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Final

Alkimos Child Care Centre

Prepared For:
Lou Di Virgilio Designs

Parking and Traffic Management Plan



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1. INTRODUCTION

1.1 BACKGROUND

Lou Di Virgilio Designs has submitted a Development Application for a Child Care Centre at Lot 1831, corner of Trethowan Promenade and Santorini Promenade in Alkimos. The development will be operated by 10 staff and provide child care for up to 90 children. A Café (Unit 1) will also be operated on the same Lot.

1.2 SCOPE OF THIS REPORT

This report provides a Parking and Traffic Management Plan to be implemented by both the Child Care Centre and Café to ensure the site operates safely and effectively in terms of parking and traffic movements.

2. PARKING AND TRAFFIC MANAGEMENT PLAN

2.1 PARKING LAYOUT

All car parking for the development has been accommodated within the site boundary. A total of 25 car bays are provided with 10 reserved for child care centre staff and 14 visitor bays including one ACROD bay for use for drop off and pickup for the child care centre and by café patrons. The bays are shown in **Figure 1**. Eight of the staff bays are located in the car park accessed off Trethowan Promenade and two others are accessed from McInnes Lane. Six of the staff bays within the car park are tandem bays.

All bays are to be numbered for ease of reference. All staff parking bays are to be labelled “STAFF ONLY”.

A sign is to be erected at the entrance to the car park to read: “CAR PARK FOR CHILD CARE CENTRE USE ONLY BETWEEN 6:30am-8:30am & 4pm-6pm CAFÉ PATRONS WELCOME 8:30am-4pm”.

2.2 CAR PARK USE

Staff are only to parking in allocated bays.

Visitor bays within the car park are to be reserved for use by the Child Care Centre for drop-off/pick-up between the hours of 6:30am to 8:30am and from 4pm to 6pm on days that the Centre is open.

Child Care Centre Management may display a handout (see **Appendix A**) on the car windscreens of any offenders parking during restricted times.

If such offences become a significant issue, then further steps can be taken by Child Care Centre Management. Arrangements can be made for the vehicles of repeat offenders to be towed away. For this to be actioned, a sign with the words “TOW AWAY ZONE” and tow truck symbolic needs to be displayed on the site and the procedure shown on the Department of Transport fact sheet (**Appendix B**) is to be followed. These measures do not need to be taken initially, but should be enacted if illegal parking adversely impact the site.

2.3 STAFF PARKING

All staff must be instructed to enter and exit the car park in a forward gear. Note there is a turnaround bay within the car park to assist where necessary.

Staff parking is allocated to bay Nos. 1 to 6 and 21 to 24. Child Care Centre Management must allocate these bays to its staff members as it sees fit and is responsible for keeping a register of staff bay allocations.

Use of the tandem bays needs to be managed as the first staff members to arrive need to use the inner bays (Nos. 1 to 3). If they need to leave at any time, they will need to know who and how to contact the driver parked in tandem.

Depending on the size of staff cars using bay Nos. 5, 6, 21 & 22, staff with large vehicles may need to reverse park. If these bays are allocated to small cars, drivers may have the option to park in a forward gear.

All childcare staff members should follow the instruction as per the attached letter in **Appendix C**.

2.4 VISITOR PARKING

Visitor bays within the car park are to be reserved for use by the Child Care Centre for drop-off/pick-up between the hours of 6:30am to 8:30am and from 4pm to 6pm on days that the Centre is open as per displayed sign. Café patrons may use the car park at other times.

2.5 PARKING FOR DELIVERIES

Delivery services should be scheduled by both operators to occur when demand for parking is low.

Client: Lou Di Virgilio Designs
Project: Alkimos Child Care Centre, PTMP

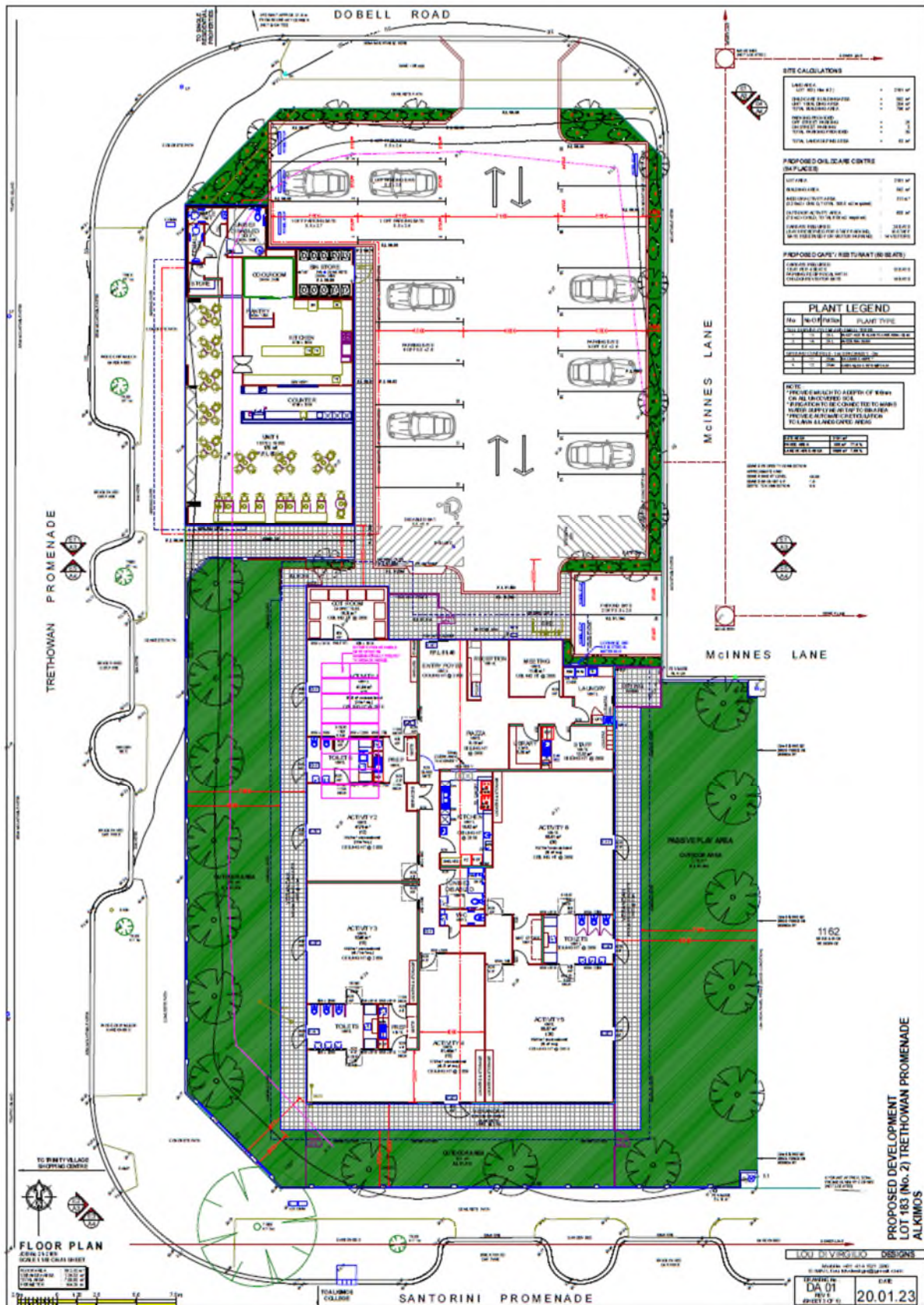


Figure 1: Site Layout

APPENDIX A: INFRINGEMENT NOTICE

ALKIMOS CHILD CARE CENTRE

Lot 183 (No.2) Trethowan Promenade, Alkimos

PARKING INFRINGEMENT WARNING

Please note this is a Private Car Park. It is strictly reserved for the use of Child Care Centre patrons between the hours of 6:30am to 8:30am and from 4pm to 6pm on days that the Centre is open.

Your vehicle, registration Number _____ was found parked in Bay No. _____ at
(time) _____ AM/PM on (date) _____.

Future offending may result in your vehicle being towed away. Charges will apply for the release of the vehicle as permitted under Road Traffic (Towing of Vehicles) Regulations 2020.

APPENDIX B: TOW AWAY FACTSHEET



Fact Sheet

Parking on Private Property

In response to rising public concern about the practice of wheel clamping vehicles in private property parking areas, the State Government has now banned wheel clamping in Western Australia and established a new system for regulating towing as a private parking control measure.

This information relates solely to the towing of vehicles from private property and does not apply to vehicles towed due to a breakdown or crash.

Parking on private property

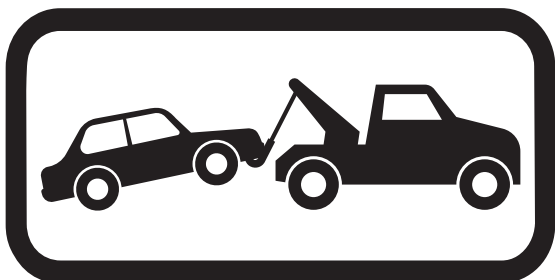
There is no general right to park on private property. If you park in a place you are not authorised to park, or do not comply with the parking terms and conditions in a private property parking area, your vehicle may be towed.

It is important not to assume it is ok to park somewhere just because the business premises are vacant, it's outside business hours, you aren't going to be very long, there are plenty of vacant spaces, you have parked there before, or simply because other vehicles are parked there.

As a driver you are responsible for determining if you are parking legally and/or complying with the parking terms and conditions of a private property.

Signs

You should read signs carefully as you enter a private property and before you leave your vehicle parked there. In particular, you should be aware that if a sign with the words "TOW AWAY ZONE" depicting the image below is present in the parking area, your vehicle may be towed if you are not authorised to park there or do not comply with the terms and conditions applied to that parking area.



Towing of Vehicles from Private Property

Tow truck driver is loading your vehicle

If you return to your vehicle and a tow truck driver is in the process of loading and securing your vehicle on a tow truck, the driver must immediately release your vehicle without charge if you agree to remove your vehicle from the private property immediately or within a reasonable time.

Tow truck driver has loaded and secured your vehicle

If you return to your vehicle after it has been fully loaded onto a tow truck and the tow truck has not left the property, the tow truck driver must inform you that if you pay a \$100 on-site release charge the vehicle will be immediately released. The tow truck driver cannot tow your vehicle from the property if you pay the on-site release charge.

Reasonable steps

A tow truck driver must take reasonable steps to locate you and provide you an opportunity to move your vehicle before it can be towed away.

Towing Arrangements

Towing service providers are required to enter into a towing arrangement with private property owners/occupiers that authorises the removal of vehicles from the private property. You can request to see the towing arrangement from the towing service provider, to verify that an arrangement exists.

Your vehicle has been towed

If you return to where you parked your vehicle and you think your vehicle has been towed you should contact the towing service provider using the details on the signs at the property to find out where your vehicle has been towed to.

The towing service provider must advise you whether your vehicle is being or has been towed. If the vehicle is being or has been towed you must be advised of the storage yard to which the vehicle is being towed and the time it is expected to arrive at the storage yard.

The tow truck driver must tow your vehicle by the most direct route, without taking longer than is reasonably necessary, to the nearest suitable and approved storage yard that the towing service provider is approved to store vehicles.

Storage Yard

There is no obligation for a storage yard to be open on weekends or after 5 pm on a business day, therefore if your vehicle has been towed outside of these hours you may not be able to collect your vehicle until the storage yard is open.

Release of Vehicle

The person in charge of a storage yard must, upon your request release your vehicle as soon as is practicable but, in any event, it must be released no later than 4 business hours after you made the request between 9 am and 5 pm on a business day.

If you are unable to pay the storage charge immediately your vehicle must still be released upon your request. You will be liable for the storage and towing charges and payment may be pursued through other legal mechanisms as a debt.

Charges

Charges for the towing and storage of vehicles from private property are prescribed in the *Road Traffic (Towing of Vehicles) Regulations 2020* and drivers must not be charged an amount that exceeds the following:

On-site Release Charge

On-site release charge \$100

Charges paid at storage yard

Towing charge	\$150
Storage charges	
24 hours or less	\$25
1-14 days	\$25 per day
15 days or more	\$350 + \$10 per day for each additional day

Complaints

If you believe you have complied with parking conditions and your vehicle shouldn't have been towed, you should seek independent legal advice as you may be able to pursue a civil action through the courts.

If you feel that a tow truck driver, towing service provider, or storage yard has not complied with their obligations, please call 13 11 56 to provide the Department of Transport information to allow the matter to be investigated.

APPENDIX C: CHILD CARE CENTRE STAFF HANDOUT

ALKIMOS CHILD CARE CENTRE

Staff Parking Handout

Lot 183 (No.2) Trethowan Promenade, Alkimos

All staff members are to park on site at 2 Trethowan Promenade as instructed by Management.

1. You must only enter and leave the car park in a forward gear.
2. No staff members are to park on the verges surrounding the site at any time;
3. No staff members are to park in the visitor bays at any time;
4. Park only in the bay or range of bay numbers that you have been allotted;
5. If parking in the second rank of the tandem bays, ensure Reception is informed of your name, mobile number and vehicle registration in case your vehicle needs to be moved to let others out.

For your own safety and the safety of others, at no time attempt to either reverse your vehicle into or out of the car park.