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# Neighbourhood Parking Policy

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## Purpose

The City's Neighbourhood Parking Policy establishes a range of parking controls and permits to guide the management of parking across our diverse neighbourhoods to meet the City's transport, economic, social and environmental objectives.

Private vehicles are an important part of the City's transport mix, catering for many journeys that cannot be easily or economically made by alternative modes. Where these trips take place in the constrained environment of the City's neighbourhoods, there is inevitable competition for on-street parking space.

The City, alongside other roads authorities, recognises its obligation to manage parking demand fairly and transparently.

## Scope

The Policy applies to all on-street parking areas within the authority of the City of Sydney, except Central Sydney (Figure 1). Central Sydney is governed by the Central Sydney On-Street Parking Policy.

## CONTENTS

1	BACKGROUND.....	6
2	PRINCIPLES FOR PARKING MANAGEMENT .....	7
3	TIME LIMITS AND PRICING.....	9
4	MANAGING COMPLIANCE .....	13
5	MOBILITY PARKING .....	14
6	PARKING PERMITS.....	15
7	PARKING AREAS AND PARKING ZONES .....	17
8	RESIDENT PARKING PERMITS.....	20
9	VISITOR PARKING PERMITS.....	22
10	VISITOR PARKING PERMITS - TRADESPERSONS .....	24
11	BUSINESS PARKING PERMITS.....	25
12	SUPPORT WORKER PARKING PERMITS.....	26
13	CARERS' PARKING PERMITS .....	27
14	PREVENTION OF FRAUD AND MISUSE .....	28
15	TRANSITIONAL ARRANGEMENTS .....	29
16	IMPLEMENTATION AND ADMINISTRATION.....	30

## DEFINITIONS

Term	Meaning
attached dwelling	<p>means a building containing 3 or more dwellings, where:</p> <p>(a) each dwelling is attached to another dwelling by a common wall, and</p> <p>(b) each of the dwellings is on its own lot of land, and</p> <p>(c) none of the dwellings is located above any part of another dwelling.</p>
boarding house	<p>means a building that:</p> <p>(a) is wholly or partly let in lodgings, and</p> <p>(b) provides lodgers with a principal place of residence for 3 months or more, and</p> <p>(c) may have shared facilities, such as a communal living room, bathroom, kitchen or laundry, and</p> <p>(d) has rooms, some or all of which may have private kitchen and bathroom facilities, that accommodate one or more lodgers,</p> <p>but does not include backpackers' accommodation, a group home, hotel or motel accommodation, seniors housing or a serviced apartment.</p>
business premises	<p>means a building or place at or on which:</p> <p>(a) an occupation, profession or trade (other than an industry) is carried on for the provision of services directly to members of the public on a regular basis, or</p> <p>(b) a service is provided directly to members of the public on a regular basis, and includes a funeral home and, without limitation, premises such as banks, post offices, hairdressers, dry cleaners, travel agencies, internet access facilities, betting agencies and the like, but does not include an entertainment facility, home business, home occupation, home occupation (sex services), medical centre, restricted premises, sex services premises or veterinary hospital.</p>
carer	<p>As defined by the Carers (Recognition) Act 2010:</p> <p>A carer is an individual who provides personal care, support and assistance to another individual who needs it because that other individual has a disability, or has a medical condition (including a terminal or chronic illness), or has a mental illness, or is frail and aged.</p> <p>An individual is not a carer if they provide care, support and assistance under a contract of service, or through the course of voluntary work for a charitable, welfare or community organisation, or as part of a course of education or training.</p>

Term	Meaning
	To avoid doubt, an individual is not a carer merely because they live with an individual that requires care or they are a spouse, de facto partner, parent, child, guardian or other relative.
commercial premises	means any of the following: (a) business premises (b) office premises (c) retail premises
community facility	means a building or place: (a) owned or controlled by a public authority or non-profit community organisation; and (b) used for the physical, social, cultural or intellectual development or welfare of the community, but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation
converted residential flat building	means a residential flat building created by the alteration or reconstruction of a formerly commercial, industrial or otherwise non-residential building
dual occupancy	means a dual occupancy (attached) or a dual occupancy (detached)
dual occupancy (attached)	means 2 dwellings on one lot of land that are attached to each other, but does not include a secondary dwelling
dual occupancy (detached)	means 2 detached dwellings on one lot of land, but does not include a secondary dwelling
dwelling	means a room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile
dwelling house	means a building containing only one dwelling
full private use	means vehicle not registered to a resident but for which the resident can provide sufficient documentary evidence to support that they are exclusively entitled to use the vehicle
health professional	means trained professionals including doctors, nurses, chiropractors, occupational therapists, optometrists, osteopaths, pharmacists, physiotherapists, podiatrists and psychologists who assist manage physical or mental health through services that include diagnosis, treatment or rehabilitation
in-home support	means support provided in the home by a support worker or health professional
mobility parking space	a length or area of road identified with a road marking or sign containing the symbol for people with disabilities

Term	Meaning
modification	Means includes extension of a dwelling, construction of a secondary dwelling or permanent conversion of a parking space to outdoor uses
multi dwelling housing	means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building
parklet	a structure (not including a vehicle) that can be placed in a parking space to create additional public space for use by businesses, residents and passers-by
place of public worship	means a building or place used for the purpose of religious worship by a congregation or religious group, whether or not the building or place is also used for counselling, social events, instruction or religious training
major refurbishment	means alterations to a residential flat building such that it cannot be occupied for a period of at least six months
residential flat building	means a building containing 3 or more dwellings, but does not include an attached dwelling or multi dwelling housing
secondary dwelling	means a self-contained dwelling that: <ul style="list-style-type: none"> <li>(a) is established in conjunction with another dwelling (the principal dwelling), and</li> <li>(b) is on the same lot of land as the principal dwelling, and</li> <li>(c) is located within, or is attached to, or is separate from, the principal dwelling</li> </ul>
semi-detached dwelling	means a dwelling that is on its own lot of land and is attached to only one other dwelling
service provider	means an organisation or health professional approved by a relevant professional or government body to provide in-home support to residents
support worker	means an employee of a service provider who provides in-home support to a resident
serviced apartment	means a building (or part of a building) providing self-contained accommodation to tourists or visitors on a commercial basis and that is regularly serviced or cleaned by the owner or manager of the building or part of the building or the owner's or manager's agents
shop top dwelling	means dwellings located above ground floor retail premises or business premises, where the number of dwellings does not exceed three

# 1 BACKGROUND

## 1.1 Meeting the City's objectives

The sustainability and efficiency of Sydney's transport network is crucial to the city's liveability and prosperity. In order to support City and State Government transport, economic, social and environmental goals, the City of Sydney has developed a suite of transport and planning policies.

The City's planning instruments and policies contain parking controls and sustainability incentives for new developments, including measures to limit vehicle congestion associated with the expected population increase of some 115,000 residents by 2036. The City Plan is complemented by the City's transport policy, *Connecting our City*. These policies respond to the overarching vision in *Sustainable Sydney 2030*.

The Neighbourhood Parking policy is intended to balance sustainability objectives with the fair and consistent management of kerbside parking.

## 1.2 Regulatory framework

The City of Sydney manages local roads and kerbside parking under the authority delegated to it by the NSW Government. The management of parking controls and enforcement is governed by NSW legislation, regulations and guidelines. This policy applies that regulatory framework.

The administration of parking permits by the City of Sydney is guided by the Permit Parking guidelines issued by NSW Roads and Maritime Services. The guidelines provide advice on permit types, eligibility criteria and some mandatory features of a permit parking system.

## 2 PRINCIPLES FOR PARKING MANAGEMENT

The City has four main mechanisms it can employ to manage street parking:

1. the duration of time people can park their vehicles
2. setting the hours of operation and days that time limits apply
3. setting kerbside parking fees at a price that reflects the amount parking spaces available and the demand for them
4. issuing permits to certain people to enable them to avoid time limits and parking prices.

When applying these mechanisms the City will uphold the principles set out below in order to maintain a fair and credible parking system.

### 2.1 Public access

Use of parking controls that recognise that streets are public spaces, open to all people, and are to be managed in the public interest.

### 2.2 Liveability

In order to protect the liveability of neighbourhoods for a diverse population and encourage increased use of public transport, walking and cycling, the City will prioritise use of parking space for residents, businesses and their visitors and customers. Maintaining this priority requires that commuter parking on-street in residential neighbourhoods and commercial areas be actively discouraged.

As dedicated motorcycle parking zones increase the number of arrivals and departures from a space due to a higher concentration of vehicles the City will seek to locate these zones in such a way as to minimise noise impacts on residents.

### 2.3 Fair use of pricing

The City of Sydney may use on-street pay parking to encourage turnover, improve compliance, and increase the efficiency and sustainability of the transport network. Parking permits do not guarantee access to a parking space. All permit fees and charges will be reviewed annually, and exhibited in the draft Corporate Plan, as required by the Local Government Act 1993. Section 3 discusses pricing in more detail.

### 2.4 Compliance

The City will perform routine ranger patrols to provide a background level of deterrence to maximise compliance with time restrictions. It will use a proportionate response when targeting enforcement at areas with significant non-compliance, and specific places and activities, including school zones, Mobility Parking Schemes, events and construction works.

### 2.5 Clarity

Parking controls and parking areas will be clearly signposted, and where possible, parking controls will be simple and locally consistent in order to minimise the risk of unintentional breaches. The City will notify the community of any impending changes to reduce the risk of inadvertent non-compliance.

## 2.6 Non-discrimination

The City of Sydney will manage parking and parking permit schemes in the interests of all residents and businesses, regardless of their form of land title, or tenure as owners or renters.

## 2.7 Consistent

Where possible the City will endeavour to apply the policy consistently across all parking areas. At times the City may adopt variations from the usually adopted parking restrictions in order to respond to local conditions.

## 2.8 Consultation

Given the strong community interest in kerbside parking management, the City will ensure that local residents have an opportunity to comment on proposed changes.

The community will be consulted on proposed changes that modify controls, time limits applying to legal parking spaces or the introduction of parking meters. Where changes to signage are required for safety or regulatory compliance, the City will notify the nearby community of the change.

Proposals for significant parking changes will be assessed for technical compliance by the Pedestrian, Cycling and Traffic Calming Committee, and then reported to Council for a decision.



### 3 TIME LIMITS AND PRICING

The City will apply duration of parking, hours and days of operation and parking fees at the scale that best reflects the parking catchments of different land uses. While this scale will usually be smaller than individual suburbs or parking areas, the City will avoid street by street parking changes that move, rather than resolve, parking problems.

#### 3.1 Residential areas

##### Duration of parking and hours and days of operation

In recognition of the limited private parking in most of the City, on-street parking space in residential streets is prioritised for residents and their visitors.

The City also provides dedicated on-street spaces for authorised car share vehicles to enable households to share vehicles, reduce household expenditure on transport, and use on-street parking spaces more efficiently. The management of car share spaces is governed by the City's Car Share Policy.

Parking controls in residential areas aim to balance the long-stay parking needs of permit-holding households with the need of all households to use street space for accommodating visitors including family, GPs, carers and tradespeople. Two hour parking controls are best placed to achieve this balance because they allow reasonable access for short visits without the need for permits and are able to be monitored by rangers.

##### Pay parking

Ticket parking is avoided where possible in residential areas, and where it is installed resident permit holders are exempt from parking fees. However, in situations where the occupancy of parking spaces is high, and non-compliance with time limits is high, ticket parking significantly increases the amount of spaces available for residents by increasing the efficiency and effectiveness of enforcement. This is because a ranger can determine with a single visit if a vehicle has exceeded the time limit.

It is recommended that 2P ticket parking be installed where average parking occupancy is greater than 85% and significant non-compliance persists despite increased enforcement. Prices in residential areas will be set at a level sufficient only to ensure that compliance with time limits can be efficiently monitored.

Section 4 provides more detail about where pay parking may be used.

Recommended controls are contained in Table 1. At times the City may adopt different parking restrictions to respond to local conditions.

Neighbourhood Characteristics	Examples	Duration and ticket parking	Operating hours and days
Areas with average 75% parking occupancy during weekdays	Rosebery, Waterloo	2P	8am-8pm Mon-Fri
Areas with average 75% parking occupancy on weekdays and weeknights	Glebe	2P	8am-10pm Mon-Fri
Areas with average 75% parking occupancy on weekdays, weeknights and weekends	Newtown, Erskineville	2P	8am-10pm 7 days
Areas with average 85% parking occupancy and significant non-compliance on weekdays, weeknights and weekends	Surry Hills, East Sydney, Green Square urban renewal centre	2P ticket	8am-10pm 7 days

Table 1 – Recommended parking controls in residential areas

### 3.2 Commercial and mixed-use areas

In commercial and retail streets, the City will prioritise parking controls that are consistent with the viability and efficient operation of local business and encourage the use of active travel and public transport. This will include consideration of provision for loading zones, bus zones, drop-off and pick up spaces, mobility parking spaces and bike parking. The City will also provide dedicated on-street spaces for authorised car share vehicles to use on-street parking spaces more efficiently and reduce business costs by enabling businesses access to a variety of shared vehicles.

Parklets can allow a different use of road and kerb space, to encourage economic development in centres. The City will continue to monitor developments in this sector, also considering other frameworks such as those for high pedestrian activity areas, public domain and outdoor dining. Under current arrangements, all proposals for parklets will need to comply with existing road transport legislation, and road safety audit processes. Fixed structure parklets (such as modified containers) can potentially be placed on roads as “structures”, subject to approval by the City under existing processes. There is currently no permit type that can exempt a vehicle from parking restrictions, so any vehicles operating as a parklet of this type would need to be placed in areas where there are no restrictions, or comply with parking restrictions.

### Duration of parking and hours and days of operation

Parking controls in and around mixed use or retail facilities will encourage turnover that is consistent with the local business mix and expected duration of stay by customers, typically ticketed 2P. Where cafes and restaurants form a significant local land use, the City will install minimum daytime controls of 2P (from 8am), and evening (after 6pm) controls of 4P. Daytime 1P controls and evening 2P controls may be used in exceptional cases where local businesses rely on rapid turnover of parking.

### Pay parking

Given the increasingly strong competition for parking in the City's commercial and mixed-use areas, and the high value of kerb space, it is recommended that pay parking be installed on streets adjoining commercial and mixed use premises (including adjacent streets where appropriate).

Prices will be set at a level consistent with adequate turnover for local business.

In order to accommodate short trips and minor purchases, the trial of 15 minute free parking will be continued in ticketed areas on key retail streets. The City will monitor the impacts and benefits. Recommended controls are contained in Table 2.

Predominant use	Examples	Duration and ticket parking	Operating hours and days
Cafés, restaurants, boutique retail	Crown St, Surry Hills King St, Newtown Victoria St, Darlinghurst Glebe Point Rd, Glebe	2P Ticket 4P Ticket	8am-6pm 7 days 6pm-10pm 7 days
Mixed business, grocery, newsagent, other retail	Redfern St, Redfern Green Square Town Centre	1P Ticket or 2P Ticket  2P Ticket or 4P Ticket	8am-6pm 7 days  6pm-10pm 7 days
Showrooms, warehouses, offices	Mary St, Surry Hills Foster St, Surry Hills William St, Darlinghurst	2P Ticket 4P Ticket	8am-6pm 7 days 6pm-10pm 7 days

Table 2 – Guidelines for parking controls in commercial and mixed-use areas

### 3.3 Community, recreational and cultural facilities

#### Duration of parking and hours and days of operation

Parking controls adjacent to community, recreational, social and cultural facilities, including parkland, should allow for turnover that is consistent with their desired use. The City will increase the number of mobility parking spaces and provide dedicated on-street car share spaces adjacent to community, recreational, social and cultural facilities to increase social inclusion.

Regional parks and sporting facilities should have a minimum parking restriction of 2P on weekdays and 4P on weekends and holidays and an appropriate level of mobility parking

spaces. This allows for access for those enjoying organised sports, picnics and casual recreation.

Parking controls adjacent to community, sporting and cultural facilities should generally not exempt permit holders during operating hours. This ensures all-day parking does not obstruct short-term access by a broad cross-section of the community.

Some community or recreational facilities, including parks, have small street frontages. In these circumstances, if period parking controls are used, they should be consistent with surrounding streets to minimise the potential for inadvertent non-compliance.

Time limits near cultural facilities will be reviewed on an as-needs basis to balance the needs of patrons and the local community.

## Pay parking

It is recommended that ticket parking be installed where average parking occupancy is greater than 85% and average compliance is less than 80%.

Recommended controls are contained in Table 3.

Type of Facility	Examples	Duration and ticket parking	Operating hours and days	Permit Holder Exemptions
Specialised sports	Redfern Park Aquatic Centres	2P or 2P Ticket	Daytime	No
		Locally consistent	Evening	Yes
Hospital frontage	Victoria St, Darlinghurst	2P or 2P Ticket	Daytime	No
		4P Ticket	Evening	No
Small Parks	Ward Park, Surry Hills	Locally consistent	Daytime	Yes
		Locally consistent	Evening	Yes
Regional Park	Pirrama Park, Pyrmont Centennial Park	2P or 2P Ticket	Daytime	No
		4P Ticket	Evening	Yes
Place of public worship	St Canices, Rushcutters Bay Newtown Synagogue	Case by case	Daytime	No
		Locally consistent	Evening	Yes
Cultural Facilities	Belvoir Street Theatre	2P or 2P Ticket	Daytime	Site specific
		4P Ticket	Evening	

Table 3 – Guidelines for parking controls adjacent to community, recreational and cultural facilities

## 4 MANAGING COMPLIANCE

### 4.1 Monitoring and enforcement

Deterrence of non-compliant behaviour is a key element of any successful policy framework.

The City will perform routine ranger patrols to deter non-compliance with time restrictions. There will also be a particular focus on school zones, Mobility Parking Schemes, events and construction works and areas that are found to have high levels of non-compliance.

The City may also allocate enforcement resources in response to community feedback and requests.

Information on compliance and enforcement will be made available consistent with the City's obligations under the *Government Information (Public Access) Act*.

### 4.2 Responses to non-compliance

Where persistent non-compliance with parking controls undermines reasonable access to parking for residents, visitors and business, the City may increase enforcement, and if the non-compliance persists, consider introducing ticket parking.

The City will consider enforcement in the context of the full suite of interventions available, including changes to time restrictions and pricing, to implement a proportionate, cost effective response.

Sections 2.7 and 3 discuss consultation and ticket parking prices in more detail.

## 5 MOBILITY PARKING

### 5.1 Purpose

Some people with a mobility disability, including temporary disability, are dependent on car travel by a private vehicle to maintain their mobility and independence. The City will prioritise on-street parking for this group.

### 5.2 Mobility parking entitlements

Under the Mobility Parking Scheme administered by Roads and Maritime Services, a vehicle transporting a mobility permit scheme card holder is exempt from parking fees and time limits in any period parking space of more than 30 minutes. For parking spaces with time limits of 30 minutes a permit holder can park for 2 hours, and where parking is limited to less than 30 minutes, the vehicle can park for a maximum of 30 minutes.

### 5.3 On-street mobility parking spaces

Mobility parking spaces are clearly signposted. They are provided for the exclusive use of vehicles displaying a Mobility Parking Scheme permit.

Given that vehicles displaying a mobility permit are exempt from time limits in most spaces of more than 30 minutes, mobility parking spaces are appropriate only in limited locations. In considering requests for a mobility parking space, the City will consider:

- a) likely intensity of use by one or more mobility permit holders;
- b) availability of nearby on-street period parking; and
- c) availability of convenient and reasonable on-site alternatives.

The City will consider time restrictions on mobility parking spaces in locations where it is important to maintain turnover, such as near medical centres.

The City of Sydney will consider establishing a mobility parking space outside an individual's home only where the resident holds an individual mobility permit issued to persons with a permanent disability. The space is lawfully available to any vehicle correctly displaying and using a mobility permit and cannot be dedicated for the exclusive use of any particular vehicle.

Mobility parking spaces established outside individual homes or premises will be considered for removal if the applicant who originally requested the space no longer requires it, including if there is evidence that the applicant no longer resides at the property. Any changes will be the subject of consultation as per 2.6 of this policy. The City will establish a register and conduct an annual audit to determine whether mobility parking zones are still required.

## 6 PARKING PERMITS

### 6.1 Purpose

Parking permits exempt holders from time limits and parking fees in spaces signposted 'permit holders exempt'.

The need for parking permits arises directly from the imposition of kerbside parking controls. Where vehicles are only permitted to park for a short length of time, such as one hour, permits are needed for a larger proportion of everyday activities, such as visits by friends, tradespeople, carers or customers. Conversely, where vehicles may park for a longer amount of time, many everyday activities can be completed without permits. For this reason, permits and parking restrictions will be coordinated.

### 6.2 Display and use of permits

A permit must be displayed on the left-hand side of the front windscreen or on the inside of a window on the left-hand side of the vehicle. It must be clearly visible to an authorised officer.

A permit is valid only where kerbside signposting includes the words 'Permit Holders Excluded'. The area identification number must correspond to the number on the permit.

### 6.3 Exclusion of some new developments and residential areas from permits

The intensification of urban land use within the City of Sydney, particularly Green Square urban renewal area, has significant implications for the road and public transport network. Traffic generation from new multi-unit commercial and residential developments can reduce the efficiency of the road network, affect the reliability of bus and light rail, and reduce the liveability of existing neighbourhoods.

In order to mitigate the congestion impact of major new developments and support the viability of public transport services, the City of Sydney limits both on-site parking supply and access to street parking. Access to street parking is limited by excluding some residential areas and residents of some new developments from participation in the City's permit parking scheme. This prevents parking demand associated with major new residential and commercial developments from spilling into existing neighbourhoods.

Occupants of residential flat buildings and boarding houses approved on or after 12 May 2014 (the date of adoption of the City of Sydney's first Neighbourhood Parking Policy) are not eligible for resident, visitor or business parking permits. This applies to the construction or conversion of residential flat buildings, and the major refurbishment or conversion of an existing residential flat building but does *not* apply to dwelling houses, dual occupancies, attached dwellings, multi-dwelling housing or shop-top dwellings.

Occupants of new multi-suite commercial premises approved on or after 12 May 2014 are excluded from participation in the permit parking scheme. A multi-suite commercial premises is one which is strata-subdivided, or which can be divided into five or more separate business, office or retail premises.

Exclusion from participation in the permit parking scheme continues to apply to all multi-unit commercial and residential developments including boarding houses, including conversions and major refurbishments, approved since 8 May 1996 in the area of the former South Sydney Council, and since 1 May 2000 in the area of the former Sydney City Council. The exclusion also continues to apply to premises which have been excluded as a condition of development consent prior to the adoption of this policy.

If a landowner believes that conditions have been incorrectly applied to development consents issued for a dwelling house, attached dwelling, multi-dwelling housing or shop-top dwelling an application can be made to amend those conditions.



#### 6.4 Restricted properties

Premises which are restricted from participating in the permit parking scheme at the date of adoption of this policy will remain restricted.

A small number of properties in Ultimo and Pyrmont are classified as 'Restricted Properties', and are eligible for a maximum of one resident parking permit if they do not have on-site parking. Given the high density of dwellings in this location and the limited on-street parking, the City will maintain the one-permit restriction on these properties by classifying them as Zone A.



## 7 PARKING AREAS AND PARKING ZONES

The policy divides the City into a number of parking areas to ensure that permits are used to park near the household or business to which they were issued. In order to accommodate variations in population density and parking pressures, parking areas are zoned as A or B.

### 7.1 Principles for parking areas

Parking area boundaries will be clear and easy to understand, generally following major built or natural features, such as arterial roads, railways and natural boundaries.

In order to reduce the proportion of residents inconvenienced by their proximity to an arbitrary boundary, the City will reduce the number of parking areas to the minimum necessary to maintain the integrity of the permit system. This will also assist those using visitor parking permits, who may not be familiar with complex boundaries.

Detailed permit boundaries for all areas will be published on the City of Sydney's website.

### 7.2 Parking area boundary modifications

The Chief Executive Officer may make minor amendments to area boundaries (see Figure 1.)

### 7.3 Parking zones

The policy zones parking areas as either Zone A or Zone B (see Figure 2). Zone A applies to parking areas where the number of resident parking permits issued exceed the number of parking spaces in that parking area.

The City will monitor permit numbers issued relative to available parking spaces in each parking area. Where the number of resident parking permits exceeds the number of parking spaces, the City will assess the need to rezone an area from B to A.

Recommendations to rezone an area, from A to B or B to A, will be reported to Council.

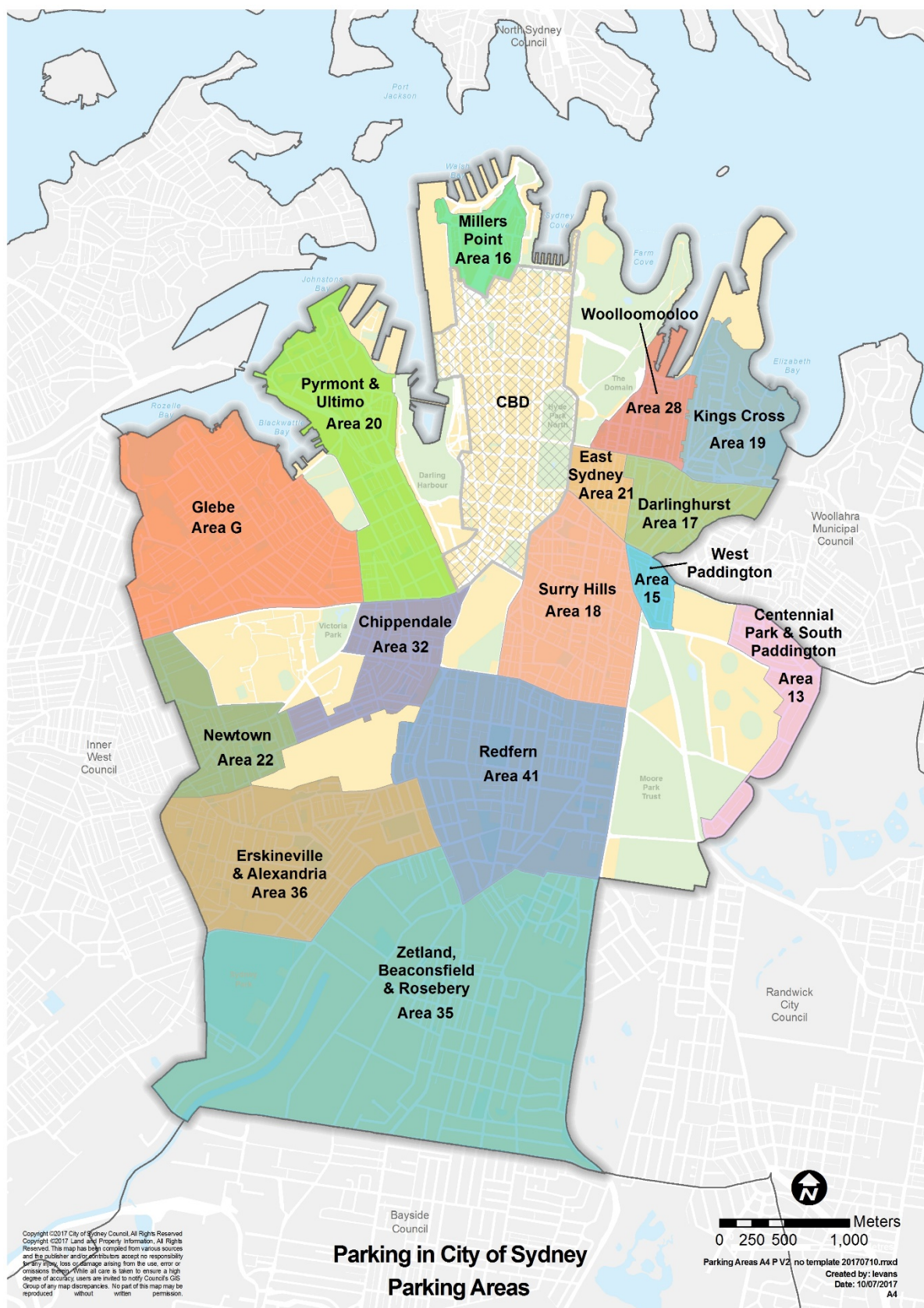


Figure 1. Parking areas



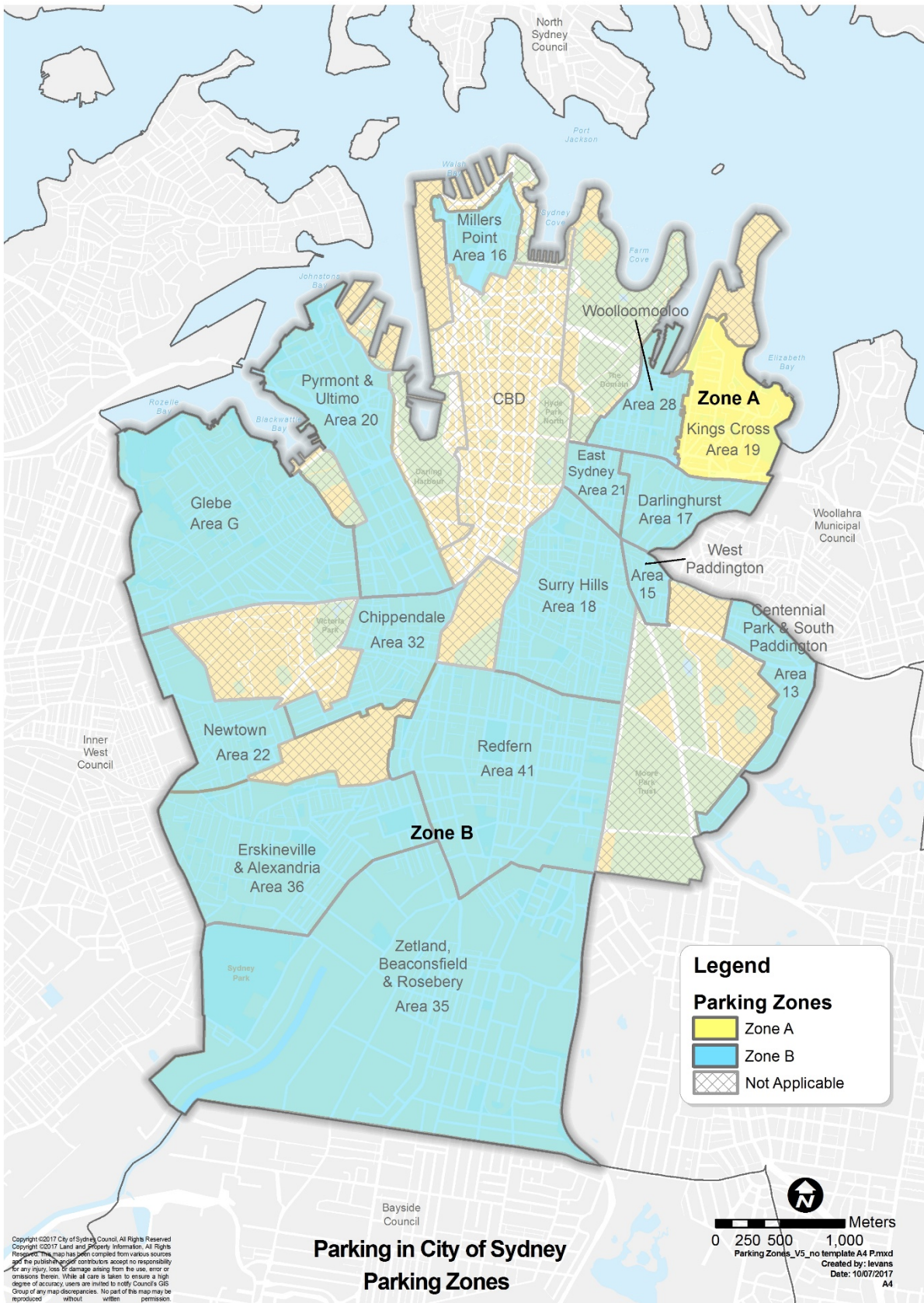


Figure 2. Parking zones

## 8 RESIDENT PARKING PERMITS

### 8.1 Purpose

Resident parking permits enable residents who do not have sufficient on-site parking to park on-street and avoid time limits and parking fees.

### 8.2 Eligibility

Residents in most households in the City of Sydney are eligible for resident parking permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a new or converted residential flat building or boarding house approved since 8 May 1996 (former South Sydney) or 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household occupying a secondary dwelling on a lot for which parking permits are already issued.
- d) A household which occupies premises not approved for residential use.
- e) Hotels, backpacker hostels, guesthouses, and serviced apartments.
- f) A household occupying any other non-residential premises.

The applicant's vehicle must:

- a) be registered in the applicant's name at the applicant's address. If the applicant has access to a vehicle through an agreement with an employer the applicant must have full private use of the vehicle.
- b) not be a truck, bus, tram, trailer, tractor or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass or be longer than 7.5 metres

### 8.3 Quantity of permits

Parking permits are issued for vehicles registered to the address of an eligible household provided that the household does not have on-site parking available for that vehicle.

The number of permits a household is eligible for in each Zone is as follows:

#### Zone A

- a) A household in Zone A without any on-site parking spaces is eligible for up to one parking permit.
- b) Each room of an eligible and approved boarding house will be treated as a separate dwelling eligible for one resident parking permit.
- c) No permits will be issued to households with one or more on-site parking spaces.

#### Zone B

- a) A household in Zone B without any on-site parking spaces is eligible for two parking permits.
- b) Each room of an eligible and approved boarding house will be treated as a separate dwelling eligible for one resident parking permit.
- c) A household in Zone B with one on-site parking space is eligible for one parking permit for a second vehicle.

d) No permits will be issued to households with two or more on-site parking spaces.

#### **8.4 Validity**

Resident parking permits will be valid for one year from date of issue.

#### **8.5 On-site parking**

On-site parking is deemed to be available where it can meet Australian Standard 2890.1. In determining whether an on-site parking space exists, the City will have regard to:

- a) accessibility by a vehicle
- b) the presence of a garage door or roller door
- c) the existence of a vehicular kerb ramp
- d) the presence of a carport or garage structure
- e) evidence of use of the space for parking
- f) any approved or registered plans.

#### **8.6 Temporary resident parking permits**

In certain circumstances the City may issue a temporary resident parking permit.

##### **Interim resident parking permit**

The City may issue an interim resident parking permit if:

- an eligible applicant has moved to the City and their vehicle is registered interstate. The permit will be valid for 3 months. It is compulsory to change the vehicle registration details to a NSW address within 3 months of a move. Once the applicant's vehicle is registered to a City address, applicants will be eligible for an annual resident parking permit.
- If an eligible applicant's vehicle has been damaged or stolen, the City will issue an interim resident parking permit for up to 3 months. Applicants will be required to provide documentary evidence in support of their claim and will be required to sign a statutory declaration in the presence of a Justice of the Peace.

##### **Temporary construction work resident parking permit**

If lawful (including work under a development consent, complying development certificate or exempt development) construction work renders the parking space at an eligible applicant's address temporarily inaccessible the City will issue a temporary construction work parking permit. A permit must not be used to accommodate the storage of materials in the on-site car space.

Temporary permits will be issued to a single nominated vehicle registered at the applicant's address, and may not be used by any other vehicle. The maximum duration of such permits is three months. Residents must provide proof of works being undertaken.

## 9 VISITOR PARKING PERMITS

### 9.1 Purpose

Visitor parking permits enable residents' visitors, including family members, friends, carers, General Practitioners and tradespersons to park on-street and avoid time limits and parking fees.

### 9.2 Eligibility

Residents in most households in the City of Sydney are eligible for visitor parking permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a residential flat building or boarding house, approved since 8 May 1996 (former South Sydney) 1 May 2000 (former Sydney City Council) or 12 May 2014 (City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- d) A household occupying a secondary dwelling on a lot for which visitor parking permits are already issued.
- e) A household which occupies premises not approved for residential use.
- f) Hotels, backpacker hostels, guesthouses, tourist accommodation and serviced apartments.
- g) Any other non-residential premises.

### 9.3 Quantity of permits

Visitor permits are one day scratch cards. The number of permits a household may be eligible for depends on how many resident permits they hold and whether their parking area is zone A or zone B. In order to equitably share limited street parking space eligible households who do not usually occupy street parking are entitled to a higher number of permits than those with one or two annual resident parking permits.

One resident parking permit issued to household for a motorcycle will be disregarded when determining the quantity of visitor permits a household is entitled to.

In Zone A the annual allocation of visitor permits for eligible households will be:

- a) 10 permits for those households with two Resident Parking Permits;
- b) 30 permits for those households with one Resident Parking Permits; and
- c) 40 permits for those households with no Resident Parking Permits.

In Zone B the annual allocation of visitor permits for eligible households will be:

- a) 20 permits for those households with two Resident Parking Permits;
- b) 40 permits for those households with one Resident Parking Permits; and
- c) 60 permits for those households with no Resident Parking Permits.

## 9.4 Validity

A permit is not valid for use on a caravan, bus, truck, trailer, or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass, except if a visitor permit is being used for removals to or from the address of the permit holder.

Visitor permits are single-use permits and are valid on the indicated date of use. The permit is valid only when the date of use has been clearly and correctly indicated. Visitor permits will be issued with a minimum of 12 months validity.



## 10 VISITOR PARKING PERMITS - TRADESPERSONS

### 10.1 Purpose

Tradespersons Parking Permits enable tradespersons to carry out maintenance and improvement work for City residents to park on-street and avoid time limits. This reduces job costs and local traffic movements. They may be used in addition to, or instead of, one-day Visitor Parking Permits.

### 10.2 Eligibility

Tradespersons Parking Permits may be issued to residents who:

- a) require alterations, additions, minor maintenance and improvement work to be undertaken at their place of residence
- b) provide proof of residency
- c) provide a quote or contract which sets out the address of the place where the work will be carried out, the nature of the works, and the duration of works.

Most households are eligible for Tradespersons Parking Permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a residential flat building approved since 8 May 1996 (former South Sydney), 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- d) A household which occupies premises not approved for residential use.

### 10.3 Quantity of permits

Eligible households may obtain up to six one-week permits annually.

### 10.4 Validity

A permit is not valid for use on a caravan, bus, truck, trailer, or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass. Permits are valid for one week. The date of validity and the resident's address will be displayed on the permit.



# 11 BUSINESS PARKING PERMITS

## 11.1 Purpose

A business parking permit exempts a business vehicle from time limits and parking fees in spaces signposted 'permit holders exempt'.

A business parking permit may be issued to a business located within the City of Sydney LGA that requires a vehicle for the carriage of goods or equipment.

Given the very high competition for on-street parking and the need to maintain parking turnover for retail customers, visitors and residents, business permits are issued only for vehicles registered in the name of the business as being for business use, and used in its routine daily operation to carry goods and equipment.

## 11.2 Eligibility

A business parking permit may be issued to an applicant who:

- a) has a business located within the City of Sydney Local Government Area
- b) requires an eligible vehicle for routine transport of goods or equipment in the day to day operation of a registered business
- c) is an employee or principal of a registered business operating from premises which have development consent for business use and which have not been excluded from participation in the permit parking scheme by a condition of development consent
- d) has no on-site parking; and
- e) cannot reasonably modify the premises to provide on-site parking.

To be eligible for a business permit, the vehicle must:

- a) be registered in the name of the business, or a principal of the business
- b) be registered for business use
- c) be used for the purposes of carrying goods and equipment
- d) not be a truck, bus, tram, caravan trailer or tractor or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass or longer than 7.5 metres

## 11.3 Quantity of permits

A business is eligible for one parking permit. Where more than one business occupies a single business premises, no more than one permit will be issued to each registered lot on a first-in first-served basis.

## 11.4 Conditions of use

Permits are only to be used for the carriage of goods and equipment. They are not to be used on vehicles primarily used for staff travel, attendance at business appointments, or commuting to a place of employment or business.

## 11.5 Validity

Permits will be valid for one year from date of issue.

## 12 SUPPORT WORKER PARKING PERMITS

### 12.1 Purpose

A support worker parking permit exempts a support worker's or service provider's vehicle from time limits and parking fees while the support worker or service provider is providing in-home support.

The permit is issued to the service provider rather than the recipient of the in-home support. This facilitates more efficient access for the service provider and avoids placing application requirements on residents.

### 12.2 Eligibility

A permit may be issued to a service provider who:

- a) provides in-home support services
- b) conducts, or expects to conduct, more than 60 home visits per year to residents in the City of Sydney and partnering Council areas<sup>1</sup>.

To be eligible for a permit the vehicle must:

- a) be registered in the name of the service provider. If the vehicle is in a private name, the service provider must supply a letter explaining that the permit will be used for the purpose of providing in-home support only.
- b) be under 4.5 tonnes and less than 7.5 metres, unless such vehicle is necessary for the support service provided.

### 12.3 Quantity of permits

There is no limit to the number of Support Worker Parking Permits that may be issued to service providers who employ support workers. Individuals that operate as a service provider will be issued with one permit.

### 12.4 Conditions of use

The permit may only be used by a support worker or service provider for the purposes of providing in-home support.

If the permit is no longer in use by the service provider or is not expected to be used for a period of three (3) months or more, the permit must be returned to Council.

### 12.5 Validity

Permits will be valid for one year from date of issue.

### 12.6 Plan of management

Support providers who purchase multiple permits for support workers are required to provide a Plan of Management at the time of application to prevent the misuse of the permits. This requires the support provider to demonstrate potential risks for misuse and control measures if appropriate.

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<sup>1</sup>In 2015 the City signed a Memorandum of Understanding with Marrickville and Leichhardt Councils whereby the three Councils agreed to issue a Support Worker permit that would be accepted in all three council areas. The City undertook to administer the scheme.

## 13 CARERS' PARKING PERMITS

### 13.1 Purpose

A carers' parking permit exempts a vehicle used by a carer visiting a resident from time limits and parking meter fees where while the carer is providing in-home care.

The permit is issued to the resident rather than the carer. This enables residents to receive care visits from multiple carers who are not eligible for the support workers parking permit.

### 13.2 Eligibility

A carers' parking permit may be issued to a resident who:

- a) is a resident of the City of Sydney
- b) has a letter from a service provider or health professional setting out the resident's need for in-home care.

The following households or dwelling types are not eligible:

- a) A household which occupies a residential flat building, approved since 8 May 1996 (former South Sydney), 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- d) A household which occupies premises not approved for residential use.
- e) Hotels, backpacker hostels, guesthouses, tourist accommodation and serviced apartments.
- f) Any other non-residential premises.

### 13.3 Conditions of Use

Eligible residents are entitled to one (1) transferable permit per household. The permit may only be used for the purposes of providing in-home care. The permit must be returned to the resident once the visit has ended.

The permits may only be used by carers providing care who meet the definition of carers as set out in the *Carers (Recognition) Act 2010*.

### 13.4 Validity

Permits will be valid for up to one year from date of issue..

## 14 PREVENTION OF FRAUD AND MISUSE

### 14.1 Background

As a result of the high value of parking space, permit schemes are vulnerable to the misuse, theft and forgery of permits. This creates a risk of long-stay parking in residential areas, which occupies parking space otherwise intended for genuine customers, visitors and business users.

### 14.2 Action

The City will take action against misuse of permits. In the case of demonstrated fraud, improper resale or misuse of permits by a resident, business, visitors or care workers, the City may revoke eligibility for the offending individual, business, address or organisation, for a period of up to two years.

In instances where misuse of permits is reasonably suspected, the City will give permit-holders the opportunity to show cause as to why the permit should not be revoked. Permits will not be arbitrarily or unreasonably revoked.

In cases of suspected falsification, duplication or theft of permits, the City will refer the matter to the NSW Police for investigation.

### 14.3 Record of on-site parking

To address non-disclosure of on-site parking, the City will maintain a record of on-site parking supply at each residential or business address eligible to participate in the permit parking scheme.

Records will be based on information provided by applicants, development assessment documents, and street-based site inspections. Records will be made available to applicants to ensure the opportunity is provided to correct errors.

### 14.4 Information on permits

In the case of a resident or business parking permit, the permit will display the vehicle registration in order to prevent theft or improper transfer.

## 15 TRANSITIONAL ARRANGEMENTS

Transitional arrangements will minimise disruption or hardship by ensuring that existing permits of a type that is not consistent with this policy are honoured until Council determines otherwise.

### 15.1 Resident permits

In Zone A, a permit holders will be permitted to renew a second resident parking permit that was valid at the date of adoption of this policy on 12 May 2014. The permit may be renewed or transferred to a replacement vehicle only at the same address.

In Zone A, a permit holder with one on-site parking space, will be permitted to renew a first permit that is valid at the date of the adoption of this policy. The permit may be renewed or transferred to a replacement vehicle only at the same address.

Permits will not be renewed in cases where they have been obtained by the non-disclosure or inaccurate declaration of on-site parking spaces.

## 16 IMPLEMENTATION AND ADMINISTRATION

### 16.1 Neighbourhood Parking Policy Reviews

The City will assess parking areas' level of consistency with the policy. This will include developing an implementation plan for each reviewed area setting out actions and timelines to address issues identified.

The reviews will be the primary mechanism for operationalising the policy.

### 16.2 Hardship

Consistent with the Schedule of Fees and Charges, the City may waive the fees and charges applying to permits only in cases where their application would impose unreasonable financial hardship.

### 16.3 Enforcement

Enforcement of parking controls is the responsibility of City Operations.

### 16.4 References

#### Laws and standards

- Road Transport Act 2013
- Road Transport (General) Regulation 2013.
- Local Government Act 1993
- Carers (Recognition) Act 2010

#### Policies, procedures and guidelines

- RMS Parking Permit Guidelines 2016
- Central Sydney On-street Parking Policy 2015
- Car Sharing Policy 2016

### 16.5 Consultation

The policy was publicly exhibited for 79 days.

### 16.6 Approval status

The Council approved this policy on 14 May 2018.



**Kim Woodbury**

**Acting Chief Executive Officer**

## 16.7 Approval history

Stage	Date	Comment	TRIM Reference
Original Policy	12 May 2014	Approved by Council	2013/311119
Review	14 May 2018	Full review. Amend time restrictions. Increase number of visitor permits available. Introduce tradespersons parking permit. Broaden vehicle eligibility criteria for business parking permits.	2017/176047
Next review	14 May 2022		

## 16.8 Ownership and approval

Responsibility	Role
Author	Manager, Transport Policy
Owner	Executive Manager, City Access and Transport
Endorser	City of Sydney Executive
Approver	City of Sydney Council