

**STEVESTON HARBOUR AUTHORITY
OPERATIONS DIRECTIVE # 23
VEHICLE PARKING**

I. INTRODUCTION

A. PURPOSE

To provide guidelines for controlling vehicular access and parking on Steveston Harbour Authority property.

B. APPLICATION

This directive applies to all Steveston Harbour Authority staff members and all harbour users.

II. POLICY

A. PARKING DECALS

Only vehicles with valid Steveston Harbour Authority parking decals will be permitted to park on SHA property. These decals can be obtained at the SHA Main Office free of charge.

1. Commercial Fisher Decals

Commercial fisher decals are only issued to owners of licensed commercial fishing vessels operators, skippers / crew and locker occupants.

Decal Description: Plastic, permanent, numbered parking pass valid for one calendar year. Every year has a different coloured decal for easy identification - this must be renewed every year.

2. Tenant Decals

Tenant decals are issued SHA property tenants.

Decal Description: Laminated & numbered decal valid for one calendar year. Every year has a different coloured decal for easy identification.

3. Pleasure Craft Decals

Pleasure craft decals are issued to pleasure craft owners who have legitimate business within Steveston Harbour.

Decal Description: Laminated & numbered decal valid for one calendar year. Pleasure craft decals are pink for easy identification.

4. Temporary Decals

Temporary decals are issued to transient vessel owners, deckhands, and anyone else requiring temporary access to Steveston Harbour as authorized by the SHA.

Decal Description: White cardboard decal with black writing detailing the associated vessel / company / individual's name, date of issue, expiry date and issuer's initials.

5. Retired Fishermen Decals

Retired fishermen decals are issued to retired fishermen who want to visit Steveston Harbour.

Decal Description: Laminated & numbered decal that does not expire. Retired fishermen decals are white for easy identification.

6. Independent Contractor Decals

Independent contractor decals are issued to individuals or businesses that are not permanent tenants, but that wish to contract their services to SHA users on SHA property. Independent contractor decals are only issued once the individual / business has paid the associated Independent contractor fee in association with the current SHA Rates Directive.

Decal Description: Numbered white cardboard decal with black writing detailing the associated individual or company name and expiry date. Each year has a different coloured stripe on the bottom of the decal for easy identification.

7. Unrestricted Decals

Unrestricted decals are issued all SHA staff, Board members and any others authorized by the General Manager. Unrestricted decals are valid on all SHA property and do not expire, though they must be returned to the SHA upon cessation of employment or as required by the General Manager.

B. ENFORCEMENT

SHA Operations Patrol personnel are responsible for parking enforcement as per SHA directives. However, all SHA pay parking lots and the fishermen's parking lot at the foot of 3rd Ave Pier are monitored and enforced by Diamond Parking as part of their agreement with SHA. Operations patrol personnel will issue warnings and / or tow notices to any vehicles that are:

1. Parked in a designated fire lane.
2. Parked in a designated no parking zone.
3. Parked on SHA property without displaying a valid SHA decal.
4. Parked in a designated loading zone beyond the posted time limit.
5. An obstruction to the operation of the harbour in any way.

In most cases, Operations Patrol personnel will attempt to contact a vehicle's owner via the number on their parking decal (if there is one) and wait a reasonable amount of time, based on the circumstance, before towing a vehicle. However, if the vehicle is an immediate obstruction or safety hazard or if the SHA otherwise deems it necessary, no such warning need be given before towing.

*** Notwithstanding any other provision in this directive, emergency vehicles will be given priority for parking during all emergency situations. ***

Approved by the Board of Directors on December 10, 2014.

Board Chairman
Steveston Harbour Authority

General Manager
Steveston Harbour Authority