



Glen Eira City Council

Residential parking permit scheme (19/1255078)

Clause 76, Community Local Law 2019 Application for a residential parking permit

To lodge this application, please return completed form with proof of residency (see below) to the Manager Parking and Safety, Glen Eira City Council, PO Box 42, Caulfield South Vic 3162.

Surname: _____

Given name/s: _____

Address: _____

Suburb: _____ Postcode: _____

Phone: (h) _____ (w) _____ (m) _____

Email: _____

A maximum of three permits per property applies. They can be for specific registrations or Visitor (any car).

Please complete car registration or tick Visitor.

Permit Details:

Permit 1 - Car Registration _____ or Visitor _____

Permit 2 - Car Registration _____ or Visitor _____

Permit 3 - Car Registration _____ or Visitor _____

I undertake to comply with the conditions of the resident and visitor parking permit scheme as outlined in Council's Community Local Law 2019 and Council Policy Residential Parking Permit System. A copy is attached to this form or alternatively it can be found at Council's website www.gleneira.vic.gov.au

Signature: _____

Date: _____

PROOF OF RESIDENCY DOCUMENTS INCLUDE	DOCUMENTS NOT ACCEPTED
Driver Licence Signed residential lease Utility bill (gas or power) Bond lodgement receipt	Council rate notice Water rate notice / bills Purchase or sale documents

Privacy information

Glen Eira City Council (Council) is committed to protecting the personal information provided by you in accordance with the principles of the *Privacy and Data Protection Act 2014 (Vic)* (PDP Act). Personal information is collected by Council only for the purpose of Council's functions set out in section 3E of the *Local Government Act 1989 (Vic)*. Specifically, personal information is collected to assist in the registration and processing of your application. The personal information will be used solely by Council for that primary purpose or directly related purposes. If this information is not collected, Council will be unable to process your application. In certain circumstances, we may disclose information about you where permitted or authorised under the PDP Act or other applicable law. If you would like to know more about privacy at Council, including your right to seek access to your personal information, contact Council's privacy officer on 9524 3333. Council's Privacy Policy is available at <https://www.gleneira.vic.gov.au/privacy>

POLICY NUMBER: Council Policy 13.6

ADOPTED BY: Glen Eira City Council

DATE ADOPTED: 14 April 2003

DATE AMENDED: 24 November 2009, 6 November 2019

REFERENCE IN LOCAL LAW 2009: Clauses 76 and 77

1. TITLE

Residential Parking Permit System

2. OBJECTIVE

To provide the opportunity for:

- (a) residents of the municipality to have access to on-street public car parking in a residential parking area within the vicinity of their homes;
- (b) a visitor, to a resident of the municipality, to have access to on-street public car parking in a residential parking area within the vicinity of the resident's home; and
- (c) tradespersons to have access, on a temporary basis, to on-street public car parking in residential parking areas for a fee determined by Council in its annual budget.

3. DEFINITIONS AND ABBREVIATIONS

Unless the contrary intention appears in this policy words defined—

- (a) in the Glen Eira City Council Community Local Law 2019 have the same meaning in this policy; and
- (b) below have that meaning in this policy.

Term	Meaning
Arterial Road	has the same meaning as it has in section 3(1) of the <i>Road Management Act 2004 (Vic)</i>

4. POLICY

4.1 GENERAL ELIGIBILITY AND CONDITIONS

1. Council may issue a parking permit subject to any conditions which it considers appropriate including to—

- (a) authorise parking—
 - i. within an area around a person's residence; or
 - ii. at a Building Site at which Building Activity is being undertaken; or
 - iii. for maintenance or emergency repairs to a Building.

(b) specify the period for which the parking permit is valid.

2. A parking permit provides that, subject to the conditions of the parking permit, a motor vehicle displaying the parking permit is permitted to park in an area set aside as a resident parking area excluding periods prescribed of one (1) hour or less or otherwise determined by Council.

3. Parking permits issued by Council do not grant the holder of the permit permission to park in statutory prohibited zones (e.g. No Stopping areas).

4.2 INCLUSION OF ROADS IN THE RESIDENTIAL PARKING PERMIT SYSTEM

1. Council may set aside certain residential roads within the municipality as a resident parking area.
2. Inclusion of a road as a resident parking area is at Council's sole discretion.
3. Prior to exercising its discretion in respect of a road proposed for inclusion as a resident parking area, Council must consult with owners and occupiers of properties in that road.
4. In deciding whether to include a road as a resident parking area, Council may consider:
 - (a) merit and strategic objectives;
 - (b) the extent to which a proposed nomination would maintain equitable access to parking for all users; and
 - (c) any other relevant matters.

4.3 EXCLUSION OF DEVELOPMENTS FROM THE RESIDENTIAL PARKING PERMIT SYSTEM

1. Council reserves the right to exclude specific developments from access to parking permits in particular locations in the municipality.
2. New developments in the municipality are excluded from access to parking permits if one or more of the following applies:
 - (a) the development provides reduced Planning Scheme standard rates of parking; or
 - (b) the development is greater than two dwellings.
3. To enable increased transparency for any new owner/occupiers of the excluded development, details of the exclusion will be provided as follows:
 - (a) on Council's website (www.gleneira.vic.gov.au); and
 - (b) a note will be placed on any applicable planning permit.

4.4 ELIGIBILITY FOR A RESIDENTIAL PARKING PERMIT OR VISITOR PARKING PERMIT

1. Eligibility for a residential parking permit or a visitor parking permit is limited to an occupant of the residential property in a resident parking area which has parking restrictions on a road adjacent to his or her residence.
2. Occupants and owners of commercial properties are not eligible for a residential parking permit or a visitor parking permit for those properties.
3. Occupiers of a property in an area set aside by Council as a resident parking area may apply to Council for a residential parking permit and/or a visitor parking permit.
4. The applicant for a residential parking permit and/or a visitor parking permit must produce proof of occupancy of the property in the resident parking area.
5. An application for a residential parking permit and/or a visitor parking permit must be in writing on a parking permit application form provided by Council.
6. Subject to paragraph 4.4(7), a maximum of three (3) permits (any combination of a residential and visitor parking permit) may be issued by Council for a motor vehicle at an eligible residential property.
7. Additional residential parking permits or visitor parking permits may be issued by Council, for a motor vehicle at an eligible residential property, at its sole discretion subject to payment by the applicant of the fee fixed by the Council in its annual budget.
8. Notwithstanding paragraph 4.4(7), no fee will apply to additional visitor parking permits issued for the sole use of the carers of an occupant of an eligible residential property.

9. Notwithstanding paragraphs 4.3(1) through to 4.3(3), consideration may be given to issuing a residential parking permit, with or without a fee fixed by the Council in its annual budget, in circumstances where a resident:
 - (a) can demonstrate extenuating circumstances; or
 - (b) has a disability acquired or exacerbated since having entered into occupation of the residence which, in the reasonable opinion of Council, requires or necessitates the granting of a residential parking permit.

4.5 RECOGNISED COMMERCIAL AREA

1. If an applicant, for a residential parking permit and/or a visitor parking permit, resides in a recognised commercial area then the parking permit issued will be for the nearest adjacent road which is not in the commercial area.
2. A residential parking permit or visitor parking permit will not be issued for:-
 - (a) parking on an Arterial Road; or
 - (b) within off-road carparks of commercial areas within the municipality.

4.6 RENEWAL OF PARKING PERMITS

Valid parking permits are automatically renewed in December of each year.

4.7 TRANSFER

1. The holder of a current residential parking permit must apply in writing to Council for the reallocation of the permit to another motor vehicle.
2. Council may authorise the reallocation of a residential parking permit to another motor vehicle.
3. The holder of a residential parking permit or a visitor parking permit that moves residence must advise Council of the move in writing at or before the time of the move.

4.8 VISITOR PARKING PERMITS

1. Visitor parking permits may only be used by legitimate visitors to the residence to which the permit is issued.
2. Misuse of a visitor parking permit by a permit holder may, in addition to any enforcement action, result in the cancellation of that permit.

4.9 TRADESPERSON PARKING SCHEME ELIGIBILITY AND CONDITIONS

1. Council may issue a tradespersons parking permit to eligible tradespersons engaged in Building Activity on a Building Site or maintenance of a Building in an area set aside as a resident parking area.
2. A maximum of four (4) tradespersons parking permits per Building Site in a residential parking area may be issued for up to a maximum period of ninety (90) days for a fee determined by Council in its annual budget.
3. A maximum of two (2) tradespersons parking permits may be issued for emergency repairs or maintenance to a Building for up to a maximum of three (3) days for a fee determined by Council in its annual budget.
4. An application for a tradespersons parking permit must be in writing on an application form provided by Council.
5. An application for the tradespersons parking permit must contain:-

- (a) details of the Building Site or Building for which the permit is to be issued;
 - (b) details of the period of time for which the permit is sought; and
 - (c) documentary evidence to establish that the tradesperson will be engaged in Building Activity on a Building Site or maintenance of a Building for the period of time sought in the application.
6. A tradespersons parking permit must only to be used on motor vehicles which are directly associated with:-
- (a) Building Activity on the Building Site; or
 - (b) emergency repairs or maintenance to a Building.

5. HUMAN RIGHTS CHARTER COMPATIBILITY

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

6. ASSOCIATED INTERNAL DOCUMENTS

Glen Eira City Council Community Local Law 2019

7. EXTERNAL REFERENCES/RESOURCES

Local Government Act 1989 (Vic)
Road Management Act 2004 (Vic)
Road Safety Act 1986 (Vic)
Road Safety Road Rules 2017