

**Mayor and Councillors**  
COUNCIL

3 OCTOBER 2013

Meeting Status: **Public**

Purpose of Report: For Decision

## **PARKING DESIGNATIONS AT CIVIC AND COMMUNITY FACILITIES IN PARAPARAUMU TOWN CENTRE**

### **PURPOSE OF REPORT**

- 1 This report seeks the Council's approval of the parking designations proposed for the road and parking areas around: Coastlands Aquatic Centre; Te Newhanga, Kapiti Community Centre; Paraparaumu Library; and Council office buildings.

### **SIGNIFICANCE OF DECISION**

- 2 This report does not trigger Council's significance policy.

### **BACKGROUND**

- 3 A review of parking needs and provisions has been undertaken since the Council's Civic Building refurbishment was completed and the Coastland Aquatic Centre opened. Following analysis of the information gathered proposed parking designations have been developed. These must be approved by the Council to enable monitoring of the area, with any appropriate enforcement.
- 4 Opportunities to improve the traffic flow around the area have been provided by the new road alignment and layout between Rimu Road and Iver Trask Place and the Kapiti Road/Ngahina Street, and Kapiti Road/Brett Ambler Way intersections.
- 5 A summary of the opportunities/suggestions identified through the review and the benefits of the recommended changes is provided in the body of this report.

### **CONSIDERATIONS**

- 6 Various suggestions were made by the occupants of the buildings in the area. Their feedback was noted and reviewed as part of the development of this report and recommendations.

**Suggestion one** – Increase the permitted duration of time limited parking in the areas under consideration.

- 7 The options considered included leaving the two hour parking restriction as it is and increasing the time limit to three or four hours.
- 8 The existing two hour period is believed to limit the opportunity for facility visitors to fully utilise the services offered; for example a number of organisations in the area run three hour seminars and courses and a bridge game takes around

three and a half hours to complete. By providing the area with four hour time limited parking, local facilities should be able to maximise the use of the parking available, enabling adequate parking for everyone, over the whole day.

**Suggestion two** – Create time limited ‘drop off’ areas at certain locations to enable facility users to drop off and pick up patrons without limiting parking overall.

- 9 The options put forward included increased time provisions for the drop off areas for up to 20 minutes. This option was primarily related to the kindergarten facility and related to parents being able to have adequate time to drop off and pick up children whilst leaving their cars unattended. Others suggested five minute drop off areas to simply allow patrons to have less distances to walk to a facility, such as the Community Centre.
- 10 It is believed practical to leave the drop off time allocation at ten minutes and have the drop off rules apply at specific times, ie 7.30am to 5.00pm. This will ensure the drop off area is available and will ensure cars are not simply parked for long periods of time without risk of penalty. A parent or caregiver dropping off children should have adequate time to do so, without having the area parked in for hours by another car owner.

**Suggestion three** – Allocated parking for specific entities or patrons.

- 11 The options put forward under this heading included: allocating specific parking for businesses and their patrons and developing a permit system to manage use appropriately; dedicated parking areas with means of isolating the areas, eg barrier arms and access cards, to limit parking by non-permitted vehicles; and no specific provision per business.
- 12 Isolation of specific areas, to prevent non permitted vehicle parking, was eliminated due to cost implications and practicalities. Having no specific provision per business was considered not to acknowledge the needs of those who manage businesses and facilities. Therefore it is believed practical and appropriate to provide certain areas for businesses and potential users of those facilities to have allocated parking. Where those operators are commercial tenants, their lease with Council would include a fee per allocated car park.
- 13 Mobility parking, ie dedicated spaces for specific users, is provided in a range of locations throughout the wider area.

**Suggestion four** – Monitoring and enforcement to adequately ensure that traffic flow and turnover of parking spaces are maintained.

- 14 In discussions, options included: no monitoring and enforcement; full time enforcement; and managed (regular/reasonable) enforcement. Many believed the existing regime (time limits managed through signage only) is inadequate and means it is possible to park in areas for longer than the limited time shown. However, to move to a full time monitoring regime would not be practical and would be costly and unjustifiable.
- 15 It was believed monitoring should take place on a far more frequent basis to reduce misuse of the parking provided and encourage turnover to increase parking availability.

## Conclusions

- 16 The table below summarises the opportunities, recommendations and benefits of the proposed designations. References in the table to 'Area\_x' relate to the areas highlighted on the plans in appendices 1-3.

Opportunity	Recommendation	Benefit
1) Adjust the parking times to enable better use and maximise community facilities	<p>Increase the current two hour parking restriction time to four hours on Iver Trask Place and Ngahina Street.</p> <p>Limit parking around the Coastlands Aquatic Centre to three hours.</p>	Time limits relevant to the nature and general duration of activities at particular facilities, will influence parking behaviour and encourage users to park as near as practical to their destination. This will benefit traffic flow and parking provision.
2) Provision of drop off points at the Community Centre	Introduce ten minute drop off bays within the turning bay (area G)	This will enable those using the Centre to be dropped off near the door and reduce walking distances.
3) Provide specific parking for businesses and operators within the Community Centre and adjoining facilities (Bridge Club)	Set aside 13 parking bays which can be administered by the relevant parties with the provision of identified parking permits for those spaces allocated (area I)	With allocated bays the Community Centre and Bridge Club can allocate parking to those that require it and ensure maximum use of the parking provided. The monitoring may be done in conjunction with Council.
4) Elected representatives meeting in and around Council Chambers and building.	Provide specific permits to enable elected representatives to park in the four hour parking area for longer than the restricted time provision.	Elected representatives are required to attend formal meetings on a regular basis as well as meet ratepayers. The four hour limit is not practical as elected representatives may be in the council building and civic area for indefinite time periods. A permit would enable their time to be allocated appropriately.

Opportunity	Recommendation	Benefit
5) Drop off area at the kindergarten (area E)	Create drop off facility outside the kindergarten on Ngahina Street for parents and caregivers to drop off and pick up children at specified times.	It is appropriate to enable parents to have a dedicated area and agreed times to pick up and drop off children whilst ensuring the area is free during the specified times.
6) Designated parking for Council fleet vehicles	Provide allocated parking to areas M; N and O; with parking bays (five initially) allocated to those staff that 'car pool' to required criteria.	Council car parking facilities already exist, however these recommendations clarify what is required. Incentivising sustainable transport initiatives, i.e. 'car pooling' is an appropriate action for the Council to implement.
7) Monitoring and enforcement	Provide sensible and managed monitoring and enforcement to ensure efficient use of car parking facilities and enable traffic movement.	Improved monitoring and enforcement will encourage efficient use of designated areas by those using the facilities and will reduce the likelihood of misuse of parking.

## Financial Considerations

- 17 The Council currently has an existing contract with an external provider for noise and parking requirements. It is expected the existing provisions of the contract will accommodate the additional work envisaged. Furthermore, should enforcement action be required, the additional revenue received would help offset additional costs that may result.
- 18 Changes to existing road markings and signs will be met from existing budgets.

## Legal Considerations

- 19 The resolutions required are made in accordance with the Council's Traffic Bylaw 2010 sections 5 and 7. The Council's legal advisors have reviewed this report and provided advice on the content and detail of the recommendations.

## Delegation

- 20 The Council has the authority to declare and designate the land and time restrictions being sought.

## Consultation

- 21 The Paraparaumu Raumati Community Board has been informed with respect to this proposal and is aware of the parking pressures in this area. Representatives of the Community Centre, Bridge Club and the other facilities and buildings in the area have been contacted to seek their input and preferences with respect to parking and monitoring for the area under consideration. The recommendations satisfy their concerns.

## Publicity Considerations

- 22 Implementation of this proposal will include promotion of the new parking provisions in terms of time restrictions, allocated spaces and monitoring and enforcement. Communication will indicate enhanced traffic flow and efficient use of parking capacity can be created by introducing this parking provision alongside monitoring and enforcement.
- 23 Promotion will include a media release describing the benefits of the new provisions and why they are being put in place, along with articles in “Kapiti update” and advertising in local papers.

## RECOMMENDATIONS

- 24 That the Council:
- a) in accordance with clause 5.1 and 5.2 of the Kāpiti Coast District Council Traffic Bylaw 2010, restricts parking in each of the areas described in the table below; and in Appendices 1, 2 and 3 (in the columns titled 'Map Reference' and 'Area') to only those specified classes, types or modes of transport stated in the table below (in the column titled 'Restriction');
  - b) in accordance with clause 7.1 of the Kāpiti Coast District Council Traffic Bylaw 2010, designates each of the areas described in the table below and in Appendices 1, 2 and 3 (in the columns titled 'Map Reference' and 'Area') as a Time Limited Parking Area, and specifies the designation for each area shall apply only during the hours of the day and the days of the week, and for the maximum duration of time, stated in the table below (in the column titled 'Time Limits');
  - c) determines that the restrictions and designations in resolutions (a) and (b) above are to take effect 1 November 2013; and
  - d) directs officers to give public notice of the above resolutions in accordance with clauses 5 and 7 of the Kapiti Coast District Council Traffic Bylaw 2010 and the Local Government Act 2002

Map Reference	Area	Restriction	Time Limits
A	The area marked as Parking Area A on Map 1, located on Brett Ambler Way north-west of the Coastlands Aquatic Centre building; excluding the area marked A1	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 3 hours
A(1)	The area marked as Parking Area A1 on Map 1, located on Brett Ambler Way north-west of the Coastlands Aquatic Centre	Vehicles used by any person operating, or assisting in operating, the Coastlands Aquatic Centre Café, and which display a valid Coastlands Aquatic Centre Café Parking permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
B	The area marked as Parking Area B on Map 1, located on Brett Ambler Way south-west of the Coastlands Aquatic Centre Building; excluding the areas marked B1, B2, and B3 demarcated by road markings and relevant signs within area B	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 3 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)
B(1)	The area marked as Parking Area B1 on Map 1 on Brett Ambler Way south-west of the Coastlands Aquatic Centre	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.
B(2)	The area marked as Parking Area B2 on Map 1 on Brett Ambler Way south-west of the Coastlands Aquatic Centre	Coaches	-

Map Reference	Area	Restriction	Time Limits
B(3)	The area marked as Parking Area B3 on Map 1 on Brett Ambler Way south-west of the Coastlands Aquatic Centre	Vehicles used by staff or clients of the physiotherapist business operating at the Coastlands Aquatic Centre, and which display a valid Physiotherapist Parking Permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
C	The area marked as Parking Area C on Maps 1 and 2, located between the Coastlands Aquatic Centre, Brett Ambler Way, Ngahina Street and the property at 8 Ngahina Street	Vehicles owned or operated by the Council or Council staff or contractors, and which display a valid Council Parking Permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
D	The area marked as Parking Area D on Maps 1 and 2, located north-west of the Community Centre and south-west of Brett Ambler Way and Iver Trask Place; excluding the area marked D1	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)
D(1)	The area marked as Parking Area D1 on Maps 1 and 2, located north-west of the Community Centre and south-west of Brett Ambler Way and Iver Trask Place	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.

Map Reference	Area	Restriction	Time Limits
E	The area marked as Parking Area E on Map 2, located on Ngahina Street between the properties at 3 and 8 Ngahina Street.	-	07.30 to 08.14, 09.30 to 13.59, and 15.00 to 17.00, Monday to Friday, for a maximum duration of 4 hours; and  08.15 to 09.29, and  14.00 to 14.59, Monday to Friday, for a maximum duration of 10 minutes
F	The area marked as Parking Area F on Map 2, located south-west of the property at 7 Ngahina Street	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)
G	The area marked as Parking Area G on Map 2, located south-east of the Community Centre and north-west of Iver Trask Place	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 10 minutes
H	The area marked as Parking Area H on Maps 2 and 3, located north-west of Kapiti Primary School and south-east of Iver Trask Place	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)

Map Reference	Area	Restriction	Time Limits
H1	The area marked as Parking Area H1 on Map 2, located south-east of the Community Centre and north-west of Iver Trask Place	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours
I	The area marked as Parking Area I on Map 2, located south-west of the Community Centre.	Vehicles used by persons accessing the Community Centre and Bridge Club, and which display a valid Community Centre and Bridge Club Permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
I(1)	The area marked as Parking Area I(1) on Map 2, located south-west of the Community Centre	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.
J	The area marked as Parking Area J on Maps 2 and 3, located south-west of the Community Centre	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)
K	The area marked as Parking Area K on Maps 2 and 3, located west of Iver Trask Place opposite the western-most corner of Kapiti Primary School	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)

Map Reference	Area	Restriction	Time Limits
L	The area marked as Parking Area L on Maps 2 and 3, located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place; excluding the areas marked as L(1), L(2), L(3), L(4), L(5), L(6) and L(7)	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours (but with a maximum duration of 9.5 hours for vehicles used by councillors of the Kāpiti Coast District Council carrying out their duties, and displaying a Councillor Permit issued by the Council)
L(1)	The area marked as Parking Area L(1) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	-	07.30 to 17.00, Monday to Friday, for a maximum duration of 10 minutes
L(2)	The area marked as Parking Area L(2) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.
L(3)	The area marked as Parking Area L(3) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place		07.30 to 17.00, Monday to Friday, for a maximum duration of 10 minutes
L(4)	The area marked as Parking Area L(3) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.

Map Reference	Area	Restriction	Time Limits
L(5)	The area marked as Parking Area L(4) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	Vehicles used by persons with mobility issues, and which display a valid Mobility Parking Permit issued by CCS Disability Action	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.
L(6)	The area marked as Parking Area L(5) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	Motorcycles	07.30 to 17.00, Monday to Friday, for a maximum duration of 4 hours.
L(7)	The area marked as Parking Area L(6) on Map 3 located south-west of Kapiti Primary School and north-east of the Civic Building and Library, along and adjacent to Iver Trask Place	Vehicle used by the Mayor , and which displays a valid Council Parking Permit issued	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
M	The area marked as Parking Area M on Map 3, located south-west of the Civic Building	Vehicles owned or operated by the Council or Council staff or contractors, and which display a valid Council Parking Permit issued.	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
N	The area marked as Parking Area N on Map 3, located south-west of the Civic Building in the northern corner of the property at 169 Rimu Road	Vehicles owned or operated by the Council, and which display a valid Council Parking Permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours
O	The area marked as Parking Area O on Map 3, located south-west of the Library; excluding the areas marked as O(1)	Vehicles owned or operated by the Council, or Council staff or contractors and which display a valid Council Parking Permit issued by the Council.	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours

<b>Map Reference</b>	<b>Area</b>	<b>Restriction</b>	<b>Time Limits</b>
O(1)	The area marked as Parking Area O(1) on Map 3, located south-west of the Library.	Vehicles used by any person operating, or assisting in operating, the Novella Café adjacent to the Library building and which display a valid Novella Café Parking permit issued by the Council	07.30 to 17.00, Monday to Friday, for a maximum duration of 9.5 hours

**Report prepared by:**

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**ATTACHMENTS:**

<b>Appendix 1</b>	Map 1
<b>Appendix 2</b>	Map 2
<b>Appendix 3</b>	Map 3