

How to apply for the installation of an on-street car share parking space in the City of Sydney

Use this form to apply for a car share parking space on-street. Only City of Sydney approved car share operators can apply.

How to apply

- 1 Check the proposed parking space site meets the criteria in pages 1 and 2.
- 2 Complete an application form for each parking space.
- 3 Email the applications to carsharing@cityofsydney.nsw.gov.au.

Eligible locations

You can only apply for on-street car share parking spaces on roads under the authority of the City of Sydney in the parking areas. You cannot apply for spaces:

- a along light rail-lines or near construction works for these
- b in areas where the maximum number of allowable spaces has been reached or in the CBD area

Parking areas and coverage category

Parking areas are in a low or high coverage category. Low coverage parking areas are where car share spaces account for less than 3.5% of available on-street kerbside parking. High coverage parking areas have over 3.5%. The maximum amount of on-street kerbside parking allocated to car share parking is 5% per parking area.

Coverage category	Parking area	Notes
High	19 Potts Point, Kings Cross & Elizabeth Bay	Maximum allocation reached
	20 Pyrmont and Ultimo	Only supported in areas of high density and demonstrated demand
	21 East Sydney	
	22 Newtown, Erskineville & Camperdown	
Low	13 South Paddington & Centennial Park	Spaces available
	15 West Paddington	
	16 Millers Point	
	17 Darlinghurst	
	18 Surry Hills	
	28 Woolloomooloo	
	32 Chippendale & Darlington	
	35 Zetland, Rosebery & Beaconsfield	
	36 Alexandria & Erskineville	
	41 Redfern & Waterloo	
G Glebe & Camperdown		

Eligibility - usage requirements

The City will only allocate new car share parking spaces where an operator can demonstrate that the 3 (Low) or 4 (High) spaces nearest to the proposed site meet the following usage requirements.

Coverage Category	Parking Area	Number of spaces allocated to the Operator	Usage Requirements
Low	15	2 or less	Usage not required
		3 or more	18 times per month or 4 hours per day over preceding 3 months
	All other areas	5 or less	Usage not required
		6 or more	18 times per month or 4 hours per day over preceding 3 months
High	21 & 22	2 or less	Usage not required
		3 or more	25 times per month or 5 hours per day over preceding 3 months
	20	5 or less	Usage not required
		6 or more	25 times per month or 5 hours per day over preceding 3 months

Maximum number of applications per month

The coverage category determines the number of applications we refer to the monthly committee meeting

Coverage Category	Maximum number of applications in a parking area per month	Maximum number of applications in a coverage category per month
High	2	4
Low	4	8

Fees and charges

These fees partially recover our administrative costs for the City car share scheme. Current fees, are:

Item	Unit	Fee
Car share parking space application and administration fee	per site	\$2,515
Administration fee (for minor changes to bays)	per site	\$485

Application for the installation of an on-street car share parking space

Office Use Only

Application Reference (GIS)

Bay number

Extension of existing Bay ID

Note to Traffic Operations

The form must be completed and signed by a key personnel of the organisation

1. Application summary

Operator Coverage category

Month of application Parking area

Year of application

2. Application type

Please select one New car share parking space Extension of existing car share bay City operated parking station

3. Proposed location

Street name Suburb

Side of street where car is parked (North/South/East/West) Nearest intersection Direction from nearest intersection (North/South/East/West)

Proposed location (for example: immediately after the No Stopping restriction south of Railway Parade)

Existing signposted restriction (in full)

Existing ticket parking tariff (in full)

4. Existing usage of nearest on-street car share parking spaces

Provide usage data for the nearest on-street car share parking spaces. Three nearest bays for low coverage areas, four for high coverage.

Month	Bay ID: <input type="text"/>		Bay ID: <input type="text"/>		Bay ID: <input type="text"/>		Bay ID: <input type="text"/>	
	No. of trips per month	Average hours per day	No. of trips per month	Average hours per day	No. of trips per month	Average hours per day	No. of trips per month	Average hours per day
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Office use only	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	

5. Forecast use at proposed location

Provide information to support installing a car share parking space at this location

Number of members within 100m of the proposed location

Type of vehicle proposed i.e. van/small car/SUV

Demand and support for this site

6. Supporting documentation

Attach the following photos and email along with your completed application to carsharing@cityofsydney.nsw.gov.au

1. Photo of proposed location
2. Photo of existing signposted parking restrictions

7. Terms and Conditions

By applying for an on-street car share parking space in the City of Sydney, you accept the terms and conditions below.

- 1 Only applications from City approved car share operators will be considered.
- 2 Car share parking spaces are installed and managed in line with the Roads and Maritime Service's Technical Direction TTD 2018/001 and the City's car sharing policy.
- 3 Car share parking spaces are assessed, installed and managed in line with the Roads and Maritime Service's Technical Direction TTD 2018/001 and the City's car sharing policy.
- 4 We will consult with residents and businesses near the proposed on-street space (two week consultation period).
- 5 If we support your proposal, we will present it to the Local Pedestrian Cycling and Traffic Calming Committee.
Up to 12 spaces can be considered each month.
- 6 If the committee approves your application, the car share parking space will be installed within approximately 4 weeks.

8. Privacy and personal information protection notice

- Purpose of collection:** This information is being collected for the assessment of an application for an on-street car share parking space and for road and traffic management in the Council area.
- Intended recipients:** City of Sydney employees. Any approved contractors required to provide this service.
- Supply:** The supply of this information is voluntary. If you are unwilling to provide this information, the City of Sydney may be unable to provide access to City of Sydney services.
- Access/Correction:** Please contact Customer Service on 02 9265 9333 or at council@cityofsydney.nsw.gov.au to access or correct your personal information.
- Storage:** The Customer Service Unit at the City of Sydney, located at 456 Kent Street, Sydney NSW 2000, is collecting this information and the City of Sydney will store it securely.
- Other uses:** The City of Sydney will use your personal information for the purpose for which it was collected and may use it as is necessary for the exercise of other functions.

For further details on how the City of Sydney manages personal information, please refer to our Privacy Management Plan (<https://www.cityofsydney.nsw.gov.au/policies/privacy-management-plan>).

9. Applicant declaration

Signing this document binds the car share operator in part 1 of this application form to the terms and conditions of the car sharing policy and the terms and conditions for installing a car share parking space.

- I am authorised to apply for a car share parking space on behalf of the car share operator in part 1 of this application form
- I have read, understood and agree to comply with the City of Sydney's car sharing policy and the terms and conditions for installing a car share parking space
- I have read and consent to the privacy and personal information protection notice on this application
- The information I have provided is true and correct in every detail

Applicant name

Applicant position

Applicant signature

Date

Contact email address

Contact phone number