THE CORPORATION OF THE
CITY OF PORT COQUITLAM

BYLAW NO. 3173

A Bylaw to Provide for the Licencing and Regulation of Businesses

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A Bylaw to Provide for the Licencing and Regulation of Businesses

WHEREAS Part 20 of the Municipal Act empowers City Council to provide for the licencing and regulation of businesses in the City and the Council wishes to regulate and licence businesses for the purpose of protecting the public;

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

1. CITATION:

This bylaw may be cited for all purposes as "Business Bylaw, 1998, No. 3173".

2. DEFINITIONS:

In this Bylaw:

"Accessory Home Business" means a business carried on in a residential dwelling only by a resident of that dwelling, which business is accessory and subordinate to the residential use and does not alter the residential appearance or character of the building in which it is located.

"Accessory Home Business (Contractor)" means a person who carries on the business of performing construction, alteration, repair work, or maintenance upon a building, structure, or other improvement, and is based in a residential dwelling.

"Business" means carrying on a commercial or industrial undertaking of any kind or nature or the providing of professional, personal, or other services for the purpose of gain or profit, but does not include an activity carried on by the government, its agencies, or government owned corporations.

"Contractor" means a person who carries on the business of performing construction, alteration, repair work, or maintenance upon a building, structure, or other improvement.

"Discotheque" means a business premises not licenced under the Liquor Control and Licencing Act, where the principal activity is dancing by members of the public.

"Employee" means a person engaged on a full time or part time basis in the operation of a business, whether employed on a salaried, commission or other basis, and includes any owners, partners, or principals engaged in the operation of the business.

"Fire Prevention Officer" means a member of the City's Fire Department authorized by the City Council or the Fire Chief to inspect premises under this bylaw.

"Improvement" means anything constructed, or added to, in, upon, or under land.
"Licence" means a valid and subsisting business licence issued and approved pursuant to this Bylaw.

"Licencee" means the person who holds a Licence.

"Licence Inspector" means every person employed from time to time as a Bylaw Enforcement Officer, Licence Inspector, Acting Licence Inspector, or Building Inspector for the City.

"Mobile Vendor" means a person who, either on his own account or as an officer, servant, or agent of another, sells or offers for sale goods, excluding liquor, from a mobile truck or other vehicle.

"Non-Resident Business" means a business, other than a resident business, carried on in the City or with respect to which any work or service is performed in the City.

"Premises" means a building, portion of a building or an area of land where a business is carried on.

"Real Estate Licencee" means a person who is a licencee under the Real Estate Act and who occupies or uses premises in the City for the carrying on of the person's business.

" Resident Business" means a business carried on in or from premises within the City.

"Special Event" means a business to hold a circus, concert, amusement rides, horse-show, or other itinerant show or entertainment.

"Special Event Business" means a business offering for sale goods or services in a City park, school, or highway right of way during a Special Event.

"Street Vendor" means a person who, either on his own account or as an officer, servant, or agent of another, sells or offers for sale food items, excluding liquor, from a self-contained mobile cart.

"Taxbuyer" means a person carrying on the business of purchasing or otherwise acquiring another person's right to claim and receive a refund of tax paid pursuant to the Income Tax Act (Canada), but excludes a person licenced under any statute other than the Municipal Act to carry on that business.

DIVISION 1 - BUSINESS LICENCING

LICENCE REQUIREMENT

3. Subject to Section 654 of the Municipal Act:

(a) No person shall carry on business in the City without a Licence.

(b) Every person who owns or operates any business within the City shall apply for, obtain, and hold a Licence for each business.

(c) Every person who carries on business from more than one premises in the City shall obtain a separate Licence for each premises.
LICENCE FEE

4. Every person who obtains a Licence shall pay, in advance, the applicable licence fee prescribed in Schedule "A" to this bylaw, provided that:

   (a) An annual licence fee prescribed in Schedule "A" shall be reduced by one-half in respect of a Licence issued after July 31st in any year.

   (b) No refund of an annual licence fee shall be made on account of any person ceasing to do business at any time. A licence fee shall be refunded only if the Licence application is withdrawn prior to issuance of the Licence or if issuance of the Licence is refused.

LICENCE INSPECTOR'S POWERS

5. A Licence Inspector may grant a Licence upon being satisfied that the applicant has complied with the bylaws of the City regulating building, zoning, health, sanitation, Fire Prevention, and business.

6. A Licence Inspector may suspend any Licence for the period decided by the Licence Inspector if the Licencsee:

   (a) is convicted of an offence indictable in Canada;

   (b) is convicted of an offence under any municipal bylaw or statute of the Province in respect of the business for which the person is licenced or with respect to the premises named in the Licence;

   (c) has, in the opinion of the Licence Inspector, been guilty of such gross misconduct in respect of the business or with respect to the premises named in the Licence that it warrants the suspension of the licence;

   (d) has ceased to meet the lawful requirements to carry on the business for which the person is licenced or with respect to the premises named in the Licence; or

   (e) has, in the opinion of the Licence Inspector, conducted the business in a manner, performed a service in a manner, or sold, offered for sale, displayed for sale, or distributed to a person actually or apparently under the age of 16 years any thing, that may be harmful or dangerous to the health or safety of a person actually or apparently under the age of 16 years.

INSPECTIONS

7. Every Licence Inspector, Fire Prevention Officer, and Medical Health Officer of the City may enter at all reasonable times on any property that is subject to the bylaw, to ascertain whether the regulations in this bylaw are being observed.

INITIAL LICENCE APPLICATIONS

8. An application for an initial Licence for a business shall be made on the application form as approved by the Manager of Bylaw and Legislative Services.

9. Every application for an initial Licence for a Resident Business shall include a detailed description of the premises in or upon which the applicant intends to carry on business.
10. Every application for an initial Licence for a Resident Business shall also be accompanied by:
   
   (a) written confirmation that the proposed business complies with the zoning regulations of the City, endorsed by the Director of Development Services or the Director’s delegate; and
   
   (b) written confirmation that the premises for the proposed business comply with the building regulations of the City, endorsed by the Senior Manager of Building Permits and Inspections or the Senior Manager’s delegate.
   
   (c) written confirmation that the premises for the proposed business comply with the fire prevention regulations of the City, endorsed by the Fire Chief or the Fire Chief’s delegate.

11. Every application for an initial Licence for a resident business that handles food or food products, daycare, hairdressers, estheticians, and other businesses as defined by the Simon Fraser Health Region shall also be accompanied by written confirmation that the premises for the proposed business comply with the health regulations of the Simon Fraser Health Region, endorsed by the Chief Medical Officer, or the Chief’s delegate.

12. Where an applicant applies for more than one Licence, the particulars of each Licence applied for shall be included on a separate application form.

13. The application form shall be delivered to the Licence Inspector and shall be accompanied by the fee prescribed in Schedule "A" to this bylaw.

LICENCE PERIODS

14. Subject to Sections 15 and 16, Licences shall be granted as annual licences for a period commencing each January 1 and expiring each December 31.

15. The period for a Licence in respect of a theatre including a drive-in theatre, amusement hall, concert hall, music hall, rink, amusement park or other place of amusement, entertainment or exhibition, may be six months, three months or one day, and the period requested shall be by written application of the applicant.

16. The period for a Licence with respect to a circus, concert, horse show, dog or pony show, exhibition, or other itinerant show or entertainment, when held elsewhere than in a licenced theatre or other licenced place, shall be one day.

LICENCE FORMS

17. Every Business Licence shall be in the form approved by the Manager of Bylaw and Legislative Services, and shall be made out in duplicate. One copy shall be delivered to the applicant and the Licence Inspector shall retain the other copy.

DISPLAY OF LICENCE

18. Every Licencee shall keep the Licencee's copy of the Licence posted in a conspicuous place on the premises in respect of which the Licence is issued. Where the Licencee has no business premises in the City, the Licence shall be carried upon the Licencee's person.
at all times when the Licencee is engaged within the City in the business for which the Licence was issued.

**EFFECT OF LICENCE**

19. A Licence authorizes only the person named in the Licence to carry on only the business described in the Licence, and only at the premises or locations described in the Licence.

20. A Licence is not a representation or warranty that the licenced business or the business premises comply with the bylaws of the City or with any other regulations or standards.

**LICENCE RENEWAL**

21. The Licence Inspector may forward a Business Licence Invoice on or before November 30th in each year, to every Licencee. Notwithstanding this section, the Licencee shall be responsible for obtaining and submitting a Business Licence Invoice as required.

22. A Licencee who proposes to renew a Licence shall submit the Business Licence Invoice and the Annual Licence Fee to the Licence Inspector prior to the expiry of the Licence on December 31st.

23. If a Licence is not renewed as required by Section 22 the Licence shall be suspended and a Licencee who wishes to continue to carry on the business shall pay an additional licence fee of $50.00.

24. Receipt of a Business Licence shall serve as confirmation that the Licence has been renewed.

**LICENCE TRANSFERS - NEW PREMISES**

25. No person shall carry on a business upon any premises other than those described in the initial Licence application without first making an application under this section for a new Licence or for a transfer of the original Licence.

26. Any person proposing to obtain a transfer of a Licence with respect to a change of premises shall make application as required, and the powers, conditions, requirements, and procedures relating to the initial Licence application apply, except as to licence fees.

**LICENCE TRANSFERS - PERSON TO PERSON**

27. Any person who acquires a business or a controlling interest in any business from any person licenced under this bylaw shall not carry on such business without first having obtained approval for a transfer of the Licence.

28. Any person proposing to obtain a transfer of a Licence held by any other person shall make application as required, and the powers, conditions, requirements, and procedures relating to the initial Licence application apply, except as to Licence Fees and the requirements of Section 10.
TRANSFER FEES

29. The fee payable in respect of a person to person licence transfer, or a change of name licence transfer, shall be $50.00. For a change of premises licence transfer the fee shall be the difference over and above the initial licence fee plus the $50.00 transfer fee.

CHANGES IN BUSINESS

30. Where the licence fee for any business licenced under this bylaw is based on the number of employees engaged in the business, the number of apartments or rooms, or other variable condition, no Licencee shall increase the number of employees engaged in the business without first paying the increase in the applicable licence fee. No Licencee shall change any other condition upon which the licence fee is based without first making an application, paying any additional licence fee payable under this bylaw as a result of such changes, and obtaining a new Licence.

EXCEPTION: DAY CARE

31. Notwithstanding Section 3, no Licence is required for the provision of day care to not more than two unrelated children, or to the children of one family, by a person who is not related to those children.

DIVISION 2 - BUSINESS REGULATION

STREET ADDRESS

32. Every Licencee who operates from premises located in the City shall prominently display, in figures not less than 100 mm (4 inches) in height, the street address assigned to such premises under the street numbering system of the City.

PESTICIDE OR HERBICIDE APPLICATION BUSINESSES

33. Before a Licence is granted to any person for the purpose of carrying on the business of an applicator of pesticides or herbicides, that person shall obtain a policy of comprehensive general liability insurance from an insurance company authorized to carry on business in British Columbia and shall maintain the policy in effect. The limits of liability shall be not less than the following:

<table>
<thead>
<tr>
<th>Liability Type</th>
<th>Limit</th>
<th>Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bodily Injury Liability</td>
<td>$200,000.00</td>
<td>- each occurrence</td>
</tr>
<tr>
<td>Bodily Injury Liability</td>
<td>$200,000.00</td>
<td>- aggregate products and completed operations</td>
</tr>
<tr>
<td>Property Damage Liability</td>
<td>$200,000.00</td>
<td>- each occurrence</td>
</tr>
<tr>
<td>Property Damage Liability</td>
<td>$200,000.00</td>
<td>- aggregate products and completed operations</td>
</tr>
</tbody>
</table>

The liability policy shall provide that no cancellation, expiration, or material change in the policy shall become effective until after thirty (30) days notice of such cancellation, expiration, or change has been given to the City by return registered mail.
VENDING MACHINE LICENCES

34. Every holder of a Licence to carry on the business of owning, operating, or maintaining one or more vending machines shall keep a notice affixed to each machine stating the Licencee's name, address, and telephone number.

DOOR TO DOOR SALES

35. No person shall carry on business through unsolicited visits to any residential premises in the City.

CABARETS

36. The operation of a cabaret is prohibited in all of the City of Port Coquitlam.

TAXBUYERS

37. Where any person assigns the right to an income tax refund to a Taxbuyer, the amount that the Taxbuyer shall pay to such person in return for the assignment of the refund shall not be less than 85 percent thereof where the refund exceeds $100.00 or, where the refund is less than $100.00, the amount of the refund less $15.00.

38. When a Taxbuyer receives any income tax refund and the amount exceeds the amount assigned by the taxpayer, the excess shall be remitted to the taxpayer.

CONTRACTORS

39. Every person licenced as a Contractor shall provide the Licence Inspector with a list on a form provided by the Licence Inspector of all sub-trades to be engaged on each specific site, prior to commencement of any work on the site. The contractor must notify the City upon the addition of subtrades engaged subsequent to the submission of the list within five (5) days of engagement.

TOWING BUSINESSES

40. No person engaged in the business of towing motor vehicles shall demand or collect any charge or fee of any kind for towing, preparation for towing, removal, handling, impounding, and storage of a vehicle or for any other services, where the towing or other services are provided without the vehicle owner's written consent, except as follows:

(a) a maximum total charge of $50.00 for preparation, towing, and related services when a vehicle has been towed;
(b) a maximum charge of $8.00 per calendar day for storage; and
(c) a maximum charge of $25.00 for preparing a vehicle for towing, when the vehicle has not been towed.

41. No person engaged in the business of towing motor vehicles shall, without the owner's consent, tow a vehicle from a private parking lot, highway or public place unless it is taken to an impoundment lot located within the City, which lot is protected by a locked fence and has an attendant on duty at all times when there is a vehicle impounded in the impoundment lot.
DISCOTHEQUES

42. The owner or operator of a discotheque:
   (a) shall not knowingly admit to the premises any patron under the age of 13 years;
   (b) shall not have or permit any alcoholic beverages upon the premises;
   (c) shall not permit drunkenness or disorderly conduct on the premises;
   (d) shall not permit any drunk or disorderly person to enter or remain on the premises; and
   (e) shall not knowingly permit any person who leaves the discotheque to re-enter the discotheque on the same day.

43. The owner or operator of a discotheque may have the discotheque open for business only during the following hours:
   (a) from 5:30 pm to 10:00 pm on Mondays, Tuesdays, Wednesdays, and Thursdays, provided, that when any such day precedes a statutory holiday or a day when public schools are not in session, the time of 10:00 pm is extended to 11:30 pm; and
   (b) from 5:30 pm to 12:00 pm on Fridays and Saturdays.

44. The owner or operator of a discotheque shall, when the discotheque is open for business:
   (a) provide at least one male and one female adult supervisor whose duties shall extend to supervising activities on the dance floor and immediately adjacent areas;
   (b) ensure that the interior and exterior of the discotheque is fully illuminated; and
   (c) keep all windows and exterior doors securely closed, except that the main entrance doors may be opened from time to time to permit access and egress of patrons.

45. The provisions of this Bylaw respecting age shall not apply to persons employed by the owner or operator of a discotheque, provided that no person under the age of 16 years may be so employed.

STREET VENDORS

46. The owner of a Street Vending business:
   (a) shall only carry on business as a street vendor on a highway within the City of Port Coquitlam which is located entirely within a designated street vendor zone as designated on Schedule “B” attached to and forming part of this bylaw; or
   (b) shall only carry on business as a street vendor on private property and where permitted in the City of Port Coquitlam Zoning Bylaw, 1997, No. 2240 and shall have written consent from the property owner to operate the vending cart; and
(c) shall not operate within the hours of 9:00 pm and 8:00 am;

(d) shall have the name and address painted in a conspicuous place on both sides of every cart used by the business for such trade satisfactory to the Licence Inspector;

(e) where the business is to be operated on City highway:

i. The Licencee shall obtain and maintain comprehensive general liability insurance in the amount of Five Million Dollars ($5,000,000.00) when business is to be operated on a City highway. The City shall be included as an additional named insured.

ii. The Licencee shall hold the City harmless against claims, actions for injury, damage, loss, or death arising out of or resulting from the operation of a Street Vendor Business. The Licencee’s insurer shall recognize the existence of the hold harmless clause.

iii. Proof of such insurance to the satisfaction of the City shall be submitted to the Licence Inspector prior to the issuance of a business licence and prior to all renewals.

(f) shall provide on site receptacles for garbage and dispose of the garbage in an appropriate manner. Litter shall not be deposited into City litter receptacles;

(g) shall not allow the cart to interfere with pedestrian or vehicular traffic or vehicular sightlines;

(h) shall not hook up to any external power, water, sewer, or other services and shall not store the cart overnight on City property;

(i) shall not allow the cart to take up any required parking or be located in a landscaped area;

(j) shall have a cart which does not exceed dimensions of 1.2 meters wide, 2.4 meters long and 1.8 meters high;

(k) shall only sell food items, excluding liquor;

(l) shall not be or become a nuisance by generating excessive odors, music, light, or noise; and

(m) shall not operate within six (6) metres of a fire hydrant.
MOBILE VENDORS

47. The owner of operator of a Mobile Vending business:

(a) shall have the name and address painted in a conspicuous place on both sides of every vehicle used by the business for such trade, satisfactory to the Licence Inspector;

(b) shall not allow their vehicle to stand on any highway in the city for a longer period at any one time than may be required in making a sale and delivery of any commodity to a customer to a maximum of fifteen (15) minutes at any one place on any highway, nor shall such vehicle be allowed to stand or remain on any highway within the block bounded by intersecting streets for a longer period than ten (10) minutes during any period of one hour while engaged in the carrying on of his business;

(c) shall not allow their vehicle to stand upon any highway in a manner that would inhibit traffic flow;

(d) shall provide on site receptacles for garbage and dispose of the garbage in an appropriate manner;

(e) shall not operate between the hours of 9:00 pm and 8:00 am;

(f) shall only sell food items, excluding liquor;

(g) shall not be or become a nuisance by generating excessive odors, music, light, or noise.

SPECIAL EVENT AND SPECIAL EVENT BUSINESS

48. The owner or operator of a:

a. Special Event shall only be located in an area zoned as Agricultural, Commercial, Industrial or Institutional in the City of Port Coquitlam Zoning Bylaw. No license shall be issued until Council approves the Special Event after taking into consideration noise, traffic, security, hours, and other potential community impacts. Council approval is not required for a Special Event being held on a parcel owned by the City of Port Coquitlam or on a parcel zoned P-1 Public Institutional.

b. Special Event Business shall only be located in an area designated as Park or School in the City of Port Coquitlam Official Community Plan or on public highway right of way during a City sanctioned special event. No license shall be issued until written proof of authorization to use the Park, School or highway right of way, issued by the City of Port Coquitlam Director of Parks and Recreation, has been submitted.
DIVISION 3 - GENERAL REGULATIONS

CLASSIFICATION

49. For the purposes of this bylaw, businesses are classified in accordance with Schedule "A" to this bylaw.

SEVERABILITY

50. If any provision of this bylaw is held to be invalid, the invalid portion shall be severed from the bylaw and that invalidity shall not affect the remainder of the bylaw.

SCHEDULES

51. Schedule "A" and Schedule "B" form part of this bylaw.

OFFENCE

52. Every person who violates any provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than $10,000.00.

REPEALS

53. "Business Bylaw, 1994, No. 2939" is repealed and replaced by this Bylaw.

TRANSITIONAL

54. Notwithstanding Section 49, all valid and subsisting business licences issued prior to the adoption of this bylaw shall remain in effect until December 31, 1998, unless suspended or cancelled pursuant to this bylaw or the Municipal Act.

Read a first time by the Municipal Council this 8th day of June, 1998.

Read a second time by the Municipal Council this 8th day of June, 1998.

Read a third time by the Municipal Council this 8th day of June, 1998.

Reconsidered, finally passed and adopted by the Municipal Council of The Corporation of the City of Port Coquitlam this 22nd day of June, 1998.

L.M. TRABOULAY  S. RAUH
Mayor  City Clerk

3173  11
## RECORD OF AMENDMENTS

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<th>AMENDED SECTION</th>
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<td>Section 2, 46</td>
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SCHEDULE "A"
BYLAW NO. 3173

BUSINESS CLASSIFICATIONS AND LICENCE FEES

**PART I**

*Please Note: All Fees For Calendar Year Period Unless Otherwise Stated*

<table>
<thead>
<tr>
<th>Classification of Business</th>
<th>Description of Business</th>
<th>Fee Classification</th>
<th>Annual Licence Fee Payable</th>
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<tbody>
<tr>
<td>Accessory Home Business</td>
<td>Operating an accessory home business.</td>
<td>For each business:</td>
<td>$83.00</td>
</tr>
<tr>
<td>Accessory Home Business (Contractor)</td>
<td>Operating an accessory home business.</td>
<td>Up to two employees:</td>
<td>$163.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Each Employee over two:</td>
<td>$22.00</td>
</tr>
<tr>
<td>Automatic Teller Machines</td>
<td>The business of providing automatic teller machines on premises not owned or leased by a bank, trust company, or credit union.</td>
<td>Per machine:</td>
<td>$376.50</td>
</tr>
<tr>
<td>Bowling Alleys</td>
<td>Operating a bowling alley including ancillary lunch counters, snack bars, and the rental and sale of bowling equipment and the sale of confectionery and tobacco, but excluding vending machines.</td>
<td>For each bowling lane available for hire:</td>
<td>$50.50</td>
</tr>
<tr>
<td>Catering</td>
<td>Provision of food services to premises not owned or controlled by the Licencee.</td>
<td>For each employee:</td>
<td>$113.00</td>
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## SCHEDULE "A"
### BYLAW NO. 3173

### PART I (Cont’d)

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<th>Classification of Business</th>
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<th>Fee Classification</th>
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</thead>
</table>
| Christmas Tree Stand       | Selling Christmas trees from temporary sites, provided that no Licence shall be issued until the applicant has first deposited with the City a performance bond, returnable after the conclusion of the offering for sale of such trees, upon the site of the business being thoroughly cleaned and all refuse & debris removed therefrom. | For each site or stand: $50.50  
Performance Bond for each stand: $287.00 | $50.50  
$287.00 |
| Daycare or Playschool      | Premises where children attend Daycare, preschool or playschool classes: | First 5 children: $81.00  
Each additional child: $10.50  
Up to a maximum of: $252.50 | $81.00  
$10.50  
$252.50 |
| Farm Businesses            | Any Retail/Wholesale Produce and Egg Farm Sales: | Per premise: $45.50 | $45.50 |
| Farm Businesses            | Any Animal Farming: | Per premise: $303.00 | $303.00 |
| Film Company               | The business of film making. | For each company: $355.00 | $355.00 |
| Financial Institutions     | Operating a bank, trust company, or credit union. | For each premises: $1,010.00 | $1,010.00 |
| Fitness and Recreation Facilities | The business of operating a fitness or recreation facility including racquetball, handball, or squash courts, weight rooms, and/or gym, whirlpool, or sauna. | For each racquetball court: $30.50  
For each weight room: $30.50  
For each gym: $30.50  
For each whirlpool or sauna: $15.00 | $30.50  
$30.50  
$30.50  
$15.00 |
| Golf Course                | The business of a golf course including all related food and retail sales, and recreational facilities. | For each golf course: $1,147.00 | $1,147.00 |
### SCHEDULE "A"
### BYLAW NO. 3173

#### PART I (Cont’d)

<table>
<thead>
<tr>
<th>Classification of Business</th>
<th>Description of Business</th>
<th>Fee Classification</th>
<th>Annual Licence Fee Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Hall or Dining Hall Rental</td>
<td>The business of operating and offering for hire a hall.</td>
<td>Any commercial building or portion thereof: Any community building or portion thereof:</td>
<td>$258.00 $161.50</td>
</tr>
<tr>
<td>Mobile Vendor</td>
<td>The business of offering for sale goods from a mobile vehicle on a highway or private property.</td>
<td>Per vehicle:</td>
<td>$773.00</td>
</tr>
<tr>
<td>Neighbourhood Pubs, Lounges</td>
<td>Operating a Neighbourhood Pub, Lounge or other that requires a Liquor Licence as issued by the Liquor Control Board, but excluding restaurants.</td>
<td>Per premise:</td>
<td>$1,010.00</td>
</tr>
<tr>
<td>Parking Lot (Commercial)</td>
<td>The business of a commercial parking lot.</td>
<td>First 50 spaces or less: Each additional space above 50 spaces:</td>
<td>$128.00 $2.50</td>
</tr>
<tr>
<td>Private Hospital</td>
<td>The business of a private hospital.</td>
<td>For each patient bed:</td>
<td>$11.00</td>
</tr>
<tr>
<td>Private Teacher</td>
<td>The business of offering music, dance, academic or other instruction.</td>
<td>For each business:</td>
<td>$70.50</td>
</tr>
<tr>
<td>Professional Services</td>
<td>Accountant, appraiser, architect or draftsman, chiropractor, dental mechanic, dentist, engineer and surveyor, lawyer, medical practitioner, optician, optometrist, pharmacist, physiotherapist, veterinary surgeon; provided that the fee for this category is in addition to the Licence fee for any retail business being conducted on the premises.</td>
<td>For each professional person engaged in the business:</td>
<td>$202.00</td>
</tr>
</tbody>
</table>
### PART I (Cont’d)

<table>
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<tbody>
<tr>
<td>Real Estate Licencee</td>
<td>The business of representing purchasers or vendors of real estate.</td>
<td>Each premises (including an on site sales office) occupied or used by the licencee:</td>
<td>$303.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Up to 500 square feet:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Over 500 square feet:</td>
<td>$505.00</td>
</tr>
<tr>
<td>Restaurant</td>
<td>Any coffee shop, counter, tea room or any premises in which prepared foods or beverages are served to the public for consumption on the premises.</td>
<td>Up to and including 10 seats:</td>
<td>$87.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Each additional seat:</td>
<td>$1.50</td>
</tr>
<tr>
<td>Retail and/or Wholesale Sales</td>
<td>Any person who sells or offers for sale as a retailer or wholesaler, any goods or merchandise.</td>
<td>Building or shop with a total floor area of up to 300 square feet:</td>
<td>$70.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For each additional 100 square feet or fraction thereof:</td>
<td>$15.00</td>
</tr>
<tr>
<td>Rental Units</td>
<td>a) The business of offering for rent or lease accommodation in an apartment building or other multifamily dwelling; provided that a person having only single unit available for renting shall not be required to take out a Licence.</td>
<td>Bachelor suite:</td>
<td>$18.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 bedroom suite:</td>
<td>$23.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 bedroom suite:</td>
<td>$36.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 bedroom suite:</td>
<td>$44.50</td>
</tr>
<tr>
<td></td>
<td>b) The business of offering for rent or lease accommodation in a hotel, motel, lodging house, or other accommodation.</td>
<td>In addition to the fee prescribed in Part II hereof, for each room rented or leased, or office for rent or lease:</td>
<td>$10.00</td>
</tr>
</tbody>
</table>
## SCHEDULE "A"
### BYLAW NO. 3173

### PART I (Cont’d)

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</tr>
</thead>
<tbody>
<tr>
<td>Service Station</td>
<td>Operating a Convenience Store</td>
<td>Up to 300 square feet:</td>
<td>$70.50</td>
</tr>
<tr>
<td></td>
<td>Operating a Service Station</td>
<td>Each add. 100 sq. feet:</td>
<td>$15.00</td>
</tr>
<tr>
<td></td>
<td>Operating a Car Wash</td>
<td>Per fuel dispensing device:</td>
<td>$50.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Per Car Wash:</td>
<td>$50.50</td>
</tr>
<tr>
<td>Special Event</td>
<td>A circus, concert, amusement rides, horse-show, or other itinerant show or entertainment.</td>
<td>Per event for a maximum of five consecutive days:</td>
<td>$75.00</td>
</tr>
<tr>
<td>Special Event Business</td>
<td>The Business of offering for sale goods or services in a City park, school, or highway right of way during a Special Event.</td>
<td>Per event for a maximum of five consecutive days:</td>
<td>$25.50</td>
</tr>
<tr>
<td>Street Vendor</td>
<td>The business of offering for sale goods from a mobile cart on a highway.</td>
<td>Per cart:</td>
<td>$773.00</td>
</tr>
<tr>
<td>Taxbuyer</td>
<td>The business of taxbuyer.</td>
<td>Per premise:</td>
<td>$361.00</td>
</tr>
<tr>
<td>Trailer Court</td>
<td>The business of a trailer court.</td>
<td>For each available bay:</td>
<td>$70.50</td>
</tr>
<tr>
<td>Vehicles for hire</td>
<td>The business of offering vehicles for hire, whether with or without a driver.</td>
<td>Per vehicle available for hire:</td>
<td>$70.50</td>
</tr>
<tr>
<td>Vending</td>
<td>The business of owning, operating, or maintaining one or more vending machine.</td>
<td>Where the machine is operated by the insertion of coins - per machine:</td>
<td>$11.50</td>
</tr>
<tr>
<td>Warehousing</td>
<td>The business of storage only.</td>
<td>For the first 2,000 square feet:</td>
<td>$144.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For each additional 100 square feet, or portion thereof:</td>
<td>$4.00</td>
</tr>
</tbody>
</table>
PART II

The Licence fee for every business not listed in Part I shall be:

Up to two employees: $163.00
Each employee over two: $22.00
Street Vendors are permitted to operate on public sidewalks or paved boulevards located within areas designated as Industrial in the Port Coquitlam Official Community Plan, as amended, excluding provincial highways, provided pedestrian and/or automotive travel is not impeded.