

CITY OF BURNABY

BYLAW NO. 12657

A BYLAW respecting the enforcement of
bylaws pursuant to the *Local
Government Bylaw Notice
Enforcement Act*

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY BYLAW NOTICE ENFORCEMENT BYLAW, 2009.**

2. Definitions

In this Bylaw:

- (a) "Act" means the *Local Government Bylaw Notice Enforcement Act*;
- (b) "City" means the City of Burnaby; and
- (c) "Registry" means the City of Burnaby Bylaw Notice Adjudication Registry established pursuant to section 7 of this Bylaw.

3. Terms

The terms in this Bylaw have the same meaning as the terms defined in the Act.

4. Bylaw Contraventions

The bylaws and bylaw contraventions designated in Schedule A to this Bylaw may be dealt with by bylaw notice.

5. Penalty

The penalty for a contravention referred to in Section 4 is as follows:

- (a) subject to subsection (b), the penalty amount set out in column A1 of Schedule A;
- (b) if received by the City within 15 days of the person receiving or being presumed to have received the notice, the early payment penalty set out in column A2 of Schedule A.

6. Period for Paying or Disputing Notice

- (a) A person who receives a bylaw notice must, within 15 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

by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, to the City of Burnaby municipal hall, or by mailing it as follows:

- (iii) if making payment, to:

Tax Office
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

- (iv) if requesting dispute adjudication, to:

City Clerk
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

- (b) No person may dispute a bylaw notice after 15 days of receiving or being deemed to have received the bylaw notice.
- (c) 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 they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Sections 5 and 6(a) of this Bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the Act.

7. Bylaw Notice Dispute Adjudication Registry

- (a) The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.
- (b) The civic address of the Registry is Office of the City Clerk, City of Burnaby, 4949 Canada Way, Burnaby, BC, V5G 1M2.

- (c) 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 Registry.

8. Screening Officers

- (a) The position of screening officer is established.
- (b) The following are designated classes of person that may be appointed as screening officers:
 - (i) Director Engineering
 - (ii) Deputy Director Engineering
 - (iii) Assistant Director Engineering
 - (iv) Manager Contracts & Inspections
 - (v) Engineering Inspector
 - (vi) Environmental Engineer
 - (vii) Environmental Services Officer
 - (viii) Engineering Technician
 - (ix) Engineering Superintendant
 - (x) Supervisor Traffic Engineering
 - (xi) Traffic Technician II
 - (xii) Bylaw Enforcement Officer
 - (xiii) Parking Patrol Supervisor
 - (xiv) Parking Services Supervisor
 - (xv) Chief Building Inspector
 - (xvi) Deputy Chief Building Inspector
 - (xvii) Assistant Chief Building Inspector, Bylaw Enforcement
 - (xviii) Chief Licence Inspector
 - (xix) Supervisor, Property Use Coordination
 - (xx) Property Use Coordinator
 - (xxi) Anti-Graffiti Coordinator
 - (xxii) Supervisor, Bylaw Services
 - (xxiii) Bylaw Enforcement Coordinator
 - (xxiv) Director Parks, Recreation and Cultural Services
 - (xxv) Assistant Director – Parks
 - (xxvi) Assistant Director – Recreation
 - (xxvii) Assistant Director – Cultural Services
 - (xxviii) Assistant Director – Golf Operations
 - (xxix) Manager of Business Operations
 - (xxx) Assistant Coordinator – Parks Custodial Services
 - (xxxi) Supervisor – Sports and Outdoor Recreation
 - (xxxii) Superintendant – Parks Operations
 - (xxxiii) Superintendant – Parks Development/Security

9. Powers, Duties and Functions of Screening Officers

- (a) The powers, duties and functions of screening officers are as set out in the Act, and include the following powers:
 - (i) 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 allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
 - (ii) to communicate with any or all of the following for the purposes of performing their functions under this Bylaw or the Act:
 - 1) the person against whom a contravention is alleged or their representative,
 - 2) the officer issuing the notice,
 - 3) the complainant or their representative,
 - 4) the City's staff and records regarding the disputant's history of bylaw compliance;
 - (iii) to prepare and enter into compliance agreements under the Act in the form attached hereto as Schedule B with persons who dispute bylaw notices, including to establish 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;
 - (iv) to provide for payment of a penalty reduced by one half of the amount shown in column A2 of Schedule A if a compliance agreement is entered into and all of the terms of the compliance agreement are observed or performed; and
 - (v) to cancel bylaw notices in accordance with the Act or City policies and guidelines.
- (b) The bylaw contraventions in relation to which a screening office may enter into a compliance agreement are indicated in column A3 of Schedule A.
- (c) The maximum duration of a compliance agreement is one year.

10. Bylaw Enforcement Officers

Persons acting as any of the following are designated as bylaw enforcement officers for the purposes of this Bylaw and the Act:

- (a) members of the Royal Canadian Mounted Police;
- (b) Bylaw Enforcement Officers appointed pursuant to the *Community Charter or Police Act*;
- (c) Director Engineering, Deputy Director Engineering, Assistant Director Engineering, Manager Contracts & Inspections, Engineering Superintendent, Engineering Technician, Engineering Foreman, Supervisor Traffic Engineering, Traffic Technician II, Parking Patrol Supervisor, Parking Services Supervisor, Parking Enforcement Officers, Environmental Services Officers, Supervisor-Property Use Coordination, Property Use Co-ordinators, Business Licence Inspectors, Supervisor Bylaw Services, Bylaw Enforcement Coordinators, Supervisor Building Inspections, Supervisor Plumbing and Gas Inspections, Supervisor Electrical Inspections, Landscape Inspectors and any other employees of the City acting on behalf of the City for the purpose of enforcement of one or more of its bylaws;
- (d) Public Health Officers, Animal Welfare 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;
- (e) Director Parks, Recreation and Cultural Services, Assistant Director – Parks, Assistant Director – Recreation, Assistant Director – Cultural Services, Assistant Director – Golf Operations, Manager of Business Operations, Assistant Coordinator – Parks Custodial Services, Supervisor – Sports and Outdoor Recreation, Superintendent – Parks Operations and Superintendent – Parks Development/Security

11. Form of Bylaw Notice

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

12. Schedule

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

Read a first time this 1st day of June 2009

Read a second time this 1st day of June 2009

Read a third time this 1st day of June 2009

Reconsidered and adopted this 15th day of June 2009


MAYOR


CLERK

**SCHEDULE A
DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

Bylaw Section	Description	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
The following fines apply to the contraventions below:				
Burnaby Adult Service Business Regulation Bylaw, 2001				
		\$	\$	
3(a)	Employing person under 19 years of age	500	400	NO
3(b)	Permitting person under 19 years on premises	500	400	NO
4	Failure to require identification	200	160	NO
5(a)	Locked doors during business	200	160	NO
5(b)	Failure to provide access	200	160	NO
6	No employee record or identification	200	160	NO
7	Failure to post sign	200	160	YES
8	Operating outside of permitted hours	200	160	NO
9	Violation of room requirements	200	160	YES
10	Violation of lighting requirements	200	160	YES
11	No employee record for therapeutic touch	200	160	YES
12	Therapeutic touch business operating outside of permitted hours	200	160	NO
Burnaby Animal Control Bylaw 1991				
		\$	\$	
3(1)	Unlicensed dog	100	80	YES
3(4)	Licence tag not affixed	50	40	YES
5(1)	Dog off leash	100	80	NO
5(2)	Vicious dog unmuzzled	500	400	NO
5(3)	Excrement not removed	50	40	NO
5(4)	Dog in prohibited area	100	80	NO
5(6)(a)	Not in verbal control of dog in off-leash area	100	80	NO
5(6)(b)	Dog causes injury or damage in off-leash area	100	80	NO
6(2)(a)	Keeping more than 2 dogs	100	80	YES
6(2)(b)	Keeping more than 4 cats	100	80	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
6(3)	Keeping more than 2 venomous animals	100	80	YES
6(3)	Venomous animals not contained	100	80	NO
6(4)	Keeping more than 2 snakes	100	80	YES
6(4)	Keeping more than 4 food rats	100	80	YES
6(5)	Barking disturbance	200	160	NO
6A(1)	Use of wild animals in performance	200	160	NO
6A(2)	Unauthorized pony ride/petting zoo	200	160	YES
7	Unconfined vicious dog	500	400	NO
8	Animal at large	100	80	NO
13	Interfering with Poundkeeper duties	200	160	YES
14	Possession of impounded animal	200	160	NO
15A(2)	Unclean dog kennel, pen or run	100	80	YES
15A(2)(a)	Insufficient exercise of dog	100	80	NO
15A(3)	Insufficient, unsuitable food and water	100	80	NO
15A(3)	No veterinary care	100	80	YES
15A(4)	Insufficient shelter and space	100	80	YES
15A(5)	Unauthorized use of choke collar	100	80	NO
15A(6)	Animal enclosed without adequate ventilation	100	80	NO
15A(7)	Unsafe transport of dog in truck	100	80	NO
15A(8)(a)	Unattended dog tethered for more than one hour	100	80	NO
15A(8)(b)	Dog tethered for more than one hour on non-residential property	100	80	NO
15A(8)(c)	Dog tethered with unpermitted collar	100	80	NO
15A(8)(d)	Dog tethered on tether of insufficient length	100	80	NO
Burnaby Automatic Vending Machine Bylaw 1946				
		\$	\$	
2(1)	Unlicensed automatic vending machine	50	40	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Building Bylaw 2004				
		\$	\$	
5(3)(b)	Failure to post civic address	100	80	YES
5(3)(c)	Failure to provide washroom facilities on the construction site	100	80	YES
7(1)	Construction without permit	300	240	YES
7(3)	Occupancy contrary to the terms of a permit	300	240	YES
7(4)	Tampering with Posted Notice	500	400	NO
7(5)	Work contrary to approved plans	300	240	YES
7(6)	Obstructing Building Inspector	200	160	YES
7(7)	Submitting false information	300	240	YES
7(9)	Altering approved plans	300	240	YES
9(1)(b)	Installing masonry fireplace, wood burning appliance or chimney without a permit	100	80	YES
9(1)(c)	Installing forced air heating system without a permit	100	80	YES
22(1)	Occupancy without occupancy certificate	300	240	YES
22(6)	Failure to ensure that no unsafe condition exists	400	320	YES
24(5)	Failure to stop work	500	400	YES
24(6)	Failure to secure the construction and the lands and premises	400	320	YES
24(8)	Occupancy contrary to a posted notice	300	240	YES
26(1)	Occupancy without special safety inspection compliance	500	400	YES
Burnaby Business License Bylaw (Bylaw No. 3089)				
		\$	\$	
2(a)	Unauthorized change in business	200	160	YES
2(b)	Failure to post license	200	160	YES
3(a)	Unlicensed business	500	400	YES
3(b)	Unlicensed at each location	500	400	YES
6(a)	Falsified application	200	160	NO
7	Failure to obtain transfer of License	500	400	YES
13	Failure to permit inspection of premises	200	160	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
14	Failure to provide required insurance	200	160	NO
15(a)	Vehicle identification violation	200	160	NO
15(b)	Failure to use scale	200	160	NO
16(1)	Street sales for future delivery violation	200	160	NO
16(2)	Door-to-door sale of security services violation	200	160	NO
17(c)	Unlawful restaurant booth or compartment	200	160	YES
17A(1)(a)	Failure to post sign	200	160	YES
17A(1)(b)	Insufficient seats in waiting area	200	160	YES
17A(1)(c)	No employee on premises	200	160	NO
17A(2)(a)	More than permitted number of terminals	200	160	YES
17A(2)(b)	Employing person under 18 years of age	200	160	NO
17A(2)(c)	Operating outside of permitted hours	200	160	NO
17A(2)(d)	Customer on premises outside of permitted hours	200	160	NO
23	Untidy business premises	200	160	YES
Burnaby Commercial Vehicle Licensing Bylaw 1961				
		\$	\$	
4	Unlicensed commercial vehicle	50	40	YES
10	Licence decal not affixed to vehicle	50	40	YES
Burnaby Electrical Bylaw 1974				
		\$	\$	
6	Obstructing Inspector	200	160	YES
7	Hindering or preventing entry by Inspector	200	160	YES
14	Using or operating electrical work that has not been inspected	300	240	YES
15	Covering or concealing electrical work that has not been inspected	300	240	YES
16	Connecting or reconnecting an electrical installation or work without written approval	300	240	YES
19	Constructing, altering or repairing without permit	300	240	YES

Bylaw Section	Description	A1	A2	A3
	The following fines apply to the contraventions below:	Penalty Amount	Discounted Penalty (within 15 days)	Compliance Agreement Available (50% reduction)
26	Failure to comply with notice or order	500	400	YES
Burnaby Fetal Alcohol Syndrome Warning Sign Bylaw (Bylaw No. 9777)				
		\$	\$	
3(a)	Warning sign not posted	200	160	YES
3(b)				
3(c)	Sign not meeting bylaw requirements	200	160	YES
Burnaby Gas Bylaw 1978				
		\$	\$	
6(2)	Obstructing Inspector	200	160	YES
6(3)	Hindering or preventing entry by Inspector	200	160	YES
7	Installing or altering without a permit	300	240	YES
30(1)	Constructing, installing, removing, altering, repairing, using or maintaining any gas piping, vent or appliance in violation of the bylaw	300	240	YES
30(5)	Turning on or reconnecting house-piping or appliance without authorization	300	240	YES
Burnaby Graffiti Bylaw, 2007				
		\$	\$	
3	Placing graffiti	500	400	NO
4	Failure to remove graffiti	500	400	YES
Burnaby Kennel Regulation Bylaw 1975				
		\$	\$	
3(a)	Ceiling height too low	200	160	YES
3(b)	Non-impervious floor materials	200	160	YES
3(c)	Non-compliant windows	200	160	YES
3(d)	Failure to repair or paint	200	160	YES
3(e)	No or non-compliant open-air run	200	160	YES
3(f)	Non-compliant wall insulation	200	160	YES
3(g)	No water supply	200	160	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
3(h)	No hot water	200	160	YES
3(i)	Failure to have required sinks	200	160	YES
3(j)	No or non-compliant whelping area	200	160	YES
3(k)	No or non-compliant isolation pen	200	160	YES
3(l)	Unclean conditions	200	160	YES
3(m)	No fly screens	200	160	YES
4	Using run outside permitted hours	200	160	NO
5	Failure to notify Poundkeeper of diseased animal	200	160	YES
6	Failure to isolate diseased animal	200	160	YES
7	Failure to euthanize due to disease	200	160	YES
10 and 11	Unlawful kennel siting	200	160	YES
12	Failure to provide required space	200	160	YES
13	Exceeding permitted number of animals	200	160	YES
14 and 16	Unauthorized disposal of manure or waste	200	160	NO
15	Unclean kennel	200	160	YES
17	Kennel creating neighbourhood nuisance	200	160	NO
18	Non-compliant fence	200	160	YES
20	No veterinarian at animal hospital	200	160	NO
26	Hospital Neighbourhood nuisance	200	160	NO
29	Overnight stay at parlour	200	160	NO
30	Unauthorized parlour services	200	160	NO
31	Parlour creating neighbourhood nuisance	200	160	NO
32	Non-compliant windows	200	160	YES
32A(b)	Not operating within enclosed building	200	160	YES
32A(c)	Operating outside permitted hours	200	160	NO
32B	Boarding animal overnight	200	160	NO
33	Operating animal clinic	200	160	NO
34	Failure to permit inspection of premises	200	160	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Noise or Sound Abatement Bylaw 1979				
		\$	\$	
4(a)	Owner/occupier allowing noise from property which disturbs neighbourhood	100	80	YES
4(b)	Owner/occupier allowing noise from property to exceed allowable noise level	200	160	YES
5(a)	Person exceeding allowable daytime noise level in residential/multi-family/institutional district	200	160	YES
5(b)	Person exceeding allowable night time noise level in residential/multi-family/institutional district	200	160	YES
6(a)(i)	Person exceeding allowable daytime noise level in commercial / industrial / comprehensive development / agricultural district	200	160	YES
6(a)(ii)	Person exceeding allowable daytime noise level in adjoining residential / multi-family / institutional district	200	160	YES
6(b)(i)	Person exceeding allowable night time noise decibels in commercial/industrial/comprehensive development/agricultural districts	200	160	YES
6(b)(ii)	Person exceeding allowable night time noise decibels where adjoining residential/multi-family/institutional districts	200	160	YES
7	Person allowing non-continuous noise to exceed allowable daytime levels	200	160	YES
8	Person allowing non-continuous noise to exceed allowable night time levels	200	160	YES
10(a)	Operation of vehicle (2,200 Kg. or greater) on highway exceeding allowable noise level	100	80	NO
10(b)	Operation of vehicle (2,200 Kg. or less) on highway exceeding allowable noise level	100	80	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
13	Unlawful use of horn or warning device	50	40	NO
14(1)	Operation of power lawn mower or power tools exceeding allowable noise level	100	80	YES
14(2)	Operation of power lawn mower or power tools outside allowable hours	100	80	YES
15(1)(a)	Carrying construction alteration/demolition outside allowable hours on weekdays	200	160	YES
15(1)(b)	Carrying construction alteration/demolition outside allowable hours on Saturday	200	160	YES
15(1)(c)	Person carrying construction alteration/demolition outside allowable hours on Sunday/Statutory Holiday	200	160	YES
15(3)	Construction exceeding allowable noise level	200	160	YES
15A(a)	Picking up refuse from refuse containers outside allowable hours from Monday to Saturday	100	80	YES
15A(b)	Picking up refuse from refuse containers outside allowable hours on Sunday/Statutory Holiday	100	80	YES
Burnaby Parking Meter Bylaw 1998				
		\$	\$	
4	Parked without payment	50	40	NO
4A(1)	More than 1 vehicle in a metered space	50	40	NO
4A(2)	More than 3 motorcycles in a metered space	50	40	NO
5	Exceed max time limit/expired meter	50	40	NO
6(a)	Parked where prohibited	50	40	NO
6(b)	Parked at malfunctioning meter	50	40	NO
8	Parked in contravention of Meter Bylaw	50	40	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Parks Regulation Bylaw 1979				
		\$	\$	
3	Damaging or defacing a structure or thing in a park	400	320	NO
4	Disturbing or injuring a bird, animal or fish in a park	200	160	NO
5	Damaging or destroying a tree or plant in a park	200	160	NO
6	Fouling or polluting a fountain or body of water in a park	200	160	NO
8	Climbing wall, fence or structure in a park	200	160	NO
9	Travelling on prohibited area of a park	200	160	NO
10	Littering in a park	200	160	NO
11	Selling goods or services in a park	400	320	YES
12	Exploding explosive matter in a park	200	160	NO
13	Making fire in a park	200	160	NO
15	Playing game in unauthorized area of a park	200	160	NO
16	Holding unauthorized procession, demonstration, ceremony, concert or meeting in a park	200	160	NO
18	Dog not on leash in a park	100	80	NO
21	Obstructing free use and enjoyment of a park	200	160	YES
24	Unauthorized posting or distribution of advertisement, bill or matter in a park	200	160	YES
26	Damaging or defacing a court, lawn, ground or facility in a park	200	160	NO
28	Unauthorized private instruction, tournament or game in a park or park facility	400	320	YES
36	Having dog on beach in a park	100	80	NO
39	Swimming in enclosed swimming pool in a park when pool is closed	200	160	NO
40	Obstructing City employee or contractor in the exercise of their duties	200	160	YES

Bylaw Section	Description	A1	A2	A3
	The following fines apply to the contraventions below:	Penalty Amount	Discounted Penalty (within 15 days)	Compliance Agreement Available (50% reduction)
		\$	\$	
42	Driving vehicle in a park at speed greater than 30km/hr or posed speed limit	200	160	NO
44	Driving vehicle or riding bicycle in unauthorized area of park	200	160	NO
Burnaby Pesticide Use Control Bylaw, 2008				
		\$	\$	
3	Unauthorized application of pesticide	200	160	YES
Burnaby Plumbing Bylaw, 2000				
		\$	\$	
4(1)(b)	Constructing, installing, commencing or carrying out work without a permit	300	240	YES
4(2)(a)	Causing, suffering or permitting the improper disposal of sewage or other liquid waste	500	400	NO
4(2)(b)	Using or maintaining a private sewage system other than in compliance with the bylaw	500	400	YES
4(2)(c)	Depositing prohibited material into a drainage system, sewer septic tank or cesspool	500	400	NO
4(2)(f)	Obstructing Plumbing Inspector	200	160	YES
4(2)(g)	Work contrary to Approved Plans	300	240	YES
4(2)(h)	Altering Approved Plans	300	240	YES
4(2)(i)	Submitting false information	300	240	YES
4(2)(j)	Failure to comply with a notice or order	500	400	YES
4(2)(k)	Using or maintaining a plumbing system that does not comply with the bylaw	500	400	YES
6(5)	Failure to secure area surrounding work	400	320	YES
6(5)	Failure to stop work	500	400	YES
7(4)	Failure to obtain the approval of the Plumbing Inspector prior to covering a plumbing system or part thereof	300	240	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
10(1)	Failure to obtain the approval of the City Engineer to connect to a public sewer system	500	400	YES
10(11)	Failure to attach a plumbing system to an available public sewer	500	400	YES
10(16)	Discharging prohibited or restricted wastes into a public sewer	500	400	NO
10(17)	Failure to install a test chamber as required by the bylaw	500	400	YES
10(24)	Allowing drainage water or surface water to flow on to a public street, lane, highway or sidewalk	100	80	YES
13(4)	Failure to maintain a backflow preventer	100	80	NO
13(5)	Failure to test a backflow preventer	100	80	NO
13(6)	Failure to report test results	100	80	YES
13(10)	Unauthorized removal of a backflow preventer	100	80	NO
Burnaby Pool Room Regulation Bylaw 1975				
		\$	\$	
3	Pool room manager under age of 18 years	200	160	YES
Burnaby Post Box Rental Agency and Mail Drop Services Regulation Bylaw				
		\$	\$	
3(a),(b),(c)	Failure to obtain complete record of post box user	200	160	YES
3(d)	Record not at post box premises	200	160	YES
3(e)	Failure to permit inspection of record	200	160	YES
4(a)	Incomplete record of mail drop user	200	160	YES
4(d)	Record not at mail drop premises	200	160	YES
4(e)	Failure to permit inspection of record	200	160	YES
5	No residential address	200	160	YES
5	Failure to obtain identification of user	200	160	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Second-Hand Dealers Regulation Bylaw 1924				
		\$	\$	
2	Operating business or location without license	500	400	YES
5	Failure to permit inspection	300	240	YES
6	Violation of operating hours	300	240	NO
7	Failure to record buy transactions	300	240	NO
7(b)	Failure to permit inspection of record	300	240	YES
7(b2)	Failure to require picture identification	300	240	NO
7(b3)	Purchasing goods with altered serial number	300	240	NO
7(c)	Failure to record sell transactions	300	240	NO
7(d)	Record entries altered	300	240	NO
7(e)	Failure to submit records	300	240	YES
7(f)	Operating as a pawnbroker without license	500	400	YES
7(h)	Goods purchased from person under age of 18 years	300	240	NO
7(j)	Failure to permit inspection of goods	300	240	YES
7(k)	Failure to display business name	300	240	YES
7(n)	Failure to maintain list of employees	300	240	YES
7(o)	Failure to hold goods	300	240	NO
9(1)	Failure to keep record of loans	300	240	NO
9(1A)	Failure to verify customer identity	300	240	NO
9(1B)	Receiving goods with altered serial numbers	300	240	NO
9(2)	Record entries altered	300	240	NO
9(3)	Failure to issue pawn tickets	300	240	NO
9(4)	Failure to permit inspection of record	300	240	YES
9(5)	Pawnbroker purchasing second-hand goods without license	300	240	NO
9(6)	Failure to submit records	300	240	YES
9(8)	Failure to maintain complete goods redemption record	300	240	NO
9(10)	Doing business with inebriated or criminal client	300	240	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Sewer Connection Bylaw 1961				
		\$	\$	
11	Unauthorized construction of sewer connection on Public Right-of-Way	500	400	NO
12	Failure to connect to public sewer	500	400	YES
18(1)	Unauthorized discharge into any waterway	500	400	NO
19(1)(a)	Discharge of storm waters into sanitary sewer	300	240	YES
19(1)(b)	Discharge of industrial cooling waters into sanitary sewer	300	240	YES
19(1)(c)	Discharge of industrial wash water into sanitary sewer	300	240	YES
19(1)(d)	Discharge of air-conditioning cooling or condensing systems into sanitary sewer	300	240	YES
20	Discharge into sewer of substance causing obstruction or nuisance to sewage works	500	400	NO
21(b)	Discharge into sewer of excessive amounts of fat, oil or grease	500	400	YES
22(1)	Failure to install protective devices	300	240	YES
24	Obstructing inspection or sampling	200	160	YES
26	Tampering with public sewer	500	400	NO
27	Obstructing inspection	200	160	YES
Burnaby Sign Bylaw 1972				
		\$	\$	
3(1)	Erecting, placing, altering, displaying or moving an unauthorized sign	300	240	YES
5.1(1)	Failure to maintain a sign in a safe condition	500	400	YES
5.1(8)	Erecting, placing, or displaying a prohibited sign	300	240	YES
5.2	Failure to maintain premises surrounding sign	300	240	YES
6.5(1)	Erecting, placing, displaying, rebuilding, reconstructing, altering or moving a sign without permits	300	240	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
6.5(2)	Failure to comply with an order	500	400	YES
6.5(3)	Failure to remove sign	500	400	YES
Burnaby Soil Deposit Bylaw 1971				
		\$	\$	
3(1)	Depositing soil without a permit	300	225	YES
6(1)	Encumbering, obstructing, fouling or damaging a road, sidewalk, ditch, drain or public place	200	150	YES
Burnaby Solid Waste Bylaw, 1981				
		\$	\$	
4(1)(a)	Failure to provide sufficient receptacles	100	80	YES
4(1)(c)	Failure to remove solid waste and yard waste weekly from dwelling or commercial premises	100	80	YES
4(1)(d)	Failure to secure receptacles with water tight cover	50	40	YES
4(3)(a)	Depositing explosive or obnoxious material in receptacle	200	160	YES
4(3)(b)	Depositing construction or demolition waste in receptacle	100	80	YES
4(3)(c)	Depositing landscape waste in garbage receptacle	100	80	YES
4(3)(d)	Depositing liquids, semi-liquids or free water in receptacle	100	40	YES
4(4)	Depositing banned recyclable material in garbage receptacle	100	80	YES
6	Unauthorized access to receptacle	50	40	YES
7(1)(b)	Failure to place receptacle on property for ease of access removal	100	80	YES
7(1)(c)	Placing of receptacles on street, lane or public place or so as to impede traffic/public access	200	160	YES
11	Using special receptacle or area for refuse storage/removal without prior written approval	200	160	YES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
Burnaby Street and Traffic Bylaw 1961				
		\$	\$	
5	Disobeying traffic control device	80	64	NO
5A(1)(a)	Operating vehicle off public highway	80	64	NO
5A(1)(b)	Operating vehicle on land without owners consent	80	64	NO
13(1B)(a)	Stopped on portions of s/s Kingsway	80	64	NO
13(1B)(b)	Stopped on portions of s/s Kingsway from 4-6pm	80	64	NO
13(1C)(a)	Stopped on portions of n/s Kingsway	80	64	NO
13(1C)(b)	Stopped on portions of n/s Kingsway from 7-9am	80	64	NO
13(1C)(c)	Stopped on portions of n/s Kingsway from 4-6pm	80	64	NO
13(1D)(a)	Stopped on Canada Way (Smith - 10 th)	80	64	NO
13(1D)(b)	Stopped on n/s Canada Way (Boundary – Smith)	80	64	NO
13(1D)(c)	Stopped on s/s Canada Way (w/o Smith)	80	64	NO
13(1D)(d)	Stopped on s/s Canada Way (Boundary – w/o Smith)	80	64	NO
13(2)(a)	Stopped on sidewalk, boulevard, or cross-walk	80	64	NO
13(2)(b)	Stopped within intersection	80	64	NO
13(2)(c)	Stopped within 20 feet of intersection	80	64	NO
13(2)(d)	Stopped with 5 feet/10 feet of driveway	80	64	NO
13(2)(e)	Stopped within 20 feet of Stop Sign	80	64	NO
13(2)(f)	Stopped on roadway obstructing traffic	80	64	NO
13(2)(g)	Stopped on roadway with practical alternative	80	64	NO
13(2)(h)	Stopped in contravention of traffic control device	80	64	NO
13(2)(i)	Stopped in lane obstructing access to driveway	80	64	NO
13(2)(j)	Stopped within 20 feet of crosswalk	80	64	NO
13(2)(k)	Stopped in Bus Zone (Intersection)	80	64	NO
13(2)(l)	Stopped in Bus Zone (Other)	80	64	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
13(2)(m)	Stopped on Bridge/Viaduct	80	64	NO
13(2)(n)	Stopped within 15 feet of Fire Hydrant	80	64	NO
13(2)(o)	Stopped on Canada Way (Smith - 10 th)	80	64	NO
13(3)(a)	Parked in lane	80	64	NO
13(3)(b)	Parked on roadway where practical alternative	80	64	NO
13(3)(c)	Parked in contravention of traffic control device	80	64	NO
13(3)(d)	Parked more than 24 hours	50	40	NO
13(3)(e)	Parked vehicle over 30,000 GVW on non-truck route street	250	200	NO
13(3)(f)	Parked abutting central boulevard	80	64	NO
13(3)(g)	Parked within 50 feet of railroad crossing	80	64	NO
13(3)(h)	Double parked	80	64	NO
13(3)(i)(i)	Parked for displaying a vehicle for sale	80	64	NO
13(3)(i)(ii)	Parked for advertising, wrecking, storing, or repairing	80	64	NO
13(3)(i)(iii)	Parked for displaying signs	80	64	NO
13(3)(i)(iv)	Parked for selling articles	80	64	NO
13(3)(j)	Parked adjacent to street excavation	80	64	NO
13(3)(k)	Parked at Bus Zone (intersection)	80	64	NO
13(3)(l)	Parked at Bus Zone (other)	80	64	NO
13(5)(a)	Parked longer than 2hrs 1-6am – over 8,000 GVW	50	40	NO
13(5)(b)	Parked longer than 2hrs 1-6am – trailer/mobile home	50	40	NO
13(5)(c)	Parked longer than 2hrs 1-6am – detached camper	50	40	NO
13(6)	Parked longer than 3hrs 8am – 6pm	50	40	NO
13(6A)	Parked same side as school 8am – 5pm	80	64	NO
13(7)	Parked exceeding time limit	50	40	NO
13(9)	Move on same block to avoid time limit	50	40	NO
13(10)	Vehicle left unattended (w/o locking or wheel turned)	80	64	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
14(1)	Parked not parallel, wrong direction, or greater than 12 inches from curb	80	64	NO
14(2)	Parked not within marked parallel stalls	80	64	NO
15	Parked improperly at angle stalls	80	64	NO
17(1)(a)	Stopped in Loading Zone	80	64	NO
17(1)(b)	Stopped in Passenger Zone	80	64	NO
17(2)(a)	Stopped in Loading Zone longer than 3min or longer than 30min	80	64	NO
17(2)(b)	Stopped in Passenger Zone longer than 3min	80	64	NO
17(3)	Stopped in Commercial Zone	80	64	NO
17(4)	Stopped in Taxi Zone	80	64	NO
17(5)	Stopped in Bus Zone	80	64	NO
18(2)	Stopped or Parked Contrary to Temporary Signs	80	64	NO
19	Jaywalking	80	64	NO
20	Crossing in front of stopped bus	80	64	NO
21	Coasting or sliding on street	80	64	NO
23	Unauthorized parade	80	64	NO
24(1)	Unauthorized on-street excavation or work	80	64	NO
24(4)	Unauthorized use of street	80	64	NO
24(6)	Unauthorized solicitation for donations	80	64	NO
26	Excessive noise in public place	80	64	NO
26A(1)(a)	Vehicle alarm longer than 1 minute	80	64	NO
26A(1)(b)	Vehicle alarm more than 3 times per day	80	64	NO
27	Sell or display articles on street	80	64	NO
29	Damage to boulevard	80	64	NO
31(a)	Failure to remove snow and ice from sidewalk	80	64	NO
38(2)	Interfering with impounding of vehicle or chattel	80	64	NO
40(1)	Commercial vehicle off truck route	250	200	NO
40(2)	Commercial vehicle off permit route	250	200	NO
42(1), (2)	Oversize commercial vehicle	80	64	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1	A2	A3
		Penalty Amount	Discounted Penalty (within 15 days)	Compliance Agreement Available (50% reduction)
		\$	\$	
42(4)(a)	Combination greater than 3 vehicles	80	64	NO
42(4)(b)	Commercial load greater than 3 feet beyond front bumper	80	64	NO
42(4)(c)	Commercial load greater than 15 feet behind last axle	80	64	NO
42(4)(d)	Semi-trailer body/load greater than 84 inches forward of the kingpin	80	64	NO
42(5)	Oversize commercial vehicle on Sunday or stat Holiday	80	64	NO
43(1)(a)	Commercial vehicle greater than 20,000 lbs gross axle weight	100 +see note	80+ see note	NO
43(1)(b)	Commercial vehicle greater than 300/600 lbs/inch of tire width	100 +see note	80 + see note	NO
43(1)(c)	Commercial vehicle greater than max. allowed weight in axle group	100 +see note	80 +see note	NO
44(1)	Combination of vehicles greater than 59,000 lbs GVW	100 +see note	80 +see note	NO
46(a)	Commercial vehicle with greater than 12 foot front projection	80	64	NO
46(b)	Commercial vehicle without visible front/rear projections	80	64	NO
47(1)(a)	Commercial vehicle over limits without permit	80	64	NO
47(4)	Commercial vehicle operating in contravention of permit	80	64	NO
51	Unsecured load	80	64	NO
51A	Overspilling load	80	64	NO
Note: Overweight fines are as specified in the BC Commercial Transport Act Regulation, section 11.01				
Burnaby Swimming Pool Enclosure Bylaw 2000				
		\$	\$	
3	Constructing, erecting, installing, maintaining or operating a swimming pool which is not in compliance with the bylaw	500	400	YES
4	Failure to provide a sturdy non-climbable barrier	500	400	YES

Bylaw Section	Description	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
The following fines apply to the contraventions below:				
		\$	\$	
4(a)	Failure to provide a sturdy non-climbable barrier that is 1.5m in height	500	400	YES
4(b)	Failure to provide a sturdy non-climbable barrier that has no opening greater than 100mm wide	500	400	YES
4(c)	Failure to provide a sturdy non-climbable barrier that has no member or attachment located between 100mm and 900mm above the ground that could facilitate climbing	500	400	YES
4(d)	Failure to provide access through pool barrier by a self-closing, self-latching, lockable gate	500	400	YES
Burnaby Tree Bylaw, 1996				
		\$	\$	
3	Damaging or cutting down a protected tree without a valid tree cutting permit	300	240	YES
6(2)(a)	Failure to plant a replacement tree	300	240	YES
6(2)(d)	Failure to allow employees or authorized agents to enter the site	200	160	YES
11(2)(b)	Failure to erect or maintain protection fence	100	80	YES
13(2)	Failure to maintain a replacement tree	300	240	YES
Burnaby Unsightly Premises Bylaw 1969				
		\$	\$	
2	Allowing property to become or remain untidy or unsightly	500	400	YES
Burnaby Vehicle Immobilization and Towing Bylaw				
		\$	\$	
4(a)	Failure to maintain immobilized vehicle record	200	160	NO
4(a)	Failure to allow inspection of record	200	160	YES
4(b)	No on site attendant	200	160	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
4(d)	Failure to maintain required insurance	200	160	YES
5(1)(a)	Immobilization of vehicle where lack of required signage	200	160	YES
5(1)(b)	Failure to have attendant present or available	200	160	NO
5(1)(c)	Failure to place notice	200	160	NO
5(2)	Failure to retain notice	200	160	NO
6(a)	Failure to remove VID in 30 min	200	160	NO
6(b)	Failure to remove VID after payment	200	160	NO
7(a)	Towing immobilized vehicle	200	160	NO
7(b)	Unauthorized VID removal charge	200	160	NO
7(c)	Unauthorized use of VID	200	160	NO
8(a)	Unlicensed tow truck	200	160	YES
8(b)	Operation of tow truck without required insurance	200	160	YES
8(c)	Operation of tow truck without required liability insurance	200	160	YES
8(d)	Failure to produce evidence of licence or insurance	200	160	YES
8(e)	Failure to notify of change of location	200	160	YES
8(f)	Failure to maintain records	200	160	NO
8(g)	Failure to retain records	200	160	NO
8(h)	Failure to permit inspection of record	200	160	YES
8(i)	Impounding vehicle outside of Burnaby	200	160	NO
8(j)	Failure to issue impound notice	200	160	NO
8(k)	Failure to report impound to RCMP	200	160	YES
8(l)	Failure to meet tow truck identification requirements	200	160	YES
8(m)	Failure to keep daily driver records	200	160	NO
8(n)	Failure to report impound to RCMP	200	160	YES
9(a)	Towing of occupied vehicle	200	160	NO
9(b)(i)	Towing of vehicle where lack of required signage	200	160	YES
9(b)(ii)	Failure to place notice	200	160	NO
10	Failure to present business card	200	160	NO
11(a)	Impound lot fence less than 1.8m	200	160	YES

Bylaw Section	Description	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
The following fines apply to the contraventions below:				
		\$	\$	
11(b)	Impound lot inadequately lighted	200	160	YES
11(c)	Failure to have lot attendant present or available	200	160	NO
12	Unauthorized tow or impound charge	200	160	NO
Burnaby Watercourse Bylaw 1988				
		\$	\$	
3(a)	Discharging/allowing leakage of contaminants into stream, ditch, sewer, or soil	500	400	NO
3(b)	Obstructing flow to stream, ditch, or sewer on private or public lands	500	400	YES
4	Failure to install interceptors, catch basins and containment barriers on property	300	240	YES
5	Failure to maintain interceptors, catch basins and containment barriers on property	300	240	YES
7	Failure to submit contaminant disposal plan	300	240	YES
8	Failure to remove and dispose of all contaminants upon vacating property	500	400	YES
9(1)	Failure to install or maintain sediment control pond	500	400	YES
10(1)	Obstructing entry to property	200	160	NO
10(2)	Obstructing review of records or obtaining samples	200	160	NO
Burnaby Waterworks Regulation Bylaw 1953				
		\$	\$	
5	Unauthorized work on City distribution system	500	400	NO
7	Unusual or unnecessary waste of water	100	80	YES
9	Failure to fix water leak in specified time	100	80	YES
12(1)	Operation or use of fire hydrant without approval	400	320	NO

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 15 days)	A3 Compliance Agreement Available (50% reduction)
		\$	\$	
13	Destroying, injuring or interfering with fire hydrant or other fixture	500	400	NO
14	Obstructing fire hydrant valve, stop cock or other fixture	500	400	NO
30	Unauthorized water use	400	300	YES
33(2)(b)	Failure to correct fault	300	240	YES
33(2)(c)	Failure to install a backflow preventer	300	240	YES
33(4)	Failure to maintain or test a backflow preventer	100	80	NO
34(4)	Breaking a seal on a meter bypass or bypassing a meter	500	400	NO
Appendix 1, 1.1(a)(i)	Watering outside designated times	50	40	NO
Appendix 1, 1.1(a)(ii)	Watering outside designated times	50	40	NO
Appendix 1, 1.2(a)	Watering without a permit	50	40	NO
Burnaby Zoning Bylaw 1965				
		\$	\$	
4.1	Use or occupation of land, building or structure, including the surface of water, in a manner that does not conform with the bylaw	400	320	YES
4.1	Erecting, moving, altering or enlarging a building or structures in a manner that does not conform with the bylaw	400	320	YES

SCHEDULE "B"

**Compliance Agreement
Pursuant to Burnaby Bylaw Notice Enforcement Bylaw 2009**

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 of \$ _____ which I have now paid.

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

1. On or before _____ (date) I will _____

2. On or before _____ (date) I will _____

I understand that this agreement is binding on me for one (1) 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 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 balance of the penalty stated in the Bylaw Notice in the amount of \$ _____ will immediately 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