

Standard Conditions Manual

Traffic & Parking

Disclaimer

The information in this Standard Conditions Manual is, according to the Auckland Council's best efforts, accurate at the time of publication. Auckland Council makes every reasonable effort to keep it current and accurate. However, users of the Conditions Manual are advised that:

- Although the conditions are “standardised”, in the sense that they should be applied consistently where they are required, this does not mean that they should all be applied in every instance. Applicants need to consider the nature of the activity, and the characteristics of the site and its surroundings in considering whether to apply each and every condition.*
- The standard conditions should be used with caution as a starting point from which appropriate conditions for the individual consent should be drafted to align with the requirements of ss108, 108AA and 220 of the Resource Management Act 1991.*
- Further guidance as to whether to apply the conditions are included in the guidance notes that accompanies each condition.*
- Users should take specific advice from qualified professional people before undertaking any action as a result of information obtained in this Standard Conditions Manual.*
- Auckland Council does not accept any responsibility for, or liability whatsoever whether in contract, tort, equity or otherwise (including negligence) arising from the use of, or reliance on, this Standard Conditions Manual. This includes, without limitation, any liability arising from any error, or inadequacy, deficiency, flaw in or omission from the information provided.*

Introduction

These conditions relate to commonly-occurring traffic and parking matters. Conditions that require detailed design and subsequent engineering approvals are not covered here and should be developed and recommended by a development engineer as-needed.

Which conditions should be used?

Whether you use any of these conditions will depend on the proposal at hand and whether there are any traffic and/or parking effects.

Please check with the relevant Consent Specialist at Auckland Transport prior to use of any conditions relating to activities in the road reserve.

Conditions

Condition 1: Completion of parking areas

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate] all access, parking and manoeuvring areas must be formed, sealed with an all-weather surface, marked out, sign posted and drained in accordance with the approved plans [insert plan reference if relevant], to the satisfaction of the Team Leader Compliance Monitoring [specify area].

Advice note:

Parking areas should be marked out in accordance with the approved site plan to ensure appropriate parking supply, access, signage, directions and vehicle manoeuvring. This includes the allocation of specific parking spaces to each unit/dwelling where relevant.

Guidance Note:

This condition relates to developments that either have visitor parking or larger communal parking areas (e.g. offices, retail, apartment buildings, integrated housing developments etc.). If the consent is for a single residential dwelling, or subdivision with standalone residential dwellings then it is not necessary. The intent of the condition is to ensure that a lack of finished parking areas does not displace operational parking demand into the road reserve and that parking is allocated in accordance with the approved plans (where relevant). It also consolidates the need for a separate signage condition relating to parking areas.

Condition 2: Specific entry/exit signage

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate] the consent holder must install directional signage at [all entry and/or exit points – edit as required] in order to ensure that vehicle movements are limited to [left/right hand only turns] onto [street/road]. This must be undertaken to the satisfaction of the Team Leader Compliance Monitoring [specify area].

Guidance Note:

This condition should be used where details of the specific signage was supplied in the application. It can also be tailored to require the consent holder to install specific signage to avoid/remedy/mitigate a potential safety effect. In that case you will need to specify the purpose, location and content of the required signage.

Condition 3: Traffic calming devices

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate] the consent holder must install the traffic calming device/s detailed in [insert plan and/or technical report reference] at [enter the location or the device/s] to the satisfaction of the Team Leader Compliance Monitoring [specify area]

Guidance Note:

This condition should be used where details of proposed traffic calming device/s were supplied in the application (signage, speed bumps, traffic islands, pedestrian refuges etc). It can also be tailored to require the consent holder to install specific traffic calming devices to avoid/remedy/mitigate a potential safety effect. In that case you will need to specify their purpose, location and require they be in accordance with Auckland Transport Code of Practice 2013.

Condition 4: Audio visual warning devices for pedestrian safety

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate] the consent holder must install and thereafter maintain an audio visual warning device that is visible to pedestrians within the public footpath outside the site [change if a different location is required, more than one vehicle access]. A 'give way to pedestrians' (or similar) sign must also be installed within the site to warn exiting vehicles of pedestrian activity. The exact locations for these are indicated on [insert plan or technical document reference if there is one] and must be installed to the satisfaction of the Team Leader Compliance Monitoring [specify area]

Advice note:

If the audio visual signage is located outside the property boundary (e.g. affixed to the building but overhanging the public footpath), the consent holder will need to obtain the necessary approval from Auckland Transport to occupy the road reserve.

Guidance Note:

This condition ensures pedestrian safety in situations where a development immediately fronts the road reserve and/or pedestrian visibility of vehicle entry and exit points is limited. If there is no detailed plan indicating where the signage is to be located, you can specify where in the condition. If this is the case, ensure that the condition is clear and include any particular specifications for the audio visual device (including noise level) in the condition. If an audio visual device is

proposed as part of a detailed traffic calming strategy condition 3 is better suited and details of the audio visual device should be included in that condition.

Condition 5: Lease of off-site parking spaces

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate], [xx number] off-site parking spaces must be provided for the duration of the [describe activity] activity because of the absence of adequate onsite parking provision. The location of the leased parking spaces and their availability for the exclusive use of the [describe activity] during [(its hours of operation) – delete if there is no restriction on operating hours] must be identified through suitable signage. Confirmation of the lease and signage must be provided to the satisfaction of the Team Leader Compliance Monitoring [specify area].

Advice note:

The purpose of this condition is to ensure adequate parking supply where none can be provided onsite. In the event that the lease of parking spaces is no longer possible, the consent holder should arrange for an alternative lease location in order to comply with this condition. Where this is not possible, the consent holder should notify the Team Leader Compliance Monitoring [specify area] immediately and cease operation until parking can be provided. If no alternative off-site parking can be found, the consent holder may need to obtain resource consent for a parking shortfall.

Guidance Note:

This condition should be used where short term duration or temporary activities are unable to provide some or all of the required onsite parking. The council planner should have determined the suitability of this arrangement and proximity of parking spaces to the activity, during the processing of the application. In order to maintain flexibility where lease agreements or the location of parking changes due to a change of ownership, and to avoid any need for subsequent variations of this condition, the specific details of the lease location and owner are not included in the condition itself.

In all other cases where the above condition is being imposed, a covenant should also be placed upon the title (see condition below) to ensure ongoing parking provision or cessation of the activity should leased parking spaces no longer be available.

Condition 6: Covenant for the lease of off-site parking spaces

Use covenants for land use condition as a starting point.

Guidance Note:

Where an activity is permanent and there is unlikely to be sufficient onsite parking provision in the future, a covenant should be used to ensure that suitable off-site parking is provided for the activity. Condition 5 (Lease of off-site parking spaces) should be used as the basis for outlining the details of the covenant.

Condition 7: Reinstatement of kerbing

Prior to the operation of the activity, all redundant vehicle crossings must be removed and reinstated as kerbing and verge/footpath to [\[insert most recent version and date\] Auckland Transport Code of Practice 2013](#). This must be undertaken at the consent holder's expense and to the satisfaction of the Team Leader Compliance Monitoring [specify area]

Advice note:

Works within the road reserve require prior approval from Auckland Transport. This includes vehicle crossings, reinstatement of kerbing and temporary occupation of the footpath/verge/berm during construction. The consent holder should contact Auckland Transport as soon as possible to ensure any required approvals are issued prior to construction.

Guidance Note:

Use this condition where redundant or temporary vehicle crossings for construction purposes, are to be reinstated as kerb/footpath/verge. Use of the advice note is also recommended where it has been have identified that the development may require alteration to an existing vehicle crossing.

Condition 8: New Vehicle Crossing/s

All new vehicle crossings must be designed and formed in accordance with the [insert most recent version and date] Auckland Transport Code of Practice 2013. The new crossing must maintain an at-grade (level) pedestrian footpath across the length of the crossing, *using the same materials, kerbing, pavings, patterns and finish as the footpath on each side of the crossing.*

Advice note:

Works within the road reserve require prior approval from Auckland Transport. The consent holder should contact Auckland Transport as soon as possible to ensure any required approvals are issued prior to construction.

Guidance Note:

If the reinstatement advice note above, has been used, there is no need to repeat this advice note.

Condition 9: Travel Plan

Prior to the occupation of residential units / commencement of trade/ operation of the activity, [delete or add as appropriate], the consent holder must prepare and implement, to the satisfaction of the Team Leader Compliance Monitoring [specify area], a work place travel plan for [list the activity or tenancies the travel plan will apply to]. This document(s) must generally follow the [check with your specialist for most recent version and insert] 'Work Place Travel Plan Coordinators Guide' (ISBN 978-0-478-30919-5 Land Transport New Zealand, July 2007). The objective of this plan is to encourage employees to use transport modes for commuting to and from work which do not involve the use of a private motor vehicle.

Guidance Note:

This condition should only be used where creation of a travel plan was proposed by an applicant. This is because it is difficult to enforce or monitor the use of alternative transport modes. While cycling/walking/carpooling goes some way to mitigating the adverse effects of a parking shortfall, a travel plan should only be required as an addition to other primary means of mitigation (i.e. lease of parking spaces, parking allocation strategies, amended design etc.).

Condition 10: Visitor Parking

The [x] required visitor parking spaces must be marked or identified through signage to the satisfaction of the Team Leader Compliance Monitoring [specify area], prior to the occupation of any residential units.

Guidance Note:

The purpose of this condition is to ensure the provision of visitor spaces that are specifically required as part of an integrated housing development or other similar development. It should only be used in those situations.

Condition 11: Bicycle Parking Areas

Prior to construction of any bicycle parking area/s, confirmation must be provided to the Team Leader Compliance Monitoring [specify area] that the layout, quantity, design and security of bicycle parking facilities located either in public or private areas, meet the minimum requirements of the [insert most recent version and date] Auckland Transport Code of Practice 2013, Part 13.6 for Cycle Parking.

Advice note:

Consideration should be given to providing changing and shower facilities to support employees who choose to cycle-commute and use bicycle parking areas.

Guidance Note:

This condition should be used where a bicycle parking area is proposed, but the detailed layout and design is yet to be finalised. The condition can be amended to require a bicycle parking area in accordance with the most recent version of the Auckland Transport Code of Practice if the development warrants it.

Condition 12: Motorcycle Parking

An area equivalent to a minimum of [x] car spaces must be provided for motorcycle parking and marked/signposted as being for the exclusive use of motorcycles. This must be undertaken in accordance with the [insert most recent version and date] Auckland Transport Code of Practice 2013.

Guidance Note:

The purpose of this condition is to ensure a separate area for motorcycle parking, as it is more space efficient than a single motorcycle occupying a standard vehicle parking space. Use of this condition will depend on the scale of the development, space within the overall parking area and demand for motorcycle parking. Generally mixed use, bulk retail, commercial and multi-unit residential developments may warrant this condition. There is no need to use this condition if motorcycle parking is indicated on the site/parking plan.

Condition 13: Traffic Monitoring and Review

Use condition 5 in the Standard conditions (Review under section 128) as a starting point

Guidance Note:

This condition should only be imposed in specific cases where the nature of the activity is such that a review is required after the consent has been given effect to. It is not required on all applications. Reasons for using this condition should always be outlined in the processing officers' assessment.

There are a number of matters that a traffic/parking related review condition needs to include. These are:

- ✓ The timing of when the review should take place (e.g. no later than six months following commencement of the activity);*
- ✓ What effects/aspect of the activity are under review (e.g. traffic generation, vehicle movements through a particular entry/exit point, queuing, reported safety incidents etc);*
- ✓ A monitoring methodology or standalone monitoring condition that provides evidence to support the review (e.g. engaging a suitably qualified traffic engineer to assess and monitor the performance of a signalised intersection, vehicle queuing etc);*
- ✓ Triggers for when remedial works or further mitigation may be required (e.g. if monitoring identifies a vehicle queuing times exceeding X);*
- ✓ What works may be required of the consent holder to further avoid/remedy/mitigate and effects identified by the review*