

Policy number	Policy 351
Policy title	Parking permits
Strategic outcomes supported	EC1 – Facilitating a strong local economy EN6 – Improving how people get around the Town

Policy objective:

1. To provide clear guidelines for the issue and control of Parking Permits, in accordance with the *Town of Victoria Park Vehicle Management Local Law 2021*.

Policy scope:

2. This policy applies in relation to the issue of Parking Permits.

Policy definitions:

3. Nil.

Policy statement:

Types of permits

4. Residential Permits
5. Transitional Permits
6. Event Permits-
7. Support Workers Permit

~~Terms and conditions of r~~RESIDENTIAL PERMITS

Purpose

8. ~~To provide residents with who have limited onsite parking, with an exemption to access parking near their properties that where certain has sign-posted restrictions are in place.~~

Maximum Number

- 6.9. An eligible residential property, which does not comply with the on-site parking requirements of the State Planning Policy 7.3 Residential Design Codes (R Codes), may apply for a maximum of **one** rResidential Permitpermit.

- 7.10. Each permit may list up to three vehicle registrations, however, the permit may only be used by one vehicle at any one time.

- 8.11. Properties are ineligible for a rResidential Permit-permit if:

- a. They comply with the on-site parking requirements of the State Planning Policy 7.3 Residential Design Codes (R Codes); or
- b. The development approval concedes less than the required number of on-site parking bays under the R Codes.

Application Process

~~9.12.~~ To obtain a ~~Residential~~ residential Permit ~~permit~~ the applicant must complete the required application form.

~~10.13.~~ The application form will not be accepted without payment of the applicable fee.

~~11.14.~~ Documents demonstrating that the applicant resides in the Town are required to be provided along with the application form.

~~12.15.~~ The application form must include documents demonstrating that the vehicle/s subject to the application are owned by, or exclusively accessible, to the applicant, who is also a resident at the applicable address.

~~A replacement or transfer form is required to be completed and submitted with the required documentation and fee before a replacement permit will be issued.~~

Eligibility Criteria

~~13.16.~~ When assessing how many onsite parking bays are available the following criteria for a parking bay will be followed.

~~14.17.~~ A standard parking bay on private property is equivalent to a space of 2.4m x 5.4m + an additional 300mm width for any wall or other barrier it abuts.

~~15.18.~~ Driveways on private land leading to a carport or garage which are equivalent to the space of a parking bay are considered to be a parking bay for the purposes of assessing the application.

~~16.19.~~ Spaces that could reasonably be converted into parking are considered to be a parking bay for the purposes of assessing the application.

~~17.20.~~ Parking bays which are being used for purposes other than parking (such as storage of goods) are considered to be a parking bay for the purposes of assessing an application.

~~7.~~ Residential Permits will not be issued to:

~~18.21.~~ -

- a. Heavy or Long Vehicles,
- b. Caravans,
- c. Boats,
- d. Trailers,
- e. ~~Taxis~~ Taxis, or
- f. Buses,

~~19.22.~~ Only residents of the Town of Victoria Park are eligible to apply for a permit.

~~20.23.~~ Businesses, visitors and non-residents are ineligible for a residential parking permit.

Terms and Conditions

- ~~21-24.~~ Each Residential ~~residential~~ Permit ~~permit~~ is valid for **one** year.
- ~~22-25.~~ Each permit can only be used ~~on-by~~ the vehicle/s ~~shown~~ allocated listed ~~against the~~ ~~on-the~~ permit.
- ~~23-26.~~ Residential ~~Permits~~ permits cannot be used in parking bays where parking fees are payable.
- ~~24-27.~~ Residential permits can only be used in the streets or areas as stated on the permit.
- ~~25-28.~~ Residential permits give the user an exemption to park for longer than the sign-posted time limit where the time limit is one hour or greater.
- ~~26-29.~~ All residential permits expire 12 months after the date of issue.
- ~~27-30.~~ A permit does not guarantee the holder a parking bay.
- ~~9.~~ ~~Lost or stolen permits will be replaced on application subject to the payment of the applicable fee.~~
- ~~10.~~ ~~Permits must be clearly displayed through the front windscreen of the vehicle at all times.~~
- ~~31.~~ All permits held by the applicant will be revoked without refund if misused, ~~copied or sold to a third party.~~

Applicable Fees

- ~~28-32.~~ The application fee as stated in the Town's Schedule of Fees and Charges is required to be paid before an application will be accepted.
- ~~8.~~ The application fee will not be refunded for incomplete or unsuccessful applications.
- ~~29-33.~~ -
- ~~11.~~ The replacement or transfer fee as stated in the Town's Schedule of Fees and Charges is required to be paid before a replacement permit will be issued.
- ~~34.~~ Refunds do not apply for unused permits.

Discretionary Authority

- ~~12.~~ Notwithstanding any other provisions which restrict the number of Residential Permits that may be issued, the Chief Executive Officer may approve the issue of additional Residential Permits, to any resident, under such conditions as the Chief Executive Officer considers necessary.

Terms and conditions of ~~the~~ TRANSITIONAL PERMITS

Purpose

- ~~35.~~ To provide a period of up to **one** year for residents where new parking restrictions of one hour or more have been implemented adjacent to their residence, to make alternative arrangements if there is inadequate on-site parking available.

Maximum Number

- ~~30-36.~~ An eligible residential property may apply for a maximum of three ~~Transitional~~ transitional Permits permits.

~~31.37.~~ Properties with 2 or less onsite parking bays are eligible for up to three ~~Transitional~~ transitional ~~Permits~~ permits.

~~32.38.~~ Properties with 3 onsite parking bays are eligible for up to two ~~Transitional~~ transitional ~~Permits~~ permits.

~~33.39.~~ Properties with 4 onsite parking bays are eligible for one ~~Transitional~~ transitional ~~Permits~~ permits.

~~40.~~ Properties with 5 or more onsite parking bays are ineligible for ~~Transitional~~ transitional ~~Permits~~ permits.

Application Process

~~34.41.~~ To obtain a ~~t~~ Transitional ~~p~~ Permit the applicant must complete the required application form.

~~35.42.~~ The application form will not be accepted without payment of the applicable fee.

~~36.43.~~ Documents demonstrating that the applicant resides in the Town are required to be provided along with the application form.

~~37.44.~~ The application form must include documents demonstrating:

~~38.45.~~ That the vehicles subject to the application are owned by, or exclusively accessible, to the applicant, who is also a resident at the applicable address.

~~39.46.~~ That the vehicles subject to the application were owned by, or exclusively accessible, to the applicant at the time that the parking restrictions were installed.

~~40.47.~~ One application form can be submitted for up to 3 permits.

~~9.~~ A replacement form is required to be completed and submitted with the required documentation and fee before a replacement permit will be issued for any lost or stolen permits, or stolen vehicles.

~~48.~~ Transitional ~~p~~ Permits cannot be transferred between vehicles.

Eligibility Criteria

~~41.49.~~ Transitional ~~p~~ Permit's may be issued to residents of properties where new parking restrictions of one hour or more have been implemented adjacent to their residence.

~~42.~~ When assessing how many onsite parking bays are available the following criteria for a parking bay will be followed.

~~50.~~ A standard parking bay on private property is equivalent to a space of 2.4m x 5.4m + an additional 300mm width for any wall or other barrier it abuts.

~~51.~~ Driveways or similar on private land leading to a carport or garage which are equivalent to the space of a parking bay are considered to be a parking bay for the purposes of assessing the application.

~~52.~~ Space that could reasonably be converted into parking are considered to be a parking bay for the purposes of assessing the application.

~~43-53.~~ Parking bays which are being used for purposes other than parking (such as storage of goods) are considered to be a parking bay for the purposes of assessing an application.

~~10-~~ Transitional Permits will not be issued to

~~44-54.~~ -

- a. Heavy or Long Vehicles,
- b. Caravans,
- c. Boats,
- d. Trailers,
- e. ~~Taxis~~Taxis, or
- f. Buses,

~~45-55.~~ Only residents of the Town of Victoria Park are eligible to apply for a transitional permit.

~~56.~~ Businesses, visitors and non-residents are ineligible for a permit.

Terms and Conditions

~~46-57.~~ Each ~~Transitional~~ transitional ~~Permit~~ permit is valid for **one** year after which time they will not be renewed or replaced.

~~47-58.~~ Each permit can only be used on the vehicle/s shown on the permit.

~~48-59.~~ ~~Transitional Permits~~ permits cannot be used in parking bays where parking fees are payable.

~~49-60.~~ ~~Transitional Permits~~ permits can only be used in the streets or areas as stated on the permit.

~~50-61.~~ ~~Transitional Permits~~ permits provide the user with an exemption to park longer than the allowed limit in sign-posted time limited parking where the time limit is **one** hour or greater.

~~11-~~ A permit does not guarantee the holder a parking bay.

~~51-62.~~ -

~~12-~~ ~~Lost or stolen permits will be replaced on application subject to the payment of the applicable fee.~~

~~63.~~ All permits held by the applicant will be revoked without refund if misused, copied or sold to a third party.

Applicable Fees

~~59-~~ The application fee as stated in the Town's Schedule of Fees and Charges is required to be paid before an application will be accepted. -

~~64.~~

~~60-~~

The application fee will not be refunded for incomplete or unsuccessful applications.

~~52-65.~~ -

~~66-~~ ~~The replacement fee as stated in the Town's Schedule of Fees and Charges is required to be paid before a replacement permit will be issued.~~

~~66.~~ Refunds do not apply for unused permits.

~~Discretionary Authority~~

~~64. Notwithstanding any other provisions which restrict the number of Transitional Permits that may be issued, the Chief Executive Officer may approve the issue of additional Residential Permits, to any resident, under such conditions as the Chief Executive Officer considers necessary.~~

~~Terms and conditions of eEvent permits~~ **EVENT PERMITS**

Purpose

~~67.~~ To provide residents and businesses with an exemption to access parking near their properties, on dates which are published on the Optus Stadium website, for events held at Optus Stadium.

Maximum Number

~~68.~~ An eligible residential or commercial address may apply for a maximum of one permit.

Application Process

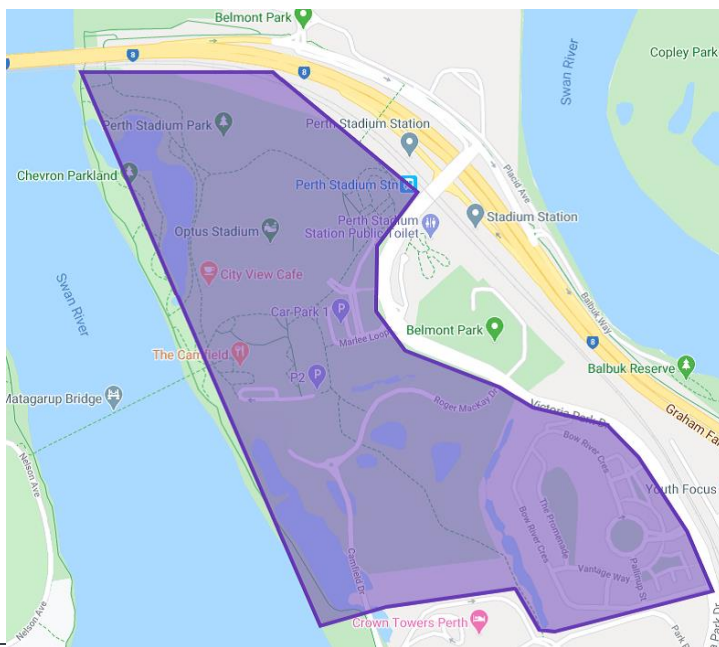
~~53-69.~~ To obtain an ~~Event event p~~Permit the applicant must complete the required application form.

~~54-70.~~ The application form will not be accepted without payment of the applicable fee.

~~55-71.~~ Documents demonstrating that the applicant resides or is registered at the address stated in the application form, are required to be provided along with the application form.

Eligibility Criteria

~~56-72.~~ The applicant must reside or be a registered business in the Burswood Peninsula, in Town of Victoria Park's local government area, and within the indicated area shown in ~~Map 1~~the map below.



~~57-73.~~ Event Permits will not be issued to:

- a. Heavy or Long Vehicles,

- b. Caravans,
- c. Boats,
- d. Trailers,
- e. ~~Taxis~~Taxis, or
- f. Buses.

Terms and Conditions

~~58.74.~~ Each ~~e~~Event ~~Permits~~ permits is valid for **one** year and will expire 12 months after the date of issue.

~~75.~~ Event ~~Permits~~ permits cannot be used in parking bays where time restrictions apply or where parking fees are payable.

~~59.76.~~ Event ~~Permits~~ permits can only be used in the streets or areas as stated on the permit.

~~75.~~ All ~~e~~Event ~~Permits~~ permits expire 12 months after the date of issue.

~~60.77.~~ A permit does not guarantee the holder a parking bay.

~~61.78.~~ Vehicle registration details on the digital permit system must always be up to date.

~~62.79.~~ Each permit can only be used on the vehicle shown on the permit.

~~80.~~ Permits will be revoked without refund if misused, copied or sold to a third party.

Applicable Fees

~~63.81.~~ The application fee as stated in the Town's Schedule of Fees and Charges is required to be paid before an application will be accepted.

~~76.~~ The application fee will not be refunded for incomplete or unsuccessful applications.

~~64.82.~~ -

~~87.~~ The replacement or transfer fee as stated in the Town's Schedule of Fees and Charges is required to be paid before a replacement permit will be issued.

~~83.~~ Refunds do not apply for unused permits.

SUPPORT WORKER PERMIT

Purpose

84. To provide registered support workers attending residents with limited onsite parking, an exemption to access parking near the resident's property where certain sign-posted restrictions are in place to assist with the provision of care.

Maximum Number

85. An eligible resident may apply for a maximum of **one** (1) permit.

Application Process

86. To obtain a support workers permit the applicant must complete the required application form.
87. The application form will not be accepted without payment of the applicable fee.
88. Documents demonstrating that the applicant resides or is registered at the address stated in the application form, are required to be provided along with the application form.
89. Documents demonstrating the need for care by a registered support worker and the care schedule is required to be provided along with the application form.

Eligibility Criteria

90. Only residents of the Town of Victoria Park are eligible to apply for a permit on behalf of their support worker.
91. The support worker must be registered with an accredited provider.

Terms and Conditions

92. Where support is ongoing, a support workers permit is valid for **one** year and will expire 12 months after the date of issue.
93. Where support is short-term, a support works permit is valid for the time specified as part of the permit conditions.
94. Support worker permits cannot be used in parking bays where time restrictions of less than one (1) hour apply or where parking fees are payable.
95. Support worker permits can only be used in the streets or areas as stated on the permit and during periods when care is required.
96. A permit does not guarantee the holder a parking bay.
97. Vehicle registration details on the digital permit system must always be up to date.
98. Each permit can only be used on the vehicle shown on the permit.
99. Permits will be revoked without refund if misused.
100. Permits will not be issued to:
- a. Heavy or Long Vehicles,
 - b. Caravans,
 - c. Boats,
 - d. Trailers,
 - e. ~~Taxis~~ Taxis, or
 - f. Buses.

Applicable Fees

101. The application fee as stated in the Town's Schedule of Fees and Charges is required to be paid before an application will be accepted.

102. The application fee will not be refunded for incomplete or unsuccessful applications.

103. Refunds do not apply for unused permits.

Discretionary Authority

4.2. Notwithstanding any other provisions which restrict the number of Event Permits that may be issued, the Chief Executive Officer may approve the issue of additional Event Permits, to any resident or business, under such conditions as the Chief Executive Officer considers necessary.

Related documents

Town of Victoria Park Vehicle Management Local Law 2021

Responsible officers	Coordinator Parking and Rangers Supervisor – Parking
Policy manager	Manager Business Services
Approval authority	Council
Next evaluation date	April 2024

Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Adopted	09/10/2012	Council		Item 14.4
2	Reviewed	09/07/2013	Council		Item 10.1
3	Reviewed	11/08/2015	Council		Item 10.1
4	Reviewed	20/08/2019	Council	184/2019	Item 10.1

5	Reviewed and amended	21/04/2020	Council	384/2020	Item 15.6
6	Reviewed and amended	12/04/2022	Council	73/2022	Item 15.5
7	Administratively amended	24/08/2023	Delegation		

