

# MOBILITY PARKING GUIDELINES

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## Introduction

We want to build on our reputation as an inclusive and socially responsible city that is accessible, safe and easy to get around and where all people can participate in city life and have a say about its future.

The provision of parking spaces, both on and off-street, suitable for use by disabled people is one small, but important, part of the way in which the Council can help make the city accessible.

## Legislation

New Zealand ratified the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) in September 2008. The Convention is a key document in the area of accessibility. **The purpose of the Convention is 'to promote, protect and ensure the full and equal enjoyment of all human rights and fundamental freedoms by all persons with disabilities, and to promote respect for their inherent dignity.'**

The Convention is important as it sets out what is required to implement existing human rights as they relate to disabled people. The Convention promotes accessible social development and has been described as a human rights treaty and a development tool.

The New Zealand Disability Strategy (NZDS) was guided by the principles of the UNCRPD. The Council supports the achievement of the goals of the Convention and its Optional Protocol (A/RES/61/106).

## National policy

The New Zealand Disability Strategy 2016-2026 has identified eight outcomes which contribute towards making New Zealand a non-disabling society. Outcome 5 relates to Accessibility - We access all places, services and information with ease and **dignity. The Strategy sets out what "our future looks like and what needs to happen" for Outcome 5.** The parts of Outcome 5 most relevant to mobility parking are:

- We can get from one place to another easily and safely, for example from **home to school, work or to a friend's house. We can also access all public buildings, spaces and facilities with dignity and on an equal basis with others.**
- We feel safe taking public transport to get around and are treated well when we do so. Our needs are also appropriately considered when planning for new transport services. Private transport services are responsive to and inclusive of us. For those of us who need it, there is access to specific transport options that are affordable, readily available and easy to use.

- Our accessible communities are free of barriers (for example, access to shops, banks, entertainment, churches, parks, and so on), which enables us to participate and contribute on an equal basis with non-**disabled people.**'

## Fit with other forms of transport

Vehicle use, as a passenger or as the driver, is only one mode of transport that can help make the city accessible. The provision of mobility parking spaces will complement other land transport options such as walking, buses and trains. Two regional strategies led by Greater Wellington Regional Council have objectives that aim to improve access, mobility and reliability of the broader land transport network:

1. The Wellington Regional Land Transport Strategy 2010-2040 will *improve the accessibility of facilities and activities that enable the whole regional community (including the transport disadvantaged), and*
2. The Wellington Regional Public Transport Plan 2014 will provide for the transport disadvantaged: information, facilities, and services that are increasingly available to all members of the public by
  - providing a public transport network that is accessible and safe
  - working towards improved accessibility and standards of vehicles, infrastructure
  - and facilities
  - continuing to support the provision of Total Mobility services for people with disabilities and limited mobility and with limited access to regular public transport services
  - providing safe public transport services for school students
  - providing community transport services.

## Links to the Council direction

The Mobility Parking Guidelines is a key deliverable identified in our *Accessible Wellington: The Accessible Journey Action Plan* (May 2019). This plan is to act as **our guide and will enhance people's independence and ability to participate, engage in, and benefit from, key Council services.** Action 7: *Mobility Parking Spaces are fit-for-purpose* identified the need to review the Mobility Parking Policy 2005 and to develop new guidelines to direct the **Council's** decision-making for mobility parking spaces.

The guidelines also support the objective in the Parking Policy 2020:

*Support access for all – ensure disabled people, older people, people who are pregnant, and people with babies can access the city, Council facilities, and venues. This will be achieved, in part, through an improvement in mobility parking across the city.*

And the parking policy principle:

Principle C: *ensure that access to the city centre, Council facilities and suburban centres is inclusive and prioritises people who can't use active and/or public transport, and those that do not drive.*

*The parking policy prioritises on-street and off-street mobility parking spaces and supports designated parking spaces for a broader group, for example, older people, people who are pregnant, and people with babies at Council parking buildings and facilities where there is known demand and it is practicable to do so.*

## Scope

The Mobility Parking Guidelines only apply to Council owned and managed parking spaces. This includes those spaces on public road reserve that the Council manages as the Road Controlling Authority and those off-street at Council parks, sports and recreation facilities; the Waterfront; Council-controlled Organisations such as Wellington Zoo and Zealandia and any in Council-managed off-street parking buildings. The guidelines do not apply to off-street parking not owned or managed by the Council such as publicly accessible spaces at supermarkets and other retail outlets.

The scope includes Council mobility parking spaces that are for the exclusive use of mobility permit holders.

## Mobility permit holders

The provision of mobility parking assists those people who have limited mobility and are mobility permit holders.

You may qualify for a mobility permit if one or all of these apply to you:

1. You are unable to walk and always require the use of a wheelchair.
2. Your ability to walk distances is severely restricted by a medical condition or disability. If for example, you require the use of mobility aids, experience severe pain, or breathlessness.
3. You have a medical condition or disability that requires you to have physical contact or close supervision to safely get around and cannot be left unattended. For example, if you experience disorientation, confusion, or severe anxiety.

Mobility parking permits are issued to a person, not a vehicle. The permit should only be used if the permit holder needs to get in or out of a vehicle.

You can apply for a long-term permit if you have a permanent medical condition that affects your mobility. A long-term permit is valid for five years.

You can apply for a short-term permit if you have a temporary medical condition that affects your mobility. These are issued for a minimum of three months and a maximum of 12 months.

In addition Wellington City Council recognises valid permits used by international visitors to this city.

This guideline will ensure good practice in:

- Placement of new mobility parking spaces, including requests for on-street mobility parking space in residential areas
- Creating new off-street mobility parking spaces
- Design and signage
- Pricing and payment

## Placement of mobility car parks

The location (placement) of mobility parks must coincide with the concept of the “accessible journey” that is, looking at a journey in its entirety from start to finish.

Mobility parks need to be as close as possible to the intended destination point. This would include proximity to shops, services, medical and social service providers and entries to those places. All Council buildings and facilities with attached public car parks will make provision for mobility car parks to allow access and use of these facilities.

When considering the placement of Council mobility parking spaces, whether on-street or off-street, Council officers will refer to the relevant street space hierarchy in the Parking Policy 2020. Under this policy, the use of on-street road space for mobility parking spaces is a priority in the following types of city area; central city; suburban centres; Council parks, sports, recreation and community facilities off-street parking, and Council other off-street parking areas. Mobility parking is a medium priority in the city fringe/inner city suburbs and outer residential areas.

When creating new or moving existing mobility parking spaces, the Council will follow the following objective and key principle of the Parking Policy 2020:

*Support access for all – ensure disabled people, older people, people who are pregnant, and people with babies can access the city, Council facilities, and venues. This will be achieved, in part, through an improvement in mobility parking across the city.*

*And the parking policy principle:*

*Principle C: ensure that access to the city centre, Council facilities and suburban centres is **inclusive and prioritises people who can't use active and/or public transport**, and those that do not drive.*

*The parking policy prioritises on-street and off-street mobility parking spaces and supports designated parking spaces for a broader group, for example, older people, people who are pregnant, and people with babies at Council parking buildings and facilities where there is known demand and it is practicable to do so.*

The following guidelines will be followed, in so far as possible, when considering the placement (location) of mobility parking spaces:

*Consult with disabled people and the Accessibility Advisory Group:*

Before making any mobility parking space decisions, consult with the organisations that issue mobility permits, mobility permit holders, people that drive those with mobility permits, Total Mobility providers and others in the community that have user experience of mobility parking spaces. In addition, notify **the Council's** Accessibility Advisory Group of traffic resolutions for mobility parking spaces.

*Consider a range of factors to help inform the placement of a new, relocated or additional mobility parking space:*

A broad range of factors will inform the decision to add, relocate or create a new mobility parking space, including, but not limited to: topology of street or parking area; traffic volume and type, both pedestrian traffic on the adjacent footpath and vehicle traffic on the road; proximity to the desired destination/multiple destinations; likely use by mobility permit holders (does the placement prohibit any vehicle type or type of disability); likely inappropriate use; street furniture and other potential obstacles adjacent to the proposed space; safety of space users, such as proximity to a safe road crossing; proximity to any off-street public mobility parking spaces; any future plans to alter the street space use?

*Replace mobility parking spaces with like for like wherever practical:*

This means that when existing on-street mobility parking spaces are being permanently removed to accommodate active or public transport modes, such as widening footpaths, adding cycleways or introducing bus priority measures, the Council will seek to replace the mobility parking spaces as close to the intended destination point as possible and with the same number of spaces. This principle will also be applied when existing mobility parking spaces are temporarily out of use due to construction work.

*Locate mobility parking spaces in pairs wherever practical:*

Where new mobility parking spaces are replacing existing parking provision, to minimise the number of lost standard car parks, new mobility parking spaces should be introduced in pairs where possible. Although this would mean three standard car parks are lost to produce two mobility parks, it allows for both a disabled driver and/or a disabled passenger access. For the same reason, where new mobility parking spaces are being created where there are no existing marked parking spaces, the mobility parking spaces should be introduced in pairs.

*Locate mobility parking spaces in low traffic volume streets wherever possible and within 200 metres of the intended destination:*

Mobility parking spaces are not recommended on arterial routes or along key transport (such as bus) routes due to the heavy traffic volumes and other safety reasons.

*Consider the provision of other publicly available mobility parking spaces:*

When the Council considers providing a new or additional mobility parking space, it should identify the number and suitability of other publicly available mobility parking spaces in close proximity to the key destination. If ample publicly available mobility parking spaces are already provided, the Council may decide not to add a new or additional space in the same area.

*Consider whether the mobility parking space designation should be time-restricted:*

In some locations, the nature of the access required by a disabled person, driver or passenger does not require a parking space all day, every day. For example, outside a school, it may be suitable for the mobility parking space designation to apply

during school term and/or school hours only. In other locations, longer stays may be required in order to fully access the nearby destinations. For example, near a key tourist attraction, entertainment area or social services office, stays of more than two hours are required.

## Requests for an on-street mobility parking space in residential areas.

The following eligibility criteria must be met before the Council will consider a request for a new mobility parking space in a residential area:

- **Applicant (or applicant's parent or guardian if applying on behalf of a child)** must hold a current mobility permit issued for at least 12 months from the date of the request. The Council will not consider providing mobility parking spaces for those with a temporary disability or short-term mobility parking permit.
- The applicant does not have a suitable off-street space, whether it is a garage, car port or driveway, to park at least one vehicle. The Council will consider applications from those who have an off-street parking space if it is not big enough for the primary vehicle used for transport by the disabled person. For example, a wheelchair accessible vehicle may be too wide or too long to park safely in the existing space/garage.
- Applicants that have more than one car and at least one suitable off-street parking space for the vehicle primarily used for transport by the disabled person will not be considered for an on-street mobility parking space.

Conditions of use for an on-street mobility parking space in residential areas:

- The location and design of the mobility parking space should follow the clause in the NZ Standard – *"driveways may double as ramps and the design should exploit the full potential of driveways and parking areas"* (NZS 4121:2001 (C5.7.4))
- The requested mobility parking space is a public parking space and anyone with a valid mobility parking space may use it. The applicant does not have guaranteed use of the space.
- The continued need for the mobility parking space will be reviewed at least every 3 years to determine if it is still required.

## Creating new off-street mobility car parks

The Building Act 2004 (section 119 in conjunction with Schedule 2) requires reasonable and adequate provision for disabled people to visit or work in publicly accessible buildings. The District Plan currently has discretion for designing mobility parking spaces in rules 5.6.1.3 (residential), 7.6.1.5 (centres), 13.6.1.3 (central), and 34.6.1.6 (business). These rules refer to AS/NZS 2890.1:2004 section 2.

Section 2.3.1. of AS/NZS 2890.1:2004 states "*Provision for traffic within a parking facility shall take into account the following... provision for parking spaces and accessible pedestrian paths for people with disability (see AS/NZS NZS 2890.6:2009).*"

Therefore, the provision of mobility parking spaces in Council off-street parking areas will meet the Building Act and the New Zealand Standard Specification (NZSS) 4121. This will be enforced through the consent process for new buildings and alterations of existing buildings. NZSS 4121 on its own will be used as a guide for work not requiring consent.

### *Quantity of off-street mobility parking spaces*

When deciding how many mobility parking spaces should be provided, the Council will refer to AS/NZS 2890.6:2009 appendix B1 which requires the number of parking spaces to be proportionate to the total number of parking spaces:

- 1-20 total parking spaces: one mobility parking space.
- 21-50 total parking spaces: two mobility parking spaces.
- More than 50 total parking spaces: one additional mobility parking space per every 50 parking spaces beyond the original 50.

## Design and Signage

Mobility parking spaces have been provided in Wellington since the 1990's. This means that their design has changed over time and the current spaces are not consistent in design or signage. The Council does not intend to remove existing mobility parking spaces that do not meet these Mobility Parking Guidelines. Gradually over time, as resources allow, the Council will review and improve mobility parking spaces.

The Council has used four different documents as guidance on mobility parking space location and design. These are:

1. Wellington City Council Mobility Parking Policy 2005.
2. New Zealand Standard 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities.
3. Australian Standard 2890.5-1993 Parking Facilities Part 5: On-street Parking.
4. Australian/New Zealand Standard 2890.1:2009 Parking facilities Part 1: Off-street car parking.
5. Building Act 2004 AS/NZS 2890.6:2009

These documents, plus the former Mobility Parking Policy 2005, have been used to develop this section of the guidelines.

Mobility parks are up to 33% larger than standard car parks. In determining the size of the car parks characteristics of mobility must be taken into account (for example overhead hoists, wheelchair accessible vehicles (WAVs) including vehicles with rear access). The following measurements (in the following table *Mobility Parking Space Minimum Design Requirements*) are a minimum requirement for safety and ease of use. These reflect the need to encompass both the passengers and drivers requirements and the type of car park.

The type of car park relates to the position of the park relative to the footpath, which is angle, parallel and right angle. There are examples of all three of these park types in Wellington. The placement of parallel parks on main thoroughfares is a dangerous situation for drivers in wheelchairs and for passing traffic. Some drivers, who exit by the side where traffic flows fast, avoid these parks. This is not a workable solution without the extra space (the above standard of 3.2 metres).

Drivers and passengers agree that a near flat 180-degree surface while transferring in and out of a car seat is a preference, and where possible new mobility parks will be on flat ground or designed in such a way that flat access is achieved. The ground surface must be non-slip and is typically asphalt. Kerb ramps bring a safe and convenient passage from the park to the footpath that suits both driver and passenger.

The gradient of the kerb ramp needs to be set at a minimum of 1:12 to enable all driver and passengers to negotiate them. A smooth entrance with no lip onto the gradient of the ramp is important.

Table 1: Mobility Parking Space Minimum Design Requirements:

Dimensions	Conversion of existing Council on-street standard parks to mobility parks		Installation of new Council on-street mobility parks (Part 5: On-street parking (AS2890.5-1993))		Council off-street parking areas (Part 6: Off-street parking for people with disabilities (AS/NZS 2890.6:2009))	
	<i>Parallel parking space</i>	<i>Angle parking space</i>	<i>Parallel parking space</i>	<i>Angle parking space</i>	<i>Parallel parking space</i>	<i>Angle parking space</i>
Width	Desired minimum of 3.2m.	Desired minimum of 3.5m made up of a dedicated space at least 2.5m and an adjacent shared area at least 1.0m wide.	Minimum of 3.2m and a kerb ramp	Minimum of 3.2m	Dedicated space at least 2.4m and a shared area adjacent to the non-trafficked side of the dedicated space at least 1.1m wide and 7.8m long	Dedicated space 2.4m and a shared area on one side of the dedicated space 1.1m wide and 5.0m long
	3.2m wide space can be provided by indenting the space into the footpath <sup>1</sup>		3.2m wide space can be provided by indenting the space into the footpath			
	The width may be less than 3.2m if the space is in a low volume, low speed environment (30km/h),	The width may be less than 3.5m if the space is in a low volume, low speed environment				

<sup>1</sup> For central area or suburban shopping areas, minimum footpath width of 4.2m is required. For others areas, desired minimum of 2.7m footpath width. The indented space must be clear of any street furniture, trees etc. to enable the user to fully open the car doors.

	slip-lane, residential area, or cul-de-sac)	(30km/h), slip-lane, residential area or cul-de-sac)				
	Where the car park space is parallel to and adjacent to a footpath on the same level as the parking space, the footpath may form part of the users' access width to and from the vehicle					
Length	End bay: 5.5m park and 1.0m for rear access	Desired minimum of 5.1m dependent on the parking angle to the kerb.	End bay: 5.5m	5.4m	Dedicated space 7.8m	Dedicated space 5.0m
	Middle bay: Desired 6.7m park and 1.0m for rear access. The length may be less than 6.7m if the space is in a low volume, low speed environment (30km/h), slip-lane, residential area, or cul-de-sac)	The length may be less than 5.1m if the space is in a low volume, low speed environment (30km/h), slip-lane, residential area or cul-de-sac) and dependent on the parking angle to the kerb.	Middle bay: 6.7m			
Slope	Not to exceed 1:33 if bituminous seal		Not to exceed 1:33 if bituminous seal		Not to exceed 1:33 if bituminous seal and the parking space is outdoors	

Kerb ramp	Aim for 1:12 (8%) or less. For Central area/suburban town centres a kerb ramp should be provided. For all other areas, a kerb ramp is recommended when space is available.	Maximum gradient of 1:14. Kerb ramp is provided as required and dependent on adjacent footpath levels. Where kerb ramps are to be provided, they shall be placed at the front or rear corner of the parking space	If required, maximum gradient of 1:14. Kerb ramp is provided as required and dependent on adjacent footpath levels. Where kerb ramps are to be provided, they shall be placed at the front or rear corner of the parking space
Camber	<p>At the foot of the kerb crossing, the camber (crossfall) of the road should follow the Pedestrian Ramp design specifications (R-24-727 updated drawing 16 Jan 2015 excluding the tactile pavers) from the <a href="#">Code of Practice for Land Development (2012)</a>.</p> <p>In addition, refer to Table 1: Road Widths of Part C of the <i>Code of Practice for Land Development</i> as a guide to determine sufficiency of a road width or footpath width when installing a mobility ramp.</p>	<p>At the foot of the kerb crossing, the camber (crossfall) of the road should follow the Pedestrian Ramp design specifications (R-24-727 updated drawing 16 Jan 2015 excluding the tactile pavers) from the <a href="#">Code of Practice for Land Development (2012)</a>.</p> <p>In addition, refer to Table 1: Road Widths of Part C of the <i>Code of Practice for Land Development</i> as a guide to determine sufficiency of a road width or footpath width when installing a mobility ramp.</p>	Not applicable
Headroom	Not applicable	Not applicable	The headroom above a dedicated space and adjacent shared area shall have a minimum clearance of 2.5m height to be maintained from entry to the parking space.

## Signage:

Signage and visibility of parks can be considered in the following way:

- International mobility signs are blue and white with a wheelchair logo.
- Aim for consistency for positioning and style of signage.
- Signs should be positioned less than 1m from the kerb and at a maximum height of 2.4 metres.
- Consideration should be given to a larger format signage, clearly stating restrictions and penalties.
- The logo is painted as a white symbol on blue background on the asphalt in the middle of park.
- The logos should be re-marked and painted every 2 years to ensure maximum visibility.
- All signage should indicate parking time allowed. For vehicles parked with a valid mobility parking permit on display, this means:
  - an extension of the time limit by one hour for any time restriction of 30 minutes or longer, or
  - one **hour over the time you've paid for**.
- Include penalties to deter ineligible drivers from using the park.
- Informational signage for parking should be clear and be continuous with the spaces designated by that restriction.
- For off-street parking areas, provide way-finding or other signage to indicate the accessible (including wheelchair accessible) route to the entrance of the facility and parking area.

## Mobility Parking Space Change Process

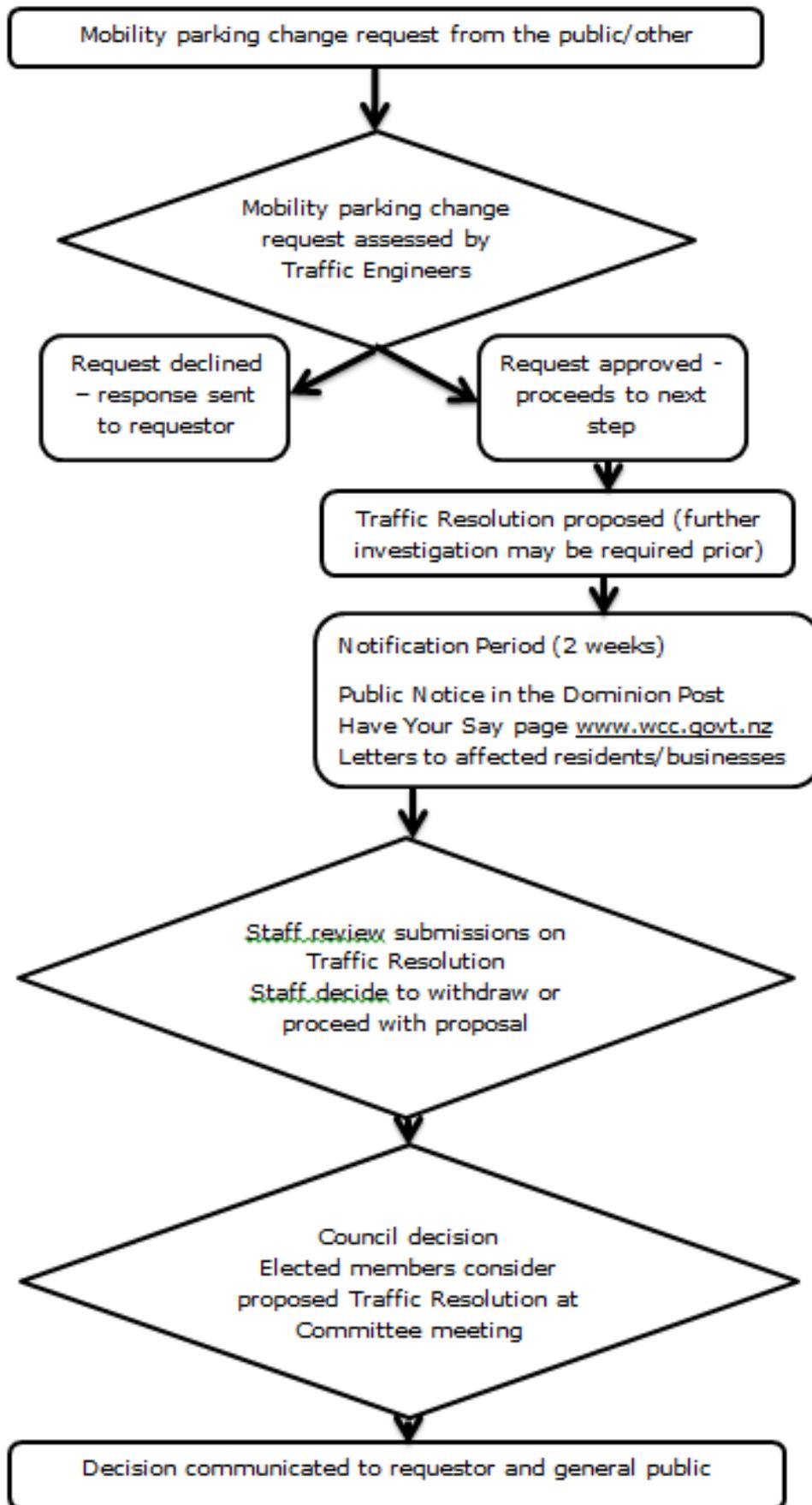
All types of parking spaces on road reserve must go through a Traffic Resolution process, as per the *Wellington Consolidated Bylaw 2008 Part 7: Traffic*. The following diagram is a simplified explanation of the process steps for a traffic resolution.

### Description of Diagram

The diagram shows the process steps that the Council goes through when considering a traffic resolution. A traffic resolution is required when making any changes to an existing mobility parking space or adding a new mobility parking space.

When a new request is made, it is assessed by Council traffic engineers who will either decline a request or approve the request to the next step. A public notification period of 2 weeks is required. Council staff will then review any submissions received on the traffic resolution and decide whether to process or withdraw the proposal.

The proposed traffic resolution is then considered by elected members at a committee meeting and the decision communicated to the public.



## **Pricing and payment**

### *Pricing*

- Allow people with mobility cards to park for one hour over any time restriction of 30 minutes or longer or one hour over the time they have paid for. This recognises the extra time needed to go to and from destinations.
- To acknowledge that statistically, the income for disabled people is approximately half that of non-disabled people and the disability employment gap is 47.7 percentage points (Taken from June 2018 quarter data Household Labour Force Survey Statistics New Zealand).
- The Council will consider affordability as a potential barrier to access for future parking fee changes.

### *Payment*

- The method of payment must be accessible and easy to use.
- A pay by space machine or a coin meter at each mobility car park removes the barrier of having to physically go back and place a ticket on the dashboard.
- Encourage the use of Smart Park (a prepaid electronic meter) or PaytoPark. Using a parking application has the added advantage of providing parking space occupancy information too.

## **Compliance and Enforcement**

- It is an infringement for any vehicle to be parked in a mobility parking space without the correct, and valid, permit.
- It is recommended that if you do observe any illegal parking that you ring Wellington City Council Contact Centre on 04 4994444 (24 Hours 7 Days) and lodge a complaint so a parking officer can be dispatched. Note, mobility parking spaces are enforced for the hours that any specific time restriction for that space applies.