PARKING POLICY FOR THE
CITY OF CAPE TOWN

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<th>Description</th>
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<tbody>
<tr>
<td>BRT</td>
<td>Bus Rapid Transit</td>
</tr>
<tr>
<td>CITP</td>
<td>Comprehensive Integrated Transport Plan</td>
</tr>
<tr>
<td>CTZS</td>
<td>Cape Town Zoning Scheme</td>
</tr>
<tr>
<td>DFA</td>
<td>Development Facilitation Act (Act No 12 of 2007)</td>
</tr>
<tr>
<td>EMV</td>
<td>Europay, MasterCard and Visa</td>
</tr>
<tr>
<td>IDP</td>
<td>Integrated Development Plan</td>
</tr>
<tr>
<td>IPTN</td>
<td>Integrated Public Transport Network</td>
</tr>
<tr>
<td>IRPTN</td>
<td>Integrated Rapid Public Transport Networks</td>
</tr>
<tr>
<td>ITP</td>
<td>Integrated Transport Plan</td>
</tr>
<tr>
<td>LOS</td>
<td>Level of Service</td>
</tr>
<tr>
<td>LUPO</td>
<td>Land Use Planning Ordinance (15 of 1985)</td>
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<td>PBDM</td>
<td>Planning and Building Development Management Department</td>
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<td>MCCM</td>
<td>Marketing, Communications and Change Management</td>
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<tr>
<td>MFPFA</td>
<td>Municipal Fiscal Powers and Functions Act (Act No 12 of 2007)</td>
</tr>
<tr>
<td>MSA</td>
<td>Municipal Systems Act (Act No 21 of 2000)</td>
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<tr>
<td>NATMAP</td>
<td>National Transport Master Plan</td>
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<td>NLTA</td>
<td>National Land Transport Act (Act 5 of 2009)</td>
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<td>NLTSF</td>
<td>National Land Transport Strategic Framework</td>
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<tr>
<td>NMT</td>
<td>Non-Motorised Transport</td>
</tr>
<tr>
<td>PLTF</td>
<td>Provincial Land Transport Framework</td>
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<tr>
<td>PMT</td>
<td>Project Management Team</td>
</tr>
<tr>
<td>PRASA</td>
<td>Passenger Rail Agency of South Africa</td>
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<tr>
<td>PSDF</td>
<td>Provincial Spatial Development Framework</td>
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<td>PT</td>
<td>Public Transport</td>
</tr>
<tr>
<td>SDF</td>
<td>Spatial Development Framework</td>
</tr>
<tr>
<td>SPUD</td>
<td>Spatial Planning and Urban Design Department</td>
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<tr>
<td>SRA</td>
<td>Special Rates Area</td>
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<tr>
<td>TCT</td>
<td>Transport for Cape Town</td>
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<tr>
<td>TDM</td>
<td>Travel Demand Management</td>
</tr>
<tr>
<td>TIS</td>
<td>Transport Impact Study</td>
</tr>
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<td>TOD</td>
<td>Transit Orientated Development</td>
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Executive Summary

This Draft Parking Policy is a comprehensive approach to the provision, management, regulation and enforcement of parking in the City of Cape Town. The Draft Parking Policy is based on the direction provided by the existing legislation, the City’s 2040 Vision and policy framework and includes principles, policy directives and actions to address parking City-wide. The document is structured according to the City’s Policy Writing Guidelines.

During recent years transport and urban growth trends have emerged which necessitates the development of a parking policy for the City of Cape Town. As a result of these trends, the availability and management of parking have become an increasingly complex and controversial issue for residents, commuters, visitors and business sector. In the absence of a city-wide parking policy, different mechanisms were developed and adopted to address a range of parking matters. While each of these mechanisms addresses a specific function, they are now aligned through the Draft Parking Policy with the City’s strategies.

The Desired Outcome is the development of a comprehensive Parking Policy for the City of Cape Town that aligns the parking mechanisms and is a supporting component of the City’s policy framework and provides principles, policy directives and actions to direct parking provision, management, regulation, enforcement and pricing. The Strategic Intent of the Draft Parking Policy is to manage parking supply and demand in high parking demand areas efficiently (including availability of loading bays, bus bays and reserved parking) and to reduce private car dependency. In order to manage parking supply and demand more efficiently in high parking demand areas, a parking management tender will be implemented.

The parking policy directives have been derived from the range of parking problems identified City-wide, the Strategic Intent and support the policy principles. The policy directives and actions address enforcement of on-street and public off-street parking, managed parking, provision of off-street parking, Park & Ride facilities, loading bays, bus bays, parking permits and reserved parking and bicycle and motorcycle parking.

The Implementation Framework provides an overview of the expected medium (3-5 years) and long term (5-15 years) time frames to implement the policy directives and actions and identify the City Departments responsible for undertaking the actions. Priorities for implementation in the short term (1-3 years), is included in Annexure A.

The public participation process, as guided by the City’s Public Participation Unit, was undertaken from 13 January to 13 February 2014 and extended to 21 February 2014. The public participation process included the following actions: advertising in local and community newspapers; circulation to all Ward Councilors, proportional representatives, Sub-council Chairpersons, Sub-council managers; to all libraries and to relevant City Departments. All the comments and input received were taken into consideration with the update of the Draft Parking Policy. Sub-council 21 was the only sub-council that provided comment.

The development of a Parking Policy for the City of Cape Town will evolve over time and will be reviewed within the parameters of the Comprehensive Integrated Transport Plan (CITP).
1. Introduction

This Draft Parking Policy is a comprehensive approach to the provision, management, regulation and enforcement of parking and addresses on-street parking, off-street parking, Park & Ride facilities, loading bays, bus bays, reserved parking and parking permits and bicycle and motorcycle parking. The Draft Parking Policy is based on the direction provided by the existing legislation, the City’s policy framework, the City’s 2040 Vision and the City’s Comprehensive Integrated Transport Plan (CITP) and includes principles, policy directives and actions to address parking City-wide. The document is structured according to the City’s Policy Writing Guidelines.

The public participation process, as guided by the City’s Public Participation Unit, was undertaken from 13 January to 13 February 2014 and extended to 21 February 2014. The public participation process included the following actions: advertising in local and community newspapers; circulation to all Ward Councilors, proportional representatives, Sub-council Chairpersons, Sub-council managers; to all libraries and to relevant City Departments. All the comments and input received were taken into consideration with the update of the Draft Parking Policy. Sub-council 21 was the only sub-council that provided comment.

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Problem statement

Transport and urban growth trends have emerged during recent years which necessitates the development of a parking policy for the City. These trends include the following:

- Growth in ownership and use of private vehicles and motorcycles.
- Increase in peak period traffic congestion and all day traffic volumes.
- Increase in road based freight movement and delivery activities.
- Deterioration of Metrorail and bus services.
- Gradual roll-out of improved public transport.
- Change in nature and activity of commercial nodes and centres (such as Cape Town CBD, Wynberg, Claremont, Bellville, Kuilsrivier, Durbanville and Somerset-West).
- Decentralisation in the form of regional shopping centres.
- Urban growth and sprawl.

Due to these transport and spatial trends, traffic congestion and the demand for parking have increased with the result that the availability and management of parking in particular, has become an increasingly complex and controversial issue for residents, commuters, visitors and the business sector. The Strategic Intent of the Draft Parking Policy is to manage parking supply and demand in high parking demand areas efficiently (including availability of loading bays, bus bays and reserved parking) and to reduce private car dependency by means of including Travel Demand Management (TDM) measures.
Parking provision and problems

While parking is provided in different forms (categories) City-wide, parking related problems have been identified that are experienced by each of the parking categories:

Overview of on-street parking and problems

On-street parking consists of unmanaged parking bays and areas, parking bays with time limits only and managed parking bays (priced parking with time limits). Problems being experienced include:

- Time limits are ignored on a large scale in the City due to limited enforcement capacity by Traffic Services.
- High level of non-payment for priced parking due to the limited enforcement capacity by Traffic Services.
- Time limits and tariffs improve parking turnover, but cause drivers to park elsewhere, resulting in spill-over parking into areas adjacent to managed parking areas.
- Informal “parking management” by informal parking attendants.
- Lack of information on availability of parking results in drivers searching for parking, increasing traffic congestion and air pollution.

Overview of off-street parking and problems

Off-street parking includes publicly owned managed and unmanaged parking areas and privately owned parking that is reserved for specific users (eg customers of a shopping centre) and for private use (eg designated parking at a flat complex or a suburban home). Off-street parking for new developments is provided according to the minimum parking requirements for respective land use types as determined in the Cape Town Zoning Scheme (CTZS) regulations. Problems being experienced include:

- Off-street parking is often poorly managed and responsible for significant urban decay due to anti-social behaviour, crime and grime and infrastructure decay.
- Off-street parking belonging to the City generates high numbers of complaints around vagrancy, crime and lack of traffic enforcement as well as dumping and litter.
- Off-street parking should be generating revenue for the City, but instead often represents a drain on resources due to maintenance and enforcement required.
- Disincentives do not exist for parking provision in excess of the minimum requirements.
- New developments within walkable distance of public transport are required to comply with the parking requirements and undertake a Departure Application for a reduction.
- Off-street parking is generally reserved for use by a single user and therefore not available for casual parking users. This result in an inefficient use of space.
- The conversion of current parking garage space to other uses is hampered by structural and design aspects such as floor to roof height.
- Lack of pricing coordination between various private parking garages in the Cape Town CBD results in increased traffic congestion.
- In some buildings, body corporate regulations or lease conditions currently prohibit the “unbundling” of privately-held parking bays to allow owners/tenants to on-sell or on-lease their unused/unrequired bays to other tenants or CBD users with greater demand. This creates inefficiency in the marketplace, increased pressure on other parking facilities, and a larger incentive for employees to drive.
Overview of Park & Ride facilities and problems

Park & Ride facilities were developed at commuter rail stations along the different rail corridors and are located throughout the City. Most of the rail Park & Ride facilities are located close to residential areas and facilitate the use of rail public transport. Park & Ride facilities associated with the MyCiti stations and stops are also developed. Problems being experienced include:

- Demand for parking exceeding the supply at a number of rail stations (e.g., Eersterivier, Meltonrose, Kuilsrivier and Bellville Stations).
- Lack of integrated management and maintenance plans at Park & Ride facilities.
- High operational cost of security and regular maintenance required of Park & Ride facilities.
- Poor public perception of safety and security at Park & Ride facilities and the safety and walkability of the “last mile” from the station or stop to the final destination.
- Limited and unsecure areas for bicycle and motorcycle parking and all day storage.

Overview of loading bays and problems

Off-street loading bays are provided in accordance with the requirements of the CTZS regulations. On-street loading bays is demarcated by the City in public street space subject to requirements for loading operations. Problems experienced include:

- On-street congestion of freight vehicles due to demand for loading activities.
- Loading bays are frequently used by short stay parking users in order to avoid parking tariffs which impacts negatively on loading operations.
- Enforcement of the illegal use of loading bays is limited due to limited enforcement capacity by Traffic Services.
- Freight vehicles park and stay overnight on road verges at informal “parking areas”.
- Inadequate use of former laneways, servitudes and alleys (due to these being gated) is a lost opportunity for loading bays away from normal parking or movement.

Overview of bus bays and problems

The Parking By-law makes provision for the reservation of parking bays for minibus taxis, public transport vehicles and tour busses. The availability of bus bays at stops and stations enable the safe loading of passengers and therefore support the efficient operations of road based public transport. Problems being experienced include:

- Bus bays are used by short stay parking users in order to avoid parking tariffs which impacts negatively on bus operations.
- Lack of facilities for long distance city to city bus services have resulted in informal “stops” for the collection and drop-off of passengers at the road side.
- Bus bays are used by private/informal taxi operators as waiting zones, causing a disruption to scheduled bus services when busses arrive.

Overview of parking permits and reserved parking and problems

The Parking By-law makes provision for the following permits: Medical Parking Permit, Residents Parking Permit, Temporary Parking Permit, Work Zone Permit and Municipal Work Parking Permit. Special Events Permits have been introduced in Green Point area and are only valid on event days at the Cape Town Stadium. The Parking By-law makes provision for reserved parking for the disabled, diplomatic corps and SAPS. Problems being experienced include:

- Reserved parking bays are often illegally used by short stay parking users due to limited enforcement capacity by Traffic Services.
- The parking disc for the disabled is valid for an indefinite period which leads to abuse.
Overview of bicycle and motorcycle parking and problems

In terms of the CTZS the City may require that off-street parking be provided for motorcycles and bicycles at new developments. Problems being experienced include:

- New developments do not make adequate provision for off-street motorcycle parking with the result that motorcycles are often parked in open areas and sidewalks.

Mechanisms adopted to address parking matters

In the absence of a city-wide parking policy, mechanisms have been implemented to address parking matters: off-street parking requirements, managed parking practice, development of Park & Ride facilities, parking regulations and a parking pricing policy and strategy.

- The CTZS currently sets out the minimum off-street parking standards required for different land uses and includes Standard Areas and PT1 Areas PT2 Areas.
- Managed parking practice that consists of time limits, priced parking and reserved parking bays. Time limits and tariffs promotes high turnover of parking bays, resulting in more availability of parking bays for short term parking users in high parking demand areas.
- Park & Ride facilities were provided at commuter rail stations across the city. Most of the Park & Ride facilities are located close to residential areas to support public transport use to the Cape Town CBD.
- The Parking By-law 2010 regulates public parking within the City’s area, facilitates the enforcement of parking regulations and addresses impermissible conduct related to parking. It also covers parking permits, payment for parking, where people may park (including controlled parking grounds) and regulates taxi and bus parking.
- The Interim Policy Framework and Strategy for the Pricing of Parking in the City of Cape Town, 2001 recommended that parking tariffs should be set at the marginal cost of parking, that parking tariffs should be set at levels sufficiently high to ensure potential parking users experience an average parking occupancy of 90% during peak demand periods and that parking tariffs should be adjusted annually. The TCT Tariff Schedule and the approved Parking Policy will provide the new pricing guidelines.
- In terms of the TCT Tariff Schedule, all managed parking is charged at a Demand Level 3 tariff level. Allowance is made to reduce the tariff to demand levels 2 and 1 based on changes to parking occupancy levels. These changes can be authorised by the TCT Commissioner, based on reliable occupancy data. The 3 levels of demand pricing are:
  - Demand level 1 - where the parking occupancy is less than 25%.
  - Demand level 2 - where the parking occupancy is between 25% and 75%.
  - Demand level 3 - Where the parking occupancy is more than 75%.

The Draft Parking Policy aligns the parking mechanisms of minimum parking requirements, managed parking, Park & Ride facilities, the Parking By-law and the pricing of parking and takes precedence over these mechanisms.

2. Desired Outcomes

The Desired Outcome is the development of a comprehensive Parking Policy for the City of Cape Town that:

- Aligns and directs the parking mechanisms.
• Is a supporting component of the City’s policy framework.
• Provides principles, policy directives and actions to direct parking provision, management, regulation, enforcement and pricing.
• Addresses on-street parking, off-street parking, park-and-ride facilities, loading bays, bus bays, reserved parking and parking permits and bicycle and motorcycle parking to create an efficient parking system.

3. Strategic Intent

The Strategic Intent of the Draft Parking Policy is to manage the parking supply and demand in high parking demand areas efficiently (including availability of loading bays, bus bays and reserved parking) and to reduce private car dependency. The conventional response to high demand for parking is to provide more parking to accommodate increasing car use. Abundant parking supply, especially at travel destinations, promotes increasing private car use which results in the need for more parking - referred to as the cycle of private car dependency. While proactive use of TDM Strategies address private car dependency and encourage greater public transport use, the introduction of quality public transport services is required for significant modal shift to public transport.

The strategic significance of the Draft Parking Policy is that it will be an important component of the City’s overarching policy framework. The Draft Parking Policy provides alignment between the City’s vision and higher order strategies and the existing parking mechanisms (CTZS, managed parking practice, Park & Ride facilities, Parking By-law and pricing strategies). This strategic significance is reflected in the Figure 3.1.

Figure 3.1: Strategic alignment of the parking mechanisms with the City’s vision
The Draft Parking Policy is in **strategic alignment** with the following higher order vision and strategies of the City:

- One Cape 2040 Agenda
- Economic Growth and Social Development Strategies
- Integrated Development Plan (IDP) 2012 - 2017
- Cape Town Spatial Development Framework (SDF) 2012
- Comprehensive Integrated Transport Plan (CITP) 2013 – 2018
- Travel Demand Management (TDM) Strategy
- Strategic alignment with the Constitution of Transport for Cape Town By-law, 2013

The Draft Parking Policy is aligned with the **IDP and its five Strategic Focus Areas (SFA’s)** through the following actions:

**Opportunity City:** Directs turnover of parking bays in high parking demand areas.

**Safe City:** Directs implementation of non-motorised transport (NMT) facilities.

**Caring City:** Directs new system to access reserved parking for the disabled.

**Inclusive City:** Directs a comprehensive approach to parking for the City’s area.

**Well-run City:** Directs enforcement of violations in terms of the City’s By-laws.

### 4. Policy Parameters

The Draft Parking Policy is a comprehensive parking policy to direct parking provision, management, regulation, enforcement and pricing City-wide and aims to influence travel behaviour - when and where people travel by car and other transport modes and therefore affects a wide range of people, organisations and locations.

### Parking categories

The Draft Parking Policy is structured along the following main parking categories: on-street parking, off-street parking, Park & Ride facilities, loading bays, bus bays, parking permits and reserved parking and bicycle and motorcycle parking.

<table>
<thead>
<tr>
<th>Theme</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>On-street parking</strong></td>
<td>• Kerb side parking (marked and un-marked).</td>
</tr>
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<td></td>
<td>• Priced parking with time limits in managed parking areas.</td>
</tr>
<tr>
<td><strong>Off-street parking</strong></td>
<td>• CCT and privately owned (which includes new developments).</td>
</tr>
<tr>
<td></td>
<td>• Consists of open parking, shaded parking or parking garages.</td>
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<tr>
<td></td>
<td>• Can be reserved for single use or be accessible for casual users.</td>
</tr>
<tr>
<td><strong>Park &amp; Ride facilities</strong></td>
<td>Dedicated off-street parking in close proximity to public transport.</td>
</tr>
<tr>
<td><strong>Loading bays</strong></td>
<td>• Allows for loading and unloading of goods.</td>
</tr>
<tr>
<td></td>
<td>• Can be located both on-street and off-street.</td>
</tr>
<tr>
<td><strong>Bus bays</strong></td>
<td>• Provided for road based public transport at stations and stops.</td>
</tr>
<tr>
<td><strong>Parking permits</strong></td>
<td>• Medical Parking Permit, Resident Parking Permits, Temporary Parking Permit, Work Zone Permit and Municipal Work Parking Permit.</td>
</tr>
<tr>
<td><strong>Reserved parking</strong></td>
<td>• Reserved Parking for the disabled, diplomatic corps, South</td>
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### Parking policy principles

Based on the direction provided by the existing regulatory context and the direction set out by the One Cape 2040 Agenda, Economic Growth and Social Development Strategies, Integrated Development Plan (IDP), Spatial Development Framework (SDF), Comprehensive Integrated Transport Plan (CITP), and Travel Demand Management (TDM) Strategy, the following policy principles have been developed to direct the policy directives, actions and parking decision making City-wide.

#### Table 4.2: Parking policy principles

<table>
<thead>
<tr>
<th>Policy Principles</th>
<th>Policy Elements</th>
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</table>
| 1. Public parking is part of the public right of way. | • Public parking is part of the public space and must be shared equitably between different users.  
• Different demands on public street space must be resolved into the following ranking:  
  - Pedestrian facilities.  
  - Public transport access during peak periods.  
  - Private car access during peak periods.  
  - Short-term parking (less than 2 hours).  
  - Reserved bays (public transport, loading, disabled, etc).  
  - Public transport access outside peak hours.  
  - Private car access outside peak hours.  
  - Long term parking (more than 2 hours). |
| 2. Parking supply and demand must be managed in terms of location, duration and allocation. | • In areas with high parking demand for short term parking, the City may introduce managed parking to achieve a parking bay occupancy of 85%, with the intent of leaving 15 percent of bays available for use by new users.  
• Long-stay users (more than 2 hours) must be encouraged to park on the fringe of urban nodes and CBD areas or use alternative modes of transport.  
• Reserved parking bays (loading bays, bus bays and bays for the disabled) must only be used by the designated users. |
| 3. Parking provision and managed parking must support the TDM Strategy. | • Parking provision and managed parking must support the City’s TDM Strategy to support public transport use and address private car dependency. |
| 4. Parking management must support local economic activity. | • Parking in commercial areas such as CBD areas, must be prioritised for short term parking users (less than or equal to 2 hours).  
• Loading bays should only be used for loading purposes during business hours. |
| 5. Decision making regarding off-street | • Decision making regarding off-street parking requirements for new developments must be applied consistently and... |
4. Uniformity of Parking Requirements

Parking requirements must be consistent.

5. Use of on-street and public off-street parking and areas must be in accordance with the By-laws.

- Regular enforcement of on-street and public off-street parking violations and areas is required in terms of the Parking By-law, the Streets, Public Places and Prevention of Nuisances By-law and the Traffic By-law.

5. Role Players and Stakeholders

Parking includes a range of parking categories and the Draft Parking Policy therefore affects a wide range of role players and stakeholders.

The City is the most significant role player in the parking system as it directs parking from a number of different roles as indicated in Table 5.1.

Table 5.1: Role of the City in the parking system

<table>
<thead>
<tr>
<th>City’s Role</th>
<th>Functions</th>
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</table>
| Provider    | • Provide on-street parking space as part of the integrated transport network.  
• City owned off-street parking areas and Park & Ride facilities. |
| Manager     | • Manage road space for various purposes, including the allocation of space for parking and setting the tariffs for the use thereof.  
• Manage City-owned off-street parking areas and Park and Ride facilities. |
| Regulator   | • Requirements in the Zoning Scheme regulate the provision of off-street parking as part of new developments and enhanced land use rights. |
| Facilitator | • The City may support shared parking and reduced parking requirements. |
| Enforcer    | • The City is responsible for the drafting, updating and enforcement of the Parking By-law. |

The City’s roles in the parking system are located across different City Directorates which requires that different City Departments are involved in parking provision, management, enforcement and pricing as indicated in Table 5.2.

Table 5.2: City Department’s and their roles in parking

<table>
<thead>
<tr>
<th>Department</th>
<th>Functions</th>
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</table>
| Transport for Cape Town:  
• Planning  
• Financial Management  
• Infrastructure  
• Maintenance  
• Network Management | • Regulates parking management in high parking demand areas.  
• Planning and implementation of MyCiti services.  
• Assessment of development applications into transport and parking requirements (parking provision).  
• Reserve parking for loading bays, bus bays and reserved parking. |
Parking Policy for the City of Cape Town

• Contract Operations
• Performance & Coordination
  • Planning and implementation of Park & Ride facilities.
  • Maintenance of signage and road markings.
  • Recommendation and demarcation of new bays.

Traffic Services and Law Enforcement
  • Enforcement of the Parking By-law, Traffic By-law and the Street, Public Places and Prevention of Noise Nuisance By-law

Planning and Building Development Management
  • Regulates planning processes and assess development applications for new developments.

Spatial Planning and Urban Design
  • Facilitates the City’s spatial structuring, densification and land-use and transport integration.
  • Guide urban design at a local area and project level.

Parking provision, management, enforcement and pricing impacts on where people travel and park and therefore affects a wide range of stakeholders which includes residents, commuters, visitors, businesses, special user groups (physically disabled people), interest groups such as the Cape Town Partnership and city improvement districts (CID’s) and local business and residents associations.

6. Regulatory Context

The Regulatory Context provides an overview of the relevant legislation, By-laws, strategies and policies that are related to parking provision, management, regulation, enforcement and pricing.

Legislation and by-laws

• Constitution of the Republic of South Africa (Act No. 108 of 1996)
• National Land Transport Act (NLTA) (Act No. 5 of 2009)
• National Road Traffic Act (Act No. 93 of 1996)
• Municipal Fiscal Powers and Functions Act (MFPFA) (Act No. 12 of 2007)
• Municipal Systems Act (MSA) (Act No. 21 of 2000)
• Municipal Finance Management Act (Act No. 56 of 2003)
• Municipal Property Rates Act (Act No. 6 of 2004)
• Development Facilitation Act [DFA] (Act No. 67 of 1995)
• Land Use Planning Ordinance (no 15 of 1985)
• Street, Public Places and Prevention of Noise Nuisance By-law, 2007
• Traffic By-law, 2007
• Parking By-law, 2010
• Cape Town Zoning Scheme, 2013
• Constitution of Transport for Cape Town By-law, 2013

Strategies and policies

• National Transport Master Plan, 2050
• National Land Transport Strategic Framework, 2006 – 2011
• Public Transport Strategy, 2006
Parking is extensively addressed in the legislation, by-laws, strategies and policies with principles and tools provided that relates specifically to on-street and off-street parking. The Constitution also provides the need for equality in the system. Historic policies and strategies that applied to the City or part thereof, such as the Policies to Manage Parking and Loading in the Central City Area (1991) and the Interim Pricing Strategy and Policy Framework (2001) were already informed by international practice and addressed parking in a comprehensive manner.

The development of the Draft Parking Policy Policy Principles, Policy Directives and Actions have taken the current legislation, by-laws, strategies and policies into account as strategic informants for the development of appropriate.

7. Parking Policy Directives

The parking policy directives have been derived from the identified parking problems identified in the Introduction and the Strategic Intent of the Draft Parking Policy. The policy directives provides policies and actions to address public parking enforcement, managed parking, off-street parking, Park-and-Ride facilities, loading bays, bus bays, parking permits and reserved parking and bicycle and motorcycle parking.

Enforcement of Public Parking Policy Directives

Policy 1: Undertake regular enforcement of on-street and public off-street parking and areas to ensure compliance with the City’s By-laws.

Improved enforcement of on-street and public off street parking and areas is required to address parking violations and crime and anti-social behaviour in parking areas.

**Action 1.1**

TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement) to **undertake regular enforcement** of on-street and public off-street parking violations and areas in terms of the Parking By-law, the Streets, Public Places and Prevention of Nuisances By-law and the Traffic By-law.
Managed Parking Policy Directives

Policy 2: Improve enforcement of non-payment and exceeding time limits in managed parking areas.

Parking pricing and time limits are important managed parking mechanisms in order to enhance turnover of parking bays and ensure access to limited parking in high parking demand areas. Non-payment and exceeding the time limits should be the exception rather than the practice.

**Action 2.1**
Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement, violations and administrative penalties in managed parking areas.

**Action 2.2**
Expand enforcement capacity in parking management areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of parking management contracts.

**Action 2.3**
Improve enforcement with regular enforcement by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).

Policy 3: Investigate the introduction of payment with Europay, MasterCard and Visa (EMV) compliant smart cards in priced parking areas.

Electronic payment options in priced parking areas with EMV smart cards will make payment easier for parking users. The introduction of a TCT smart card, which can be used for multiple services such as public transport and parking, will also support easy payment when parking.

**Action 3.1**
Investigate the introduction of a TCT EMV compliant smart card as payment method.

**Action 3.2**
Investigate the introduction of EMV compliant bank issued card as payment method.

Policy 4: Communicate with the public on the benefits of managed parking and the availability of parking in managed areas.

Public support for managed parking can be increased when the benefits of parking pricing and time limits are clearly defined and communicated with the public. Increased public support may assist to avoid objections when enforcement is improved and pricing and time limits are more strictly enforced. New technology enable real time information on the location of available parking in managed parking areas. This technology is based on the integration of information from parking bay sensors, street navigation systems and cell phone applications.

**Action 4.1**
Provide information on the purpose and benefits of managed parking on the TCT’s web page.
Action 4.2
Investigate the introduction of live data feeds that provides the public with information on the location of available parking in managed parking areas.

Policy 5: Expand managed parking areas with the implementation of parking management contracts.

Managed parking consists of parking pricing and time limits and is an important mechanism to increase the availability of parking bays for short term parking users in high parking demand areas. The introduction of managed parking must be considered in areas that regularly experience parking Level of Service (LOS) C and below. Annexure B provides directives for the implementation of managed parking.

Action 5.1
Develop and implement the parking management tender for the management of on-street and public off-street parking areas that regularly experience parking Level of Service (LOS) C and below.

Action 5.2
Implement after hours and weekend managed parking in areas that experience parking Level of Service (LOS) C and below.

Action 5.3
Investigate and implement on-street and off-street managed parking in proximity to road and rail based public transport stations and stops, public transport interchanges and Park and Ride areas.

Action 5.4
Investigate the allocation of additional income generated from managed parking to the Municipal Land Transport Fund (MLTF) in terms of the provisions in the NLTA and the Constitution of Transport for Cape Town By-law, 2013.

Action 5.5
Incorporate public land leased to the private sector and managed as priced parking areas into the parking management contracts.

Policy 6: Implement performance based pricing as a new pricing strategy.

On-street parking is generally the most convenient form of parking as short term parking users can park in close proximity to their destination. Parking pricing is an important element in managed parking areas as the number of on-street parking bays are limited and demand may exceed the supply. The concept of performance based pricing ensures that the tariffs in an area are informed by the actual demand. This allows for variable tariffs in a managed parking area and supports the optimal use of parking bays in the area. Annexure C provides guidelines for the implementation of performance based pricing.

Action 6.1
Investigate the implementation of performance based pricing in managed parking areas to achieve an average occupancy rate of 85% during peak demand periods.
Off-street Parking Policy Directives

Policy 7: Implement reduced parking requirements to facilitate new development and address private car dependency proactively.

As parking provision comes at a financial and land cost, reduced parking requirements in specific situations will support new development. Reduced off-street parking requirements should be applied in low-income areas where demand is lower due to limited vehicle ownership and use and in areas where public transport is available. Reduced parking requirements in areas where public transport services are available can assist to break the cycle of private car dependency and assist with establishing more sustainable travel patterns.

**Action 7.1**
Map the areas deemed to be PT1 and PT2 areas and implement the PT1 and PT2 parking requirements as per 19.1.1(c) of the CTZS.

**Action 7.2**
Determine the parking requirements when a Departure Applications is made for reduced parking requirements and transport impact has been satisfactorily addressed in the Transport Impact Study (TIS).

**Action 7.3**
Determine the off-site parking requirements where a notariel tie or servitude is registered to land for the construction of the relevant parking requirements or permanent rights is acquired to a parking facility elsewhere as per 19.1.2 of the CTZS.

**Action 7.4**
Determine the parking requirements that are less than the sum of the parking required for individual land-uses where two or more uses combine to share a common parking area as per 19.1.3 of the CTZS.

**Action 7.5**
Review and update the minimum off-street parking requirements for Standard Areas, PT1 Areas and PT2 Areas as required in the CTZS.

**Action 7.6**
Investigate the implementation of minimum off-street parking requirements for subsidy housing, which includes Rental Housing (Social Housing, Institutional Housing and Community Residential Units) and Gap Housing developments.

**Action 7.7**
Investigate the implementation of maximum parking standards in addition to the existing minimum parking requirements.

**Action 7.8**
Review the overlay area of the Cape Town CBD Local Area Overlay Zone as proposed in the Draft Cape Town Inner-City Transport Plan, 2014.

Policy 8: Support land-use and building plan applications for the development of remote parking in proximity of urban nodes.

The limited availability of off-street private parking results in increased use of on-street parking. Parking provided as part of developments is usually reserved for a single user, resulting in insufficient use of space. The provision of remote parking on the fringe of urban nodes with a
high parking demand provides the opportunity to increase unreserved parking and share parking with other uses. This keeps high demand areas accessible for short stay users and also limits vehicular traffic and spill over parking into adjacent residential areas. The remote parking needs to be connected to the urban node through frequent public transport services.

**Action 8.1**
Support land-use and building plan applications for the development of unreserved off-street parking in proximity of major urban nodes (connected with the node through frequent public transport services).

**Policy 9:** Implement design requirements that will enable the future conversion of on-site structured parking into other land-uses.

Appropriate design requirements must be determined that will enable the future conversion of on-site structured parking (or a percentage thereof) into other land-uses. This provides the flexibility to convert valuable floor space used for parking into other land-uses when quality public transport is introduced.

**Action 9.1**
Determine and implement appropriate design requirements that will enable the future conversion of on-site structured parking into other land-uses.

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**Park & Ride Policy Directives**

**Policy 10:** Provide a high quality customer experience at Park & Ride facilities.

Park & Ride facilities need to provide a high quality customer experience to enable a modal shift from private vehicle to public transport services. To provide a quality customer experience at Park & Ride facilities, the following aspects need to be addressed: safety and security, frequency and reliability of the public transport service, regular maintenance and availability of parking. Private vehicle users searching for Park & Ride parking should be able to park on a regular day. When parking is not available at Park & Ride facilities, new users may not be attracted and existing users may not be retained. High parking demand at Park & Ride facilities may indicate a demand for suitable feeder services.

**Action 10.1**
Improve security at Park & Ride facilities with contracted security guards and CCTV coverage for the duration of the public transport services.

**Action 10.2**
Develop and formalise a Memorandum of Understanding (MOU) agreement with Metrorail to improve the frequency and operational hours of rail services to well utilised Park & Ride facilities.

**Action 10.3**
Implement a 3 year Park & Ride maintenance programme for regular maintenance of Park & Ride facilities to be undertaken.

**Action 10.4**
Investigate and implement a user charge in terms of the TCT Tariff Schedule for the use of Park & Ride facilities.
**Action 10.5**  
Investigate and implement the expansion Park & Ride facilities where the parking demand regularly exceeds the parking provided.

**Action 10.6**  
Investigate the introduction of feeder services to Park & Ride facilities where the parking demand regularly exceeds the parking provided.

**Action 10.7**  
Develop a TCT strategy for the future provision and expansion of Park & Ride facilities with consideration of improved public transport services.

**Action 10.8**  
Formalise the City’s TOD Strategy in order for PBDM to facilitate TOD land-use at highly utilised Park & Ride facilities.

**Policy 11:** Reserve Park & Ride parking for public transport users.  
Private vehicle users should be encouraged to use Park & Ride facilities. In areas where Park & Ride facilities are located next to office and retail activities that generate parking demand, the access to Park & Ride facilities should be restricted to public transport ticket holders only.

**Action 11.1**  
Investigate and implement restricted access to Park & Ride facilities where other land-use activities result in a shortage of parking for public transport users.

**Loading Bay Policy Directives**

**Policy 12:** Improve enforcement to illiminate illegal use of loading bays.  
On-street loading bays are often illegally used by short term parking users, hampering efficient loading operations. This practice is common in high parking demand areas and areas where priced parking have been established. A new enforcement approach is necessary to address the illegal use of loading bays.

**Action 12.1**  
Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement, violations and administrative penalties for the illegal use of loading bays.

**Action 12.2**  
Expand enforcement capacity in managed parking areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of enforcement of illegal use of loading bays.

**Action 12.3**  
Improve enforcement with regular enforcement of illegal use of loading bays by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).
Policy 13: Improve the availability and efficient use of loading bays by bona fide freight vehicles.

Sufficient loading bays are required in order to support efficient loading operations. The City must improve the availability of on-street loading bays, address off-street loading capacity and implement loading management plans where necessary.

**Action 13.1**
On-site loading bays and/or a loading management plans must be required with a change of land-use for retail purposes.

**Action 13.2**
Investigate the implementation of loading management plans to restrict hours of loading operations in developing the City’s Freight Strategy.

**Action 13.3**
Investigate the provision of parking areas with facilities (ablution and security) where freight vehicles may park overnight.

**Bus Bay Policy Directives**

Policy 14: Improve enforcement to eliminate illegal use of bus bays.

On-street bus bays are often illegally used by short term parking users, hampering efficient public transport operations. This practice is common in high parking demand areas and areas where priced parking have been established. A new enforcement approach is necessary to address the illegal use of bus bays.

**Action 14.1**
Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement, violations and administrative penalties for the illegal use of bus bays.

**Action 14.2**
Expand enforcement capacity in managed parking areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of enforcement of illegal use of bus bays.

**Action 14.3**
Improve enforcement with regular enforcement of the illegal use of bus bays by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).

Policy 15: Investigate the provision of appropriately located and designed facilities for long distance bus services.

Operators provide long distance bus services connecting to all major cities in South Africa. Facilities which are appropriately located on the road network and which includes a waiting room, ablution, security and bus bays for long distance transport must be provided.

**Action 15.1**
Investigate the provision of facilities for long distance bus services with bus bays, waiting room, ablution and security where passengers can be collected and depart.
Parking Permits and Reserved Parking Policy Directives

Policy 16: Improve enforcement to eliminate illegal use of reserved parking bays.

Reserved parking is often illegally used by short term parking users, preventing designated users the use of reserved parking bays. This practice is common in high parking demand areas and areas where priced parking have been established. A new enforcement approach is necessary to address the illegal use of reserved parking bays.

**Action 16.1**
Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement of violations and administrative penalties for the illegal use of reserved parking bays.

**Action 16.2**
Expand enforcement capacity in managed parking areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of enforcement of illegal use of reserved parking bays.

**Action 16.3**
Improve enforcement with regular enforcement of reserved parking bays by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).

Policy 17: Introduce a new parking permit and parking pricing for the disabled to resolve abuse of reserved parking for the disabled.

Abuse of reserved parking bays for the disabled must be addressed through an improved administrative system, priced parking in managed parking areas and enforcement. Currently parking for the disabled is abused by abled users, which includes the illegal use of invalid discs for the disabled. A parking permit for the disabled will be a temporary permit valid for a 2 year period and will contain the user’s certified information on the disc. The disc will be linked to a specific vehicle or more than one vehicle if required.

To qualify for a parking permit for the disabled, a person will require a letter from a medical practitioner (doctor with MBChB or equivalent) that is registered with the Health Professions Council of South Africa confirming that:
A person’s mobility is severely impaired by an on-going physical or mental condition, or
A person’s mobility is temporarily, but severely impaired.

**Action 17.1**
Introduce a new temporary parking permit for the disabled that displays the user’s certified information on the disc (disc linked to a vehicle).

**Action 17.2**
Introduce priced parking for the use of parking permits for the disabled in managed parking areas.

Policy 18: Introduce a Resident Parking Permit system in managed parking areas or areas where access and parking is restricted during major events.

Resident Parking Permits may be issued to residents that do not have access to off-street parking where parking immediately adjacent to the residence is within a managed parking...
area or where access and parking is restricted during major events. The parking permit will be set at a fee to cover administration and enforcement costs and to compensate for the use of on-street parking. In areas where access and parking is restricted during major events, Resident Parking Permits will only be valid on event days.

**Action 18.1**
Establish an administrative system for the issue of Resident Parking Permits to residents who qualify.

**Action 18.2**
Apply the tariffs for Resident Parking Permits in terms of the TCT Tariff Schedule.

**Action 18.3**
Determine the number of Resident Parking Permits to be issued per area through the Parking Guidelines (to be developed).

**Policy 19:** Reserve parking temporarily through the hiring out of parking bays at the applicable tariff in terms of the TCT Tariff Schedule.

TCT may hire out demarcated and non-demarcated bays (including loading bays and other reserved parking bays) for film, events and construction purposes at the applicable tariff in terms of the TCT Tariff Schedule.

**Action 19.1**
Apply the applicable tariff in terms of the TCT Tariff Schedule for the rental use of parking bays (including loading bays and other reserved parking bays) for film, events and construction purposes.

**Action 19.2**
TCT may hire out parking bays (including loading bays and other reserved parking bays) at the applicable tariff in terms of the TCT Tariff Schedule to all spheres of government.

**Bicycle and Motorcycle Parking Policy Directives**

**Policy 20:** Implement bicycle and motorcycle parking in support of the TDM Strategy and sustainable modes of transport.

Bicycle and motorcycle parking must be provided to support the City’s TDM Strategy and encourage more sustainable modes of transport. In addition, bicycles parking facilities support the City’s improvement in the cycle network.

**Action 20.1**
Implement bicycle racks for bicycle parking at bus and rail stations, in areas where cycle ways have been implemented and at locations with a regular demand for bicycle parking.

**Action 20.2**
Investigate the implementation and maintenance and management requirements of enclosed and lockable bicycle storage facilities such as bike sheds and boxes.

**Action 20.3**
Identify and demarcate motorcycle parking bays through the conversion of parking bays in areas with high demand for motorcycle parking.
Action 20.4
Introduce priced parking for motorcycles in managed parking areas at the applicable tariff in terms of the TCT Tariff Schedule.

8. Implementation Framework

The Implementation Framework provides an overview of the expected short, medium and longer time frames to implement the policy directives and actions and the City Departments responsible for implementation of the actions (see Table 8.1).

The Implementation Framework is informed by the following:

- The TCT implementation strategy identifies the following 3 timeframe categories:
  - Short term as 1-3 years = Strategy A
  - Medium term as 3-5 years = Strategy B
  - Long term as 5-15 years = Strategy C
- Short term actions to be included in the review and update of the CITP, is provided in Annexure A.
- Implementation of the policy directives and actions will be by the TCT Departments Planning, Financial Management, Infrastructure, Maintenance, Network Management, Contracts Operations and Performance & Coordination in partnership with Traffic Services, Law Enforcement, Spatial Planning and Urban Design (SPUD) and Planning and Building Development Management (PBDM).

<table>
<thead>
<tr>
<th>Policy Directives and Actions</th>
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<td>Action 2.3 Improve enforcement with regular enforcement by TCT in accordance with the Safety and Security Directorate</td>
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**Policy 8:** Support land-use and building plan applications for the development of remote parking in proximity of urban nodes.

**Action 8.1** Support land-use and building plan applications for the development of unreserved off-street parking in proximity of major urban nodes (connected with the node through frequent public transport services). | A    | Planning              |

**Policy 9:** Implement design requirements that will enable the future conversion of on-site structured parking into other land-uses.

**Action 9.1** Determine and implement appropriate design requirements that will enable the future conversion of on-site structured parking into other land-uses. | B    | Planning & PBDM      |

**Policy 10:** Provide a high quality customer experience at Park & Ride facilities.

**Action 10.1** Improve security at Park & Ride facilities with contracted security guards and CCTV coverage for the duration of the public transport services. | A    | Contract Operations   |
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<td>A</td>
<td>Planning</td>
</tr>
<tr>
<td>Action 13.1 On-site loading bays and/ or a loading management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Policy Directives and Actions</td>
<td>Time</td>
<td>Dept</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------------------</td>
<td>------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>plans must be required with a change of land-use for retail purposes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 13.2 Investigate the implementation of loading management plans to restrict hours of loading operations in developing the City's Freight Strategy.</td>
<td></td>
<td>Planning, Network Management</td>
</tr>
<tr>
<td>Action 13.3 Investigate the provision of parking areas with facilities (ablution and security) where freight vehicles may park overnight.</td>
<td></td>
<td>Planning, Network Management</td>
</tr>
<tr>
<td><strong>Policy 14: Improve enforcement to eliminate illegal use of bus bays.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 14.1 Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement, violations and administrative penalties for the illegal use of bus bays.</td>
<td>A</td>
<td>Traffic Services, Law Enforcement</td>
</tr>
<tr>
<td>Action 14.2 Expand enforcement capacity in managed parking areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of enforcement of illegal use of bus bays.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Action 14.3 Improve enforcement with regular enforcement of the illegal use of bus bays by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).</td>
<td>A</td>
<td>Traffic Services, Law Enforcement</td>
</tr>
<tr>
<td><strong>Policy 15: Investigate the provision of appropriately located and designed facilities for long distance bus services.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 15.1 Investigate the provision of facilities for long distance bus services with bus bays, waiting room, ablution, and security where passengers can be collected and depart.</td>
<td>B</td>
<td>Network Management</td>
</tr>
<tr>
<td><strong>Policy 16: Improve enforcement to eliminate illegal use of reserved parking bays.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 16.1 Introduce new technologies and enforcement methods, including wheel clamping and towing away, to aid enforcement of violations and administrative penalties for the illegal use of reserved parking bays.</td>
<td>A</td>
<td>Traffic Services, Law Enforcement</td>
</tr>
<tr>
<td>Action 16.2 Expand enforcement capacity in managed parking areas with the inclusion of Law Enforcement Memorandum of Understanding (MOU) agreements in support of enforcement of illegal use of reserved parking bays.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Action 16.3 Improve enforcement with regular enforcement of reserved parking bays by TCT in accordance with the Safety and Security Directorate (Traffic Services and Law Enforcement).</td>
<td>A</td>
<td>Traffic Services, Law Enforcement</td>
</tr>
<tr>
<td><strong>Policy 17: Introduce a new parking permit and parking pricing for the disabled to address abuse of reserved parking for the disabled.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 17.1 Introduce a new temporary parking permit for the disabled that displays the user’s certified information on</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Policy Directives and Actions</td>
<td>Time</td>
<td>Dept</td>
</tr>
<tr>
<td>---------------------------------------------------------------------------------------------</td>
<td>------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>Action 17.2 Introduce priced parking for the use of parking permits for the disabled in managed parking areas.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td><strong>Policy 18: Introduce a Resident Parking Permit system in managed parking areas or areas where access and parking is restricted during major events.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 18.1 Establish an administrative system for the issue of Resident Parking Permits to residents who qualify.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Action 18.2 Apply the tariffs for Resident Parking Permits in terms of the TCT Tariff Schedule.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Action 18.3. Determine the number of Resident Parking Permits to be issued per area through the Parking Guidelines (to be developed).</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td><strong>Policy 19: Reserve parking temporarily through the hiring out of parking bays at the applicable tariff in terms of the TCT Tariff Schedule.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 19.1 Apply the applicable tariff in terms of the TCT Tariff Schedule for the rental use of parking bays (including loading bays and other reserved parking bays) for film, events and construction purposes.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td>Action 19.2 TCT may hire out parking bays (including loading bays and other reserved parking bays) at the applicable tariff in terms of the TCT Tariff Schedule to all spheres of government.</td>
<td>A</td>
<td>Network Management</td>
</tr>
<tr>
<td><strong>Policy 20: Implement bicycle and motorcycle parking in support of the TDM Strategy and sustainable modes of transport.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Action 20.1 Implement bicycle racks for bicycle parking at bus and rail stations, in areas where cycle ways have been implemented and at locations with a regular demand for bicycle parking.</td>
<td>B</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>Action 20.2 Investigate the implementation, maintenance and management requirements of enclosed and lockable bicycle storage facilities such as bike sheds and boxes.</td>
<td>B</td>
<td>Planning</td>
</tr>
<tr>
<td>Action 20.4 Introduce priced parking for motorcycles in managed parking areas at the applicable tariff in terms of the TCT Tariff Schedule.</td>
<td>B</td>
<td>Network Management</td>
</tr>
</tbody>
</table>

**Potential risks that may impede policy implementation**

The implementation of the Policy Directives and Actions are subject to the following risks:
- Improved enforcement of on-street and public off-street parking violations and areas is dependent on Traffic Services and Law Enforcement.
• Traffic Services, Law Enforcement, TCT Planning and TCT Network Management are identified as the responsible Departments for many of the short and medium term Actions. A lack of capacity in these Departments will impede implementation of the Actions.
• The lack of quality public transport services, characterized by extensive coverage, frequency, reliability, cleanliness and security, will encourage continued growth in private vehicle use.
• While PT1 and PT2 Areas identified (mapped) allow for reduced parking requirements from the Standard Areas, development in proximity to rail stations is dependent on improved rail services and station precincts.
• Lack of data and monitoring of parking supply and demand (including loading bays, bus bays and reserved parking) impede informed decision making on parking requirements.

9. Monitoring, Evaluation and Review

Monitoring and evaluation of the implementation of the Policy Directives and Actions is key to efficiently address parking provision, management, regulation, enforcement and pricing and support the Strategic Intent of reduced private vehicle dependency. Key Performance Areas (KPA’s) and indicators for monitoring and evaluation are provided in Table 9.1.

Table 9.1: Monitoring and evaluation of policy directives and actions

<table>
<thead>
<tr>
<th>Key Performance Area</th>
<th>Indicators</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Improved enforcement of on-street of public off-street parking violations and areas.</td>
<td>• Reduced parking violations and complaints from the public of anti-social behaviour in public off-street parking areas.</td>
</tr>
<tr>
<td>• Improved enforcement of managed parking areas (time limits and priced parking) and use of loading bays, bus bays and reserved parking bays.</td>
<td>• Increased compliance with the parking regulations.</td>
</tr>
<tr>
<td>• Average occupancy rate of 85% achieved in managed parking areas.</td>
<td>• Short stay parking with turnover in high demand parking areas.</td>
</tr>
<tr>
<td>• Implementation of reduced parking requirements.</td>
<td>• Reduced Departure Applications from the parking requirements set in the CTZS.</td>
</tr>
<tr>
<td>• Utilisation of Park &amp; Ride facilities at bus and rail stations.</td>
<td>• High levels of utilisation of Park &amp; ride facilities at rail stations.</td>
</tr>
<tr>
<td>• Improved loading operations in business areas.</td>
<td>• Efficient management of loading activities.</td>
</tr>
<tr>
<td>• Data collection and information on parking supply and demand for parking categories.</td>
<td>• Availability of comprehensive data on parking supply and demand.</td>
</tr>
</tbody>
</table>

The development of a Parking Policy for the City of Cape Town will evolve over time and will be reviewed periodically to appropriately guide and set the framework for parking provision, management, regulation, enforcement and pricing. The Policy Working Group will undertake a review of the Policy after 5 years or as directed by the TCT Portfolio Committee.
## ANNEXURE A. Short Term Implementation Priorities

Table A1: Short term priorities (1-3 years) to be included in the CITP review.

<table>
<thead>
<tr>
<th>Short Term Priority Projects</th>
<th>Cost Estimated</th>
<th>Dept</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigate the introduction of a TCT EMV compliant smart card as payment method.</td>
<td>To be determined</td>
<td>Financial Management</td>
</tr>
<tr>
<td>Provide information on the purpose and benefits of managed parking on the TCT’s web page.</td>
<td>-</td>
<td>Performance &amp; Coordination</td>
</tr>
<tr>
<td>Develop and implement the parking management tender for the management of on-street and public off-street parking areas that regularly experience parking Level of Service (LOS) C and below.</td>
<td>-</td>
<td>Network Management</td>
</tr>
<tr>
<td>Map the areas deemed to be PT1 and PT2 areas and implement the PT1 and PT2 parking requirements as per 19.1.1(c) of the CTZS.</td>
<td>-</td>
<td>Planning</td>
</tr>
<tr>
<td>Investigate the allocation of additional income generated from managed parking to the Municipal Land Transport Fund (MLTF) in terms of the provisions in the NLTA and the Constitution of Transport for Cape Town By-law, 2013.</td>
<td>-</td>
<td>Financial Management</td>
</tr>
<tr>
<td>Review and update the minimum off-street parking requirements for Standard Areas, PT1 Areas and PT2 Areas as per the CTZS.</td>
<td>R1 000 000</td>
<td>Planning</td>
</tr>
<tr>
<td>Investigate the implementation of minimum off-street parking requirements for subsidy housing, which includes Rental Housing (Social Housing, Institutional Housing and Community Residential Units) and Gap Housing developments.</td>
<td>R1 000 000</td>
<td>Planning</td>
</tr>
<tr>
<td>Review the overlay area of the Cape Town CBD Local Area Overlay Zone as proposed in the Draft Cape Town Inner-City Transport Plan, 2014.</td>
<td>-</td>
<td>Planning</td>
</tr>
<tr>
<td>Develop and formalise a Memorandum of Understanding (MOU) agreement with Metrorail to improve the frequency and operational hours of rail services to well utilised Park &amp; Ride facilities.</td>
<td>-</td>
<td>Contract Operations</td>
</tr>
<tr>
<td>Improve security on trains and at Park &amp; Ride facilities along the Southern rail line.</td>
<td>R2 000 000</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>Implement a 3 year Park &amp; Ride maintenance programme for regular maintenance of Park &amp; Ride facilities to be undertaken.</td>
<td>R12 000 000</td>
<td>Maintenance</td>
</tr>
<tr>
<td>Develop a TCT strategy for the future provision and expansion of Park &amp; Ride facilities with consideration of improved public transport services.</td>
<td>-</td>
<td>Planning</td>
</tr>
<tr>
<td>Identify and demarcate motorcycle parking bays through the conversion of parking bays in areas with high demand for</td>
<td>-</td>
<td>Network Management/</td>
</tr>
<tr>
<td>Short Term Priority Projects</td>
<td>Cost Estimated</td>
<td>Dept</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------------------</td>
<td>----------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>motorcycle parking.</td>
<td></td>
<td>Maintenance</td>
</tr>
<tr>
<td>Develop the Parking Guidelines document that will direct the implementation of the provisions in the Draft Parking Policy.</td>
<td></td>
<td>Network Management</td>
</tr>
</tbody>
</table>
ANNEXURE B. Guidelines for Implementation of Managed Parking

1. Parking demand levels and the tariff

Table B1 indicates the Levels of Service experienced by potential visitors related to the parking bay occupancy and the tariff demand level correction required to achieve a Level of Service C/ Demand Level 3. The higher the occupation levels the lower the likelihood of a visitor to find a suitable parking bay. A Level of Service below C will result in private cars searching for parking and will add to congestion of the local road network. The expansion of managed parking areas and the tariff demand level correction must be guided by the demonstrated demand.

Table B1: Levels of Service for parking

<table>
<thead>
<tr>
<th>Level of Service</th>
<th>Demand levels</th>
<th>Parking bays available</th>
<th>User experience</th>
<th>Tariff Demand Level Correction</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1</td>
<td>Parking occupancy is less than 25%</td>
<td>Parking is widely available.</td>
<td>0%</td>
</tr>
<tr>
<td>B</td>
<td>2</td>
<td>Parking occupancy is between 25% and 75%</td>
<td>Parking is very easy to find.</td>
<td>0%</td>
</tr>
<tr>
<td>C</td>
<td>3</td>
<td>Parking occupancy is between 75% and 85%</td>
<td>Parking is easy to find.</td>
<td>CPIX</td>
</tr>
<tr>
<td>D</td>
<td>4</td>
<td>Parking occupancy is between 85% and 95%</td>
<td>It is difficult to find parking.</td>
<td>CPIX + 2.5%</td>
</tr>
<tr>
<td>E</td>
<td>5</td>
<td>Parking occupancy is between 95% and 100%</td>
<td>It is very difficult to find parking.</td>
<td>CPIX + 5%</td>
</tr>
<tr>
<td>F</td>
<td>6</td>
<td>Parking occupancy is 100%</td>
<td>It is almost impossible to find parking.</td>
<td>CPIX + 7.5%</td>
</tr>
</tbody>
</table>

All managed parking is charged at a Demand Level 3 tariff level. The parking tariffs for Demand Level 1 and 2 are discounted rates that may be implemented when the parking demand (occupancy) drops below the 75% and 25% thresholds. The discounts will be in increments of 50 cents for on-street parking or 25% for off-street parking areas. Rounding off of tariffs is only applicable for cash payment (while parking is paid by means of cash).

2. Implementation of managed parking

The introduction of managed parking must be guided by the following guidelines:

2.1 Managed parking in new areas

New managed parking areas must consist of:
• Streets, blocks or areas where normal parking demand results in Level of Service below level C during eight hours or more on an average day.
• Streets, blocks of areas where as a result of the introduction of priced parking in the neighbourhood occupancy is expected to result in a Level of Service lower than C during eight hours or more on an average day.
• Selected streets and blocks that are logically grouped into one area.

Priority areas for introduction of new managed parking areas are:
• Areas where informal parking attendants are regularly present.
• Areas where short and long stay users compete for parking.
• Areas where Level of Service F is observed during more than eight hours on an average day.
• Areas in proximity to road and rail based public transport stations, stops and public transport interchanges with a high parking demand for commuter parking.

Proper signage must be provided that indicates where:
• Managed parking is undertaken and hours during which managed parking is applicable.

2.2 Expansion of existing managed parking areas

• Managed parking areas can be expanded to include additional streets/blocks where performance is lower than Level of Service C during eight hours or more on an average day.
• Amendment of boundaries must not result in unclear managed parking boundaries to the user.

3. Expansion of managed parking operation hours

Expansion of managed parking operation hours must be guided by the following guidelines:

3.1 Afterhours

Afterhours operations must be considered in existing managed parking areas or a part thereof, when there are:
• Streets with a cluster of evening activities such as restaurants and bars, where performance is lower than Level of Service C.
• Streets with a cluster of night activities such as bars, clubs, et cetera, where performance is lower than Level of Service C.
• A sufficient number of parking bays exist to introduce viable managed parking operations.
• No weekend operations must be undertaken in areas where managed parking is not applied during working days for clarity to users.

3.2 Weekend parking operations

Weekend parking operations may be introduced in existing parking management areas or part thereof, when there are:
• Streets, blocks or areas where normal parking demand results in Level of Service lower than C during eight hours or more on an average day.
• Streets, blocks of areas where as a result of the introduction of priced parking in the area occupancy is expected to result in a Level of Service C during eight hours or more on an average day.
• A sufficient number of parking bays exist to introduce viable managed parking operations.
• No weekend operations must be undertaken in areas where managed parking is not applied during working days for clarity to users.

4. Smart Card Parking Payments

The City of Cape Town will only accept payment for parking via smart card payments in managed parking areas.

5. Mapping of managed parking areas

Maps of managed parking areas need to be available that clearly define the management areas and, when applicable, indicate differences in time limits and tariffs regimes.
ANNEXURE C. Performance Based Parking Pricing

The basic elements of performance pricing were introduced in Cape Town’s Interim Parking Pricing Strategy, 2001. The concept of performance-based pricing ensures that the tariffs are informed by the actual demand in a specific area and supports the optimal use of parking bays across the managed parking area. This pricing approach supports the policy principles as discussed earlier. The following principles have been identified to guide the implementation of performance based pricing.

1. Parking tariffs should be set in order to ensure Level of Service C will be experienced by short term parking users.

This approach will ensure that:
• Parking is priced at a fair level compared to the service it provides;
• Unreasonable competition between localities within the area of jurisdiction of the City of Cape Town is not created by means of parking tariffs.

2. As the demand and supply of parking is different in different areas of the City, parking tariffs will also differ.

In general, demand for parking is different in each managed parking area and thus requires a different parking tariff to achieve Level of Service C. The demand in different subareas of parking management areas may also vary and will require different tariffs to manage the demand.

3. As the demand for parking and supply of parking is different during certain time periods, parking tariffs will be different during specified time periods.

Different tariffs can be applied during parts of the day, morning, afternoon, afterhours, weekend parking depending on demonstrated demand. Practical time periods can be introduced to respond to different demand periods.

4. Parking tariffs structure should be applied consistently for all on-street parking.

In areas with a similar nature the same time increments and time structure should be applied for all on-street parking. This means that in all commercial areas, 15 minutes and 30 minutes increments should be applied.
5. Parking tariffs for each area and period should be changed incrementally according to the measured Level of Service.

As there is no formula that can be applied to estimate the appropriate tariffs for each area, the correct levels will be approached by incrementally increasing current parking tariffs in areas where parking Level of Service equals or is below C. The resulting tariffs will be rounded to the nearest 50- cents per hour (while parking is paid by means of cash). Parking tariffs in areas where parking Level of Service is A or B should not be changed, as the level of demand indicates that parking tariff currently exceeds the marginal cost of parking.

6. Parking tariffs should be adjusted periodically.

Parking tariffs should be adjusted periodically in order to respond to change in demand patterns.

7. All parking users must pay in managed parking areas.

• All users must pay for the use of parking bays, except for exempted permit holders which includes emergency vehicles attending to an emergency as per the Parking By-law.
• Permit holders are exempted when the conditions of the specific parking permit allows for it. It should be noted that permit application fees should be appropriate and consider the cost associated with the use of public street space.

8. Parking bays of alternative dimensions should have parking tariffs that relates to their size.

Motorcycle parking generally requires less public street space. Therefore the cost of using a motorcycle parking bay should be lower. For example, when three motorcycle bays fit into one parking bay, the 1/3 of the parking tariffs for a normal parking bay should apply.

9. Demand Level Tariff Pricing

There are 3 levels of demand pricing namely:
• Demand level 1 - where the parking occupancy is less than 25%.
• Demand level 2 - where the parking occupancy is between 25% and 75%.
• Demand level 3 - Where the parking occupancy is more than 75%.

All managed parking is charged at a Demand Level 3 tariff level. The parking tariffs for Demand Level 1 and 2 are discounted rates that may be implemented when the parking demand (occupancy) drops below the 75% and 25% thresholds. The discounts will be in increments of 50 cents for on-street parking or 25% for off-street parking areas. Rounding off of tariffs is only applicable for cash payment (while parking is paid by means of cash). These changes can be authorised by the TCT Commissioner, based on reliable occupancy data.