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# RESIDENT PARKING PERMIT POLICY

City of Darebin

Reviewed May 2017

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# 1. Introduction

## 1.1 Purpose

The purpose of the Resident Parking Permit Policy is to provide Council guidelines and procedures to manage the Parking Permit Scheme within the City. This policy and associated permit scheme seeks to assist in areas where there is a high need for parking, providing a fairer distribution of the limited on-street parking spaces.

This policy replaces the Parking Permit Scheme (1997) and should be read in conjunction with the “Review of the Darebin Resident Parking Permit Scheme (2004)”

## 1.2 Objectives

The objectives of the parking permit scheme are to:

- give residents priority access to car parking in either their street of residence or close by; and
- to reduce the intrusion of other traffic into residential streets to maintain residential amenity.

## 1.3 Legislation

The Local Government Act 1989 provides the provision under schedule 11 (Powers of councils Over Traffic) for Council to implement a residential parking scheme, create parking permit areas and charge fees associated with these areas.

## 1.4 Commencement of the Parking Permit Policy

This Policy was adopted by Council on 3 July 2017

# 2. Resident Parking Permit Scheme

Residential Parking Permits are available for eligible residents to be exempt from parking restrictions in timed parking areas, or residential permit zones. Permits allow you to park in close proximity to your property but do not guarantee a parking space nearby.

## 2.1 Types of Permits

There are three types of permits available under this Policy:

### **Residential Parking Permit Sticker**

Resident Parking Stickers are permits issued to a vehicle which are permanently attached to the vehicle windscreen and are not transferable between vehicles. Zone A residents may only be issued one Resident Parking Sticker if eligible.

### **Transferable Parking Permit**

Transferable Parking Permits are transferable permits that are for use by residents and their visitors and can be easily transferred between vehicles.

## **Temporary Permits**

Residents may obtain temporary permits to allow tradespersons (employed by the resident for the purpose of minor works to the premises) or guests (visiting for a short period of time) to park for up to four weeks at the prescribed cost.

Residential Parking permits must be clearly visible in the front windscreen of your vehicle at all times to prevent receiving a Parking Infringement Notice.

## **2.2 Duration of Permits**

Residential Parking Permits are valid for a maximum of 12 months and expire annually on 28 February.

## **2.3 Applying for a Residential Parking Permit**

Application forms are available from the City of Darebin, 274 Gower Street Preston or from the Darebin website [www.darebin.vic.gov.au](http://www.darebin.vic.gov.au). You must complete the application form and return it to Council along with two forms of evidence that the property is your primary residence and the prescribed payment.

## **2.4 Eligibility**

To be eligible for a residential parking permit you must:

- be a resident of a property within the City of Darebin where parking restrictions apply (i.e. Permit Zone or time restrictions of one hour parking or greater),
- provide proof that the property is your primary residence,
- make payment of the prescribed fees.

Residential Parking permits are not available for properties rated as commercial or properties used for commercial purposes.

If your property is rated as commercial or mixed use and is claimed to be the primary place of residence you must be prepared to undergo an inspection of the property (if required) by an Authorised council Officer before your application can be approved.

Commercial business operators, Boats, Caravans, Trailers and Heavy or Long Vehicles (Trucks, Buses, etc.) or unregistered vehicles, are not eligible for Residential Parking Permits.

### **NOTE: Parking Permits for Residents of New Developments**

Parking permits are not available for any new developments including residential, mixed use, commercial or industrial developments.

A new development under this Policy is a property that:

- was not lawfully available for occupation on 20 December 2004, or,
- has increased or will increase the number of dwellings, or, in the case of mixed use, industrial or commercial development, which has increased or will increase the number of separate properties on a site.

If your property is a new development for the purposes of this Policy you will not be eligible for Residential Parking Permits.

## 2.5 Number of Residential Parking Permits

The Policy divides properties into two zones to differentiate between shop-top and single lot dwellings.

**Zone A** incorporates all shop-top residences along defined shopping precincts and are eligible for a maximum of one permanently affixed permit where no off street parking is available.

**Zone B** incorporates single lot dwellings in areas with significant parking congestion and are eligible for a maximum of two permits which can be any combination of transferable or affixed permits.

Table 1.0

	Zone A	Zone B
Off Street Parking	0	1
No Off Street Parking	1	2
Temporary Permits	3	4

## 2.6 Cost of Permits

- Council charges annual fees for Residential Parking Permits as per the schedule of fees.
- Fees are reviewed annually as part of Council's budgeting process.
- New applications received after 1 October will receive a 50% discount on the annual fee.
- Once approved, Council does not issue fee refunds unless Council has been required to cancel the permit due to a change in a law or regulation that impacts the conditions upon which the permit was issued.
- Fees for temporary, lost and stolen permits will be set at the same rate as permit one and are not eligible for pension discount.
- Fees and charges are available from the City of Darebin, 274 Gower Street Preston or from the Darebin website [www.darebin.vic.gov.au](http://www.darebin.vic.gov.au).

### Concession card holder discounts

The following concession card holders are entitled to receive a 50% discount on the annual fee:

- Pensioner Concession Card,
- Department of Veteran's Affairs (DVA) Gold Card,
- Department of Veteran's Affairs (DVA) Gold Card specifying War Widow,
- Department of Veteran's Affairs (DVA) Gold Card specifying TPI
- Department of Veteran's Affairs Pensioner Concession Cards

## **2.7 Parking Restrictions**

Vehicles displaying a Residential Parking Permit are exempt from parking restrictions in timed parking areas greater than 1 hour, or residential permit zones. The permit does not allow breaches of the *Road Safety Act 1986* or the *Road Safety (Road Rules) Regulations 2009*.

These exemptions do not extend to:

- Off Street Car Parks
- restrictions on arterial roads
- Clearways
- No Stopping areas
- Disability Parking Areas
- Bus Stops
- Taxi Ranks
- No Parking areas
- Loading Zones
- across driveways
- Construction Zones
- Centre Reservations
- Nature Strips and Footpaths
- any other statutory offence

Additionally the permit does not exempt the holder from restrictions in front of Commercial, Industrial or Mixed Use Areas.

## **2.8 Renewal of Parking Permits**

Council will send current permit holders a renewal application however renewal is not automatic and it is your responsibility to renew the parking permits prior to the expiry date.

## **2.9 Lost or Stolen Permits**

Lost or stolen Residential Parking Permits must be reported as soon as possible. A Statutory Declaration is required for lost or stolen permit and a replacement cost applies.

## **2.10 Permit Cancellation**

Permits must not be transferred, sold to another person or duplicated. If permits are used in breach of the conditions of issue, fraudulently, or applied for with false or misleading information the City of Darebin may withdraw one or all permits issued.

A Residential Parking Permit issued under the policy may be suspended at any time by members of the Victorian Police or authorised Council Officers.

### 3. Definitions

For the purpose of this policy the following definitions apply.

Terms	Definitions
Authorised Officer	A person appointed by Council under section 224 of the <i>Local Government Act 1989</i>
Commercial Property	A property that is used primarily for business activities
Mixed Use	A property that comprising of both residential and non-residential use
New development	A property constructed after 20 December 2004, (refer to 2.4)
Off Street Car Parking	Area designed for parking a vehicle, ie driveway, garage etc.
Permit Zone	Red and White parking sign with the wording "Permit Zone"
Residential Parking Permit Sticker	A permit that is permanently attached to a vehicle
Shop-top Residence	A single dwelling located about a ground floor retail property that has not been developed before 20 December 2004
Temporary Permit	A permit issued for a period of no more than 4 weeks
Transferable Parking Permit	A permit that can be used in any vehicle associated with the permit holder
Zone A properties	Shop-top or Rear of Shop properties
Zone B properties	Single residential properties with 1 dwelling on a lot that has not been developed after December 2004.

# APPENDIX A:

## Where you can park with a permit (LTMA)

The Resident Parking Permit Policy is based on a Local Traffic Management Area (LTMA). Residential Parking Permits are issued to an area which includes immediately adjacent and parallel streets.

