

Policy Number: Local Planning Policy No 8
Policy Title: Car Parking and End-of-Trip Facilities

1. Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations). This Policy may be cited as Local Planning Policy No. 8 – Car Parking and End-of-Trip Facilities.

2. Policy Statement

The Town recognises the need to ensure adequate car parking is provided to support land uses. The balance between providing too much or too little car parking has implications on affecting the areas character, amenity and vibrancy as well as the feasibility and affordability of the use and development of land.

This policy seeks to provide the framework in which car parking ratios are to be applied, incentives to reduce car parking (where appropriate) and the provision of end of trip facilities. This Policy shall be used to guide decision making on applications which involve variations to the minimum car parking standards required in Local Planning Scheme No. 10.

3. Policy Objectives

- (a) To stipulate the minimum number of parking and end of trip facilities to be provided to support development, as well as the circumstances in which the Town will consider a reduction in parking bays.
- (b) To establish the requirements for the design and access of parking facilities.
- (c) To balance the provision of sufficient on-site car parking with the need to encourage pedestrians and promote alternative transport methods.

4. Application

This policy applies to all applications for development approval for land within the district.

5. Definitions

Shared parking: means parking facilities the subject of a shared parking arrangement and available to the public at all times.

6. Policy Requirements

6.1 Car Parking Provision

- 6.1.1 Car parking is to be provided in accordance with Table 1. Where a development contains a variety of uses, car parking shall be calculated on an individual-use basis.

- 6.1.2 The car parking requirements applicable under Table 1 may be varied, having regard to:
- (a) The nature of the proposed development;
 - (b) The number of employees likely to be employed on site;
 - (c) The anticipated demand for parking; and
 - (d) The orderly and proper planning of the locality.

Variations will only be supported where it will not adversely affect access arrangements, the safety of pedestrians or persons in vehicles, open bay, street trees or service infrastructure and the number of car parking bays to be provided will be adequate for the demands of the development, having regard to the likely use of the car parking bays, the availability of off-site parking facilities and the likely use of alternative means of transport.

- 6.1.3 Where car parking requirements are not prescribed in Table 1, the amount of car parking required will be determined based on the considerations contained in Clause 6.1.2.
- 6.1.4 For large commercial or mixed-use developments, consideration shall be given to providing taxi/ride-share bays.

6.2 Car Parking Design

- 6.2.1 The design of car parking facilities is to be in accordance with *AS 2890.1-1993 - Parking Facilities - Off-street Car Parking* and *AS 2890.5-1993 - Parking facilities - On-street parking*.
- 6.2.2 The design of parking for people with disability is to be in accordance with *AS 2890.6 Parking Facilities - Off-street parking for people with disabilities* and *AS 1428.4.1:2009 – Design for access and mobility – Part 4.1: Means to assist the orientation of people with vision impairment - tactile ground surface indicators*.
- 6.2.3 Vehicle parking, manoeuvring and circulation areas, including crossovers, must be designed, constructed, sealed, drained, kerbed, marked and landscaped to the specifications and satisfaction of Town.
- 6.2.4 Tandem parking bays will only be accepted where the bays are provided for the use of a single tenancy and are for the use of long term or staff car parking.
- 6.2.5 Where car stacking systems are proposed, they are to be located behind the building or where visible from the street, screened or finished in materials to the satisfaction of the Town.
- 6.2.6 Manoeuvring areas shall be external to any buildings and shall not impact the use of any car parking bays.
- 6.2.7 Where a development involves 10 or more car parking bays, it shall include electric vehicle charging points or the capacity for electric vehicle charging points to be installed at a later time.

6.3 Shared and Payment-in-Lieu of Parking

6.3.1 The Town may consider varying the minimum car parking standards outlined in Table 1 where shared parking arrangements are proposed. In determining whether reciprocal parking is appropriate, the Town will consider:

- (a) Whether the peak hours of operation of each site are suitable for a shared arrangement;
- (b) Whether a shared arrangement will impede the use of delivery or service areas on the shared site;
- (c) Whether adequate car parking is likely to be available at all times for both sites;
- (d) Whether the parking facilities are conveniently located to both developments;
- (e) The relationship between the proposed development and the shared site will be such that the shared car parking bays are likely to be used by persons using the proposed development; and
- (f) The parking facilities serving the uses will be located on the one lot, or if located on a separate lot, the parking arrangements are permanent (e.g. through an easement, amalgamation, legal agreement, condition of approval, or any other formal arrangement acceptable to the Town).

6.3.2 Where shared use arrangements are proposed, the Town will require a shared parking arrangement to be prepared, approved and implemented to the satisfaction of the Town as a condition of development approval.

6.3.3 Where a payment-in-lieu of parking plan has been prepared by the Town, a condition requiring the payment-in-lieu of parking may be imposed as a condition of approval. Payment shall be calculated in accordance with the Regulations.

6.4 Bicycle Parking Provision and Design

6.4.1 Bicycle parking is to be provided in accordance with the Table 2 unless otherwise varied by the Town having regard to the nature of the proposed development and anticipated demand for bicycle parking.

6.4.2 Bicycle parking is to be located in accordance with the following requirements:

- (a) be located as to not obstruct pedestrian paths;
- (b) be well lit by appropriate existing or new lighting;
- (c) be protected from the weather;
- (d) be placed in public view in an area that is highly visible by passers-by, staff, clients etc.

6.4.3 The design of bicycle parking facilities is to be in accordance with *AS 2890.3-2015 - Parking facilities Part 3 - Bicycle parking facilities*.

6.4.4 The Town may consider the provision of bicycle parking within the public realm where an agreement is formalised to the satisfaction of the Town for the on-going maintenance of the facilities.

6.5 End-of-Trip Facilities

6.5.1 End-of-Trip Facilities are to be provided in accordance with the Table 3 unless otherwise varied by the Town having regard to the nature of the proposed development, existing, available facilities and anticipated demand for end-of-trip-facilities.

6.5.2 End-of-Trip Facilities are to meet the following requirements:

- (a) Lockers shall be provided and be of suitable volume and dimensions to allow storage of clothing, towels, cycling helmets and footwear;
- (b) Shower and change facilities must be located in a secure area to ensure the safety of occupants and their belongings; and
- (c) Showers are to dispense both hot and cold water.

6.6 Access

Vehicular access shall be located and designed so that:

- (a) Access is via secondary streets, rights of way or existing crossovers where available.
- (b) Access to developments on corner lots should be located the maximum distance away from the intersection.
- (c) To avoid an excessive number of access points.
- (d) All vehicles utilising car parking bays are able to enter and exit the site in forward gear.
- (e) Where possible, new parking facilities and access points are to be linked to existing parking facilities.
- (f) Access points shall be designed to minimise:
 - (i) traffic or pedestrian hazards;
 - (ii) conflict with pedestrian/cyclist pathways and public transport facilities;
 - (iii) the impact on nearby residential uses; and
 - (iv) traffic congestion.

Document Control

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Business Unit	Development and Place
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Table 1 – Minimum Car Parking Requirements

Land Use	Car Parking Requirement
Amusement Parlour	1 bay per 10m ² of NLA
Animal Establishment	1 bay per staff member plus a minimum of 3 bays for visitors
Bed & Breakfast	1 bay for every bedroom available to lodgers (in addition to the bay required for the dwelling)
Betting Agency	1 bay per staff member and 1 bay per 20m ² NLA with a minimum of 10 bays, whichever is the greater
Brewery	1 bay for every 2m ² of bar area, plus 1 bay for every 4m ² of lounge, dining or beer garden area
Bulky Goods Showroom	1 bay per 100m ² NLA
Caretaker's Dwelling	2 bays
Child Care Premises	1 bay for every 10 children the facility is designed to accommodate, plus 1 bay per staff member
Cinema/Theatre	1 bay for every 4 seats
Civic Use	1 bay for every 4 persons the facility is designed to accommodate
Club Premises	1 bay for every 4 persons the facility is designed to accommodate
Community Purpose	1 bay for every 4 persons the facility is designed to accommodate
Consulting Rooms	4 bays per consultant
Convenience Store	1 bay per 20m ² NLA
Corner Shop	1 bay per 50m ² NLA
Educational Establishment	
- Pre-Primary	1 bay per staff member, plus 1 bay for every 2 students
- Primary School	1 bay per staff member, plus 14 drop-off bays for every 100 students (may include on-street bays)
- Secondary School	1 bay per staff member, plus 7 drop-off bays for every 100 students (may include on-street bays)
- Tertiary Institution	1 bay per staff member, plus 1 bay for every 5 students
Exhibition Centre	1 bay per 4 persons the building is designed to accommodate
Fast Food Outlet	1 bay for every 5m ² seating area, plus 4 car queuing bays for any drive through facility
Funeral Parlour	1 bay for every 4 persons for which any assembly area, plus 1 bay per staff member
Garden Centre	1 bay per 100m ² of land or buildings used for display or sale
Holiday Accommodation	2 bays
Holiday Home	2 bays
Home Store	1 bay for every 15m ² NLA (in addition to the bays required for the dwelling)

Hospital	1 bay for every 4 patients beds, plus 1 bay for each staff member on duty at any one time
Hotel	1 bay for each bedroom
Industry - General	3 bays per 100m ² NLA; or 2 bays per staff member; whichever is the greater, with a minimum of 6 bays
Industry - Light	1 bays per 100m ² NLA; or 2 bays per staff member; whichever is the greater, with a minimum of 6 bays
Industry - Service	4 Bays per 100m ² NLA of shop area and 2 bays per 100m ² industrial NLA
Liquor Store – Large	1 bay per 20m ² NLA
Liquor Store – Small	1 bay per 50m ² NLA
Lunch Bar	1 bay for every 5m ² seating area, plus 4 car queuing bays for any drive through facility.
Market	3 bays per stall or 1 bay per 10m ² whichever is the greater
Medical Centre	4 bays per medical practitioner
Motel	1 bay for each bedroom
Motor Vehicle, Boat or Caravan Sales	1 bay per 100m ² of display or sale area, plus 0.5 bays per staff member
Motor Vehicle Repair	1 bay per staff member
Motor Vehicle Wash	1 bay per wash bay plus 0.5 bay per staff member
Night Club	1 bay for every 2m ² of bar area
Office	1 bay per 50m ² NLA.
Place of Worship	1 bay for every 5 persons the facility is designed to accommodate
Plant Nursery	1 bay per 100m ² of display or sale area, plus 0.5 bays per staff member
Reception Centre	1 bay for every 5 persons the facility is designed to accommodate
Recreation – Private	1 bay for every 20m ² NLA, plus 1 bay per staff member
Residential Aged Care Facility	1 bay for every 4 patients beds plus 1 bay for each staff member on duty at any one time
Resource Recovery Centre	3 bays per 100m ² NLA; or 2 bays per staff member; whichever is the greater, with a minimum of 6 bays
Restaurant/Cafe	1 bay for every 4 persons the facility is designed to accommodate
Restricted Premises	1 bay per 20m ² NLA
Serviced Apartments	2 bays
Service Station	1 bay per 20m ² NLA, plus 1 bay per staff member
Shop	1 bay per 20m ² NLA
Small Bar	1 bay per staff member
Storage	2 bays per 100m ² NLA; or 2 bays per staff member; whichever is the greater, with a minimum of 6 bays

Tavern	1 bay for every 3m ² of bar area
Trade Display	1 bay per 100m ² of display or sale area, plus 0.5 bays per staff member
Trade Supplies	1 bay per 100m ² of display or sale area, plus 0.5 bays per staff member
Transport Depot	1 bay per 100m ² NLA or 1 per staff member, whichever is the greater
Veterinary Centre	4 bays per veterinary practitioner
Warehouse	1 bay per 100m ² NLA or 1 bay per staff member, whichever is the lesser
Waste disposal facility	3 bays per 100m ² NLA; or 2 bays per staff member; whichever is the greater, with a minimum of 6 bays
Waste storage facilities	3 bays per 100m ² NLA

Note 1: Car parking requirements for ancillary dwellings, grouped dwellings, multiple dwellings, residential dwellings and single houses are as per State Planning Policy 7.3.

Note 2: Car parking requirements for Family Day Care, Home Occupation and Home Business land uses are as per Local Planning Policy 17.

Note 3: Where the car parking ratio specified in Table 1 results in a requirement for a part bay, the car parking requirement shall be rounded up to the nearest whole number.

Table 2 – Minimum Bicycle Parking Requirements

Land Use	Bicycle Parking Requirement
Bulky Goods Showroom (for premises greater than 300m ²)	1 bay per 500m ² NLA
Convenience Store	1 bay per 100m ² NLA
Fast Food Outlet / Lunch Bar	1 bay per 200m ² NLA
Office	1 bay per 200m ² NLA
Recreation - Private	1 bay per 100m ² NLA
Service Station	2 bays per Service Station
Shop	1 bay per 250m ² NLA

Table 3 – Minimum End-of-Trip Facilities Requirements

Number of bicycle parking bays provided	End-of-Trip Facilities Requirement
0-2	Nil
3-5	1 shower and change facility
6-10	2 showers (one male, one female) and change facilities
11-20	4 showers (two male, two female) and change facilities
more than 20	6 showers (three male, three female) and change facilities