



Disabled Accessible Parking Procedure

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Division/Department:	Technical Services/Engineering Services
Responsible Officer:	Traffic & Transport Team Leader
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1 Purpose

Traffic and parking in the Woollahra municipality is managed on a sustainable basis that involves balancing the safety and needs of a variety of road users. Accessible transport options for people with a disability are considered an important component of a sustainable transport system.

The purpose of this procedure is to:

- 1 Determine the provision of designated accessible parking in Woollahra in:
 - a) Retail Activity Centres
 - b) Residential Areas
- 2 Set out minimum objectives and standards for the provision of parking for people with disabilities.

2 Background

Woollahra Council is committed to the principles of equity of access and compliance with the requirements of the Disability Discrimination Act 1992 (DDA) in the provision of accessible parking for residents and visitors with disabilities. Disabled parking is provided on-street in accordance with the requirements of Rule 203 of the 1999 NSW Road Rules.

Council's Access Development Control Plan (DCP) provides guidelines for development that address accessibility for people with disabilities, parents with prams and older people with declining sensory capacity or mobility.

The DCP is centred on achieving appropriate numbers of compliant designated accessible parking bays in a variety of locations across the municipality, to ensure that people with disabilities have equitable access to parking provided for the general community.

There is no formal Accessible Parking Policy however council staff have used guidelines recommended in the Australian Standards for the construction of parking bays for people with disabilities where possible.

The purpose of this procedure is to ensure consistency in the review and consideration of requests for new on-street disabled parking spaces.

It is understood that increasing numbers of mobility permits are being issued to NSW drivers, particularly as the population ages. Council cannot install unlimited disabled parking spaces, as other residents without mobility permits must also be given some access to the parking resource. In this context, it is appropriate for Council to develop a procedure for use when assessing the request for a new disabled parking space.

3 Scope

This procedure applies to the creation, provision, maintenance, operation, management and enforcement of disabled parking facilities in Woollahra Council.

The Manager Engineering Services is responsible for ensuring compliance with this policy for new disabled parking bays.

Traffic and Transport Engineering staff will be the first point of contact and assess any request/enquiry relating to a disabled parking bay.

4 Mobility Parking Permits

Only vehicles displaying a valid Mobility Parking Scheme permit are permitted to park in a disabled parking bay.

The Mobility Parking Scheme (MPS) and Australian Disability Parking Scheme (ADPS) provide parking concessions to people with mobility disabilities.

4.1 Who is Eligible?

Currently, to be eligible for a MPS permit, a person must be unable to walk because of permanent or temporary loss of the use of one or both legs or other permanent medical or physical condition, or whose physical condition is detrimentally affected as a result of walking 100 metres, or who requires the use of crutches, a walking frame, callipers, scooter, wheelchair, or other similar mobility aid. Permits are also available to people who meet the permanently blind criteria.

Applicants that do not meet the eligibility criteria will not be issued a permit. The minimum age for an applicant for a MPS permit is 3 years old. In exceptional circumstances (eg where medical equipment, such as oxygen tanks is involved) an application for a child under 3 may be considered if a letter of support is provided from the child's doctor.

4.2 Current Entitlements

Disabled permit holders are exempt from parking fees in paid parking areas.

The holder of a Mobility Parking Permit, is eligible for free parking for a certain period of time in designated parking zones as follows:

- an unlimited amount of time in parking zones of more than 30 minutes
- up to 2 hours in parking zones of 30 minutes
- up to 30 minutes in 5 minute parking zones

This applies to parking zones with meters or ticket machines.

4.3 MPS Review

RMS are reviewing the existing mobility permit scheme. The Review focuses on the parking concessions offered and the eligibility criteria and assessment process. The RMS review notes that the generous nature of the current entitlements gives rise to fraudulent use of mobility parking permits.

5 Guidelines for Disabled Parking Bays

Vehicular parking for people with disabilities should generally be provided in accordance with *Australian Standard AS/NZS 2890.6 Parking Facilities – Part 6: Off-street parking for people with disabilities* and *Australian Standard AS 2890.5 Parking Facilities - Part 5 On street Parking*, subject to any site constraints.

Parking spaces for people with disabilities need to be much wider and longer than other parking spaces in car parks. The extra space is needed because of advances in technology for vehicle mounted equipment for loading and unloading wheelchairs. Vehicles equipped with ramps or platform hoists either at the side or rear of the vehicle allow for wheelchair-bound passengers or drivers to enter or leave the vehicle in the wheelchair.

6 Procedure and Guidelines for Assessing Disabled Parking Bays

6.1 Key Issues

Significant parking concessions are available to Mobility Parking Permit (MPP) holders in general parking areas and therefore specifically designated disability parking spaces can only be justified in limited circumstances.

Where parking is presently unrestricted or is presently restricted (residents exempt), the introduction of a disabled parking space would have to be justified primarily to facilitate accessibility to the user's residence. The need for the space should be subject to periodic review. In these areas, where parking demand is particularly high, for example adjacent to shopping areas or transport nodes, it may not be possible to accede to all requests.

6.2 Disabled Accessible Parking Bays in Residential Areas

Eligibility

Disabled parking zones will be considered to assist with access for residents with medically diagnosed disabilities.

Residents may be eligible for a disabled parking zone if the following is met:

- 1 The applicant lives permanently at the residential address in Woollahra.
- 2 The resident (or their carer) owns a vehicle which is registered at the residential address in Woollahra.
- 3 The property does not have off-street parking.
- 4 The property is located a minimum of 400 metres away from a retail area.

- 5 There is permissive curbside parking which will permit the disabled parking zone to be located wholly adjacent to their place of residence (that is, the disabled parking zone does not have to be located adjacent to another person's property).
- 6 The applicant will have their disability for a 12 month period or more.
- 7 The applicant can demonstrate that their house is disabled accessible.

Notwithstanding any of the above, Council may refuse a disabled parking zone application in areas where parking is in high demand, where an existing disabled parking zone is in close proximity or where alternative parking arrangements are available.

Application

The Applicant must complete a Disabled Parking Zone Application form and submit all necessary documentation including:

- 1 Applicant details
- 2 Site location details
- 3 Mobility Parking Scheme Permit Details
- 4 Medical Certificate completed and signed by a Registered Medical Practitioner, which includes an estimated time scale for the disability (i.e. temporary or permanent) and the scope of the disability (i.e. the applicant's ability to access their premises and the distance which the applicant can travel).
- 5 Parking information at the place of residence and on-street 6.
- 6 Two forms of proof of residence (Council rates notice, driver's license, bank statement, electricity account, gas account, telephone account, home and contents insurance). A Sydney Water account will not be accepted.
- 7 Vehicle registration details of the vehicle that will be used by the Applicant (or their carer)
- 8 A Statutory Declaration that they do not have access to off-street parking and that the details they have provided are correct.

Assessment

- 9 Applications will be assessed by Council's Traffic and Transport section
- 10 If the request is granted, one temporary on-street parking space will be sign posted as disabled. There will be no installation of line-marking, logos or ramps for this type of disabled parking space.
- 11 The Disabled Parking Zone shall be introduced for a trial period of 12 months from the date of signposting installation and will only be extended by request from the applicant.
- 12 The Applicant shall be required to pay for all costs associated with installing a Disabled Parking Zone in accordance with Council's advertised schedule of fees and charges.
- 13 The Applicant shall be advised that a Disabled Parking Zone is for use by any vehicle displaying a valid Mobility Parking permit and is not for exclusive use by the Applicant.
- 14 A disabled parking zone application shall be reported to the Local Traffic Committee for approval and subsequently reported to Council for final approval.

Installation

- 15 Pram ramps, indented parking and pavement line marking and logos will not be installed in residential areas outside a private residence due to the following reasons:
- the requirements of the Australian Standard are rarely achievable
 - even partial conformity is cost prohibitive
 - residential sites are temporary

The disadvantage of providing non-compliant bays is outweighed by the benefit that the overall service provides to residents with disabilities in Woollahra.

Ongoing Management of Scheme

- 16 The applicant must advise Council if their circumstances, under which they made the application for a disabled parking space, change.
- 17 The applicant must re-apply for the zone to be renewed annually. At the annual review the Applicant is required to provide proof of currency of their residence, vehicle registration and mobility-parking permit.
- 18 At Council's sole discretion, it may remove a disabled parking zone at any time, with two weeks' notice to the applicant.

6.3 Disabled Accessible Parking Bays in Retail Activity Centres

Double Bay, Rose Bay, Edgecliff and Paddington Retail Activity Centres

Council will not generally install new or additional disabled parking zones in these retail activity centres.

At the moment, RMS requires all on-street disabled parking spaces to be unlimited (i.e. available for indefinite use and not restricted to say 2 Hour Disabled Parking). Experience has shown, that in these busy retail areas, unlimited disabled parking spaces tend to be heavily utilised. They are generally taken up all day, every day, often by the same person for commuting purposes. Experience has shown that those people who originally requested the disabled parking space are frequently unable to utilise the space when they arrive.

The best way to help ensure that there is available parking for all motorists, including those with a mobility parking permit, is to ensure that there is a turnover of the parking spaces. This is achieved through the installation of parking restrictions (and where necessary, parking meters). The parking concessions noted above in Section 4.2 provide substantial advantages for holders of mobility parking permits.

Note: the above position will be reviewed should RMS permit time restricted disabled parking zones in the future.

“Other” Retail Activity Centres

Eligibility

Disabled parking zones will be considered to assist with access to retail activity centres outside of Double Bay, Rose Bay, Edgecliff and Paddington. Disabled parking zones may be installed in these areas if the following is met:

- 1 There is demonstrated local user requirements for a number of people with a mobility parking permit. For example, near community facilities, accessible toilet facilities or medical centres.
- 2 The average occupancy rate for parking exceeds 80%. If occupancy rates are lower than 80%, then there is good access to the parking resource in general, and people with a mobility parking permit are entitled to additional parking concessions as listed above in Section 4.2.
- 3 If there is existing disabled parking within 200 metres of the requested location, then the average occupancy rate for the existing disabled parking zone must exceed 80%. If occupancy rates are lower than 80% then there is good access to the disabled parking resource and there would generally be no justification for the installation of additional disabled parking. Customers and visitors without mobility permits must also be given some access to the parking resource and people with a mobility parking permit are entitled to additional parking concessions as listed above in Section 4.2.

Installation

- 4 Disabled parking bays that are likely to be permanent installations in retail activity areas will generally be installed in accordance with the Australian Standards, subject to any site constraints.
- 5 Disabled parking in retail areas will preferably be located in angle parking zones.

6.4 Disabled Accessible Parking Zones in Other Locations

Requests for disabled accessible parking zones in locations other than residential and retail areas will be assessed and considered on their merits.

Council may at its discretion grant approval for a disabled parking zone in any on-street location, subject to consideration by the Woollahra Local Traffic Committee.

6.5 New Developments

Council will not generally install on-street disabled parking zones for the benefit of new developments. The applicant will be expected to provide any necessary disabled parking onsite.

6.6 Part-Time Disabled Parking Zones

It is often possible to restrict disabled parking to just a small period of time during the week. For example, churches often request disabled parking to be made available only during services on Saturday and Sunday.

6.7 Policy Review

If an application is received which falls outside the above eligibility criteria for a disabled parking zone, but appears to have some merits, this will be referred to Council's Manager Community Development for comment.

7 Related Documents and References

Parking Strategy for People with Disabilities Project – 2006 (Access Audits Australia)
 Disability Discrimination Act 1992 (DDA)
 Building Control Act
 AS 1428 – 2001 Design for Access and Mobility
 AS/NZ 2890.1 – 1993 Off Street Car Parking
 AS/NSZ 2890.6 – Parking Facilities - Off Street Parking for People with Disabilities.
 AS2890.5 1993 Parking Facilities – On-Street Parking

Policy Amendments

Date	Responsible Officer	Description