
**Port Stephens
Local Traffic Committee Minutes**

**Meeting held in the Port Stephens Council Committee room and via Zoom on
Tuesday 7th November 2023, at 9:30am**

Present:

Cr Leah Anderson, Senior Constable Josh Tyacke - NSW Police, Jamie Smoother – Transport for NSW, Anthony Biscan – Port Stephens Coaches, Joe Gleeson (Chairperson), John Maretich, Andrew Behrens, Anna Brown – Port Stephens Council

Apologies:

Kate Washington MP, Mayor Ryan Palmer, William Ridley - CDC Hunter Valley Buses

A. Business arising from previous meetings

- 44_08/23 William Street, Raymond Terrace - Request for parking restrictions**
- 49_09/23 Roads, Shoal Bay – Introduction of SMART parking scheme at Shoal Bay**
- 609_03/23 Soldiers Point Road, Salamander Bay – Request to extend the 40km/h HPAA**

B. Listed matters

- 57_11/23 Kerrigan Street, Nelson Bay - Request for No Parking**
- 58_11/23 Slades Road, Williamtown - Request for parking restrictions**
- 59_11/23 Soldiers Point Road, Salamander Bay - Request for Parking Extension**
- 60_11/23 Marsh Road, Bobs Farm – Installation of ‘No Stopping’ at Bobs Farm Public School**
- 61_11/23 Medowie Road, Medowie – Formalisation of bus stop ID: 2318249**
- 62_11/23 Cook Parade, Lemon Tree Passage – Changes to parking at Henderson Park car park**

Addendum – Council’s agreed levels of engagement

A. Business arising from previous meetings

Item: 44_08/23

William Street, Raymond Terrace – Request for parking restrictions

Requested by: PSC

Background:

As part of upgrades to William Street, Raymond Terrace, the hedges outside the NAB building are to be removed and the existing, nearby post box is proposed to be relocated to this position. It was also proposed to change parking restrictions from the existing 1 hour parking, to be 'No Parking'.

Comment:

Cr Arnott objected to the provision of 'No Parking', requesting instead that accessible parking be installed. Council officers indicated that further options would need to be considered and investigated, taking into account the constraints and limitations of the area and compliance with relevant Australian standards and guidelines. A subsequent investigation identified potential alternative sites to install an accessible parking space. Following consultation with Cr Arnott, a proposal is submitted for Local Traffic Committee consideration, for an accessible parking space to be installed around the corner in Port Stephens Street.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 203 - Stopping in a parking area for people with disabilities
AS2890.5 – Parking Facilities – On-street parking
RTA signs database – R5-1-3
Traffic control devices installed under Part 5.3 Div. 2 Road Transport Act 2013

Discussion:

Council officers will liaise with Australia Post regarding the relocation of the post box from William Street to a more suitable location.

Committee's recommendation:

Install an accessible parking space in Port Stephens Street, Raymond Terrace, as shown on the attached sketch, Annexure A.

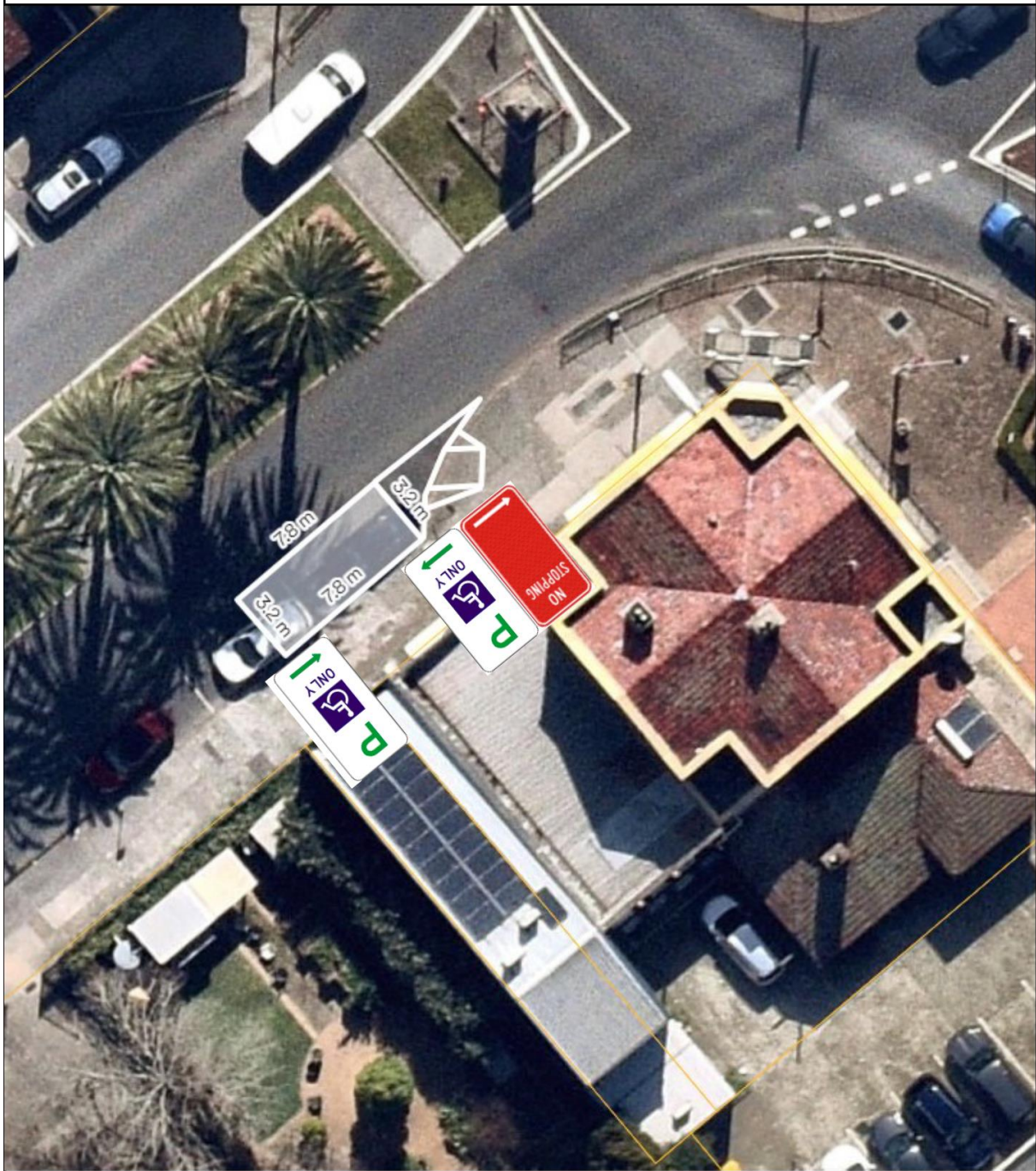
Engagement level

Level 1 – Inform

Action: Provide stakeholders 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	



Legend



= No Stopping (existing)



= Accessible parking (proposed)

Item: 49_09/23

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

Requested by: Port Stephens Council

File:

Background:

Port Stephens Council, at the Council meeting held 26th September 2023, unanimously voted to support the introduction of SMART parking at Shoal Bay. Recent community feedback has resulted in a proposed change to part of the parking restrictions previously endorsed by the Local Traffic Committee. The proposed change is to alter the parking restrictions in the car park, at the corner of Shoal Bay Road and Government Road, from 4P to become 9P. This will effectively make this car park area all-day parking.

Comment:

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

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 changes to SMART parking at Shoal Bay, as shown on the attached plans.

Engagement level

Level 1 – Inform

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

Discussion:

Support for the recommendation:

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



Legend



= 9P - Meter registration, permit holders excepted, 8:30am - 5:30pm, Monday - Sunday, public holidays included (proposed)

Item: 609_03/23

Soldiers Point Road, Salamander Bay – Request to extend the 40km/h HPAA

Requested by: Cr Anderson

Background:

Cr Anderson requests that the Salamander Bay 40HPAA is further extended from the Diemars Road roundabout, to include the frontage of Salamander Haven along Soldiers Point Road, Salamander Bay.



Discussion:

Cr Anderson passed along the gratitude of the Salamander Haven residents for the extension of the HPAA that has occurred.

The TfNSW representative noted that the area of Soldiers Point Road in front of the Salamander Haven site, does not meet the criteria required to extend the existing 40HPAA. Instead, Council should submit a proposal that would include new traffic calming infrastructure, such as raised thresholds or wombat crossings, that would support a lower speed environment.



Legend

-  = Existing 40HPAA
-  = Requested 40HPAA extension

A. Listed matters

Item: 57_11/23

Kerrigan Street, Nelson Bay - Request for 'No Parking'

Requested by: A resident

File: 361334

Background:

A local resident has raised concerns regarding the noise and aggravation being caused when people prop to turn right into the Tomaree Hospital, from Kerrigan Street. The tooting of horns and verbal abuse can be heard from the resident's home, particularly during holiday times but at all times. The resident requests a 'no parking' zone from No.4 Kerrigan Street, back to Trevally St would allow people to pass and alleviate the problem.

Comment:

Inspection Committee members noted that there is only 1 parking space involved and would only impact the residents who are the ones requesting the change. 'No Parking' would allow for pick-up and drop-off to occur and would be preferred to 'No Stopping'.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 168 – No parking signs

RMS signs database – R5-40

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

Discussion:

Committee members noted that this location becomes very busy during holiday periods.

Committee's recommendation:

Install 'No Parking' at No.4 Kerrigan Street, Nelson Bay, as shown on the attached sketch, Annexure A.

Engagement level

Level 1 – Inform



Action: Provide stakeholders 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	



Legend

-  = No stopping (existing)
-  = No parking (proposed)

Item: 58_11/23

Slades Road, Williamtown - Request for a construction (works) zone

Requested by: A construction contractor

File: 359946-2023

Background:

The contractor managing the expansion of the Newcastle Airport terminal has contacted Council to request installation of a construction zone.

Part of the requirements for managing the site and the traffic movements in the precinct, is ensuring safe access for contractors and the public around the site and precinct. Due to the constraints of the site, a waiting bay is required on Slades Road, to ensure that construction traffic does not impede traffic flows.

The area in Slades Road has been identified by as the most appropriate place for this, however it is currently a no stopping zone.

The contractor is requesting a construction zone, with signage to be relocated and implemented by Construction Control.

Comment:

The area is currently 'No Stopping', so signs will have to be altered to accommodate the works zone.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 181 - Stopping in a works zone

RMS signs database – R5-25

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

Committee's recommendation:

Approve installation of 'Works zone' signs in Slades Road, Williamtown, as shown on the attached sketch, Annexure A.

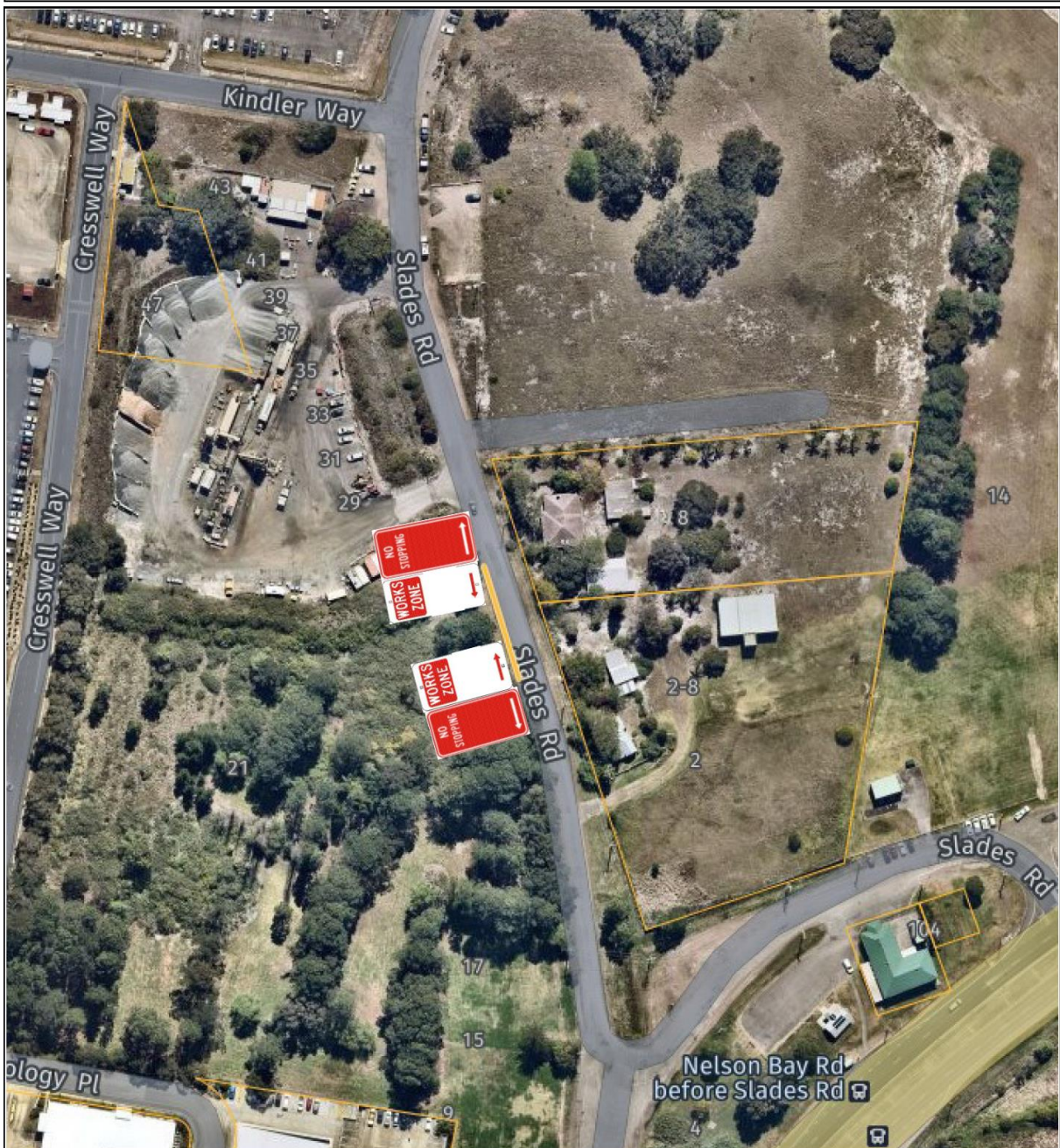
Engagement level

Level 1 – Inform

Action: Provide stakeholders 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: 59_11/23

Soldiers Point Road, Salamander Bay - Request for Parking Extension

Requested by: A resident

File: 359684

Background:

Council has received a request from a local business operator, to extend the 1 hour parking on Soldiers Point Road, Salamander Bay, up to the Saltmine fish and chips shop. The business operator says that people park out the front all day. It's detrimental to businesses as people can't just stop and collect their fish or pizza or get their haircut.

Comment:

Inspection Committee members supported the extension of parking restrictions. Some of the businesses were approached informally for comment, with 2 food outlets supporting the idea and the barber opposed.

An additional parking space can be added to the Soldiers Point Road section, by reducing the 'No Stopping' and adjusting the existing parking bays.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 205 – Parking for longer than indicated

RMS signs database – R5-1

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

Discussion:

Committee members requested that Council undertake consultation with business and property owners that would be impacted by the proposed parking restrictions, prior to making any changes to parking.

Committee's recommendation:

Install 1 hour parking in Soldiers Point Road and Monkley Avenue, subject to consultation with affected businesses, as shown on the attached sketch, Annexure A.

Engagement level

Level 2 – Consult



Obtain stakeholder feedback on the project to aid decision making

Support for the recommendation:

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



Legend

-  = No Stopping
-  = 1P - 8.30am-6pm, Mon-Fri, 8.30am - 12.30pm Sat

Item: 60_11/23

Marsh Road, Bobs Farm – Installation of ‘No Stopping’ at Bobs Farm Public School

Requested by: Bobs Farm Public School

File:

Background:

Council has been contacted by the principal of Bobs Farm Public School, regarding concerns with parking at the school during student drop-off and pick-up. The road area fronting the school is quite constrained, with limited opportunity for parking. There is a tendency for people to double park or to park in the area adjacent to the bus stop, making it difficult for traffic to pass and for buses to access.

Comment:

There is some open space adjacent to the Bobs Farm hall where overflow parking could be accommodated, although this would only be an option in dry weather.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 167 – No stopping signs

RMS signs database – R5-400

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

Discussion:

The Port Stephens Coaches representative advised that it can be difficult to negotiate this area when vehicles are parked in the proposed ‘No Stopping’ area.

Committee members requested that any changes to parking be communicated with the school and to parents.

Committee’s recommendation:

Install ‘No Stopping’ on Marsh Road, Bobs Farm, as shown on the attached sketch, Annexure A.

Engagement level

Level 1 – Inform

Action: Provide stakeholders 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	



Legend

- = No stopping (proposed)
- = Bus Zone (existing)

Item: 61_11/23

Medowie Road, Medowie – Formalisation of bus stop ID: 2318249

Requested by: Development Engineering

File: 6-2017-837-1/2

Background:

Part of the conditions of consent for a development at 799 Medowie Road, Medowie, requires the upgrade of the bus stop adjacent to 799/805 Medowie Road

Comment:

Google maps shows the bus stop #2318249 on the western side of Medowie Road, south of the Silver Wattle Drive intersection, but there is no infrastructure in evidence. Council has recently constructed a pedestrian refuge at this location, meaning that there is now no room for a bus to be able to legally stop.

Council is in negotiation to construct the bus stop in either Muir Street or Peppertree Road. This would place it nearer the Medowie town centre but off the current public bus routes.

Legislation, Standards, Guidelines and Delegation:

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

Discussion:

The TfNSW representative indicated support for the potential of buses to use Peppertree and Muir Streets as part of future service routes.

Council officers will continue to liaise with the developer to ensure the best outcome for the Medowie community.

Committee's recommendation:

Council officers to liaise with the developer and the bus operator regarding the location of the new bus stop.

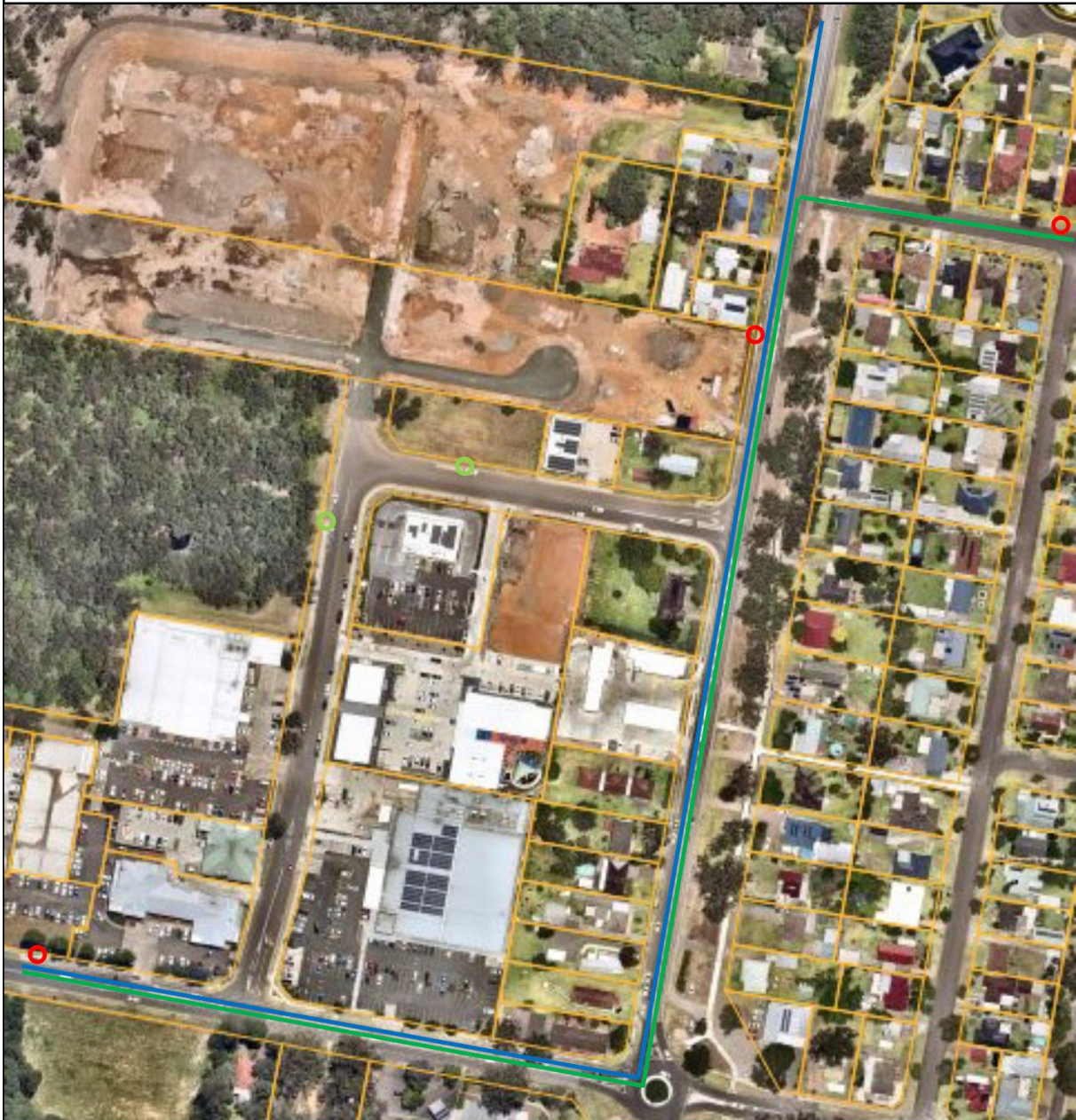
Engagement level

Level 1 – Inform





Action: Provide stakeholders 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	



Legend

-  = Bus stops (existing)
-  = Possible bus stop locations (proposed)
-  = Current bus route - 136
-  = Current bus route - 137

Item: 62_11/23

Cook Parade, Lemon Tree Passage – Changes to parking at Henderson Park car park

Requested by: PSC

File: 6-2017-837-1/2

Background:

Improvement works at Henderson Park, at the Lemon Tree Passage boat ramp car park, are nearing completion. Some changes to parking restrictions are required to improve traffic flow and to provide for pedestrian safety.

Comment:

'No Stopping' restrictions are required prior to, and after the pedestrian crossings, as well as other areas to ensure that vehicles with boat trailers are able to negotiate the car park. An area is also required for preparing boats for launch at the ramp.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 167 – No stopping signs, Rule 205 – Parking for longer than indicated

RMS signs database – R5-400, R5-15

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

Committee's recommendation:

Approve installation of parking restrictions as shown on the attached plan, Annexure A.

Engagement level

Level 1 – Inform



Action: Provide stakeholders 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	



Legend

-  = 15 minute parking - Rigging and de-rigging only (proposed)
-  = No stopping (Proposed)

Addendum:**Engagement level****Level 1 – Inform**

Provide stakeholders with information to assist them in understanding the problems, alternatives and/or solutions.

Level 2 – Consult

Obtain stakeholder feedback on the project to aid decision making.

Level 3 – Involve

Work with stakeholders throughout the project, ensuring issues and concerns are understood and incorporated in decision making.

Level 4 – Collaborate

Partner with stakeholders throughout the project to develop alternatives and identify the preferred solution.