

**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

|                         |   |
|-------------------------|---|
| <b>Directorate</b>      | Community Planning  |
| <b>Business Unit</b>    | Development and Place   |
| <b>Inception Date</b>   | [Insert OCM RESOLUTION NO & DATE]                                     |
| <b>Version</b>          |   |
| <b>Next Review Date</b> | [Insert date – maximum 2 years generally is considered good practice] |

**Table 1 – Minimum Car Parking Requirements**

| <b>Land Use</b>  | <b>Car Parking Requirement</b>  |
|--|---|
| Amusement Parlour  | 1 bay per 10m <sup>2</sup> 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 <sup>2</sup> NLA with a minimum of 10 bays, whichever is the greater   |
| Brewery  | 1 bay for every 2m <sup>2</sup> of bar area, plus<br>1 bay for every 4m <sup>2</sup> of lounge, dining or beer garden area  |
| Bulky Goods Showroom   | 1 bay per 100m <sup>2</sup> NLA   |
| Caretaker's Dwelling   | 2 bays  |
| Child Care Premises  | 1 bay for every 10 children the facility is designed to accommodate, plus<br>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 <sup>2</sup> NLA  |
| Corner Shop  | 1 bay per 50m <sup>2</sup> NLA  |
| Educational Establishment<br>- Pre-Primary<br>- Primary School<br>- Secondary School<br>- Tertiary Institution | 1 bay per staff member, plus<br>1 bay for every 2 students<br><br>1 bay per staff member, plus<br>14 drop-off bays for every 100 students (may include on-street bays)<br><br>1 bay per staff member, plus<br>7 drop-off bays for every 100 students (may include on-street bays)<br><br>1 bay per staff member, plus<br>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 <sup>2</sup> seating area, plus<br>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 <sup>2</sup> of land or buildings used for display or sale   |
| Holiday Accommodation  | 2 bays  |
| Holiday Home   | 2 bays  |
| Home Store   | 1 bay for every 15m <sup>2</sup> NLA (in addition to the bays required for the dwelling)  |

|                                      |  |
|--------------------------------------|--|
| Hospital                             | 1 bay for every 4 patients beds, plus<br>1 bay for each staff member on duty at any one time                           |
| Hotel                                | 1 bay for each bedroom   |
| Industry - General                   | 3 bays per 100m <sup>2</sup> NLA; or<br>2 bays per staff member;<br>whichever is the greater, with a minimum of 6 bays |
| Industry - Light                     | 1 bays per 100m <sup>2</sup> NLA; or<br>2 bays per staff member;<br>whichever is the greater, with a minimum of 6 bays |
| Industry - Service                   | 4 Bays per 100m <sup>2</sup> NLA of shop area and 2 bays per 100m <sup>2</sup> industrial NLA                          |
| Liquor Store – Large                 | 1 bay per 20m <sup>2</sup> NLA   |
| Liquor Store – Small                 | 1 bay per 50m <sup>2</sup> NLA   |
| Lunch Bar                            | 1 bay for every 5m <sup>2</sup> seating area, plus<br>4 car queuing bays for any drive through facility.               |
| Market                               | 3 bays per stall or 1 bay per 10m <sup>2</sup> 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 <sup>2</sup> 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 <sup>2</sup> of bar area  |
| Office                               | 1 bay per 50m <sup>2</sup> NLA.  |
| Place of Worship                     | 1 bay for every 5 persons the facility is designed to accommodate  |
| Plant Nursery                        | 1 bay per 100m <sup>2</sup> 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 <sup>2</sup> NLA, plus 1 bay per staff member  |
| Residential Aged Care Facility       | 1 bay for every 4 patients beds plus<br>1 bay for each staff member on duty at any one time                            |
| Resource Recovery Centre             | 3 bays per 100m <sup>2</sup> NLA; or<br>2 bays per staff member;<br>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 <sup>2</sup> NLA   |
| Serviced Apartments                  | 2 bays   |
| Service Station                      | 1 bay per 20m <sup>2</sup> NLA, plus 1 bay per staff member  |
| Shop                                 | 1 bay per 20m <sup>2</sup> NLA   |
| Small Bar                            | 1 bay per staff member   |
| Storage                              | 2 bays per 100m <sup>2</sup> NLA; or<br>2 bays per staff member;<br>whichever is the greater, with a minimum of 6 bays |

|                          |  |
|--------------------------|--|
| Tavern                   | 1 bay for every 3m <sup>2</sup> of bar area  |
| Trade Display            | 1 bay per 100m <sup>2</sup> of display or sale area, plus 0.5 bays per staff member                                    |
| Trade Supplies           | 1 bay per 100m <sup>2</sup> of display or sale area, plus 0.5 bays per staff member                                    |
| Transport Depot          | 1 bay per 100m <sup>2</sup> NLA or 1 per staff member, whichever is the greater  |
| Veterinary Centre        | 4 bays per veterinary practitioner   |
| Warehouse                | 1 bay per 100m <sup>2</sup> NLA or 1 bay per staff member, whichever is the lesser                                     |
| Waste disposal facility  | 3 bays per 100m <sup>2</sup> NLA; or<br>2 bays per staff member;<br>whichever is the greater, with a minimum of 6 bays |
| Waste storage facilities | 3 bays per 100m <sup>2</sup> 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 <sup>2</sup> ) | 1 bay per 500m <sup>2</sup> NLA |
| Convenience Store   | 1 bay per 100m <sup>2</sup> NLA |
| Fast Food Outlet / Lunch Bar  | 1 bay per 200m <sup>2</sup> NLA |
| Office  | 1 bay per 200m <sup>2</sup> NLA |
| Recreation - Private  | 1 bay per 100m <sup>2</sup> NLA |
| Service Station   | 2 bays per Service Station      |
| Shop  | 1 bay per 250m <sup>2</sup> 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 |