

**BEGA VALLEY SHIRE  
COUNCIL**

Development control plan No 7-  
Off street car parking

July 2007



**Bega Valley Shire Council**

Zingel Place

PO Box 492

Bega NSW 2550

Phone (02) 6499 2222

Fax (02) 6499 2200

[council@begavalley.nsw.gov.au](mailto:council@begavalley.nsw.gov.au)

[www.begavalley.nsw.gov.au](http://www.begavalley.nsw.gov.au)

**Off street car parking development control plan no.7**

July 2007

I, Graeme Faulkner, General Manager, Bega Valley Shire Council, certify that this is Development Control Plan No. 7 – Off Street Car Parking and was made pursuant to Section 72 of the Environmental Planning and Assessment Act, 1979 and approved by Council at its meeting on the 10 July 2007.

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Graeme Faulkner  
**General Manager**

**Record of Amendments:**

<b>Name of Amendment</b>	<b>Date Approved by Council</b>	<b>Date Plan Came into Force</b>
Original Plan		17 November 1987
Updating of references included in the plan	12 November 2002	15 November 2002
Updating of plan including modifications	10 July 2007	25 July 2007



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## **1. Name of the plan**

This plan is Development Control Plan No. 7 – Off Street Car Parking.

## **2. Aims of the plan**

The aim of this plan is to provide a proper relationship between the intensity of use of a development and the number of off-street parking spaces provided on the site to alleviate undue congestion in adjacent streets.

## **3. Relationship to other plans and policies**

- a. This plan should be read in conjunction with the Bega Valley Local Environmental Plan 2002 and all other Codes and Policies adopted by Council relating to the development of land in the Shire of Bega Valley
- b. Where there is an inconsistency between this plan and other Council policies and codes, then this plan prevails.
- c. Variations to the standards applied in this plan may be considered where such inconsistencies are justified in relation to the aims and objectives of this plan. If an applicant seeks to lodge an application not consistent with this plan, a report must accompany the application providing a detailed technical argument in justification of the departure, for Council's assessment.
- d. This plan applies to all land in the Shire.

## **4. General provisions**

All new developments within Bega Valley Shire shall provide parking spaces and loading spaces on the land or within the building as specified in this plan.

Notwithstanding the provision of this plan an existing building altered, extended, remodelled with or without change of land use after the adoption of this plan, may be required to comply wholly or partly with the provisions of this plan.

The Council shall determine the extent of the parking provisions required in each case, having regard to the extent of the alteration, extensions and/or remodelling and the nature of the altered land use.

Notwithstanding the provision of this plan, development applications of a traffic generating nature may be referred to the relevant Traffic Authorities. Council reserves the right to determine parking requirements for such developments with due regard to the representations made by these authorities.

Where in the opinion of Council conditions are such as to render impracticable the compliance in full with the provisions of this plan, the Council may permit such departures as in Council's opinion, the circumstances warrant.

A request to vary guidelines contained within this Plan shall be supported in writing and must be lodged with the Development Application, detailing the grounds of the proposed variation. Where appropriate the preparation of a traffic management study addressing the impacts of the development on the immediate and surrounding environment may be required should Council be satisfied that such a variation is consistent with the aims and objectives of the Plan, Council may approve such variation without the necessity of amending the Plan.

All parking for residential development shall be provided on-site.

## **5. Contributions in lieu of provision of off-street parking**

Notwithstanding the provisions of this plan, where off-street parking cannot be made in accordance with this plan, the Council may in lieu thereof accept a financial contribution as determined by Council's current Contributions Plan provided that any such contribution shall be paid to the credit of a special trust account of the Council and shall be used for the establishment of council sponsored off-street parking areas or improvements to existing parking areas.

## **6. Car parking requirements for alterations to existing developments and replacement of existing developments.**

6.1 The principle Council seeks to apply when assessing the need for additional car parking when development consent is sought for changes to existing development is:

*“that any increase in demand for car parking generated by the proposed development over that of the existing approved development, address that increased demand by either on site provision of additional spaces in accordance with Clause 9 or payment of contributions in lieu at the current rate as advertised in Council's Fees and Charges as of the date of payment. ( Note that it will be at Council's discretion as to whether additional on site spaces are acceptable and/or whether Council will accept cash contributions in lieu).”*

6.2 In applying the principle in sub clause 6.1, Council will calculate the gross parking requirement of the entire site based on the proposed uses but additional spaces will not be required for existing lawful development as follows:

Existing ground floor commercial development shall be deemed to have already provided parking at a rate of 1 space per 25m<sup>2</sup> of “gross leaseable floor area” as defined in clause 8.

Existing residential development will be deemed to have already provided two spaces per separate dwelling.

Existing commercial development above ground floor will be deemed to have provided parking at a rate of one space per 40m<sup>2</sup> of “gross leaseable floor area”.

For the purposes of this clause, “existing” means a lawful development in existence as of the date of lodgement of the application, or a lawful development demolished with the formal development approval of the Council, or where the existing lawful development was destroyed or damaged by accidental occurrence of fire, flood or such like.

6.3 In determining the deemed supplied number defined in sub clause 6.2 or 6.4, Council will require that any existing number of on site car parking be retained or any removal of spaces attract payment of contributions.

6.4 Where a development has been required to pay contributions for car parking previously under section 94 of the Environmental Planning and Assessment Act, Council will recognise the number of spaces so paid as deemed to have been supplied for the purposes of this plan. In such cases, a deemed amount calculated at the rate as specified in sub clause 6.2 will not apply in addition to the number paid for under S94 unless the applicant can demonstrate that a proportion of the existing floor space predated the application where S94 was charged. In such circumstance the proportion of floor space pre-existing the S94 application will be eligible for consideration under sub clause 6.2.

6.5 Where an application proposes a major redevelopment of 2,000m<sup>2</sup> or greater, Council will require a detailed traffic and parking study to accompany the application. Such study will analyse the impacts on car parking of the site before redevelopment and after and present an argument for Council's consideration that attempts to address sub clause 6.1.

6.6 In the case of significant heritage conservation works or other particular benefits for the public, Council may consider lesser car parking requirements in any application..

## **7. Design standards**

All parking requirements contained within this plan are based on research and observation by Council, Department of Planning, Police Traffic Branch and the Roads and Traffic Authority of New South Wales.

The number of parking spaces required for different land uses should be provided on-site in accordance with Schedule 1.

Parking spaces should be designed in accordance with Australian Standard 2890.1 and 2890.2.

Car parking for disabled persons shall be provided for all developments where disabled access to the building is required. Parking spaces for disabled persons should have a minimum dimension of 5.4m by 3.2m and be located as close as practicable to the main entrance of the building. A minimum of one disabled persons space to be provided per development and 1 per 25 spaces.

The minimum vertical clearance for car parking areas is 2.3m. A larger vertical clearance may be required for the provisions of delivery vehicles and the like.

Any carparking matters not considered in this plan shall be provided in accordance with "Policies, Guidelines and Procedures for Traffic Generating Development" from the Roads and Traffic Authority of New South Wales.

### **7.1 Location**

- a. Off-street parking shall be located on the site of the development, and in places where readily accessible to principal staff and/or customer entrances.

Council may be prepared to accept car parking on adjoining or nearby land owned by the applicant provided that the adjoining or nearby land is:

- i. appropriately zoned; and
  - ii. consolidated with lands the subject of the development, or a restriction to user placed on nearby land so as to effectively tie such land to the development.
  - iii. the parking so provided is of equal benefit as if it were on the development site, in the view of Council.
- b. In residential zones all car parking and manoeuvring areas shall be located behind the building line and suitably screened.

## **7.2 Layout**

- a. Access to parking areas should be designed to minimise conflict between pedestrians, cyclists and traffic. Council may require road and traffic management works to ensure safe access to parking areas. Where developments front a busy road, access to rear lanes (if available) should be provided.
- b. The location and width of all driveways shall conform with the requirements of Council. Driveways shall be located to the street with the lowest traffic volume. In particular, driveways shall not be located:
  - i. opposite a 'T' intersection
  - ii. closer than 6m to an intersecting street as measured from the property boundary, but preferably 9 metres to an intersecting street as measured from the property boundary.
- c. The layout of parking areas shall be designed so that parking spaces remain available and accessible, have unrestricted access to a road by way of a corridor provided within the lot boundaries, but not through the building where the design could lead to closure of such access.
- d. Parking areas except for single residences and dual occupancy buildings shall be designed so that all vehicles enter and leave the subject land in a forward direction.
- e. Adequate drainage of surface waters in parking areas shall be provided and disposed of to the Council drainage system.
- f. Pedestrian flow in carparking areas shall be an integral part of the design and pedestrians should be separated from vehicular traffic wherever possible. Use of lighting should be considered where night use is involved.
- g. The landscaping of the carpark area is an important feature which serves to reduce the harsh effect often created by large open asphalt or concrete areas. Landscaping

design should be an integral part of the layout. In larger car parks landscaped areas should generally be used throughout the carpark rather than placed only on the perimeters. They can often be used in conjunction with the provision of pedestrian through areas and in separation of conflicting traffic movements.

- h. The minimum height in undercover parking areas shall be 2.3 metres. A larger vertical clearance may be required for the provision of delivery vehicles and the like.
- i. Car and truck turning areas shall be in accordance with the Road and Traffic Authority Guidelines where they have not been included in this plan.
- j. Consideration should be given to the use of speed humps or traffic calming devices in larger parking areas. Such humps shall be designed in accordance with Roads and Traffic Authority Guidelines.

### 7.3 Construction

- a. Parking areas shall be suitably paved with a permanent, all weather surface such as two coat bitumen seal, concrete, asphaltic concrete or interlocking paving.

Consideration shall be given to the relief of large areas of pavement by alternative surface textures.

- b. The following are the minimum requirements for bitumen sealing:

- i. Pavement Construction for Bitumen Surfacing*

- The pavement shall be constructed to generally conform to the Roads & Traffic Authority MR Form No. 743, "Specification for construction of natural Gravel or Crushed Rock road pavement".
    - The minimum compacted depth of pavement is to be 150mm over a precompacted sub-base of acceptable material.
    - In large carparks and areas of high vehicle turnover Council may require a pavement of 200mm compacted depth.

- ii. Bitumen and Aggregate Sealing*

- Two coats of bitumen and aggregate sealing shall be applied to the carparking areas as shown in the drawings.
    - Bitumen shall conform to the Roads & Traffic Authority Standard. Specification (MR Form No. 337) "Residual Bitumen". Class 160 bitumen fluxed binder is to be used, with a rate of application of 1.2 litres/square metre.
    - Aggregate shall conform to the Roads & Traffic Authority Specification (MR Form No. 351) for the supply and delivery of cover aggregate. Nominal

size of aggregate shall be 10mm. The rate of application of the aggregate shall be 1 cubic metre/100 square metres.

*iii. The following are the minimum requirements for concrete paving:*

- Minor carparking areas 100mm, 20 MPa concrete with F72 bottom reinforcement over a precompacted sub-base of acceptable material.
  - For larger carparking as (i.e. supermarkets) 150mm, 20MPa concrete, with appropriate reinforcement over a precompacted sub-base of suitable material.
  - For other forms of pavement the developer is to submit specifications and details for approval.
  - In circumstances where Council considers the use of parking areas to be of a limited nature (eg. dual occupancy), Council may consider construction to a lesser standard.
- c. Parking spaces shall be line marked into bays and suitably signposted in a permanent manner to direct vehicles to parking areas. Pavement arrows should be provided to indicate clearly the direction of circulation.
- d. Wheel stops shall be provided to protect necessary areas from vehicle encroachment, particularly pedestrian and landscaped areas.

## **8. Land use**

- a. The number of off-street parking spaces to be provided for a particular land use are as set out in Schedule 1 attached to this plan.

Classification of land use or buildings are as defined by Bega Valley Local Environmental Plan 2002.

*Note: Except the definition of “gross leasable floor area” which is to be interpreted in this plan as:-*

*the sum of the areas at each floor of the Building where the areas of each floor is taken to be the area within the internal faces of the walls, excluding stairs, amenities, lifts, cooling towers, machinery, plant rooms, vertical air conditioning ducts, car parking needed to meet any requirements of the Council and any internal access to it, space for the loading and unloading of goods, public areas, but including stock storage areas (public areas being those areas available to the general public at all times).*

All development applications will contain a calculation plan that maps and shows the area in m<sup>2</sup> of each section of the “gross leasable floor area”.

- b. Where it can be demonstrated to Council that in multi use developments the time of a peak demand for the various facilities do not coincide, Council will consider a reduction from the requirements for the individual uses assessed separately.

## 9. Schedule of car parking requirements

This Schedule defines parking standards for a number of uses, which are the most frequently encountered. Council reserves the right to define a requirement for uses not referred to in the Schedule to the plan according to the merits of the specific case.

This Schedule only applies to development in existing commercial zones, Council will use this Schedule as a guide for development in other zones. Commercial Development outside defined commercial areas is required to meet RTA parking requirements for Greenfield sites.

### Schedule 1

Land use	Car Parking Requirement
Bed and breakfast establishments / Guest house	1 space per guest bedroom plus 1 resident parking
Bulky goods retail outlet (not in 3(a) zone)	1 space per 50m <sup>2</sup> of gross floor area (GLFA)
Caravan Park	1 space per van site 1 visitor space per 10 sites
Child care centre	1 space per every 8 children in attendance Provision of a safe set-down and pick-up area is to be provided. If this is provided on site consideration must be given to the safe ingress and regress as well as manoeuvring of vehicles on the site.
Clubs	1 space per 10m <sup>2</sup> of public area for auditoriums/function room/beer garden 1 space per 30m <sup>2</sup> of GLFA for Dining. 1 space per 4m <sup>2</sup> public area of a Bar/Lounge 1 space per 4m <sup>2</sup> public area for Gaming (net of fixtures) Notes: *Some discount may be considered where it can be shown that areas are shared *Provision should be made for emergency vehicles i.e. ambulance, police, fire, to gain ready access to club. *Provision should be included for courtesy bus parking.
Community facilities	Treat on merits – but applicant to justify any deficiency below 1 space per 10m <sup>2</sup>
Commercial premises – including offices and shops	1 space per 25m <sup>2</sup> (GLFA) ground floor, 1 space per 40 m <sup>2</sup> (GLFA) above ground floor except for retail which shall be 1 space for 25m <sup>2</sup>
Dwelling houses / Caretakers residence	1 space per residence 3 bedroom or less, 2 spaces for four or more bedrooms.

Land use		Car Parking Requirement	
(in Commercial Zones NB. carparking requirements for residential in other zones are contained in DCP No. 1)			
Educational establishment		Schools – 1 space per 20 students in year 12, plus 1 space per 30 students for visitors, plus one space per 20 students for staff parking Tertiary – 1 space per employee, plus 1 space per 10 students, plus 1 space per 10 seats in assembly hall Art gallery / museum – The rate of parking requirements shall be assessed on individual merit. As a minimum 1 space per staff member	
Fast food restaurants		1 space per 10m <sup>2</sup> of service area (public), plus 1 space per 25m <sup>2</sup> (GLFA) of seated restaurant.	
Guest houses / Boarding houses		1 space per bedroom 1 bicycle storage space per bedroom	1 space per unit 1 space per 10m <sup>2</sup> within restaurant 1 space per 3 seats within function room
Homes for the aged and disabled persons		Minimum car parking provisions shall be in accordance with State Environmental Planning Policy (Seniors Living)	
Hospitals		1 space per 3beds, plus emergency vehicle parking	
Motels		1 space per unit plus 1 space per 10 units for employees	
Restaurant		1 space per 25m <sup>2</sup> (GLFA)	
Function room		1 space per 5 seats	
Hotels		As per Clubs, plus accommodation – 1 space per unit	
Industrial		General 1 space per 100m <sup>2</sup> (GLFA) with a minimum of 3 spaces per premise Multiple occupancy A minimum of 3 spaces, otherwise 1 space per 50m <sup>2</sup> (GLFA) or 1 space per 2 employees, the greater figure shall be provided	
Place of assembly, public hall, convention centres, churches etc		1 space per 4m <sup>2</sup> of assembly area or 1 space per 10 seats, whichever is greater	
Professional suites, consulting rooms and medical centres		3 spaces per professional consulting room	
Restaurants		1 space per 25m <sup>2</sup> (GLFA)	
Retail plant nursery		Assess on merits (developments vary in scale) but require applicant to justify if seeking less than Draft DCP7 Standard	
Rural industry		Assess on merits	
Service stations		Spare parts 1 space per 25m <sup>2</sup> (GLFA) Restaurants 1 space per 10m <sup>2</sup> (GLFA) Fast food 1 space per 10m <sup>2</sup> (GLFA) Convenience retail 1 space per 25m <sup>2</sup> (GLFA)	

Note:

1. *Depending on land use type, parking for delivery/service vehicles, courier vehicles, bicycles, buses, taxis may also be required.*
2. *For mixed developments the number of car parking spaces should be calculated on the basis of each separate use eg shops with housing above would be calculated on the basis of the number of dwellings and gross floor area.*
3. *Calculations should be rounded upwards to the nearest whole number eg if the calculation determines that 2.3 spaces are required then 3 spaces would be required.*
4. *Where developments are subject to a parking study, the applicant will be required to undertake a parking study of a similar type of development in a similar location to determine the number of parking spaces required for the proposed development.*
5. *All assessment of carparking requirements for clubs and related licensed premises will be open to a merit review by Council and discount below code where there is apparent pooling of uses within the club or licensed premises and where the premises proposes to provide a formal and regular bus service for patrons to Council's satisfaction.*
6. *Gross leasable floor area (GLFA) has the meaning as defined in clause 8 of this plan.*