

## RETROFITTING OF ADDITIONAL ON-STREET PARKING INFRASTRUCTURE ON NARROW RESIDENTIAL STREETS POLICY

<b>Policy Number:</b>	2011/12	<b>Directorate:</b>	Engineering & Infrastructure
<b>Approval by:</b>	Council	<b>Responsible Officer:</b>	Manager – Sustainable Infrastructure
<b>Approval Date:</b>	24 March 2015	<b>Version Number:</b>	2
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### 1. PURPOSE

The purpose of this Policy is to provide a process when dealing with resident requests for additional on-street parking in residential streets which are less than 7.2 metres wide between the face of the existing, barrier kerbs.

### 2. CONTEXT

This Policy has been developed to facilitate the provision of additional on-street parking on narrow streets, consistent with the safe movement of traffic.

The Policy supersedes the former 'Retrofitting of Indented Parking Bays Interim Policy' (Policy Number 2010/01) to include the option for the installation of rollover kerb with concrete apron (extended rollover kerb) for parking, adopted at the Ordinary Meeting of Council on the 25 October 2011.

### 3. SCOPE

This Policy applies to all staff and Councillors when considering applications from residents to modify residential streets, which are less than 7.2m, for the purposes of providing additional on-street parking only.

- It is aimed to be a practical guide for residents and officers when considering indented parking or extended rollover kerb.
- It sets out a cost-shared funding arrangement which is based on streets which are up to 7.20m wide.
- The Policy does not apply to roads in activity centres.
- While the policy considers individual applications for indented parking bays, multiple applications in adjacent areas and extended rollover kerb

installations would be considered separately and considered under Council's Policy for Special Rates and Charges Schemes.

## 4. REFERENCES

### 4.1 Council Plan

- Continually reviewing and improving the quality and effectiveness of Council's service provision.
- Planning, managing and maintaining appropriate facilities and infrastructure to meet the community's needs into the future.

### 4.2 Relevant Legislation

- Victorian Planning Scheme.
- ResCode for Residential Development.
- Victorian Road Rules –Rules 197, 198 and 208.
- Australian Standards AS/NZS 2890.1:2004.
- CFA Requirements for Water Supplies and Access for Subdivisions in Residential 1 and 2 and Townships – 9 October 2006.

### 4.3 Charter of Human Rights

- This policy has been assessed against and complies with the Charter of Human Rights.

### 4.4 Related Council Policies

- Asset Management Policy
- Contributory Schemes – Special Rates and Charges Policy

### 4.5 Related Council Procedures

- Operational Guidelines for Installing Indented Parking Bays.
- General Guidelines and Standards of Construction for Indented Parking Bays.
- Road Asset Management Plan
- Road Management Plan
- Liveable Streets Plan
- Open Space Plan

## 5. DEFINITIONS

<b>Council</b>	means Knox City Council, whether constituted before or after the commencement of this Policy.
<b>Individual(s)</b>	means a resident(s) of the Knox Municipality.
<b>Community Group(s)</b>	means a legal entity who provide services, support or activities to the Knox community.
<b>Indented Parking</b>	means a car parking bay created within the naturestrip area of the road.
<b>Barrier Kerb</b>	means a kerb and channel where the kerb section is approximately 150mm high and is non-mountable, as per Council Standard Drawing No. S301.1.
<b>Rollover Kerb</b>	means a kerb and channel which is mountable by vehicles, as per Council Standard Drawing No. S301.4.
<b>Apron</b>	means a structural platform immediately adjacent to a rollover kerb, which is mountable by vehicles and acts as a width extension to the rollover kerb.

<b>Extended Rollover Kerb</b>	Means a <b>Rollover Kerb</b> with an <b>Apron</b>
<b>Retrofitting</b>	means the modification of existing roads and streets for the provision of new infrastructure.
<b>Layback</b>	Means the section of road where vehicles are permitted to drive over the kerb to a driveway or indented parking bay.
<b>Road Opening Permit</b>	Means a Council permit known as “Works Within Municipal Road Reserves”.

## 6. COUNCIL POLICY

Council will consider resident applications for retrofitting of indented parking and/or extended rollover kerb in residential streets of less than 7.2m width subject to meeting technical requirements.

Council will offer a financial subsidy to residents in the form of a rebate, subject to the following conditions:

- 6.1 Suitability for installation will be determined by taking into account
  - 6.1.1 road category; cross section geometry and
  - 6.1.2 impacts on the nature strip, landscaping, street trees and potential street tree planting locations (potential locations include where trees have been removed and are yet to be replaced and also, when taking a view of the overall streetscape, where a street tree should be planted), footpaths, drainage and service authority assets such as telephone, gas, electricity and water.
- 6.2 In considering the placement of additional on-street parking, no street trees are to be removed.
- 6.3 In all cases, the additional on-street parking will be located on the road reserve and will be vested in the Council. Consequently, the installations become Council assets and are immediately available for unrestricted public use.
- 6.4 Where multiple parking bays or extended rollover kerbing is proposed, in accordance with Councils’ Contributory Schemes – Special Rates and Charges Policy, a 60% minimum level of support from contributing properties would be needed as a base requirement before committing Council resources or compelling reasons relating to issues of safety, health or amenity may need to be established before Council proceeds.
- 6.5 Parking Bays (General)
  - 6.5.1 No parking bay is to be constructed within 3 metres of a street tree or the potential location of a future street tree.
  - 6.5.2 Any proposed indented parking bay must be in accord with the Design Guidelines detailed in the Knox Liveable Streets Plan.
  - 6.5.3 Indented parking bay space(s) are intended for casual parking and are not an alternative to private off-street parking on adjacent property.

## 6.6 Single Parking Bays

- 6.6.1 A road opening permit is required and works are to be undertaken by the applicant to Council's standard and specification. Alternatively, Council may arrange the works upon receipt of full payment from the applicant.
- 6.6.2 When the installation of a proposed single indented bay requires the use of the road reserve in front of a neighbouring property, the applicant must obtain and provide council with written approval from the owner of the neighbouring property prior to any consideration being made by council.
- 6.6.3 Payment of any Council subsidy will be made directly to the applicant, following the satisfactory completion of the works and submission of a rebate claim form to Council, unless otherwise agreed.

## 6.7 Extended Rollover Kerb

- 6.7.1 Any proposed indented parking bay must be in accord with the Design Guidelines detailed in the Knox Liveable Streets Plan.
- 6.7.2 An apron should be no greater than 500mm in width, to avoid potential confusion with a footpath and the use of coloured concrete; structural pavers and other design features should be considered for aesthetic purposes and to help distinguish the apron as a casual parking area and not a footpath.
- 6.7.3 Extended Rollover Kerbing will not be considered for a single property frontage and will only apply to a street scheme, in accordance with Councils' Contributory Schemes – Special Rates and Charges Policy.

6.8 A cost-sharing structure will apply to all additional Indented Parking Bays on roads within this Policy.

- 6.8.1 Access Roads - with existing Indented Parking Bays provided as part of a subdivision:-

Road Width (between face of kerbs)	Consider additional Indented Parking Bays	Comments	Council Rebate		Resident Cost
			Subsidy	Community Benefit	Resident Benefit
5.51m – 6.5m	No	Only if extenuating circumstances exist	Nil	Nil	100%
Less than 5.51m	Yes	Only if road has less than one indented parking bay per two dwellings	10%	10%	80%

6.8.2 Access Roads – with no existing indented parking bays provided as part of subdivision.

Road Width (between face of kerbs)	Consider additional Indented Parking Bays	Comments	Council Rebate		Resident Cost
			Subsidy	Community Benefit	Resident Benefit
Greater than 7.2m	No	Only when no on- street parking is available	Nil	Nil	100%
6.51m – 7.2m	Yes	Refer to Assessment Criteria (6.9)*	10%	1-2 criteria met - 10%  3-4 criteria met - 20%	80%  70%
Less than 6.51m	Yes	i) Roads less than 100m in length	10%	10%	80%
		ii) Roads greater than 100m in length	10%	20%	70%

6.9 \*Assessment Criteria for road widths 6.51m - 7.2m.

Consideration of an indented parking bay may be given to access roads where:

- 6.9.1 The available access width between parked cars is on average less than 3.0m;
- 6.9.2 Visitor parking space is unavailable within 40m walk of any property at peak periods, e.g. 7:00am–9:00am and 4:00pm–6:00pm Monday – Friday;
- 6.9.3 Less than 60m in road length is provided for two-way vehicle passing (min. width of 5m);
- 6.9.4 Council receives more than two complaints from adjacent residents or an emergency service complaint about parking and access. (The desirable clearance width for the CFA is less than 3.5m between parked vehicles).

6.10 Subsidies and community benefits (rebates) for the installation of extended rollover kerb will be 0% i.e. the entire cost will be borne by the adjacent residents, subject to the provisions of Council's Contributory Schemes – Special Rates and Charges Policy

Road Width (between face of kerbs)	Consider Extended Rollover Kerbing	Comments	Subsidy	Community Benefit	Resident Benefit
Less than 5.90m	No	Indented Bays – refer indented bays section.	N/A	N/A	N/A

5.90m – 6.55m	Yes.	0.50m extended rollover kerb on both sides or indented bays	0%	0%	100%
6.56m – 7.20m	Yes.	0.50m extended rollover kerb, single or both sides or indented bays.	0%	0%	100%
Greater than 7.20m	No	Not necessary	N/A	N/A	N/A

6.11 Business cases will be prepared, for consideration by Council on an annual basis, following the receipt of applications for the installation of additional on-street parking infrastructure.