



## INFORMATION SHEET

### Lismore Base Hospital Car Parking Strategy (Resident Parking Scheme)

#### Things you need to know

- In December 2015 Council adopted a car parking strategy for the Lismore Base Hospital Health Precinct (see *Map 1 – Lismore Base Hospital Regulated Parking Precinct*).
- The strategy will introduce additional time limited and paid parking zones as well as a Resident Parking Scheme (RPS) within the defined area.
- Infrastructure works (roadworks, signage and meter installations) have commenced and will be progressively completed over coming months.
- The RPS will commence upon the opening of the hospital's new multi-level car park, which is anticipated to be **late April 2016**.
- **Applications for Resident Parking Permits can now be made to Council.**

#### Resident Parking Scheme Permit Application and Eligibility Criteria

- The RPS is intended to:
  - Improve amenity for residents who do not have sufficient off-street or unrestricted on-street parking facilities available, and
  - Provide equitable on-street parking space for road users.
- The RPS will be operated in accordance with *Road Transport (General) Regulation 2013* and NSW Roads and Maritime Services Guidelines.
- **Applications for residential permits can now be made to Council.** Application forms and accompanying information can be viewed/downloaded from Council's website or collected from Council's Corporate Centre, 43 Oliver Avenue, Goonellabah. There is no application fee.
- Council staff will undertake a physical inspection of the property as part of the application assessment.
- Residents that satisfy the eligibility criteria nominated within *Table 1 – Eligibility Assessment Criteria* for participation within the RPS will be issued with an annual permit(s) that exempt the permit holder from time restrictions (time limited parking) or charges (paid parking) while parked within the hospital precinct within areas signposted '**Permit Holders Excepted**'.
- A parking permit does not guarantee the permit holder to an on-street parking space(s).
- Only one permit can be issued per registered vehicle.

- Permits may only be issued for cars, motorcycles and boat trailers as per Roads and Maritime Services Permit Parking Guidelines 2015.
- Caravans, buses, trailers, tractors and trucks over 4.5 tonne GVM are not eligible for a permit.
- Permits are only issued to residents that reside at property located in the residential parking area (see *Map 1 – Lismore Base Hospital Regulated Parking Precinct*).
- Resident parking permits will not be available for the following:
  - Visitors
  - Tradespeople
  - Non-resident vehicle owners
  - A leased property with a short-term lease (under six months)

Visitor Parking Permits will be issued for these activities. Initially five (5) visitor permits will be issued to households at the commencement of the RPS. A separate application is required for all additional visitor permits and the RMS eligibility assessment criteria will need to be satisfied.

### **Applications must be accompanied by the following documents:**

a) A copy of your car registration papers showing that your vehicle is registered to your property address if the vehicle is privately owned. If you have a company car for private use a letter from your employer (on company letterhead) confirming private use and that the vehicle is ordinarily garaged at your residence, and

b) A copy of any **two** of the following documents for proof of residential status:

- Driver's licence
- Residential lease
- Electricity/gas account
- Telephone account
- Rates notice (postal address the same as the property address)

### **What to do now**

- Consider the **Permit Application and Eligibility Criteria** information provided. If you consider that you are eligible for a Resident Parking Permit an application can be made to Council. Should you wish to clarify any of the information please contact us on 1300 87 83 87.
- Assessment of applications may take up to 10 working days so it is important that applications are made to Council at your earliest opportunity to enable completion of the assessment process and issuing of permits. Resident vehicles will not be exempt from parking controls unless a valid permit is appropriately affixed to the vehicle.
- Remember the resident parking scheme will commence upon the opening of the hospital's new multi-level carp park which is anticipated to be **late April 2016**.

For more information on the RPS, contact us on 1300 87 83 87.

**Map 1 – Lismore Base Hospital Regulated Parking Precinct**



**Table 1 – Eligibility Assessment Criteria**

Off-street Parking Spaces	Number of cars you own	Permits allowed
None	One	One
	Two	Two
	Three	Three
One	One	None
	Two	One
	Three	Two
Two	One	None
	Two	None
	Three	One
Three	One	None
	Two	None
	Three	None

# FREQUENTLY ASKED QUESTIONS

## **What are the benefits of permit parking areas?**

Permit parking areas are part of an overall parking strategy for a parking precinct. These strategies:

- deliver a better balance of parking space for residents, businesses, commuters and others;
- maximise the parking space already in place and deliver new appropriate space; and
- manage changing parking needs over time.

## **How were the parking strategies developed?**

Health Infrastructure and Lismore City Council engaged a parking consultant to assist in the development of a draft car parking management strategy for the Lismore Base Hospital Health Precinct for review by stakeholders and the community. A draft strategy document was finalised in September 2015, which presented parking survey outcomes and options for the management of on-street parking spaces within the study area. Stakeholder and community consultation was undertaken by Council and Health Infrastructure during October/November 2015 to finalise the car parking management strategy for the hospital precinct prior to implementation in 2016.

## **Why do I need a permit to park outside my home?**

In the Lismore Base Hospital Health Precinct, high demand for on-street commuter parking means that, without restrictions, residents and their visitors would be greatly disadvantaged. These restrictions (usually time limits and/or paid parking) apply to all drivers except 'permit holders'. Therefore, if you need to park on-street for longer than the time limit during these 'peak' periods, you will require a permit.

## **Does a permit guarantee me a space outside my home?**

Council cannot guarantee you a space outside your home. The permit issued by council will allow you to park anywhere within the area specified on the permit.

## **If I don't have a permit, can I still park on-street?**

Only if you park in accordance with the time restriction (usually two hours), or park outside of the restricted hours. Restrictions generally only apply during business hours, 8.30am to 6pm, Monday to Friday, and 8.30am to 12pm on Saturday (always check the signage).

## **What permits are available?**

Council issues two types of permits for use by members of the public – residential and visitor. Permits are only available to residents that live in the designated (RPS) zone.

## **How do I know if I am parking in a permit parking area?**

Please check the signage. Permit holders are only exempt from time restrictions if the signage states 'Permit Holder Excepted' or 'Authorised Residents Vehicles Excepted'.

## **What happens if my NSW driver's licence shows an address other than my residential address?**

Council will NOT issue you with a Resident Parking Permit. If you are a resident of NSW, you are required by law to have the address on your licence as your current residential address. You can advise the RMS of a recent change of address by calling 13 22 13, or visiting the RMS Lismore Office,

Ballina Road Lismore. If your driver's licence was not issued in NSW, or if you do not hold a driver's licence and are applying for a visitor's permit, Council requires two (2) of the following current documents to support the application:

- current rate notice;
- current utility invoice (electricity, water or phone – excluding mobile phone accounts);
- residential lease;
- electoral roll card (resident/visitor permits ONLY);
- rental bond board receipt;
- Department of Housing rental receipt.

### **Why do I have to show my current car registration papers?**

To issue a permit Council needs to know the type of vehicle that it is currently registered in your name and address and its registration (plate) number. Council must also know the weight and type of the vehicle as trucks and certain other vehicles are not eligible for a permit.

### **What happens if my vehicle isn't registered at my address?**

A vehicle that is not registered at the address of the applicant is NOT eligible for a Resident Parking Permit unless it is a company vehicle registered for business use. If you drive a company vehicle, you will need a statement (letter) from your employer on company letterhead stating the registration number, that you have sole use of the vehicle and that it is normally parked at your residential address. The company letterhead needs to include the organisation's ABN (Australian Business Number). You will also need to provide a copy of the vehicle registration papers.

### **Can I use my green slip or car insurance papers instead of my registration papers?**

No. Your green slip/car insurance papers don't show us that your car is currently registered in your name.

### **What if I've lost my registration papers?**

You can get duplicate registration papers from any RMS. You can call the RMS enquiry line on 13 22 13.

### **How long will my permit last?**

Your permit is valid for 12 months from date of issue. However the permit may become void if your residential address changes or your eligibility for a permit ceases.

### **How long does it take to get a permit?**

Please allow 10 working days for a Resident Parking Permit application as a site inspection will be undertaken by Council. Visitor permits will be issued within three working days.

### **What happens if my garage is used for purposes other than for storing vehicles?**

Where the applicant has made off street parking unavailable due to change of use (for example, using for storage) or by granting usage to a third party, the garage will still be counted as being 'accessible', therefore limiting the maximum number of permits available.

### **What if my work provides me with the use of various different pool vehicles?**

A resident permit cannot be issued, as by law, each permit must be issued to a specific vehicle registration. However, Council may consider the use of a visitor permit under such circumstances.

### **I have a borrowed car that I have use of permanently – can I get a Resident Parking Permit?**

No. Unless the car is registered at your address, or is a company owned car supplied for private use, no permits can be issued.

**I have a hire car – can I get a Resident Parking Permit?**

No. However, Council may consider the use of a visitor permit under such circumstances.

**Will Council automatically send a new permit when it is about to expire?**

No. It is your responsibility to ensure your permits are renewed. Parking permits are valid for 12 months from the date of issue and must be renewed prior to the expiry date. The expiry date is clearly shown on the permit.

**Is there a maximum number of parking permits per household?**

The maximum number of permits depends on the number of off-street parking spaces available at the place of residence and number of vehicles registered to that address. Generally speaking, parking permits may be issued to residents with one or two off-street parking spaces only.

**Can I get a parking permit for my truck, caravan or trailer?**

No. The law prevents Council from issuing permits for vehicles that are over four and a half tonnes gross vehicle mass (4.5 GVM). Council is also unable to issue permits to trailers or caravans.

**Can I get a replacement permit?**

If your permit is damaged or faded a replacement will be issued free of charge. If a permit is lost, a charge for a replacement permit may apply to cover the cost of cancelling the lost permit.

**I've sold my car. Can I get a replacement permit for my new car?**

Yes. You will need to return your current permit and bring the registration documents for your new car. If you are unable to present to Council your original permit, it will continue to count towards your maximum eligible number of permits. If you have received the maximum eligible number, then you will not be issued with a replacement until the previous permit has expired.

**Who has access to the personal information I supply with my application?**

Council is bound by the information protection principles in the *Privacy and Personal Information Protection Act 1998*. The information you supply on the forms can only be accessed by authorised Council officers. This information will be held on Council files and will be correctly disposed of when appropriate.

**What happens if my address isn't within the RPS area?**

If your property is not located in the designated RPS zone, you are NOT entitled to a resident or visitor parking permit.