

Council Policy

Council policy title:	DRAFT Managing On-Street Car Parking Demand
Council policy ref no:	C/POL/INF/050
Council policy owner:	Director Environment and Infrastructure
Adopted by:	Bayside City Council
Date adopted:	<i>[insert meeting date/reference number]</i>
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(Council Policy is a public statement formally resolved by Council, which clearly states Council's requirements in relation to a particular matter or issue. For Council policy approval process see Section 10 and Appendix 1 of the Policy Handbook.)

1 Policy intent

The intent of this Policy is to provide consistent and transparent guidance for the introduction of new parking restrictions in areas where on-street car parking may be causing a road safety hazard or where on-street car parking spaces are in high demand and this has resulted in car parking congestion.

This Policy has been developed to ensure a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and subsequent monitoring of parking restrictions.

2 Purpose/Objective

This Policy:

- demonstrates a commitment to managing on-street car parking demand to best satisfy the needs of all users of the road space;
- will guide effective community engagement in relation to car parking restrictions and support good decision making;
- ensures that expectations are managed in an appropriate way in response to community needs; and
- establishes a framework to ensure that restrictions are implemented in a structured, consistent, inclusive and cost effective manner.

3 Scope

This Policy is applicable to all streets within the municipality. Those directly affected by this Policy are all residents, schools, businesses and other organisations in an area where parking restrictions are required or requested. Those indirectly affected by the Policy include all other users of these streets.

4 Roles & Responsibilities

The Director Environment and Infrastructure is responsible for recommendation of changes to the Managing On-Street Car Parking Demand Policy to Council and for approval of Procedures in respect of the Policy. The Director can also exercise discretion to by-pass parts of the process outlined in this Policy (including moving straight to implementation) where traffic evidence, data and engineering assessment reveals an urgent and significant safety issue.

The Manager Infrastructure Assets is responsible for development, review, implementation and provision of advice in relation to this Policy.

5 Monitoring, evaluation & review

This Policy will be reviewed every three years to monitor the effectiveness and level of community satisfaction. Resident and officer feedback collected throughout the monitoring period will inform the evaluation.

6 Policy statement

Competition for on-street car parking is increasing throughout the Municipality. Council is faced with the challenge of balancing the competing demands of all users of the road space and is committed to providing shoppers, residents, traders, people with disabilities, workers and commuters with a reasonable likelihood of finding parking in close proximity to their destination.

This Policy and its associated Procedure specify the means by which Council will protect and enhance road safety, resident amenity and economic viability through the application of car parking restrictions.

6.1 Managing Car Parking Demand on the Street Network

Car parking restrictions are implemented for a variety of reasons including the following:

- Promotion of Road Safety;
- Protection of resident amenity;
- Promotion of economic viability of activity and strip shopping centres and commercial areas;
- Provision of accessible car parking for people with disabilities; and
- To encourage a high turnover of parking spaces at other locations where there is high on-street parking demand, e.g. schools and other community facilities.

The needs of all road users will be considered and a hierarchy of road users based on street type (residential/business/commercial) will guide the most appropriate type and extent of restrictions required. In the first instance, restrictions will be implemented on one side of a residential street only (not applicable to locations where restrictions are implemented for safety reasons). This provides a balance between long term and short term car parking availability.

6.2 Standard Approach to Implementing Car Parking Restrictions

Requests for car parking restrictions can originate from a number of sources, such as from residents and Councillors, responding to land use changes, or from internal sources e.g. Local Laws Officers. Once a request for car parking restrictions has been received (whether internal or external) the following process will be followed:

- **Step 1: Officer Investigation:** Site surveys and observations to determine the extent of the problem and whether car parking occupancy levels and/or safety issues justify car parking restrictions. The traffic engineering criteria to justify proposal development are defined in the associated procedure to this Policy;
- **Step 2: Proposal Development:** A suitable proposal will be developed to provide all road users with a reasonable likelihood of finding on-street car parking to suit their individual needs:
- **Step 3: Community Feedback:** Affected frontages will be advised, in writing, of the issues raised and the proposed restrictions. Feedback should be requested via a questionnaire and if sufficient support is expressed for a proposal, affected property owners/residents will be advised of the consultation results and timescale for any subsequent implementation. If the proposal is not supported then affected property owners/residents should be advised accordingly.
- **Step 4: Implementation and Enforcement:** Following signage implementation, Council's Local Laws Officers will be advised of the restriction changes. Infringement notices will be issued to vehicles contravening the restrictions two weeks after the change has been in place.

In the event that the analysis of traffic evidence, data and engineering assessment reveals an urgent and significant safety issue, then the Director Environment and Infrastructure may decide to by-pass parts of this process, (including moving straight to implementation) provided effected residents are informed appropriately. Alternatively the Director Environment and Infrastructure may refer the issue to Council for consideration and any subsequent authorisation.

6.3 Community Feedback

Council's Community Engagement Policy governs consulting activities associated with altering parking restrictions. Consultation will generally provide affected parties with the opportunity to indicate their support for the changes, and to provide feedback. However, when there is an identified safety or operational issue requiring the introduction of restrictions (such as "no-stopping" restrictions on corners), then affected parties should be informed of the changes, and the reasons behind the changes.

6.4 Inclusion of properties into the residential parking permit scheme.

To ensure that residents and their visitors have a reasonable likelihood of finding car parking to suit their needs in the street in which they reside, a Residents Parking Permit Scheme will be introduced.

The Scheme will be introduced only to streets that are primarily residential in nature or in primarily residential sections of mixed use streets. The inclusion of properties located in predominantly commercial and industrial areas will not be considered.

Eligible residents can apply for permits which will provide exemption from time limited restrictions.

7. Related documents

Policies	C/POL/INF/029 Residential Parking Permit Scheme Policy C/POL/EXE/016 Community Engagement Policy
Strategies	Areas Impacted by Zone 1 Railway Stations – Parking Management Strategy (2004)
Procedures	PR/INF/051 Managing On-Street Car Parking Demand Procedure PR/INF/052 Residential Parking Permit Scheme Administration Procedure
Guidelines	G/INF/010 - Driveway Clearance (Hockey Stick) Markings

8. Definitions & Abbreviations

Term	Meaning
Parking occupancy	The percentage of occupied car parking spaces.
Resident	A person whose primary place of residence is the applicable property, being either a tenant or the owner.
(the) Scheme	The Residential Parking Permit Scheme.
Scheme Area	A residential area where the Scheme applies.

Please note: This procedure is current as at the date of approval. Refer to Council's website (www.bayside.vic.gov.au) or staff intranet to ensure this is the latest version.