



ASSESSMENT OF REQUESTS FOR ON-STREET PARKING RESTRICTIONS

Policy 12/2021-2024

DATE

- Ordinary Meeting of Council 14.10.2014, 27.10.2015, 11.12.2018 and 8.11.22022

POLICY NO:	12/2021-2024
LEGISLATIVE REQUIREMENTS	Nil
RESPONSIBILITY:	SHIRE STRATEGY
OBJECTIVE:	To assist Council Officers in determining parking restrictions on Council managed roads.
REVIEW	Within the first 12 months of each term of Council or as required.

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1. Guidelines

Given the importance of maximising opportunities for on-street parking on Council managed public roads in urban built-up areas, including rural villages, signposted parking restrictions will only be considered in cases where it is justified by one or more of the following:

- a documented risk management review;
- where access for essential service or larger emergency service vehicles is prevented;
- at a new bus stop, bus zone, loading zone, mail zone or taxi zone;
- to improve traffic flow on existing or proposed multi-laned collector or sub-arterial roads
- to minimise queuing on approaches to major intersections in order to improve level of service ;
- to facilitate the introduction of new new bus services along local roads;
- time limited parking outside retail or commercial premises, schools or major transport facilities to maximise parking turnover;
- to comply with an adopted Parking Management Strategy;
- to provide for 'Kiss and Drop' facilities outside a major shopping or commercial centre, major public transport facility or school;
- in exceptional circumstances such as the need for a dedicated disabled parking space outside a private home or medical facility, , or a dedicated space for emergency service vehicles;
- to comply with road design standards associated with new traffic facilities e.g. pedestrian refuge, marked pedestrian crossing, traffic signals etc.

Any concerns raised that the widespread use of on-street parking by non-residents such as commuters, or visitors to local recreational facilities is impacting on the amenity of a residential area or restricting the ability of residents or visitors to park outside their own home, will not be considered as sufficient grounds alone for the imposition of on-street parking restrictions.

2. Associated Documents

- Internal Procedure – Assessment of Requests for On-Street Parking Restrictions

3. Appendices

Nil



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DATE CREATED:	23 September 2014
DATE LAST REVISED:	August 2022
NEXT REVISION DATE:	August 2023
RESPONSIBLE TEAM:	Asset Management, Traffic & Parks

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1. OBJECTIVE OF THE PROCEDURE

To complement Council's Policy 12/2021-2024 by providing a framework for the assessment of requests for the installation of regulatory signage or linemarking that if implemented, would restrict on-street parking on Council managed roads in urban built-up areas, including rural villages.

2. SCOPE

This procedure applies to all requests relating to Council managed public roads in urban built-up areas, including rural villages. It does not apply to the imposition of on-street parking restrictions:

- in rural areas;
- on roads that are not managed by Council e.g. State Roads, private roads.

3. AVAILABILITY OF THE PROCEDURE

This procedure is available on the Councils Staff Portal and in ECM.

4. OVERVIEW OF THE PROCEDURE

This procedure has been developed to assist staff in objectively assessing the need for on-street parking restrictions on Council managed roads in urban built up areas and rural villages.

In such areas, on-street parking is a valuable asset requiring careful management. Ensuring a proper balance of supply and demand for different users can be a challenge.

Council is regularly asked to either restrict or remove altogether, on-street parking at locations:

- Where it reduces the availability of on-street parking for residents and their visitors;
- near driveways and intersections where parked vehicles are perceived to be restricting a driver's view of approaching traffic when entering the road;
- where the geometric design of the road is perceived to limit sight distance of approaching traffic;
- where the narrow width of the road restricts or prevents two way traffic movement;
- where access for essential service vehicles such as waste collection trucks is affected by parked cars;
- where access for larger emergency service vehicles such as Fire & Rescue NSW or Rural Fire Service fire fighting appliances is affected by parked cars.

Such requests are most common in locations where on-street parking is in high demand such as near major transport facilities, individual bus stops, schools, childcare centres, playing fields, retail and commercial areas, and high density residential apartment complexes. It is also becoming apparent that even small numbers of parked cars are emerging as a problem in new residential release areas because of the street patterns and narrow width of some roads.

Restrictions to on-street parking should only be considered in cases where it is justified by a documented risk management assessment, or in the type of circumstances outlined in Council's Policy 12/2021-2024.

Any statement that the widespread use of on-street parking by non-residents such as commuters is impacting on the amenity of a residential area, is not to be considered as sufficient grounds for the imposition of on-street parking restrictions.

In some situations on-street parking restrictions are already regulated by the provisions of the *NSW Road Rules 2014*. Therefore, the provision of regulatory signposting to reinforce these restrictions should only be considered in the most exceptional circumstances such as on the approach and departure side of bus stops or post boxes where on-street parking creates ongoing issues for bus and mail services, or in locations where ongoing education and enforcement programs have been unsuccessful in changing driver behaviour.

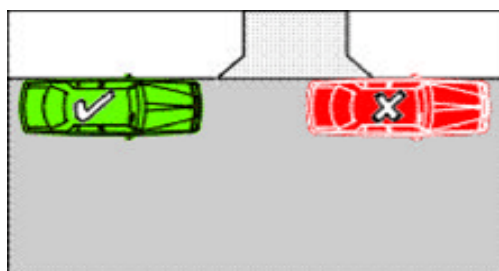
If after following this procedure, it is determined that regulatory on-street parking restrictions are justified, the proposal must firstly be considered by the Local Traffic Committee (LTC). The Committee's recommendation is then reported to Council which will determine the matter in accordance with its delegation from Transport for NSW (TfNSW)

5. EXISTING PROVISIONS OF THE NSW ROAD RULES

The most common situations where Council receives requests for regulatory signposting to restrict on-street parking that are already covered by the NSW Road Rules are:

Driveway access: Section 198 (2)

- (2) *A driver must not stop on or across a driveway or other way of access for vehicles travelling to or from adjacent land unless:*
- (a) *the driver:*
 - (i) *is dropping off, or picking up, passengers, and*
 - (ii) *does not leave the vehicle unattended, and*
 - (iii) *completes the dropping off, or picking up, of the passengers, and drives on, as soon as possible and, in any case, within 2 minutes after stopping, or*
 - (b) *the driver stops in a parking bay and the driver is permitted to stop in the parking bay under these Rules.*



In the example the vehicle marked with an 'X' is stopped in contravention of sub-rule (2).

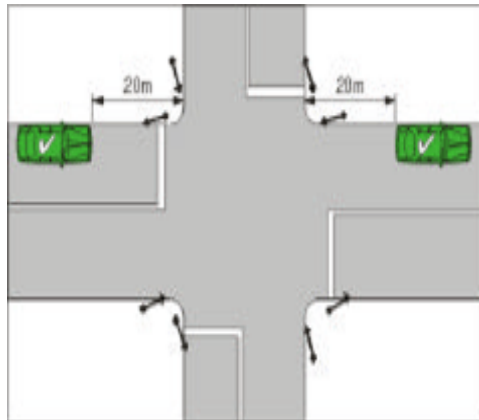
Stopping in or near an intersection: Section 170 (2) and (3)

- (2) *A driver must not stop on a road within 20 metres from the nearest point of an intersecting road at an intersection with traffic lights, unless the driver stops at a place on a length of road, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under these*

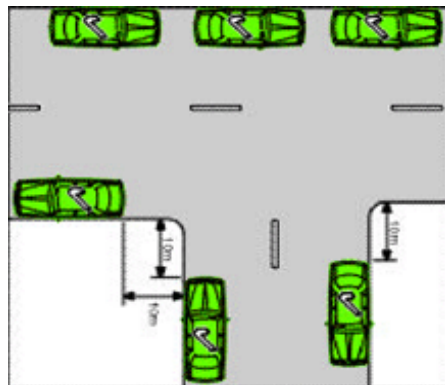
Rules.

- (3) *A driver must not stop on a road within 10 metres from the nearest point of an intersecting road at an intersection without traffic lights unless the driver stops:*
- (a) *at a place on a length of road, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under these Rules, or*
 - (b) *if the intersection is a T-intersection—along the continuous side of the continuing road at the intersection.*

Example 1: Measurement of distance – intersection with traffic lights (Source: NSW Road Rules 2014)



Example 2: Measurement of distance – T-intersection without traffic lights (Source: NSW Road Rules 2014)



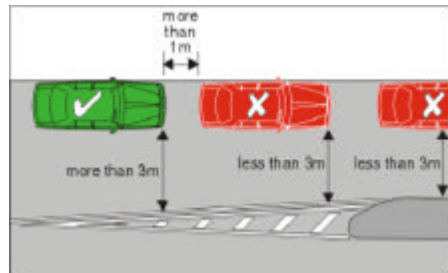
Parallel parking on a road: Section 208 (6) and (12)

- (6) *If the road has a continuous dividing line or a dividing strip, the driver must position the vehicle at least 3 metres from the continuous dividing line or dividing strip, unless otherwise indicated by information on or with a parking control sign.*

(12) In this rule: continuous dividing line means:

- (a) a single continuous dividing line only, or
- (b) a single continuous dividing line to the left or right of a broken dividing line, or
- (c) 2 parallel continuous dividing lines.

Example: Parallel parking – minimum distance from other vehicles and dividing strip (Source: NSW Road Rules 2014)



In the example, the vehicles marked with an 'X' are parked in contravention of this rule.

6. RISK MANAGEMENT FRAMEWORK

In assessing requests for on-street parking restrictions not already covered by the provisions of the *NSW Road Rules 2014*, the following factors should be taken into consideration:

- sight distance at intersection or driveway;
- volume of traffic on frontage and side road based on Road Hierarchy classification or recent traffic count data;
- volume of traffic leaving a property driveway;
- speed of traffic on frontage road (ie default speed limit, signposted speed limit or 85th percentile speed if known);
- width of frontage road carriageway;
- proximity to primary schools, childcare centres or sporting grounds;
- Centre Road Safety crash data in immediate vicinity of location (past five years) directly related to the claimed road safety risk;
- accessibility for essential service and emergency service heavy vehicles (including turning paths) such as waste collection trucks or Fire & Rescue NSW/Rural Fire Service fire fighting appliances.

7. PROCEDURES FOR ASSESSING REQUESTS FOR ON-STREET PARKING RESTRICTIONS AT INTERSECTIONS AND DRIVEWAYS

The following points and ranking system should be used to assess requests for parking restrictions at intersections and driveways not already covered by the *NSW Road Rules 2014*.

7.1 Speed of traffic (kph) along frontage road (default, signposted or 85th percentile)

Speed	Points
0 - <40 kph	1
40 - 60 kph	2
> 60 kph	3

Note: 85th percentile speed to be used if known. Points to be multiplied by three if location is within 200m of a primary school, childcare centre or sportsground and part-time restrictions only are being considered.

7.2 Traffic volume along frontage road

Road Hierarchy classification	Points
Local Access Road	0
Local Road	1
Minor Collector Road	2
Major Collector Road/Enhanced Collector Road	3
Sub-arterial Road	4
State Arterial Road (TfNSW Controlled)	N/A

Notes:

1. Local Access Roads are generally narrow in width servicing a relatively small number of properties. Although a public road they are often similar to a driveway e.g. Rivendell Way, Maybush Way etc.
2. Where the frontage is a State Arterial Road under the control of TfNSW, all requests for parking restrictions on such roads must be referred to TfNSW.

7.3 Traffic volume on side road

Road Hierarchy classification	Points
Local Access Road	0
Local Road	1
Minor Collector Road	2
Major Collector Road/Enhanced Collector Road	3
Sub-arterial Road	4
State Arterial Road (TfNSW Controlled)	5

7.4 Traffic volume egressing driveway (estimation of peak hour traffic movements based on RMS' 'Guide to Traffic Generating Developments' October 2002 Issue 2.2 AND Technical Direction TDT 2013/04a.

Peak hour traffic movements egressing driveway	Points
< 10	0
10 - 50	1
50 - 100	2
> 100	3

7.5 Number of reported intersection or driveway related crashes at this location in the past five years

Multiply by two the number of reported crashes (Centre for Road Safety crash data) in the past five years attributed to vehicles turning left or right out of side road or driveway, where restricted sight distance has been specifically identified as a contributing factor.

7.6 Sight distance at intersection or driveway

Sight distance restricted at intersection or driveway due to factors such as parked cars (e.g. mature street trees, street furniture, or horizontal or vertical alignment of road).

Sight distance at intersection or driveway	Points
Good	1
Average	2
Poor	3

7.7 Recommended actions

Recommended actions to implement parking restrictions near intersections and driveways are set-out in the following table.

Ranking points	Action
≤7	No action required
>7 - <11	Monitor ^{Note 1}
≥ 11	Refer to LTC

Note 1: If ranking points from assessment add up to 9 or 10 with no accidents recorded, request still to be referred to LTC

8. PROCEDURE FOR ASSESSING REQUESTS FOR GENERAL KERB-SIDE PARKING RESTRICTIONS

The following scoring and ranking system should be used to assess requests for general kerb-side parking restrictions not already covered by the *NSW Road Rules 2014*.

8.1 Speed of traffic (kph) along road (default, signposted or 85th percentile if known)

Speed	Points
0 – <40 kph	1
40 – 60 kph	2
+ 60 kph	3

Note: Points to be multiplied by three if location is within 200m of a primary school, childcare centre or sportsground and part-time restrictions only are being considered.

8.2 Traffic volume on road

Road Hierarchy Classification	Points
Local Access Road	0
Local Road	1
Minor Collector Road	2
Major Collector Road	3
Sub-arterial Road	4
State Arterial Road (RMS Controlled)	N/A

8.3 Width of road

Width of road (metres)	Points
≤ 6	3
>6 - ≤9	2
> 9 - < 12	1
≥ 12	0

8.4 Number of reported crashes at this location in the past five years

Multiply by two the number of reported crashes (Centre for Road Safety crash data) in immediate vicinity of this location in the past five years where parked cars have been specifically identified as having been a contributing factor.

8.5 Sight distance at location

Assessment of sight distance at location due to horizontal or vertical alignment of the road

Sight distance at location	Points
Good	1
Average	2
Poor	3

8.6 Accessibility for essential service and emergency service vehicles

Access available	Points
Good	1
Average	2
Poor	3

8.7 Recommended actions

Ranking points	Action
≤ 8	No action required
> 8 - <13	Monitor
≥ 13	Refer to LTC

9. WORKED EXAMPLES

9.1 Side road intersecting with frontage road

Request for parking restrictions in excess of NSW Road Rules provisions

- Side road (Road 1) – Local Road (50 kph)
- Frontage road (Road 2) – Minor Collector Road (50 kph)
- Centre of Road Safety Crash Data – Zero recorded accidents at intersection
- Good sight distance

Side/Frontage Road Name	Traffic Volume (Road 1)	Traffic Volume (Road 2)	Vehicle Speed (Road 2)	Sight Distance	Crashes
Road 1/Road 2	Local	Minor Collector	50 kph	Good	0
Points	1	2	2	2	0

Total points – 7

Outcome – No action required

9.2 Driveway intersecting with frontage road

Request for parking restrictions on approach and departure side of driveway in excess of NSW Road Rules provisions

- Driveway for commercial office building with 4,000 m² gross floor area
- Evening peak hour vehicle trips – 80 (Section 3.5 'Guide to Traffic Generating Developments')
- Frontage Road (Road 1) – Major Collector Road
- Centre for Road Safety Crash Data – One recorded accident at driveway
- Average sight distance at driveway

Frontage Road Name	Traffic Volume (Road 1)	Evening Peak Hour Traffic Volume (Driveway)	Vehicle Speed (Road 1)	Sight Distance	Crashes
Road 1	Major Collector	40	50 kph	Average	1
Points	3	2	2	2	2

Total points – 11

Outcome – Refer to LTC

9.3 Request for kerb-side parking restrictions

Request due to parked cars on both sides of road limiting road width available for through traffic

- No marked unbroken centreline
- Local road (50 kph)
- Road width (8 m)
- Centre for Road Safety Crash Data – Zero recorded accidents
- Poor sight distance due to crest
- Average accessibility for essential service and emergency service vehicles

Road Name	Traffic Volume	Road Width	Vehicle Speed	Sight Distance	Service Vehicle Access	Crashes
Road 1	Local	8 m	50 kph	Poor	Average	0
Points	1	2	2	3	2	0

Total points – 10

Outcome – Monitor

9.4 Request for kerb-side parking restrictions within 200m of primary school

Request due to parked cars on both sides of road limiting road width available for through traffic on weekends during sporting season

- No marked unbroken centreline
- Minor collector road (50 kph)
- Road width (8m)
- Centre for Road Safety Crash Data – Zero recorded accidents
- Average sight distance due to horizontal alignment of road

Road Name	Traffic Volume	Road Width	Vehicle Speed	Sight Distance	Service Vehicle Access	Crashes
Road 1	Minor Collector	8 m	50 kph	Average	Poor	0
Points	2	2	6	2	3	0

Note: Points allocated for vehicle speed multiplied by three due to proximity to primary school

Total points – 15

Outcome – Report to LTC with recommendation for part time restrictions during school drop-off and pick up times.

10. ASSESSMENT FORMS

Each application received for the imposition of parking restrictions that meet the Scope of this procedure are to be assessed using the following forms.

Each completed form is to be verified by the Manager – Asset Management, Roads & Parks or Principal Coordinator – Traffic & Roads Management, registered in ECM and linked to the incoming document.

CHECKLIST FOR ASSESSING REQUESTS FOR PARKING RESTRICTIONS AT INTERSECTIONS

Each request for parking restrictions is to be assessed in accordance with Council's Internal Procedure.

Frontage Road

- Frontage road name:
- Signposted speed of traffic on frontage road:

Points:

or

or

- 85th percentile speed if known:
- Road Hierarchy classification:

Points: Side Road

- Side road name:
- Road Hierarchy classification:

Points: Reported Crash Data

- Number of reported crashes: Points:

Sight Distance

- Sight distance assessment: Points:

TOTAL POINTS:

ACTION:

Prepared:

Verified:

CHECKLIST FOR ASSESSING REQUESTS FOR PARKING RESTRICTIONS AT DRIVEWAYS

Each request for parking restrictions is to be assessed in accordance with Council's Internal Procedure.

Frontage Road

- Frontage road name:
- Signposted speed of traffic on frontage road:

Point

s:

or

- 85th percentile speed if known:
- Road Hierarchy classification:

Points: Driveway

Note: Reference needs to be made to RMS' 'Guide to Traffic Generating Developments' October 2002 Issue 2.2, particularly Section 3 as well as Technical Direction TDT 2013/04a in calculating estimated peak hour traffic volume

- Type of development:
- Estimated peak hour traffic volume:

Points: Reported Crash Data

- Number of reported crashes: Points:

Sight Distance

- Sight distance assessment: Points:

TOTAL POINTS:

ACTION:

Prepared:

Verified:

CHECKLIST FOR ASSESSING REQUESTS FOR KERB-SIDE PARKING RESTRICTIONS

Each request for parking restrictions is to be assessed in accordance with Council's Internal Procedure.

Road

- Road name:
- Signposted speed of traffic on road: Points:
or
- 85th percentile speed if known:
- Road Hierarchy classification: Points:
- Road width Points:

Reported Crash Data

- Number of reported crashes: Points: Sight

Distance

- Sight distance assessment: Points:

Service and Emergency Service Vehicle Access

- Service vehicle access assessment Points:

TOTAL POINTS:

ACTION:

Prepared:

Verified: