

Parking permits – terms and conditions

- Off-street parking used for purposes other than parking a vehicle – such as a garage that is used for storage – will be considered as an off-street parking space for the purpose of calculating permit eligibility.
- When determining the adequacy of on-site parking, the City will consider the following:
 - the number of on-site parking bays nominated on approved development plans
 - development approval has been granted for the provision of an on-site parking area regardless of the use being made of the area
 - where the nominated vehicle is of a size or type which cannot enter, or be accommodated by the garage or on-site parking area, the garage or area is still to be counted in the calculation of on-site parking
 - vehicles other than cars, for example caravans, trailers or boat trailers, which cannot be parked on the street may occupy nominated on-site parking facilities in lieu of a vehicle.
- Unregistered vehicles will not be considered when determining permit eligibility and cannot be included in the quantity of vehicles stored at the property. Unregistered vehicles will not be issued a permit.
- Applications from grouped or multiple dwellings, located near public transport amenities or with on-street parking that is limited or in high demand, may be refused.
- Applications received by residents with a lease of less than six months will not be accepted.
- Residential parking permits are to be affixed to the bottom left hand corner of the front windshield.
- Residential parking permits are only issued if the property has inadequate on-site parking to accommodate the vehicles kept at the property on a full-time basis.
- Residents cannot use visitor parking permits; these are for the sole use of visitors to the property.
- Visitor parking permits are designed for short term use and can only be used on a vehicle for 24 hours.
- Residents will not automatically be eligible for more than one visitor parking permit. The City may approve the issue of an additional visitor parking permit upon application and payment of the prescribed fee.
- Permits are only valid for the street/s listed on the permit.
- Permits do not allow vehicles to park in:
 - No Stopping or No Parking areas
 - Laneways or footpaths
 - Bus, taxi or loading zones
 - Disability bays
 - Clearways
 - Parking areas of less than one hour
 - Motorcycle bays.
- Permits are not valid past the expiry date listed.
- Permits do not guarantee the availability of a parking space.
- Parking permits are not to be used on commercial vehicles or in association with commercial activities unless for a work vehicle where the driver resides at the address.
- Permits are issued to the resident at that property and are not transferrable to the next tenant or occupant.
- Permits are not to be used to store a vehicle on the street.
- While applicants may be requested to reapply for permits at the City's discretion, owner/occupiers are required to reapply for their permit allocation every three years from the date of their initial application, with fees for a second visitor parking permit required to be paid as well.

- Residents occupying a dwelling on a lease agreement or similar arrangement will be issued permits valid for a period of the tenancy or 12 months, whichever is the lesser period.
- Residents on streets of high parking demand, which predominantly service commercial and retail land use, or where parking is prohibited, will not be eligible for a permit on these streets. However, the City may issue permits on adjacent streets or other locations as determined by the City.
- Residential or visitor parking permits will not be issued to a business or commercial enterprise.
- Permit holders are responsible for ensuring permit/s are used in accordance with the purpose in which they are granted.
- Permit/s found to be misused, including being sold, copied, or altered, will be revoked. As a result, the applicant may become ineligible for parking permits for a period up to 12 months. The City may also revoke all permits issued to the applicant and refuse any permit application from a dwelling, which is occupied by that applicant, for the same period.
- A person shall not display a permit that has been revoked, altered, copied, hired, lent or sold.
- A permit is only valid if it can be read from the outside of the vehicle by an authorised officer.

This information is available in alternative formats upon request.