ANCILLARY USES AND DEVELOPMENT

Policy 5.1: Parking

INTRODUCTION

This policy sets out requirements for access and parking provisions for non-residential development (including commercial and mixed use developments).

For both environmental and practical reasons, the policy includes measures to provide for and encourage greater use of alternative transport modes, reducing reliance on the car, notwithstanding the need for suitable parking to be provided as part of proposed development.

The policy consists of:-

- car parking ratios;
- requirements for parking provision and supporting facilities for bicycles, motorcycles; scooters and gophers;
- parking concessions where development has convenient access to public transport and/or provides other alternatives to parking; and
- provisions for cash-in-lieu for parking bays.

In general terms, this policy outlines parking ratios for each land use. In some cases, concessions on the number of bays may apply, to a maximum of 20% of the parking requirement where alternatives are provided. A further reduction of 25% of the parking requirement (inclusive of concessions) may apply in exchange for a cash-in-lieu payment to the Town.

The policy also includes guidelines for the design of parking areas and the submission of parking management plans and transport assessments to obtain the greatest benefit from the facilities that are provided.

AIMS

- To promote a choice of transport options by ensuring the provision of a mix of car, bicycle and vehicle parking.
- To ensure that the supply of parking also encourages alternative, more sustainable modes of transport.
- To facilitate the development of adequate, safe and convenient parking.
- To promote a high standard of design for parking areas.
- To ensure adequate provision for service vehicles.

RELATED POLICIES

4.1 Design of Non-Residential Development
5.3 Landscaping and Water Sensitive Urban Design
APPLICATIONS SUBJECT TO THIS POLICY

This policy applies to all applications for non-residential development, including change of use applications. The car parking requirements for residential development are contained within the Residential Design Codes of Western Australia.

Applicants seeking variations to this policy shall be determined by the Responsible Authority in accordance with the aims and provisions of this policy.

1. PARKING RATIOS

Table 1 below sets out the requirements for the provision of off-street parking for cars and bicycles for different land uses. Parking requirements for residential uses are contained in the Residential Design Codes.

Most land uses in the table are defined in the Town Planning Scheme Text. Further definitions can be found in the definition section at the end of this policy.

Important notes:

- The requirements in Table 1 are the base parking standards. Subsequent sections of the policy outline where these requirements may be varied.
- Additional parking requirements for special types of parking bays (i.e. motor cycle parking) and for the allocation of bays are listed under Table 1.

Table 1: Parking ratios

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Number of parking spaces</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Cars</strong></td>
<td><strong>Bicycles (Short-stay)</strong></td>
<td><strong>Bicycles (Long-stay)</strong></td>
</tr>
<tr>
<td>Amusement centre</td>
<td>1 space/20m² NFA</td>
<td>1 space/50m² NFA</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Min 2 spaces</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bed and breakfast accommodation</td>
<td>1 space/guest bedroom</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Caretaker’s dwelling</td>
<td>1 space</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Child day care centre</td>
<td>1 space/5 children</td>
<td>-</td>
<td>1 space</td>
</tr>
<tr>
<td>Cinema/theatre</td>
<td>1 space/5m² seating area</td>
<td>1 space/100m² seating area</td>
<td>Min 2 spaces</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Civic use</td>
<td>Assessed on component uses</td>
<td>1 space/50m² NFA</td>
<td>1 space/300m² NFA</td>
</tr>
<tr>
<td></td>
<td>Min 2 spaces</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Club premises</td>
<td>Assessed on component uses</td>
<td>1 space/200m² NFA</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Min 2 spaces</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community purpose</td>
<td>Assessed on component uses</td>
<td>1 space/200m² NFA</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Min 2 spaces</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conference centre</td>
<td>1 space/5m² seating area</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Consulting rooms</td>
<td>4 spaces/practitioner consulting at any one time</td>
<td>1 space/4 practitioners consulting at any one time</td>
<td>-</td>
</tr>
<tr>
<td>Consulting rooms (group)</td>
<td>4 spaces/practitioner consulting at any one time</td>
<td>1 space/4 practitioners consulting at any one time</td>
<td>1 space/8 practitioners consulting at any one time</td>
</tr>
</tbody>
</table>
### 5. Ancillary Uses and Development

#### 5.1. Parking

<table>
<thead>
<tr>
<th>Location</th>
<th>Cars</th>
<th>Bicycles (Short-stay)</th>
<th>Bicycles (Long-stay)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dry cleaning premises</td>
<td>1 space/20m² NFA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational establishment - Pre-school:</td>
<td>1 space/staff member &amp; 1 space/5 students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational establishment - Primary school</td>
<td>1 space/staff member and 14 drop off spaces/100 students (may be on-street)</td>
<td></td>
<td>1 space/5 students over Year 4</td>
</tr>
<tr>
<td>Educational establishment - Secondary school</td>
<td>1 space/staff member and 7 drop off spaces/100 students (may be on-street)</td>
<td></td>
<td>1 space/20 students</td>
</tr>
<tr>
<td>Educational establishment - Technical institution/university</td>
<td>1 space/staff member &amp; 1 space/10 students or attendees</td>
<td></td>
<td>1 space/20 students</td>
</tr>
<tr>
<td>Health Studio: Indoor bowling centre</td>
<td>4 spaces/lane &amp; 1 space/30m² NFA open to the public</td>
<td>1 space/200m² NFA Min 2 spaces</td>
<td>-</td>
</tr>
<tr>
<td>Health Studio: Indoor sports stadium</td>
<td>1 space/50m² NFA used for games &amp; 1 space/4 spectator seats</td>
<td>1 space/200m² NFA Min 2 spaces</td>
<td>1 space/400m² NFA</td>
</tr>
<tr>
<td>Health Studio: Squash and tennis courts</td>
<td>3 spaces/court &amp; 1 space/4 spectator seats</td>
<td>1 space/200m² NFA Min 2 spaces</td>
<td>1 space/400m² NFA</td>
</tr>
<tr>
<td>Health Studio: Gymnasium</td>
<td>1 bay per 5 persons</td>
<td>1 space/200m² NFA Min 2 spaces</td>
<td>1 space/400m² NFA</td>
</tr>
<tr>
<td>Health Studio: Other</td>
<td>1 space/15m² NFA</td>
<td>1 space/200m² NFA Min 2 spaces</td>
<td>1 space/400m² NFA</td>
</tr>
<tr>
<td>Home occupation</td>
<td>1 space</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home store</td>
<td>Short stay parking (may be on-street)</td>
<td>2 spaces</td>
<td></td>
</tr>
<tr>
<td>Hospital</td>
<td>1 space/30m² net administration area &amp; 1 space/3 licensed beds</td>
<td>1 space/30 licensed beds Min 2 spaces</td>
<td>1 space/15 licensed beds</td>
</tr>
<tr>
<td>Hotel/Private Hotel/Motel</td>
<td>1 space/room, &amp; parking for any public drinking or public dining in accordance with 'Tavern'</td>
<td>If public drinking or public dining is provided, bicycle parking is to be in accordance with 'Tavern'</td>
<td>If public drinking or public dining is provided, bicycle parking is to be in accordance with 'Tavern'</td>
</tr>
<tr>
<td>Industry (light or service)/Warehouse</td>
<td>1 space/75m² NFA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Massage rooms</td>
<td>1 space/20m² NFA</td>
<td>1 space/150m² NFA Min 2 spaces</td>
<td>1 space/300m² NFA</td>
</tr>
<tr>
<td>Market</td>
<td>1 space/40m² of market area</td>
<td>1 space/50m² of market area Min 2 spaces</td>
<td>-</td>
</tr>
<tr>
<td>Medical centre</td>
<td>4 spaces/practitioner consulting at any one time</td>
<td>1 space/4 practitioners consulting at any one time</td>
<td>1 space/8 practitioners consulting at any one time</td>
</tr>
</tbody>
</table>
### 5. Ancillary Uses and Development

#### 5.1. Parking

<table>
<thead>
<tr>
<th>Uses</th>
<th>Number of parking spaces</th>
<th>Cars</th>
<th>Bicycles (Short-stay)</th>
<th>Bicycles (Long-stay)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor vehicle &amp; marine sales</td>
<td></td>
<td>1 space/100m² display area</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor vehicle wash</td>
<td></td>
<td>3 spaces/car wash bay &amp; 1 space/30m² net administration area</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nursing home</td>
<td></td>
<td>1 space/30m² net administration area &amp; 1 space/3 licensed beds</td>
<td>1 space/60 licensed beds</td>
<td>1 space/30 licensed beds</td>
</tr>
<tr>
<td>Office</td>
<td></td>
<td>1 space/30m² NFA</td>
<td>1 space/500m² NFA</td>
<td>1 space/200m² NFA</td>
</tr>
<tr>
<td>Open air display</td>
<td></td>
<td>1 space/100m² display area</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Petrol and convenience store</td>
<td></td>
<td>3 spaces/service bay &amp; 1 space/20m² NFA</td>
<td>2 spaces</td>
<td></td>
</tr>
<tr>
<td>Private recreation</td>
<td></td>
<td>Assessed on component uses</td>
<td>1 space/200m² land area available to the public Min 2 spaces</td>
<td>1 space/400m² land area available to the public</td>
</tr>
<tr>
<td>Public worship</td>
<td></td>
<td>1 space/5m² seating area</td>
<td>1 space/100m² seating area Min 2 spaces</td>
<td></td>
</tr>
<tr>
<td>Reception centre</td>
<td></td>
<td>1 space/5m² public area</td>
<td></td>
<td>1 space/750m² public area</td>
</tr>
<tr>
<td>Restaurant / Cafe</td>
<td></td>
<td>1 space/5m² of seating area including alfresco area</td>
<td>1 space/100m² NFA Min 2 spaces</td>
<td>1 space/100m² NFA</td>
</tr>
<tr>
<td>Restricted premises</td>
<td></td>
<td>1 space/20m² NFA</td>
<td>1 space/150m² NFA Min 2 spaces</td>
<td></td>
</tr>
<tr>
<td>Retirement village</td>
<td></td>
<td>As per R-Codes (Aged Persons Dwelling)</td>
<td>2 spaces</td>
<td></td>
</tr>
<tr>
<td>Service station</td>
<td></td>
<td>3 spaces/service bay &amp; 1 space/20m² NFA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shop (including liquor store or pharmacy)</td>
<td></td>
<td>1 space/20m² NFA</td>
<td>1 space/150m² NFA Min 2 spaces or if in a District Centre zone, 1 space/500 m² NFA Min 6 spaces over centre</td>
<td>1 space/300m² NFA or if in a District Centre zone, 1 space/1000m² NFA Min 10 spaces over centre</td>
</tr>
<tr>
<td>Showroom</td>
<td></td>
<td>1 space/40m² NFA</td>
<td>1 space/1000m² NFA</td>
<td>1 space/750m² NFA</td>
</tr>
<tr>
<td>Small bar</td>
<td></td>
<td>1 space/5 persons the premises is approved to accommodate</td>
<td>2 spaces</td>
<td>1 space</td>
</tr>
<tr>
<td>Take away food outlet</td>
<td></td>
<td>1 space/5m² of seating area &amp; 1 space/3m² of counter/queuing area Add 4 car queuing bays for drive through operation.</td>
<td>1 space/50m² NFA Min 2 spaces</td>
<td>1 space/100m² NFA</td>
</tr>
<tr>
<td>Tavern</td>
<td></td>
<td>Barb: 1 space/2m² of net drinking or seating area &amp; Lounge and outdoor</td>
<td>Barb: 1 space/25m² of net drinking or seating area &amp; Lounge and outdoor</td>
<td>1 space/100m² NFA of bars and public areas, including</td>
</tr>
</tbody>
</table>
### Number of parking spaces

<table>
<thead>
<tr>
<th></th>
<th>Cars</th>
<th>Bicycles (Short-stay)</th>
<th>Bicycles (Long-stay)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>space/3m² of seating area</td>
<td>space/100m² of seating area</td>
<td>lounges, beer gardens and restaurants</td>
</tr>
<tr>
<td>Veterinary clinic</td>
<td>4 spaces/practitioner consulting at any one time</td>
<td>1 space/4 practitioners consulting at any one time</td>
<td>-</td>
</tr>
<tr>
<td>Veterinary hospital</td>
<td>4 spaces/practitioner consulting at any one time for the first 2 practitioners and 2 spaces/practitioner consulting at any one time thereafter</td>
<td>1 space/4 practitioners consulting at any one time</td>
<td>1 space/8 practitioners consulting at any one time</td>
</tr>
</tbody>
</table>

### Additional provisions

1. **Calculation of parking requirements** - Parking requirements shall be rounded to the nearest whole number and in the case of .5 rounded up. In the case of calculating parking requirements for different land uses and for different types of bicycle parking (short-stay and long-stay), each requirement is to be rounded to the nearest whole number and in the case of .5 rounded up, before adding together all requirements.

2. **Motorcycle, scooter and gopher parking** - In addition to the car parking requirements under Table 1: Parking ratios, parking spaces for motorcycles, scooters and gophers will be required as calculated based on 2% of the total number of car parking spaces required (as calculated before concessions are applied).

3. **Specific purpose bays** - In addition to car and bicycle parking, the Responsible Authority may require the provision of spaces marked exclusively for the use of delivery and service vehicles, taxis, and courier services, where the nature of the development requires specific purpose bays. Loading and delivering bays shall be located in close proximity to service areas. Specific purpose bays are to be clear of any obstruction at all times unless otherwise approved by the Responsible Authority.

4. **Bays for persons with a disability** - Provision of spaces for persons with a disability in accordance with the Building Code of Australia and Australian Standard 2890.6 will also be required, where applicable. These are to be located in a position easily accessible to the main entry of a building and/or any lifts and ramp facilities.

5. **Allocation of parking bays** - The allocation and location of each type of parking bay and the bay allocation for each use must be specified on the planning approval in all cases. This will include specific allocations of and locations of residential, commercial, visitor, loading bays, disabled bays and any other specific bay parking as required by the Town. The plans must provide for parking in accordance with dimensions specified as per Australian Standard 2890.1.

  For consulting rooms, 50% of the off-street car parking requirement is to be allocated to non-staff of the premises. Parking bays should be marked accordingly in accordance with the relevant Australian Standards.

6. **Special application of ratios**
• **Traditional strip centres** - These centres are shown in Appendix 1 and generally have limited on-site parking available and little opportunity to provide parking bays. Where a change of use or additions are proposed, which result in an increased parking requirement (in accordance with Table 1), the Responsible Authority may determine the parking requirement solely based on the additional number of bays the new use generates compared to the most recently approved use. The shortfall is to be paid by cash-in-lieu with no further parking concessions applicable. In this circumstance, a cash-in-lieu payment in excess of 25% of the parking requirement can apply.

• **Retail in mixed use development** - To encourage active ground floor uses (e.g. retail, café or restaurant) in a predominantly office or residential development and where these are ancillary to the main use, parking requirements to be based on the ratio for office uses (1 bay / 30 m²). In such circumstances, there is no specific parking requirement for alfresco areas. The retail use shall be small-scale and not a large format retail shop and the majority of development shall be non-retail. In this circumstance, other concessions possible under the Policy may still apply. If then the retail premises is reformatted into a large format retail premise, parking supply is to be increased in accordance with the standard parking ratio for shop use.

• **Shopping centres** - For shopping centres with a minimum floor space of 1500m² in which all tenancies or occupants have assured access to, and use of common car parking area or areas, parking requirements for the overall centre shall be based on the standard applicable to 'shops', irrespective of the use of the particular tenancies or individual occupancies which make up the centre. The area of alfresco dining areas shall be included in the total floor area.

7. Car parking provision exceeding the requirements specified in Table 1 will generally not be supported, in order to limit traffic congestion and encourage more sustainable modes of transport. The Responsible Authority may determine that the provision of bays exceeding the required number under the Policy provisions is not justified or required and will impose an adverse impact on amenity, safety and traffic management in the surrounding locality. In some circumstances, the Responsible Authority may require there to be fewer parking bays than required under the Policy if the number of bays proposed is likely to present an adverse impact on amenity, safety and/or traffic management.

2. **END OF TRIP FACILITIES**

Where developments are required to provide long-stay bicycle parking as per Table 1 above, the provision of end of trip facilities is also required, in accordance with Table 2: End of trip facilities.

**Note:** Primary and secondary schools are exempt from having to provide end of trip facilities.

<table>
<thead>
<tr>
<th>No. of long-stay bicycle spaces provided</th>
<th>No. of lockers¹</th>
<th>No. of showers²</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 2</td>
<td>1 - 2</td>
<td>0</td>
</tr>
</tbody>
</table>
3. **ALTERNATIVES TO PROVIDING PARKING BAYS**

The following section outlines alternative methods that may be used to achieve the parking provisions specified in Table 1 above. Applicants may utilise one or a combination of methods. Alternative methods to satisfy parking provisions will be considered on their merits and will need to be accompanied by a Parking Management Plan that demonstrates to the satisfaction of the Responsible Authority that the proposed parking provision will be adequate to meet demand.

### 3.1 Parking concessions

Where demand for car parking may be lessened due to the availability and attractiveness of alternative modes of transport, the Responsible Authority may consider reducing the requirement for car parking spaces to a maximum of 20% of the requirement as per Table 1.

**Note:** The following section of this policy only applies to non-residential parking requirements. In the case of residential development, variations to the deemed to comply standards in the Residential Design Codes are considered in accordance with design principles of the Codes.

The parking ratios may be reduced as follows:

- **Up to 5%** for the provision of parking spaces for motorcycles, scooters and gophers as required under this policy.

- **Up to 20%** on the basis of availability and attractiveness of alternative modes and the location of the proposed development site (refer to alternative modes and locations details below). To achieve the reduction, the applicant will be required to detail within the Parking Management Plan, the strategies to be employed to manage parking demand and encourage alternative modes of transport. (Note: the reduction up to 20% includes the 5% for the provision of parking spaces for motorcycles, scooters and gophers).

**Note:** Parking concessions shall be rounded to the nearest whole number and in the case of .5 rounded up, before adding together all requirements or concessions.
Alternative modes and locations refer to:

- Users of the development have safe, close and convenient access to frequent and regular public transport at the times of operation of the development (Refer to Appendix 2 for areas with access to frequent and regular public transport routes. Please note that these may change over time as public transport services can be subject to change).

- Cycling to the development is convenient and safe and is supported through the provision of additional bicycle facilities (including extra bays and end of trip facilities) than required by Table 1 and/or Table 2 of this policy which will significantly improve the ability to access the site by this mode. To receive a 5% parking reduction, the proposal must provide at least 5% more bicycle bays than otherwise required under this Policy.

- The development is located in a centre that promotes good pedestrian amenity supported by a mix of land uses, active frontages and weather protection.

- Other alternative mode (this includes shared and reciprocal parking as mentioned below).

- Note: The provision of parking bays within a public parking station will not contribute towards parking concessions nor contributes toward meeting parking requirements under this Policy.

### 3.2 Shared parking for mixed use developments

Parking may be shared for mixed use developments located on the same property where it can be demonstrated to the satisfaction of the Responsible Authority that:

- the peak demand for parking by two or more land uses will not occur at the same time;

- the combined supply of car parking is sufficient to meet the estimated peak combined demand;

- the arrangements are secured and that any future change of use will not result in a shortfall in parking. and

- shared parking arrangements are detailed within the Parking Management Plan.

Note: To calculate peak parking demand, the following advice is provided:

1. Determine the minimum amount of parking required for each land use as though it were a separate use, by time period;

2. Calculate the total parking required across uses for each time period; then

3. Set the requirement at the maximum total across time periods.

#### Calculating Peak Parking Demand for Mixed Use Developments

<table>
<thead>
<tr>
<th>Proposed Land Use</th>
<th>Weekday</th>
<th>Weekend</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Daytime (8am - 6pm)</td>
<td>Evening (6pm - 12am)</td>
</tr>
<tr>
<td>Use 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 3.3 Reciprocal parking
Reciprocal parking arrangements may be considered acceptable where it can be demonstrated to the satisfaction of the Responsible Authority that:

- the peak demand for parking by two or more developments will not occur at the same time;
- the combined supply of car parking is sufficient to meet the estimated peak combined demand;
- the reciprocal parking areas are located so that people can access the parking areas directly and safely from both developments and within 250m for residents, professional services and medical facilities; within 350m for general retail, employees, restaurants etc and within 500m for overflow parking and major events;
- the arrangements are secured and that any future change of use will not result in a shortfall in parking.

3.4 Cash-in-lieu of parking

Cash-in-lieu of parking may be considered where developments have a shortfall of parking according to the requirements outlined in the above land use parking requirements table, where:

- the Town may consider it undesirable for efficiency, traffic operation, pedestrian amenity, traffic demand management, achievement of transport objectives or other reasons for the specified parking to be provided totally on-site, or
- the developer can show access to alternative options to accommodate the transport access requirements of those potential users of the development for whom on-site parking will not be provided, or
- there exists adequate provision for car parking in the proximity of the proposed development, or
- the development will contribute significantly to the streetscape and will encourage the upgrading of the locality, or
- the Town is satisfied that public transport facilities are available to satisfy the transport access demands of employees, residents and visitors to the development, or
- the physical constraints of the site (including geophysical constraints, small block size, etc.) make on-site provision impracticable, or
- it is impractical, because of the need to construct basement parking lower than two levels, owing to the significant cost associated with deep basement parking spaces.

Cash in lieu for parking can be applied for a maximum of 25% of the parking bay requirement (calculated inclusive of any parking concessions as per Section 3.1 of this policy included which may also apply).

All applications are to be signed by the owner of the premises and accompanied by a Parking Management plan.

Note: To calculate the number of bays which cash-in-lieu is able to be paid, round the number of bays to the nearest whole number and in the case of .5 rounded up.
Payment basis

The cash in lieu payment will be calculated according to the following rates. These values will be indexed to CPI each year on July 1, to reflect the real value over time and will be updated on the Town's website and Schedule of Fees and Charges.

$32,320 per bay in the following areas:
- Medical Zone (Precinct); and
- Floreat Forum.

$16,160 per bay in the following areas:
- West Leederville Activity Centre;
- Wembley Town Centre; and
- All other commercial areas.

The agreed fee shall be paid in two equal instalments, one immediately prior to commencement of the development and the balance prior to practical completion of the development and prior to obtaining an Occupation Permit. In the case of an application involving a change of use but not development works, the cash-in-lieu payment shall be made in full prior to the commencement of the use, and before an application is made for an Occupancy Permit.

The Responsible Authority may require that a proportion, or all, of the parking bays required in any approval to commence development be provided as cash in lieu or may set a maximum proportion of parking bays for which applicants to provide cash in lieu.

Instead of accepting a cash in lieu payment, the Responsible Authority may accept as a partial or full substitute the transfer in fee simple of a parcel of land of equivalent value. The land shall be transferred to the Council prior to commencement of development or approval of strata plan or survey strata plan for the property, whichever occurs first.

Note: If considered appropriate by the Responsible Authority, in certain instances cash-in-lieu for shortfalls in parking may not be accepted as an alternative means of providing acceptable parking standards.

Allocation of income

Income received as parking cash-in-lieu be allocated to a special fund for accessibility improvements including:
- purchase of land for parking;
- construction of parking spaces by Council or within a joint venture;
- a shuttle bus service in the Town;
- improving parking information system;
- real-time transit information system;
- security lights and improved pathways to access parking area;
- cycle paths and other cycling support facilities; and/or
- upgrading the design of on-street parking facilities.
Refer to Appendix 3 for map of cash-in-lieu collections areas and the correlating areas in which cash-in-lieu of parking bays may be allocated.

DESIGN AND LOCATION OF PARKING

3.5 Car parking

Amenity

- Car parking should generally be located at the rear of, or beneath, developments.
- In cases where car parks are approved and abut a street or public space, the Responsible Authority may require screening of the car parking area.
- Parking areas must be sealed and landscaped to a high standard, with all surface (open air) parking areas being landscaped with shade trees in accordance with Policy 5.3: Landscaping and Water Sensitive Urban Design. Surface (open air) parking areas fronting a street should also be appropriately landscaped to maintain a high visual standard of development.
- Any lighting installed on the building, yard areas or car parking areas shall be located and designed in a manner that ensures:
  (a) all illumination is confined within the boundaries of the property; and
  (b) there will not be any nuisance caused to an adjoining residents or the local area.
- Large expanses of parking areas should be avoided. Parking areas should be divided into smaller groups of spaces, separated by landscaping or other development or activities, especially where parking areas are situated adjacent to the street.

Layout and dimensions

Car parking spaces and manoeuvring dimensions should be in accordance with AS 2890.1 Off-Street Car Parking.

Traffic movement

Traffic circulation and manoeuvring spaces within parking areas should be designed so that:

- all vehicles can enter and exit the site in a forward direction unless the Responsible Authority is satisfied that the nature of a development and its relationship to, or the nature of, adjoining streets makes it unnecessary to do so;
- vehicles are able to queue, if necessary, within the parking areas; and
- driver sight lines are not obstructed by signs, fencing or any other obstacle.

Safety

Pedestrian, cyclist and motorist safety should be a priority in the design and operation of parking facilities, by ensuring that:

- pedestrian and cyclist pathways through a parking area are clearly defined, well lit and signposted, where required, with direct access to the street or facilities serviced;
5. Ancillary Uses and Development

5.1 Parking

- traffic access to, and circulation within parking areas, is separated, where practicable, from pedestrian and cyclist paths or pedestrian access points to or through a parking area; and
- driver sight lines are not obstructed by signs, fencing, landscaping or any other obstacle.

Access

Vehicular access points to parking areas shall be located and designed so that:
- the number of entry/exit point is minimised and where possible, parking areas and vehicular access points shall be linked;
- access is obtained away from major traffic streets where possible but not if this necessitates access from a residential street where undue disturbance to residential amenity would result.

3.6 Bicycle parking

- Short-stay bicycle parking devices should be located on-site in a convenient and secure position close to the entrance of the premises. Where the building is built up to the front boundary and there is no other suitable location, the Responsible Authority may accept short-stay bicycle parking in the road reserve adjacent to the building, where there is sufficient room.
- Long-stay bicycle parking devices should be located on-site in a convenient and secure location for employees or students, positioned close to and directly visible from inside the place of employment or educational institution.
- Bicycle parking devices should be designed in accordance with Austroads Part 14 – Bicycles and meet the following criteria:
  - enable wheels and frame to be locked to the device without damaging the bicycle;
  - be placed in public view;
  - be located outside pedestrian movement paths;
  - be easily accessible from the road;
  - be arranged so that parking and unparking manoeuvres will not damage adjacent bicycles;
  - be protected from manoeuvring motor vehicles and opening car doors;
  - be well lit by appropriate existing or new lighting (where applicable);
  - be protected from the weather; and
  - be designed to fit in harmony with the surrounding environment.

4. PARKING MANAGEMENT PLAN

4.1 Requirement for a Plan

A Parking Management Plan shall be prepared to the satisfaction of the Town and shall form part of the planning approval for any development application that proposes 10 or more parking spaces or applies alternative methods to achieve parking requirements under this policy or cash in lieu of parking. In addition to a condition of
approval, a parking management plan may be required to be highlighted on a strata plan which is to be supplied at the time of submission of the planning application.

4.2 Information to be included

A Parking Management Plan should outline in detail how parking for the proposed development will be managed and identify practical strategies to minimise parking conflicts between different users. The Parking Management Plan should include:

- property information such as address, land use and contact details of the responsible person(s) for the day to day management of the parking (if known);
- number of parking spaces per category (for example tenant/staff spaces, customer and/or visitor spaces, spaces for persons with a disability, loading spaces) and number and type of bicycle spaces (short-stay or long-stay);
- public parking (on-street and off-street) availability within 250 metres of the pedestrian entry of the development;
- In certain instances a vehicle manoeuvrability plan may be required to demonstrate different size vehicles have the ability to adequately enter and exit the premises in forward gear;
- availability of public transport and pedestrian and cycling facilities serving the premises; and
- strategies to be employed to manage parking demand on site.

*Note:* To assist in the preparation of a Parking Management Plan, an information sheet is available from Planning Services

4.3 Specific parking bays on planning approval

The allocation and location of bays including the various types of parking bay required and the specific uses for which the parking is provided as specified in the Parking Management Plan and any strata plan, shall be accordance with the details in the planning approval.

4.4 Amendments to an approved Plan

A Parking Management Plan forms part of the planning approval. Any proposed amendments to an approved Parking Management Plan are therefore submitted and processed as an amended plan application to the Responsible Authority.

5. TRANSPORT ASSESSMENT

A Transport Assessment (technical report) may be required where, due to the nature of the proposed development and/or its location, the Responsible Authority considers it necessary. A Transport Assessment should include:

- a description of the development;
- an assessment of the likely parking demand;
- consideration of nearby developments;
- an assessment of accessibility of the site by non-car modes;
- an assessment of the impact of the development traffic on existing pedestrians, cyclists and public transport users;
• an assessment of road safety and road design for vehicular traffic on adjoining roads and other nearby roads (as determined necessary by the Town’s Infrastructure Department);
• an assessment of the potential impact on the amenity of the surrounding area; and
• justification of proposed parking shortfalls

A traffic impact assessment will be required for all Child Day Care Centre applications (refer to Policy 3.7: Child Day Care Centres for further information).

6. DEFINITIONS

For the purpose of this policy, the following definitions apply. For other definitions, the Town Planning Scheme definitions apply.

**Administration area**
An area in which the day to day activity of running a business or organisation is undertaken

**Alfresco Area**
An area associated with a café, restaurant or tavern used for the consumption of food or beverages which is not permanently enclosed but may include a covered roof

**Cash-in-lieu of parking:**
Payment to the Council in lieu of providing parking.

**Device:**
A thing to or in which one or more bicycle frame(s) and wheels can be locked, and includes rails, bicycle

**End of trip facilities:**
Destination facilities provided primarily for bicycle commuters, such as showers, change rooms and lockers

**Home store:**
Any shop with a net lettable area not exceeding 100 square metres attached to a dwelling and which is operated by a person residing in the dwelling.

**Long-stay bicycle parking:**
Bicycle parking for employees and students of educational establishments where bicycles are parked for extended periods of time.

**Market area:**
The site or net floor area occupied by the market stalls and any associated pedestrian walkways to access the stalls.

**Mixed use development:**
Buildings that contain a mix of use classes (commercial and other non-residential uses) and may also be in conjunction with residential dwellings in a multiple dwelling configuration.

**Net floor area (NFA):**
The gross total area of each of the floors of the building but shall not include the area of private car parks, the areas of lift shafts, stairs, toilets, amenities, plant rooms and the thickness of any external walls

**Off street Parking:**
Parking bays, either at grade or in basement or multiple level parking facilities and excluding parking on the street and verge.
Public Floor space: Any floor area of a building openly accessible to the public excluding private storage areas, kitchens, staff areas, toilets/restrooms, corridors and the like.

Persons: Where the term is used in 'Table 1, Parking Requirements', the number of persons for which a building or premises has been designed or approved to accommodate or for whom seating is provided, and excludes any employees.

Reciprocal parking: Parking facilities serving separate uses or a mixed use development, but not shared concurrently between the uses and not necessarily on one site.

Shared parking: Parking facilities on one site shared concurrently by a mixed use development or separate developments.

Short-stay bicycle parking: Bicycle parking for shoppers, customers or visitors to premises.

Shopping centre: A group of retail shops and other businesses where the dominant use is shop and/or large format retail and parking areas are shared between tenants and may form part of a larger mixed use development.

Space: Parking for one car, motorbike, bicycle or other vehicle.

Adopted: 26 February 2013
Amended: 28 July 2015 (DV15.94)
Amended: 19 September 2016 (updating cash in lieu figures)
Amended: 28 August 2018 (DV18.118)
APPENDIX 1 - TRADITIONAL STRIP CENTRES

5. Ancillary Uses and Development

5.1. Parking
APPENDIX 2 - AREAS WITH ACCESS TO FREQUENT AND REGULAR PUBLIC TRANSPORT

5. Ancillary Uses and Development

5.1. Parking
APPENDIX 3 - CASH-IN-LIEU COLLECTION AREAS

5. Ancillary Uses and Development

5.1. Parking