

TITLE: [E-CM] Review of Car Parking Requirements for Small Business

SUBMITTED BY: Roads and Stormwater

mhm



People, places and moving around

Who we are and how we live

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:

3	People, places and moving around
3.3	Moving around
3.3.4	Roads, Traffic, Footpaths and Cycleways - To provide and maintain a network of roads and bridges, footpaths and cycleways that is safe, efficient and accessible.

ROLE: **Provider** **Advocate**

SUMMARY OF REPORT:

In response to a Notice of Motion, in July 2015 Council resolved that a report be brought forward on Council's requirements for parking for small business approvals. This included discussion and justification of Council's current requirements, the potential for these requirements to act as a disincentive for small businesses, comparison with other Councils, and options to address or alleviate concerns. This report is tabled in response to this outstanding resolution.

During the intervening period, Council has introduced a number of incentives for small businesses that involve parking concessions, including the Business Investment Policy, and a Parking Contribution Waiver for Murwillumbah CBD and South Murwillumbah. This report will provide an update to Council on the relative success of these incentives.

Current parking requirements place the cost to properly service a new business with the developer. This is usually seen as being the most equitable in addressing increased parking demand. There appears to be little evidence that the current parking requirements of Council do present a significant disincentive to small businesses.

In areas where there is generally adequate public parking, specifically central business district main streets, some relaxation of parking requirements for small business should be able to be absorbed without major cost to Council or the community. This is an option for Council to consider. Alternate schemes that shift the cost to the end user (the customer) in the form of paid parking, or redistribute parking costs across a broader group of business owners are unlikely to be politically acceptable. Strategies to reduce parking demands, such as increased public transportation or carpooling/ride sharing schemes would be beneficial on many levels but require significant investment and planning before any changes to current parking policies should be seriously considered.

RECOMMENDATION:

That Council notes the review of car parking requirements for small business, and retains the existing parking policy framework.

REPORT:

In July 2015 Council resolved the following in response to a Notice of Motion:

"RESOLVED that Council brings forward a report on the issue of Council's requirements for parking for development approvals for new small business and intensified use of existing, or change of use, small business approvals, including but not limited to:

- a) Council's current requirements and the justification for these requirements,*
- b) The potential for these requirements to act as a disincentive for new or expanding small businesses,*
- c) Comparison of Council's requirements with other similar growth Councils requirements,*
- d) Options to alleviate the impost on small businesses such as eliminating, reducing or providing deferred payments,*
- e) Options to address the implications for Council or the community from the above."*

This report responds to this outstanding resolution.

This report excludes consideration of residential parking, including residential components of mixed-use developments, and tourist accommodation.

a) Council's Current Car Parking Requirements for Small Businesses

Council's current process for dealing with applications for small business uses with regard to car parking provision is outlined in Figure 1. This addresses applications for new small businesses, whether they are in new premises, change of use of an existing premises, or an intensification of an existing small business.

Within the application process are two key Council documents which set out Council's requirements for car parking:

Tweed Development Control Plan Section A2 – Site Access and Parking Code (DCP-A2)

DCP-A2 aims to provide integrated, high quality off-street parking facilities in new development, to satisfy the demand created by residents, visitors, staff, customers, servicing, and deliveries. DCP-A2 includes requirements to cater for safe, legible, convenient and equitable access to developed land not just for vehicle users, but also pedestrians, cyclists and public transport users. The document aims to minimise the impacts of parking and access facilities on local amenity, traffic and stormwater runoff.

The provision of off-street parking is important, as it limits the need to set aside public land to cater for greater demand for parking spaces and delivery and service areas created by new development. Without off-street parking requirements, demand for on-street parking would escalate rapidly, requiring Council investment in new sites for centralised car parking facilities, and/or alternate measures to control parking demand, such as paid parking.

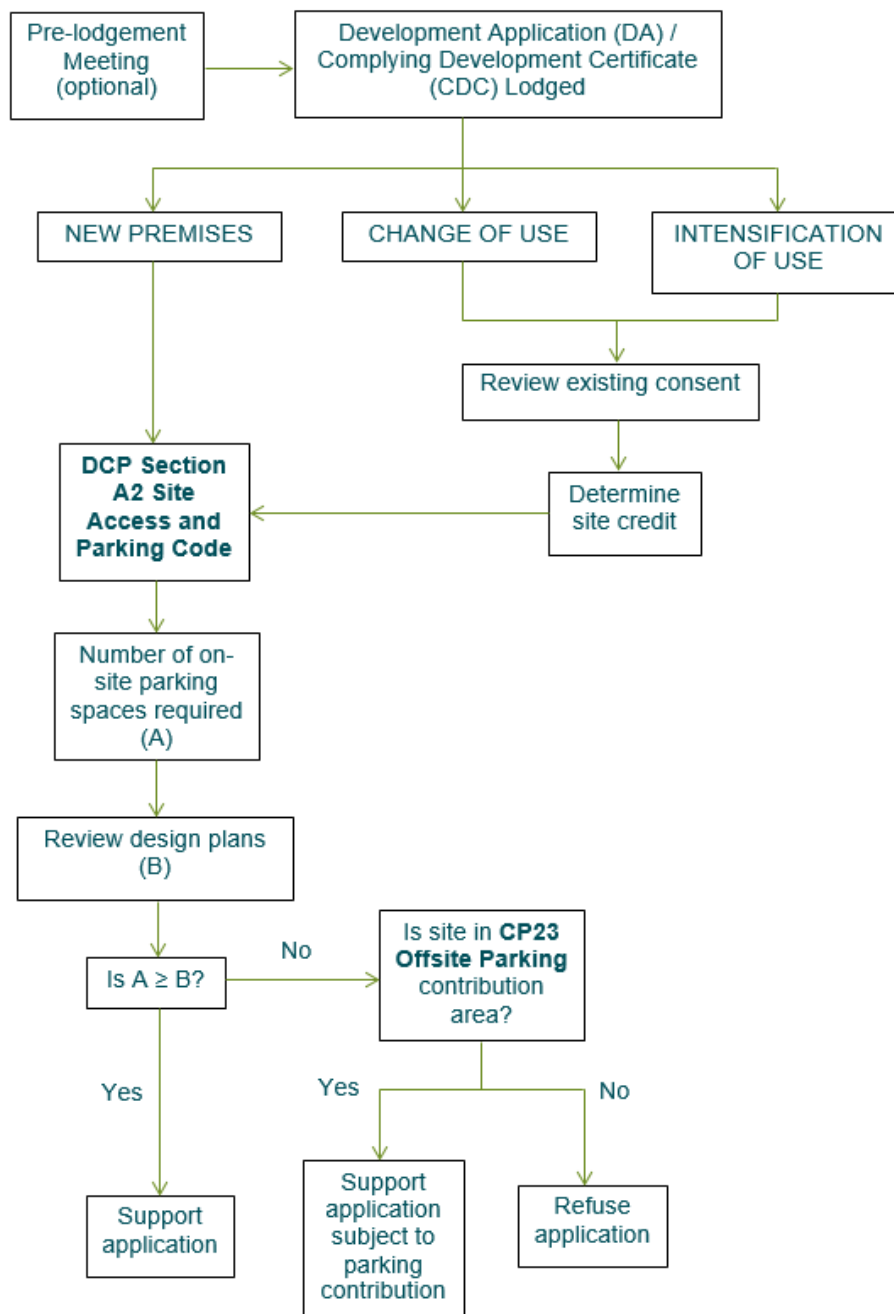


Figure 1 – Car Parking Requirements and Assessment

Section A2.3 of DCP-A2 provides a detailed table containing an “Access & Parking Demand Schedule”. This table takes each land use from the Standard Instrument Tweed Local Environment Plan 2014 (plus some additional development types) and specifies the rates at which parking for residents, visitors, staff, customers, deliveries and service vehicles (as applicable) shall be provided on site. These rates are typically a measure of gross floor area (GFA) for the development, but can also be dependent on factors such as number of staff employed, areas provided for dining, number of work bays, or number of consulting rooms in a development. Table 2 of DCP-A2 is provided as an attachment to this report.

It is important to note for this report that DCP-A2 makes no specific distinctions for “small business”. However given “small business” will usually be in premises with limited floor area, and employ few staff, parking requirements using the standard rates will remain relatively low. Other factors that might identify a “small business” such as annual turnover are not factored into DCP-A2.

DCP-A2 applies to all land in Tweed Shire. However in the case of inconsistency, locality specific parking controls in Section B of the DCP prevail. For example, locality based DCP controls for Tweed City Centre and Pottsville provide alternate lower rates for many business uses.

Concessions

DCP-A2 applies a number of concessions that can result in reduced or deferred off-street parking requirements for businesses. These include:

1) Alternative Solutions

A development application can propose an alternative solution through provision of an Access, Traffic and Parking Impact Study to reduce the parking rates prescribed in Table 2. This may involve details of actual operations (e.g. number of employees, operating hours, delivery arrangements), or surveys of comparable facilities to justify variations.

2) Local Area Specific Customer Car Parking

Customer car parking for commercial and health facilities may be reduced by 10% in Tweed Heads, Murwillumbah and Kingscliff Central Business Districts (CBDs, as mapped in the DCP), and by 50% in RU5 zoned village areas, subject to considerations such as potential nuisance to adjoining properties.

3) Site Credits

Parking credits are available for businesses when there is a proposed change of use or redevelopment of a site. The credit is deemed to be consistent with that approved and provided under the previous approvals for that site. Older sites that may not have a development consent history in relation to parking provision are deemed to have parking credits based on the expected parking that would have been provided for that land use in Table 2. To promote business activity, change of land use or redevelopment in the CBD areas are entitled to parking credits based on either existing parking approvals or reassessment of the current land use under the rates in Table 2, whichever is the higher. Site credit concessions are discretionary subject to demonstrated consistency with the aims and principles of DCP-A2.

4) Parking Offsets

Where the required number of customer car parking spaces cannot be met Council may consider accepting a cash contribution in lieu of the unsupplied facilities or spaces, under Contribution Plan No. 23 - Offsite Parking. Contributions eligibility as an alternate to on-site parking provision will not be granted as a right and will be based on the merits of each application, in accordance with the objectives of DCP-A2.

Contribution Plan No 23 – Offsite Parking (CP23)

As mentioned above, where development projects are unable to provide the required number of car parking spaces on site under DCP-A2, CP23 provides the alternative of contributing towards the cost of an equivalent number of public car parking spaces in the locality. As this can only realistically occur in CBD areas, CP23 applies only to land in core areas of Tweed Heads, Murwillumbah, Kingscliff, Cabarita/Bogangar, Pottsville and Fingal Head, as mapped in the plan. It does not apply to residential development, or the residential component of mixed use development.

The cost of providing an equivalent space on public land is suburb specific, and considers the availability of existing land or the cost of purchasing new land for a centralised parking

facility, plus construction costs, which vary depending on the configuration of the proposed parking facility (at grade, basement or multi-storey). Current contribution rates per unsupplied on-site car parking space are as follows, and are indexed annually:

	Base rate	Indexed Version 2.4.5* July 2017 Inc 5% admin
Tweed Heads	\$24,570	\$27,957
Murwillumbah	\$15,907	\$16,988
Kingscliff	\$27,657	\$29,535
Bogangar	\$27,657	\$29,535
Pottsville	\$19,750	\$24,436
Fingal Head	\$2,898	\$3,095

Concessions

1) Deferred / periodic payments

CP23 permits deferred or periodic payments in accordance with the Business Investment Policy (BIP). Refer to Section (d) and (e) of this report for further discussion on the BIP and this concession.

Summary

In summary, when assessing a development application for any business use, regardless of size, car parking demand is determined for the site, and with consideration of any applicable site credits, sets the number of parking spaces to be provided within the development site. In many cases, there will be no parking requirement, particularly with like for like changes of use applications. However, often the DA process requires that additional parking spaces be provided on site to adequately service the development, and to avoid excessive demand being transferred onto public parking facilities. Where it is not physically possible to accommodate all spaces on site, there are options for developer contributions if in a nominated CBD area. Otherwise the application is generally not supported, and the applicant must either reduce the scale of development to reduce parking demands, incorporate additional land for parking areas, or face a refusal of their application.

b) Potential Disincentives for New or Expanding Small Businesses

Where new businesses are proposed on new or redeveloped sites, it is a fair expectation that the site design will need to accommodate adequate onsite car parking spaces. The cost of doing so should already be factored into the cost of development for the site.

In the case of small business, the majority would be entering into lease arrangements in existing buildings. This may or may not include access to onsite parking for staff and customers. Where this is a change of use with equivalent car parking requirements under DCP-A2, there is no requirement for the business owner to provide additional parking facilities or pay contributions. In this case Council's requirements pose no disincentive. Indeed, many changes of use are Exempt Development under State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 ("the Codes SEPP"). For example, anything defined as a "shop" can change use to another "shop" with no parking requirements. Other uses can attract lesser parking rates – for example a hypothetical application for a change of use from a "food and drink premises" (3.5 customer spaces per 100m² GFA + 1 space per staff) to a "hairdresser / beauty salon" (2.8 customer

spaces per 100m² GFA + 0.5 staff space per 100m² GFA) would not attract parking requirements.

There are however cases where the change of use involves higher parking generating development moving into premises with inadequate parking, and if in a CBD location, attracting considerable parking contributions. Real examples have included change of use proposals such as:

- From a “bulky goods premises” (1.4 customer spaces / 100m² GFA + 0.25 staff spaces / 100m² GFA) to an “indoor recreational facility” (gym, 5 customer spaces / 100m² GFA + 0.5 / staff)
- From a “shop” (3.5 customer spaces / 100m² GFA) to a “medical centre” (dentist, 1.6 customer spaces / consulting room + 1.6 staff spaces / consulting room)

In these cases, parking requirements were demonstrably a disincentive to undertake the development. However these were also arguably inadequate sites for the developments to take place. In both cases, a suitable alternate site was found where parking was not an impediment. In the case of the dentist, the vacant shop has since been filled by a travel agent, another small business, with no parking contributions necessary.

A development proponent could argue that any number of Council imposed regulations are impediments to business, such as water and waste water headworks charges, road contributions, acoustic reports, accessibility provisions or flood impact assessments. Council’s role is to ensure that new developments are adequately serviced, do not impose unsatisfactory impacts on the locality, and do not impose additional future costs on the community. In the 2017 calendar year, 40 Complying Development Certificates (CDCs) were issued for change of use of premises or shop fitouts, with no parking impediments.

As has been presented to Council in various workshops, many development requirements are a fine balance between developer and community expectations – ultimately who pays? Should it be the developer who generates the demand in the first place, or the end consumer? Are further concessions to businesses with inadequate parking provision justified? Will an under-supply of parking in our CBD areas be a disincentive for people to shop locally?

c) Comparison of Council's Car Parking Requirements

DGP-A2 was last reviewed in 2014. This included a review of parking rates against other authorities in New South Wales (Roads and Maritime Services), Victoria (VicRoads) and Queensland (City of Gold Coast). It is considered that all rates in the document are now consistent with one or more of these sources. The 2014 review included a 20% reduction in car parking rates to promote ecologically sustainable development (ESD), a 50% concession on parking rates in rural villages, and addressed rate inconsistencies raised by Council’s town planners.

As requested by the Council resolution, a table comparing Council’s parking requirements with those of neighbouring Councils and other growth areas is included as an attachment to this report. This table includes a number of typical “small business” uses for Tweed Shire. This table suggests that our car parking requirements are reasonable, but also that it is difficult to make direct comparisons between the requirements of other Councils, as they use different definitions, rates and measures. The data does not take into account particular local circumstances in formulating these rates, or compare any incentives that may further reduce the baseline rates (as is the case for DGP-A2).

d) & e) Options

Finally, this section of the report considers what options may be available to reduce the impost of parking requirements on small business owners, as well as the implications of these options on Council and the community.

Since the Council resolution in 2015, a number of measures have already been implemented, specifically:

Business Investment Policy (BIP)

Adopted in August 2016, this Policy offers a range of incentives to “encourage new business and the expansion of existing businesses”. The BIP provides “a range of solutions to deal with developer charges and contributions arising from the development process.

With respect to parking, the BIP offers deferred payments to business premises that attract CP23 contributions in excess of \$25,000. Deferred payment plans are offered over 2 years for contributions up to \$50,000, 4 years up to \$100,000, and 6 years for contributions exceeding \$100,000. There have been no applications for deferred car parking contributions since adoption of the BIP.

Parking Contribution Waiver – Murwillumbah CBD / South Murwillumbah

Introduced by way of a Notice of Motion, Council has implemented for the 12 month period up to 30 June 2018 an amnesty / waiver for a maximum of 3 parking spaces against DCP-A2 requirements or equivalent contributions under CP23, as applicable. This waiver applies to any business in the Murwillumbah CBD or Prospero Street South Murwillumbah areas, regardless of size. Since the waiver was announced, Council has received one development application which may receive the concession. A further 10 enquiries regarding the parking concession have been made. The limited uptake would indicate that existing parking requirements are not a significant disincentive for small businesses in these particular areas.

Other Options for Consideration

As discussed above, none of Council’s parking requirements relate specifically to “small business”. In order to consider specific small business concessions, first it is important to properly define what constitutes a small business.

Small business is most commonly defined in Australia by annual turnover, the number of employees, or a combination of the two. There is no single definition of a small business that will suit all the needs of government or the private sector (Commonwealth Department of Innovation, Industry, Science and Research, “Key Statistics, Australian Small Business” 2011).

The Australian Bureau of Statistics (ABS) defines a small business as an actively trading business with fewer than 20 employees. The Australian Taxation Office (ATO) defines small business as one that has annual revenue turnover of less than \$2 million (ex GST). Fair Work Australia defines small business as one that has less than 15 employees. Under any of these measures, the majority of main street Tweed businesses would fall under the “small business” category, with the exception of large retailers such as supermarkets, Kmart / Big W / Target, and bulky goods franchises, who tend to be anchors in shopping centres, where there is generally a generous allocation of on-site parking. Some CBDs also contain large registered clubs and pubs which would be outside of the small business definition.

It is acknowledged that CBD / Main Street areas are the hardest to provide on-site parking facilities, due to small, constrained lot sizes. This “fine grained” lot pattern is favoured by town planning strategies for street activation and architectural character, and in areas such as Murwillumbah includes heritage classification. It was in dealing with this situation that the contribution plan was created to facilitate centralised CBD public car parking.

As in the DCP-A2 examples in (b) above, changes of use for small businesses in CBD areas can generate additional car parking demand, but there are also cases where the new use generates less parking demand than a previous land use. The 2016 CBD car parking study confirmed that in general there was adequate parking across the CBDs in Murwillumbah, Kingscliff and Tweed Heads. Therefore an argument emerges that changes of use for small businesses in CBD areas, regardless of their land use and theoretical parking generation can be accommodated by the combination of on and off street parking within a reasonable walking distance. It is also recognised that people often visit multiple businesses when they park in a CBD location, and customers often use public rather than private parking to do so. This could form an alternate parking policy that would free the few remaining cases of small businesses from the need to pay any parking contributions. Provided residential development and “large” businesses continue to provide onsite parking facilities, there should be minimal cumulative impacts of this policy change from a traffic management sense.

The larger risk is the reduced amenity for some customers, particularly those with limited accessibility, due to any relaxation of onsite parking requirements. A recent case study before Council was for redevelopment of a site in Marine Parade, which was to accommodate a medical centre and chemist. No onsite facilities were proposed in the site design, rather the proponent offered to pay 100% of their parking liabilities into CP23. This was opposed by Council officers on the grounds that the customers and staff of such a sensitive land use would not readily accept the arrangement of relying on remote parking and walking to the site. Council supported this view and refused the contribution proposal.

In order to reduce this risk, the above parking concession for small businesses in CBD areas should be restricted to defined small businesses in existing premises only (as of the date that the policy is enacted), excluding applications that involve new buildings, increase the number of business tenancies, or increase the GFA of the tenancy. Such applications would still require assessment under DCP-A2 and payment of CP23 liabilities if applicable.

As previously stated the main consideration in formulating and assessing options for parking requirements is who pays the cost of meeting increased demand. The current model for parking provision and contributions is based on the generator of the increased demand paying the cost. The alternative is to subsidise the demand generator by redistributing the costs to either the rest of the business community (for example a modest but mandatory monetary contribution for all business applications in the parking catchment area based on GFA towards the provision of greater public parking facilities, or a new business rate or charge) or the customers (for example paid parking systems).

Other options could focus on reducing demand for parking (e.g. carpooling, park and ride facilities, increased active and public transport mode share) or increasing supply by better turnover of existing spaces (e.g. increased enforcement of short term car parking spaces, adoption of parking technology). However there is currently no framework in place or investment to deliver such options, and significant changes in parking policy should be discouraged until this is the case.

All of the indicators discussed in this report suggest that parking is not a significant enough disincentive to the majority of Tweed small businesses to warrant major shifts in parking policy.

OPTIONS:

As outlined above, the options are:

Option 1 - No change to existing car parking requirements for small business.

Option 2 - Implement a policy of no additional car parking requirements for the following case:

- a. Small business use (less than 20 employees), and
- b. Change of use in an existing premises (as of date of enactment), and
- c. Located within central business district area (as mapped in CP23), and
- d. Any existing on-site car parking facilities are maintained for that use, and
- e. There is no change in the number of tenancies or gross floor area of the premises.

All other cases, including all residential development and residential components of mixed use development, would remain subject to the current parking requirements under DCP-A2 and CP23.

Option 3 - Investigate alternative contribution schemes for the provision of additional centralised public parking infrastructure based on subsidies from all benefitting businesses, and/or paid parking for customers.

Option 1 is the preference of Council officers, as there does not appear to be a strong case warranting changes to current policy.

However in the case that Council wishes to implement changes to current parking policy, Option 2 would provide the best balance between potential impediments to new small businesses and impacts on Council and the community.

CONCLUSION:

New small businesses are faced with many impediments, both real and perceived, when starting out. While there have been cases where hardship due to parking requirements has been demonstrated, on the evidence this is the minority of cases. Council's current policy settings appear reasonable and equitable compared with other jurisdictions, and place the costs of providing parking with the developer who generates the demand.

While alternate schemes could be developed, there is not a strong case to do so. Some minor changes to small business requirements in CBD areas could be adopted with limited risk. However this report recommends retaining the current parking requirements in DCP-A2 and CP23.

COUNCIL IMPLICATIONS:

a. Policy:

Corporate Policy Not Applicable.

b. Budget/Long Term Financial Plan:

The table below shows the previous 5 years' income to CP23, as well as the Plan balances for each sector. Based on current rates of income for CP23, it will be some time before the plan is adequately funded to acquire new land for centralised public parking facilities and/or afford to construct new parking spaces in each sector. A review of CP23 is overdue, particularly in Kingscliff, where the plan has not been updated since a proposed underground carparking station was removed from the Kingscliff Foreshore Revitalisation plans several years ago.

The loss of incremental payments from small businesses under the options in this report would further reduce this income.

CP23 5 Year Income to 2017/18				Plan Balance Feb 18
Sector	0	No Sector		162,310
Sector	1	Tweed Heads	75,738.00	349,639
Sector	2	Murwillumbah	65,070.00	305,977
Sector	3	Kingscliff	0.00	80,225
Sector	4	Cabarita	0.00	609,911
Sector	5	Pottsville	213,947.00	208,956
Sector	6	Fingal	8,949.00	9,865
			\$363,704.00	\$1,726,912

c. Legal:

Not Applicable.

d. Communication/Engagement:

Inform - We will keep you informed.

Any change to car parking provisions to benefit small business will need to be communicated to the business community as an additional incentive and economic driver from Council. The objectives of this policy change will need to be maintained in the face of future submissions to Council about a perceived lack of on-street parking during peak periods in the Tweed's CBD areas.

UNDER SEPARATE COVER/FURTHER INFORMATION:

Attachment 1. Tweed Development Control Plan Section A2 – Site Access and Parking Code, Table 2 “Access & Parking Demand Schedule” (ECM 5187509).

Attachment 2. Car Parking Rates Comparison Table (ECM 5187441).

Table 2: Numerical Provision of Access Facilities & Parking Spaces
2a - Access & Parking Generation - Residential Accommodation Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (min class)	Delivery/ Service Vehicle parking	Resident/ Visitor Parking	Staff parking	Customer car parking
A1	Attached dwellings			Residents: 1/unit (2). Visitors: 1/8units (3)		1 per each 1 bedroom unit, 1.5 per 2 bedroom unit, and 2 spaces for 3 or more bedroom units. Plus 1 space per 4 units for visitor parking.		
A2	Boarding houses			Residents: 1/unit (2). Visitors: 1/8units (3)			0.5/staff	1/6 beds
A3	Dual occupancies					1 space per dwelling plus provision for driveway parking of another vehicle (2 spaces per dwelling)		
A4	Dwelling houses					1 space per dwelling plus provision for driveway parking of another vehicle		
A5	Group homes	Assess on merits Access and parking facilities are to be provided in accordance with AS2890.6						
A6	Hostels		1/5residents	Residents: 1/4 beds(2) Visitors: 1/10 beds(3)	1/100 residents SRV	0.4/resident	1/staff	

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (min class)	Delivery/ Service Vehicle parking	Resident/ Visitor Parking	Staff parking	Customer car parking
A7	Integrated housing*					1 space per dwelling plus provision for driveway parking of another vehicle. in addition to visitor parking at 1/4 units		
A8	Manufactured home estate*	As per Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005						
A9	Multi dwelling housing	Forward entry/exit to be provided	1/15 units	Residents: 1/unit (2). Visitors: 1/8units (3)		1 per each 1 bedroom unit, 1.5 per 2 bedroom unit, and 2 spaces for 3 or more bedroom units. Plus 1 space per 4 units for visitor parking.		
A10	Residential care facilities			Residents: 1/7 beds (1). Visitors: 2+1/30 beds (3)	1 ambulance SRV + truck parking HRV	1/6 bed	0.5/staff	
A11	Residential college*		1/5 student	Residents: 1/4 beds(2) Visitors: 1/10 beds(3)	1/100 residents HRV	0.4/resident	1/staff	

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (min class)	Delivery/ Service Vehicle parking	Resident/ Visitor Parking	Staff parking	Customer car parking
A12	Residential flat buildings		1/15 units	Residents: 1/unit (1). Visitors: 1/8units (3)		1 per each 1 bedroom unit, 1.5 per 2 bedroom unit, and 2 spaces for 3 or more bedroom units. Plus 1 space per 4 units for visitor parking.		
A13	Rural worker's dwellings					1		
A14	Secondary dwellings	Granny Flat				1		
A15	Semi-detached dwellings					1 space per dwelling plus provision for driveway parking of another vehicle		
A16	Seniors housing	AS per SEPP – Seniors Living						
A17	Shop top housing	in addition to commercial requirements		Residents: 1/unit (1). Visitors: 1/8units (3)		1 per each 1 bedroom unit, 1.5 per 2 bedroom unit, and 2 spaces for 3 or more bedroom units. Plus 1 space per 4 units for visitor parking.		

2b - Access & Parking Generation - Tourist and Visitor Accommodation Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
B1	Backpacker's accommodation			1/5 bed (2)	1 HRV		0.5/staff	1/6 beds or 1/12 beds if shuttle bus permanently utilised
B2	Bed & breakfast accommodation			1/guest bedroom (2)		As per dwelling houses	0.5/staff	1/guestroom
B3	Caravan parks and camping grounds	As per Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2000						
B4	Farm stay accommodation					See dwelling house	1/ off-site staff	1/guestroom
B5	Hotel or motel accommodation	Accommodation component only		Employees: 1/4 staff (2). Visitors: 1/10 units (3)	1 HRV		1/staff	1/room or unit
B6	Serviced apartments			Employees: 1/4 staff (2). Visitors: 1/10 units (3)	1 HRV		1/staff	1/apt + 1 visitor space per 4 apt's

2c - Access & Parking Generation - Commercial Premises Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
C1	Amusement centres			2 + 1/50m ² GFA (3)	1 SRV		0.5/staff	3.2/100m ² GFA
C2	Bank or financial institution*	ATMs require covered waiting area for 3 persons that do not impede pedestrian movement		Employee: 1/200m ² GFA (2). Visitor: 2 (3)	1/200m ² GFA SRV		1/50m ² GFA	included in staff parking
C3	Boat showroom*	On site provision required for boat transporter use			1/20 boats, min 1 truck park HRV		1/staff	1/12 displayed boats, min 5 spaces
C4	Bulky goods premises			1/4 staff (3)	1/1500 GFA HRV		0.25/100 GFA	1.4/100m ² GFA
C5	Cellar door premises			1/25m ² tasting/seating area (3)	1 SRV		1/staff	3.5/100m ² GFA
C6	Drive in liquor sales*				1 HRV		0.5/100 GFA	2.8/100m ² GFA + queuing area for 6 cars
C7	Entertainment facilities		1/10 seats	1/20m ² floor area up to a maximum of 10 spaces (3)	1 SRV		0.5/staff	greater of 0.25 spaces to each seat or to each sq m of net floor area
C8	Exhibition homes			2 (3)			1	3

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
C9	Food & drink premises			Employees: 1/100m ² GFA (1). Visitors: 1/50m ² GFA (3)	1 SRV		1/staff	3.5/100m ² GFA
C10	Function centres			1/20 seats up to a maximum of 10 spaces	1 HRV		0.5/staff	0.3 spaces to each seat
C11	Funeral homes				1 SRV		0.5/staff	1/50m ² GFA
C12	Hairdresser/beauty salon*			2/100m ² GFA up to 100m ² GFA and thereafter at 1/200m ² GFA (3)			0.5/100 GFA	2.8/100m ² GFA
C13	Hardware and building supplies				1/500m ² storage area, AV		0.5/staff	1.6/100m ² GFA + 0.8/200m ² outside storage area + 1/50m ² showroom/retail area
C14	Home business							1 space in addition to parking for dwelling
C15	Industrial retail outlets	Retail component only.					1/100 GFA	3.5/100m ² GFA
C16	Kiosks	Max GFA 15m ²		Employees: 1/100m ² GFA (1).				1.6/100m ² (min 2)

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
				Visitors: 1/50m ² GFA (3)				
C17	Laundromat*			2/100m ² GFA up to 100m ² GFA and thereafter at 1/200m ² GFA (3)	1		1/100 GFA (min 1)	2.8/100m ² GFA
C18	Markets	Assess on merits Refer to RTA Traffic Generating Developments						
C19	Neighbourhood shops	Max GFA 300m ²		Employees: 1/100m ² GFA (1). Visitors: 1/50m ² GFA (3)				1.6/100m ²
C20	Office*			Employee: 1/200m ² GFA (2). Visitor: 1/750m ² over 1000m ² (3)	1/200m ² GFA SRV		1/50m ² GFA	included in staff parking
C21	Plant nurseries, garden centres and landscaping material supplies			Employees: 1/1000m ² site area (2) Visitors: 1/1000m ² site area (3)	Min 1 HRV		1/staff, may be stacked	1/600m ² site area, min 5

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
C22	Primary produce sales*				1/500m ² storage area, truck parks to be suitable for AV		1/staff	1.6/100m ² GFA + 0.8/200m ² outside storage area
C23	Pubs	Licensed premises	1/10 car parking spaces	Employees: 1/25m ² bar + 1/100m ² lounge/beer garden (1). Visitors: 1/25m ² bar + 1/100m ² lounge/beer garden (3)	1 HRV	See hotel or motel accommodation	0.5/staff	1/10m ² licensed floor area + ancillary areas + reservoir for 6 cars for drive in bottle shop
C24	Real estate agency*			1/200m ² GFA (3)	1/200m ² GFA SRV		1/50m ² GFA	included in staff parking
C25	Registered clubs		1/10 car parking spaces	Employees: 1/25m ² bar + 1/100m ² lounge/beer garden (1). Visitors: 1/25m ² bar + 1/100m ² lounge/beer garden (3)	1 HRV		0.3 spaces per staff. Where spaces are to be reserved for specific members they must be additional and be	1/10m ² GFA (includes ancillary use areas) Minimum 1 coach parking space on site.

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
							nominated at DA stage	
C26	Restaurants or cafes	Internal dining area is to be defined. Footpath dining area to be considered in accordance with Councils Footpath Dining Policy		Employees: 1/50m ² GFA (2). Visitors: 2 (3)	1 HRV		1/staff at peak operating time	3.5/100m ² dining area
C27	Restricted premises	Adult stores					1/staff	3.5/100m ²
C28	Roadside stalls	Assess on merits, but, all parking must be on site (off road reserve)						
C29	Rural supplies			1/5 staff (2)	1 AV			10% of site to be car spaces/access lanes (not including driveways)

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
C30	Service stations	Customer parking requirement is inclusive of the work bay		1/4 car park (3)	min 1 articulated truck parking AV		1/staff	3.2/work bay + 2.8/100m ² convenience or retail store
C31	Sex services premises						included in customer requirement	1/50m ² GFA
C32	Shopping Centres	a) 0-20000m ² b) 20000-30000m ² c) >30000m ² : GLFA: Gross Leasable Floor Area (see RMS definition)	1/100m ² GFLA, shopping centres over 5,000m ² GFA	Employees: 1/300m ² GLFA (1) Shoppers: 1/500m ² over 1000m ² (3)	Assess on merits		Incl in customer car parking	a) 4.5/100m ² GLFA b) 4.3/100m ² GLFA c) 4.1/100m ² GLFA
C33	Shops		1/100m ² GFA, shops over 5,000m ² GFA	2/100m ² GFA up to 100m ² GFA and thereafter at 1/200m ² GFA (3)	1/1500 GFA, min 1, min 2 for supermarkets HRV		1/100 GFA	3.5/100m ² GFA
C34	Take-away food & drink premises			Employees: 1/100m ² GFA (1). Visitors: 1/50m ² GFA (3)	1 SRV		1/staff	3.5/100m ² GFA

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
C35	Timber yards				1/500m ² storage area, suitable for articulated truck AV		0.5/staff	1/600m ² storage area
C36	Travel agency*			1/200m ² GFA (3)	1/200m ² GFA SRV		1/50m ² GFA	included in staff parking
C37	Vehicle sales and hire premises	No parking of display vehicles in customer or staff car parking spaces or public land is permitted			1 AV		1/staff	1/12 display vehicles (min 5)
C38	Wholesale supplies			1/5 staff (2)	1 AV			10% of site to be car spaces/access lanes (not including driveways)

2d - Access & Parking Generation - Industry Group

(Includes terms from Rural Industry, Industries, Heavy Industrial Storage, Storage Premises and Waste and Resource Management Facilities LEP groups)

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
D1	Agricultural produce industries			1/5 staff (2)	MIN 1 AV		1/staff	
D2	Boat building and repair facilities			1/5 staff (2)	1 HRV		1 space per 60m ² of total use area	included in staff parking
D3	Depots			1/5 staff (2)	MIN 1 AV		10% of site for parking and access lanes, but, not driveways	included in staff parking
D4	General industries	If located in commerce and trade zone increase to 1/50m ² GFA		1/5 staff (2)	1 HRV		1/120m ² GFA	
D5	Heavy industries	If located in commerce and trade zone increase to 1/50m ² GFA		1/5 staff (2)	1 HRV		1/120m ² GFA	
D6	Heavy vehicle & plant repair*			1/5 staff (2)	MIN 1 AV		10% of site for parking and access lanes, but, not driveways	included in staff parking
D7	Home industry	assess on merits						

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
D8	Light industries	If located in commerce and trade zone increase to 1/50m ² GFA		1/5 staff (2)	1 HRV		1/120m ² GFA	
D9	Liquid fuel depots			1/5 staff (2)	MIN 1 AV		10% of site for parking and access lanes, but, not driveways	included in staff parking. Site area to be provided for future parking (in case of change of use) at rate of 1/75m ² GFA
D10	Livestock processing industries			1/5 staff (2)	2 AV		1/staff	
D11	Resource recovery facilities			1/5 staff (2)	MIN 1 AV		10% of site for parking and access lanes, but, not driveways	
D12	Sawmill or log processing industries			1/5 staff (2)	MIN 1 AV		1/staff	min 4
D13	Self storage units - "Ranch" style				HRV		0.5/staff, min 2	Parking to be provided adjacent to each unit, aisle widths to be sufficient to accommodate parking plus through traffic
D14	Storage Units - Multi storey or without direct vehicle access to each unit	Where parking is in a central location and units are accessed on foot		2 (3)	HRV		2	1/750m ² GLFA (max 10)

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
D15	Stock & sale yards				1/1500 Display area, min 1 HRV		0.5/staff	10% of site for parking and access lanes, but, not driveways
D16	Vehicle body repair workshops	Customer parking requirement is inclusive of the work bay		1/5 car parks (2)	1/200m ² HRV		1/staff	3.2/work bay
D17	Vehicle repair stations	Customer parking requirement is inclusive of the work bay		1/5 car parks (2)	1/200m ² HRV		1/staff	3.2/work bay
D18	Warehouses or distribution centres				MIN 1 AV		1/staff	1/360m ² GFA
D19	Waste disposal facilities	assess on merits						
D20	Waste or resource transfer stations	assess on merits			MIN 1 AV			
D21	Wrecking yard & parts sales*			1/5 staff (2)	AV		10% of site for parking and access lanes, but, not driveways	0.8/100m ² covered area + 0.8/500m ² outdoor area

2e - Access & Parking Generation - Transport Facility Group

(Includes terms from Air Transport Facility and Infrastructure LEP groups)

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
E1	Airport or airstrip	assess on merits						
E2	Bus station*	Provision to be made for all (with min 2) busses using facility concurrently	15/bus concurrently using facility	10/commuter bus concurrently using facility, no requirement for long distance busses (2)	1/ bus concurrently using facility			3.2/bus concurrently using facility
E3	Freight transport facilities						1 space for each vehicle associated with development + 1/2 on site staff	
E4	Helipad or helipad	assess on merits						
E5	Passenger transport facilities	Base on above elements and any ancillary use (eg shops), concurrent usage and merits						
E6	Port or wharf facilities	Assess on merits						
E7	Train station*		3 bus stops with passenger seating for each platform	50/platform, commuter rail only. No requirement for long distance trains (2)	1 HRV		1/staff	45/platform, commuter rail. Long distance rail 16/platform

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
E8	Transport depots	Stack parking is permitted for bus and driver spaces. Requirements may be reduced if it can be shown that at change of shift spare spaces are available	Seating to be provided for all waiting passengers	1/5 drivers+staff (2)	1 bus space for each bus associated with development		1/driver + 1/2 on site employees	
E9	Truck depots	Stacked parking is permitted.		1/5 drivers+staff (2)	1 space for each vehicle associated with development		1/driver + 1/2 on site employees	

2f - Access & Parking Generation - Educational Establishment Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
F1	Child care centres	Preferably sites should provide separate entry/exit access with drive through set down/pick up provision for 3 vehicles		1/4 staff (2)	1 SRV		1/staff	1/7.5 child
F2	Industrial training facilities	Teaching component only, add for any other facilities (residence, sporting, shops, refreshments etc)	1 bus stop/100 pupils. Bus stops to be off street carriageway	1/100p/t students + 1/200f/t students (2)	HRV		0.5/staff	1/6 student
F3	Research stations			1/5 staff (2)			1/staff	
F4	Schools - primary		1 bus stop/100 pupils. Bus stops to be off street carriageway	1/5 pupils over year 4 (2)	HRV		0.5/staff	1/14 pupil
F5	Schools - secondary		1 bus stop/100 pupils. Bus stops to be off street carriageway	1/5 pupils (2)	HRV		0.5/staff	1/12 pupil
F6	Tertiary Institution, University, TAFE*	Teaching component only, add for any other facilities (residence, sporting, shops, refreshments etc)	1 bus stop/100 pupils. Bus stops to be off street carriageway	1/100p/t students + 1/200f/t students (2)	HRV		0.5/staff	1/6 student

2g - Access & Parking Generation - Health Services Facility Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
G1	Day surgery*		1/2 bed	Employee: 1/15 beds (1) Visitor: 1/30 beds (3)	1/30bed SRV		2.4/bed	0.8/bed
G2	Health consulting rooms		2/consulting room	Employee: 1/8 practitioners (2). Visitors: 1/4 practitioners (3)			1.2/consulting room	1.6/consulting room
G3	Hospitals		1/2 bed	Employee: 1/15 beds (1) Visitor: 1/30 beds (3)	1/30 bed		0.8/bed	0.8/bed
G4	Medical centres		2/consulting room	Employee: 1/8 practitioners (2). Visitors: 1/4 practitioners (3)	1 /10 consulting rooms HRV		1.6/consulting room	3.2/consulting room (GP), 1.6/consulting room (specialists)
G5	Respite day care centres			Residents: 1/7 beds (1). Visitors: 1/60 beds (3)	1 ambulance SRV + truck parking HRV	1/6 bed	0.5/staff	
G6	Veterinary hospitals			Employee: ½ consulting rooms (2) Visitor: 2 (3)			1.6/consulting room	2.4/consulting room

2h - Access & Parking Generation - Community Infrastructure, Recreation and Assembly Place Group

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
H1	Boat launching ramps	50% spaces must be suitable for vehicles with trailers		1/5 car parks (3)				24 per launching lane
H2	Boat sheds					1/50m2		
H3	Carnival/circus*	assess on merits						
H4	Cemetery	overflow area need not be paved			2 SRV		0.5/staff	24 plus provision for overflow during large funerals
H5	Charter & tourism boating facilities	Assess on merit						
H6	Community facilities	Assess on merit						
H7	Correctional facilities		1/5 carparks	1/5 carparks (3)	Provision for all loading/unloading on site with no reversing on public roads. HRV		1/staff	1/20 inmates
H8	Crematorium	overflow area need not be paved			2 SRV		0.5/staff	24 plus provision for overflow during large funerals
H9	Emergency services facilities	Assess on merit. Provision for efficient, unrestricted access is required						
H10	Environmental facilities	Assess on merit						

DCP A2 – SITE ACCESS AND PARKING CODE

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
H11	Information and educational facilities			Employee: 1/1500m ² (2) Visitor: 2 + 1/1500m ² GFA (3)	1 SRV		0.5/staff	1.6/100m ² display area
H12	Marinas, jetties, moorings, mooring pens			1/5 car park (3)	1 HRV		1/staff	0.8 per mooring
H13	Mortuaries				1 HRV		0.5/staff	Assess on merits
H14	Places of public worship	If adjacent to existing off street car parks, consideration will be given to joint use		1/10 customer car parks (3)		2/dwelling	0.5/staff	greater of 0.25 spaces to each seat or to each sq m of net floor area
H15	Public administration building	If located in residential area, parking will be assessed on merits so no overflow occurs in the adjacent area		1/200m ² GFA (3)	1/200m ² GFA MIN 1 HRV SRV		1/50m ² GFA	included in staff parking
H16	Recreation areas	Assess on merit						
H17	Recreation facilities (indoor)		1/5 car park	Employees: 1/4 staff (2). Visitors: 1/200m ² GFA (3)			0.5/staff	5/100m ² GFA
H18	Recreation facilities (major)	Assess on merits						

Item	Development	Comment	Public Transport, Bus Stop Seating	Bicycle parking Rate (class)	Delivery/ Service Vehicle parking	Resident Parking	Staff parking	Customer car parking
H19	Recreation facilities (outdoor)		1/5 car park	1/5 car park (3)			0.5/staff	1/6 participant & spectator capacity
H20	Water recreation structures			Employees: 1/2 staff (2). Visitors: 1/25m ² pool surface (3)	1 HRV			1/60m ² of water surface
H21	Zoo*			1/100m ² display area (3)	1 HRV		0.5/staff	0.8/100m ² display area

Type of Commercial Development	LOCAL GOVERNMENT AUTHORITY															
	Tweed Shire Ref: DCP Section A2 - Site Access and Parking Code - Table 2C Commercial Premises		City of Gold Coast (QLD) Ref: City Plan Version 4 - Part 9 Development Codes - 9.4.13 Transport Code		Port Macquarie-Hastings Ref: DCP 2013 - Table 2.5-1 Car parking requirements		Lismore City Ref: DCP 2012 - Chapter 7- Schedule 1 - Carparking requirements for specific land uses		Ballina Shire Ref: DCP 2012 - Chapter 2 - Table 2.3 General Parking Requirements		Newcastle City Ref: DCP 2012 - Chapter 7.03 - Table 1 Parking Rates		Botany Bay City Ref: DCP 2013 - Chapter 3A Parking and Access - Table 1 Car Parking provisions by Land Use		Wollongong City Ref: DCP 2009 - Part E - Chapter E3 - Schedule 1	
	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking	Staff parking	Customer Parking
Industrial Retail Outlets	1/100m2 GFA	3.5/100m2 GFA			1/unit or 1/70m ² GFA, whichever is the greater. Where an industrial retail outlet is included, 1/30m ² for that area.	1/100m2 GFA or part thereof. Minimum of 2 spaces per unit or separate leased area	1.3/100m2 GFA for "Industry"	1/100m2 GFA; or 1 space per 2 staff, whichever is the greater	1/40m2 GFA	1/25m2 GFA						
Office / Real Estate / Travel Agent	1/50m2 GFA	included in staff parking		3/100m2 TUA	1/30m ² GLFA; or 1.5 spaces per office (min), whichever is the greater	1/30m2 GFA for ground or 1st floor level and 1/40m2 GFA at subsequent upper levels. Minimum 2 spaces per office.	1/40m2 GFA (varies between development precincts)	1/50m2 GFA	1/40m2 GFA	1/40m2 GFA in City Centre zones; 1 /60m2 GFA in other zones						
Restaurants / Cafes	1/staff at peak operating time	3.5/100m2 of dining area			In commercial zones: 1/30m ² SFA Outside commercial zones: 1/6m ² SFA	1/2 employees 1/3 seats or 15/100m2 GFA whichever is greater	For commercial centres: 1/25m2 GFA at ground floor level and 1/40m2 GFA at the first floor level and above. For not commercial centres: 1/3 seats or 15/100m2 GFA, whichever is the greater (varies between precincts)	1/6.5m2 GFA; or 1/3 seats	1/2 employees 1/3 seats (internal and external) or 1/10m2 GFA, whichever is greater	1/4 staff 1/6ms GFA; or 1/4 seats, whichever is greater						
Shops	1/100m2 GFA	3.5/100m2 GFA	N/A	5/100m2 of TUA	1/30m ² GLFA; or 1.5/shop, whichever is the greater	N/A 4.4/100m2 GFA	1/40m2 GFA (varies between development precincts)	1/40m2 GLFA	1/25m ² GFA	1/40m2 GFA (For business premises) 1/25m2 GFA (For retail premises)						
Food & Drink Premises / Takeaway	1/staff	3.5/100m2 GFA	5/100m2 of TUA + queuing area for 10 vehicles for any drive-thru facility		12/100m ² GFA + queuing area for minimum of 8 cars from pickup point	1/employee 12/100m2 GFA or 1/4 seats (whichever is greater), + queuing area for a minimum of 6 cars	As per Restaurant / Cafes	No on-site seating: 12/100m2 GFA On-site seating/ no drive-through: 12/100m2 GFA or greater of 1/5 seats (internal & external) or 1/2 seats (int.). On-site seating & Drive-through: Greater of 1/2 int. seats; 1/3 int. & ext. seats + queuing area for 5-12 cars.	No on-site seating: 1/2 staff + 1/10m2 GFA On-site seating/ no drive-through: 1/2 staff + greater of 1/5 seats (internal & external) or 1/10m2 GFA On-site seating & Drive-through: 1/2 staff + Greater of 1/3 seats (int. and ext.) or 1/10m2 GFA	1/25m2 GFA						

GFA Gross Floor Area
GLFA Gross Leasable Floor Area
TUA Total Use Area
SFA Service Floor Area