

Parking Management Policy

2017

Responsible Directorate: Environment and Infrastructure

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1 Introduction

1.1 Purpose

The purpose of this policy is to provide a framework to manage public parking within the municipality in an equitable manner.

The policy and its associated procedures guide investigation by officers in response to parking concerns raised by the community and stakeholders.

1.2 Scope

This policy provides the relevant criteria for assessing parking concerns and delivering initiatives that:

- Manage public parking for various users.
- Provide an equitable use of parking.
- Provide for disability parking.

The management of parking may require changes to time restrictions and/or parking supply.

2 Background

This policy is required to help protect the community's amenity through the effective management of public parking resources within the municipality.

While acknowledging there will be continued pressure on the finite public parking resources within the City, we will seek to balance the needs of all stakeholders with our obligations to provide adequate parking opportunities and maintaining a good level of amenity. The management of parking includes the introduction of parking restrictions and other related parking measures, and also incorporates the consideration of measures that support and encourage alternative transport modes which have an impact on reducing demand for parking.

Council has a key role in the management of parking in Boroondara. Day to day operations performed by Council officers include:

- Investigating and developing parking proposals to better manage parking demand and supply.
- Enforcement of parking restrictions.
- Responding to parking concerns raised by the community.
- Managing parking associated with construction works.
- Issuing of residential, business, disability and tradesperson parking permits.
- Implementing measures to better support and encourage walking, cycling, public transport and car share, which have an impact in reducing demand for car parking.

2.1 Legislative context

Road Safety Act (1986) outlines Council's responsibility to provide for safe, efficient and equitable road use. The Act also sets out the general obligations of road users in relation to responsible road use.

Local Government Act (1989) outlines Council's powers and responsibility to construct, maintain and manage roads including traffic and parking.

Disability Discrimination Act 1992 (DDA) recognises the rights of people with disabilities and makes it unlawful to discriminate against people on the basis that they have, or may have, a disability.

Road Management Act (2004) outlines Council's responsibility as a road authority to manage and maintain the municipal road network and any part of an arterial road not used by through traffic excluding freeways. The Act outlines that roads are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment.

2.2 Corporate framework

While the Policy and Procedures are stand-alone documents that guide the assessment and decision making for parking management in the municipality, they align within a broad strategic framework led by the Boroondara Community Plan 2017-27 document, due to be endorsed in December 2017.



The Boroondara Community Plan 2017-27 will be Council's key strategic document that outlines the community's vision and priorities, and will incorporate the Municipal Public Health and Wellbeing Plan 2017-21.

As Council's key strategic document, it will guide future planning, and will directly inform the Council Plan, budget processes, Council strategies and plans, policies and operational actions.

The Plan will be reviewed each Council term, that is every four years, to ensure alignment with emerging trends, demands, and changes to community and Government priorities.

The Council Plan 2017-21 commits to creating a vibrant and inclusive community with an outstanding quality of life by providing services, facilities, support and advocacy to enable the community to further its sense of place and connection.

Balanced and integrated transport solutions that provide choice and equity align with the Council Plan 2017-21 key themes of 'Strong and Engaged Communities', 'Sustainable Environment' and 'Enhanced Amenity' to meet our community's future needs.

The policy supports the Council Plan 2017-21 through:

- Strategy 1 - Communication and engagement: 'We will develop and offer a range of communications and engagement opportunities to meet differing and emerging community needs'.
- Strategy 2 - Community inclusion: 'We will monitor and plan for the community's changing needs, aspirations and opportunities to contribute to community life'.
- Strategy 5 - Health, aging and disability: 'We will plan, facilitate and implement (where appropriate) programs to enhance the health, wellbeing and independence of Boroondara's community members, particularly older people and those with disabilities'.
- Strategy 11 - Parking, traffic and transport: 'We will respond effectively and efficiently to community needs on parking, traffic and appropriate transport issues'.
- Strategy 12 - Safety and amenity: 'We will implement appropriate policies, strategies and practices that will improve neighbourhood amenity and safety'.

The Municipal Strategic Statement provides a 10 to 15 year vision for land use planning and development in Boroondara, and forms part of the Local Planning Policy Framework in the Boroondara Planning Scheme. It reflects both Council and community objectives of the City and sets in place a framework for actions and controls to achieve the desired land use and development outcomes.

In the traffic and transport policy context, the key documents identified in the above framework diagram are as follows.

The Integrated Transport Strategy (ITS) is the overarching 20 year transport focussed strategic document. The overall vision of the ITS is:

'To provide improved travel and access within, to and from Boroondara. In particular to provide improved public transport, walking and cycling provision and manage private car travel more effectively, as part of overall Council goals to pursue social, environmental and economic well-being and to protect and improve the built and natural environment.'

The ITS guides the development of transport related policies and programs across Council and includes specific recommendations for the development of parking and traffic management policies, structure plans and disability parking.

Other key elements of the traffic and transport policy context include:

- Road Safety Strategy - sets out a series of actions to improve road safety and reduce the number of road crash fatalities and injuries in the City of Boroondara.
- Traffic Management Policy - sets out the criteria and processes in assessing traffic issues, developing proposals and engaging with the community.
- Bicycle Strategy - sets out a series of recommendations to achieve the strategy's overarching goal of increasing the number of cyclists using Boroondara's bicycle network and facilities.
- Parking Plans - strategies prepared for major centres to manage existing and future parking demands and their impacts on the surrounding areas. Plans have been prepared for the Glenferrie Precinct, Kew Junction Shopping Centre, Camberwell Junction Precinct and the Balwyn Shopping Centre.
- Movement and Access Studies - provide recommendations to improve pedestrian, bicycle and public transport access. Access plans have been developed for the Camberwell Junction Precinct and the Balwyn Shopping Centre.

The different elements of the policy framework set out above provide a co-ordinated and consistent approach in addressing the key aims of the ITS.

3 Policy statement

The Road Safety Act (1986), Local Government Act (1989) and Road Management Act (2004) give Council directives to effectively manage parking in the municipality.

It is policy that:

- Council will manage parking in accordance with the principles and parking hierarchies outlined below.
- The Chief Executive Officer or his or her delegate will give effect to this policy through developing procedures for the management of car parking within the municipality.
- Council officers will respond to parking related concerns in accordance with the assessment criteria detailed in the Parking Management Procedures.

3.1 Principles

Complementing Council's legislative responsibilities and strategies, this policy is guided by the following principles:

- Principle 1: Promote a safe, accessible and sustainable road environment for all road users.
- Principle 2: Parking is a public resource and will be managed by Council in a balanced manner.
- Principle 3: Recognise that problems associated with parking are dynamic and need to be addressed at the street or area level.
- Principle 4: Acknowledge that parking issues can be caused by many factors and may not be attributed to any one single group.
- Principle 5: Manage parking in line with the stated parking hierarchies for on-street facilities and off-street car parks and acknowledge that it will not be possible to cater for the desires of all users in all cases.
- Principle 6: Engage key stakeholders within the process of parking changes and in other significant decision making processes that involve parking infrastructure.
- Principle 7: Recognise that transport modes other than car use exist which can assist in managing the demand for public parking.

3.2 Parking hierarchies

A set of parking hierarchies has been established to guide decisions for managing parking for both on-street parking and off-street car parks. These hierarchies will be applied to the below overarching areas of land-use for public parking, namely:

1. On-street and off-street locations within shopping strips and commercial areas.
2. On-street parking locations outside of shopping strips and commercial areas (all other streets).

In both of these land-use categories, on-street space required for traffic safety reasons and/or emergency purposes (e.g. ambulances, police) takes precedence over all other uses. Beyond this, parking will be provided in line with the parking hierarchies in sections 3.2.1, 3.2.2 and 3.2.3 of this document.

The hierarchies prescribe the priority at which parking will be provided. This does not necessarily mean that lower priority users will have no access to on-street spaces, but that the higher priority users will be catered for first. That is, the parking restrictions will be designed to provide best access for higher-priority users.

It is acknowledged that, in many cases, accommodating the desires of all user groups will not be achievable.

3.2.1 Shopping strips and commercial areas - On-street

For on-street parking along municipal and arterial roads abutting shopping strips and commercial areas, the hierarchy ranging from highest to lowest is as follows:

1. Disability parking.
2. Public transport zone (including car share bays).
3. Loading zone.
4. Short-term parking i.e. P15 min or less.
5. Customers/shoppers i.e. 1P or 2P restrictions
6. Residents (including their visitors).
7. Traders and local employees.
8. Park and ride.

Restrictions are designed to discourage traders and local employees from parking in shopping strips where this undermines parking turnover that supports businesses. Traders and local employees are encouraged to use non-car based transport modes or park in trader designated permit zones (if available).

'Park and ride' will only be considered in exceptional circumstances. It will be located where considered appropriate and where there will be no impact to the economic viability of the shopping strip and on residential amenity.

3.2.2 Shopping strips and commercial areas - Off-street car parks

For parking in off-street car parks within shopping strips and commercial areas, the following hierarchy ranging from highest to lowest applies:

1. Disability parking.
2. Short-term parking i.e. P15min or less.
3. Customers/shoppers i.e. 1P, 2P or 3P restrictions.
4. Traders and local employees.

3.2.3 All other streets

For on-street parking along municipal and arterial roads, generally abutting residential properties, the following hierarchy ranging from highest to lowest applies:

1. Disability parking.
2. Public transport zone (including car share bays).
3. Drop off/pick up zone (including short-term parking restrictions near the zone).
4. Residents (including their visitors).
5. Customers/shoppers.
6. Traders and local employees.
7. Park and Ride.

Restrictions are designed to discourage traders and local employees from parking in residential streets for long-term parking purposes. Traders and local employees are encouraged to use non-car based transport modes or park in trader designated permit zones (if available).

Parking for 'Park and Ride' will only be considered in exceptional circumstances. It will be located where considered appropriate and where there will be no impacts on residential amenity.

4 Exclusive parking provision

4.1 Disability parking

The Disability Discrimination Act 1992 (DDA) recognises the rights of people with disabilities and makes it unlawful to discriminate against people on the basis that they have, or may have, a disability.

The Victorian Disabled Persons' Parking Scheme provides permits based on the applicant's need for assistance. Disabled Person Parking Permits may be issued to an applicant under one of the two categories described below.

A category 1 permit is defined by a blue permit and allows holders to park in:

- A parking space exclusively reserved for people with a disability parking permit for the specified time only.
- An ordinary parking space for twice the time limit indicated on the parking sign.

A category 2 permit is defined by a green permit and allows holders to park in:

- An ordinary parking space for twice the time limit indicated on the parking sign upon payment of an initial parking fee, if applicable.

Category 1 disabled parking permit holders are exempt from purchasing a parking ticket in the City of Boroondara.

Category 2 disabled parking permit holders must purchase a parking ticket in the City of Boroondara.

4.1.1 Recommended rates

The number of disability parking spaces for various land uses should be provided in accordance with the mandatory rates in the Building Code of Australia (BCA) and included in the Parking Management Procedures.

These rates serve as a minimum only. Needs and particular uses may necessitate the provision of disability parking spaces in excess of the rates in the BCA.

4.1.2 Off-street disability parking

The following principles will guide the provision of off-street disability parking spaces:

- In off-street car parks managed by Council, disability parking spaces will be provided in accordance with Australian Standard AS2890.6:2009 (Part 6: Off-street parking for people with disabilities) or its successor.
- Employers have a responsibility to cater for the disability parking needs of their employees.

4.1.3 On-street disability parking

Australian Standard AS2890.5-1993 (Part 5: On-street parking) recommends the provision of a 3.2m wide parking space. The provision of kerbside parallel parking can be achieved through indenting the space into the footpath area with ancillary works including access ramps, signs and linemarking.

Compliance with the standard is difficult and may not be possible depending on the particular circumstances. Physical constraints such as road width, grade, footpath width, service poles and trees can lead to extreme difficulties in achieving the standard.

On-street disability parking spaces within the residential street network have generally been provided for residents holding a valid disability permit that is recognised in Victoria and where there is no provision for suitable off-street parking within the dwelling. No costs have been charged to residents for the provision of the parking space.

The following principles will guide the provision of on-street disability parking space:

- On-street disability parking spaces will be provided in line with AS2890.5-1993 where practicable. Where compliance with the standard cannot be achieved, all suitable requirements such as linemarking, signage, access ramps and a hard standard area shall be provided excluding the provision of an indented space.
- On-street disability parking spaces on main roads which carry high levels of traffic at speed offer an additional level of risk to the user. Where the provision of a disability parking space in accordance with the standard cannot be achieved, the provision of a parking space in a side street or off-street parking area will be considered.
- On-street disability parking spaces will be provided at no cost to residents holding a valid disability parking permit that is recognised in Victoria and where there is no provision for suitable off-street parking within the dwelling. The space would typically involve signage, linemarking and an access ramp.

The Parking Management Procedures outline the process for the investigation, assessment and implementation of disability parking.

4.2 Car share bays

Car share bays for car share vehicles are considered in line with the Council's adopted Car Share Policy (2013) and Car Share Procedures (2013) or their successors.

4.3 Residential parking permits

Council issues residential parking permits in line with its Parking Permit Policy (2016) or its successors.

4.3.1 Multi-unit developments

In accordance with Council's Parking Permit Policy, residential parking permits are issued to owners and occupiers living within multi-unit developments if the following conditions are met:

- The planning approval of the units pre-dates August 2001, and
- The units have been built since August 2001, and first occupied prior to 4 July 2011 being the adoption of the 2011 Residential Parking Policy, in accordance with a planning permit which does not contain a note stating that the units will not be eligible to participate in Council's Residential Parking Permit Scheme.

In all other circumstances residents of a multi-unit development will be ineligible to receive a permit except where a multi-unit development consists of no more than two (2) dwellings and it can be demonstrated that parking demands in the designated street are unlikely to be adversely impacted. In such cases, residents of both dwellings will be eligible for permits normally available to residents in a single dwelling property.

Where existing permits which do not conform to the Parking Permit Policy are held, such permits will be re-issued until such time as there is a change in ownership or tenancy at which time the entitlements to such permits will cease.

4.4 Business parking permits

Council operates a traders parking permit scheme at a number of locations within the municipality. Local businesses and certain other organisations can obtain a permit for parking all day in certain designated areas. Fees apply, permit numbers are limited and applications are subject to Council approval.

5 Implementation and monitoring

5.1 Accountabilities

For all queries or feedback regarding this policy document, please contact the responsible department below.

Contact	Contact number	Contact e-mail
Traffic and Transport	9278 4549	boroondara@boroondara.vic.gov.au

The responsible department coordinates the implementation and review of this policy. They also arrange for the policy to be made available on Council's website and hard copies at Council offices and libraries, to ensure stakeholders are aware of their accountabilities and the community informed of this Policy.

5.2 Financial implications

Council is responsible for installing and maintaining linemarking and parking signs, which will be borne as part of operational budgets.

Council is responsible for parking surveys, which will be borne as part of operational budgets.

Enforcement would be undertaken on an 'as required' basis, and would be funded as part of operating budgets.

Information and education will take place as part of the community engagement process.

6 References

6.1 Related documents

- Access and Inclusion Plan.
- Balwyn Parking Study.
- Boroondara Community Plan 2017-27 (Draft).
- Boroondara Integrated Transport Strategy 2006.
- Camberwell Junction Parking Study.
- Camberwell Junction Structure Plan.
- Car Share Policy 2013.
- Car Share Procedures 2013.
- Community Engagement Policy 2015.
- Disability Discrimination Act 1992.
- Glenferrie Precinct Car Parking Study.
- Glenferrie Structure Plan.
- Kew Junction Car Parking Study.
- Kew Junction Structure Plan.
- Local Government Act 1989.
- Municipal Public Health and Wellbeing Plan 2017-21.
- Parking Permit Policy 2016.
- Road Management Act 2004.
- Road Safety Act 1986.
- Victorian Planning Scheme [Accessed June 2016].
- Victorian Transport Integration Act 2010.

6.2 Definitions

Municipal road: A road which provides access to a property managed by the council of a municipal district in which the road or part of the road is located.

Arterial road: A road whose primary function is to cater for through traffic and is managed by VicRoads. Council is responsible for managing any part of an arterial road that is not used by through traffic including footpaths and parking, excluding 'Clearways'.

Car share vehicle: An approved car share vehicle in a location that is easily accessible for the community and can be rented 24 hours a day by a pre-approved member. A car share vehicle is clearly marked and identifiable.

Car share bay: A designated parking space for a car share vehicle.

Park and Ride: Car park facilities with public transport connections that allow commuters who are generally travelling to city centres to leave their vehicles and transfer to train, bus and tram services.

Loading zone: A clearly signed parking area set aside for short-term use by specific types of vehicles engaged in picking up or setting down passengers or goods in the course of business.

Public transport zone: A clearly signed parking area set aside for bus or tram services and used for picking up and setting down passengers.

Drop off/pick up area: A clearly signed short-term parking area set aside for quick customer purchases, couriers, taxis and visitors to businesses. These areas are typically signed at 15 minutes or less.