



Parking Policy

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1. OUTCOMES

- 1.1 Queanbeyan-Palerang Regional Council (QPRC) is currently enjoying a period of growth through the transformation of the Queanbeyan central business district (CBD) and new residential/subdivision developments such as Googong, Tralee and South Jerrabomberra.
- 1.2 This growth results in an abnormally high number of construction sites that in some cases affects the accessibility of suitable parking for residents and office/business workers.
- 1.3 Through this policy, QPRC will promote community awareness of responsible road use.
- 1.4 The policy sets out guidelines for the safe and authorised parking of tradespersons' works vehicles at construction sites.
- 1.5 The policy also establishes parking controls and permits to guide the management of residents' parking in town streets and public car parks near the Queanbeyan CBD, so that QPRC is a safe and accessible place to drive, walk or cycle.
- 1.6 The priority for car parking spaces is short-stay, high-turnover parking over long-stay, low-turnover parking.

2. SCOPE

- 2.1 This policy covers all temporary parking arrangements for tradespersons at construction sites in Queanbeyan CBD and new residential developments in other areas such as Googong.
- 2.2 It also covers regular parking, timed and untimed, and long-term perimeter parking in town streets or public car parks for residents and office/business employees in the Queanbeyan CBD.

3. DEFINITIONS

"As of Rights" signs — directional signage indicating conditions of parking erected by a public authority or road manager that does not require Council's consent.

Authorised Officer — a person employed by Council as an enforcement officer as specified in Schedule 4 of the *Road Transport (General) Regulation 2013*.

Business services — tradespersons or other essential services that visit businesses from time to time.

CBD — the Queanbeyan Central Business District.

Housing NSW — an agency of the Department of Family and Community Services, established pursuant to the *Housing Act 2001*, that is responsible for the provision and management of public housing services with the aim to prevent homelessness in NSW.

Marking — the process of applying crayon, chalk or any similar substance by rangers for any purpose connected with the enforcement of any of the provisions of any Act or any statutory rule made under any Act.

Mobile device — the device used to issue penalty infringement notices and cautions, and record evidence related to those enforcement actions.

NSW Regional Transport and Roads — formerly the NSW Roads and Maritime Services.

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Parking infringement notice (PIN) — a penalty infringement notice issued under the laws relating to motor vehicle parking as a result of the contravention of those laws. It is the motorist's responsibility to find a legal parking space.

Parking permit — a permit that may be electronic or other database, containing all relevant information about the permit, permit holder and vehicle. It may be issued in printed or electronic form.

Perimeter parking — designated areas such as the Queanbeyan Showground and Collett Street which can accommodate spaces for full-day parking for business and Government agency employees.

Truck — a motor vehicle with a GVM over 4.5 tonnes, excluding a bus.

4. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

This policy is to be read in conjunction with the following documents:

- *NSW Local Government Act 1993*
- *Road Transport Act 2013*
- *Road Transport (General) Regulation 2013*
- Australian Standard AS2890.2:2018 (Off-street commercial vehicle facilities)
- RMS Parking Permit Guidelines 2018
- NSW Road Rules 2014
- Queanbeyan CBD Spatial Masterplan 2019
- Queanbeyan CBD Transformation Strategy 2017
- Queanbeyan Carparking Strategy 2018-2028
- QPRC Integrated Transport Strategy 2019
- Queanbeyan Development Control Plan 2012 Part 2 – All Zones and Part 6 – Central Business District and Other Business Zones
- QPRC Parking Enforcement Priority Policy 2019

5. POLICY

5.1 Residents' Parking

- 5.1.1 Residents and Housing NSW tenants living in close proximity to the Queanbeyan CBD should have the ability, as far as practicable, to park safely and securely near their place of residence either on-street or in public carparks.
- 5.1.2 Resident parking permits enable residents, including occupants of Housing NSW dwellings, who do not have sufficient on-site parking, to park on the street or in public carparks near their place of residence and avoid time limits and parking fees. These permits are granted by application to, and approval by, QPRC.
- 5.1.3 Applicants must be able to demonstrate to Council's satisfaction that they are legitimate residents or occupants of Housing NSW dwellings.
- 5.1.4 Resident parking permits issued by QPRC, which must be clearly and permanently displayed on the car, will be valid for one year from the date of issue. A maximum of one carspace per dwelling may be considered.
- 5.1.5 Residents using resident parking permits must comply with legal signage and NSW Regional Transport and Roads' road rules pertaining to the conditions of parking space use.

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- 5.1.6 All car parking space requirements associated with new developments will be calculated in accordance with the Queanbeyan Development Control Plan Part 2 – All Zones (refer Table 1 under Clause 2.2.6).
- 5.2 Office/Business Employees' Parking
- 5.2.1 Office-workers and staff of local businesses require suitable areas for parking their vehicles within a distance of 500m from their work premises.
- 5.2.2 Car parking spaces may be occupied more than once during and outside business hours.
- 5.2.3 Public sector agencies should ensure that enough on-site parking is provided, including disabled parking, for their tenants and employees in accordance with the provisions of the Queanbeyan Development Control Plan 2012, without impinging on residents' ability to park their vehicles on-street and in public carparks near their places of residence.
- 5.2.4 Office/business employees who park on-street in residential areas should observe legal signage and relevant NSW Regional Transport and Roads' road rules and be mindful that they do not encroach on residents' driveways, or impinge on residents' visibility as they reverse or manoeuvre their vehicles in driveways.
- 5.2.5 Council will take appropriate action on complaints received in relation to Clause 5.2.4.
- 5.3 Construction Site Parking
- 5.3.1 Tradespersons, their staff and/or sub-contractors often require temporary daytime parking and access in close proximity to construction work sites.
- 5.3.2 Temporary parking arrangements and/or work zone permits may be put in place adjacent to construction sites to permit access for workers to engage in activities such as unloading materials, pouring concrete and removing waste, without the risk of infringing normal traffic regulations.
- 5.3.3 Temporary parking arrangements may be determined through developers providing a traffic plan as part of their development application for significant construction activities such as CBD, multi-unit or infill development.
- 5.3.4 All temporary parking arrangements implemented by Council and/or through a developer's traffic plan must be clearly articulated through appropriate temporary signage approved by Council, and publicised on Council's website and social media platforms.
- 5.3.4 For less significant construction works, work zone permits may be issued to enable construction vehicles to temporarily occupy public land.
- 5.3.5 Council may also establish temporary loading zones during particular times or days of the week, or for the period of construction.
- 5.3.6 Appropriate notification will be given to affected nearby residents or businesses prior to the introduction of any traffic arrangements in Clauses 5.3.2, 5.3.3 and 5.3.4 above.
- 5.3.7 Council will take appropriate action on complaints received in relation to of any breach of the temporary traffic arrangements.
- 5.3.8 Upon receipt of complaints, Council's Rangers will conduct patrols of areas to check the nature of the issue and where appropriate, alert the offender/s, or if serious or on a second warning,

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issue a parking infringement notice, in accordance with the QPRC Parking Enforcement Priority Policy.

5.3.9 Council will not take action on complaints made as general comments on social media. Complainants must inform Council of specific breaches of traffic arrangements.

5.4 Work Zone Permits

5.4.1 Work zones that have been established by Council for a limited period of time, and the vehicles with a permit to use these zones, must not:

- (a) block pedestrian and bicycle access
- (b) block sight distance for pedestrians or cars
- (c) park on the root zone of trees
- (d) park on landscaped areas and nature strips.

5.4.2 “As of rights” signs erected in work zones may designate “loading zones” or “no parking” areas.

5.4.3 “No Parking” signs mean that vehicles may stop for a maximum of two minutes, and persons may unload materials within three metres of the vehicle.

5.5 Parking Signs

5.5.1 Permissive parking signs as prescribed in Clause 32 of the *Road Transport (General) Regulation 2013*, and Rule 204 of the NSW Road Rules 2014 must be used when implementing permit parking and pay parking schemes.

6. COMPLIANCE

6.1 Authorised officers (rangers) will use one or more methods to ensure that vehicles are parked safely and appropriately within designated areas. These methods will include, but may not be limited to:

- (a) marking
- (b) mobile devices including cameras
- (c) parking infringement notices

6.2 Parking enforcement measures will be undertaken in accordance with the QPRC Parking Enforcement Priority Policy 2019.

7. REVIEW

7.1 This policy will be reviewed every four years.

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Schedule 1

S1.1 Examples of "As of Rights" signage

