
**Port Stephens
Local Traffic Committee Minutes**

**Meeting held in the Port Stephens Council Committee room and via Zoom on
Tuesday 1st April, 2025 at 9:30am**

Present:

Ruby Porter – representing Kate Washington MP, Sgt Kynan Bell – NSW Police, Cr Ben Niland, Cr Giacomo Arnott, Mark Morrison, Tracey Marks, Paul Stevens – TfNSW, William Ridley - CDC Hunter Valley Buses, Anthony Biscan – Port Stephens Coaches, John Maretich, Andrew Behrens, Anna Brown, Jenna Dowell, Joe Gleeson (Chairperson) - Port Stephens Council

Apologies:

Mayor Leah Anderson, Tim Crackanthorp MP

A. Business arising from previous meeting

**07_03/18 Ferodale Road, Medowie - Install accessible parking at
Medowie Public School**

B. Listed matters

06_04/25 Kilcoy Drive, Tomago - Request for parking restrictions

**07_04/25 Rees James Road, Raymond Terrace - Request for review of
regulatory signage and linemarking**

**08_04/25 Brocklesby Road, Medowie - Review of regulatory signage
proposed**

**09_04/25 Magnus Street, Nelson Bay – Installation of a temporary bus
zone**

Business arising from previous meeting

Item: 07_03/18

Ferodale Road, Medowie - Request for disabled parking at Medowie Public School

Requested by: A resident

File:

Background:

At the February Local Traffic Committee meeting, Committee members recommended installation of an accessible parking space at Medowie Public School. Staff from the Department of Education and Training have since contacted Council to request that the proposed accessible parking space has time restrictions installed, to prevent possible abuse of the space. The requested intent of the space is for a set-down / pick-up space with accessibility and the concern is that without time restrictions, the space could be occupied all day by a mobility permit holder.

The Asset Services Officer has requested the following:

“Our requirement is for a dedicated drop-off space, rather than a standard disabled parking space. The intention is to provide a designated area – ideally in the area already earmarked – where assisted travel students can be safely dropped off and access the school, similar to a Kiss and Ride but specifically for disabled students. Would it be possible to signpost this as a disable Kiss and Ride? This would ensure that the space is available for continuous drop-offs, rather than being occupied by a parked vehicle, which could prevent other students who need it, from using it.”

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

TfNSW signs database – R5-1-3

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

Discussion:

TfNSW representatives advised that accessible parking facilities can be time restricted, but that there would need to be good communication with the school community to ensure that people are aware of the restrictions.

Cr Niland advised that he had spoken with the original applicant who indicated that a 10 minute time restriction would address the concerns regarding the possibility of someone parking in the space all day.

Committee’s recommendation:

Add a 10 minute time limit to the previously approved accessible parking restrictions at Medowie Public School. The 10 minute restrictions are to apply only during the school zone operational times, on school days.

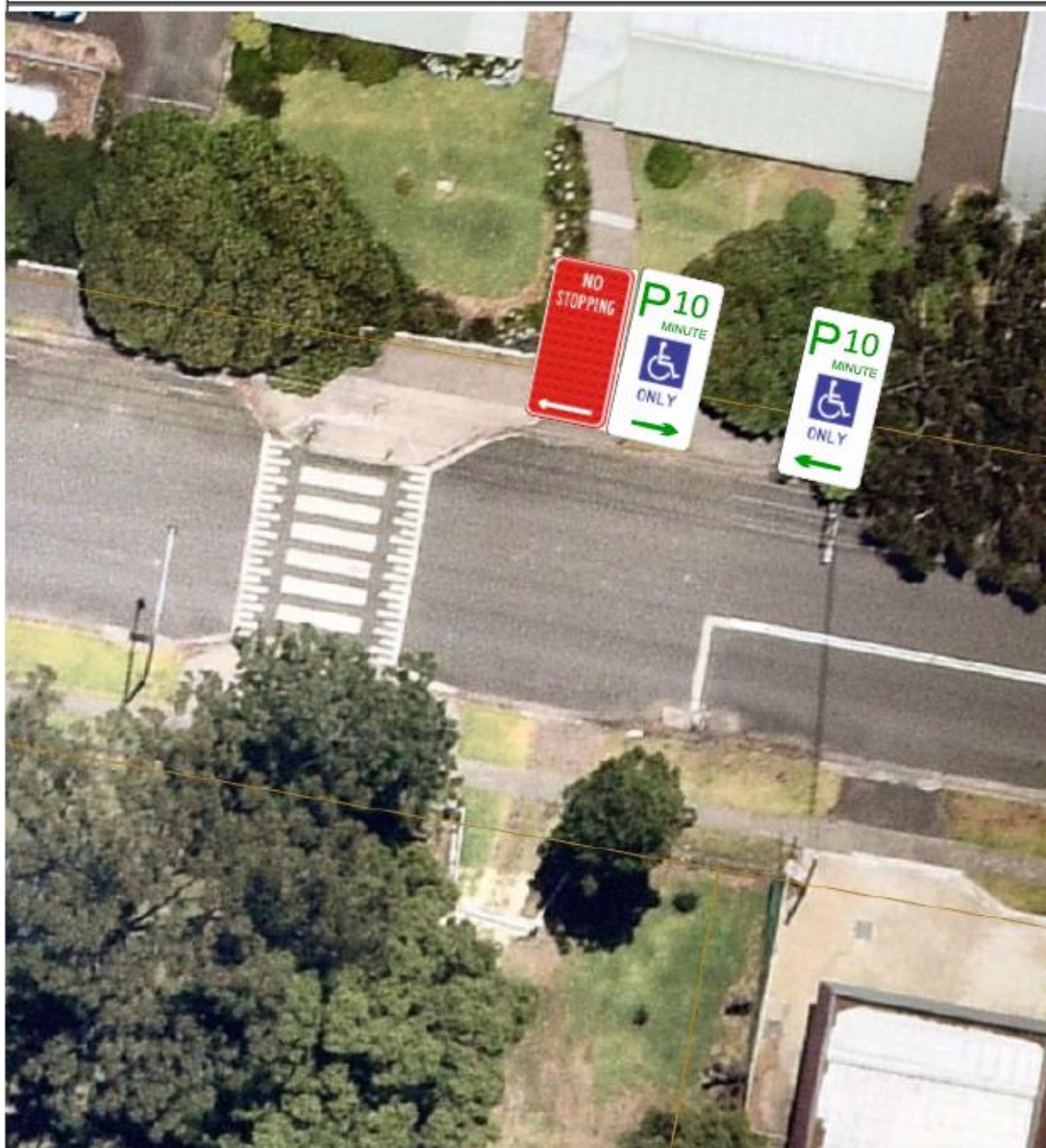
Engagement level

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



= 10 minute parking — mobility permit holders only,
8am-9.30am, 2.30pm-4pm School days only

Listed matters

Item: 06_04/25

Kilcoy Drive, Tomago - Request for no parking

Requested by: A local business operator

File: 417252

Background:

A local business requests to have a parking exclusion zone implemented for the business driveway. They have trucks coming in and out of the driveway and it can be hard for them to get in and out with cars parking too close to the driveway everyday.

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:

Cr Arnott raised concerns regarding the impact this proposal would have on available parking in the area. He requested that Council officers conduct site investigations and consult with business operators in the area.

Committee's recommendation:

For further investigation

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

 = NS1 - 'No Stopping' line

Item: 07_04/25

Rees James Road, Raymond Terrace - Request for review of regulatory signage and linemarking

Requested by: Development Engineering

File: 16-2017-881-1

Background:

A signage and linemarking plan is submitted for a subdivision 48 Rees James Road, Raymond Terrace.

Legislation, Standards, Guidelines and Delegation:

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

Committee's recommendation:

Approve the signage and linemarking plan, as shown on the attached sketch, Annexure A.

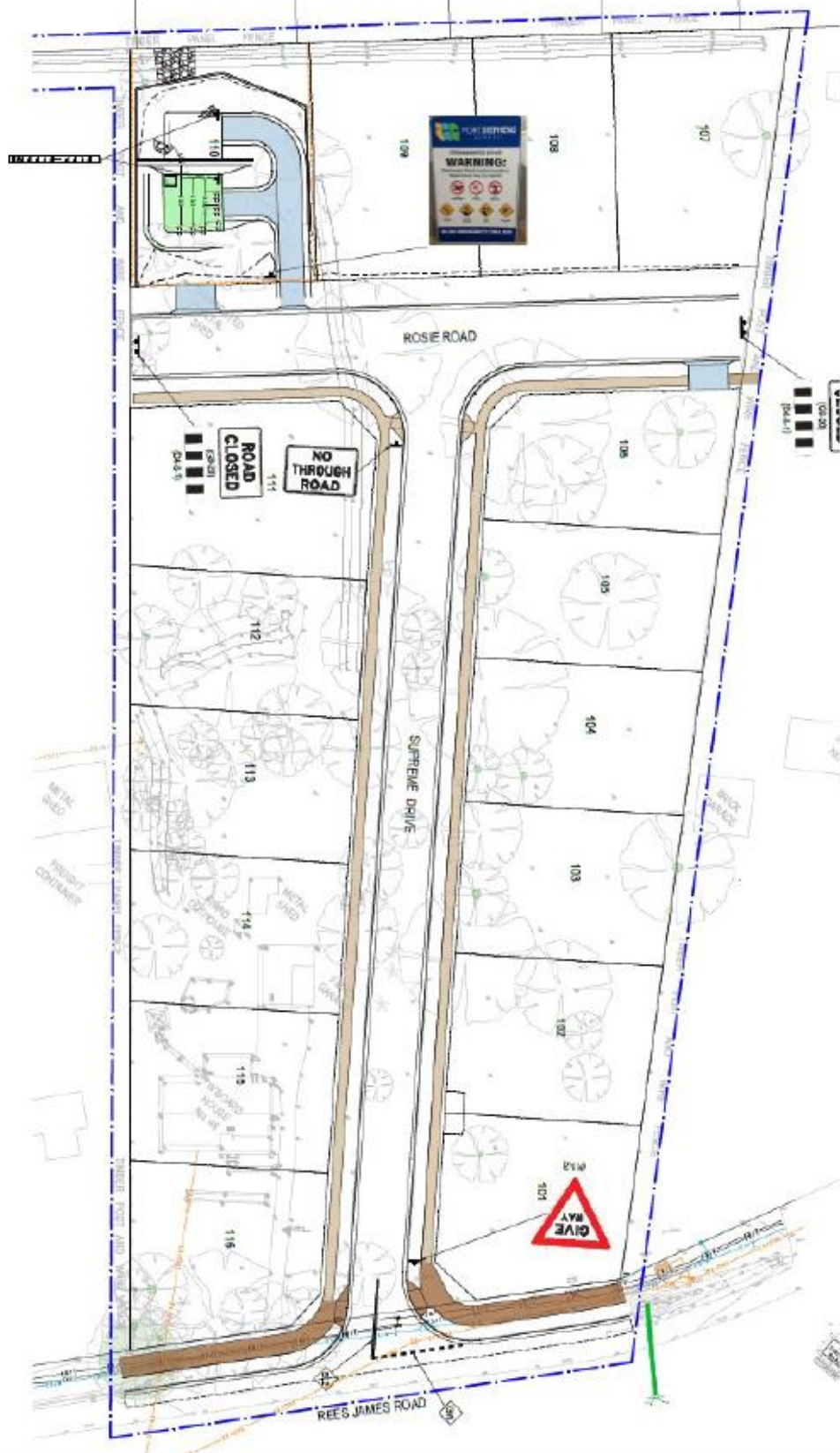
Engagement level

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: 08_04/25

Brocklesby Road, Medowie - Review of proposed regulatory signage

Requested by: Development Engineering

File: 16-2025-23-1

Background:

This request relates to a development application for recently rezoned land at Medowie, located just east of the Gardens Estate, connecting to Brocklesby Road.

The northern kerb of the proposed northern road is required to be a no stopping/no parking area for bushfire purposes (in red below). Regulatory signage is proposed (No Stopping sign) or a C3 yellow line on the asphalt.

Speed humps are also proposed adjacent to a proposed wildlife corridor.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 167 – No stopping signs, Rule 169 – Stopping on a road with a yellow edge line

TfNSW signs database – R5-400

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

Committee's recommendation:

Approve the installation of 'No Stopping' restrictions, 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

Item: 09_04/25

Magnus Street, Nelson Bay – Installation of a temporary bus zone

Requested by: Development Engineering

File: 138-2025-16-1

Background:

Work is about to start on the redevelopment of the Marina Resort site at 33 Magnus Street, Nelson Bay. This will necessitate the relocation of the bus stop, as the frontage of the site is being used as a construction zone. The bus stop will be temporarily relocated approximately 40m to the west.

Legislation, Standards, Guidelines and Delegation:

NSW Road Rules – Rule 183 – Stopping in a bus zone

TfNSW signs database – R5-20

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

Committee's recommendation:

Approve installation of temporary bus zone signage at 49 Magnus 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

- = Bus zone
- = No Stopping

The meeting closed at 9.59am