

File No.: 04-1000-20-2021-394

August 24, 2021

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request dated July 22, 2021 under the ***Freedom of Information and Protection of Privacy Act, (the Act)***, for:

Record of reason(s) for the removal of parking signage in Jepson-Young Lane (between Gilford Street and Denman Street). Date Range: January 1, 2021 to May 31, 2021.

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.22(1) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2021-394); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signature on file]

Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4

*If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

Encl.

:kt

Parking Management Branch
Field Report



Field Reports will be completed by the Engineer of Record or designate(s) as needed. Documenting a safety discussion prior to completing the Field Report by completing the first page of this form is recommended. Following the Field Report, the Inspector(s) will complete the check-sheet and print for EoR review (as necessary).

Date of Field Report: Feb 23, 2021

Location: 1800 Jepson-Young Ln

Purpose of Report:

- ☒ Site Investigation *Generally performed prior to or during design phase of a project (i.e. to collect information, assess the site, etc.)*
- ☐ Field Review *Ascertaining whether the construction of the work complies with the engineering work or intent reflected in the construction drawing/specifications*
- ☐ Quality Inspection *Checking/testing of completed work (includes inspections conducted on behalf of the CoV for contracted work)*

Report Phase: ☒ Design ☐ Construction ☐ Warranty ☐ Planning

Project Number and Name <i>e.g. VanDocs container # and name</i>	13-5500-20/0000118		
	ENG - PMB - Field Report - Site Investigation - Install RPP - 1800 Jepson-Young Ln - 2021-02-23		
Design Number <i>e.g. ENGIS #(s), Hansen #, Posse #</i>	Hansen SR # 1742652	Other Numbers <i>e.g. DE #, RE #, etc.</i>	

Scope of Field Report:

Measure for RPP installation

Safety

- ☐ Contractor Controlled Site
- ☒ Working Alone – inform someone

What Personal Protective Equipment (PPE) will be worn?

- ☐ None *(inspection to be completed from designated pedestrian spaces only e.g. sidewalk)*
- ☒ High-visibility vest only
- ☐ Full PPE - hard hat, gloves, safety glasses, high visibility vest, steel toe boots *(Required on active construction sites)*
- ☐ Other *(i.e. confined space)* _____

- ☐ Is Traffic Control Required? *(Required for inspections on active roadways, streets and lanes)*
- ☒ Has/Have the Field Reporter(s) completed similar observations without incident before?

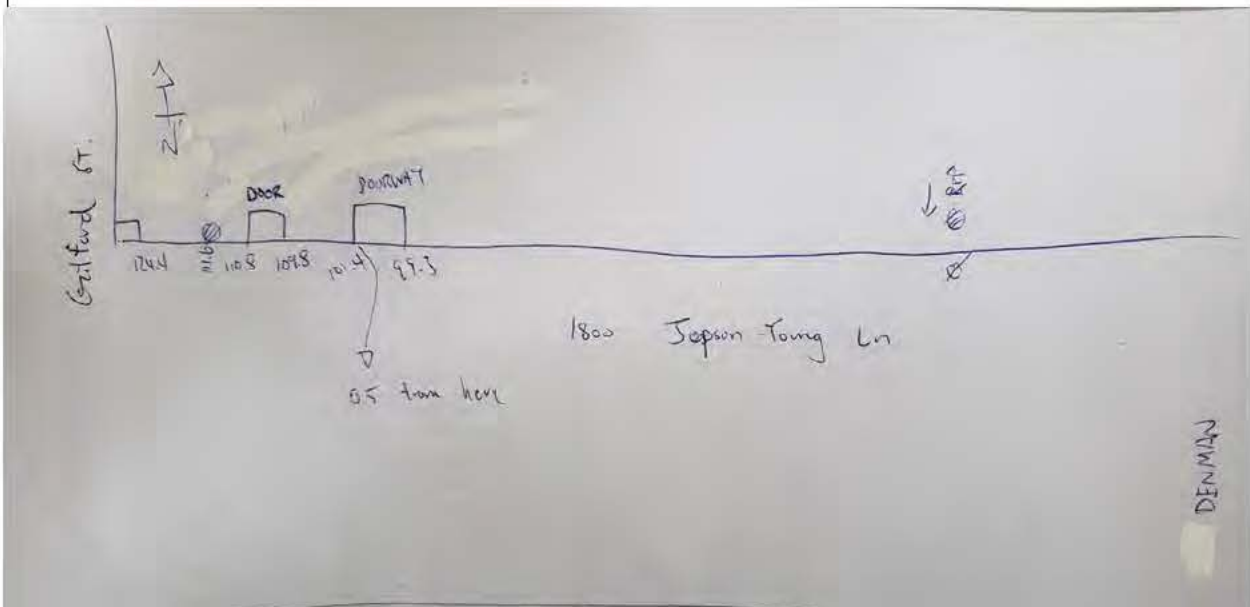
Notes:

Initials AL

Field Report Notes

Weather	Sunny		
Time on-site	1:35	Time off-site	2:10

Observations: Consider persons, crew and equipment on-site, construction progress, current construction activities, document any discussions and additional observations.



☒ Field reporter name recorded in photo metadata [as 'author']*

Field Report



☒ Site photos (unaltered/unedited) saved in the project folder. Location**: _____

☒ Marked drawings saved in the project folder. Location**: _____

**Select all photos, right-click, select "Details" tab, enter name(s) under "Authors".*

***For example, VanDocs # of zipped files.*

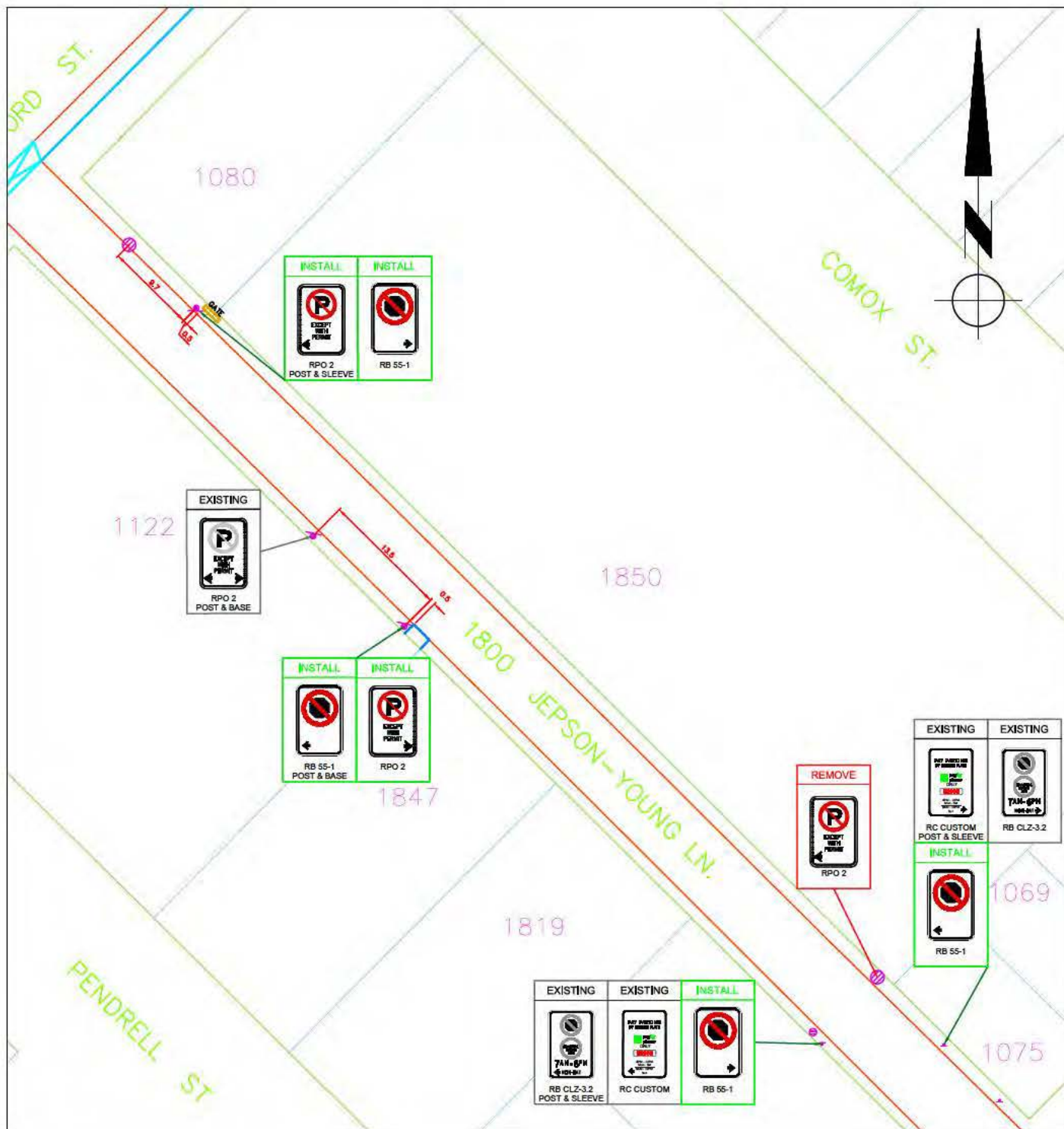
Field Reporter(s):

Andy Liu	EA I	AL	2021-02-23
_____ Name	_____ Role	_____ Signature	_____ Date (YYYY-MM-DD)

_____ Name	_____ Role	_____ Signature	_____ Date (YYYY-MM-DD)
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Reviewed by (Engineer of Record, as necessary):

_____ Name	_____ Signature	_____ Date (YYYY-MM-DD)
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SEAL	00	2021-02-24	DOC/2021/052941	I.F.C.	BD	AL	AL	SP	
	REV	DATE	DWG VANDOCs #	STATUS	ENGINEER OF RECORD	DESIGNER	DRAFTER	CHECKER (S)	
<p align="center">INSTALL RPP SIGNAGE 1800 JEPSON-YOUNG LN</p>									
<p align="center">ENGINEERING SERVICES — TRANSPORTATION DIVISION REFER TO FORM 1 FOR TRANSPORTATION DIVISION APPROVAL</p>									
		BIKE FACILITIES		BUS ROUTE		TRUCK ROUTE		RAILWAY CROSSING	
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		
		REFERENCES				SCALE	SHEET SET	FORM 1 / W.R. VANDOCs #	
						1:500	1 OF 1	DOC/2021/052939	

ENG - PMB - Form 1 - Install RPP - 1800 Jepson-Young Ln - 2021-03-18 - DOC/2021/052939

in list [Director Approved](#) 

MEMBERS

BD



LABELS

PMB

Description Edit

Parking Management Branch (PMB) received a Hansen service request # 1742652 requesting for residential permit parking (RPP) signage at 1800 Jepson-Young Ln to better define the RPP zone.

A site investigation shows that RPP signage is lacking on both sides of the lane. We've also determined the RPP regulations would be hard to enforce on the north side.

Based on the above findings, it is recommended to install the RPP signage on 1800 Jepson-Young Ln to define the RPP zone.

Location



1800 Jepson-Young Ln, Vancouver, BC V6G, Canada



Attachments

TR5

ENG - PMB - Form 1 - Install RPP - 1800 Jepson-Young Ln - 2021-02-24s.tr5 

Added Feb 24 at 4:23 PM - [Comment](#) - [Delete](#) - [Edit](#)

Add an attachment

Author Checklist #1

Hide completed items

Delete

78%

- ☐ Prepare Form 1 and associated drawings to an "approval ready" state
- ☐ Add Author as member
- ☐ Update Security Settings in VanDocs for your Form 1
- ☐ Add Vandocs Record Number for the Form 1 at the end of the Project Title
- ☐ Add Trim link (Form 1 & associated drawings)
- ☐ Add labels for originating and related branches
- ☐ Enter the Form 1 Investigation as the description of this card
- ☐ Move card to Supervisor list for review then add Supervisor as card member
- ☐ Make revisions as requested and check for Director approval

[Add an item](#)

☒ **Supervisor Checklist**

Hide completed items

Delete

100%

- ☐ Review Drawing and Form 1 - request or make revisions as required
- ☐ Approve Form 1 and add "Approved" as a comment
- ☐ Contact appropriate Concurring Supervisor(s) and add them to card if required
- ☐ Move card to Branch Head Review (direct report)
- ☐ Request or Review Changes by Concurring Supervisors if required

[Add an item](#)

☒ **Branch Head Checklist (No Checks Required)**

Delete

0%

- ☐ Review Drawing and Form 1 - return to staff if revisions required
- ☐ Add "Approved" as a comment
- ☐ Add "Branch Approval" Member
- ☐ Move card to Concurring Branch Head(s) list (as required)

☐ Move card to Director's Quick Review or Detailed Review

Add an item

☒ Author Checklist #2

Delete

0%

- ☐ Print and Save a PDF copy of the Trello Log to VanDocs
- ☐ Determine if changes must be sent to Traffic Operations
- ☐ Determine if changes must be sent to Meter Operations
- ☐ Determine if changes must be sent to any other affected groups (e.g. Building site inspector)
- ☐ Send the Form 1 via email to each of the identified operations groups (If meter shop, also add them as a member to the board), then transfer to "Sent to Operations" list
- ☐ Inform TDM to send Road Closure Notice # 1 to Permanent Road Closure Stakeholders (if applicable)

Add an item

☒ Author Checklist #3 (after Form 1 sent to Operations)

Delete

0%

- ☐ Inform TDM to send Road Closure Notice # 2 to Permanent Road Closure Stakeholders (if applicable Streets PM to inform within 48 hours of road closure.)
- ☐ Move to "Recently Installed" list, once confirmed

Add an item


Activity

Hide Details


 **Vanco** moved this card from For Executive Assistant to finalize to Director Approved
yesterday at 4:03 PM

 **Vanco** yesterday at 4:03 PM

Approved on behalf of Paul.

 - [Reply](#)

PS **Paul Storer** moved this card from Director - Low Risk to For Executive Assistant to finalize
Mar 21 at 1:58 PM

C **CoVTrafficMangement** removed the due date from this card
Mar 18 at 10:16 PM via  Butler

 **Alina Cheng** moved this card from Branch Head - PMB to Director - Low Risk
Mar 18 at 10:16 PM

 **Alina Cheng** added **PMB Approval** to this card
Mar 18 at 10:16 PM

 **Alina Cheng** Mar 18 at 10:16 PM

Approved.

 - [Reply](#)

BD **Billy Dong** set this card to be due Mar 22 at 12:00 AM
Mar 12 at 4:54 PM

BD **Billy Dong** moved this card from Supervisor to Branch Head - PMB
Mar 12 at 4:54 PM

BD **Billy Dong** Mar 12 at 4:54 PM

Approved.

 - [Reply](#)


BD **Billy Dong** completed Request or Review Changes by Concurring Supervisors if required on this card
Mar 12 at 4:54 PM


BD **Billy Dong** completed Move card to Branch Head Review (direct report) on this card
Mar 12 at 4:54 PM

BD **Billy Dong** completed Contact appropriate Concurring Supervisor(s) and add them to card if required on this card
Mar 12 at 4:54 PM

BD **Billy Dong** completed Approve Form 1 and add "Approved" as a comment on this card
Mar 12 at 4:54 PM

BD **Billy Dong** completed Review Drawing and Form 1 - request or make revisions as required on this card
Mar 12 at 4:54 PM

 **Scott Pennykid** removed **Andy Liu** from this card
Mar 5 at 1:16 PM

 **Scott Pennykid** joined this card
Mar 5 at 1:16 PM



Andy Liu completed Move card to Supervisor list for review then add Supervisor as card member on this card

Feb 25 at 1:00 PM



Andy Liu moved this card from F1 Initiated (All Branches) to Supervisor

Feb 25 at 9:30 AM



Andy Liu attached [ENG - PMB - Form 1 - Install RPP - 1800 Jepson-Young Ln - 2021-02-24s.tr5](#) to this card

Feb 24 at 4:23 PM

[Reply](#)



Andy Liu completed Enter the Form 1 Investigation as the description of this card on this card

Feb 24 at 4:23 PM



Andy Liu completed Add labels for originating and related branches on this card

Feb 24 at 4:23 PM



Andy Liu completed Add Trim link (Form 1 & associated drawings) on this card

Feb 24 at 4:23 PM



Andy Liu completed Add Vandocs Record Number for the Form 1 at the end of the Project Title on this card

Feb 24 at 4:23 PM



Andy Liu completed Add Author as member on this card

Feb 24 at 4:23 PM



Andy Liu completed Prepare Form 1 and associated drawings to an "approval ready" state on this card

Feb 24 at 4:23 PM



Andy Liu added **Billy Dong** to this card

Feb 24 at 4:14 PM



Andy Liu joined this card

Feb 24 at 4:14 PM



Andy Liu copied this card from [ENG - PMB - Form 1 - Install RPP - 1600 Henshaw Ln - 2021-03-18 - DOC/2021/052460](#) in list F1 Initiated (All Branches)

Feb 24 at 4:14 PM



2021/07/30 17:07

Class

Service Request # R 1742652
 Request Type PResParkingReq
 Request type description Residential Parking Request
 Request Date 2021/02/12 13:12
 Call Date 2021/02/12 13:07
 Last 311 Update
 Incident Date 2021/02/12 13:12
 Crew Assign Date
 Crew ID PM_C
 Crew Contact 32656
 Alt Crew Contact
 Follow-Up Date
 Reviewed no
 Sub Type SignRPP
 ANDY LIU
 Last 311 Update, where applicable
 Initiated By
 Charges Explained no
 City Central
 Creator
 Dispatcher
 Alt Dispatcher
 Alert State None
 No Alert

Information

Information

Zone
 Area description
 Sub-area
 Sub-area description
 Beat
 District description
 Auto Beat
 Priority 4
 Priority description Medium
 Responsibility PM
 Responsibility description Parking Management
 Project
 Project description
 Source
 Due Date 2021/08/11 13:07
 Ext Reference #
 Ref Type
 Method
 Designation
 Frequency
 Cleaning Zone

Request Location

Asset
 Parcel ID
 Property ID
 GPS X 0.0000
 GPS Y 0.0000
 Lane

Location

Address type Address
 Street # 1080
 Pre Dir
 Street Name GILFORD ST
 Suffix (MA)
 Post Dir
 Subdesignation

Cross Street
Street 2 Name
Street 2 Suffix
Street 2 Post
Direction
Cross Street
Street 3 Name
Street 3 Suffix
Street 3 Post
Direction
City, Province, Vancouver
Postal Code
State BC
Postal Code
Location Andy L.-Form 1

Incident Details

Internal Notes

Call Details

Call Duration 00:00:00
of Calls 0
Taken By
Taken by name
Customer Contact yes
Requested
Notify Customer
Regarding Service no
Request Progress
Warning: please use the Other Calls grid to add new contacts, otherwise the results may be unexpected.

Contact

Name s.22(1)
First, MI
Middle Initial
Title
Contact Type Other
Foreign no
Address
City
State/Province
ZIP/PC
Country
Contact Phone s.22(1)
E-mail
Alternate Phone
Fax
Pager

(No Data)

Customer Comments

s.22(1)

Other Calls

(No Data)

Inspection

Inspector
Inspector name
Scheduled
Due By
Started
Due By
Completed
Due By
Resolved 2021/03/25 12:37
Due By
Resolution 10
Resolution description Service Provided
Resident Notified
Estimated days to complete 0

Service Request Inspections

(No Data)

Log

Service Request Log Results

Log Type Entered By Entered By Name Start Date To

Comments

Lagan ECM	21355	SCOTT PENNYKID	2021/02/24 07:46	Location check completed yesterday with Andy L. regarding the regulations in the 1800 block of Jepson Young Ln. RPP signage is lacking on both sides of the lane and RPP regulations are basically not enforceable on the north side. Form 1 will be completed to address the issues found.
Lagan ECM	32656	ANDY LIU	2021/02/24 16:24	Form 1 & DWG prepared. Trello Card Created. Scott to check before submitting to Billy for Approval.
Lagan ECM	32656	ANDY LIU	2021/03/02 10:32	Form 1 sent to Billy for approval.
Lagan ECM	21355	SCOTT PENNYKID	2021/03/25 12:37	Form 1 sent to Traffic Ops for installation.
ResolComm	21355	SCOTT PENNYKID	2021/03/25 12:37	

Attachments

Attachments

(No Data)

Associations

Linked Service Requests

(No Data)

Associated Work Orders

(No Data)

Associated Asset Inspections

(No Data)

Associated Cases

(No Data)

Request Details

(Tab Not Loaded)

Schedules

Employees

(No Data)

Fleet Equipment

(No Data)

Plant Equipment

(No Data)

Vehicles

(No Data)

Usage Readings

(Tab Not Loaded)

Audit Log

Audit Log

Audit Log

Field Name	Audit Date Time	New Value	Old Value	User ID	Audit Catagory
SubType	2021/02/22 13:17			SCOTT PENNYKID	Hansen
Crew Id	2021/02/24 07:51	PM_C		SCOTT PENNYKID	Hansen
SubType	2021/02/24 07:51	SignRPP		SCOTT PENNYKID	Hansen
Resolved	2021/03/25 12:37	True	False	SCOTT PENNYKID	Hansen

311 Case Info

Lagan Detail

1. Residential Street Sign Request?**New Sign**
2. What type of sign are you requesting?**Other**
3. If Other, provide details:**No parking without permit**

4. Was there a sign at this location before?**No**

5. If Yes, what type of sign?

6. Reason for sign request: **Caller said that that s.22(1) called Parking Enforcement for a vehicle that was parked without a permit behind 1080 Gilford St on Jepson Young Lane. They watched Parking Enforcement come out and didn't ticket the car. s.22(1) called PE again, and they mentioned that it's possible this vehicle wasn't ticketed as their officer didn't see the sign at the other end of the laneway. PE took the report from the citizen, but they also advised s.22(1) to contact 3-1-1 to perhaps request another sign for this area of the laneway.**

7. Caller's email address (this is department's preferred method for updating the customer) **s.22(1)**

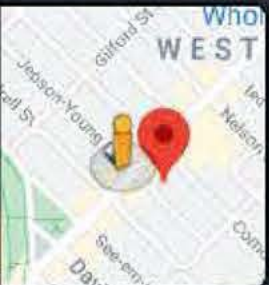
8. (Don't ask, just record - did caller indicate they want a call back?):**No**

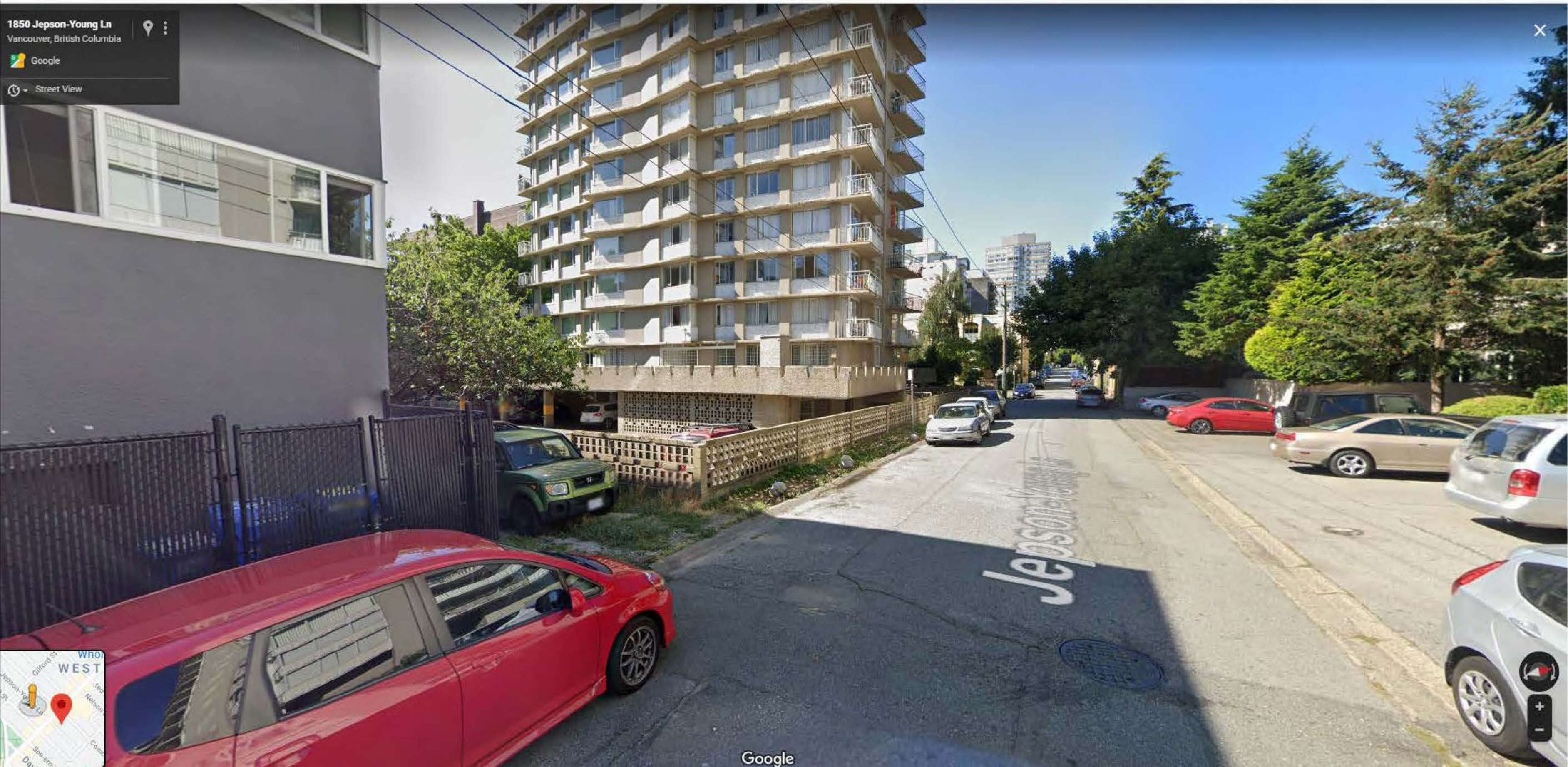
311 Case Form

311 notes and details

Notes to 311
Notes to Citizen

311 Case # 101014794713
Case creator lagan

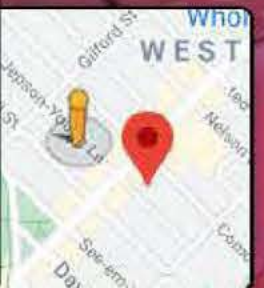




1850 Jepson-Young Ln
Vancouver, British Columbia

Google

Street View





1935 Jepson-Young Ln
Vancouver, British Columbia

Google

Street View

