

Policy

Title: Residential Parking Permits for Residents of the CBD and Immediate Adjacent Areas

Category: Parking Control

Date Last Adopted: 18 August 2025

1. Objectives

To improve residential amenity and to assist the parking needs of inner city residents who live in, or immediately adjacent to, the Central Business District (CBD) where there is no off-street parking space as part of their residence, whether owned or leased by them.

2. Background

This policy was created as a result of an increasing number of enquiries and requests from inner city residents for residential parking permits.

3. Policy

That

1. Residents of the CBD as shown on the plan labelled Attachment 1 and immediate adjacent areas, who reside in buildings constructed before December 1991 or in buildings that may have been renovated or had a change of use after December 1991 but where parking was not provided on site, be offered the following assistance to park their vehicles.
 - (i) Applications from the above residents for residential parking permits be considered subject to the following conditions:
 - (a) Applications, on the nominated application form, must be accompanied by relevant documents to verify vehicle ownership and residency.

- (b) Any permits issued will be for parking only in streets approved by the Manager City Mobility. These streets will be determined by the Manager City Mobility on the basis of the capacity of the street to absorb additional permit parking without adversely affecting the opportunity for existing residents of that street to find a residential parking space. These streets may not be the closest residential parking areas to the applicant's place of residence.
- (c) The number of permits that can be issued to a household is reduced by one (1) for each off-street parking space at that address.
- (d) A maximum of two (2) permits per household can be issued (household being a house, flat/self-contained residence) but only where each vehicle is registered to a separate owner residing at that address.
- (e) The number of on-site off-street parking spaces for a residence is to be determined by the Manager City Mobility. If a resident disagrees with the assessment, then the resident must put the matter in writing to the Chief Executive Officer.
- (f) Owners or tenants of properties with off-street parking, which is either commercialised by the owner or utilised by non-residents, will be refused resident parking permits to park on the street.
- (g) A residential parking permit will be cancelled if the holder of the permit uses the permit in residential parking areas other than those approved.
- (h) The issue of a permit does not guarantee the availability of a space to the permit holder.
- (i) Every permit must be properly affixed to the windscreen or a front window of the vehicle on the near (left hand) side of the vehicle in such a manner as to be clearly visible from the outside of the vehicle.
- (j) Residents must remove permit labels if they dispose of the vehicle, move house or if the permit is cancelled.
- (k) Permits will be issued for residential use only; and where the applicant, at the request of a Council officer, signs a Statutory Declaration that they sleep at that address at least 5 nights a week.
- (l) A permitted vehicle shall not remain parked in a manner to cause inconvenience or obstruction to other residents in a street. It shall not be parked for longer than seven (7) consecutive days without being moved.
- (m) A residential parking permit may be cancelled by the Chief Executive Officer or his nominee for non-compliance with permit conditions.
- (n) No residential parking permits will be issued to park in the designated CBD except as allowed for in clause (p) below.

- (o) The above issued residential parking permits will entitle the permit holder to park on a designated parking meter free of charge up until 10.00am on days that the parking meters operate.
 - (p) The parking meters to be available for this use will be as determined by the Manager City Mobility but will not include meters in the following streets, unless specifically permitted by the Manager City Mobility on a case by case basis:
 - (i) Argyle between Macquarie and Bathurst;
 - (ii) Bathurst between Harrington and Argyle;
 - (iii) Harrington between Bathurst and Macquarie;
 - (iv) Macquarie between Harrington and Argyle;
 - (v) all streets contained within the above block of streets; and
 - (vi) Elizabeth between Bathurst and Brisbane.
2. Residents of the CBD and immediate adjacent areas who reside in buildings constructed or renovated after December 1991 and where parking was provided as part of the development be offered the following assistance to park their vehicles if they can demonstrate that they are unable to park at their place of residence.
- (i) Applications from the above residents for a special meter parking permit to park on a designated parking meter only, free of charge up until 10.00 am on days that the parking meters operate, be considered subject to the following conditions:
 - (a) Applications, on the nominated application form, must be accompanied by relevant documents to verify vehicle ownership and residency.
 - (b) The number of special meter parking permits that can be issued to a household is reduced by one (1) for each off-street parking space at that address.
 - (c) A maximum of two (2) permits per household can be issued (household being a house, flat/self-contained residence) but only where each vehicle is registered to a separate owner residing at that address.
 - (d) The number of on-site off-street parking spaces for a residence is to be determined on site by the Manager City Mobility. If a resident disagrees with the assessment, then the resident must put the matter in writing to the Chief Executive Officer.
 - (e) Owners or tenants of properties with off-street parking, which is either commercialised by the owner or utilised by non-residents, will be refused resident parking permits to park on the street.

- (f) If a vehicle with a special meter parking permit is parked on a meter that is not an approved meter then there will be no exemption to normal parking requirements on that meter.
 - (g) The issue of a special meter parking permit does not guarantee the availability of a space to the permit holder.
 - (h) The annual cost of a permit will be as determined by the Council from time to time. No refunds or discounts will apply.
 - (i) Every permit must be properly affixed to the windscreen or a front window of the vehicle on the near (left hand) side of the vehicle in such a manner as to be clearly visible from the outside of the vehicle.
 - (j) Residents must remove permit labels if they dispose of the vehicle, move house or if the permit is cancelled.
 - (k) Permits will be issued for residential use only and where the applicant, at the request of a Council officer, signs a Statutory Declaration that they sleep at that address at least 5 nights a week.
 - (l) A permit may be cancelled by the Chief Executive Officer or his nominee for non-compliance with permit conditions.
 - (m) The parking meters to be available for this use will be as determined by the Manager City Mobility but will not include meters in the following streets.
 - (i) Argyle between Macquarie and Bathurst;
 - (ii) Bathurst between Harrington and Argyle;
 - (iii) Harrington between Bathurst and Macquarie;
 - (iv) Macquarie between Harrington and Argyle;
 - (v) all streets contained within the above block of streets; and
 - (vi) Elizabeth between Bathurst and Brisbane.
3. All residents of the CBD and immediate adjacent areas who qualify for any of the above permits be listed for the offer of a parking space at a Council long-term car park closest to their residence ahead of any other person on the waiting list in lieu of being issued any of the above permits. The fee for such a parking space shall be at the current approved rate as determined by the Council from time to time.

4. Legislation, Terminology and References

The CBD area is the area bordered by Brisbane, Harrington, Davey and Campbell Streets.

Responsible Officer:	Director City Enablers
Policy first adopted by the Council:	22/3/2010
History	
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