



# Parking Management – Public and Private Land

## Policy Statement

Council recognises the need, under certain circumstances, to effectively manage parking on public and private land.

On-street parking permits may be approved for residents seeking to park on public land where time restrictions exist.

The Town may enter into Private Property Parking Agreements to assist in controlling parking on private land in circumstances that meet the criteria set out in this policy.

Parking permits and Private Property Parking Agreements are all issued/entered into in accordance with the Town's Parking and Parking Facilities Local Law 2012.

## Policy Details

### 1. Parking Control on Public Land

Public land refers to land that is owned and managed by the Town for the benefit and use of the public.

Where private property owners have timed parking restrictions outside their homes, they can apply for up to two residential parking permits to park on the street within these zones.

Residents can apply for a parking permit by submitting the Parking Permit Application Form and paying the prescribed fee as per the Council's Fees and Charges Schedule (where applicable).

#### 1.1 Criteria

The following criteria will be considered when assessing the need for a parking permit:

- a. the number of available (off street) parking spaces on a property.
- b. the number of vehicles registered to a property.
- c. driveways on privately owned land leading to a carport or garage that can accommodate parking.





- d. parking bays used for purposes other than parking, like storage, will be considered as parking bays.
- e. only Owners or Occupiers of residences of the Town of Mosman Park are eligible to apply for a parking permit.

### **1.2 Residential Parking Permits will not be issued for**

- a. Heavy vehicles or long vehicles;
- b. Caravans;
- c. Boats;
- d. Trailers;
- e. Taxis; and
- f. Buses ; and
- g. Businesses and non-residents.

### **1.3 Enforcement**

Vehicles will be issued with an infringement notice where:

- a. a valid parking permit is not displayed or obscured from view.
- b. a displayed parking permit is invalid or expired.
- c. the vehicle is not parked on the street as specified on the displayed parking permit.
- d. the vehicle is illegally parked according to the Town of Mosman Park Parking and Parking Facilities Local Law 2012.
- e. a vehicle with a valid permit has remained parked in the same place for longer than 24 hours.

### **1.4 Residential Parking Permit Renewals**

- a. parking permits expire annually. Owners or Occupiers of residences of the Town of Mosman Park may request to renew a parking permit by submitting the Parking Permit Application Form.
- b. changes in circumstances of Owners or Occupiers may influence the approval of parking permit renewals when the criteria set out in this policy is considered.

## **2. Parking Control on Private Land**

Private land refers to land that is owned by individuals, corporations, or business entities.

A Private Property Parking Agreement (PPPA) between the Town and private property owners provides authority for the Town, upon request, to assist with parking control on private land.

A PPPA provides authority from a private landowner for the Town's Parking Officers to act, including issuing infringements, in respect of vehicles that are parked illegally or without the property owner's consent on the private land.

Once a PPPA is in place parking officers can visit the area on request and will encourage compliance with Town of Mosman Parks Parking and Parking Facilities Local Law 2012.

To apply to enter into a PPPA, private property owners must submit a Private Property Parking Agreement application to the Town. The Town may inspect the property, to consider the site and speak to the owner about any compliance issues.



## **2.1 Fees**

A fee, consistent with the Council's Fees and Charges Schedule, is payable upon approval of an application for a PPPA and annually from then. Fines from infringements are applied towards administration costs relevant to the infringement process.

## **2.2 Criteria Considered**

- a. there are sufficient resources to provide the service; and
- b. that a PPPA is the most appropriate way to resolve the parking issues.

## **2.3 Renewals**

A PPPA must be renewed annually. Failure to renew annually may result in cancellation without notice. The Town's Officers will no longer have the authority to enforce unauthorised parking.

Renewing a PPPA involves completing a new application form and making payment of the annual fee set out in the Council's Fees and Charges Schedule. It is important for existing agreement holders to proactively ensure the continuation of their PPPA.

## **2.4 Enforcement**

Infringement Notices will only be issued between 8.30am to 4.00pm weekdays, subject to the availability of staff.

A PPPA with the Town does not guarantee a parking officer will attend.

## **2.5 Court Attendance**

The nominated person who is on-site when a parking officer from the Town responds to a complaint of illegal parking on private land, may need to witness the issuing of an infringement notice. If an infringement is contested, the nominated person may have to appear in court. The Town will not cover costs incurred by the nominated person in these circumstances.

# **Policy Objectives**

## **3. Public Land**

### **3.1 Residential Parking Permits**

The Town will issue parking permits in accordance with this policy and the eligibility criteria.

### **3.2 Terms and Conditions of Residential Parking Permits**

The Town may in respect of an application for a permit:

- a. approve it;
- b. approve it subject to such conditions the Town considers appropriate;
- c. refuse to approve it and provide reasons to the applicant for the refusal;
- d. each residential parking permit is valid for one year;
- e. a parking permit is only for the vehicle listed on the permit;



- f. parking permits can only be used in the area or on the street mentioned on the permit;
- g. the parking permit grants the user permission to park beyond the time limit indicated on the signage in the specified area or street listed on the permit, with the condition that this extension does not exceed 24 hours at any one time;
- h. all parking permits expire annually on 31<sup>st</sup> December;
- i. having a parking permit doesn't guarantee you a parking spot;
- j. if you lose a parking permit or it's stolen, you can get a replacement by applying and paying a fee where applicable; and
- k. parking permits must be clearly displayed and fully visible on your vehicle's front dashboard at all times.

### 3.3 Non-Compliance or Abuse of Parking Permits

Where a Permit Holder does not comply with the terms and conditions of this Policy:

- a. all parking permits allocated to a property will be cancelled if you misuse, copy, or sell your parking permits to someone else.

### 3.4 Replacement of a Parking Permit

The Town may issue a replacement parking permit where an application is made and accompanied by supporting documentation, and the relevant fee is paid (where applicable).

## 4. Private Land

### 4.1 Private Property Parking Agreements

The Town will execute a Private Property Parking Agreement in accordance with this policy and the eligibility criteria.

### 4.2 Terms and Conditions of Private Property agreements

The Town may in respect of a Private Property Parking Agreement:

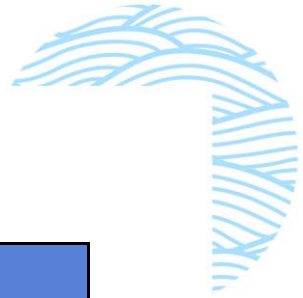
- a. request that the installation of council approved restriction signs be erected at the expense of the owner. The sign is to be erected in a visible location; and
- b. each Private Property Parking Agreement is to be renewed annually if the owner wishes to have continued assistance from the Town with parking control on land subject to the PPPA.

## Definitions

Nil

### Governance References

Statutory Compliance	Town of Mosman Park Parking and Parking Facilities Local Law 2012 Clauses: <i>1.6 Application and pre-existing signs</i>  <i>3.1 Restrictions on parking in particular areas</i>
Organisational Compliance	Parking Management Public and Private Land Procedure



## Policy Administration

Directorate:		Officer title:
Operations – Ranger Services		Senior Ranger
Next Review		Review Cycle
Minor review: February 2026 Major review: February 2028		2 years 4 years
Version	Date	Ref
1.	23/03/2010	OCM-72-2010
2.	27/02/2024	OCM-008-2024
3.		