

HAMPSHIRE PARKING STRATEGY AND STANDARDS

SPRING 2002

This strategy was adopted by Hampshire County Council in February 2002 as Supplementary Planning Guidance to support policy T2 of the Hampshire County Structure Plan 1996-2011 (Review) for application within the area covered by the County Council.

The approach outlined in this strategy has been approved by Southampton City Council and Portsmouth City Council.

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1 Introduction

1.1 Car parking is important as it is a key factor in determining travel choices, and is a major user of land resources. This document sets out a revised strategy and a set of parking standards for Hampshire. The need for parking restraint has been recognised by Central Government in the Transport White Paper, Regional Planning Policy and Planning Policy Guidance. The Road Traffic Reduction Act (1997) requires local authorities to assess traffic conditions and set targets for future traffic levels. The Hampshire County Structure Plan policy T2 states that:

- *Within the integrated transportation strategies, parking policies will be promoted with the aim of reducing the dependency on car use and encouraging the use of alternative modes of transport.*
- *Development proposals will be required to conform to parking policies and standards which will take into account strategic and local objectives.*

1.2 All car journeys start and end at a parking space. It is useful to consider them as three main types:

- **On-street.** This may be controlled either by the police or by council enforcement officers.
- **Public off-street spaces.** These are parking areas available to the public, usually at a cost related to the length of stay. Either the local authority or a private company may control the facility.
- **Private off-street spaces.** These are privately owned parking areas, for use by private residents or associated with employment, retail or leisure locations.

1.3 The Local Transport Plans (LTPs) for Hampshire, Southampton and Portsmouth provide a framework for policies and set targets to tackle traffic congestion problems. For example, the Hampshire LTP seeks to halve the rate of traffic growth by 2020. To achieve this target will require a modest shift in travel behaviour, and the implementation of a package of restraint measures. Car parking is just one such measure. If a restriction in parking spaces is balanced by greater availability of alternative transport modes, then car use can be reduced.

1.4 There are also considerable pressures for new housing and commercial developments in Hampshire that will add to road traffic problems. If development can be sited to minimise travel demand, shorter journeys can be made by means other than the car, such as walking or cycling, with high quality public transport available for longer trips.

1.5 Until recently, parking provision has been quoted in terms of the minimum number of spaces required. In the new *Hampshire Parking Strategy and Standards*, the number of spaces is quoted as a maximum to avoid over-provision. The actual numbers will depend on a site's accessibility by alternative modes (for example, public transport). An accessibility map of Hampshire, showing public transport levels at different times or days of the week, is on the County Council's website (www.hants.gov.uk/carparking). It provides a guide to accessibility, but local planning authorities may choose to measure relative accessibility by other means. Generally, developments that are well served by alternative modes, or which are planned to be well served, can expect fewer car parking spaces. The Strategy and Standards should not be regarded as encouraging development in less accessible areas where a higher level of car parking might be felt appropriate. For example, PPG6 (Town Centres and Retail Development) applies a sequential approach to all retail proposals, with town centre locations at the top of the preference scale and out-of-town development near the bottom. Developments remain subject to designations in the Local Plan, and the local planning authority can advise on the relative accessibility of different areas.

2 Background information

Roles of the different organisations involved in parking

2.1 These are:

- **Department of Transport, Local Government and the Regions (DTLR)** – the department that advises Central Government on setting a framework of national policy
- **South East England Regional Assembly (SEERA)** – the regional planning body responsible for producing regional planning guidance, including advice to local authorities in preparing policies and standards for car parking
- **Hampshire County Council** – as the transport and strategic planning authority for the county, Hampshire County Council (with Southampton and Portsmouth City Councils) prepares the Hampshire County Structure Plan, draws up the LTP and maintains the fabric of the county's road network
- **the City Councils of Southampton and Portsmouth** – unitary authorities with similar policy commitments to the County Council and district councils
- **district councils** – control parking provision through the planning process, manage public car parks and enforce parking law in decriminalised parking areas
- **Hampshire Constabulary** – enforces on-street parking law in traditional parking areas except where district councils have taken on the function (see above)
- **private parking operators of public car parks** – provide parking spaces for public use as a commercial enterprise
- **private parking space owners** – generally provide private parking facilities for their own customers and staff.

The established procedure for determining parking levels now needs to reflect current transport planning practice.

3 Time for change

3.1 The 1991 Parking Standards were originally established to provide minimum levels of car parking. In practice, this approach provided larger car parks than were needed and was wasteful of land. More recently, these standards have been interpreted by local planning authorities as maximum levels for parking provision. The introduction of LTPs provides the opportunity to address the approach to car parking with current transport policy.

3.2 The first LTPs were published in July 2000 and cover a five-year period from April 2001 to March 2006. LTPs represent one of the cornerstones of the Government White Paper, which emphasises a new direction for transport. Central Government guidance on producing an LTP stated “...*planning policies on parking need to minimise the level of parking associated with development and through the adoption of maximum standards in development plans, and through lower provision (and in certain circumstances no parking) in locations more accessible by other modes or which can be made more accessible...*” The publication of Planning Policy Guidance 13 – Transport (March 2001) strengthened Central Government guidance on the management of parking provision in relation to public transport accessibility.

3.3 Within Hampshire the LTP brings together ten separate Area Transport Strategies, each of which includes parking proposals. The County Council, unitary authorities and district councils are working together to tackle traffic congestion and pollution, reduce the need for travel, improve travel choice, reduce the growth of road traffic and improve alternative modes of transport that are less environmentally damaging than the car. These authorities have developed this parking policy and parking standards to help establish consistency across the county and yet be flexible to local circumstances.

Pedal cycle and motorcycle parking

- 3.4 As well as an updated standard for cars, a minimum amount of parking space should be allocated to pedal cycles and motorcycles. The proposed parking standards for pedal cycles are assessed according to land use (the type and size of development); they aim to encourage cycling by providing adequate spaces and facilities. In addition to adequate cycle parking, facilities should be provided for motorcycle parking in all non-residential developments. Parking facilities for pedal cycles and motorcycles should be close to pedestrian access points to buildings. Further advice on pedal cycle and motorcycle parking is at the end of this document.

4 Parking strategy: policies and proposals

- 4.1 The parking strategy aims to help tackle congestion as part of a sustainable transport system through the following seven main parking policies.

Policy 1: Effectively manage and coordinate the existing on- and off-street public car parking stock through measures including the supply of spaces, maintenance, charging and enforcement:

Proposal 1a: Manage efficiently the publicly owned on- and off-street public parking stock to avoid over-provision and support its use by the intended categories of users. Work with private and public owners of public off-street car parks to assist in achieving the objectives of the relevant Area Transport Strategy.

Achieving and maintaining the balance of supply and demand in the total number of spaces are important factors in providing for local transport needs.

Proposal 1b: Reduce long-stay parking for the workplace and give greater priority to adequate parking for shorter-stay purposes such as shopping and visiting.

As part of the Area Transport Strategy proposals, include parking for shorter-stay users such as shoppers while restricting long-stay parking for commuters, particularly in urban centres where alternative modes of transport are available. Clearly, longer-term parking is needed at transport interchanges, notably rail stations.

Proposal 1c: Apply levels of parking charges that assist in meeting the Area Transport Strategy objectives.

Set parking charges set at appropriate levels for the local area to help balance parking supply and demand, bearing in mind the Area Transport Strategies and charges as a whole within Hampshire. The parking authorities will seek to ensure a consistent approach to charging levels.

Proposal 1d: Enforce parking regulations effectively and where appropriate introduce measures to assist in enforcement such as Special Parking Areas and decriminalisation of parking.

Without enforcement of parking regulations, both Parking and Area Transport Strategies could be undermined.

Proposal 1e: Implement park-and-ride facilities where appropriate to the Area Transport Strategy.

This applies to bus and rail-based park and ride, and to informal car-sharing locations where overall car-trip mileage can be reduced.

Policy 2: Encourage reductions in existing privately owned non-residential car parking spaces, or the usage of these spaces, or both:

Proposal 2a: Introduce company travel plans, school travel plans and other initiatives to reduce the need for or usage of parking spaces.

Encourage employers, schools, colleges and similar establishments, through community and public involvement, to achieve a voluntary reduction of car usage and parking demand.

Proposal 2b: Consider the introduction of workplace parking charges at an appropriate time. This may provide an opportunity to influence travel costs to users of private non-residential parking spaces, which form the majority of parking stock in most urban centres; the aim is to encourage the use of alternative modes of travel. Workplace parking charges are likely to be linked with company travel plans in an integrated strategy.

Policy 3: Introduce Hampshire Parking Standards to car parking associated with land use development:

Proposal 3a: Apply 'Hampshire Parking Strategy and Standards', the local maximum car parking standards, to developments.

New parking standards are proposed for all new developments and are defined in Appendix 1. *Hampshire Parking Strategy and Standards* aims to provide a robust but flexible approach to setting standards for the county and the two unitary cities. For example, more stringent parking standards are proposed for developments that have better access by public transport and other non-car modes. In the medium to long term this approach is expected to influence travel behaviour significantly, particularly in the Major Development Areas. Figure 1 illustrates peak-time public transport accessibility. The accessibility level, with several secondary considerations such as economic or environmental conditions, will reflect the varied nature of Hampshire.

Proposal 3b: New development areas should assist in achieving the Area Transport Strategy objectives and the developer will normally be required to provide financial support for alternative transport provision.

This should be read with proposal 3a and guidance in producing a transport assessment for new development proposals, as indicated in Section 23 of Planning Policy Guidance (PPG) 13. Developers will normally be asked to contribute to help make the development work effective by providing new transport facilities alongside a more balanced provision of parking. Contributions from private funds may be needed for public transport, cycling, pedestrian facilities and other elements of the appropriate Area Transport Strategy.

Proposal 3c: Existing public parking stock with spare capacity within a reasonable walking distance of development proposals will be taken into account in the overall maximum parking provision.

This will apply mainly in urban areas, and ensures that additional parking spaces are not needlessly added where existing public parking stock is available. Similarly, where a parking area can be shared without conflict (eg -used for different purposes at different times of day or days of the week), it is better to avoid duplication and apply only the standard that will provide the greater single number of spaces.

Proposal 3d: Where existing non-residential land use is extended or there is a change of use, 'Hampshire Parking Strategy and Standards' apply to the entire site.

Proposal 3e: When considering the parking requirements of additional development on a site, subject to an application for planning permission, it is necessary to take into account the entire parking stock on the site. Where the additional development is more than 10% of existing floorspace, and there will be more than 50 employees on the entire site, the whole site will become subject to a company travel plan.

These proposals require that a developer seeking planning permission on an existing site for, say, an extension, would have to take into account all parking already available on the site. The existing site is expected to be subject to a company travel plan if it is an appropriate land use and exceeds the thresholds in Appendix 1, Table B.

Proposal 3f: Developers are required to commit themselves to producing and implementing company travel plans with development proposals to reduce car travel to work and journeys in the course of work.

For non-residential uses, company travel plans or site travel plans will be required for sites above the thresholds specified in Table B of the *Hampshire Parking Standards*. The local planning authority may also require a plan for smaller sites below those thresholds.

Policy 4: Provide adequate cycle parking provision and facilities for cyclists:

Proposal 4a: Apply the cycle parking standards specified in 'Hampshire Parking Standards'.

New developments are required to include at least the level of cycle parking and facilities specified according to type of land use in the *Hampshire Parking Strategy and Standards* (short stay and long stay). For workplaces and some other land uses, secure covered spaces with lockers and changing facilities will also be expected, subject to the transport assessment.

Proposal 4b: Introduce more cycle parking.

This can be achieved through voluntary means such as the company and school travel plans referred to in Policy 2 above. Local cycle policies and proposals in the Area Transport Strategy should also be taken into account when providing additional cycle facilities in public places.

Policy 5: Ensure changes to parking provision do not undermine the economic viability of areas or adversely affect local roads and the environment:

Proposal 5a: Parking provision and charges should be designed not to undermine the vitality and economic viability of cities, towns and villages.

The effect of parking provision and charges on the local economy is a 'local factor' identified in *Hampshire Parking Standards*. The level of parking is based mainly on levels of accessibility to non-car modes, but can be modified for local factors such as economic conditions. This allows the local planning authorities some flexibility to increase or reduce the maximum parking provision according to economic conditions in their area. This flexibility will normally apply only to retail and employment land uses.

Proposal 5b: Parking facilities to be designed to have minimal adverse impact on the physical environment.

The environmental characteristics of a location such as a conservation area, can reduce the maximum number of parking spaces identified in the *Hampshire Parking Strategy and Standards*. This allows the local authorities some flexibility to reduce the maximum parking provision to take account of environmental conditions in the area, for example air quality, surface water run-off or flooding, and visual quality.

Proposal 5c: Apply suitable enforcement measures for existing users where the restriction of on-site car parking is likely to result in an unacceptable overspill onto neighbouring streets.

The application of *Hampshire Parking Standards* might prompt drivers to park in neighbouring residential or other streets. Where appropriate, developers will be required to monitor potential parking difficulties and, if necessary, help pay for parking controls to maintain existing arrangements. Enforcement techniques may include establishing residents' parking areas, controlled parking zones or waiting restrictions enforceable by traffic regulation orders.

Policy 6: Promote high quality facilities for people with mobility impairments in all parking areas:

Proposal 6a: Within parking areas, provide facilities for people with mobility impairments who need to use a private car.

For many people with disabilities, community transport can provide an acceptable door-to-door service. Where this is not available and they use a car, they will need suitable facilities at the car parking location.

Proposal 6b: All new parking areas to provide for mobility-impaired people, as set out in national standards.

Parking spaces for people with disabilities should be designed to take account of best practice and guidance (see Appendix 1).

Policy 7: Improve safety and personal security standards in parking areas:

Proposal 7a: The layout and design of parking areas to be set out in a safe manner to minimise personal injury accidents.

Parking areas must provide safe conditions for all users, notably car drivers, pedestrians, motorcyclists and pedal cyclists. Facilities for service vehicles or those delivering or removing goods from premises should be segregated from the parking areas as far as possible to avoid conflict and prevent their use as overflow parking areas. Refer to the *Hampshire Design Guide* for residential areas and to best practice elsewhere.

Proposal 7b: The layout and design of parking areas to be set out with regard to personal security and security against theft.

Refer to guidance on *Personal Security in the Pedestrian Journey* by the DTLR and best practice elsewhere. Personal security considerations are important and measures such as good lighting and video surveillance are strongly recommended.

5 Parking standards

5.1 The *Hampshire Parking Standards* are tabulated in Appendix 1. These standards apply to **new** provision and aim to encourage the use of other modes of transport. The process does not seek to be retrospective and therefore **will not** affect existing levels of parking except in cases covered by proposals 3d and 3e.

5.2 The approach seeks to apply a different set of standards for new developments, depending on the availability of alternative means of transport to the car and on local characteristics. However, in areas where there are few realistic alternatives, the car will inevitably remain the dominant means of transport. In settlements where public transport, cycling or walking are available as a choice, more restrictive parking provision will be applied. For example, the Major Development Areas will be planned with high public transport accessibility and more stringent parking limits.

5.3 A detailed and extensive public transport accessibility model has been developed for the County Council, districts and unitary authorities. Where the model is not used, other means of measuring accessibility may be appropriate. This will assist in determining the maximum level of parking provision. Other factors that will influence the parking limit include the availability of existing public car parking spaces nearby, environmental effects, the local economy and pedestrian and cycle access.

The scope for reducing the maximum parking limit depends on the type of land use, as listed in Appendix 1. The highest percentage reduction is for parking at the workplace, since this offers the greatest scope for tackling regular, peak-hour traffic congestion.

Reduction in car parking for levels of accessibility by land use

| Land use | Parking standard for least accessible location | Reduced parking standard for highly accessible location |
|---|--|---|
| Retail | 100% | 75% |
| Residential, education, health, leisure | 100% | 50% |
| Employment | 100% | 30% |

- 5.4 The car parking limits shown in Appendix 1 assume the lowest level of accessibility as a standard. However, parking spaces will be reduced where better levels of accessibility are provided, or can be delivered as a result of the development. Parking limits at the various land uses are to be reduced by different degrees to take account of their accessibility to non-car modes and to contribute to traffic reduction. For example, parking limits at workplaces can go down to 30% of the maximum, since this can generally improve peak-hour travel conditions and conforms with the recommended range specified in Regional Planning Guidance (RPG 9) for the South East Region (March 2001), Policy T3. In the very highest range of accessible locations (for example, close to public transport interchanges), zero parking may be appropriate.
- 5.5 Where any development includes two or more land uses to which different parking standards apply, the relative demands of each use for parking should be assessed in proportion to the extent of the respective use. Developers are encouraged to make best use of any shared parking areas (for example, by time of day/day of week) where this can be achieved without difficulty.

6 Conclusion

- 6.1 *Hampshire Parking Strategy and Standards* has been developed by the County Council working in partnership with the unitary city councils and district councils. It accords with national guidance and complements Area Transport Strategies and development plans. The strategy was the subject of consultation with those who have an interest in the role of parking as part of a sustainable economy and environment for Hampshire.
- 6.2 The future management of parking facilities in Hampshire should be seen as part of a balanced transport strategy. A key factor in setting parking levels is the availability, or planned availability, of alternative means of transport. In some cases this will include minimising parking provision and, where appropriate, setting charges at a level that could influence choice of transport mode.
- 6.3 Hampshire Parking Strategy and Standards has been adopted as Supplementary Planning Guidance to the Hampshire County Structure Plan (Review). The strategy will continue to be reviewed from time to time to reflect circumstances as they may change in the future.

NB. MAPS TO BE INCLUDED (5no) – SUPPLIED BY Lia Evans (IT SERVICES)

Text to be included for each map:

This map is intended for use as a guide only and should not be relied upon completely when considering the question of accessibility. More accurate data will be available from the local planning authority.

NOTES FOR APPLYING PARKING STANDARDS

1 The Parking Standards 2002 are detailed in the following tables:

| Table number | |
|---------------------|---|
| A | Percentage of parking limit reduction by land use |
| B | Summary of thresholds for transport assessments and site travel plans |
| 1 | Residential |
| 2 | Commercial development |
| 3 | Retail |
| 4 | Educational establishments |
| 5 | Health establishments |
| 6 | Care establishments |
| 7 | Leisure facilities |
| 8 | Miscellaneous commercial developments |

2 Car parking – How to calculate the parking allocation for a development

The application of maximum parking standards conforms to the requirements of PPG 3, para. 51 and 60; and PPG 13 para. 51. The main factor will be accessibility of the site, upon completion, by non-car modes. An indication of current levels of accessibility (before any development-related enhancement) is on the County Council website. As a general rule, areas of high accessibility are served by at least six buses an hour within 500 metres and good cycling and pedestrian facilities. Developments in such accessible locations warrant less car parking than is shown under the maximum parking limit. For more guidance, please refer to your local planning authority.

Several local factors can also influence the calculation of the parking allocation. For example:

1. Area of economic regeneration or constraint. Reduced parking will apply in constraint areas while regeneration areas may warrant a slight increase in parking.
2. Zone characteristics. Historic town centres, other environmentally sensitive locations, or specific locations that have particular Road Traffic Reduction Act targets will warrant reduced parking allocations.
3. Self-containment. Reduced parking may be justified in highly self-contained areas, while a reduction may be inappropriate where it is less self-contained, eg a location competing with a neighbouring area.
4. Cycle accessibility. Where there is high cycle accessibility planned or in use, reduced parking will apply.

Other parking in the locality must also be considered.

The calculation of parking spaces to be allocated for a development should take account of two further factors:

1. Existing public parking stock with spare capacity within walking distance of the development site should be included in the overall maximum parking provision.
2. Additional development on a site will mean the entire parking stock being brought into account.

3. Levels of adjustment in the parking allocation

The reduction in parking allocation varies at different rates according to land use.

Table A: Percentage of parking limit reduction by land use

| Land use | Maximum parking limit | Reduced parking in areas of high accessibility |
|---|-----------------------|--|
| Retail | 100% | 75% |
| Residential, education, health, care, leisure | 100% | 50% |
| Employment (inc. non-residential care staff) | 100% | 30% |

Where there is most accessibility (for example, close to transport interchanges), zero parking will be encouraged if local circumstances permit.

4 Parking for pedal cyclists and motorcyclists

Minimum cycle parking standards are indicated on the attached tables by land use. It is expected that at least the specified level should be provided. For more details on cycle provision, in particular short- and long-stay facilities, refer to 'Cycle Parking Standards - Accompanying Advice' at the end of this document. Generally, for motorcycles – except in residential land uses – one space is to be provided for every 25 car parking spaces.

5 Parking for people with disabilities

Suitable parking spaces should be provided for people with disabilities. Generally, except for residential land uses, disabled people's car parking spaces should be counted as 5% of the total allocation. General advice is included in *Parking for Disabled People* (Traffic Accident Leaflet 5/95) published by the DTLR and *Accessible Transport Infrastructure: A Guide to Good Practice*, by the DTLR. Hampshire County Council's Accessible Transport Strategy and the 'Movement, Access, Streets and Spaces' document (July 2001) should also be considered.

6 Heavy commercial vehicles: parking standards

Where required, an operational number of spaces for HCV parking will be considered on the basis of individual application to the local planning authority.

7 Design

The layout and design of car parks should take account of the 'Secured by Design' initiative to reduce crime and maximise personal safety.

8 Thresholds for parking standards, transport assessments and site travel plans

The parking standards apply to developments of all sizes. However, for larger developments a transport assessment and a company or site travel plan will be required.

Table B below, based on guidance contained within PPG 13, indicates the thresholds above which a transport assessment and a company or site travel plan is submitted. For further guidance on travel plans, refer to PPG 13 paras. 87-91.

Table B: Summary of thresholds for transport assessments and site travel plans

| Land use | Threshold above which transport assessment required |
|----------------------------|--|
| Residential | 50 units |
| Commercial: B1 and B2 | 2500 sqm |
| Commercial: B8 | 5000 sqm |
| Retail | 1000 sqm |
| Education | 2500 sqm |
| Health establishments | 2500 sqm |
| Care establishments | 500 sqm or 5 bedroom |
| Leisure: general | 1000 sqm |
| Leisure: stadia, ice rinks | All (1500 seats) |
| Miscellaneous commercial | 500 sqm |

Note: Where appropriate the local planning authority can require a transport assessment or company/site travel plan below the thresholds specified, for example where there are potential cumulative effects.

9 Definition of gross external area

This definition of floor area is used to calculate the car parking standards in the following tables:

- Gross external area (GEA): The total external area of a property (including the thickness of the external wall)

| Table 1: Residential | | | | |
|------------------------------------|---|--|---------------------------------|-------------------------|
| Type | Car parking standard - | | Cycle standard (minimum) | |
| | Maximum parking limit | Parking in accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| <u>General residential</u> | | | | |
| 1 bedroom units | 1.0 space per unit | 0.5 space per unit | 1 space per unit | 1 loop/hoop per unit |
| 2–3 bedroom units | 2.0 spaces per unit | 1 space per unit | 2 spaces per unit | 1 loop/hoop per unit |
| 4 or more bedroom units | 3.0 spaces per unit | 1.5 spaces per unit | 2 spaces per unit | 1 loop/hoop per unit |
| See Note 1 | | | | |
| <u>Older people's housing</u> | | | | |
| Active elderly with warden control | 1.0 space per unit | 0.5 space per unit | 1 space per unit | 1 loop/hoop per 2 units |
| Nursing and rest homes | 1 space per 4 residents and 1 space per staff | 1 space per 8 units and 0.5 per staff | 1 space per 6 staff | 1 loop/hoop per 2 units |

Notes:

- 1 Clearly, residential parking is different in nature to non-residential parking, being a trip origin for home-based trips. However, local planning authorities will monitor planning permissions and review the residential parking standards with a view to achieving an average residential provision of no more than 1.5 spaces per dwelling in accordance with Planning Policy Guidance Note 3 – Housing (PPG3) paragraph 62.
- Where a garage is provided, each garage will be designated as one car space plus one cycle space. Standard garage size should allow enough space for a car and cycle (recommended at least 6m x 3m internal dimensions), although garages are not always used for storing cars.
 - On-street parking in association with residential development should generally be discouraged through good design. However, parking lay-bys may be designed into the road layout in accordance with current local design guidance.
 - The above standards take into account visitors' parking.
 - If part spaces result from a development proposal, these should be rounded up to the nearest whole number.
 - If warden or staff spaces are identified, these apply to full-time equivalent staff.
 - In locations of prime accessibility (close to transport interchanges), zero parking will be encouraged if local circumstances permit.

Table 2: Commercial development

| Type | Car parking standard | | Cycle standard (minimum) | |
|------------------------------------|---------------------------------------|--|---------------------------------|-----------------------------|
| | Maximum parking limit | Parking in highly accessible locations (30% of maximum permitted standard) | Long stay | Short stay |
| B1(a) office | 1 space per 30 sqm Refer to note 1 | 1 space per 100 sqm | 1 stand per 150 sqm GEA note | 1 stand per 500 sqm GEA |
| B1 (b)(c) high tech/light industry | 1 space per 45 sqm | 1 space per 167 sqm | 1 stand per 250 sqm GEA note | 1 stand per 500 sqm GEA |
| B2 general industrial | 1 space per 45 sqm | 1 space per 167 sqm | 1 stand per 350 sqm GEA note | 1 stand per 500 sqm GEA |
| B8 warehouse | 1 space per 90 sqm | 1 space per 303 sqm | 1 stand per 500 GEA note | 1 stand per 1000 sqm GEA |

Notes

1. Subject to a condition or legal agreement restricting consent to the specified use.
2. Long-stay cycle parking to be at least the greater of the spaces per GEA identified or 1 space per 8 staff.
 - For all major commercial developments, a transport assessment and company or site travel plan will be required (see Table B for thresholds).
 - Proposed standards will take account of commercial development in predominantly residential areas – where demonstrable harm to local residents occurs, the provision of on-street parking controls will be considered.
 - This document does not provide guidance on commercial vehicle parking standards, which will be considered by the local planning authority on the basis of individual application.

Table 3: Retail development

| Type | Car parking standard | | Cycle standard (minimum) | |
|---|------------------------------------|--|---|----------------------|
| | Maximum parking limit | Parking in highly accessible locations (75% of maximum permitted standard) | Long stay | Short stay |
| <u>General retail</u> | | | | |
| Non-food retail and general retail (covered retail areas) | 1 space per 20 sqm covered areas | 1.5 spaces per 40 sqm | Greater of 1 space per 6 staff or 1 per 300 sqm GEA | 1 stand/ 200 sqm GEA |
| Non-food retail and general retail (uncovered retail areas) | 1 space per 30 sqm uncovered areas | 1.5 spaces per 60 sqm | Greater of 1 space per 6 staff or 1 per 300 sqm GEA | 1 stand/ 200 sqm GEA |
| <u>Food retail</u> | 1 space per 14 sqm covered areas | 1.5 spaces per 28sqm | Greater of 1 space per 6 staff or 1 per 300 sqm GEA | 1 stand/ 200 sqm GEA |

Note:

- A company or site travel plan will be required for stores over 500 sqm GFA, with the GEA including uncovered areas subject to the discretion of the local planning authority in conjunction with the Highway Authority.
- Petrol stations with a shop will be considered under the appropriate retail category but with petrol pump spaces counting as one space each.

Table 4: Education establishments

| Type | Car parking standard | | Cycle standard (minimum) | |
|--|---------------------------------|---|-------------------------------|-------------------------------------|
| | Maximum parking limit | Parking in accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| Schools | 1.5 space per classroom | 1.5 spaces per 2 classrooms | (Note 1) | (Note 1) |
| 16+ Colleges and further education colleges | 1 space per 2 full-time staff | (Note 1) | (Note 1) | (Note 1) |
| Day nurseries/playgroups (private) and crèches | 1.5 space per 2 full-time staff | 1.5 spaces per 4 full-time staff | 1 stand per 6 full-time staff | At least 2 stands per establishment |

Notes

1. All new educational establishments or expansions of more than 50 sqm will require a transport appraisal and school or college travel plan to determine provision and facilities. The plan and transport appraisal or assessment is required to identify and justify any allocation to staff, students or community users.
2. The parking allocation caters for staff, visitors and parents.
3. There will be a requirement for a bus/coach loading area, provided either on- or off-site, for primary-age education and above, unless otherwise justified.
4. Accessibility of the catchment area will be taken into account for schools.

Table 5: Health establishments

| Type | Car parking standard | | Cycle standard (minimum) | |
|--|------------------------------|--|------------------------------------|-----------------------------|
| | Maximum parking limit | Parking in accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| Private hospitals, community and general hospitals, including: inpatient, day patient, outpatient or accident unit; locally based mentally handicapped units / psychiatric units; ambulatory care units including day surgery /assessment/ treatment and administration/support services. | Refer to note 1 | | | |
| Health centres | 5 spaces per consulting room | 2.5 spaces per consulting room or 5 spaces per 2 consulting rooms | 1 space per 2 consulting rooms, or | 1 stand per consulting room |
| Doctors, dentists or veterinary surgery | 3 spaces per consulting room | 1.5 spaces per consulting rooms | 1 space per 6 staff (Note 2) | 1 stand per consulting room |

Notes

1. All new health establishments or major expansions of more than 2,500 sqm will require a transport assessment and extensions of over 500 sqm will require a site travel plan. The maximum car parking limit for staff and visitors will be based on these.
2. Whichever is the greater of these standards.

Table 6: Care establishments – public and private

| Type | Car parking standard | | Cycle standard (minimum) | |
|--|---|--|-----------------------------------|-------------------------------------|
| | Maximum parking limit | Parking in accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| Day centres for older people, adults with learning/physical disabilities | 1 space per 2 staff, visitor: 1 space per 2 clients, (Notes 1 & 2) | staff: 3 spaces per 10 staff visitor: 1 space per 4 clients (Notes 1 & 2) | 1 space per 6 staff (min 1 space) | At least 2 stands per establishment |
| Homes for children | 1 space per residential staff, 0.5 space per non-res staff, visitor: 0.25 space per client (Note 3) | res staff: 1space per 2 res staff, non-res staff: 1space per 7 non-res staff visitor: 1 space per 8 clients (Note 3) | 1 space per 6 staff (min 1 space) | At least 2 stands per establishment |
| Family centres | 1 space per 2 staff, visitor : 1 space per 2 clients, (Note 1) | staff: 3 spaces per 10 staff visitor: 1 space per 4 clients (Note 1) | 1 space per 6 staff (min 1 space) | At least 2 stands per establishment |
| Residential units for adults with learning or physical disabilities | 1 space per residential staff, 0.5 space per non-res staff, visitor: 0.25 space per client (Note 3) | res staff: 1 space per 2 staff non-res staff: 1 space per 7 non-res staff visitor: 1 space per clients (Note 3) | 1 space per 6 staff | 1 loop/hoop per 2 bedrooms |
| Nursing and rest homes | See Residential Standards (Table 1) | | | |
| Day nurseries/playgroups (private) | See Education Standards (Table 1) | | | |
| Hostels for the homeless | No standard set | No standard set | 1 space per 6 staff | 1 loop/hoop per 2 bedrooms |

Notes

1. Staff applies to full-time equivalent member of staff.
2. Plus space for dropping off people.
3. Applies to non-residential staff on duty at the busiest time.

The figures are based on the maximum number of children for which the group is licensed or the client capacity of the centre (and are rounded to the nearest whole number where appropriate).

Table 7: Leisure facilities and places of public assembly

| Type | Car parking standard | | Cycle standard (minimum) | |
|---|---|--|---|---|
| | Maximum parking limit | Parking in highly accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| Hotels/motels/guest houses/boarding houses | 1 space per bedroom, (Note 1) | 1 space per 2 bedrooms | 1 space per 6 staff or 1 space per 40sqm GEA (Note 2) | 1 stand per 10 bedrooms |
| Eating and drinking establishments | 1 space per 5sqm dining area/bar area/dance floor, (Note 3) | 1 space per 7.5 sqm | 1 space per 6 staff or 1 space per 40sqm GEA (Note 2) | 1 stand per 20sqm GEA |
| Cinemas, multi-screen cinemas, theatres and conference facilities | 1 space per 5 fixed seats | 1 space per 7.5 seats | 1 space per 6 staff or 1 space per 40sqm (Note 2) | 1 stand per 20sqm |
| Bowling centres, bowling greens | 3 space per lane | 1.5 spaces per lane | 1 space per 6 staff or 1 space per 40sqm (Note 2) | 1 stand per 20sqm |
| Sports halls | 1 space per 5 fixed seats and 1 space per 30sqm playing area | Notes 2 and 4 1 space per 7.5 seats/ 1 space per 45 sqm | 1 space per 6 staff or 1 space per equivalent badminton court (Notes 2 & 4) | 1 stand per equivalent badminton court (Note 4) |
| Swimming pools, health clubs/ gymnasias | 1 space per 5 fixed seats and 1 space per 10sqm open hall/pool area | 1 space per 7.5 seats/ 1 space per 15 sqm | 1 space per 6 staff or 1 space per 40sqm (Note 2) | 1 stand per 20sqm |
| Tennis courts | 3 spaces per court | 1.5 spaces per court | 1 space per 6 staff or 1 space per 5 courts/pitches (Note 2) | 1 stand per pitches or courts |
| Squash courts | 2 spaces per court | 1 space per court | 1 space per 6 staff or 1 space per 5 courts/pitches (Note 2) | 1 stand per pitches or courts |
| Playing fields | 12 spaces per ha pitch area | 6 spaces per ha pitch area | 1 space per 6 staff or 1 space per 5 ha pitch area (Note 2) | 1 stand per ha pitch area |
| Golf courses | 4 spaces per hole (Note 5) | 2 spaces per hole | (Note 6) | (Note 6) |
| Golf driving ranges | 1.5 space per tee/bay | 1.5 spaces per 2 tees/bay | (Note 6) | (Note 6) |

Table 7: Leisure facilities and places of public assembly continued

| Type | Car parking standard | | Cycle standard (minimum) | |
|--------------------------------|---|--|---|-------------------|
| | Maximum parking limit | Parking in highly accessible locations (50% of maximum permitted standard) | Long stay | Short stay |
| Marinas | 1.5 space per berth | 0.75 space per berth | (Note 6) | (Note 6) |
| Places of worship/church halls | 1 space per 5 fixed seats and 1 space per 10sqm open hall | 1 space per 7.5 -seats/ 1space per 15-sqm of open hall | 1 space per 6 staff or 1 space per 40sqm (Note 2) | 1 stand per 20sqm |
| Stadia | Refer to Note 6 | | 1 space per 6 staff or 1 space per 40sqm (Note 2) | 1 stand per 20sqm |

Notes

1. Other facilities, eg eating/drinking and entertainment, are treated separately if they are available to non-residents.
2. Whichever is the greater provision of these standards.
3. Where these serve HCVs, eg transport cafes, some provision will be needed for HCV parking.
4. A badminton court area is defined as 6.1m x 13.4m.
5. Other facilities, eg club house, are treated separately.
6. No standards are set for this category. Each application will be considered individually as part of a transport assessment.
 - All new leisure establishments or major expansions will require a transport assessment and company or site travel plan to determine provision and facilities (see Table B for thresholds).
 - Motorway service areas will be included as eating and drinking establishments with additional consideration for associated facilities; parking for HCVs and PCVs will be required.

Table 8: Miscellaneous commercial developments

| Type | Car parking standard | | Cycle standard (minimum) | |
|--|---|---------------------------------|--|--------------------|
| | Maximum parking limit | Parking in accessible locations | Long stay | Short stay |
| <u>Car sales and garage forecourts</u> | | | | |
| Workshops - <i>staff</i> | 1 space per 45sqm GEA | 1 space per 167sqm GEA | 1 space per 8 staff or 1 space per 250sqm GEA (Note 1) | 1 stand/500sqm GEA |
| Workshops – <i>customers</i> | 3 spaces -per service bay | 3 spaces per service bay | - | - |
| Car sales - <i>staff</i> | 1 space per full-time staff (Note 2) | 1 space per 3 full-time staff | 1 space per 8 staff or 1space per 250sqm GEA (Note 1) | 1 stand/500sqm GEA |
| Car sales - <i>customers</i> | 1 space per 10 cars on display (Note 3) | 1 space per 15 cars | - | - |

Notes

1. Whichever is the greater of these standards.
2. Full-time equivalent staff.
3. Applies to the number of cars on sale in the open.

Cycle Parking Standards/Motorcycle Parking Standards – accompanying advice

1. Introduction

- 1.1 The local authorities aim to ensure adequate cycle parking and facilities for cyclists and motorcyclists in all types of new development.
- 1.2 The space needed for motorcycle parking is less than that for single occupancy cars. Government transport statistics show that the ratio between motorcycle and car ownership is 1:35. Guidance on providing for parking for motorcycle or PTW (powered two-wheeler) users is available from motorcycle industry groups.
- 1.3 The Parking Standards tables indicate the minimum number of bicycle parking spaces required by each land use. To encourage more cycling, the level of parking provision should fully complement cycle access opportunities to the development. A thorough and early examination of cyclists' needs is recommended to help define cycle requirements.
- 1.4 The following guidance is intended to help developers or their agents to provide suitable cycle parking and storage facilities. For the first time in Hampshire, recommended cycle provision is specified for each main land use. The standards distinguish, where appropriate, between short-stay (mainly visitor) cycle parking and long-stay cycle parking, as associated with residential overnight use or employment activity.

2. General requirements for pedal cycle/motorcycle parking

- 2.1 Cycle/motorcycle parking or storage facilities for all types of development should be designed with the following key objectives in mind. The parking area should be:
 - ***conveniently located*** for the trip origin and destination. Cycling/motorcycling activity competes better with car access where its location is clearly more convenient than equivalent car parking. It may also be preferable, where possible, to have small groups of cycle parking facilities spread around a development, rather than clustered at a central location which may prove less convenient for some users
 - ***easy to use***, where the cycle can be secured quickly and easily to the parking device
 - ***secure***, where the cycle parking site is overlooked by nearby occupied developments, is situated close to well-used thoroughfares or comes under the coverage of a local security camera system. Sites should be located in well-lit and maintained locations, reducing the likelihood of vandalism or theft and improving cyclists' personal security when they park or collect their cycles. This is crucial where the facilities are expected to be used by children, older people or women
 - ***covered***, especially important for overnight and long-term (all-day) parking at places of employment and at transport interchanges.

3. Types of facility (applicable to pedal cycles only)

Short-stay provision

- 3.1 For periods of between a few minutes and a few hours, parking stands may be the most appropriate facility. Whatever form the stands take, they should aim to meet the following objectives:
- be able to secure the frame and both wheels
 - be high enough to hold the cycle upright and securely fixed, even in high winds
 - avoid damage to the cycle while attached or when being secured
 - be clearly visible and in contrast with their surroundings, so that they are more likely to be used and to help local pedestrians with visual impairments
 - have low ongoing maintenance requirements and avoid the need for staffed management of the parking (there can be practical difficulties with public sites, if integral locking mechanisms or coin-operated devices are used)
 - enable cycles to be readily secured using the popular ‘D’ locks carried by many cyclists.
- 3.2 A popular choice of cycle parking stand in the UK is known as the ‘*Sheffield stand*’ - a metal frame (often an inverted ‘U’), secured to a fixed base. This meets the objectives above, at a low unit cost per stand. If a space of around one metre is maintained between adjacent stands, up to two cycles can be attached to each. With these siting arrangements, up to ten cycles can be accommodated in a space that would otherwise accommodate one car.
- 3.3 The associated reference list and, in particular, detailed installation guidance published by the London Cycling Campaign (Reference 2) gives more advice on siting.
- 3.4 For new residential properties, adequate short-stay parking security can be achieved by some form of secure ring or loop attached at a convenient point near to the front entrance of the property. The cycle parking standards require one such device to be provided for each residential unit and developers are encouraged to consider a device whose design suitably complements the property.

Long-stay provision

- 3.5 This applies to longer stays of six hours or more, particularly associated with residential overnight use or employment locations.
- 3.6 Cycle parking stands are likely to prove more attractive to cyclists in poor weather if some form of cover is added. Protection from wind and rain can take many forms, and parking space and other storage and shower facilities may be provided, fully integrated into the building infrastructure of a development. Several manufacturers supply prefabricated external shelter units, but the local planning authority should be consulted over any proposed separate structures of this kind.

- 3.7 For industrial, office, higher education and transport interchange developments, very secure longer-term storage can also be offered with various forms of cycle locker. Again, several types are available from leading suppliers and manufacturers. Early in the planning stage, it is important to consider carefully the nature of management arrangements for 'dedicated' locker facilities. Such devices are likely to work well in public areas only if there are failsafe management systems that can cope with lost keys or jammed locks. Another important consideration is the need to avoid personal security problems. For example, accidents to children at play, the potential attractiveness of lockers to vagrants in town centre areas, vandalism and issues of terrorist security (especially at transport interchanges and near military establishments) may each pose problems that should be carefully considered early in the planning stage.
- 3.8 Within residential developments, the associated cycle parking standards provide guidance on levels of overnight cycle storage provision for different types of residential property. Garages adjacent to housing will often provide suitable secure long-term security for pedal cycles, but need to conform in size to the dimensions specified for a garage. At convenient locations, there should be separate provision for visitors to park their cycles, as discussed above under 'short-stay' provision.
- 3.9 For flats, multi-occupancy properties and student accommodation, long-term cycle parking provision should be considered, either as integral to the building at ground-floor level (and within the security of the main entrance) or as part of a separate structure. It will be important for management arrangements to ensure that each individual residential unit has its own provision.

4. References and sources of further guidance

1. *Cycle Friendly Infrastructure – Guidelines for Planning and Design*, IHT/DTLR.
2. *Cycle Parking Equipment and Installation Standards*, London Cycling Campaign.
3. *The National Cycling Strategy*, Department of Transport 1996 (Appendix).
4. Acknowledgement is made to Essex County Council: *Designing for Cyclists – Guide to Good Practice*.
5. *Security Vulnerabilities Outside Railway Stations*, DTLR.
6. *Motorcycle Parking*, DTLR.
7. *Improved Cycle Parking at South West Trains' Stations in Hampshire*, DTLR.

