Appendix 24

CBD Delivery and Emergency Vehicle Strategy
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1. Aims and Objectives

- To provide for the access of delivery and emergency vehicles to individual properties and retail businesses.
- To ensure this “access” is provided in such a way as to be legal, timely and economically viable in terms of cost and time available for delivery.
- To ensure that emergency and delivery vehicles enter and leave the main retail area in a safe, controlled manner without impinging on the movement of other vehicles or pedestrians.
- To provide strategies for the future control of the location of delivery vehicle points in relation to the businesses which they service.

2. Definitions

CBD - Central Business District

Loading Zone / Delivery Bay - designated area for the purpose of loading and unloading goods and services to retailers and businesses in the CBD area.

3. Land to Which the Policy Applies

This Plan shall apply to the entire Wagga Wagga Central Business District bounded by Travers Street to the north, Tarcutta Street to the east, Best Street to the west, and the Railway Station area to the south.

4. Relationship to Other Planning Instruments

This strategy supports the objectives and recommendations contained in the following documents:

5. **The Policy**

5.1 **Delivery Vehicles**

The provision of loading and unloading bays is a fundamental component in development proposals and will be assessed at the earliest stages of the development process. The following design principles continue to apply to the provision of loading and unloading areas.

5.1.1 They should be designed to enable vehicles to enter and leave the site in forward direction, whilst they should also be kept free from vehicles using them for all day parking purposes.

5.1.2 Council will continue to not approve of loading zones in the main shopping areas.

5.1.3 Council will encourage the use of the rear lanes for the delivery of goods.

5.1.4 Council will seek the cooperation of the Police in the adequate surveillance of lanes to ensure that poor parking practices are eliminated. The Police can also advise of any peculiar situations that may be able to be eliminated, e.g. trees may be overhanging the kerb causing vehicles to stand off the kerbside.

5.1.5 Rigorously pursue the creation of well designed loading bays in new developments. These should be kept free from rubbish.

5.1.6 Where rear lane delivery is not possible, deliveries should be in off peak periods.

5.1.7 Council has adopted Clause 13 of the Environmental Planning and Assessment Model Provisions 1980 for the purpose of this Plan. This clause states that Council cannot consent to the erection or use of any building on land zoned for commercial purposes unless provision is made within the site for loading and unloading facilities satisfactory to Council. If these buildings have access to a rear lane, loading and unloading facilities shall be provided from the lane, unless Council is satisfied that the laneway is inadequate for the purpose.

5.1.8 Notwithstanding the fact that it is considered mandatory to provide “adequate” provision for loading and unloading and delivery bays, Council will still assess each application on its
individual merits, having regard to the length of unloading time, size of vehicles, type of business, frequency of delivery vehicles, hours of delivery and so forth.

5.2 Goals for the unloading and loading of delivery vehicles

5.2.1 Despite the policy to encourage the use of rear lane access for the delivery of goods to retailers, Council recognises that the provision of this access is a long term goal for Council. This policy will be implemented when development applications are received for the redevelopment of retail sector sites. When such applications are received, Council will condition that on site rear access loading and unloading delivery areas must be provided.

5.2.2 In the interim, Council will foster the principle of rear lane widening to enable large delivery vehicles to enter these areas and unload without obstructing other vehicles including delivery vehicles from accessing the rear laneway areas.

5.3 Strategy Options

Council has identified several strategy options available for the provision of delivery service areas for the short, medium and long term. The main long term goals of Council are already part of Council policy and outlined in section 6.2. Further investigation is required, however, to determine the most appropriate short and medium term interim measures and the method of best achieving the long term strategy options.

5.3.1 Short term Strategy Options

(1) **Use of Council Car park areas:** where these facilities front onto rear lane access, provision shall be made for no parking zones specifically for the purpose of delivering goods to the retail sector. These zones shall be monitored to ensure they are kept free at all times for use by delivery vehicles and at these times only on a short term basis.

(2) **No Parking Zones: 1 - 2 per block:** As the environmental adaptation plan is implemented, Council has the option of providing no parking zones at strategic locations along Baylis Street and ultimately Fitzmaurice Street. These no parking zones will serve the purpose of allowing delivery vehicles to access the main street areas to load and unload goods. These zones will only be provided for those businesses without rear lane access. The loss of vital car parking spaces as a result of the provision of these zones will provide an incentive
to businesses to introduce rear lane access delivery areas. The provision of this access will result in these interim delivery points being reverted to car parks as originally intended in the environmental adaptation plans. It is anticipated that these areas would be used on a time share basis, if possible, between delivery vehicles and private vehicles.

(3) **Use of pedestrian areas after hours:** Council shall designate that pedestrian walkways be used for the temporary stopping of delivery vehicles for the purpose of unloading/loading goods during after hours. It would be expected that these areas would be monitored by authorities to ensure the safety and amenity of pedestrians is maintained.

(4) **Time Restricted Delivery / Limited Size of Vehicles:** This strategy entails allowing access to deliver goods during certain time periods from the main street areas. The times for such deliveries would have to coincide with after hours and periods when minimum traffic movements are experienced. Additionally, size of these vehicles shall be limited to small delivery vans to ensure that traffic flows are maintained and safety is not compromised.

### 5.3.2 Medium Term Options

(1) **Communal Loading Bays - 2 per block:** This strategy is similar to the short term option of providing no parking zones along the main street area. These communal loading bays will be designated as an area for the exclusive use of vehicles for the delivery of goods. Several car parking spaces will be lost incorporating such zones, but it is anticipated that following the long term goals being achieved, these communal bays will be phased out.

### 5.3.3 Long Term Options

Although outlined in section 6.2, these long term goals are again provided.

(1) **Laneway Widening - 0.5 metres:** This widening of these rear lane areas by 0.5 metres will provide sufficient road width for two large delivery vehicles to pass alongside. The achievement of this goal is dependant on the reconstruction of rear lane boundaries and building lines at least 0.5 metres back from the existing lane alignment. As many of the existing buildings are not
likely to be significantly renovated or redeveloped in the near future it can be concluded that this goal is one which will be difficult to achieve, however, must be fostered whenever possible.

(2) **Provide Loading/Unloading Delivery areas on site:**
This again is a preferred option for Council. Achieving these long term goals will solve the continuing problems faced by Council in ensuring the safe and timely delivery of goods to the retail sector. The cooperation of the retail sector is vital in ensuring that the goal of providing on site delivery areas is achieved by removing the need for these vehicles to enter the main street areas.

### 5.4 Emergency Vehicles

Provision shall be made by Council for safe and easy access to the main street area and adjacent streets. Obstructions shall not be placed within the retail sector which will compromise the timely access of emergency vehicles or prevent them from entering these locations.