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**Port Stephens  
Local Traffic Committee Minutes**

**Meeting held in the Port Stephens Council Committee room and via Zoom on  
Tuesday 5<sup>th</sup> September 2023, at 9:30am**

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**Present:**

Cr Giacomo Arnott (representing Kate Washington MP), Jamie Smoother, Jason West – Transport for NSW, William Ridley - CDC Hunter Valley Buses, Anthony Biscan – Port Stephens Coaches, Joe Gleeson (Chairperson), John Maretich, Andrew Behrens – Port Stephens Council

**Apologies:**

Mayor Ryan Palmer, Cr Leah Anderson, NSW Police, Mal Britt – Busways

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**A. Listed matters**

**47\_09/23 Donald Street, Nelson Bay – Changes to parking restrictions**

**48\_09/23 Resthaven Avenue, Soldiers Point – Request for ‘No Stopping’ restrictions**

**49\_09/23 Roads, Shoal Bay – Introduction of a SMART parking scheme at Shoal Bay**

**B. Informal matters**

**501\_09/23 Martin Drive, Tomago – Support for half-road connection between Martin Drive and Kilcoy Drive**

**Addendum – Council’s agreed levels of engagement**

## A. Listed matters

**Item:** 47\_09/23

### Donald Street, Nelson Bay – Changes to parking restrictions

**Requested by:** Port Stephens Council

**File:**

**Background:**

The recent installation of a pedestrian crossing on the eastern side of the Donald Street / Stockton Street intersection, in the Nelson Bay town centre, has necessitated some alteration of the parking on approach to the crossing. There are existing Loading zone spaces at this location that now end too close to the crossing. In addition, there is an existing garden bed which makes it difficult for larger vehicles to access these spaces. By removing the garden bed, the loading zone can be moved slightly to the east which will give the required clearance to the crossing, will also increase the available space for parking and make it easier for large vehicles to access.

**Legislation, Standards, Guidelines and Delegation:**

NSW Road Rules - Rule 81 – Giving way at a pedestrian crossing  
Australian Standard AS1742.10

Traffic control devices installed under Part 5.3 Div. 2 Road Transport Act 2013

**Committee's recommendation:**

Remove the existing garden bed and relocate the loading zone signs (with the existing operation times to be retained) and 'No Stopping' signs as shown on the attached sketch, Annexure A.

**Community Engagement**

The recommended works will improve safety for road users. There is a low level of community influence on the parameters of the change.

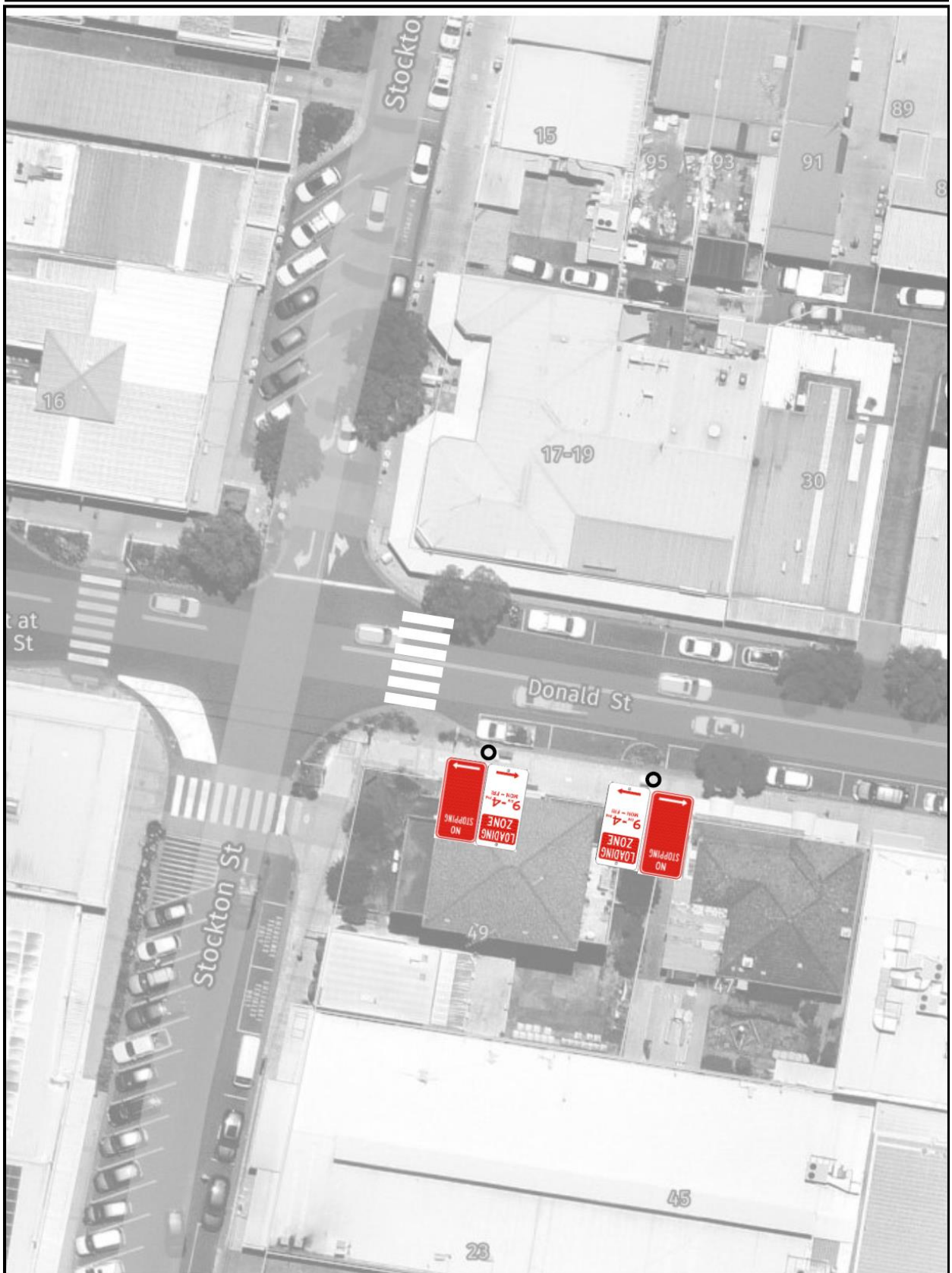
Engagement level

Level 1 – Inform

Action: Provide immediate businesses, residents and Nelson Bay Civic Pride committee with information to assist understanding of the changes and the Local Traffic Committee recommendation once endorsed

**Support for the recommendation:**

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	



**Item:** 48\_09/23

## **Resthaven Avenue, Soldiers Point – Request for ‘No Stopping’ restrictions**

**Requested by:** A local resident

**Background:**

Part of Resthaven Avenue at Soldiers Point has recently had kerb and gutter installed as part of road improvement works. Residents are now asking for parking restrictions to be installed on one side of the street to ensure that residents are able to access their properties safely.

**Comment:**

Although the road pavement has been widened slightly, the addition of the kerb and gutter deters people from parking on the footpath. This means that there is insufficient room for vehicles to be parked on both sides of the road while allowing vehicles to pass.

**Legislation, Standards, Guidelines and Delegation:**

NSW Road Rules – Rule 169 – No stopping on a road with a yellow edge line

RMS Delineation Manual – Section 13

Traffic control devices installed under Part 5.3 Div. 2 Road Transport Act 2013

**Committee’s recommendation:**

Install C3 ‘No Stopping’ line in Resthaven Avenue and Sunset Boulevard, Soldiers Point as shown on the attached sketch, Annexure A.

**Community Engagement**

The recommended works will improve safety for road users. There is a low level of community influence on the parameters of the change as multiple driveways on the northern side of this section of Resthaven Avenue make for limited options.

Engagement level

**Level 1 – Inform**

Action: Provide immediate residents with information to assist understanding of the changes and the Local Traffic Committee recommendation once endorsed

**Support for the recommendation:**

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	



**Item: 49\_09/23**

## **Roads, Shoal Bay – Introduction of a SMART parking scheme at Shoal Bay**

**Requested by:** Port Stephens Council

**File:**

**Background:**

As part of the investigations and continued roll out of paid parking across Port Stephens Council, endorsement is sought for the introduction of SMART parking at Shoal Bay.

SMART Parking is designed to improve the turn-over of parking spaces to create more equitable access to parking in Shoal Bay. SMART Parking also provides a revenue stream to support local infrastructure projects. The existing resident and business Park Free Permit Scheme currently used in Nelson Bay will be extended to include Paid Parking in Shoal Bay. Similarly, parking guidance and payment apps will be extended to the Shoal Bay area.

Technical investigations were undertaken to identify what traffic, parking or road safety issues may be present and their potential solutions. For the subject locations, Council engineering staff undertook site inspections, measurements and assessments in addition to traffic management studies, being the Shoal Bay Traffic Survey report (September 2021) and Shoal Bay Parking Assessment Report (January 2022). These reports identify that during peak periods parking space utilisation is approaching capacity, and further that additional supply is needed in combination with expansion of SMART parking as a demand management tool.

The investigations also included community engagement regarding the smart parking settings, changes to parking regulation and desired projects for revenue to be spent upon. The results of the engagement from May 2022 and April 2023 confirmed that the Shoal Bay community is generally supportive for the installation of Smart Parking in Shoal Bay to assist with a range of parking and movement issues. Additionally, there was strong support for the Smart Parking scheme including the permits to allow free parking for employees of local businesses, residents and rate payers of the Port Stephens local government area.

It is proposed that existing 1/4P restrictions will remain unmetered but will benefit from increased surveillance to ensure that vehicles do not overstay in these high-demand parking spaces.

**Comment:**

Shoal Bay paid parking will operate in a similar manner as the existing Nelson Bay scheme, with the same permit scheme exemptions for residents, ratepayers and business owners.

Formal Council endorsement of Shoal Bay Pay Parking is currently listed for the 26 September ordinary meeting of Council.

The proposed parking restrictions, as indicated on the attached plans are:

**Dark Blue** – 9P Meter Registration, Permit Holders Excepted, 8:30am - 5:30pm, Monday - Sunday, Public Holidays Included

**Light Blue** – 4P Meter Registration, Permit Holders Excepted, 8:30am - 5:30pm, Monday - Sunday, Public Holidays Included

**Yellow** – 2P Meter Registration, Permit Holders Excepted, 8:30am - 5:30pm, Monday - Sunday, Public Holidays Included

**Pink** – 1P Meter Registration, Permit Holders Excepted, 8:30am - 5:30pm, Monday - Sunday, Public Holidays Included

**Orange** – 1/4P 8:30am - 5:30pm, Monday - Sunday, Public Holidays Included

**Green** – 90° Angle Parking, Front to Kerb, Vehicles Under 6m only (unrestricted)

**Red** – No Stopping

**Legislation, Standards, Guidelines and Delegation:**

NSW Road Rules: 204 - Meaning of certain information on or with permissive parking signs, 205 - Parking for longer than indicated, 207 - Parking where fees are payable, 317 - Information on or with traffic control devices, 318 - Limited effect of certain traffic control devices

Transport for NSW “Pay Parking Guidelines” (November 2019).

Transport for NSW “Permit Parking Guidelines”. (November 2021)

Traffic control devices installed under Part 5.3 Div. 2 Road Transport Act 2013

**Committee’s recommendation:**

Approve the introduction of SMART parking at Shoal Bay, as shown on the attached plans.

**Community Engagement**

The recommended works will improve turnover of parking and movement in Shoal Bay and it is proposed that the community be informed of the Local Traffic Committee recommendation, once endorsed.

Engagement level

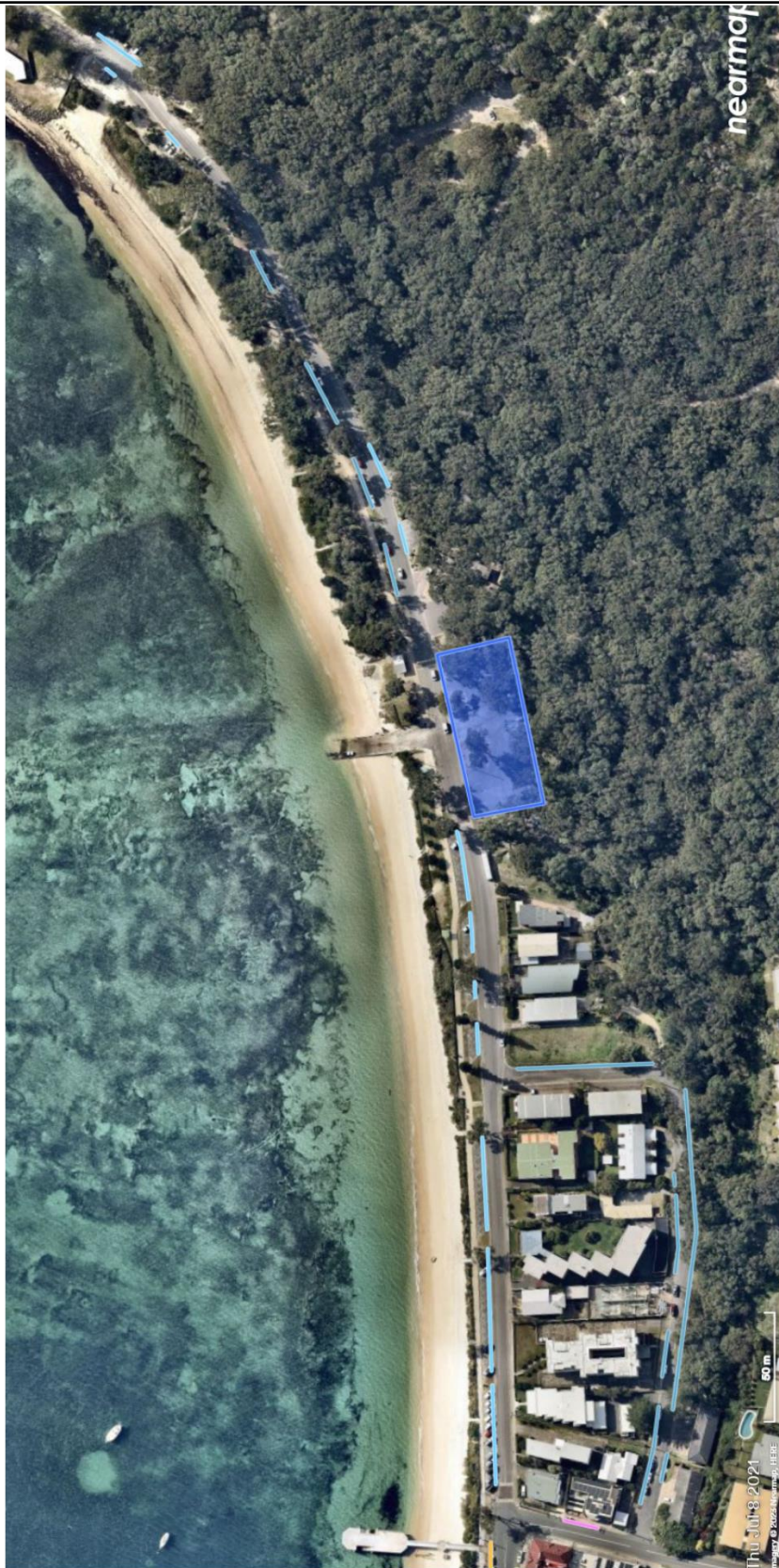
Action: The consultation will be linked to the up-coming Council report on the same topic on the 26<sup>th</sup> Sept.

**Support for the recommendation:**

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	







## **B. Informal items**

### **Item: 501\_09/23**

#### **Martin Drive, Tomago – Support for half-road connection between Martin Drive and Kilcoy Drive**

**Requested by:** Port Stephens Council

**File:** 16-2023-161-1

**Background:**

Council is requesting a review by Local Traffic Committee members, to gauge if there would be any objections to a requirement for construction of a half-road connection for a development proposed at 838 Tomago Road, Tomago (16-2023-161-1). The proposed development is for a 2 lot subdivision and freight transport facility.

The public infrastructure upgrade is triggered for this development due to the following:

- The proposed development is traffic generating.
- The development only currently has one emergency access point being Kilcoy Drive
- Both Kilcoy Drive and Martin Drive exceed the length requirement for no-through roads.
- This is the key connection for internal roads in this area between the Pacific Highway and Old Punt Road, shown below.
- The property cannot have direct access to Tomago Road

Council's Development Control Plan triggers the need for a public infrastructure upgrade which includes the proposed road connection. This connection will provide the missing link between Kennington Drive, Kilcoy Drive and Martin Drive back to Old Punt Road. The issue is that the requirement would only be for a half-road, which means there would be only one lane for approximately 100m at this location, until the other property fronting this section of road reserve (north eastern side) applies for development which is traffic generating. With this upgrade being only a half-road (2.4m parking lane, 3.5m travel lane) it will require traffic restrictions, likely to be one-way traffic only with no parking allowed.

Any regulation of traffic would be subject to future consideration by the Local Traffic Committee, should a half-road construction be supported.

**Discussion:**

Committee members discussed that a part-width construction, that overlays just the area being developed, is not appropriate and would be substandard. A more desirable approach would be to acquire the adjacent land and build a full-width road that matches with Martin Drive without a deviating road alignment.

The road connection (full or part width) is desired, from a planning perspective, to create a connection to Kilcoy and Kennington Drives from Martin Drive. Noting that Martin Drive already has constrained width due to another private property that protrudes into the road network.

TfNSW requested that the development application be referred to TfNSW Development Section, for consideration as future plans along Tomago Road may change the access points for the proposed development.

**Post LTC meeting note:** Discussions are currently taking place with the private property owner, through a Development Assessment, to improve the width constraints along Martin Drive.



**Addendum:**

Engagement level	Insert tick below
<b>Level 1 – Inform</b> Provide stakeholders with information to assist them in understanding the problems, alternatives and/or solutions.	
<b>Level 2 – Consult</b> Obtain stakeholder feedback on the project to aid decision making.	
<b>Level 3 – Involve</b> Work with stakeholders throughout the project, ensuring issues and concerns are understood and incorporated in decision making.	
<b>Level 4 – Collaborate</b> Partner with stakeholders throughout the project to develop alternatives and identify the preferred solution.	

The meeting closed at 10.03am