

	<p><b>LV132</b> <b>Parking Permits</b></p>
<p><b>Key Focus Area</b> Liveability</p>	<p><b>Responsible Directorate</b> Governance and People</p> <p><b>Relevant Council Delegation</b> Nil</p>

### Purpose

To provide clear guidelines for issuing and control of Parking Permits for residential property owners in accordance with the Town of Claremont Parking Local Law 2016.

### Policy

#### Clause 1 - Application

All requests for Parking Permits shall be made on the prescribed form. The completed form must be accompanied by the information required as specified in Clause 2 and the prescribed fee as specified in Clause 3.

#### Clause 2 – Application and Relevant Information

Applicants seeking Parking Permits must be the property owner or property manager.

#### Clause 3 – Prescribed Fee

- a. Applicants requiring Parking Permits shall pay the prescribed fee, as determined by the Council.
- b. The Council shall review and adopt the fees as follows:

Item	Prescribed Fee
Parking Permit/s	As per the Town's Schedule of Fees and Charges
Replacement of Parking Permit	As per the Town's Schedule of Fees and Charges
Additional Parking Permit (Refer to Clause 7 - Discretionary Authority)	As per the Town's Schedule of Fees and Charges

#### Clause 4 – Parking Permits

Subject to Clause 7, a maximum number of two Parking Permits will be issued for each single residential property.

Subject to Clause 7, Parking Permits may only be issued to the owner of a single residential property in accordance with the Town of Claremont Parking Local Law 2016 relating to Parking and Parking Facilities.

While Parking Permits are issued for a specific property the Town may specify a precinct location for the use of the Permits.

The permits may allow the holder to park a vehicle in a residential street within the precinct for up to 72 hours before being required to move the vehicle.

#### **Clause 5 – Conditions of Approval: Single Houses and Grouped Dwellings**

Parking Permits shall only be issued to the owner of a single house or grouped dwelling. Group dwellings under this policy is defined as complexes with 12 or less dwellings.

#### **Clause 6 – No Parking Permits for Multiple Dwellings**

Subject to clause 7 of this policy, the Town will not issue Parking Permits for multiple dwellings. Multiple dwellings under this policy is defined as complexes with more than 12 dwellings.

#### **Clause 7 – Discretionary Authority**

Notwithstanding any other provisions which restrict the number of Parking Permits that may be issued, the Town of Claremont Chief Executive Officer may vary any or all of the requirements set out within this Policy if the owner of the property can provide satisfactory evidence that there are no alternative means for occupants of the property to park anywhere other than on the street.

#### **Clause 8 – Validity of Parking Permits**

Parking Permit/s shall be valid for three (3) year (or part thereof) from 1 July 2017 to 30 June 2020.

#### **Clause 9 – Parking Permits to be Displayed**

Parking Permits issued under this policy will only be effective if they are displayed in such a way as to be visible to and able to read by an authorised person from outside and from the front of the vehicle.

#### **Clause 10 – Compliance with Terms and Conditions**

Parking Permits issued under this policy will only be effective if they are used and displayed in accordance with the Terms and Conditions set out in Schedule 1 of this policy.

#### **Clause 11 – Non-Compliance or Abuse of Parking Permits**

- a. The Town reserves the right to revoke a Parking Permit where the holder of the Permit does not comply with or abuses the Terms and Conditions of the Parking Permit.
- b. A Parking Permit may only be revoked by a person authorised by the Chief Executive Officer and in accordance with the Council Delegated Authority Register.

#### **Clause 12 – Right of Appeal**

In the event of an owner being dissatisfied with the decision of the Town Officer, they will have access rights for a review to the Chief Executive Officer.

### Clause 12 – Delegated Authority Register

The Chief Executive Officer will administer and enforce this Policy, Guidelines and Procedures, in accordance with the Council's Delegated Authority Register.

### Clause 13 – Meaning of Single House, Grouped Dwelling, Multiple Dwellings

For the purposes of this Policy, the following terms will have the same meaning as provided in the State Planning Policy 3.1, Residential Design Codes:

- single house
- grouped dwelling, and
- multiple dwelling.

### Schedule 1 – Terms and Conditions of Parking Permit

1. To be valid the parking permit must be clearly displayed on the passenger side of the windscreen of your vehicle.
2. The parking permit must only be used in accordance with the conditions endorsed upon it (where applicable).
3. A parking permit will be revoked if misused or copied.
4. The parking permit can be transferrable between vehicles; however the permit must be clearly displayed.
5. The parking permit **cannot** be used in other precincts.
6. The permits will allow residents or their visitors to park single, unattached vehicles longer than the applied timed parking restriction. It however does not allow parking contrary to other control restrictions and signage (No Stopping, Clearway, Cycle Lanes, and Continuous Yellow Line markings etc). Furthermore, the timed parking exemption will not apply to trailers, caravans, buses, or trucks.
7. The parking permit **cannot** be used in any public or privately owned car parks.
8. A parking permit **does not** guarantee a parking space in the precinct specified.
9. A parking permit **cannot** be issued to a business.
10. Infringements Notices will be issued to vehicles which fail to display or display an invalid or expired permit.
11. The use of a parking permit only applies to signage that states “Parking Permits Exempt”.

Document Control Box			
<b>Business Unit:</b>	Community Safety		
<b>Legislation:</b>	<i>Town of Claremont Parking Local Law 2016</i>		
<b>Organisational:</b>	Delegated Authority Register		
<b>Review Frequency:</b>	Annual	<b>Next Due:</b>	2021
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