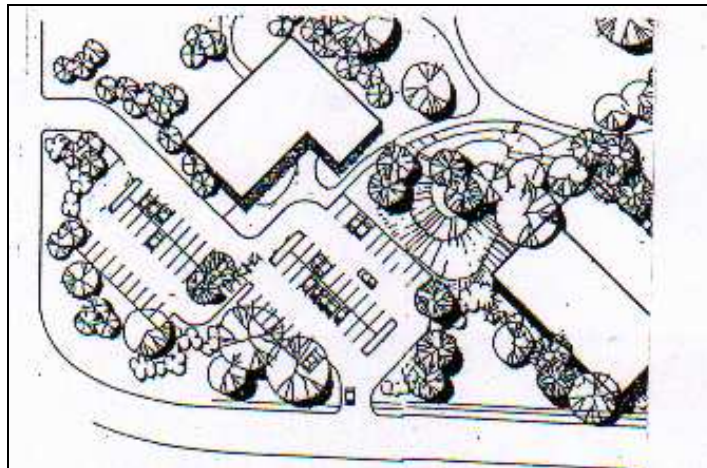




## DEVELOPMENT CONTROL PLAN NO 12

### OFF STREET CAR PARKING, LOADING FACILITIES AND VEHICULAR ACCESS



Prepared in accordance with Section 72 of the  
Environmental Planning & Assessment Act, 1979

**\$13.00 incl GST**

Rev A	Adoption: 17 April 1989	Effective: 3 May 1989
Rev B	Amended: 18 September 1989	
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## **PART 1 INTRODUCTION**

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### **1.1 OBJECTIVES:**

- To ensure that adequate off street parking and off street loading and unloading is provided in conjunction with development throughout the Wingecarribee Shire.
- To discourage the use of streets for the parking of vehicles associated by traffic generated new developments.
- To ensure that parking areas are functional and operate efficiently.
- To ensure that car parking areas are visually attractive.
- To ensure that car parking facilities are safe and meet the needs of users.
- To ensure that vehicle demand generated by a development including visitor, employee and commercial and service vehicles can generally be parked and loaded off the public street.
- To ensure that vehicular access points are safe and are located to minimise disruption to vehicles and pedestrians on the public street system.
- Provide communal public car parking in appropriate areas from developers contributions where the development cannot accommodate adequate on site parking or Council chooses to aggregate parking in a centralised location(s).

1.2 TECHNICAL DOCUMENTS USED BY THIS DEVELOPMENT CONTROL PLAN

Australian Standards – Parking Facilities.

AS 2890.1 : 2004 *Part 1 Off-Street Car Parking.*

AS 2890.2 : 2002 *Part 2 Off-Street Car Parking.*

AS 2890.3 : 1993 *Part 3 Bicycle Parking Facilities.*

AS 2890.5 : 1993 *Part 5 On-Street Parking.*

AS 2890.1 : 2004 *Parking for People with Disabilities - Disabled Parking*

Roads & Traffic Authority – Traffic and Transport Technical Directions and Manuals.

TDT 2001/06a – Autoturn Swept Path Computer Program.

Roads & Traffic Authority – *Guide for Traffic Generating Developments.*

Wingecarribee Shire Council Development Control Plan No 41 – *Design* (Vol 1) and *Construction* (Vol 2)

*Investigation of Parking Rates in Wingecarribee Shire* prepared by Chris Hallam dated August 2005

Austrroads – Design Vehicles and Turning Templates 1995

1.3 LAND TO WHICH THIS PLAN APPLIES

This Plan applies to all land in Wingecarribee Shire.

1.4 APPLICATION

This Plan applies to all development where development consent is required for the erection of or addition to a building or use of land which generates parking demand within the Shire.

## 1.5 DEFINITIONS

- **Redevelopment** means the total demolition of buildings on a site or the demolition to such an extent where the character of the existing development is changed, and the replacement with a new building and or usage.
- **Gross Leaseable Floor Area** means the sum of the areas of each floor of a building where the area of each floor is taken to be the area within the internal faces of the walls including stock storage areas and aisles but excluding stairs, amenities, lifts, corridors and other public areas, but only, where they are not associated with the use of the site, eg dining area, display of goods.
- **Gross floor area** means the sum of the areas of each floor of a building where the area of each floor is taken to be the area within the outer face of the external closing walls excluding:
  - (a) columns, fin walls, sun control devices or any other elements, projections or works outside the general line of the outer face of the external wall;
  - (b) lift towers, cooling towers, machinery and plant rooms and ancillary storage space and vertical air-conditioning ducts;
  - (c) car parking needed to meet any requirements of the Council and any internal access thereto;
  - (d) space for the loading and unloading of goods (source – Environmental Planning & Assessment Act Model Provisions 1980);
- **Floor** means that space within a building which is situated between one floor level and the floor level next above or if there is not floor above, the ceiling or roof above;

## **PART 2    PARKING REQUIREMENTS**

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### **2.1    CAR PARKING REQUIREMENTS SCHEDULE**

The number of car parking spaces to be provided on the site shall be determined in accordance with the Car Parking Requirements – Appendix 1. The number of car parking spaces required shall be rounded up or down in accordance with normal mathematical practise.

The loss of any on street parking as a result of the development including new vehicular entry points or loading zones shall be compensated for by providing on site parking equal to the number of lost spaces.

### **2.2    USES NOT LISTED IN CAR PARKING REQUIREMENTS SCHEDULE**

If a use type is not listed in Appendix 1, Council will have regard to the Roads and Traffic Authority Guide for Traffic Generating Developments and to comparable uses at other locations in assessing the car parking requirements of the development.

### **2.3    REQUIREMENTS FOR ADDITIONS AND ALTERATION TO EXISTING BUILDINGS OR REDEVELOPMENT**

Car parking provision for additions / alterations or redevelopment shall comply with the requirements of this Plan. Where additions or alterations to an existing development are proposed, Council will require parking provision in accordance with Appendix 1 for the amount of car parking deemed to be generated for the additions or alterations. Where parking has not been required by Council for an existing use, but where such parking has been provided, Council will require the retention of such parking as is currently provided up to but not exceeding the requirements of Appendix 1.

A redevelopment is to comply with Appendix 1 in the terms of amount of car parking generated by the new proposal. Any claim for car parking credits for an existing building and / or usage will need to be substantiated by appropriate documentary evidence, ie previous development consents, with the development application for Council to assess. In circumstances where the applicant cannot demonstrate a previous requirement, the amount of car parking that is deemed to be credited shall be based upon the rates in Appendix 1. Council may decide to accept car parking credits to be placed against the demand deemed to be generated for the new development proposal.

## 2.4 USE OF PARKING AREAS

All parking spaces shall be used solely for the parking of motor vehicles for owners, staff and customers, and on no account shall such spaces be used for storage or garbage purposes.

Boom gates, remotely operated doors and other devices designed to stop the public from accessing the parking are not favoured and will only be approved if relevant information to support the proposal is provided with the DA..

No signposting or restrictions on individual spaces is allowed unless relevant information is provided to support the development application.

## 2.5 DISABLED PARKING REQUIREMENTS

Disabled parking spaces shall be provided for each building use according to the applicable Standard.

The disabled parking requirements will be to the current Australian standard.

## 2.6 ON SITE CAR PARKING DEFICIENCIES

In circumstances where it is not physically possible or where for traffic reasons or otherwise, it is impracticable to provide on site the total number of parking spaces required under this Plan, the applicant shall make appropriate arrangements for the provision of the car parking shortfall with Council. Council's preferred approach for such arrangements is through a voluntary Planning Agreement lodged with the DA. Council's adopted policy in relation to Planning Agreements sets out the requirements and process.

If there is a deficiency in car spaces as deemed necessary by Appendix 1, and no Planning Agreement is entered into, the development application may be refused.

## **PART 3 DESIGN OF PARKING FACILITIES**

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### **3.1 DESIGN OF OFF STREET PARKING FACILITIES**

The minimum design requirements for parking facilities are the Australian Standard AS 2890 series.

While the Australian Standard is the minimum standard this does not prohibit designs to a higher standard which can improve accessibility and amenity thereby possibly increasing the attraction of a particular development.

See Appendix 2 for guidelines on how to design a car park.

### **3.2 DESIGN OF DOMESTIC DRIVEWAYS**

The design of domestic driveways shall be generally in accordance with Council's Standard Drawing SD107 for single dwellings and Council's Standard Drawing SD108 for medium density development.

In some instances the requirements of *Planning for Bushfire Protection* may result in access ways of greater dimensions.

The gradient of the driveway should generally be in accordance with Council's Standard Drawing SD123, which has a maximum gradient of 1 in 5 (20%) and vertical curves of 3 metres.

In difficult terrain a maximum grade of 1 in 4 (25%) will be permitted. A longsection of the proposed driveway will need to be submitted to Council demonstrating that vehicles will not scrape their undersides with the standard vehicles contained in Appendix C of AS 2890.1 : 2004. Guidelines for designing driveway longsections are found in Clause 2.6.2 and 3.3 of AS 2890.1 : 2004.

### **3.3 USE OF AUTOTURN AND OTHER COMPUTER TURNING PROGRAMS**

Council requires the use of AUSTRROADS Design Vehicles and Turning Templates for all vehicle movements on, or onto public roads, and the turning templates, found in AS 2890.1 and AS 2890.2 for on site manoeuvring (including reversing manoeuvres and vertical clearance requirements).

Where Autoturn or similar packages are to be used, they must be only within the confines of RTA Technical Directive TDT 2001/06a – RTA Policy Autoturn Swept Path Computer Program or any subsequent amending directive.

## **PART 4   SERVICING OF DEVELOPMENTS**

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### **4.1   OFF STREET LOADING AND UNLOADING FACILITIES**

Adequate provision of loading and unloading facilities shall be provided for all businesses, commercial, industrial, office, retail and storage uses and any other use where comparatively regular delivery of goods are made to or from the site and as may be required by Council. Full details of anticipated vehicle sizes, volumes and frequency of deliveries shall be supplied with the development application.

Retail developments with a gross leaseable floor area of less than 1,000 square metres and not a supermarket, discount department store or other high volume delivery usages, must either provide a loading facility on site to accommodate a Heavy Rigid Vehicle (12.5 metre) as defined by Australian Standard AS 2890.2 or Single Unit Truck (12.5 metre) as defined by Austroads 2008 as the minimum standard or may be permitted to utilise a loading zone if it is within 100 metres as measured along the travel path. Consideration of servicing of the development by vehicles equal to larger than a Medium Rigid Vehicle (8.8 metre) as defined by Australian Standard AS 2890.2 or Service Vehicle (8.8 metre) as defined by Austroads 2008 may be considered as the appropriate design vehicle subject to the approval of supporting evidence by Council's Director Environment and Planning. No use of the loading zone will be permitted where deliveries will require the use of fork lifts, or other mechanically assisted lifting devices on the footpath or crossing a public road or footpath. Council will require a positive covenant to be placed on the title of the land giving Council the power to release, vary or modify the restriction to enforce the requirements of this clause.

Retail developments with a gross leaseable floor area of 1,000 square metres or greater or developments such as supermarkets, discount department stores or other high volumes delivery usages, shall provide a loading facility to accommodate an Articulated Rigid Vehicle (19.0 metre) as defined by Australian Standard AS 2890.2 or Single Articulated Vehicle (19.0 metre) as defined by Austroads 2008 as the minimum standard. No use of the development will be permitted where deliveries of a vehicle larger than that of what the development was designed for will be permitted. Council will require a positive covenant to be placed on the title of the land giving Council the power to release, vary or modify the restriction to enforce the requirements of this clause.

Industrial developments with a gross leaseable floor area of less than 1,000 square metres must be designed for the manoeuvring of a Heavy Rigid Vehicle (12.5 metre) as defined by Australian Standard AS 2890.2 or **Single Unit Truck (12.5 metre) as defined by Austroads 2008** and developments with a gross leaseable floor area of 1,000 square metres or greater must be designed for a Articulated Rigid Vehicle (19.0 metre) as defined by Australian Standard AS 2890.2 or Single Articulated Vehicle (19 metre) as defined by Austroads 2008.

#### 4.2 LOADING BAY MANOEUVRING

Council will generally require the provision of adequate on site turning facilities of commercial vehicles.

Under no circumstances will Council permit the reversing of vehicles onto a main or arterial road or future by-pass route.

Council will not approve the location of loading docks which involve the reversing of vehicles either to or from a public road.

Should a small development site off a carpark or local access lane be unsuitable to turn around service vehicles due to site constraints, then the applicant must be able to demonstrate that the safety of other road users will not be compromised by allowing reversing manoeuvres onto the site, to the satisfaction of Council.

For the design of off street commercial vehicle facilities refer to AS 2890.2: 2002 for guidelines.

Loading bays are not to be used for the storage of goods or waste storage other than during the unloading / loading process.

#### 4.3 WASTE AND RESOURCE RECOVERY COLLECTION

All developments must make adequate provision for waste and resource recovery collection, storage and waste and resource recovery collection vehicle manoeuvring. Waste and resource collection vehicles that need to enter private properties must undertake the manoeuvres in accordance with 4.1 and 4.2. The waste and resource recovery collection vehicle is equivalent to a Medium Rigid Vehicle (8.8 metre) as defined by Australian Standard AS 2890.2 or Service Vehicle (8.8 metre) as defined by Austroads 2008.

Waste and resource recovery material storage should be enclosed or screened from the road in a dedicated facility.

Garbage collection should be from the loading facility if one is provided with the development. If no loading facility is provided then collection of garbage and waste must be from a central garbage collection area by private contractor. The garbage must be picked up outside of business hours to ensure disruption to the public is minimised.

## **PART 5    LANDSCAPING**

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### 5.1    LANDSCAPING

Provision shall be made for the landscaping of uncovered parking areas with adequate screening from the street, where appropriate. Generally, a 3 metre wide landscaped strip shall be provided along street frontages between the alignment and open parking/loading areas. Shade tree plantings should be provided and maintained within open car parking areas.

Sufficient details shall be submitted with the development application to adequately indicate the extent of the proposed landscaped treatment of the site.

A detailed landscape plan will generally be sought with the Construction Certificate application.

## Appendix 1 – Schedule of Required Car Parking Spaces

USE	CAR PARKING SPACES
<b>Business Uses</b>	
Retail, Office, Commercial	<ul style="list-style-type: none"> <li>• 1 space per 30 m<sup>2</sup> of gross leaseable floor area for buildings of single storey.</li> <li>• For buildings greater than one storey in height the disaggregated method for car park calculation (Section 5 RTA Guide for Traffic Generating Developments) may be considered.</li> </ul>
Supermarkets	1 space per 20 m <sup>2</sup> of gross leaseable floor area.
Bulky Goods	1 space per 50 sq m of office and showroom/retailing area, plus 1 space per 100 sq m of warehouse gross floor area
<b>Health &amp; Community Services</b>	
Child Care Centres	1 space for every 4 children, for both parent and staff parking.
Medical Professional Consulting Rooms (Doctors, Physiotherapists, Dentists and other health professionals)	4 spaces per consulting room or surgery.
<b>Food Premises:</b>	
Restaurant  Council may reduce the above parking requirements where it considers that ample parking will be available in the vicinity for patrons during evening hours, without adversely affecting the amenity of the surrounding locality during the day or evening.	1 space per 3 seats OR 15 spaces per 100 sq m gross floor area.
Coffee Shops / Cafés (with dine in fixtures)	1 space per 30 sq m of gross leaseable floor area.
Fast Food Take Away Food Outlets (eg McDonalds, Kentucky Fried Chicken)	<ul style="list-style-type: none"> <li>• With no on site seating and no drive through facilities. 12 spaces per 100 sq m gross floor area</li> <li>• Developments with on-site seating but no drive-through facilities:  12 spaces per 100 sq m gross floor area, plus the greater of 1 space per 5 seats (both internal and external seating), or 1 space per 2 seats (internal seating)</li> <li>• Developments with on-site seating and drive-through facilities, greater of:  1 space per 2 seats (internal), or 1 space per 3 seats (internal and external).</li> </ul>

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USE	CAR PARKING SPACES
Clubs	A traffic study is to be prepared by a qualified traffic engineer, with the parking requirement established through surveys of similar existing developments, noting the existing supply of and demand for parking in the area, and of the peak parking periods of individual facilities within the club.
<b>Industrial Uses</b>	
Factory	1 space per 40 sq m of office and showroom area, PLUS  1 space per 100 sq m of gross floor area, or 1 space per 2 employees, whichever is the greater
Warehouse	1 space per 300 sq m of gross floor area
Car Repair Station	6 spaces per workshop bay
Motor Car, Caravan, Boat and Truck Showroom	1.5 spaces 200m <sup>2</sup> site area plus 6 spaces per any workshop bay
Storage Units	1 spaces per 500m <sup>2</sup> of storage area – plus 1 space per employee
<b>Accommodation</b>	
Motel (where Restaurant included, use to include appropriate rate)	1 space per Motel room plus 1 space per 2 employees.
Hotel	accommodation component:  1 space per Hotel room plus 1 space per 2 employees.  Bar, lounge & dining component:  A traffic study is to be prepared by a qualified traffic engineer, with the parking requirement established through surveys of similar existing developments, noting the existing supply of and demand for parking in the area, and of the peak parking periods of individual facilities within the hotel.
Bed & Breakfast Establishments, Boarding House, Guest House Hostel & Lodging House	1 space per 2 beds, plus 1 space per manager, plus 1 space per 2 employees

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USE	CAR PARKING SPACES
<b>Residential</b>	
SEPP (Seniors Living)	The minimum number of car parking spaces is to be in accordance with the SEPP(Seniors Living). Visitor parking for self-contained dwellings is to be one space for 1-6 dwellings, two spaces for 7-8 dwellings and at the rate of one space per four dwellings for developments with over 8 dwellings.
<b>Other</b>	
Educational Establishments	<p>1 space per 2 staff, plus 1 space per 20 Year 12 students, plus</p> <p>1 space per 10 tertiary students,</p> <p>1 space per 10 seats in an assembly hall (<u>these spaces may be inclusive of all other requirements</u>)</p> <p>spaces for sports fields etc, shall be determined by Council in each case.</p> <p><u>Note:</u> Where a facility is ancillary to the principle use eg; school, church, consideration will be given to the actual likely increased patronage.</p>
Medium Density	Refer to Council's Residential Housing Policy.
Wineries, Cellar Door Sales and other Local Rural Industries	1 space per 30m <sup>2</sup> of gross leaseable floor areas with a minimum of 3 spaces.

## Appendix 2 – How to Design a Carpark using AS2890.1 : 2004

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Please see the following flow chart for how to design a carpark using AS 2890.1: 2004. This flow chart does not contain all design requirements found in AS 2890.1: 2004 and is designed to be used as a guide only.

1. Determine number of spaces required.  
Part 2 DCP 12
2. Determine classification of off street parking facilities.  
Clause 1.4 & Table 1.1
3. Determine dimensions of parking bay module
  - 1) Parking bay - Clause 2.4.1 & Figure 2.2
  - 2) Aisle width - Clause 2.4.2 - 2.4.4 Figures 2.2 - 2.4
4. Design of Circulation Roadways and ramps.  
Clause 2.5
5. Driveway Access width.
  - 1) Determine Parking Facility Category  
Clause 3.2.1 & Table 3.1
  - 2) Determine Driveway width using Parking Facility Category  
Clause 3.2.1, Clause 3.2.2 & Table 3.2
6. Determine Access Driveway Location.  
Clause 3.2.3 & Figure 3.1
7. Check Sight Distance requirements.  
Clause 3.2.4 & Figure 3.2
8. Additional Requirements:  
Column Location and Spacing  
Clause 5.2 & Figure 5.2  
Height Clearances  
Clause 5.3 & Figure 5.3

**WORKED EXAMPLES**

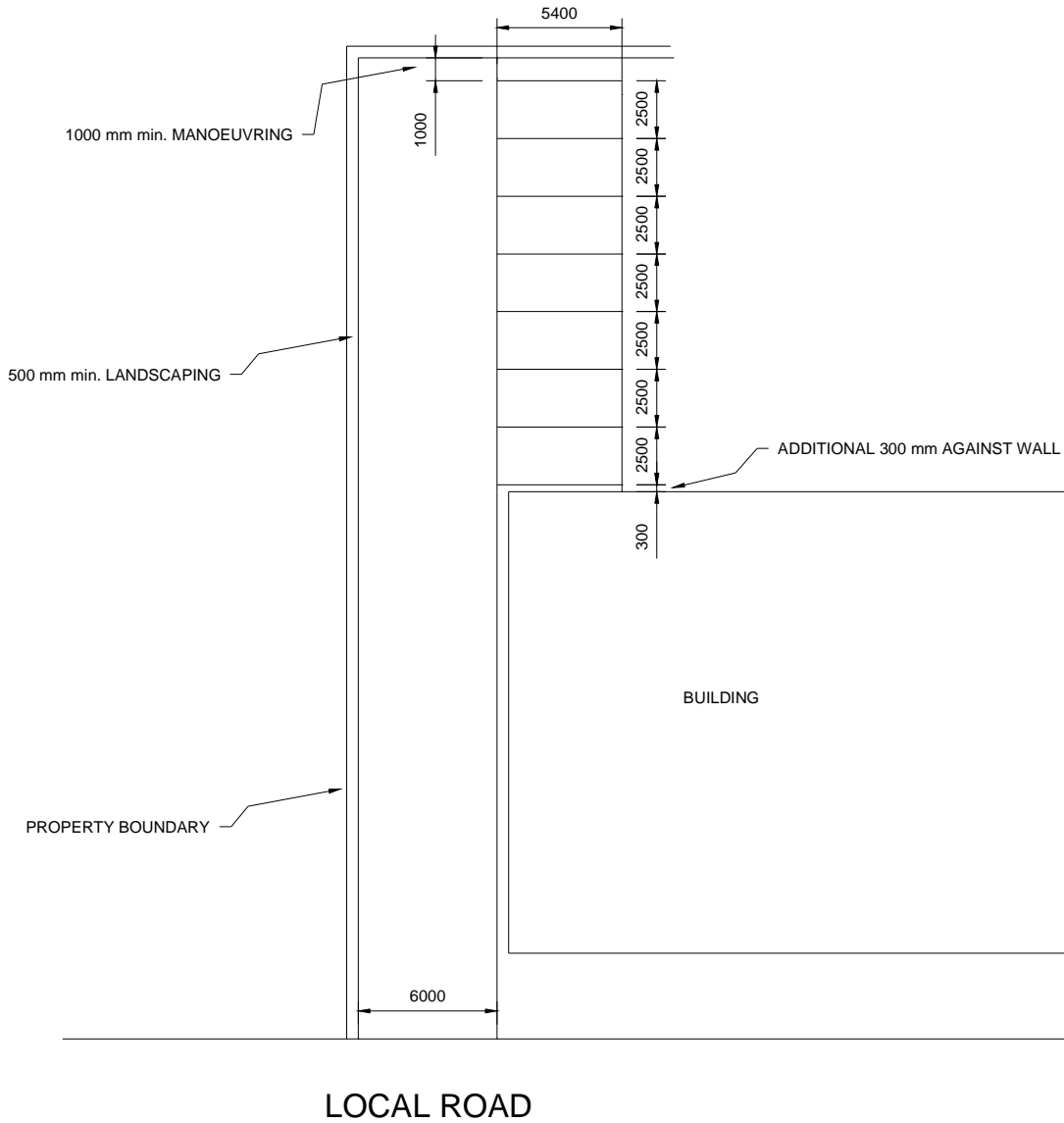
The following are two worked examples of how to design a carpark using AS 2890.1:2004.

**EXAMPLE 1**

The proposed development will require 7 parking spaces, is a medium turnover commercial development in a town centre, on a Local Road.

<b>Step</b>	<b>AS 2890 Design Requirements</b>	<b>Example 1 requirements</b>
1.	Determine number of spaces required. Part 2 DCP 12	7
2.2	Determine classification of off street parking facilities. Clause 1.4 & Table 1.1	Classification 2
3.	Determine dimensions of parking bay module 1) Parking bay - Clause 2.4.1 & Figure 2.2 2) Aisle width - Clause 2.4.2 - 2.4.4 Figures 2.2 - 2.4	A = 2.5m B = 5.4m Aisle Width = 5.8m
4.	Design of Circulation Roadways and ramps - Clause 2.5	Width = 5.5 m minimum
5.	Driveway Access width. 1) Determine Parking Facility Category - Clause 3.2.1 & Table 3.1 2) Determine Driveway width using Parking Facility Category - Clause 3.2.1, 3.2.2 & Table 3.2	Parking Facility Category = 1 3.0 to 5.5. - Table 3.2 use 6.0 m to comply with Council's Standard Drawing SD 108
6.	Determine Access Driveway Location - Clause 3.2.3 & Figure 3.1	Checked - OK
7.	Check Sight Distance requirements. Clause 3.2.4 & Figure 3.2	Landscaping & Fencing terminated before front boundary to comply.
8.	Additional Requirements: Column Location and Spacing - Clause 5.2 & Figure 5.2 Height Clearances - Clause 5.3 & Figure 5.3	Not Applicable.

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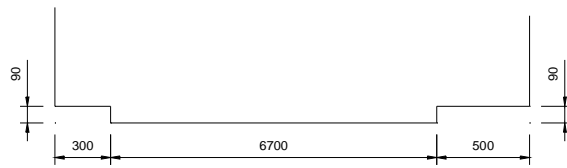
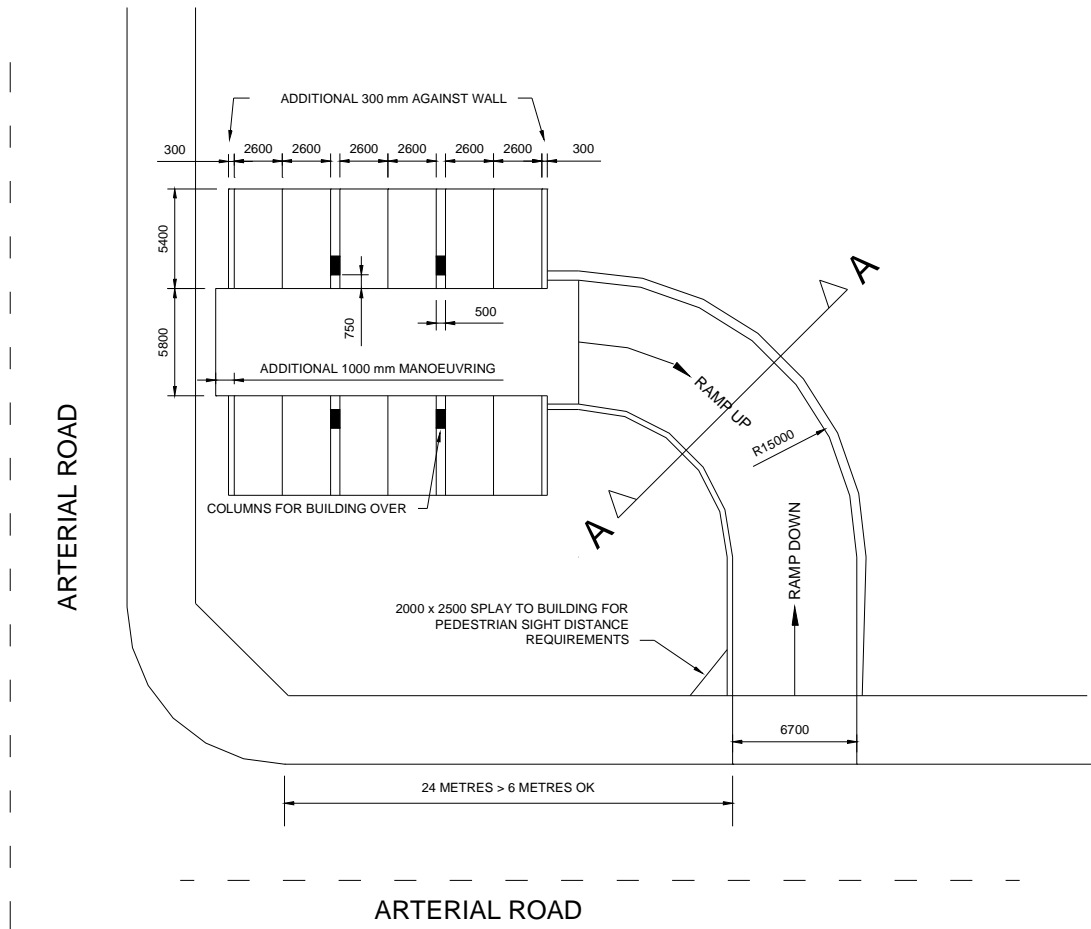
**Layout of Carpark**

**EXAMPLE 2**

The proposed development will require 12 parking spaces, is a high turnover retail development in a town centre, on an Arterial Road. The carpark will be underground and have access via a curved ramp.

<b>Step</b>	<b>AS 2890 Design Requirements</b>	<b>Example 2 requirements</b>
1.	Determine number of spaces required. Part 2 DCP 12	12
2.2	Determine classification of off street parking facilities. Clause 1.4 & Table 1.1	Classification 3
3.	Determine dimensions of parking bay module 1) Parking bay - Clause 2.4.1 & Figure 2.2 2) Aisle width - Clause 2.4.2 - 2.4.4 Figures 2.2 - 2.4	A = 2.6m B = 5.4m Aisle Width = 5.8m
4.	Design of Circulation Roadways and ramps - Clause 2.5	Ro = 15m Width = 6.7m Clearance outside of curve 500mm. Clearance inside of curve 300mm. A linemarked centre line is required. The ramp longsection was designed using Council's Standard Drawing SD 123 to provide a more accessible ramp.
5.	Driveway Access width. 1) Determine Parking Facility Category - Clause 3.2.1 & Table 3.1 2) Determine Driveway width using Parking Facility Category - Clause 3.2.1, 3.2.2 & Table 3.2	Parking Facility Category = 2  6 to 9 metres permissible. Choose 6.7 metres to match ramp width.
6.	Determine Access Driveway Location - Clause 3.2.3 & Figure 3.1	Checked - OK
7.	Check Sight Distance requirements. Clause 3.2.4 & Figure 3.2	Building Splay required for pedestrian sight distance
8.	Additional Requirements: Column Location and Spacing - Clause 5.2 & Figure 5.2 Height Clearances - Clause 5.3 & Figure 5.3	Columns located outside of building envelope. Ramp terminated before carpark entry - Height OK

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SECTION A

Layout of Carpark