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<b>Responsible Officer(s):</b>	<i>MERS, CSO, PO</i>
<b>Council File Reference:</b>	<i>Council Policies (P)</i>
<b>Applicable Legislation:</b>	<p><i>Road Traffic Act 1961</i>  <i>Expiation of Offences Act 1996</i>  <i>Local Government Act 1999</i>  <i>Australian Road Rules 1999</i></p> <ul style="list-style-type: none"> <li><i>Australian Road Rules: s185 'Stopping in a permit zone',</i></li> <li><i>Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014: s14 'Permits for permit zones' for parking in permit zones,</i></li> <li><i>Road Traffic Act 1961: s174C – 'Council may grant exemptions from certain provisions' for providing exemptions in parking time limit zones and paid parking areas,</i></li> <li><i>Road Traffic (Miscellaneous) Regulations 2014: s63 - Prescribed provisions (sections 174A, 174B, 174C and 174D of Act).</i></li> </ul> <p><i>Clause A of the Ministers Notice to Council to use Traffic Control Devices and to Close Roads and Grant Exemptions for Events and rule 185 of the Australian Road Rules.</i></p>
<b>Relevant Policies:</b>	<i>NIL</i>
<b>Related Procedures:</b>	<i>NIL</i>
<b>Delegations:</b>	<i>Berri Barmera Council Delegations Register</i>

### 1. Purpose

The Permit Parking Policy has been developed to ensure businesses are able to park in close proximity to their places of employment while reserving on street parking for customer use. The policy is structured so that it can be adopted where required within the Berri Barmera Council area.

## 2. Definitions

Council	Berri Barmera Council
Parking Permit	an exemption 'label/sticker/disc' issued to the eligible applicant which provides for parking outside of parking zone restrictions
Motor Vehicle	a vehicle built to be propelled by a motor that forms part of the vehicle as defined in the Road Traffic Act 1961

## 3. Principles

The main objective of this policy is to offer the adjoining businesses guaranteed Permit Parking spaces for the duration of Permit hours. It is proposed that the revenue generated through Permit Parking fees will be utilised for future developments and improvements of parking facilities within the Berri District Centre zone and the Barmera Town Centre zone.

## 4. Policy Statement

### Parking Permits

Pursuant to Schedules 2 & 3 of the Road Traffic (Road Rules – Ancillary and Miscellaneous provisions) Regulations 1999, Council has the power to determine who is entitled to a permit, fees to be paid for a permit and any conditions, which may apply to that permit.

Parking in permit areas will be restricted to those with permits only during the hours and days nominated by this policy.

### Criteria for the issuing of permits

A priority system has been established that determines the manner in which car parking spaces are to be distributed amongst applicants.

- Permits are to be issued to those who have a business premises located within the priority areas as defined by Appendices 1
- Only one permit is to be issued per business premises within the priority areas, unless otherwise agreed by Council
- There shall be no limit on the number of permits issued outside of the priority area to business premises
- The number of permits shall not exceed the number of spaces.
- The business must not have long term or on site car parking facilities available to them.
- A vehicle not registered for business purposes may be granted a permit if an employee uses the vehicle and the employee has provided a written statement from the employer who satisfies the criteria referred to above, regarding registered business premises.

### Conditions

The following conditions apply to a parking permit:

- The permit only applies to the specific space identified by the permit.
- The permit allows the holder to utilize that space between the hours of 7.00am to 5.00pm Monday to Fridays excluding public holidays.

- The permit will be valid for a period of 1 year from the date of issue
- The permit must be displayed on the passenger side front windscreen area of the vehicle.
- The permit is transferable between vehicles associated with the business operations.
- The permit will expire once the business activity ceases to operate.
- A permit will only be issued on application and receipt of the required information and the payment of the required fees.
- Council reserves the right to cancel any permit by written notification to the permit holder giving 14 days notice for a breach of any conditions attached to the permit by these conditions.
- Permit holders shall not park in any disabled car parking space.
- The vehicle to which the permit applies is not a caravan or trailer or a vehicle that exceeds 5.5 metres in length.
- No permit will be required for disabled persons seeking to utilize a disabled car parking space provided within any permit parking area provided that they that they display a valid disabled parking permit.
- The Council will not be responsible for the enforcement of any permit park. If the permit holder wishes to provide any devices or identification to prevent other vehicles from using the space allocated to them they will first need to have the written consent of Council for any such device or identification.

#### Permit Fees

Any fees and charges will be listed in Council's Fees and Charges Register which is available for viewing at [www.berribarmera.sa.gov.au](http://www.berribarmera.sa.gov.au)

#### Transfer of Permits

Parking permits are not transferable from one permit car park to another.

Permits may be transferred between vehicles provided that these vehicles are associated with the business activity.

#### Application

Eligible applicants must make an application for a parking permit to the Council on the prescribed application form, which is to be accompanied by:

- proof of occupancy of premises for business use.

#### Cancellation of permits and reimbursement

A permit can be surrendered to Council during the financial year if no longer required. A reimbursement will be made for the remaining duration based on calendar months and a deduction of a \$25 administration fee.

Where a business ceases to operate there shall be no refund of any permit fees.

## **5. Confidentiality**

*Any information provided will be treated as strictly confidential. Information provided to the Council's Chief Executive Officer (CEO) will be securely retained within Council's records.*

## APPENDIX 1



## APPENDIX 2

*Denny Street Car Park - Car Park (in Green), and Priority Areas (in Blue)*



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