purchase the property on the east side of the Gambier Store

This lot is denoted as #2306 in the map in Figure 8 and is .628 acres in size. According to a local realtor, the value of this property is approximately \$325,000 and the current owner might be interested in selling. The advantage of this lot is that it is the right size and is also relatively close to the dock.

Based on the above analysis, the most suitable property to construct an additional parking lot near the New Brighton dock appears to be the lot located on the east side of the Gambier Store (Lot #2306) that would be accessed from New Brighton Road. The cost to purchase property is estimated to be approximately \$325,000. In addition, the costs to construct a parking lot on the property are estimated to be similar to the previous option (i.e. \$40,000). Consequently, the total costs to purchase private property and construct a parking lot are estimated to be approximately \$365,000.

In order to use private property for a parking lot, it would be first necessary to obtain approval from the Islands Trust to rezone the property to S2 zoning. This rezoning would be feasible since the current bylaws of the Islands Trust do allow for such zoning in order to provide parking near docks on the islands under their jurisdiction.

### **Option #3: Establish a shuttle service on Gambier Island**

This option would involve the purchase and operation of a shuttle bus that would take ferry passengers to and from their homes to the New Brighton dock in order to reduce parking requirements. This option could be considered as an alternative to constructing more parking spaces because some local residents would use the shuttle bus rather than driving their vehicle to the dock. The availability of a shuttle bus year round could deter some residents from even owning a vehicle on the island because it would no longer be required. This would result in considerable savings to local residents because they would no longer have to purchase, license, operate and maintain a vehicle on the island.

Labour is the largest expense that would be incurred to operate a shuttle bus on Gambier Island. In order to provide a reasonable level of service, the shuttle bus would have to be available for each ferry stop at the New Brighton dock. The ferry operated by BC Ferries from Langdale to New Brighton and Keats Landing stops 10 to 11 times each day with the first ferry leaving New Brighton at 7:45 am and the last ferry leaving at 6:30 pm. According to representatives of BC Ferries, approximately 5 to 10 people load or unload from the ferry each time a ferry stops at the New Brighton dock. Consequently, the shuttle bus would have to operate almost constantly for a twelve hour period each day seven days a week. At least two bus drivers would be required and the cost

of bus driver salaries and benefits are estimated to be approximately \$130,000 per year based on the current SCRCD bus driver salaries and benefits of about \$29 per hour. The most appropriate shuttle bus would be a van that could hold up to 8 passengers. The costs to lease a van and pay for its operating costs (i.e. insurance, maintenance and gasoline) are estimated to be \$30,000 per year. As a result, the total costs for this option are estimated to be approximately \$160,000 per year.

Based on the Gambier Island telephone list, there are approximately 265 properties that are connected by road to the New Brighton dock and could benefit from the shuttle bus service. If the annual operating costs of the shuttle bus service were shared by all of these properties, the cost per property would be approximately \$600 per year. This cost is quite significant and many residents may not be willing to pay this amount which would block the operation of a shuttle bus. An option that may be more feasible is to encourage the establishment of a private taxi service on Gambier Island similar to that operated on Savary Island by Lund Water Taxi.

**Financial Analysis of Options**

Table 2 provides a cost comparison of the three options. The initial costs for the two options involving the construction of a parking lot (i.e. building a parking lot on the road allowance on Andy’s Bay Road and the purchase private property for a parking lot) have been amortized over a ten year period and have been based on a financing rate of 6%. Consequently, the annual costs for these two options include both principal repayment and interest costs. In addition, the annual maintenance costs for these two options are estimated to be \$2,000 per year for maintenance of the parking lot. As indicated in Table 2, the option to construct a parking lot on the road allowance of Andy’s Bay Road is considerably less expensive than the other two options. Consequently, this option has been selected for more detailed analysis.

**Table 2: Cost Comparison of Options**

Option	Annual Amortized Cost
Construct a parking lot on the road allowance on Andy’s Bay Road	\$7,300
Purchase the property on the east side of the Gambier Store for a parking lot	\$50,500
Establish a shuttle service on Gambier Island to service ferry passengers	\$160,000

Note: An SCRCD administration charge of 15% would also have to be added to the numbers shown above.

**D. Enforcement Requirements**

The construction of an additional parking lot on the road allowance will not resolve the issues regarding insufficient space for short-term parking near the New Brighton dock because unless enforcement measures are taken, cars will continue to be parked for long periods of time in the two parking lots closest to the New Brighton dock thereby leaving little space for short-term parking. To resolve the parking issues and to ensure that short-term parking is available near the New Brighton dock, the SCRCD would have to pass and enforce a by-law that stipulates the following:

1. No overnight parking at the existing parking lot on north side of New Brighton Road;
2. No parking on the shoulder of New Brighton Road between the dock and Grennon Creek Road; and

3. No uninsured derelict vehicles in any of the parking lots enforced by SCRCD on Gambier Island.

The benefits of this by-law is that it would reserve space for short term packing close to the New Brighton dock because only those parking for short periods of time could use the parking lot designated only for short-term parking. The other benefit is that it would eliminate parking along New Brighton Road. In addition, it would ensure that derelict vehicles do not reduce the space available in the parking lots.

The steps required by the SCRCD to implement the by-law include the following:

1. **Obtain a permit from MOT to construct a parking lot on the west side of the road allowance on Andy's Bay Road and put up signs on the road allowance that stipulate the following:**
  - ❑ No overnight parking at the existing parking lot on north side of New Brighton Road;
  - ❑ No parking on the shoulder of New Brighton Road between the dock and Grennon Creek Road; and
  - ❑ No uninsured derelict vehicles in any of the parking lots enforced by SCRCD on Gambier Island.
2. **Include the following enforcement provisions in the bylaw to be enacted by the SCRCD regarding parking near the New Brighton dock:**
  - ❑ Issuing of a fine for all non-compliant vehicles and a warning that vehicle will be towed off the island if the fine is not paid and the vehicle is not moved within 30 days.
  - ❑ Authority for the SCRCD to tow non-compliant vehicles if the fine has not been paid and the vehicle has not been moved within 30 days. Representatives of the RCMP and MOT have indicated that the SCRCD would have authority to tow non-compliant vehicles from MOT road allowance if the SCRCD obtains a permit from MOT to put up parking signs on the road allowance.
  - ❑ Enable the owner of the non-compliant vehicle to retrieve the vehicle if the fine and all costs to tow the vehicle (including barge and tow truck costs) are paid within 120 days. If these costs are not paid within 120 days, the vehicle would be sold, if possible, and the proceeds would be retained by the SCRCD. If sale of the vehicle is not possible, the vehicle would be sent to a local auto wrecking company.
3. **Engage an enforcement officer to undertake the following activities:**
  - ❑ Monitor the parking lots on the MOT road allowance on a regular basis to determine if there are any non-compliant vehicles;
  - ❑ Write up a ticket specifying the fine and warning and placing the ticket on the windshield of non-compliant vehicles; and
  - ❑ Arrange for the towing of non-compliant vehicles if the fine has not been paid and the vehicle has not been moved within 30 days to the SCRCD public works yard in Sechelt. To do so, it will be necessary for the enforcement officer to arrange with both a barge operator and a tow truck company to first barge a tow truck to Gambier Island and then to barge the tow truck and non-compliant vehicle off the Island.

The enforcement options include engaging an existing SCRCD enforcement officer on call to perform this function or to engage a resident of Gambier Island as a part time enforcement officer. The

advantage of using a local resident as a part time enforcement officer is that it would not be necessary to pay for the time and expenses to travel to Gambier Island. However, it may be difficult to find a local resident willing to perform this function.

Another option is for the Gambier Island Community Association to undertake enforcement on a voluntary basis. The advantage of this option is that it would reduce enforcement costs and the property taxes that would have to be paid to support this function. However, it may be difficult to recruit volunteers and to achieve a consistent level of enforcement using voluntary help.

Due to the drawbacks related to voluntary enforcement, we have assumed for the purposes of estimating costs that an enforcement officer would have to be paid. We have also assumed that the enforcement officer would have to be engaged about one hour per day during the months of June to September and one half hour per day during the rest of the year. The current hourly rate paid by the SCRD to their enforcement officers is \$33.64 plus benefits of approximately 25%. Consequently, the annual labour costs to enforce the parking situation near the Gambier Island dock are estimated to be approximately \$10,200 per year.

The additional enforcement costs that would be incurred include barge towing fees to bring a tow truck to Gambier Island to pick up vehicles and then to barge them off the Island and tow truck fees. The barge costs to bring a tow truck to Gambier Island from Gibsons to pick up a non-compliant vehicle, pick up the vehicle and bring the vehicle and tow truck back to Gibsons are approximately \$000, based on a fee of \$278 per hour and assuming three hours is required to travel to and from Gambier Island. The tow truck fees would be approximately \$225 based on a fee of \$75 per hour. It is assumed that it would not be possible to recoup the towing and barge expenses for three vehicles each year because the owners would not claim their vehicles. Consequently, the total enforcement costs, including enforcement officer salaries and benefits and towing and barging expenses, are estimated to be approximately \$13,600 per year.

## **E. Conclusions and Recommendations**

Our conclusions and recommendations regarding the actions required by the SCRD to address the parking issues near the New Brighton dock are as follows:

- 1. Obtain a permit from the BC Ministry of Transportation and construct a parking lot on the road allowance of Andy's Bay Road.**
- 2. Enact a by-law and put up signs that stipulate no overnight parking in the existing parking lot on the north side of New Brighton Road; no parking on the shoulder of New Brighton Road between the dock and Grennon Creek Road; and no uninsured derelict vehicles in any of the parking lots on the road allowance.**
- 3. Engage an enforcement officer, on a part time basis, to enforce the new parking by-law.**

The one time costs to construct a parking lot on the road allowance of Andy's Bay Road are estimated to be \$40,000. By amortizing this cost over a ten year period, the annual costs, including interest, principal repayment and parking lot maintenance expenses, are estimated to be approximately \$7,300. The enforcement costs are estimated to be approximately \$13,600 per year. By including a 15% SCRD administration charge, the costs to address the parking lot issues near the New Brighton dock are estimated to be approximately \$24,000 per year.

The most appropriate source of funding would be for the SCRD to enact a by-law to create a new parking function and service area whereby the property taxes of residents on Gambier Island that are connected by road access to the New Brighton dock would be increased to pay for the new function.

In order to establish a new function, it would be necessary for the SCRD to use the Alternative Approval Process (AAP) whereby a counter petition would be drawn up and advertised in local newspapers as well as posted on the New Brighton dock. If less than 10% of the affected property owners (i.e. those to be included in the service area and would pay increased property taxes to pay for the new parking service) object to the proposed service, this would provide the necessary approval for the SCRD to establish the new parking service.

The AAP costs to establish the parking service (i.e. AAP) would also have to be recovered from the new parking function. Assuming that these one time costs would be approximately \$5,000 and spreading these costs over ten years and including a 15% SCRD administration charge, the amount that would have to be included to recover the AAP costs is approximately \$600 per year over a ten year period.

According to the local telephone directory, there are approximately 265 properties that are connected by road to the New Brighton dock. By spreading the estimated annual costs of \$24,600 each year for the first ten years for the proposed parking service, this would result in an increase in property taxes of \$93 per year for each property.

The advantage of this funding method is that the costs would be covered by those benefiting directly from the improved parking service. The disadvantage of this funding method is that the administrative costs to establish and maintain a separate service area are high in relation to the limited amount of funding being raised.

## II. Parking Near Keats Landing Dock

The following paragraphs summarize our analysis regarding the parking situation near the Keats Landing dock on Keats Island.

### A. Key Issues

The April 27 workshop with members of the SCR D Public Wharves Advisory Committee and other community representatives indicated that the key issues with the parking situation at the New Brighton dock on Gambier Island are as follows:

**1. There does not exist an officially designated parking lot near the Keats Landing dock.**

While the area near the BC Hydro shed has been used for parking, this area has not been officially designated as a parking lot. Because this area has not been officially designated as a parking lot, no one has assumed responsibility for the maintenance and enforcement of the parking lot. Due to lack of enforcement, there currently are a number of derelict vehicles as well as other items (e.g. a boat) in the parking lot which reduces the amount of parking space available for other vehicles (Figure 9).

**Figure 9: Current Parking Area near Keats Landing Dock**



**2. There exists a limited amount of short term parking on or near the dock and vehicles are often parked on the dock for long periods of time.**

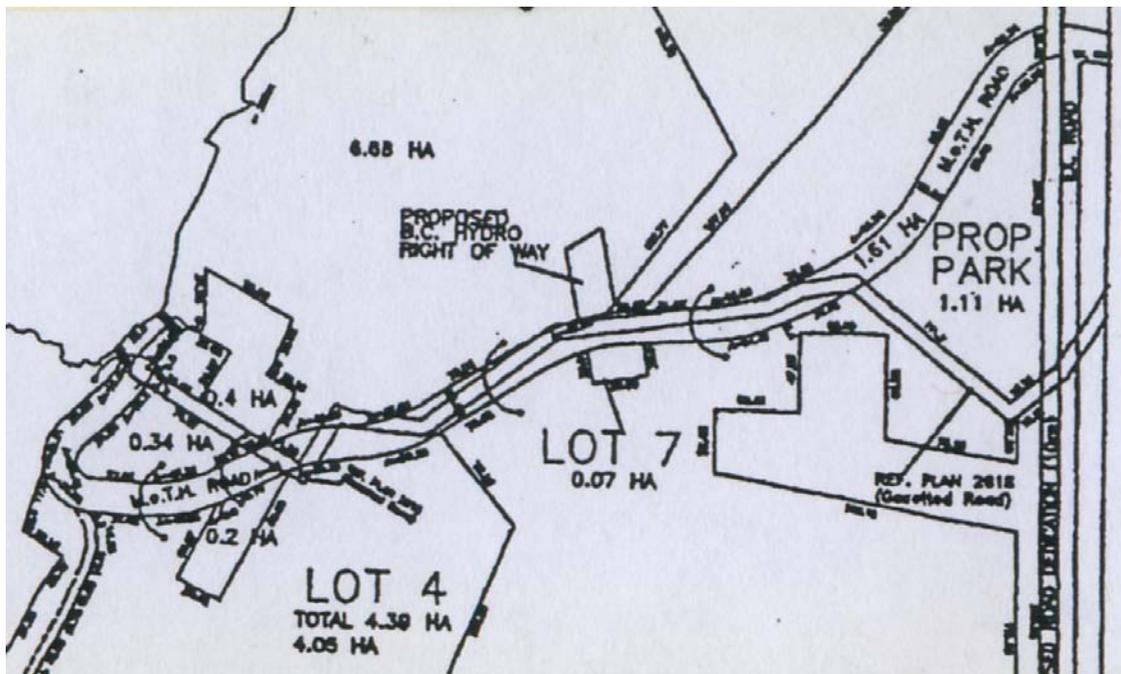
Consequently, there exists limited parking space to drop off/accommodate elderly/handicapped persons. Some vehicles are also parked along the road near the Keats Landing dock which restricts access and is a safety concern of the Convention of Baptist Churches of British Columbia that operate the summer camp at Keats Landing.

**B. Analysis of Options**

The ongoing subdivision application by the Convention of Baptist Churches of British Columbia for the Baptist Camp at Keats Landing has provision for a parking area near the Keats Landing dock (Lot #7 in Figure 10) which is the same location as that currently used for parking (i.e. near the BC Hydro shed). The capacity of this area is estimated to be approximately 20 cars which is sufficient if it is not plugged up with derelict vehicles.

The Convention of Baptist Churches of British Columbia is willing to create a parcel now for future parking use if, and when, a community group comes forward to take on the ownership and operation of such a facility. The parking area parcel would remain under the ownership of the Convention of Baptist Churches until a formal parking group is formed. There is a zoned area for such use currently on the Keats Island Land Use Bylaw zoning map, and the proposed parking lot is within this area.

**Figure 10: Location of Designated Parking Area Near Keats Landing Dock (Lot #7)**



The different options to be considered for the ownership of the parking lot are the transfer of title of the property to either a community group on Keats Landing or to the SCRDC. The option of a community group assuming ownership is not feasible because there is no overall Keats Island community association. In addition, community organizations do not typically have the capability to easily collect funding from their members to pay for the operating costs of the parking lot. Consequently, the most feasible option is for the SCRDC to assume ownership of parking lot to be designated in the ongoing subdivision application by the Convention of Baptist Churches of BC with regard to Keats Landing.

According to Reverend Ian Grant, the Convention of Baptist Churches of British Columbia is willing to transfer title of the land for the parking lot to the SCR D at no cost if the SCR D is willing to assume responsibility for operation of the parking lot. We have assumed that it would cost approximately \$20,000 to construct the parking lot including clearing the land, laying gravel and putting up signage. We have also assumed that it would cost approximately \$2,000 each year to maintain the parking lot.

### **C. Enforcement Requirements**

The designation of an official parking lot near the Keats Landing dock will not resolve the parking issues unless enforcement measures are also taken because cars will continue to be parked for long periods of time on the dock, near the dock and along the road near the dock. In addition, derelict vehicles will reduce the amount of parking space available in the designated parking area.

To resolve the parking issues related to the Keats Landing dock, the SCR D would have to undertake the following enforcement activities:

1. **Modify the existing dock by-law #518 to allow the towing of vehicles that are parked for longer than one hour on the Keats Landing dock.**
2. **Obtain a permit from the BC Ministry of Transportation and put up signs to enforce no parking on the road allowance between the Keats Landing dock and the parking lot to be owned and operated by the SCR D.**

Because MOT does not have funding for such signage, it would be necessary for the SCR D to obtain a permit from MOT which would then enable the SCR D to put up signs and enforce the SCR D parking by-law in designated areas of MOT's road allowance.

3. **Enact a by-law that stipulates no parking near the dock, along the road leading to the dock and no uninsured derelict vehicles are to be parked overnight in the parking lot to be owned and operated by the SCR D near the Keats Landing dock.**
4. **Include the following enforcement provisions in the dock bylaw #518 and the new parking by-law to be enacted by the SCR D regarding parking near the Keats Landing dock.**
  - ❑ Issuing of a fine for all non-compliant vehicles and a warning that vehicle will be towed off the island if the fine is not paid and the vehicle is not moved within 30 days.
  - ❑ Authority for the SCR D to tow non-compliant vehicles if the fine has not been paid and the vehicle has not been moved within 30 days. Representatives of the RCMP and MOT have indicated that the SCR D would have authority to tow non-compliant vehicles if the SCR D puts up signs on the dock, the road allowance and in the parking lot. A permit would have to be obtained by the SCR D from MOT to put up signs on the road allowance.
  - ❑ Enable the owner of the non-compliant vehicle to retrieve the vehicle if the fine and all costs to tow the vehicle (including barge and tow truck costs) are paid within 120 days. If these costs are not paid within 120 days, the vehicle would be sold, if possible, and the proceeds would be retained by the SCR D. If sale of the vehicle is not possible, the vehicle would be sent to a local auto wrecking company.

**5. Engagement of an enforcement officer, on a part time basis, by the SCR D to undertake the following activities:**

- ❑ Monitor the parking on Keats Landing dock, in the designated parking lot as well as on the MOT road allowance between the dock and the parking lot on a regular basis to determine if there are any non-compliant vehicles;
- ❑ Write up a ticket specifying the fine and warning and placing the ticket on the windshield of non-compliant vehicles; and
- ❑ Arrange for the towing of non-compliant vehicles if the fine has not been paid and the vehicle has not been moved within 30 days to the SCR D public works yard in Sechelt. To do so, it will be necessary for the enforcement officer to arrange with both a barge operator and a tow truck company to first barge a tow truck to Gambier Island and then to barge the tow truck and non-compliant vehicle off the Island.

The enforcement options are to engage an existing SCR D enforcement officer to perform this function or to engage a resident of Keats Island as a part time enforcement officer. The advantage of using a local resident as a part time enforcement officer is that it would not be necessary to pay for the time and expenses to travel to Keats Island. However, it may be difficult to find a local resident willing to perform this function.

Another option is for a local community association on Keats Island to undertake enforcement on a voluntary basis. The advantage of this option is that it would reduce enforcement costs and the property taxes that would have to be paid to support this function. However, it may be difficult to recruit volunteers and to achieve a consistent level of enforcement using voluntary help.

Due to the drawbacks related to voluntary enforcement, we have assumed for the purposes of estimating costs that an enforcement officer would have to be paid. We have also assumed that the enforcement officer would have to be engaged about one hour per day during the months of June to September and one half hour per day during the rest of the year. The current hourly rate paid by the SCR D to their enforcement officers is \$33.64 plus benefits of approximately 25%. Consequently, the annual labour costs to enforce the parking situation on and near the Keats Landing dock are estimated to be approximately \$10,200 per year.

The additional enforcement costs that would be incurred include barge towing fees to bring a tow truck to Keats Island to pick up vehicles and then to barge them off the Island and tow truck fees. The barge costs to bring a tow truck to Keats Island from Gibsons to pick up a non-compliant vehicle, pick up the vehicle and bring the vehicle and tow truck back to Gibsons would be approximately \$900, based on a fee of \$278 per hour and assuming three hours is required to travel to and from Keats Island. The tow truck fees would be approximately \$225 based on a fee of \$75 per hour. It is assumed that it would not be possible to recoup the towing and barge expenses for three vehicles each year because the owners would not claim their vehicles. Consequently, the total enforcement costs, including enforcement officer salaries and benefits, are estimated to be approximately \$13,600 per year.

## **D. Conclusions and Recommendations**

Our conclusions and recommendations regarding the actions required by the SCRCD to address the parking issues on and near the Keats Landing dock are as follows:

- 1. Assume ownership and operation of the parking lot designated in the ongoing subdivision application by the Convention of Baptist Churches of British Columbia.**
- 2. Obtain a permit from the BC Ministry of Transportation and put up signs to enforce no parking on the road allowance between the Keats Landing dock and the parking lot to be owned and operated by the SCRCD.**

Because MOT does not have funding for such signage, it would be necessary for the SCRCD to obtain a permit from MOT which would then enable the SCRCD to put up signs and enforce the SCRCD parking by-law in designated areas of MOT's road allowance.

- 3. Enact a by-law and put up signs that stipulate no parking near the dock, along the road leading to the dock and no uninsured derelict vehicles are to be parked overnight in the parking lot to be owned and operated by the SCRCD near the Keats Landing dock.**
- 4. Modify the existing dock by-law #518 to allow the towing of vehicles that are parked for longer than one hour on the Keats Landing dock.**
- 5. Engage an enforcement officer, on a part time basis, to enforce the parking situation on and near the Keats Landing dock.**

The one time costs to level, lay gravel and put up signage for the parking lot to be owned by the SCRCD near the Keats Landing dock are estimated to be \$20,000 and the annual maintenance costs are assumed to be \$2,000 per year. By amortizing these costs over a ten year period, the annual costs, including principal repayment, interest and parking lot maintenance expenses, are estimated to be approximately \$4,700. The enforcement costs are estimated to be approximately \$13,600 per year. By including a 15% SCRCD administration charge, the total costs to address the parking lot issues near the Keats Landing dock are estimated to be approximately \$21,000 per year.

The most appropriate source of funding would be for the SCRCD to enact a by-law to create a new parking function and service area whereby the property taxes of all residents on Keats Landing would be increased to pay for the new function.

In order to establish a new function, it would be necessary for the SCRCD to use the Alternative Approval Process (AAP) whereby a counter petition would be drawn up and advertised in local newspapers as well as posted on the Keats Landing dock. If less than 10% of the affected property owners (i.e. those to be included in the service area and would pay increased property taxes to pay for the new parking service) object to the proposed service, this would provide the necessary approval for the SCRCD to establish the new parking service.

The AAP costs to establish the parking service (i.e. AAP) would also have to be recovered from the new parking function. Assuming that these one time costs would be approximately \$5,000 and spreading these costs over ten years and including a 15% SCRCD administration charge, the amount that would have to be included to recover the AAP costs is approximately \$600 per year over a ten

year period.

It is estimated that there are approximately 360 properties on Keats Island. By spreading the estimated annual costs of \$21,600 each year for the first ten years for the proposed parking service, this would result in an increase in property taxes of \$60 per year for each property.

The advantage of this funding method is that the costs would be covered by those benefiting directly from the improved parking service. The disadvantage of this funding method is that the administrative costs to establish and maintain a separate service area are high in relation to the limited amount of funding being raised.