

**CITY OF SUBIACO**  
**LOCAL PLANNING POLICY 5.2**

**Bicycle Parking and End of Trip Facilities**

**ADMINISTRATIVE**

<b>Version</b>	<b>Date</b>	<b>Comment</b>
1.0	23 June 2009	Original adoption
2.0	21 July 2020	Reviewed
3.0	19 March 2024	Draft for public advertising
3.1	28 May 2024	Final for publishing

**AUTHORITY**

- Planning and Development (Local Planning Scheme) Regulations 2015 (**LPS Regulations**)
- City of Subiaco Local Planning Scheme No. 5 (**Scheme**)

**STATUTORY BACKGROUND**

This Local Planning Policy (**the Policy**) is made pursuant to Schedule 2, Part 2, Division 2 of the LPS Regulations relating to local planning policies.

Schedule 2 of the LPS Regulations contains the deemed provisions for local planning schemes (Deemed Provisions). Clause 67(u)(iv) of the Deemed Provisions requires the local government to have due regard to the availability and adequacy of access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities) when assessing a development application.

Under clause 32(1)(1) of the Scheme, Schedule 5 – Car Parking Standards sets out the vehicle and bicycle parking requirements for commercial development across all zones. This includes the number and type of bicycle parking facilities to be provided for employees and visitors for different land use classes.

This Policy applies in conjunction with the Scheme and any other relevant local planning policies.

**PURPOSE**

While private car transport is dominant across Western Australia, people are becoming increasingly aware of the benefits of alternative forms of transport such as cycling, walking and public transport. Providing bicycle parking and end of trip facilities (EOTF) are key factors facilitating the use of alternative forms of transport.

This local planning policy guides the provision of bicycle parking and EOTF in developments, supplementing existing Scheme requirements by:

1. Providing design and location criteria for short-term and long-term bicycle parking;
2. Requiring showers and lockers to be provided as part of EOTF for long term bicycle parking; and
3. Providing discretionary assessment criteria where a proposal has a shortfall in the provision of bicycle parking and/or EOTF.

## APPLICATION

This Policy applies to all non-residential development to which clause 32(1)(1) applies to under LPS 5 (Schedule 5) including:

- Non-residential development; and
- The non-residential component of mixed-use development.

This Policy applies to both physical works that increases the net lettable area and/or change of use (COU) applications.

The Policy does not apply to:

- Residential development; and
- Signage applications.

## POLICY

### 1.0 Objectives

- (a) To encourage the use of alternative modes of transport through the provision of secure and effective on site EOTF, including bicycle storage facilities, showers and lockers.
- (b) To ensure appropriate EOTF are provided within non-residential development and the non-residential component of mixed-use development to meet the needs of its users.
- (c) To guide the assessment of a shortfall of bicycle parking and/or EOTF.

### 2.0 Definitions

- (a) The following terms are defined for the purpose of this Policy:

***Change of Use:*** a development application where the land use of a property is changed under the City's Scheme.

***Charging Facilities for E-Bicycles:*** at a minimum, the provision of one general power outlet (GPO) per bicycle parking space to charge an e-bicycle.

***Deemed Provisions:*** the provisions contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

***End of Trip Facilities:*** shower, change room and locker facilities for the use of employees.

***Heritage-protected Place:*** as defined under clause 1A of the [Deemed Provisions](#).

***Long Term Bicycle Parking Facilities:*** long term bicycle parking facilities include those of security levels A and B in accordance with AS 2890.3 (as

amended) (or the applicable Australian Standard at the time) Table 1.1, and class A and B in accordance with Schedule 5 of the Scheme, typically for the use of employees.

**Mixed Use Development:**

development that includes both residential and non-residential land uses.

**Net Lettable Area:**

as defined under the City's [Local Planning Scheme No. 5](#).

**Relevant Australian Standard:**

as per AS2890.3 – Parking Facilities Part 3: Bicycle parking facilities (as amended), or the applicable Australian Standard at the time.

**Scheme:**

City of Subiaco Local Planning Scheme No. 5.

**Short Term Bicycle Parking Facilities:**

short term bicycle parking facilities include those of a security level C in accordance with AS 2890.3 (as amended) (or the applicable Australian Standard at the time) Table 1.1, and class C in accordance with Schedule 5 of the Scheme, typically for the use of visitors.

- (b) All other terms, words and expressions used in this policy have the same meaning as they have in the Scheme.

### 3.0 Design and Location of Bicycle Parking

3.1 Bicycle parking facilities are to be provided in accordance with Schedule 5 of the Scheme.

3.2 Short term bicycle parking facilities shall be designed and located in accordance with the following:

- (a) Be designed in accordance with the relevant Australian Standard.
- (b) Be located to avoid steep ramps, speed humps, drainage grates or other hazards.
- (c) Not interfere with access to doorways, loading areas, service/plant rooms, emergency access or bin storage areas.
- (d) Be in a convenient and secure position close to the entrance of the premises to minimise bicycle/pedestrian and vehicle conflict.
- (e) Only be located on the ground floor unless the public entrance is located on another floor.
- (f) Incorporate adequate lighting, be protected from the weather, be placed in public view and be easily accessible from the public access point (road, bicycle path, footpath).

- (g) Be located as close as practical to a cyclist's likely destination.
- 3.3 Long term bicycle parking facilities shall be designed and located to comply the following:
- (a) Sub-clauses 3.2(a) – (c) of this Policy.
  - (b) Be directly accessible from the ground floor level and shall not require steps for access. Where these facilities are provided either below or above the ground floor, suitable arrangements are to be made to demonstrate safe, easy and legible access for those facilities.
  - (c) Be as close as practicable to main entrance points to the building and shall be weather protected.
  - (d) Be in an area that allows informal surveillance of the facility to occur where possible.
  - (e) Be in a convenient and secure position that minimises bicycle/pedestrian and vehicle conflict.
  - (f) Provide bicycle signage that directs cyclists to the location of bicycle facilities and has dimensions in accordance with the relevant Australian Standard.
  - (g) Where more than five bicycle parking bays are provided, electric bicycle (e-bicycle) charging facilities must be provided at a rate of 10 per cent of the total bicycle parking bays required (with all decimal point values rounded up to the next whole number).

#### 4.0 End of Trip Facilities

- 4.1 Where long term bicycle parking facilities are required in accordance with Schedule 5 of the Scheme, EOTF must also be provided as detailed in **Table 2**.

**Table 2: EOTF**

Number of long term bicycle parking spaces required	Number of showers	Number of lockers
First 1 – 10 spaces	0.3 per space	1 per space
More than 10 spaces in total	0.25 per space	
<b>Note:</b> Where a standard set out in Table 1 results in a shower requirement that is not a whole number, the requirement shall be rounded up to the next whole number.		

#### 5.0 Shower and Change Room Facilities

- 5.1 Change room facilities must be provided in conjunction with the showers in accordance with **Table 2**, and are to comprise either of the following:
- (a) A combined shower and change cubicle; or
  - (b) A separate male and female communal change room directly accessible from the shower(s).
- 5.2 A combined shower and change cubicle may be unisex. Where all shower facilities and change cubicles are unisex, no communal change rooms are to be provided.
- 5.3 Where two or more showers are required by **Table 2** and are not unisex, the number of showers is to be equally distributed between males and females. Where an odd number of showers is required by **Table 2**, the odd number may be provided as a unisex shower and change cubicle, or, the

number of showers may be rounded up to an even number to facilitate even distribution.

- 5.4 Showers and change rooms are to be conveniently co-located with bicycle parking facilities. Where EOTF are provided either below or above the ground floor, suitable arrangements are to be made to demonstrate easy and legible access to those facilities.
- 5.5 Adequate lighting is to be incorporated with all shower and change room facilities.

## **6.0 Lockers**

- 6.1 Lockers must be provided in conjunction with EOTF in accordance with **Table 2** and are to be:
  - (a) Of suitable size to allow storage of clothing, towels, cycling helmets and footwear;
  - (b) Well ventilated, secure and lockable; and
  - (c) Located in either of the following locations:
    - i. As near as practicable to combined shower and change cubicle(s) ensuring safety, privacy and convenience for the user; or
    - ii. Within communal change rooms.

## **7.0 Discretionary Criteria**

- 7.1 All discretionary criteria contained in sub-clauses 7.2 – 7.5 are:
  - (a) Not provided as-of-right; and
  - (b) Granted at the City's discretion; and
  - (c) Subject to the approval by the City's Planning Services after considering the written statement required under sub-clause 7.6 when assessing a development application.
- 7.2 When varying the provision of bicycle parking and/or EOTF required under the Scheme and/or this Policy, the City will consider the following:
  - (a) Staff numbers
  - (b) Occupant or patron capacity
  - (c) Change in net lettable floor area
  - (d) The anticipated demand for bicycle parking and/or EOTF taking into consideration:
    - i. Whether there is a public bicycle parking and/or EOTF readily accessible within 400m of the premises; and
    - ii. Duration of staff/occupant stay (staff shifts/ opening hours); and
    - iii. The type of land-use, where it can be demonstrated that due to the nature of the development, it is unlikely proponents would cycle.
- 7.3 The City may consider reducing or waiving EOTF provision, and/or varying design and/or location criteria for heritage-protected places if there is no way to include such facilities without resulting in an adverse impact on the cultural heritage significance of the subject and/or adjoining heritage-protected places.
  - 7.3.1 A sub-clause 7.3 request is subject to the proponent demonstrating that the facilities cannot be incorporated into the design without adversely impacting the cultural heritage significance of the subject and/or adjoining heritage-protected places.

- 7.4 The City may consider the provision of the bicycle parking within the public realm instead of on-site where a maintenance agreement of the facilities is in place to the satisfaction of the City.
- 7.5 When varying a design and/or location requirement under sub-clause 3.2 and/or 3.3, the City will consider if the following can be demonstrated:
  - (a) That due to development or site specific circumstances, the facilities cannot be designed or located as required; and
  - (b) The nature and extent of the variation does not have any significant impact upon the amenity of the:
    - i. Adjoining properties; and/or
    - ii. Occupiers of the premises; and
  - (c) That access to the bicycle parking facilities is safe, convenient and legible for users.
- 7.6 Any applications proposing to vary the requirements of the Scheme and/or this Policy must be accompanied by a written statement detailing how the discretionary criteria under clause 7 of the Policy have been met, to the satisfaction of the City.