



Local Plan Second Review 2007
Supplementary Planning Document



Motor
Bike
Parking

Vehicle Parking Provision at New Development

Planning Policy Team
June 2008



Supplementary
Planning Document

Vehicle Parking Provision at New Development

June 2008

Prepared in conjunction with East Herts Council by

Harrison Webb

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1 Introduction

This first Section of the Guidance explains its purpose, the overall policy approach adopted and the terminology used. The document layout is described and its status noted.

The purpose of this Guidance

- 1.1 This Supplementary Planning Document (SPD) supplements Policies TR5, TR6, TR7, TR8, TR13, TR14 and TR16 of the East Herts Local Plan, Second Review, Adopted Version, 2007 and accords with guidance in Planning Policy Statement (PPS) 12: Local Development Frameworks. It is also consistent with East Herts Council's (EHC) emerging Parking Strategy. The purpose of the SPD is to explain the Council's approach to vehicle parking provision at new development. Its intention is to provide clear guidance and more certainty for developers. If the guidance is followed, the time taken to prepare and determine planning applications should be reduced.
- 1.2 This SPD is compatible with the former SPG on Parking Provision at New Development adopted by Hertfordshire County Council (HCC) on 18 December 2000 and which supplemented former Policy 25: Car Parking, as set out in the Hertfordshire Structure Plan Review 1991 – 2011 (adopted April 1998) and which was accompanied by a Best Practice Guide (published March 2003). Regarding the status of the Structure Plan, it should be noted that, due to the direction of the Secretary of State¹, Policy 25 was not included as a 'saved' policy. Therefore this element of the Structure Plan and its subsidiary Supplementary Planning Guidance expired on 27th September 2007. However, as the contents of the guidance were the foundation for the development of the relevant policies in both the adopted Local Plan Second Review and this SPD, it is considered proper that reference should continue to be made to these documents as appropriate.

¹ Direction under Paragraph 1(3) of Schedule 8 to the Planning and Compulsory Purchase Act 2004, Policies contained in Hertfordshire Structure Plan Review 1991 – 2011 (adopted April 1998), 26th September 2007

The overall policy approach

1.3 The detailed policy context for this Guidance is set out in the following documents:

National policy

- ◆ PPG 13 (March 2001): Transport
- ◆ PPS 3 (November 2006): Housing
- ◆ PPS 6 (March 2005): Planning for Town Centres
- ◆ The Government's White Paper on the Future of Transport: A New Deal for Transport, Better for Everyone (July 1998)
- ◆ Circular 5/05 Planning Obligations (July 2005)

Regional policy

- ◆ East of England Plan (also known as the Regional Spatial Strategy (RSS) for the Eastern Region), incorporating Secretary of State's Proposed Changes December 2006 and Further Proposed Changes October 2007
- ◆ Regional Planning Guidance for the South East (RPG 9) (March 2001)
- ◆ From Crisis to Cutting Edge - Draft Regional Transport Strategy, South East England Regional Assembly (January 2003)

Hertfordshire Structure Plan policy and guidance (Expired 27th September 2007, as detailed above)

- ◆ Hertfordshire Structure Plan Review 1991 – 2011 (adopted April 1998) see Policy 25: Car parking
- ◆ SPG on Parking Provision at New Development (18 December 2000)
- ◆ Best Practice Guide: Parking Provision at New Development (March 2003)

East Herts Local Plan policy and guidance

- ◆ East Herts Local Plan, Second Review, Adopted April 2007 see Policies TR5, TR6, TR7, TR8, TR13, TR14 and TR16
- ◆ East Herts Parking Policy Review 2007

- 1.4 Over-arching Government policy is to locate new development preferably where it is highly accessible by passenger transport, walking and cycling. In any event, new development should offer a realistic choice of means of access in order to minimise car use.
- 1.5 Government policy therefore acknowledges that accessibility varies according to location. This in turn means that transport mode choice must also vary by location (otherwise there would be little point in locational policies concerned with sustainability). Variation in mode choice results in corresponding variation in car use and, hence, the demand for car parking. It is clear that parking provision must vary by location or there will be over or under-provision.
- 1.6 Parking over-provision will negate inducements to switch from using a car to more sustainable modes and waste valuable land. Under-provision may induce a beneficial mode switch but could also introduce operational difficulties and amenity impacts resulting from overspill parking in inappropriate locations.
- 1.7 In responding to Government guidance, the overall policy approach adopted in East Herts therefore seeks, in certain circumstances, to reduce parking provision at non-residential development below that required to accommodate relatively unfettered demand for car parking. The required reduction in provision, where applicable, varies according to location. This reflects the variation in car use that results from different levels of accessibility by passenger transport, walking and cycling. This Guidance shows how this is to be done in East Herts using a system of zones that reflect this variation in accessibility.
- 1.8 The starting point for the reduction process is a set of demand-based standards for a wide variety of land uses. The type of zone in which a proposed development is to be located determines the reduction in parking provision sought by the Council, where this is appropriate. The policy for residential development seeks to accommodate parking demand in off-street spaces but allows variation according to location. Reduced off-street provision will be sought in highly accessible locations and/or where the characteristics of development could reduce car ownership levels.
- 1.9 The approach to car parking provision at new development proposed in this Guidance can be fine-tuned and developed over time in the light of experience. However, the most important aspect of it is that it ensures that

all relevant factors are considered when deciding appropriate levels of parking. These factors include the nature of the development, local traffic conditions, accessibility by a choice of transport modes including rail, the state and scale of local economies and relevant environmental constraints.

- 1.10 It is emphasised that car parking provision is a secondary issue when considering development proposals. The location of development remains the primary concern.
- 1.11 The Council seeks to reinforce locational policies by rewarding development in more accessible locations. Accessibility Contributions are used by the Council to improve accessibility by passenger transport, walking and cycling in the catchment of new developments and in accordance with the County Council's Local Transport Plan (LTP). Details relating to Accessibility Contributions and their implementation can be found in the Council's Planning Obligations SPD.

Terminology

- 1.12 The term "*accessibility*" as used in this Guidance refers to ease of access by a choice of transport modes. Thus a "*highly accessible location*" would be (or could be made to be) very easy to access by all modes, particularly passenger transport, walking and cycling. In the case of new housing in particular, this terminology also implies that a range of essential, useful and/or attractive local facilities can be readily accessed by this choice of modes. The term therefore relates to both quality and utility.
- 1.13 "*Operational car parking*" refers to car parking required to enable premises to function as intended. It does not include parking provision for customers or employees (other than essential car users in exceptional circumstances). Nor does it provide for servicing/lorry parking. Operational car parking is assumed to be included within the maximum demand-based standards in this guidance. The onus is on the developer to justify the need for operational parking, particularly in the case of employee parking.

The layout of this Guidance

- 1.14 Section 2 explains the policy background to this SPD. Section 3 develops the zone system used to vary parking provision according to location and sets out the maximum car parking standards. These maximum standards provide the starting point for zonal reductions in parking provision. Zone systems have been developed for each of the six main settlements in East Herts:

- ◆ Bishop's Stortford
- ◆ Hertford

- ◆ Ware
 - ◆ Buntingford
 - ◆ Sawbridgeworth
 - ◆ Stanstead Abbots and St Margarets.
- 1.15 Advice is offered on the minimum parking provision required for cyclists and disabled motorists. Parking for powered two-wheelers and lorries is also discussed.
- 1.16 Section 4 concludes the Guidance with a flow chart summarising the proposed process for determining the number of on-site parking spaces at new development.
- 1.17 Appendix A defines the zone systems developed for each of the six main settlements in East Herts. Appendix B sets out maximum demand-based car parking standards, together with advisory minimum cycle parking standards and guidance on parking for powered two-wheelers. Appendix C gives guidance on the design, layout and dimensions of car parking spaces.

Status

- 1.18 This SPD was prepared by consultants Harrison Webb in conjunction with East Herts Council and was adopted by the Council in June 2008.

2 Policy context

This Section summarises the national, regional and local transport policy context for the Guidance.

National policy

2.1 Relevant national transport policies are set out in a number of documents. These include a number of Planning Policy Guidance (PPG) Notes, Planning Policy Statements (PPS) and consultation papers:

- ◆ PPG 13 (March 2001): Transport
- ◆ PPS 3 (November 2006) Housing
- ◆ PPS 6 (March 2005): Planning for Town centres
- ◆ The Government's White Paper on the Future of Transport: A New Deal for Transport, Better for Everyone (July 1998)
- ◆ PPS 1 (January 2005) Delivering Sustainable Development
- ◆ Circular 05/05: Planning Obligations (July 2005)

PPG 13: Transport

2.2 PPG 13 notes that the availability of car parking at non-residential development has a major influence on the means of transport people choose (PPS 3 addresses parking at residential development; see below). Research suggests its influence probably exceeds that of high quality passenger transport services. Car parking is space-hungry, costly to provide and reduces development density. So reducing the amount of parking in new development is essential, as part of a package of measures, to promote sustainable transport choices. Policies should be co-ordinated with parking strategies and complement locational policies.

2.3 PPG 13 emphasises that in developing policy on parking at new development, authorities should *inter alia*:

- ◆ not require developers to provide more parking than they themselves wish unless exceptional circumstances prevail
- ◆ encourage the shared use of parking, particularly in town centres
- ◆ not create perverse incentives to locate away from town centres or threaten investment in town centres
- ◆ set maximum levels of parking provision as part of a package of measures to promote sustainable transport choices, reduce land-take, enable schemes to fit into urban sites, promote linked trips and access to development without use of a car and to help tackle congestion
- ◆ observe the maximum standards set out for some land uses in PPG 13, Annex D or adopt more rigorous standards where appropriate
- ◆ apply discretion when applying standards to small developments below the size thresholds in Annex D (typically these will be in rural areas)
- ◆ not seek commuted payments based purely around the lack of parking on the site
- ◆ where retail and leisure development is located in a town centre, authorities may allow parking additional to the relevant standards provided this parking is available for the town centre as a whole and compatible with a parking strategy
- ◆ parking charges in a parking strategy should not undermine the viability of competing town centres and should be used to encourage use of other transport modes.

2.4 Since PPG 13 was issued, it has become clear that it is quite appropriate to vary parking provision by location provided locational policies for new development are adhered to, thus preventing perverse development pressures (see the section below on regional policy).

PPS 3: Housing

2.5 PPS 3 states that Local Planning Authorities should, with stakeholders and communities, develop residential parking policies for their areas, taking account of expected levels of car ownership, the importance of promoting good design and the need to use land efficiently.

2.6 Local Planning Authorities, in assessing design qualities of applications, should also consider the extent to which the proposed development, *inter*

alia, takes a design-led approach to the provision of car-parking space, that is well-integrated with a high quality public realm and streets that are pedestrian, cycle and vehicle friendly.

PPS 6: Planning for Town Centres

- 2.7 PPS 6 sets out the Government's key objective for town centres, namely to promote the vitality and viability of existing centres. Amongst other objectives, it seeks to improve accessibility by a choice of means of transport. PPS 6 is clear (paragraph 4.4) that adequate parking is important for town centre vitality and viability.
- 2.8 In maintaining the sequential approach to site selection (whereby locations are considered in existing centres before out-of-town sites) PPS 6 requires developers to employ a flexible approach that enables a reduced development footprint in central locations. This could be achieved variously by reducing floorspace, innovative formats, and reduced or reconfigured car parking.

PPS 1: Delivering Sustainable Development Securing the Future: Sustainable Development Strategy

- 2.9 Both documents confirm sustainable development as the key principle underlying planning. The Government Strategy sets high level objectives and indicators. PPS 1 provides associated guidance on their delivery at local level, including the need to create sustainable and safe communities.

Transport White Paper

- 2.10 The Transport White Paper challenges regional and local decision-makers to avoid making decisions about transport in isolation. Managing the growing demand for transport is paramount. Local travel should be enhanced by maximising transport choices, including walking and cycling. Transport decisions need to be linked to decisions about the location of housing and employment sites, different forms of transport, well informed, and prioritised and targeted to maximise value for money. Accessibility planning is now a required element of Local Transport Plans and must be co-ordinated with land use planning. All these elements are embodied in the approach set out in this SPD.

Circular 5/05: Planning Obligations

- 2.11 Developer contributions, including commuted parking payments, have been made to date under Section 106 of the Town and Country Planning Act 1990. Circular 5/05 provides policy advice based on Section 106 and previous advice based on the same governing principles given in the now cancelled Circular 1/97 has been tested in the courts. It advises that

developer contributions should be relevant to planning; necessary to make the development acceptable in planning terms; directly related to the development; fairly and reasonably related to the proposed development; and reasonable in all other respects.

Regional policy

- 2.12 The Regional Spatial Strategy (RSS) for the Eastern Region (also known as the East of England Plan) is expected to be published in 2008. The East of England Plan contains the regional strategy for planning and development in the East of England to 2021. Chapter 7 of the Plan sets out the Regional Transport Strategy for the area.
- 2.13 Policy T14: Parking, provides the regional policy in respect of parking issues and states:

Parking controls, such as the level of supply or the charges, should be used as a part of packages for influencing travel change, alongside measures to improve public transport accessibility, walking and cycling, and with regard to the need for coordinated approaches in centres which are in competition with each other. Demand-constraining maximum parking standards should be applied to new commercial development. The standards, in PPG13 should be treated as maximums, but local authorities may adopt more rigorous standards to reinforce the effects of other measures in Regional Transport Nodes and Key Centres for Development and Change.

- 2.14 In explaining the context for Policy T14, the RSS, at paragraph 7.46, recognises that "...The region exhibits a wide range of circumstances that necessitates a flexible approach to setting maximum levels of parking at the local level and it is proposed that parking standards should be based on an approach which takes account of three key parameters: location, land use and accessibility". Further, at paragraph 7.48, that 'it is for local authorities to identify current levels of accessibility and apply the framework locally. In doing this they should take into account factors such as the economic buoyancy of the area and the pressures on historic centres'.

Hertfordshire Structure Plan policy

- 2.15 As detailed above (at paragraph 1.2), Hertfordshire County Council's policy on parking provision at new development, which was set out in Structure Plan Policy 25: Car Parking (Hertfordshire Structure Plan Review 1991 – 2011, adopted April 1998), has now expired. This policy was supplemented by SPG on Parking Provision at New Development, adopted by HCC on 18 December 2000. However, as these documents formed the basis of the

methodology behind this SPD, it is considered appropriate that their most pertinent aspects be detailed.

- 2.16 It should be noted that the Hertfordshire Guidance anticipated Government and regional guidance on the subject. It set out maximum levels of parking provision for all principal non-residential land uses. These were demand-based, reflecting relatively unfettered use of the car. But importantly, these demand-based standards would eliminate over-provision and become the starting point for restraint to be applied progressively in urban areas according to location, using a zone system. Location determines the quality of non-car accessibility. The system also allows the state of local economies and environmental factors to be taken into account. This approach is now embodied in the RSS. In rural areas, maximum demand-based standards will normally apply.

East Herts Local Plan, Second Review

- 2.17 Relevant Transport policies contained in Chapter 5 of the Local Plan, Second Review, Adopted April 2007 include:

TR5 Dual Use of Private Car Parks

Where a private car park is proposed the Council will determine whether it should also be put to public use having particular regard to the primary user.

TR6 Car Parking – Strategy

The District Council will produce a Parking Strategy setting out a framework of guidance for the management of on and off street parking.

TR7 Car Parking – Standards

Car parking provision for new development proposals will be assessed in accordance with the District Council's car parking standards (which should be taken as maximum standards), including coach, cycle and powered two-wheeler provision, as set out at Appendix II. The actual provision made will be determined on a site-specific basis having regard to the proposed use, location, and availability of, or potential for access to, modes of transport other than the private car in accordance with the Council's SPD 'Vehicle Parking Provision at New Development'.

5.11.7 In forwarding the aims of encouraging alternative modes of transport to the private car, the Council will seek reduced car parking provision, where there is good access to alternative modes of transport in accordance with the Council's SPD 'Vehicle Parking Provision at New Development'. The SPD is mainly based

on County, regional and national policy on parking standards and developer contributions, informed by the local context. However, the Council is particularly concerned that any reduction in car parking provision should not lead to displacement parking elsewhere and will, therefore, seek measures to ensure that this does not occur.

5.11.8 Additionally, for all development that generates a need for new parking spaces, such provision will be coupled with a contribution to be used in the travel catchment of the development to improve passenger transport facilities, and other modes of transport which are more sustainable than the private car. In such circumstances policy TR8 will apply.

TR8 Car Parking – Accessibility Contributions

Accessibility contributions, in the form of a tariff based on the number of on-site car parking spaces provided, will be applied to all new developments that generate a need for new parking provision. Such contributions will be used towards investment in schemes within the Local Transport Plan to improve passenger transport, cycling and pedestrian facilities. The District Council may also require measures to be implemented to ensure the protection of existing residential areas and traffic routes from displacement parking.

5.11.9 Lorry parking can cause problems, particularly overnight and at weekends. Where lorry parking, especially involving heavy goods vehicles, occurs in residential areas this can be environmentally intrusive and potentially prejudicial to road safety. The Council has supported the provision of lorry parks within the district in the past, but recognises that there may be need for further provision.

TR13 Cycling – Facilities Provision (Non-Residential)

Where non-residential developments are proposed, including employment generators, educational establishments, leisure and retail and business sites the provision of secure, covered, waterproof cycle storage and other facilities, such as employee showers, lockers and information and maintenance points will be required, as appropriate, which should be located near to the main entrance to buildings where possible.

TR14 Cycling – Facilities Provision (Residential)

Applications for new residential developments should, where appropriate, demonstrate provision of sufficient cycle storage facilities for occupants of new dwellings to enable cycle usage to become a realistic option to the use of private motorised transport. Such facilities should include appropriate secure, covered, waterproof storage facilities and be provided either within the curtilage of the dwelling or, for example, in the case of flats, within a communal area, provided that such facilities are easily observed and accessible.

TR16 Powered Two-Wheelers

Secure parking areas for powered two-wheeled vehicles and other facilities for their riders such as lockers, information and maintenance points (which may be shared facilities with cycle users) will be expected as part of applications for non-residential developments, including employment generators, educational establishments, leisure and larger retail and business sites.

- 2.18 It should be noted that the above policies are not exhaustive and that applications will be considered taking into account all relevant policies in the Local Plan Second Review, Adopted April 2007. Developers are therefore advised to consider the provisions of the Plan as a whole when drawing up proposals.

East Herts Parking Policy Review 2007

- 2.19 A properly planned and run parking service is integral to the overall social and economic wellbeing of the community of East Herts. Effective management of on-street parking promotes efficient traffic flow. This is of particular benefit to towns and villages planned and built before the advent of the motor vehicle.
- 2.20 Effective management of off-street car parks helps ensure that this limited and valuable resource meets the needs of the various stakeholder groups (such as shoppers, businesses, residents and commuters) and contributes to the social and economic viability of our towns and villages. The quality of life of all residents and visitors to the district, irrespective of whether they own a car, is impacted to some degree by the motor vehicle and the way in which its use is managed in East Herts.
- 2.21 In October 2006 the Council commissioned its transport consultant, Arup, to undertake a review of its parking policies. The study had several objectives, principally:
- i) To review progress against objectives originally contained in a study undertaken by Arup in 2002, which led to the implementation of Decriminalised Parking Enforcement (DPE) in January 2005.

ii) To anticipate the implementation of the Traffic Management Act 2004 and highlight ways in which this may have a significant impact on the way the Council delivers its parking services.

iii) To consider the place of the Council's parking policies and strategy in the context of its wider policies and strategies in areas such as planning and transportation.

2.22 The Arup report correctly identifies parking policy as having clear linkages to wider policy issues. Central Government driven changes, such as the Traffic Management Act 2004 must be accommodated and the guidance issued under this Act makes it clear that local authorities' parking policies must contribute to their overall transport objectives as expressed in their Local Transport Plans. National and regional planning guidance also increasingly addresses the role of the vehicle when planning new development and seeks to encourage modal shift towards the use of alternative means of transport, not least on environmental grounds.

2.23 It is by taking a holistic approach to the issue of parking policy, recognising its linkages with, for example, national and regional planning and transportation policy, that East Herts Council can develop parking policies and practices for the future that are capable of playing their part in promoting the wellbeing of the citizens of East Herts. For this reason, the Council agreed in January 2008, that the Arup review of parking policy should progress to its conclusion as an element of a wider review of transport strategy in East Herts, to be conducted in 2008 as well as being used as an aid to the development of the parking service in its own right.

3 Parking provision

This section explains how parking provision at new development should be determined.

Aspects considered

3.1 This section of the SPD considers:

- ◆ some basic definitions
- ◆ the way parking provision should be addressed in a Transport Assessment (TA) of a new development
- ◆ the way the zone system is used to vary non-residential parking provision according to location
- ◆ maximum car parking standards for residential and non-residential development
- ◆ the minimum parking provision required for cyclists and disabled motorists
- ◆ parking provision for powered two-wheelers and service vehicles/lorries.

All developments will be expected to comply with the guidance in this Section.

Definitions

3.2 Car parking provision is usually expressed in terms of 'spaces' and embraces various forms of provision such as garages and car-ports.

- 3.3 It is not possible to provide standards for every conceivable type of development and there will inevitably be some proposals which fall outside the categories identified. In such cases each proposal will be considered on its individual merits, using the nearest appropriate standard as a guideline. However, the onus will fall upon the developer to demonstrate that appropriate provision will be made.
- 3.4 Where reference is made to floorspace in the parking standards this relates to gross floorspace measured externally and expressed in square metres, unless otherwise stated. Where calculations to determine the required number of spaces result in fractions of a space, these figures should be rounded up to the nearest whole number unless communal parking for residential development is under consideration. (In the case of communal parking, the total number of communal spaces may be derived by adding together fractions of a space per dwelling). In the case of industrial and business development where individual land use components are known and a number of separate lettable units are proposed as part of a single planning application, floorspace categories will be applied to individual units and not to total floorspace.
- 3.5 Where parking standards relate to employee/staff requirements, numbers should be derived from the estimated peak period staffing levels of the development, unless otherwise stated.

Transport Assessments (TAs)

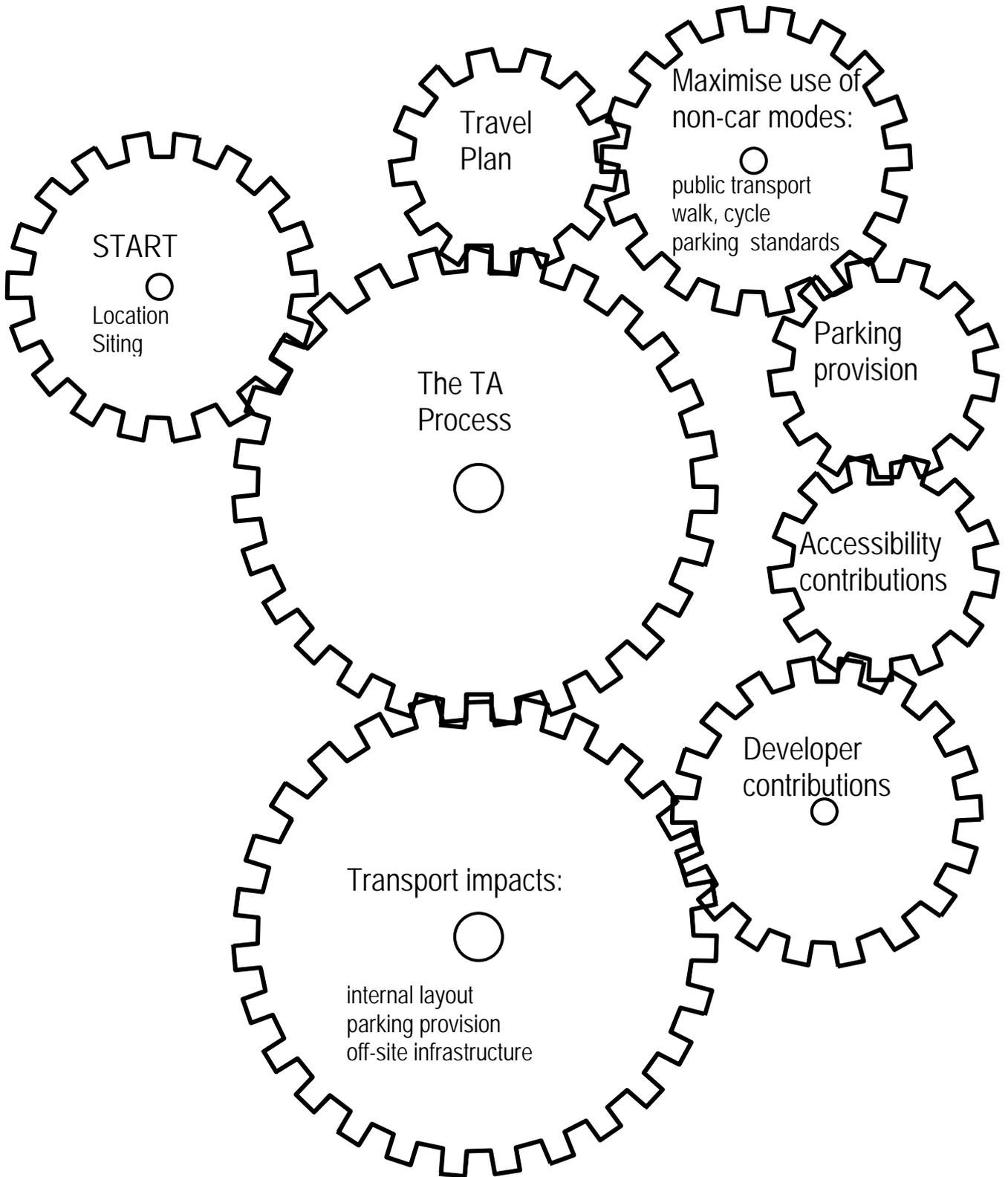
- 3.6 The TA concept was originally introduced to PPG 13 when it was revised in March 2001. The Department for Transport published 'Guidance on Transport Assessment' in March 2007. This reiterates that in accordance with PPG 13, TAs should be prepared and submitted where a new development is likely to have significant transport implications (with Transport Statements (TSs) being required for developments with relatively small transport implications). The Guidance states that "a TA is a comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies what measures will be taken to deal with the anticipated transport impacts of the scheme and to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport". It further states that "a properly prepared TA will help LPAs assess the development's compatibility with the relevant planning policy framework...and relevant transport strategy... It will allow the transport implications of proposed developments to be properly considered and, where appropriate, will help identify suitable measures to achieve a more sustainable and environmentally sound outcome." Figure 3.1 summarises the TA process envisaged by the Council. Section 5.9 and Policy TR3 of the Local Plan Second Review, Adopted April 2007 require a TA to accompany any planning application likely to generate significant

movement and travel demand. This section also details measures required by Hertfordshire County Council, as Highway Authority.

- 3.7 TAs involve an iterative process (see Figure 3.1 overleaf) with many inter-related factors influencing the transport characteristics of a new development (e.g. location, public transport accessibility, accessibility on foot and by cycle, on-site parking provision). The process should combine these factors to maximise sustainability.
- 3.8 Location is the starting point for the TA process and is the foundation for current Government policy on planning for new development. Location determines catchments and influences overall accessibility to the development by different modes.
- 3.9 Maximising the use of non-car modes is a major consideration in the TA process. Accessibility is influenced by the design of the development and new transport infrastructure and services provided for it. These factors may be required to meet operational requirements but they may also help overcome poor accessibility, for example, by reducing pedestrian severance or by increasing the frequency of bus services to a level that is attractive to potential users. Travel Plans, planning conditions and legal agreements can also influence transport impacts by requiring measures that reduce car dependency.
- 3.10 The County Council issued guidance on Travel Plans in March 2001 – Developing a Green Travel Plan, A Guidance Note. This guidance should be adhered to. It is considered good practice to seek to maximise the use of physical measures (eg parking provision) to achieve Travel Plan objectives and targets, and to minimise reliance on potentially complex legal agreements that require substantial data collection, monitoring and auditing exercises.
- 3.11 Finally, assessing the effect of these influences allows analyses of consequent impacts on existing traffic and the site's surroundings. If these are unacceptable, the procedure may be repeated with different solutions. It is highly desirable for developments to accommodate attracted vehicles off-street to avoid intrusion in surrounding areas through overspill parking. However, it is also important that on-site parking provision conforms to mobility management principles to minimise car dependency.
- 3.12 Parking over-provision in recent new development is not uncommon, despite the steady growth in car use and ownership. This is especially true for retail uses. This is now acknowledged by many retailers and is resulting in applications for retail extensions that exploit under-used parking areas.
- 3.13 Car parking is both an input and an output of the TA process. While car parking standards provide a starting point by indicating the degree to which

car usage could be discouraged, the demand for off-street parking provision is a conventional and independently derived output of a TA.

Figure 3.1:
The Transport Assessment process



The zonal approach to parking provision

- 3.14 The zonal approach for parking provision applies to all developments and in the cases of Bishop's Stortford, Hertford and Ware, it underwrites the prevailing policy of having little or no dedicated car parking for specific non-residential town centre premises. However, this does not imply that any redevelopment and regeneration of the town centre should not be accompanied by changes in the parking supply. The future supply of public town centre car parking necessary to support the vitality and viability of the retail economy is considered in paragraphs 3.41-3.43.

Non-residential maximum parking standards

- 3.15 The process for determining maximum parking standards for non-residential development in East Herts in this Guidance is based directly on SPG (December 2000) and accompanying Best Practice Guide (published March 2003) issued by HCC on the same subject (both now expired). The resulting zone system for the East Herts main settlements is shown in Appendix A.
- 3.16 The starting point for the process is the maximum non-residential parking standards set out in Appendix B. These standards are (with a few exceptions) identical to those in the County Council's SPG. They are compatible with or more stringent than those in PPG 13. They reflect observed typical maximum parking demand as represented by recent surveys of developments (or previous minimum standards for those less common land uses where survey data is limited). They are therefore demand-based and represent relatively unfettered car use. The basis for the national maximum standards in PPG 13 is unclear, thus explaining why the maximums set out in this SPD (Appendix B) are not all identical to those in PPG 13.
- 3.17 Adoption of the PPG 13 standards without further reduction would:
- ◆ avoid parking over-provision in relation to unfettered car use , but
 - ◆ over-provide in locations where non-car accessibility is good or can be improved.
- 3.18 The process employed by this SPD introduces progressive reductions in parking provision, as indicated by the zonal maps in Appendix A. The reductions are based on locational factors, including accessibility, economic health and environmental considerations. The process involves:
- ◆ identifying parking provision based on unfettered car use

- ◆ reducing this provision according to the location of the development, using the zonal maps in Appendix A that take account of:
 - ◆ accessibility by non-car modes of transport
 - ◆ economic health, based primarily on the position of the six main settlements in the retail hierarchy (as set out at paragraph 7.2.1 in the ‘Shopping and Town Centres’ Chapter of the Local Plan Second Review, Adopted April 2007)
 - ◆ associated environmental considerations, (e.g. historic cores and conservation area designations).

3.19 The resulting reductions are set out in ranges as follows:

Table 3.1:
Car parking provision by zone type

Zone type	car parking provision allowed
1	0-25% of unfettered demand
2	25-50% of unfettered demand
3	50-75% of unfettered demand
4	75-100% of unfettered demand

3.20 These ranges (expressed as percentages of the maximum-demand based standards set out in Appendix B) identify the degree of restraint to be applied to new development within each zone type. Within each range, the higher percentage would result in the smallest acceptable reduction in provision being applied and the lower percentage would result in the greatest acceptable reduction in provision being applied. While the percentage ranges are considered to be appropriate for corresponding zone types, less or more parking provision will be accepted where it is demonstrated in a TA that this is justified in the light of all prevailing policies. Consequently, the lower percentage in each range does not represent a minimum standard, it marks the break-point between adjacent zone types and reflects the highest amount of restraint likely to be practicable per zone type. There is no minimum level of provision in that zero parking can apply where justified.

3.21 The general presumption is to use the lower provision that applies within each range. The range allows fine-tuning according to considerations such as:

- ◆ the nature of the development
- ◆ local traffic conditions
- ◆ the relevance of rail services
- ◆ the existing public parking supply.

Any out-turn provision in excess of national or regional standards will not be acceptable unless justified to meet a shortfall in the existing public supply.

- 3.22 The process is not unprecedented in East Herts or elsewhere. The extremes of these ranges are reflected in the general exclusion of dedicated private parking in the town centre and provision for unfettered demand in less accessible locations.
- 3.23 Town centre and edge-of-centre employment uses may benefit from good accessibility to the rail and bus stations and to town centre facilities. They are also usually within acceptable walk and cycle distances of surrounding housing. Residual demand for long-stay parking is catered for in public car parks.
- 3.24 It is expected that locational policies will remain paramount in East Herts. This means that development will be located “mainly in areas that will enable fewer and shorter journeys to be made, which are well served by public transport and accessible by walking and cycling”, as required by the Local Plan Second Review (Chapter 5, Transport, Objective 3). Parking policies complement and reinforce locational policies. They are not a substitute and cannot be used to overcome locational deficiencies.

The zonal approach applied in East Herts

- 3.25 The identification of zones in the six main East Herts settlements was undertaken in accordance with the County Council policy that was in place at the time of publication of the draft version of this SPD in 2004 and recommended practice, incorporating some local adaptations where appropriate. The zone systems are explained below. The proposals reflect the strength of the local economy (as represented by position in the retail hierarchy) and the fact that the more powerful local economies are better placed to impose travel demand management measures without incurring harm. The zoning also reflects accessibility by non-car modes and the quality of the local environment.

Bishop's Stortford

- 3.26 The application of the approach results in a zone 2 allocation focused on the retail/leisure core as identified in the Local Plan Second Review. This is surrounded by a ring of zone 3 that includes the Railway Land development sites to the south of the town centre. Elsewhere, zone 4 applies.
- 3.27 This zoning reflects the town's retail status (minor sub-regional centre) and the rail services available in the town, with services to London, Cambridge and Stansted Airport. During weekday peak hours there are 3 to 4 trains to and from London, a relatively high frequency. A similar frequency exists for Airport services. Cambridge services operate at the rate of about 2 per hour in each direction. A significant part of the town lies within 800m walk distance of the station. Rail accessibility is therefore relatively good.
- 3.28 Bus services and facilities are less good at present.
- 3.29 In addition to these factors, the central zone 2 allocation was influenced by:
- ◆ the historic town centre and the size of the Conservation Area
 - ◆ the characteristics of development in the centre, noting in particular the lack of dedicated private off-street parking for the multiplex leisure complex
 - ◆ the existing regime for shopper parking, which is based on shared public parking rather than dedicated private parking
 - ◆ the need to limit traffic intrusion in the retail/leisure core, particularly on South Street and Potter Street (reference Local Plan Second Review, Adopted April 2007, Chapter 11 'Bishop's Stortford' paragraph 11.20.5).

Hertford

- 3.30 The retail/leisure core of Hertford is subject to zone 2 status. This follows a similar approach to that explained above for Bishop's Stortford. The town's retail status is one rank lower than Bishop's Stortford (town centre) but the good train services (based on Hertford East and Hertford North) to London termini, Stevenage and Letchworth are complemented by a bus terminus and services near Hertford East station. It is recognised that Hertford North station is in a less accessible location than Hertford East and the walk route between the town centre and Hertford North is less pleasant than that for Hertford East.
- 3.31 In addition to these factors, the central zone 2 allocation was influenced by:

- ◆ the historic nature of the town centre and the size of the Conservation Area
 - ◆ the characteristics of recent new development, noting in particular the provision of shared parking for the Waitrose and Tesco foodstores and the Planning Brief for the Riverside Yards
 - ◆ the pattern of narrow pedestrianised streets in the shopping core
 - ◆ traffic management and parking policies for Hertford, to which reference is made at paragraphs 12.8.4 – 12.8.9 of Chapter 12, 'Hertford' in the Local Plan Second Review, Adopted April 2007.
- 3.32 The area surrounding zone 2 is allocated as zone 3. All other areas have zone 4 status.

Ware

- 3.33 Applying the zonal approach to Ware results in a central zone 2, surrounded by a ring of zone 3. Elsewhere, zone 4 applies. Unlike the two larger towns above, the rail station in Ware is less accessible although the services are shared with Hertford East and changing trains at Broxbourne gives access to Harlow, Bishop's Stortford, Stansted Airport and Cambridge. Bus service quality in Ware is currently not particularly good. The town centre is ranked in retail terms as a minor town centre, one rank below Hertford.
- 3.34 The central zone 2 allocation was influenced by:
- ◆ the characteristics of new development, particularly the shared car parking associated with the Tesco foodstore
 - ◆ the substantial on-site car parking provided for the town's major employer (GlaxoSmithKline) in a peripheral zone 4 location.

Buntingford

- 3.35 This settlement is ranked as a minor town centre. It has a Co-op foodstore with its own car park on the southern boundary of the town centre and a central Somerfield store adjacent to a public car park. Its local economy is therefore more powerful than that of Stanstead Abbots and St Margarets. However, it has no rail station and relatively poor bus facilities and services.
- 3.36 An initial allocation of zone 3 status to the retail/leisure core was downgraded to zone 4. This was because:
- ◆ it has poor passenger transport accessibility

- ◆ zone 4 status seems consistent with recent planning decisions and is consistent with the zoning for Sawbridgeworth and Stanstead Abbots & St Margarets.

3.37 Buntingford is therefore designated as zone 4 throughout.

Sawbridgeworth

- 3.38 Sawbridgeworth is ranked as a minor town centre. The rail station enjoys the same services as Bishop's Stortford but is in a peripheral location with poor pedestrian accessibility to most of the rest of the town as a result. Walking along Station Road can be unpleasant because of traffic volumes, narrow footways and gradients. Bus service quality is relatively poor. There is a shortage of public parking at present, particularly for short stay shopping trips.
- 3.39 The zoning for Sawbridgeworth reflects these characteristics. Because of the paucity of public car parking, the initial allocation of zone 3 status to the retail/leisure core was down-graded to zone 4. Therefore the whole of Sawbridgeworth is given zone 4 status.

Stanstead Abbots & St Margarets

- 3.40 Despite its village status, this settlement is listed in the retail hierarchy detailed at paragraph 7.2.1 of the 'Shopping and Town Centres' Chapter of the Local Plan Second Review, Adopted April 2007 as a minor town centre because of the facilities offered. Zone 4 applies throughout the settlement as while the rail station offers the same services as Hertford East and Ware, it has an off-centre location. Bus service quality is also relatively poor, reflecting the lack of demand in a relatively small settlement.

Retail, leisure and other town centre uses

- 3.41 In line with old PPG 6 (and not negated by PPS 6 in this respect), retail and leisure developments in town centres will be expected to maximise shared use of public short-stay parking provision and thus be subject to prevailing charges and time limitations. Where there is a shortfall in short-stay public parking in these locations, greater (shared) provision may be sought on a development site beyond that indicated by direct application of the zone-based approach.
- 3.42 It is important to note that for daytime activities, shared parking represents a degree of restraint for the private sector in that the shared parking supply relates to a much bigger floor area than just that of the proposed new development. Although the effects of linked trip-making may cancel this out to some extent by reducing trip attraction rates per unit floor area, dwell times in car parks can increase as a result of linked trips. Many leisure activities can rely on existing public parking (if well located) as leisure-

related peak times tend to occur in the evenings when demand associated with other activities (e.g. retailing) is usually less. Furthermore, it may be considered inappropriate to provide additional public car parking for other town centre uses (e.g. food and drink) which may be considered ancillary to more major town centre activities.

- 3.43 These issues should be explored in any TA submitted in relation to new development.

Mixed-use sites

- 3.44 This SPD does not give maximum demand-based standards for mixed-use sites, other than for non-food retail and leisure parks where the individual land use components are not known. Non-residential developments on mixed-use sites share parking and provision can be reduced below that required for each individual land use component at the discretion of the local planning authority. This takes account of linked trips on site and the fact that time profiles of car parking demand will vary according to use. Over-provision should be avoided.
- 3.45 Research for the TRICS consortium (Transport Characteristics of Non-Food Retail Parks, TRICS Report 97/1, 1998) showed that trip rates for retail parks can be significantly lower than the sum of the individual land use components. This research demonstrated that linked trip-making can reduce parking demand by up to 50% and a reduction of 25% appears readily attainable. A similar pattern will apply to mixed leisure developments. However, an alternative view is that this could be but one possible outcome of mixed-use development and that some developments appear to exhibit the opposite effect whereby trip attraction is intensified, presumably as a result of greater than expected diversion from other facilities. Developers should consider all such effects and justify assumptions in their TAs.
- 3.46 Single land use sites that have multiple functions e.g. schools used for community purposes outside of the school day raise similar issues to be addressed through TAs. In these instances, consideration should be given to the use of dual purpose surfaces such as school playing areas doubling as car parks if occasional overspill parking is envisaged.

Extensions and change of use

- 3.47 Applications for extensions of existing developments should also be subject to the SPD approach. The appropriate parking standard should initially be applied to the total development size (existing plus proposed). The resultant number of parking spaces should then be checked (via the TA) against maximum parking accumulation for the existing site and estimates for the extension.

- 3.48 The objective should be to exploit spare capacity resulting from any existing over-provision and achieve an appropriate level of parking spaces for the site as a whole, taking into account any accessibility improvements proposed by the developer. Extensions often provide the opportunity to make a site more sustainable by improving its internal layout, facilities and external connections. Accessibility by non-car modes could be increased by including new or enhanced cycle parking facilities, better pedestrian linkages, contributions towards passenger transport and sustainable transport schemes, and the implementation of a Travel Plan.
- 3.49 Where a site undergoes a change of use that requires the submission of a planning application, parking provision should normally be provided in accordance with the new land use. However, at the discretion of the local planning authority, it may be appropriate for flexibility to be applied in certain circumstances e.g. in some town centre locations where appropriate provision cannot be made on-site.

Phased restraint

- 3.50 In line with PPG 13, phased introduction of restraint may be acceptable at some new developments if the developer can demonstrate that phasing is appropriate e.g. the removal of parking spaces/reduction in the number of spaces per phase of built development after a specified period or when accessibility to the site by non-car modes is improved. Such developments are likely to be large.
- 3.51 This approach may prove particularly useful for regeneration areas/large brownfield sites not ideally located in transport terms. Nevertheless, travel patterns (particularly those of employees) tend to become established at the outset of starting a new job and initial car dependence may subsequently be hard to break. It is therefore important not to exaggerate allowances made in these circumstances.

Operational car parking

- 3.52 Operational car parking (as opposed to service vehicle/lorry parking requirements) is assumed to be included within the maximum demand-based standards. The onus should therefore be on the developer to provide specific justification if operational car parking (particularly in the case of employee parking) is sought in excess of the overall provision resulting from zonal restraint. Planning permissions are attached to the land in question, not the prospective occupier (if known). Hence, any exceptional provision of operational space to meet the needs of a specific occupier may be surplus to requirements at a later date. Genuine need for operational parking in such instances should be minimised through the use of a Travel Plan.

- 3.53 Service vehicle/lorry parking requirements may be necessary in addition to car parking provision, but the onus should be on the developer to demonstrate need. Further guidance is given later in this SPD. Similarly, the onus should be on the developer to justify requirements for other on-site facilities that may be necessary for operational reasons e.g. access roads, delivery/turning areas, circulation space.

Residential parking standards

- 3.54 The maximum residential standards recommended in this guidance are aimed at achieving an average of 1.5 off-street spaces per dwelling across all new housing development in the District, in accordance with the requirements of PPG 3 (which was replaced by PPS 3 in 2006). In the preparation of the standards included in both the Local Plan Second Review and this SPD, PPG 3 was, however, still in place. Therefore, the residential aspect of HCC's 2000 SPG on Parking Provision at New Development underwent a review to reflect the Government's interpretation of that PPG. At inquiry/appeal, the Secretary of State had interpreted the PPG 3 standard of 1.5 off-street car parking spaces per dwelling as an average to be achieved across a district and not necessarily on a site-by-site basis. The HCC review explored how an average of 1.5 car parking spaces per new dwelling could be achieved on a district-wide basis in Hertfordshire.
- 3.55 It is recognised that average car ownership in East Herts is likely to exceed that in more urbanised Hertfordshire authorities (eg Stevenage). In 1991, East Herts had the highest average car ownership in the County: 1.31 cars per household. Seven out of 30 Wards already had car ownership in excess of the 1.5 cars per household benchmark implied in PPG 3. Car ownership in 2001, the most recent Census year, was still the highest in the County: 1.48 cars per household. Seventeen out of 30 Wards now have car ownership in excess of 1.5 cars per household.
- 3.56 Thus provision for an average of 1.5 cars per new housing unit is unlikely to represent adequate provision for residents' cars and a significant number of visitors' cars under current circumstances, unless the housing allocation is predominantly in central urban locations. PPS 3 does not carry forward the PPG 3 requirement to achieve a specific average of off-street spaces per dwelling but rather states that "Local Planning Authorities should, with stakeholders and communities, develop residential parking policies for their areas, taking account of expected levels of car ownership, the importance of promoting good design and the need to use land efficiently".
- 3.57 National policy seeks to manage car use but not ownership. Car use responds to non-car accessibility levels but car ownership need not. Thus residential parking standards are not considered to be directly amenable to

the zonal approach that applies to non-residential development. However, car ownership does respond to factors that can relate to locational characteristics. Household characteristics that could reduce car ownership levels include:

- ◆ lower income
- ◆ occupation by the elderly
- ◆ occupation by students
- ◆ single person occupation
- ◆ high-density, affordable and special needs housing
- ◆ housing with high accessibility to shops, jobs and services
- ◆ housing with high accessibility to a wide range of public transport services.

3.58 Given these characteristics, a two-tier set of maximum residential parking standards is proposed for new housing in East Herts (see Table 3.2 below). The standards vary by location. In higher order town centres and their immediate surroundings (defined by zone 2 as applied to non-residential development) reduced maximum standards will apply and reductions below these may be appropriate. It is assumed that the characteristics identified above will often be found in such locations. Reductions below the maximums may also apply outside zone 2 and will be sought where the location and/or characteristics of the development could reduce car ownership levels.

Table 3.2:
Maximum residential parking standards

Location	off-street parking spaces per unit			
	number of bedrooms			
	1	2	3	4+
zone 2	0.75	1.0	1.5	2.0
elsewhere	1.25	1.5	2.25	3.0

Notes to Table 3.2:

- ◆ *one off-street space is defined as space for parking one car e.g. a single garage, driveway or hardstanding; provision of a garage*

does not automatically mean that there will also be a driveway (and hence 2 or more spaces) as garages can be provided in blocks or may front onto the street in courtyard formats

- ◆ *fractions of a space indicate the use of a mix of allocated and unallocated spaces, the latter being principally for visitors but possibly also groups of residents.*

3.59 These maximum standards are replicated in Appendix B and are identical to those in Appendix II of the Local Plan Second Review, Adopted April 2007.

3.60 It is unlikely that housing market forces in East Herts will enable achievement of the former PPG 3 benchmark. This is largely because existing car ownership has already achieved this level on average and there is no reason to assume that the housing market will sustain lower levels and still achieve allocation targets during the Local Plan period. It is not stated Government policy to restrict car ownership in order to help achieve its demand management priorities.

3.61 However, a significant proportion of the East Herts allocation is in relatively accessible central locations and this will serve to constrain car ownership levels at the margin and hence the demand for off-street car parking.

3.62 Based upon the anticipated mix of dwellings expected to arise from allocated sites in the adopted Local Plan Second Review, 2007 and windfall developments, there is a strong possibility that direct application of the standards set out in Table 3.2 above (without the further reductions referred to in paragraph 3.58) will result in an average of under 2 spaces per dwelling. This is based on the following assumptions:

- ◆ about 30% of new units will be in zone 2 locations (i.e. the centres of Bishop's Stortford, Hertford and Ware)
- ◆ the following house size distributions:

number of bedrooms	percentage of new housing stock by location	
	central	non-central
1	20%	5%
2	40%	25%
3	20%	35%
4+	20%	35%
Total	100%	100%

3.63 As the above calculations do not account for expected reductions below the maximums, there is considerable potential for out-turn provision to be less than the calculated average. Out-turn provision and usage will however be monitored and policies modified if necessary.

- 3.64 As noted above, fractions of a parking space indicate the use of assigned and unassigned spaces. Unassigned spaces (primarily provided for visitors) may be incorporated into the streetscape (including the public realm), provided this is compatible with amenity considerations. It is assumed that private garages as well as driveways/hardstandings are used for parking cars when determining the number of spaces per dwelling. Sheltered housing for the elderly should have provision in the range 0.5 to 1.0 spaces per unit. Maximum standards for sheltered housing and housing in multiple occupation are intended to be applied regardless of location as the standards assume low levels of car ownership amongst occupiers.
- 3.65 Developers will need to justify reduced or increased off-street car parking provision relative to the above standards through the TA process. This is to ensure that the associated risks have been identified and minimised.
- 3.66 Car-free residential developments may be permitted in those locations that have high accessibility by non-car modes and are within easy walking distance of shops and services. Such developments are best suited to areas where a residents' parking scheme exists in surrounding streets, possibly provided at the developer's expense. The market for such development will probably be very restricted in East Herts.
- 3.67 It is important that existing residential car parking problems are not exacerbated. This will be a consideration when determining the acceptability of the level of parking provision proposed in a development.
- 3.68 Developments should be designed with layouts that ensure that additional on-site provision cannot easily be achieved informally (to the detriment of amenity) and that encourage garages to be used for car parking, if provided. However, designing developments to achieve these objectives should not compromise other residential design principles. It appears from current research that garages are often not seen as essential to car ownership. House designs and development layouts could therefore seek to provide more space for storage and hobbies etc, possibly at the expense of garage provision in some instances. The security concerns of residents also need to be balanced with such considerations.
- 3.69 Where residential is proposed as part of a mixed-use development e.g. housing over shops, car parking provision for the residential component should be calculated separately.
- 3.70 Where existing dwellings are converted or sub-divided to create additional units, provision should be made for vehicle parking in accordance with the resultant number of bedrooms for each separate unit. Proposals for the extension or alteration of existing dwellings will be assessed against the net

increase in bedrooms resulting from the new development rather than assessment of the whole building as extended or altered. However, where any of the above proposals would result in an overall loss of existing off-street car parking spaces, such circumstances may preclude the grant of planning permission if the remaining car parking provision is considered by the local planning authority to be inadequate.

Loss of car parking spaces

- 3.71 Town centre development that would result in a loss of publicly available car parking spaces should be assessed against the town's existing and future public parking needs. Where there is an existing shortfall in provision or a shortfall would arise as a result of the development, developers will be required to provide for publicly-available car parking as part of their proposals. The provision of public parking by developers may involve funding new car parking structures within the development site, and/or funding new car parking structures in other suitable off-site locations. New car parks will be subject to planning conditions and legal agreements that provide for their control and management as if they were East Herts Council owned car parks. If however, an existing and future over-provision of public car parking has been identified, a loss of publicly available spaces may be acceptable.
- 3.72 Elsewhere, the Council will ensure that the loss of private car parking spaces through development does not have adverse consequences on-street. Where there is evidence of over-provision, the loss of spaces may be approved, subject to an acceptable TA. Where there is evidence of parking under-provision that is currently causing unacceptable impacts in the surrounding area or where a loss of spaces would induce such effects, then the development must include measures that ensure such problems are not exacerbated or created. Measures may include providing replacement on-site parking spaces but only after consideration is given to improvements to accessibility by non-car modes and a Travel Plan has been formulated. As usual, the package of measures will need to be justified in a TA.

Disabled motorists

- 3.73 The special needs of disabled motorists must be reflected in parking provision at new development to help provide accessibility to shops, jobs and services in a socially inclusive way.
- 3.74 Minimum parking standards will apply to non-residential development, in accordance with DETR Advisory Leaflet 5/95 - Parking for Disabled People. Any pro rata calculations based on the DETR advice should be based on the full demand-based maximum standard, irrespective of location. The DETR advice is summarised below.

Table 3.3:
Parking provision for disabled people

Car park use	Car park size	
	up to 200 spaces	over 200 spaces
employees and visitors to business premises	individual bays for each disabled employee plus 2 bays or 5% of total capacity, whichever is the greater	6 bays plus 2% of total capacity
shopping and recreation	3 bays or 6% of total capacity, whichever is the greater	4 bays plus 4% of total capacity

- 3.75 It should be noted that the number of disabled bays specified is additional to total (demand-related) capacity prior to any location-based reductions.
- 3.76 Guidance on the design requirements of such provision is given later in Appendix C.

Cycle parking

- 3.77 This Section of the SPD supplements Policies TR13 and TR14 of the adopted Local Plan Second Review 2007. Policy TR13 expects, as appropriate at non-residential development, the provision of secure, covered, waterproof cycle storage and other facilities such as employee showers, lockers and information and maintenance points. Policy TR14 expects new residential developments, as appropriate, to provide sufficient secure, covered, waterproof cycle storage facilities for occupiers, to enable cycle usage to become a realistic option. Appendix B includes minimum cycle parking standards for both non-residential and residential uses.
- 3.78 Cycle parking standards have been developed for each Use Class. These standards differentiate between long and short stay provision so that the appropriate type of provision is made. This is important because cycle theft deters greater use.
- 3.79 "Sheffield" stands are satisfactory for short stay use. Cycle lockers and/or supervised "cycle parks" provide better weather and security protection for long stay use. Shower facilities are also important, especially in conjunction

with employee cycle parking. Secure, covered, waterproof storage facilities are sought both for new residential and non-residential developments.

- 3.80 The employee standards are based on “full-time staff equivalents” where appropriate. Provision on this basis can relate directly to mode choice targets. The standards are based on a mode choice target of 10%. This is acknowledged to be relatively ambitious.
- 3.81 Provision at a specific development should be adjusted, up or down, to reflect local targets and employee Travel Plans. Accurate employee numbers may not always be readily available when planning permission is sought. However, this is considered to remain the more robust basis for determining cycle parking provision as employee to floorspace ratios vary considerably and the preferred approach relates directly to mode choice targets. Thus employee cycle parking standards based on floorspace are less appropriate. In the absence of alternative data, cycle parking standards for non-employees (e.g. customers, visitors, patients) are however based on floorspace or other similar parameters (e.g. seats for cinemas and beds for hospitals).

Powered two-wheelers

- 3.82 This Section of the SPD supplements Policy TR16 of the adopted Local Plan Second Review 2007. That Policy expects, where appropriate, the provision at non-residential development of secure parking areas for powered two-wheeled vehicles and other facilities for their riders such as lockers, information and maintenance points (which may be shared facilities with cycle users).
- 3.83 Use of mopeds, scooters or small motorcycles is likely to be regarded by the Government as beneficial if they replace car trips and the emphasis is on meeting the needs of users. Secure parking for powered two-wheelers should be considered on its merits in every instance, taking into account the needs associated with the type of development proposed, particularly as its demands on development land are limited, relative to those associated with car parking (i.e. one car parking space can accommodate 5 or 6 motorcycles).
- 3.84 The main source of guidance is the Motorcycle Industry whose recommendations are as follows:
- ◆ “as a guide, local authorities should set aside around 5% of the total stock of publicly accessible vehicle parking space for motorcycle use”
 - ◆ “local authorities should also take steps to ensure that workplaces, new developments and other parking not under their direct control

includes sufficient provision to ensure pressure is not simply concentrated on local authority provision”

- ◆ “parking facilities should be concentrated close to popular destinations in urban centres, near to shops, amenities, offices etc”
- ◆ “users should be given the opportunity to park their machines at secure parking places equipped with robust fixed anchor points to make theft a less attractive proposition”.
(Source: Powered Two Wheelers – The SMART Choice in Local Transport Plans, March 1999)

Service vehicle/lorry parking requirements

3.85 HCC’s now expired SPG makes reference to benchmark lorry standards for B2 and B8 land uses to help development control officers identify legitimate requests – made by developers – for such parking. The benchmark standards (given below) are based on a review of lorry parking standards adopted/proposed by authorities outside Hertfordshire:

- ◆ B2 general industrial: 1 lorry space per 200 m² to 1 lorry space per 1,000 m² gross floor area
- ◆ B8 storage or distribution: 1 lorry space per 200 m² gross floor area (minimum 1 space) to 1 lorry space minimum plus 1 lorry space per 500 m² gross floor area.

3.86 The ranges reflect the variation in such standards and are not intended to reflect location.

3.87 In the case of other land uses (e.g. shops and offices) any service vehicle/lorry parking requirements are likely to be very specific to the operation in question. There are no HCC benchmarks against which to judge requirements for other uses and the onus will be on the developer to make a convincing case. However, requirements are likely to differ from those of B2/B8 uses where parking may well be required to accommodate lorries overnight.

Coaches

3.88 Those uses likely to generate coach traffic should provide appropriate off-street facilities for the stopping, setting down and picking up of passengers, together with the manoeuvring of such vehicles. The onus will be on the developer to demonstrate that an appropriate level of provision is made to satisfy likely levels of usage. Layouts requiring coaches to reverse in or out of a site are most unlikely to be acceptable.

4 Summary

This section summarises the process for determining the number of on-site parking spaces at new development.

Process flow chart

- 4.1 The flow chart overleaf in Figure 4.1 summarises the process to be generally used to determine the number of on-site parking spaces at new development.
- 4.2 Where development proposals involve the loss of existing public parking spaces that are not surplus to requirements, financial contributions will be sought for off-site provision where developments do not replace existing provision on-site. Details of where such contributions apply feature in the Council's Planning Obligations SPD.

Figure 4.1: Determining the number of on-site parking spaces

