

- NOTES**
- ALL WORKS TO BE CONSTRUCTED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS, BUT WHERE NO DETAIL PROVIDED, TO THE REQUIREMENTS OF THE CITY OF HONOLULU.
 - THE CONTRACTOR SHALL LOCATE ALL LEVELS FROM ESTABLISHED BENCH MARKS. ALL BENCH MARKS ARE TO BE PROTECTED AND PRESERVED.
 - SERVICES SUCH AS WATER, GAS, TELSTRA, ELECTRICITY, SEWER AND DRAINAGE MAY BE ENCOUNTERED DURING CONSTRUCTION OF THE WORKS. SERVICES INFORMATION SHOWN ON THE DRAWINGS IS INDICATIVE ONLY AND MAY NOT BE COMPLETE. THE CONTRACTOR SHALL LIAISE WITH ALL RELEVANT AUTHORITIES TO LOCATE ALL EXISTING SERVICES WITHIN THE CONTRACT AREA PRIOR TO THE COMMENCEMENT OF WORK. WHERE EXISTING AND PROPOSED WORKS INTERSECT, LEVELS ARE TO BE TAKEN AND SUPPLIED TO THE SUPERINTENDENT.
 - ALL KERBING TO BE SEMI-MOUNTABLE TYPE UNLESS OTHERWISE SHOWN (ALL KERBING ON A RADIUS OF 40m OR LESS MUST BE KEYS).
 - TRANSITIONS BETWEEN DIFFERENT KERB SECTIONS SHALL BE MADE OVER A LENGTH OF 2m.
 - ALL CONSTRUCTION SHALL MAKE SMOOTH CONNECTION TO EXISTING WORK.
 - STORMWATER DRAINAGE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE STORMWATER DRAINAGE SPECIFICATIONS.
 - STORMWATER PIPES ARE TO BE REINFORCED CONCRETE RUBBER JOINT (CLASS - 2) UNLESS OTHERWISE NOTED.
 - ALL MANHOLES AND GULLY GRATES TO BE FLUSH WITH SURROUNDING PAVEMENT LEVELS UNLESS OTHERWISE NOTED.
 - JUNCTION AND ENTRY PITS ARE TO BE LOCATED IN POSITIONS SHOWN, IRRESPECTIVE OF THE INDICATED PIPE LENGTHS.
 - ALL PAVEMENT TO BE CONSTRUCTED USING BLACK ASPHALT UNLESS OTHERWISE NOTED.
 - ALL EXCAVATED AND DEMOLISHED MATERIAL IS TO BE DISPOSED OF TO AN APPROVED DISPOSAL SITE AT THE CONTRACTORS COST.
 - AS CONSTRUCTED DRAWINGS ARE TO BE PREPARED TO THE REQUIREMENTS OF THE SPECIFICATION.

- EARTHWORKS NOTES**
- ALL HEIGHTS ARE TO AHD. ALL LEVELS SHALL BE LOCATED FROM ESTABLISHED BENCHMARKS.
 - THE SITE IS TO BE LEFT CLEAN AND FREE OF RUBBISH/DEBRIS UPON COMPLETION OF WORKS.
 - NO CLEARING TO OCCUR UNTIL SUPERINTENDENT HAS IDENTIFIED TREES TO BE RETAINED.
 - TOPSOIL ON SITE IS TO BE REMOVED TO A DEPTH OF 100mm AND RE-USED IN ISLANDS. EXCESS TO BE REMOVED FROM SITE.
 - ALL ROOTS, Boulders AND ANY OTHER DELETERIOUS MATERIAL SHALL BE TOTALLY REMOVED TO A DEPTH OF 600mm BELOW THE NATURAL SURFACE.
 - DUST SUPPRESSION METHODS SHALL BE APPLIED BY THE CONTRACTOR DURING EARTHWORKS OPERATIONS (REFER SPECIFICATIONS).
 - ALL FILL SHALL BE CLEAN AND BE FREE FROM DELETERIOUS AND/OR ORGANIC MATERIAL.
 - FILL SELECTED BY THE CONTRACTOR TO BE TESTED BY AN APPROVED MATERIALS TESTING LAB. PENETROMETERS USED FOR TESTING MUST BE RECALIBRATED FOR SAMPLES SELECTED FOR FILL.
 - ALL FILL SHALL BE PLACED IN UNIFORM LAYER NOT EXCEEDING 300mm THICKNESS AND COMPACTED TO A DENSITY NOT LESS THAN 95% M.M.D.
 - MINOR AMENDMENTS TO THE EXTENT OF EARTHWORKS MAY OCCUR TO PRESERVE IDENTIFIED TREES.
 - CONTRACTOR TO COMPLETE ALL BACKFILLING AND EARTHWORKS REQUIRED TO ACHIEVE LEVELS SHOWN.
 - ALL BATTERS TO BE NOMINALLY 1 IN 6, OR GREATER, UNLESS OTHERWISE NOTED.

LEGEND

- PROPOSED PAVEMENT
- EXISTING ASPHALT TO BE PROFILED OFF, BUILD UP TO NEW LEVELS WITH CLEAN FILL & LAY NEW PAVEMENT FORMATION AND ASPHALT
- PROPOSED LANDSCAPED FOOTPATH
- PROPOSED CONCRETE FOOTPATH
- STONE PITCHING
- EXISTING ASPHALT TO BE REMOVED & DISPOSED OF
- OFF-SITE REPLACE WITH GRASS TO NEW LEVELS
- DRAINAGE SWALE REFER TO DRAWING C6.01
- FUTURE OVAL
- EXISTING PAVEMENT LEVEL
- EXISTING PAVEMENT LEVEL
- 180 x 240 DEEP SOAKWELL WITH GRATED LID
- BUBBLE - UP GULLY REFER TO DRAWING C6.01
- CAR PARK TREE WELL REFER TO DRAWING C1.02
- PROPOSED KERBING (TYPE DEFINED BY TEXT)
- SEMI-MOUNTABLE KERB TYPE
- FLUSH KERB (REINFORCED) TYPE
- 2m KERB TRANSITION
- PROPOSED PRAM RAMP
- PROPOSED 2x800mm COUDITS 600mm DEEP
- PROPOSED 1x500mm RETICULATION COUDIT 600mm DEEP
- DIRECTION & GRADE OF PAVEMENT FALL
- EXISTING TREE TO BE REMOVED
- KERB TO BE REMOVED
- LINE OF BOLLARDS TO BE REMOVED
- EXISTING CONTOUR
- EXISTING LEVELS
- UPSTREAM INVERT LEVEL
- STORMWATER PIPE DIAMETER
- LENGTH OF PIPE
- DOWNSTREAM INVERT LEVEL
- PROPOSED TREES BY OTHERS

SITE BOUNDARY SETTING OUT DATA (2)

Point No.	Y coord.	X coord.
B34	46505.584	278048.617
B35	46502.996	278047.881
B36	46532.464	278071.008
B37	46486.344	278022.1
B38	46488.264	278017.953
B39	46476.231	278015.029
B40	46462.593	278008.75
B41	46455.528	278016.721
B42	46552.92	278057.448
B43	46551.684	278062.951
B44	46547.955	278071.329
B45	46553.44	278084.373
B46	46560.118	278089.398
B47	46564.218	278092.484
B48	46565.079	278093.309
B49	46566.984	278092.752
B50	46572.755	278095.855
B51	46472.512	278050.192
B52	46469.88	278048.973
B53	46469.216	278049.217
B54	46481.614	278065.757
B55	46481.858	278066.421
B56	46492.751	278062.648
B57	46493.717	278060.561
B58	46495.657	278053.752
B59	46495.657	278053.752
B60	46496.785	278053.937
B61	46500.482	278045.951
B62	46499.995	278044.624
B63	46498.543	278043.951
B64	46497.215	278044.439
B65	46492.363	278056.124
B66	46504.477	278057.196
B67	46507.944	278064.709
B68	46505.63	278068.638
B69	46532.464	278071.008
B70	46533.372	278071.428
B71	46537.489	278062.535
B72	46536.582	278062.115
B73	46574.197	278091.713
B74	46577.741	278095.012

KERB ISLANDS SETTING OUT DATA (2)

Point No.	Y coord.	X coord.
K6	46469.277	278037.584
K7	46463.487	278028.271
K8	46464.294	278028.691
K9	46467.368	278053.21
K10	46467.611	278053.873
K11	46470.243	278055.092
K12	46470.907	278054.868
K13	46472.755	278055.855
K14	46472.512	278050.192
K15	46469.88	278048.973
K16	46469.216	278049.217
K17	46481.614	278065.757
K18	46481.858	278066.421
K19	46492.751	278062.648
K20	46493.717	278060.561

KERB ISLANDS SETTING OUT DATA (3)

Point No.	Y coord.	X coord.
K21	46493.474	278059.897
K22	46485.216	278056.074
K23	46484.552	278056.318
K24	46493.518	278052.424
K25	46494.695	278053.752
K26	46495.657	278054.424
K27	46496.785	278053.937
K28	46500.482	278045.951
K29	46499.995	278044.624
K30	46498.543	278043.951
K31	46497.215	278044.439
K32	46492.363	278056.124
K33	46504.477	278057.196
K34	46507.944	278064.709
K35	46505.63	278068.638
K36	46532.464	278071.008
K37	46533.372	278071.428
K38	46537.489	278062.535
K39	46536.582	278062.115
K40	46574.197	278091.713
K41	46577.741	278095.012

PAVEMENT LEVEL SETTING OUT DATA

Point No.	Y coord.	X coord.
P1	46466.002	278059.619
P2	46556.017	278080.487
P3	46561.659	278080.41

NOTE
LANDSCAPING - BY OTHERS
CONTRACTOR TO PROVIDE TREE WELLS WITH 600mm DEEP ROOT BARRIER

NOTE
CONTRACTOR TO CHECK ALL EXISTING SERVICES PRIOR TO COMMENCEMENT OF WORKS. CONTRACTOR TO OBTAIN COUNCIL APPROVAL AND PAY ALL FEES/BONDS PRIOR TO COMMENCEMENT OF ANY WORKS WITHIN THE ROAD RESERVE.



REV	DATE	DESCRIPTION	REV	DATE	DESCRIPTION
4	16.12.13	ISSUED FOR COUNCIL APPROVAL - CAR BAY INCLUDED.			
		WESTERN EDGE BOUNDARY & NORTHERN ISLANDS MODIFIED			
3	29.11.13	CAR BAY REMOVED, UPDATED SOP			
2	25.11.13	ISSUED FOR CONSTRUCTION			
1	17.10.13	ADDITIONAL BAY ADDED			
0	20.09.13	ISSUED FOR TENDER			

COUNCIL SUBMISSION

pritchard francis
civil and structural engineering consultants

Level 1, 430 Roberts Road
PO Box 2150
Hobart TAS 6994
Telephone: (08) 0382 5111
Facsimile: (08) 952 1189
admin@pritchard.com.au
P.O. 08 031 084

DATE: 26/09/2012
DRAWN: DH
CHECKED: DH
APPROVED: DH

ST STEPHENS SCHOOL, DUN CRAIG
CAR PARK LAYOUT
ROADS AND DRAINAGE LAYOUT

SCALE: 1:1200

REV: A1
NO: 12-119
REV: C1.01
REV: 4



Proposed Car Park Use Change St Stephen's School, Duncraig Parking Assessment Report

**PREPARED FOR:
St Stephen's School**

June 2014

Document history and status

Author	Revision	Approved by	Date approved	Revision type
Paul Ghantous	r01	B Bordbar	30/06/14	Draft
Paul Ghantous	r01a	B Bordbar	01/07/14	Final
Paul Ghantous	r01b	B Bordbar	01/07/14	Final

File name: t14116pgr01b.docx

Author: Paul Ghantous

Project manager: Behnam Bordbar

Client: St Stephen's School

Project: St Stephen's School - Proposed Car Park Use Change

Document revision: r01b

Project number: t14.116

Copyright in all drawings, reports, specifications, calculations and other documents provided by the Consultant in connection with the Project shall remain the property of the Consultant.

The Client alone shall have a license to use the documents referred to above for the purpose of completing the Project, but the Client shall not use, or make copies of, such documents in connection with any work not included in the Project, unless written approval is obtained from the Consultant or otherwise agreed through a separate contract.

TABLE OF CONTENTS

1.0	INTRODUCTION.....	1
2.0	SUBJECT CAR PARK DETAILS	3
3.0	PARKING UTILISATION SURVEY.....	6
3.1	SURVEY AREA.....	6
3.2	PARKING INVENTORY.....	7
3.3	PARKING UTILISATION	8
3.4	SURVEY FINDINGS.....	9
4.0	IMPACT OF CHANGE IN CAR PARK USAGE	10
4.1	SHORT TERM IMPACT	10
4.2	MEDIUM TERM IMPACT	11
4.3	LONG TERM IMPACT	11
5.0	CONCLUSIONS.....	12

REPORT FIGURES

Figure 1: Subject car park location.....	1
Figure 2: Subject car park layout, circulation and access	3
Figure 3: Sightline from car park exit looking east	4
Figure 4: Sightline from car park exit looking west	4
Figure 5: Existing car park entry signage	5
Figure 6: Typical usage during school days.....	5
Figure 7: Parking survey zones.....	6

REPORT TABLES

Table 1: City of Joondalup applicable car parking requirements.....	3
Table 2: Surveyed Parking Inventory.....	7
Table 3: Surveyed parking utilisation	8
Table 4: Percentage parking occupancy	8

1.0 Introduction

This Parking Assessment Report has been prepared by Transcore on behalf of St Stephen's School in Duncraig. The subject of this report is the proposed change in usage of the recently constructed 104 bay car park at the south west corner of the school (shown in Figure 1).

An application for a temporary car park at this site was submitted to City of Joondalup in October 2012. The application was approved with a condition that the car park be utilised for the purposes of staff parking only.



Figure 1: Subject car park location

The site was previously used as an informal grass parking area for all users with parking capacity for around 60 vehicles.

The car park has been constructed formally and an application has been submitted to City of Joondalup on the 10th April 2014 (DA14-0439), for the removal of the condition for the car park to be used by staff only. The school wishes to allow the car park to be used by the entire school community (including parents, students and general visitors to St Stephen's).

Transcore has been engaged by St Stephen's School to assess the existing usage of the car park and the traffic impact of removing the condition of approval restricting car park usage to staff only.

As part of this assessment, Transcore undertook a detailed parking inventory of the school and a parking utilisation survey during a typical PM school peak hour pick-up/drop-off period.

Accordingly, this Parking Assessment Report presents the parking inventory at selected locations at the school, and documents the results of the parking utilisation survey.

2.0 Subject Car Park Details

St Stephen's School is situated within the City of Joondalup and as such the City of Joondalup *District Planning Scheme No.2* is applicable to the school.

The relevant parking requirements as set out in the scheme are detailed in Table 1.

Table 1: City of Joondalup applicable car parking requirements

Element	Requirement
Primary School	2 per classroom (min 10 bays)
High School	2 per classroom (min 10 bays)

A review of the District Planning Scheme indicates that no specific requirements are set out for the allocation of parking within a school.

The subject car park currently provides 104 car bays. A one-way entry driveway is provided from the abutting Doveridge Drive at the western end of the car park. A separate exit driveway with left and right turn provision connects to Doveridge Drive at the centre of the car park.

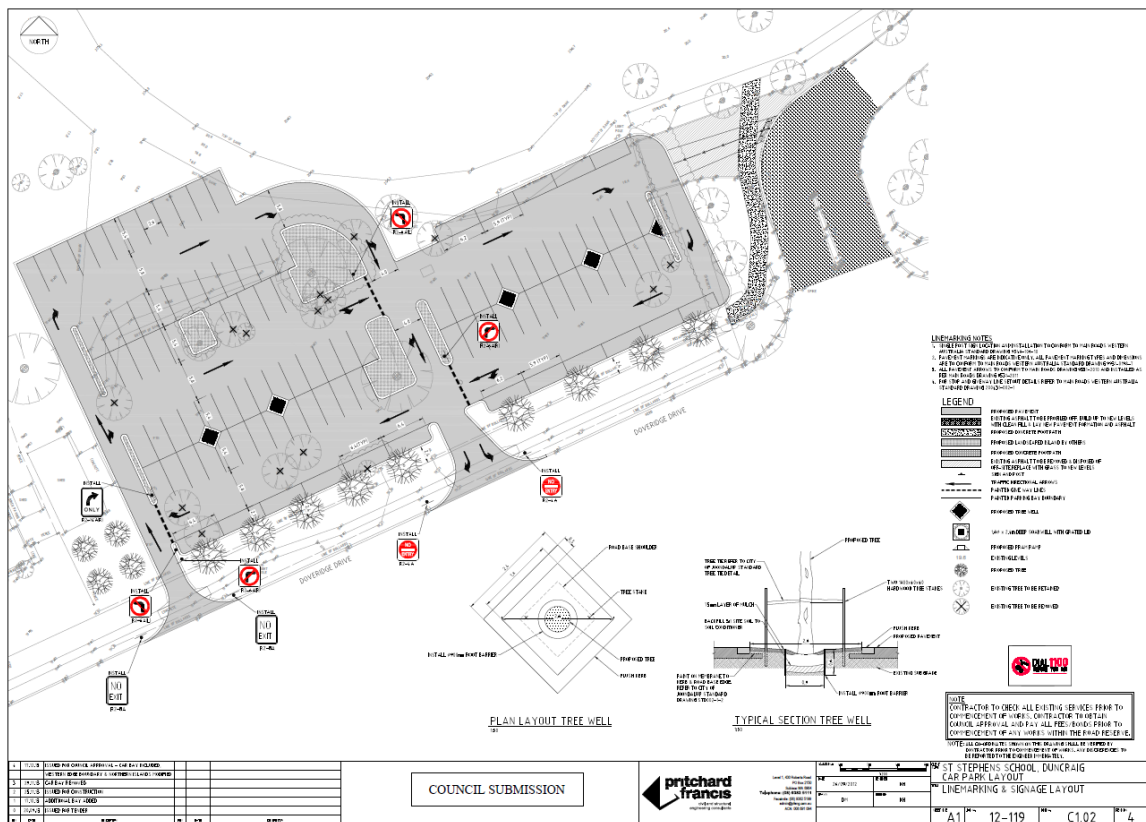


Figure 2: Subject car park layout, circulation and access

As detailed in Figure 2, a one-way circulation system has been implemented in the car park. The separate entry and exit in combination with the one-way circulation system optimises car park usage and efficiency.

General on site observations indicate that the car park exit has adequate sight lines for both directions of travel to and from Doveridge Drive.



Figure 3: Sightline from car park exit looking east



Figure 4: Sightline from car park exit looking west

As shown in Figure 5, a “Staff Parking Only” sign is currently provided at the car park entry.



Figure 5: Existing car park entry signage

General observation of the car park in the middle of a typical school day indicates that the car park is under-utilised during the day. As shown in Figure 6, the car park is currently only 20% to 30% utilised throughout the day.



**Figure 6: Typical usage during school days
(photo taken Friday 20th June 2014 at 12:00pm)**

3.0 Parking Utilisation Survey

3.1 Survey Area

The various parking areas at St Stephen's School were identified and allocated specific parking zones as labelled in Figure 7.



Figure 7: Parking survey zones

A site visit was undertaken on Wednesday 25th June 2014 during which a detailed parking inventory was established for all the parking zones presented in Figure 7.

Parking utilisation surveys were then undertaken for selected parking zones on Wednesday 25th June 2014 covering the typical school day afternoon (PM) peak hour period. The utilisation survey was undertaken between the hours of 2:30pm and 4:00pm and covered the period of time immediately before and after the end of the school pick up period. Based on discussions with school staff and Transcore's own experience the PM pick up period is the busiest school period with the most demand on parking.

The parking utilisation survey was undertaken for all zones with exception to Zone H, which was considered to be outside the scope of this parking study.

Surveyors counted the number of vehicles in each parking zone every 15 minutes, and distinguished between staff parking and visitor parking (including parent pick-ups).

3.2 Parking Inventory

The inventory of parking for each survey zone is detailed in Table 2 below.

Table 2: Surveyed Parking Inventory

Zone	Parking Supply	Notes
A	66	Staff parking only.
B	39	Staff parking only.
C	21	21 bays are provided for staff. A hatched, kiss and ride strip is also provided in this area which can accommodate approximately 8 vehicles parked parallel.
D	10	10 visitor bays are provided. Pick-up, drop-off and bus parking is also accommodated in this zone.
E	20	Staff parking only
F	150*	* estimated overflow parking on oval.
G	104	Staff parking only. (Subject car park)
H	15	High School pick-up and drop-off
I	50*	Informal, two-hour verge parking. * estimated capacity of 50 vehicles.

As detailed in Table 2, an estimated total of 274 parking spaces are available within the school. This does not include the queuing capacity in zone D. In addition to those 274 spaces, approximately 50, informal parking spaces are available on the verge abutting the school on Doveridge Drive and another 150 informal spaces can be provided as overflow parking on the school oval.

3.3 Parking Utilisation

The total parking utilisation for the surveyed zones during the survey period is detailed in Tables 3 & 4 below. The total number of occupied bays in each zone was recorded at 15 minutes intervals.

Table 3: Surveyed parking utilisation

Zone	14:30	14:45	15:00	15:15	15:30	15:45	16:00	Supply
A	55	53	51	50	51	50	43	66
B	26	24	24	21	20	12	11	39
C	21	24	27	16	16	18	15	29
D	5	6	8	7	7	6	9	10
E	16	16	14	12	12	12	11	20
G	19	19	44	42	27	29	25	104
I	14	21	50	50	40	31	33	50

Table 4: Percentage parking occupancy

Zone	14:30	14:45	15:00	15:15	15:30	15:45	16:00	Supply
A	83%	80%	77%	76%	77%	76%	65%	66
B	67%	62%	62%	54%	51%	31%	28%	39
C	72%	83%	93%	55%	55%	62%	52%	29
D	50%	60%	80%	70%	70%	60%	90%	10
E	80%	80%	70%	60%	60%	60%	55%	20
G	18%	18%	43%	41%	26%	28%	24%	104
I	28%	42%	100%	100%	80%	62%	66%	50

3.4 Survey Findings

The parking utilisation survey results and onsite observation of parking activity were analysed and the following key findings were identified as being relevant to the proposed removal of the condition restricting car park usage:

- ✚ Parking utilisation in the staff parking zones A and B was fairly consistent throughout the survey period, with utilisation dropping slightly by 4:00pm. This indicates that parents and other visitors generally comply with applicable restrictions for these staff parking areas.
- ✚ The staff parking bays in zone C were generally respected and not utilised for parent pick-up. The kiss and ride area was fully occupied between 2:45pm and 3:15pm but the queue did not extend or obstruct the main school driveway (zone D).
- ✚ Queuing in the pick-up and drop-off facility in zone D never extended back to Doveridge Drive. A maximum of 10 vehicles were observed queuing in the facility.
- ✚ The verge parking abutting the school on Doveridge Drive was 100% utilised between 3:00pm and 3:30pm. During this time, some cars were observed to double-park on the verge.
- ✚ The subject car park (zone G) was underutilised prior to the start of the PM peak period. The car park was only 18% occupied with 19 cars parked. During the survey period, the utilisation of the car park more than doubled to 43%. The results indicate that some non-staff users were parking in the car park at this time. These were mainly parents parking for pick-up and to a lesser extent other visitors to the school.

4.0 Impact of Change in Car Park Usage

4.1 Short Term Impact

The survey results and onsite observations indicate that parents and other visitors are generally compliant with the existing “Staff Only” usage restriction of the subject car park. However during the peak traffic periods, the verge parking (zone I) is fully occupied, and as a result at this time non-staff users were observed to park in the subject car park.

Prior to construction of the car park, the grassy area where the car park is located was used as informal parking for up to 60 vehicles for all users. It is therefore considered that there was a demand for parking at this location prior to construction of the subject car park.

The proposed removal of the existing condition restricting car park usage would formalise and permit non-staff parking in the subject car park. During a typical school day, it is expected that the car park would continue to be underutilised for most of the day.

No additional traffic would be expected to be generated to / from the school or on Doveridge Drive on typical school days during off-peak periods as a result of allowing non-staff users to park in the subject car park.

This is supported by the parking utilisation recorded for zone I (which is the informal verge parking). Zone I was only 28% utilised prior to the PM peak period. Therefore during typical off-peak periods there is currently spare parking capacity in zone I which can accommodate extra cars if the latent demand for parking was present. Allowing non-staff users to park in the subject car park will only give them an option to park in a formalised off-street car park which is safer and has less impact on non-school traffic on Doveridge Drive passing the site.

During peak pick-up and drop-off periods the existing verge parking in zone I is fully occupied. Visitors and parents had the option of parking in the informal grassed area at the subject site prior to construction of the car park. During this time, up to 60 vehicles could be accommodated at the site.

The subject car park is currently underutilised even during the surveyed peak PM school period. The survey results indicate that some visitors do utilise the car park during the PM peak period, when the parking in zone I is fully utilised.

It is considered that no additional traffic would be generated to the school during the peak traffic periods as a result of allowing non-staff users to utilise the subject car park. If the car park usage was changed then it would be expected that the parking utilisation will increase during peak periods and verge parking in zone I would potentially decrease. This is supported by the fact that the subject car park site has been historically used for informal parking by all users, so no

increase in traffic will result from permitting non-staff users to use the newly constructed car park at the same site.

4.2 Medium Term Impact

The original development application for the subject car park specified that the purpose of constructing the formal car park at the site is to temporarily serve as staff parking during the first stage of implementation of the school master plan. During the first stage of the master plan, the existing staff parking areas in zones A and B will not be available for staff at all times.

If all the surveyed staff vehicles in zones A and B were relocated to the subject car park, approximately 100 vehicles would be parked in the subject car park prior to the start of the PM peak period.

Therefore when staff parking in zones A and B is not available, there will be limited parking available in the subject car park for non-staff parking.

It should be noted that this is a temporary stage during master plan implementation and that staff parking will be relocated to an alternate location after implementation. It is also noted that the master plan is currently being reviewed by St Stephen's and may change, including the staging and timing of implementation.

Parking for all users should currently be permitted in the subject car park as it otherwise will continue to be an underutilised and inefficient school asset.

St Stephen's School have advised that parking strategy and traffic management will be reviewed prior to any implementation of master plan stages.

4.3 Long Term Impact

Based on the latest iteration of the master plan, the subject car park will be removed in the long term after implementation of the relevant master plan stages. The subject car park will be replaced by a school oval. Alternate parking for staff and visitors will be provided at another location. According to the latest iteration of the master plan, parking will be provided in several basement parking and pickup/drop off facilities. Therefore changing the existing usage of the subject car park will not have any impact on the current iteration of the master plan and will have no traffic impact on school operations in the long term.

5.0 Conclusions

This Parking Assessment Report has been prepared by Transcore on behalf of St Stephen's School in Duncraig. The subject of this report is the proposed change in usage of the recently constructed 104 bay car park at the south west corner of the school.

The school wishes to allow the car park to be used by the entire school community (including parents, students and general visitors to St Stephen's).

This parking assessment has considered the existing usage of the car park and the traffic impact of removing the existing condition of use.

As part of this assessment, Transcore undertook a detailed parking inventory of the school and a parking utilisation survey during a typical PM school peak pick-up/drop-off period.

The results of the parking inventory and utilisation surveys indicate a very high level of compliance in staff parking zones A and B. In general there is also compliance with the existing staff only restriction in the subject car park outside the surveyed school peak traffic period.

During the surveyed PM peak school traffic period, the informal verge parking on Doveridge Drive abutting the subject site was fully utilised and as a result some parents were observed to park in the subject car park.

The subject car park was significantly under-utilised during the entire survey period.

Removal of the existing condition of usage would formalise and permit non-staff parking in the subject car park. During a typical school day, it is expected that the car park would continue to be underutilised for most of the day. However this situation will result in more efficient use of this car park.

No additional traffic would be expected to be generated to / from the school or on Doveridge Drive on typical school days a result of allowing non-staff users to park in the subject car park. Parking has historically been available for all users at the same site, with informal parking to accommodate up to 60 vehicles available prior to construction of the car park.

In the medium term staff currently parking in zones A and B will temporarily have to park in the subject car park during master plan implementation. It is noted that the master plan is currently being reviewed by St Stephen's and may change, including the staging and timing of implementation.

Therefore in the proposed change of use for the subject car park will improve efficiency, reduce verge parking demand and will not result in increased traffic generation or traffic on Doveridge Drive.

No long term traffic impact on Doveridge Drive will result from changing the usage of the subject car park as it is planned to be a temporary car park which will eventually be replaced by a school sports oval in the long term in accordance with the current master plan.



61 York Street
Subiaco WA 6008
P.O.BOX 42 Subiaco WA 6904
Phone: +61 (08) 9382 4199
Fax: +61 (08) 9382 4177
Email: admin@transcore.net.au



transport planning • traffic engineering • project management

TRANSCORE PTY LTD AS TRUSTEE FOR THE TRANSCORE TRUST
ACN 094 951 318 ABN 63 417 596 213

t14116pgl01a.doc

24 July 2014

St Stephens School
100 Doveridge Drive
DUNCRAIG WA 6023

Attention: Kirstie Morrissey

Dear Kirstie,

RE: Removal of Condition of Car Park Approval

INTRODUCTION & BACKGROUND

This letter is prepared as an addendum to the Parking Assessment Report (reference t14116pgr01b) which has been prepared by Transcore on behalf of St Stephen's School in Duncraig.

The subject of this letter and the Parking Assessment Report is the proposed removal of condition of car park approval for the recently constructed 104 bay car park at the south west corner of St Stephens School. This particular approval condition limited the use of this car park to school staff only.

Subsequent to submission of the request for the removal of the approval condition and supporting Parking Assessment Report, a follow up meeting between St Stephens School, Transcore and City of Joondalup was conducted on 22/07/14 to discuss issues raised by City of Joondalup technical officers.

The outcome of the meeting was that Transcore would provide further information as to the schools' intended use for the car park. In addition, further information is to be provided as to what steps the school will take to manage the use of the car park for its intended use.

The technical issues raised by City of Joondalup have been addressed in this supplementary letter under the following respective headings:

INTENDED CAR PARK USAGE

- ✚ It is intended that the subject car park be utilised by any visitor to St Stephens School. It will primarily be used by staff, authorised students, and visitors to the school.
- ✚ “Kiss and Drive” will not be available or permitted in the car park.
- ✚ Parents may park in the car park if there is a car parking bay available. However parents may not stop in parking aisles for “Kiss and Drive” activity. Some parents will park in the car park to meet with teachers, pay bills and conduct other business throughout the day and after school hours.
- ✚ Although not encouraged some parents may also use this car park to drop-off and pickup students without undertaking a “kiss and drive” activity.

PROPOSED CAR PARK MANAGEMENT

- ✚ The proposed management of the car park will be discussed at the appropriate School Traffic Management Committee meeting.
- ✚ Appropriate signage will be installed at car park entry to advise that “Kiss and Drive” is strictly prohibited.
- ✚ Parents will be advised through the various school communication mediums including newsletters, facebook and email distribution on the appropriate and safe use of the car park. The communication will reinforce that “Kiss and Drive” is not permitted in the car park and that no vehicles can stop in parking aisles for pick-up / drop-off activity.
- ✚ For the first two weeks after implementation of the car park management plan, staff will be present in the car park on a daily basis during the peak AM and PM school pickup and drop-off periods to ensure appropriate and safe use of the car park. No vehicles will be permitted to stop in parking aisles for “Kiss and Drive” activity.
- ✚ If required a follow up message will be communicated to parents.
- ✚ After the initial implementation period, staff will do random checks of the car park to enforce appropriate usage and follow up communication with parent will occur if inappropriate activity is observed.
- ✚ Parents picking up or dropping of a high school student will be encouraged to use the existing high school “Kiss and Drive” facility (not in the subject car park).
- ✚ Even though the location of this car park is not convenient for the use by primary school parents, primary school parents will be encouraged not to use the subject car park and to utilise the existing primary school “Kiss and Drive” and car park facility.
- ✚ If parents require to drop-off or pickup students then they will be encouraged to park in the 17 parking bays running along the northern boundary of the car park prior to using remaining bays in the carpark.
- ✚ The management strategy will be reviewed as part of the regular School Traffic Management Committee meetings.

AVAILABILITY OF PARKING BAYS FOR PARENTS

Based on the survey results detailed in the Parking Assessment Report prepared by Transcore, the subject car park recorded a peak utilisation of 44 bays during the surveyed PM peak time.

If the existing condition of car park approval is removed the school anticipates that up to 30 high school students will use the car park during school hours. Assuming that around 15 school visitors/parents will also use the car park, utilisation is expected to increase to around 89 car bays, leaving only about 15 bays available for parents who may want to use this car park to drop-off or pickup students (but not “kiss and drive”).

Based on this assessment, there will be limited car parking bays available for parents during school pickup and drop-off times. The car park will be routinely monitored to ensure appropriate and intended use.

CONCLUSIONS

Based on the Parking Assessment Report, parking survey results and supplementary information provided in this letter, it is considered that the car park will be fit for purpose if the existing condition of car park approval is removed. However, the school requires some flexibility in managing the car park as it progresses through the various stages of Masterplan implementation and is hence seeking the removal of the existing condition of approval to limit the use of this car park to “staff only”.


Ultimately the school is responsible for the management of this car park and safety of its users. The school is committed to ensure safe and appropriate use of this car park and will enforce a “no kiss and drive” policy through communication with and education of parents and students. This policy will be documented in a management strategy which is intended to be endorsed by the School Traffic Management Committee.

Parents will be encouraged to use existing high school and primary school student kiss and drive facilities. It is anticipated that there will be limited parking available for parents who wish to drop-off or pickup students within this car park and these parents will be encouraged to use the 17 bays along the northern boundary of the car park to minimise potential conflicts between vehicles and students on foot.

During the initial stages of school Masterplan implementation this car park will be fully occupied by staff and ultimately it will be removed all together. However in the short term, the car park is currently an under-utilised school asset and therefore the school is seeking the removal of the existing condition of approval.

I trust the information contained in this letter suitably addresses the technical queries raised by City of Joondalup.

Yours truly,



Paul Ghantous

Senior Traffic & Transport Engineer