

# **Access, Car Parking and Design**

## **Supplementary Planning Guidance**

**March 2014**





## Contents

1. Introduction	3
2. Policy Context	5
3. Street Design and Access	7
4. Parking Requirements	11
5. Car Parking Design	15

## Appendices

Appendix 1: Car Parking Standards and General Advice

Appendix 2: Parking Guidelines for People with Special Access  
and Mobility Requirements

Appendix 3: Cycle Parking Guidelines

Appendix 4: Motor Cycle Parking Guidelines

Appendix 5: Sustainability Guidelines

Appendix 6: Map of Parking Zones

Appendix 7: Local Development Plan Policies

Appendix 8: Thresholds for Transport Assessment and Travel  
Plans



## **1.0 INTRODUCTION**

- 1.1 This Supplementary Planning Guidance (SPG) has been produced to expand on existing planning policy on accessibility set out in the Adopted Blaenau Gwent Local Development Plan (LDP). The document provides clear and consistent guidance to applicants on the requirements of the Local Planning Authority with respect to: street design, access, car parking requirements and car park design. This document sets out a revised set of parking standards appropriate to the specific characteristics and requirements of Blaenau Gwent.
- 1.2 This SPG is a material consideration in the determination of all categories of development for which planning permission is required, including new build, extensions, redevelopments, conversions and material changes of use.
- 1.3 In recognition of the fact that continued expansion of highway capacity to meet increasing traffic growth is not desirable or sustainable a more balanced and integrated approach is promoted in this guidance. The approach provides for a choice of travel mode and encourages the use of alternative ways to travel than the car. To support this there is a move away from specifying minimum parking standards, towards defining maximum (not more than) requirements which can be reduced on sustainability grounds.



## **2.0 POLICY CONTEXT**

- 2.1 In applying new street design, access and parking standards it is essential to understand how and why there is a need for the change in policy.

### **Planning Policy Wales (Edition 5)**

- 2.2 Planning Policy Wales makes it clear that “Welsh Government supports a transport hierarchy in relation to new development that establishes priorities in such a way that, wherever possible, they are accessible in the first instance by walking and cycling, then by public transport and then finally by private motor vehicles” (PPW Edition 5 para. 8.1.3).
- 2.3 Car parking provision is a major influence on the choice of means of transport and the pattern of development. Local planning authorities are now required to ensure that new developments provide lower levels of parking than have generally been sought in the past. Minimum parking standards are no longer appropriate. Local planning authorities should develop an integrated strategy on parking to support the overall transport and locational policies of the development plan.
- 2.4 Greater consideration is now given to the sustainability of a development in terms of walking distance to local facilities, public transport and cycle routes and the frequency of local public transport services.

### **TAN18: Transport (2007)**

- 2.5 TAN 18 supplements Planning Policy Wales and states that “maximum car parking standards should be used at regional and local level as a form of demand management” (TAN18 para. 4.6). For new development, regard should be given to the relative locations of land uses and their consequent accessibility.

### **Blaenau Gwent Local Development Plan (Adopted November 2012)**

- 2.6 This SPG provides supporting information with regard to the transport policies included in the Local Development Plan (LDP). The SPG supports Strategic Policy SP6 “Ensuring Accessibility” and Development Management Policy DM1 “New Development” part 3 “Accessibility” (Refer to Appendix 7). Development Management policies DM18 “Minerals” and DM20 “Waste” also require consideration of transportation implications.
- 2.7 Development Management Policy DM1 (part 3) “Accessibility” requires that:
- a. The proposal has regard for the safe, effective and efficient use of the transportation network;
  - b. The proposal ensures that developments are designed to an appropriate standard that prioritises the interests of pedestrians, cyclists and public transport before that of the private car;
  - c. The proposal secures appropriate provision for people with special access and mobility requirements;

- d. Parking, appropriate servicing and operational space has been provided; and
- e. Where a Transport Assessment and Travel Plan are required by national planning policy, they must demonstrate that there will be no adverse impact on trip generation and travel demand.



### **3.0 STREET DESIGN AND ACCESS REQUIREMENTS**

- 3.1 It is a legal requirement that certain types of applications for planning permission are accompanied by a 'Design and Access Statement' (See TAN 12: Design (2009)). Manual for Streets (MfS (2007)) and Manual for Streets 2 (MfS2 (2010)) are also material considerations in determining planning applications. Applicants should have regard to them in forming their proposals and will be expected to demonstrate in their Design and Access Statement how they have used MfS to address highway issues to achieve development that is highly accessible and has prioritised pedestrians and cyclists.
- 3.2 Street dimensions are fundamental to achieving a successful balance between the needs of vehicles and all other street users. Developments involving new streets, roads and changes to existing highways will need to demonstrate that they have taken into account all of the following factors:
- The primary and secondary function of the street, road and/or carriageway
  - The predicted volume of vehicular traffic and pedestrian activity
  - Parking strategy for the development
  - Traffic composition – vehicle type, frequency of larger vehicle movements
  - Design speed for the street, road and/or carriageway and footway (e.g. kerb, street furniture, trees, planting)
  - The curvature of the street (bends require greater width to accommodate the swept path of larger vehicles)
  - Any intention to include one-way streets, or short sections of single lane working in two way streets
  - The safety of all highway users
- 3.3 A road hierarchy must be established based on the anticipated frequency of access by different vehicle types, with the higher order street accommodating larger vehicles and greater levels of movement; and the lower order streets, smaller vehicles and reduced levels of movement. All streets must aim to provide a pleasant walking and cycling environment.
- 3.4 In parts of residential developments where there is a low probability of two opposing movements by two larger vehicles, it may be appropriate to consider carriageway widths lower than the standard 5.5 metres. Where there is a higher probability and higher frequency of opposing larger vehicle movements such as on a busy public transport route designers should consider the need for higher carriageway widths.
- 3.5 Whilst the concept of reduced carriageway widths meets many of the objectives in the current thinking on residential layouts – they will only work if detailed consideration is given to parking. Parking will occur wherever it is remotely possible, or vehicles will use part of the footway. The highway design must where necessary design out inappropriate parking opportunities, plus ensure there is an appropriate space for parking.
- 3.6 Where a new access will be required to the existing highway network, the Highway Authority will ensure that such accesses are not detrimental to highway safety. The establishment of a road hierarchy facilitates the efficient use of the

highway network by ensuring that traffic is channelled onto the most appropriate routes in order to maintain appropriate environmental, amenity and safety conditions. Emergency vehicles should be able to access all dwellings. Travel distances within estates should be minimised.

- 3.7 Large development off a single point of access can conflict with the needs of emergency services as the access will be vulnerable to being blocked. **The maximum number of dwellings that can be served from a single access point is 300.** Over 300 dwellings, a second dedicated emergency access should be identified to cater for the emergency services.
- 3.8 Shared private driveways (unadopted accesses) within developments will be permitted subject to a maximum of **five** dwellings served off the access. Shared driveway widths must be a minimum of 4.8 metres and satisfy visibility requirements and construction details as identified in MfS.

### Transport Assessment and Travel Plans

- 3.9 National guidance and Local Development Plan policy emphasises the importance of Transport Assessments (TA) and Travel Plans to encourage the greater use of non-car modes of transport.
- 3.10 Transport Assessments and Travel Plans will be required to be submitted when circumstances and thresholds set out in paragraph 9.2 and Annex D of TAN18 are reached (refer to Appendix 8). However where small developments have the potential to create particular problems due to local circumstances then a Transport Statement will be requested. All applicants are advised to discuss the issue with the officers of the Council before any application is made.
- 3.11 Travel Plans will be required as a condition of planning permission and may lead to an appropriate relaxation of parking requirements following the acceptance of the details of a submitted travel plan. This is provided that measures to enforce compliance with the travel plan are included within a Section 106 Agreement. Suitable enforcement measures will include the provision of targets, a monitoring regime and the appointment of a travel plan co-ordinator. Best Practice Guidance on the content and monitoring of travel plans is available in the Department for Transport document “Using the Planning Process to Secure Travel Plans”, Making Residential Travel Plans Work” and its associated “Good Practice Guidelines for New Development.

### **Wind Farm Developments – Traffic Management Plan (TMP)**

- 3.12 The Welsh Government as highway authority for the trunk road network in Wales recommends that a planning application for wind turbine development is not determined until such time as a Traffic Management Plan (TMP) has been agreed with all relevant highway authorities.
- 3.13 There will be cases where a TMP is not required, such as for small developments where turbine components are small enough not to be classified as Abnormal Indivisible Loads (AIL). It is recommended that applicants liaise with the highway authority to identify whether a TMP is required for a particular development, and to determine the required scope of the TMP.



## 4.0 PARKING REQUIREMENTS

- 4.1 The parking guidelines set out in this document are based on the County Surveyors Society (CSS) Wales Parking Standards (2008). The standards are often referred to as 'maximum standards' although in practice they are **requirements** that can be **reduced as a result of an assessment of the sustainability of the development**. Appendix 5 identifies the sustainability criteria and point system which can result in the reduction of the parking requirements. The factors that would justify a reduction are: walking distance to local facilities, public transport and cycle routes; and frequency of local public transport services.
- 4.2 A further key feature of the new parking requirements is the introduction of zones (Refer to map attached at Appendix 6). The Zones are based on the CSS Wales Parking Standards, but have been adapted to suit the needs of Blaenau Gwent. These guidelines cover the whole of the County Borough with the exception of the area to the north east of the Borough which lies within the Brecon Beacons National Park. The Borough has been divided into three zones based on accessibility to services and public transport. The basic premise is that less parking is required the closer developments are to services such as retail and businesses.

### **Blaenau Gwent Zone 1 – Town Centres**

- 4.3 This relates to the town centres of Ebbw Vale, Tredegar, Brynmawr, Abertillery and Blaina which are destinations for activities not met within local communities. The town centres have a full range of retail activity and many commercial businesses, all within walking distance. The towns are also the focus of the local bus network. The built up density is high with little private car parking. There are parking restrictions and sufficient public off-street car parking provision.

### **Blaenau Gwent Zone 2 – Suburban or Near Urban**

- 4.4 This zone includes the areas surrounding the town centres within the settlement boundary as identified in the LDP. As with other built up residential areas there is generally a regular bus service to the town centres and a number of basic facilities provided locally.

### **Blaenau Gwent Zone 3 – Deep Rural**

- 4.5 This zone comprises the remainder of the County Borough and is defined by those areas falling outside of the settlement boundary as identified in the Blaenau Gwent Local Development Plan (2012). This area is characterised by isolated individual buildings, areas with little or no local facilities within walking distance. Public transport is very infrequent or beyond walking distance.
- 4.6 Where a development lies adjacent or close to the zone boundary, the level of provision of parking will primarily be according to the zone within which the site lies, but levels of accessibility will be taken into account and should be discussed

with the Council prior to the submission of a planning application (a small fee is charged for pre-application discussions).

4.7 To identify parking requirements for a particular development you need to firstly identify the zone within which the proposed development is located. Appendix 6 identifies these zones but to view the boundaries of the zones in greater detail refer to the LDP proposals maps. These set out the Town Centre and Settlement Boundaries used to define the zones. The LDP proposals maps can be viewed at the following link:

[http://www.blaenau-gwent.gov.uk/documents/Documents\\_Environment/Adopted\\_LDP\\_Proposals\\_Map\(1\).pdf](http://www.blaenau-gwent.gov.uk/documents/Documents_Environment/Adopted_LDP_Proposals_Map(1).pdf) .

Secondly identify the land uses which are included in the proposal from the list below:

- a) Residential Developments
- b) Office Developments
- c) Shops
- d) Retail Warehousing and Commercial Garages
- e) General Industry, Distribution and Storage
- f) Places of Entertainment
- g) Hotels and Restaurants
- h) Community Establishments
- i) Educational Establishments.

You will then need to refer to Appendix 1 to identify the car parking requirements for each of the land uses identified.

### **Parking for Special Access and Mobility Requirements**

- 4.8 On all new developments where the public need access provision must be made for people with a mobility impairment. The spaces need to be extra wide to cater for wheel chair manoeuvring and be located as near as practicable to building entrances. The kerb adjoining these spaces should be dropped along the entire length of the parking spaces to facilitate ease of movement for wheelchair users. Details of recommended space requirements and dimensions are set out in Appendix 2.
- 4.9 For information on access to buildings developers are encouraged to use the following guidance: Reducing Mobility Handicaps (Institute of Highways and Transportation) and Planning and Access for Disabled People (Department for Communities and Local Government). The former document is particularly detailed on the external considerations of a development whilst the latter concentrates more strongly upon the planning system. They need to be read and then applied in a complementary manner.

### **Cycle Parking Guidelines**

- 4.10 To support the greater use of sustainable modes of transport guidance is also provided on cycle provision in new development (Appendix 3). A key part of

encouraging cycling is the provision of appropriate cycle parking facilities within new developments.

4.11 In terms of facilities the following should be taken into consideration in the design of new developments.

- Cycle stands/lockers should be sited in highly visible locations to maximise public surveillance, ideally in front of buildings and adjacent to main entrances.
- There is a preference for CCTV surveillance to maximise safety.
- For employment uses shower and locker facilities will be sought as part of the development.
- Cycle facilities for new developments should integrate with existing and proposed cycle networks. Early discussion with officers from highways and planning to determine the extent and form of any off-site cycle facilities is recommended.

### **Motor Cycle Parking Requirements**

4.12 The parking requirements of Motorcycles is 5% of the provision of parking, more detail on this and location requirements are set out in Appendix 4.

### **Examples of Parking Requirements**

#### **Example 1: Proposed new 4 bed house in Tredegar, outside the town centre but inside the settlement boundary**

The property is in Zone 2

The land use is Residential

Appendix 1 (table a) identifies that 1 space per bedroom is required but there is a maximum requirement of 3 spaces therefore the **Total Provision is 3 parking spaces**

*(It should be noted that for residential development the requirement across the Zones is the same)*

#### **Example 2: Conversion of a 3-storey 4 bedroom house to 3 one bedroom flats in Abertillery Town Centre**

The property is in Zone 1

Appendix 1 (table a) identifies that the parking requirement for the existing house is 1 space per bedroom with a maximum requirement of 3 parking spaces, but given the age of the property, these may not actually be present.

The parking requirement for the flats is 1 space per bedroom the **Total Provision is 3 parking spaces**

Three parking spaces are therefore required in theory. These should if possible be provided at the rear of the premises. If the site is too small to accommodate three cars and the house fronts a local road that is not a bus route and kerbside parking pressure is not evident, then an allowance of on-street parking

immediately outside may be possible. Local circumstances will always dictate the approach to be taken.

**Example 3: Proposed new employment site in Ebbw Vale**

The property is in Zone 2

The development comprises 500m<sup>2</sup> office on the first floor and 1000m<sup>2</sup> general industry on the ground floor.

Appendix 1 (tables e and b) identifies that the car parking requirement is assessed as follows:-

Industry use (table e)

Operational Parking = 150 m<sup>2</sup>

Non-operational Parking 1 space / 120m<sup>2</sup> = 8 spaces

Office Use (table b)

Non operational Parking 1 space / 25m<sup>2</sup> = 20 spaces

**Total provision = Operational Space of 150 m<sup>2</sup> + 28 parking spaces**

**Appendix 2** identifies that 5% of car parking spaces are to be **for disabled**.

**Appendix 3** identifies that 4 long and 3 short stay **cycle parking** stands are required.

**Appendix 4** identifies that 5% of car parking spaces are to be for **motor cycles**



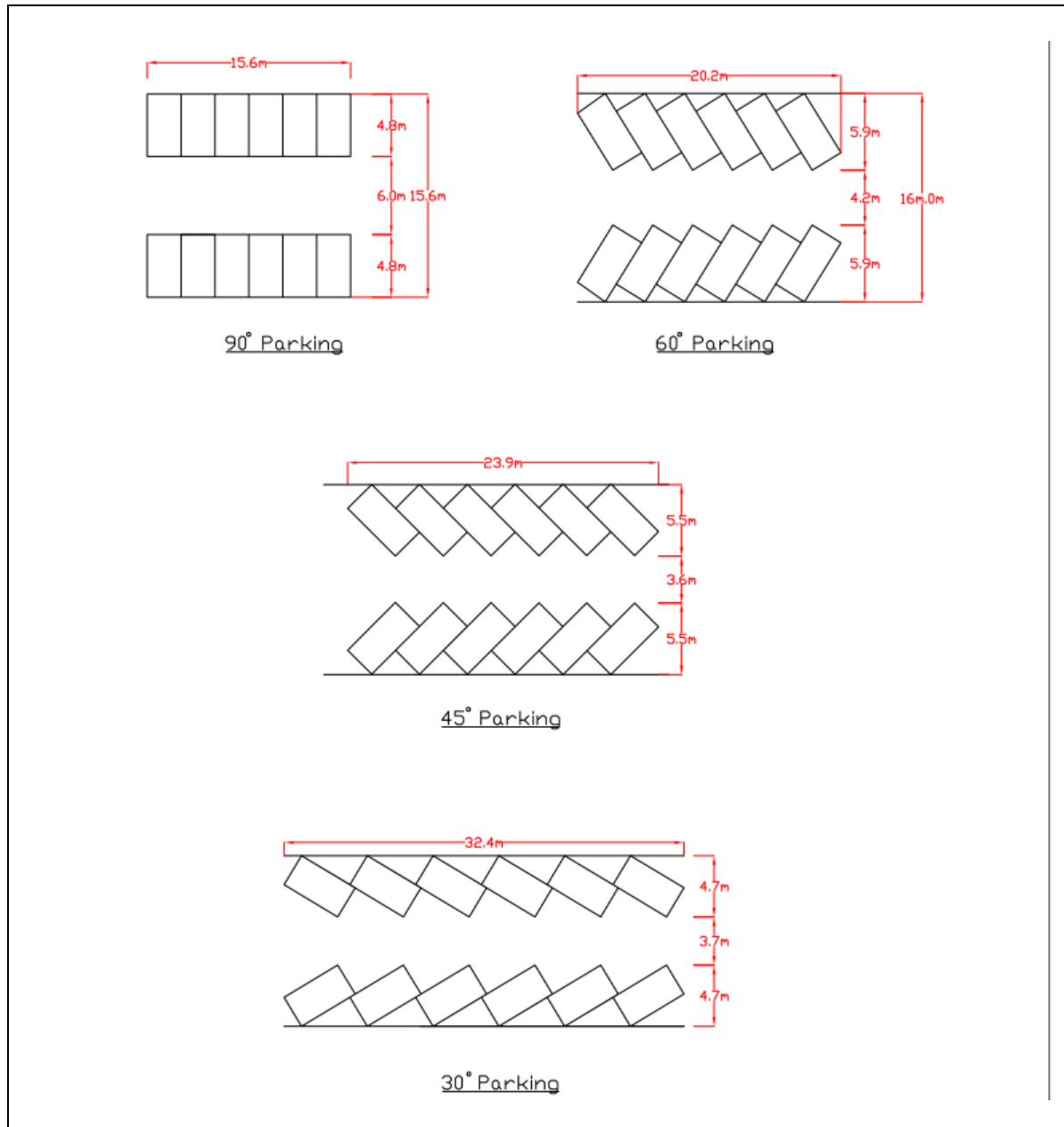
## 5.0 CAR PARKING DESIGN

### Space Requirements

The standard dimensions of car parking spaces are: 4.8m x 2.6m

In ground parking areas the average requirement per car including space for access is 21m<sup>2</sup>

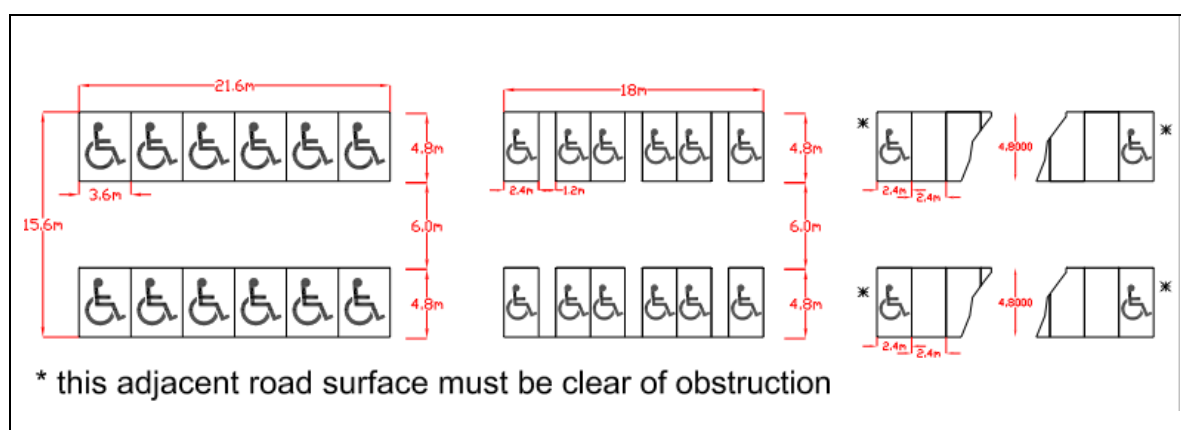
### Alternative Ways of Arranging 12 Spaces



## Disabled Driver's Vehicles

The standard dimensions of car parking spaces for disabled drivers are: 4.8m x 3.6m this allows transfer from vehicle to wheel chair. With certain layouts 4.8m x 2.6m bays can be used but additional provision must be made for the disabled to transfer to wheelchairs (see below). Access to the rear must be provided.

## Alternative Ways of Arranging Disabled Spaces



Further guidance on parking layouts can be found in Manual for Streets.

## Location of Car Parking

The Institution of Highways and Transportation's (IHT) Guidelines for Providing Journeys on Foot (2000) provides detailed guidance on desirable and suggested maximum walking distances to different types of destination.

The suggested acceptable walking distances for pedestrians without a mobility impairment given in the IHT guidance Table 3.2 are:

	Town Centres (m)	Commuting/School (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1000	800
Maximum	800	2000	1200

## Landscaping

- 5.1 Planting should be used in car parks to relieve the monotony of areas of paving: to provide or screen parking bays, and to provide visual features. Landscaping is seen as an integral part of the design of parking areas and not as an after-thought. Grass, ground cover plants, shrubs and trees used in car parks should be pollution resistant varieties, and in case of trees should not be a type liable to heavy leaf fall, fruit dropping or branch shedding. Particularly to be avoided are most varieties of lime, maiden hair and horse chestnut. Care should be taken that

planting does not obscure sight lines at junctions or remove any degree of natural surveillance.

- 5.2 Plant selection should reflect local character and vegetation and draw on native as well as the more ornamental of exotic species. Ultimate height and spread should be considered in relation to nearby structures. Plant selection must exclude those species of plant that harbour litter.
- 5.3 A useful guide for species choice is available at [www.plantspec.org.uk](http://www.plantspec.org.uk). This has been compiled by the Horticultural Trades Association in consultation with the Landscape Institute
- 5.4 There is a wide variety of surfacing materials available, which can be used for car parks. The choice of which one to use in a specific situation will depend on the intensity of use expected, the desired appearance and the amount of money available for laying and maintenance. In some circumstances, hard landscaping may be more appropriate, e.g. concrete blocks, bricks, paving slabs, cobbles.
- 5.5 The Park Mark safer parking initiative of the Association of Chief Police Officers as well as the more general requirements of TAN 12: Design should also be considered in the design and landscaping of car parks.

## Appendix 1

### PARKING GUIDELINES TABLES AND GUIDANCE NOTES

#### a) Residential Developments

All Zones		
	Requirement	
Type of Development	Residents	Visitors
<b>General Purpose Houses and Apartments</b>		
Houses	1 space per bedroom (maximum requirement 3 spaces)	Maximum 1 space per 5 units for all general purpose developments
Apartments	1 space per bedroom (maximum requirement 3 spaces)	
Apartments (3 or more Bedrooms)	Maximum 3 spaces	
House conversions to bedsits, or self-contained apartments	1 space per bedroom (maximum requirement 3 spaces)	
House conversions to residential hostel	1 space per resident staff 1 space per 3 non-resident staff	Nil
<b>Special Purpose Housing</b>		
Self-contained elderly persons dwellings (not wardened)	1 space per 2 - 4 units	1 space per 4 units
Self-contained elderly persons dwellings (wardened)	1 space per 4 units 1 space for warden 1 space per 2 ancillary staff	1 space per 4 units
Purpose built student accommodation	1 space per 25 beds for servicing, wardens and drop-off areas	1 space per 10 beds (for students &/or visitors)
Residential children's homes / homes for elderly persons / nursing homes	1 space per resident staff 1 space per 3 non-resident staff	1 space per 4 beds

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

#### Notes

1. Where communal parking is provided, it must be conveniently sited and should be in a location that is also overlooked which will thereby enhance its security. No parking court may accommodate more than 12 parking spaces and depending on local context, designated parking secured by a lockable bollard or other means may be required. Safe pedestrian access must be provided between each dwelling unit and its parking space.
2. Garages should be provided as the most secure parking option wherever possible, preferably located alongside the dwelling. Remote garage blocks must be avoided.

3. Garages may only be counted as parking spaces if they have clear internal dimensions, for a single garage of 6m x 3m. If disabled access is required, these dimensions must be increased to 6m x 3.8m. All properties with a garage should also have a 6m long driveway, which has a width of not less than 3.6m.
4. Garage Conversions will only be permitted where the applicant can provide alternative parking provisions within the curtilage of their property to satisfy parking requirements. The applicant must demonstrate that the proposed parking provision is achievable and operational.
5. Visitor parking must be designed as an integral part of any development where it is required and must take into account the needs of the disabled.
6. For developments where clear evidence has been supplied that car ownership levels will be lower than normal, a more flexible approach to numbers of parking spaces may be taken. The Council will negotiate required parking requirements with developers where clear evidence of lower parking requirements has been produced, for example contracted arrangements with tenants securing low car ownership.
7. In respect of residential homes for the elderly and nursing homes, sufficient operational space must be provided close to the building to enable ambulance access and egress in a forward gear.
8. Low parking standards required for purpose built student accommodation will be based upon a condition requiring a legal tenancy agreement to prevent students parking on neighbouring streets within a 3 mile radius of accommodation building, public transport facilities, and the provision of a travel plan.

**b) Offices, Use Class B1 Business, Class A2 Financial & Professional Services (Including call Centres)**

Development	Requirement
<b>Zone 1</b>	
Offices ( < 1000m <sup>2</sup> )	1 space per 35m <sup>2</sup>
Offices ( > 1000m <sup>2</sup> )	1 space per 60m <sup>2</sup>
Call Centres ( < 1000m <sup>2</sup> )	1 space per 25m <sup>2</sup>
Call Centres ( > 1000m <sup>2</sup> )	1 space per 40m <sup>2</sup>
<b>Zones 2 and 3</b>	
Offices ( < 1000m <sup>2</sup> )	1 space per 25m <sup>2</sup>
Offices ( > 1000m <sup>2</sup> )	1 space per 40m <sup>2</sup>
Call Centres ( < 1000m <sup>2</sup> )	1 space per 20m <sup>2</sup>
Call Centres ( > 1000m <sup>2</sup> )	1 space per 25m <sup>2</sup>

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

**Notes**

1. Office redevelopments, extensions and conversions will have the same requirements as for new build, subject only to note 2 below.
2. For premises up to a maximum of 200m<sup>2</sup> gross floor area an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.
3. Consideration may be given to a relaxation of the parking requirements in shopping areas for the change of use at ground floor level of premises from Use Class A1 (shops) to Use Class A2 (Financial & Professional Services).
4. Parking reserved for Disabled People: Refer to Appendix 2.
5. For cycle and motor cycle parking : Refer to Appendices 3 and 4.

### c) Shops (Including Shops, Supermarkets & Superstores)

Zone 1		
Type of Development	Operational Requirement	Non-Operational
Shops ( < 200m <sup>2</sup> )	1 commercial vehicle space	1 space per 60m <sup>2</sup>
Shops and small supermarkets ( 201m <sup>2</sup> –1000m <sup>2</sup> )	2 commercial vehicle spaces	1 space per 40m <sup>2</sup>
Shops and small supermarkets ( 1001m <sup>2</sup> –2000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 40m <sup>2</sup>
Supermarkets & superstores (predominately food) ( > 2000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 14m <sup>2</sup>
Zone 2		
Type of Development	Operational Requirements	Non-operational
Shops ( < 200m <sup>2</sup> )	1 commercial vehicle space	1 space per 60m <sup>2</sup>
Shops and small supermarkets ( 201m <sup>2</sup> – 1000m <sup>2</sup> )	2 commercial vehicle spaces	1 space per 20m <sup>2</sup>
Shops and small supermarkets ( 1001m <sup>2</sup> – 2000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 20m <sup>2</sup>
Supermarkets & superstores (predominately food) ( > 2000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 14m <sup>2</sup>
Zone 3		
Shops (all sizes)	1 commercial vehicle space	1 space per 60m <sup>2</sup>

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

#### Notes

1. The non-operational standard assumes a retail/non-retail ratio of 75/25. Variation may be applied at the discretion of the Local Authority when a different ratio is proposed.
2. Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.
3. Where existing premises are used for the establishment of a stall type market, the applicant shall identify a location for the provision of parking for stallholders.
4. For premises up to a maximum of 200m<sup>2</sup> gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.

5. Increases in transactions at supermarkets are not proportional to increases in floor area. Extensions of 33% of gross floor area produce a 10% increase in transactions.
- 6 The non-operational standard includes employees parking.
7. Parking reserved for Disabled People: Refer to Appendix 2.
8. For cycle and motorcycle parking: Refer to Appendices 3 and 4.
9. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the store servicing area in a forward gear.



#### d) Retail Warehousing and Commercial Garages

Zones 1 and 2 (It is assumed that developments of this nature will not be permitted within Zone 3)		
Type of Development	Operational	Non-operational
Retail Warehousing (non-food) (non-DIY) ( > 1000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 30m <sup>2</sup>
Retail Warehousing ( DIY & Garden Centres) ( > 1000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 20m <sup>2</sup>
Builders Merchants (Trade & Retail)	3 commercial vehicle spaces	1 space per 80m <sup>2</sup> & 10% of GFA
Cash & Carry Warehousing (Trade Only) ( > 1000m <sup>2</sup> )	3 commercial vehicle spaces	1 space per 50m <sup>2</sup>
Servicing and Repair Garages	1 car/lorry space per each car/lorry service bay plus 1 commercial vehicle space	2 car/lorry spaces per each service bay. 1 space per 50m <sup>2</sup> of retail area (internal & external)
Petrol Filling Stations (see note 10 re. associated convenience stores)	1 space for petrol tanker	4 spaces for ancillary use (e.g. automatic car wash)
Car Sales Premises	1 space per car transporter	1 space per 50m <sup>2</sup> of retail area (internal & external)
Motor Cycle Premises	1 commercial vehicle space	1 space per 50m <sup>2</sup> of retail area (internal & external)
Driving Schools Private Hire / Vehicle Hire Licensed Taxis	1space per vehicle operated	1 space per 3 auxiliary staff

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

#### Notes

- The range of trip generation and parking demand at retail warehouses varies to a considerable extent. The parking requirements of the most common types of store can be classified in broad bands. This is reflected by the tabulated requirements.
  - Highest requirement* - DIY stores
  - Mid-range requirements* - Electrical appliances, computer/ IT, clothing, pet stores, flat pack furniture stores
  - Lowest requirement* - Assembled furniture/carpet stores, household and leisure goods stores
- Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.

3. Where existing premises are used for the establishment of a stall type market, the applicant shall identify a location for the provision of visitor parking.
4. For premises up to a maximum of 200m<sup>2</sup> gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.
5. Increases in transactions at supermarkets are not proportional to increases in floor area. Extensions of 33% of sales floor area produce a 10% increase in transactions.
6. The non-operational standard includes employees parking.
7. Relaxation may be given to the parking requirements at fast service centres, e.g. tyres, exhausts, MOT, etc.
8. Where car sales premises include external display areas, additional parking space will be required.
9. Parking reserved for Disabled People: Refer to Appendix 2.
10. For cycle and motorcycle: Refer to Appendices 3 and 4.
11. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
12. Convenience stores located at petrol filling stations will attract customers who do not also purchase petrol and will therefore require parking space. The additional requirement for this must be assessed as for a small shop.

## e) General Industry, Distribution and Storage

<b>Zones 1 and 2</b>		
<b>Type of Development</b>	<b>Operational</b>	<b>Non-operational</b>
Small Industry (< 100m <sup>2</sup> )	1 van space	1 space
Small Industry (< 235m <sup>2</sup> )	1 van space	2 spaces
Industry	See Note 5	1 space per 120 m <sup>2</sup>
High Tech Industry	See Note 5	1 space per 35m <sup>2</sup>
Industry Warehouses	See Note 5	1 space per 140 m <sup>2</sup>
Storage Warehouses( <1000 m <sup>2</sup> )	1 commercial space per 500m <sup>2</sup>	Nil
Distribution Centres ( <1000 m <sup>2</sup> )	35% of GFA	1 space per 120 m <sup>2</sup>
Distribution Centres ( >1000 m <sup>2</sup> )	25% of GFA	1 space per 120 m <sup>2</sup>
<b>Zone 3</b>		
<b>Type of Development</b>	<b>Operational</b>	<b>Non-operational</b>
Small Industry (< 100m <sup>2</sup> )	1 van space	1 space
Small Industry (< 235m <sup>2</sup> )	1 van space	2 spaces
Industry	See Note 5	1 space per 80 m <sup>2</sup>
High Tech Industry	See Note 5	1 space per 20m <sup>2</sup>
Industry Warehouses	See Note 5	1 space per 140 m <sup>2</sup>
Storage Warehouses( <1000 m <sup>2</sup> )	1 commercial space per 500m <sup>2</sup>	Nil
Distribution Centres ( <1000 m <sup>2</sup> )	35% of GFA	1 space per 80 m <sup>2</sup>
Distribution Centres ( >1000 m <sup>2</sup> )	25% of GFA	1 space per 80 m <sup>2</sup>

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

### Notes

1. Vehicles should be able to enter and leave the site in forward gear.
2. Relaxation permitted for operational space when special servicing arrangements are made.
3. Visitor parking is included in non-operational parking.
4. For premises up to a maximum of 235m<sup>2</sup> gross floor space, an increase of 20% will be permitted without the need for additional parking. This

allowance can only be made once and any parking displaced must be relocated.

5. Operational requirements:

GFA m <sup>2</sup>	Minimum m <sup>2</sup>	GFA m <sup>2</sup>	Minimum m <sup>2</sup>	GFA m <sup>2</sup>	Minimum m <sup>2</sup>
100	70	500	100	1,001	150
250	85	1,000	150	2,000	200

Above 2,000 m<sup>2</sup> Gross Floor Area (GFA), the required minimum operational area should be taken as 10% of GFA.

6. The General Development Order limit of 235m is defined as the upper cut off for size for units to encourage new firms requiring garage size sites. Larger units are defined as “industry”.
7. If the premises are to be used as a distribution depot, adequate space must also be provided to accommodate commercial vehicles that are likely to be parked overnight.
8. Parking reserved for Disabled People: Refer to Appendix 2
9. For cycle and motorcycle parking: Refer to Appendices 3 and 4

## f) Places of Entertainment

Zones 1 & 2		
Type of Development	Operational	Non-operational
Children's Play Centres	1 space per 3 members of staff	1 space per 20m <sup>2</sup> of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m <sup>2</sup>
Assembly Halls (Social) e.g. Unlicensed Club, Community Centre	1 commercial vehicle space	1 space per 10 m <sup>2</sup>
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 5 seats
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 5 seats
Zone 3		
Type of Development	Operational	Non-operational
Children's Play Centres	1 space per 2 members of staff	1 space per 15m <sup>2</sup> of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m <sup>2</sup>
Assembly Halls (Social) e.g. Unlicensed Club, Community Centre	1 commercial vehicle space	1 space per 10 m <sup>2</sup>
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 3 seats
Stadia	1 commercial vehicle space	1 space per 15 seats

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

### Notes

1. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
2. Parking reserved for Disabled People: Refer to Appendix 2
3. For cycle and motorcycle parking refer to Appendices 3 and 4

## g) Hotels and Restaurants

Zones 1 & 2		
Type of Development	Operational	Non-operational
Hotels	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per bedroom
Public Houses & Licensed Clubs	1 commercial vehicle space	1 space per 3 staff & 1 space per 5 m <sup>2</sup> of public area including server
Restaurants	1 commercial vehicle space	1 space per 3 staff & 1 space per 7m <sup>2</sup> of dining area
Cafes & Drive-Thru Restaurants (See Note 6)	1 commercial vehicle space	1 space per 3 staff & 1 space per 14m <sup>2</sup> of dining area
Hot Food Takeaways	1 commercial vehicle space	1 space for non-resident staff & adequate on-street parking for customers nearby
Transport Cafes	1 commercial vehicle space	1 space per 3 non-resident staff & 1 commercial vehicle space per 2 seats
Zone 3		
Type of Development	Operational	Non-operational
Hotels	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per bedroom
Public Houses & Licensed Clubs	1 commercial vehicle space	1 space per 3 staff & 1 space per 3m <sup>2</sup> of public area including server
Restaurants	1 commercial vehicle space	1 space per 3 staff & 1 space per 7m <sup>2</sup> of dining area
Cafes & Drive-Thru Restaurants (See Note 6)	1 commercial vehicle space	1 space per 3 non resident staff & 1 space per 14m <sup>2</sup> of dining area
Hot Food Takeaways	1 commercial vehicle space	1 space for non-resident staff & adequate on street parking for customers nearby
Transport Cafes	1 commercial vehicle space	1 space per 3 non-resident staff & 1 commercial vehicle space per 2 seats

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

## Notes

1. Facilities for hotel non-residents should be assessed by applying the appropriate category. An allowance should be applied where facilities are to be shared.
2. The range in the parking requirements between zones allows for the distinction between 'country' public houses and 'suburban' public houses which are likely to have a larger proportion of walk in trade.
3. The parking requirement will be relaxed for public houses built before 1914 to permit redevelopment or extension up to a 20% increase in gross floor area without extra parking being required.
4. The non-operational requirement for restaurants and cafes in established shopping areas may be relaxed if it can be shown that they are 'incidental' to the shopping area or where such restaurants are used largely in the evening when adequate parking exists in the vicinity. However, adequate parking for staff should be provided to the rear/ side.
5. Restaurants including drive through facilities for ordering and collecting food by car should have an internal segregated access for this purpose and be provided with a minimum of 6 waiting spaces.
6. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
7. Appropriate provision must be provided for use by disabled people: Refer to Appendix 2.
8. For cycle and motorcycle parking: Refer to Appendices 3 and 4.

## h) Community Establishments

All Zones		
Type of Development	Operational	Non-operational
Hospitals (See Note 1)	Essential vehicles as required	2.5 spaces per bed
Health Centres & Surgeries	1 space per practitioner (See Note 3)	1 space per 3 ancillary staff & 3 spaces per practitioner
Churches & Places of Worship	1 commercial vehicle space	1 space per 10 seats or 1 space per 8m of praying floorspace (see note 3)
Chapels of Rest	3 commercial vehicle space	As above
Funeral Homes	3 commercial vehicle space	1 space per 2 members of staff
Public Leisure Centres	1 commercial vehicle space	1 space per 2 facility users & 1 space per 3 spectators
Fitness Clubs, Leisure Clubs & Sports Clubs (See Note 4)	1 commercial vehicle space	1 space per 2 facility users
Libraries	1 commercial vehicle space	1 space per 45m <sup>2</sup>

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

### Notes

1. This level of provision would be appropriate for acute and neighbourhood District Hospitals. For other types of hospitals a lower level of provision may be acceptable.
2. Practitioner to include doctor, dentist, nurse, health visitor etc.
3. This range is intended to reflect different catchment areas of churches and places of worship. One serving a local area would required a lower provision than one serving a wide area.
4. Consideration must be given to the provision of a coach parking area where appropriate and to cycle and motorcycle parking.
5. Clubhouse bar and restaurant facilities must always be separately assessed.
6. Parking reserved for Disabled People: Refer to Appendix 2.
7. For cycle and motorcycle parking: Refer to Appendices 3 and 4.



## i) Educational Establishments

Zones 1 and 2		
Type of Development	Operational	Non-operational
Day Nurseries & Creches, (new build property)	1 commercial vehicle space	1 space per 2 full time staff
Day Nurseries & Creches, (converted property)	Included in non-operational requirement	1 space per 2 full time staff (See Note 3)
Nursery/Infants/Primary Schools	1 commercial vehicle space	1 space per each member of teaching staff & 3 visitor spaces
Secondary Schools	1 commercial vehicle space	1 space per each member of teaching staff, 1 space per 2 ancillary staff, 1 space per 20 students of age 17 and 3 visitor spaces. Bus parking as required
Colleges of Higher/Further Education (See Note 6)	1 commercial vehicle space 1 space per each member of teaching staff,	1 space per each member of teaching staff, 1 space per 2 ancillary staff, 1 space per 20 students and 5 visitor spaces.

Zone 3		
Type of Development	Operational	Non-operational
Day Nurseries & Creches, (new build property)	See note 1	1 space per 2 full time staff
Day Nurseries & Creches, (converted property)	Included in non-operational requirement	1 space per 2 full time staff
Nursery/Infants/Primary Schools	1 commercial vehicle space	1 space per each member of teaching staff , 1 space per 2 ancillary staff & 3 visitor spaces
Secondary Schools	1 commercial vehicle space	1 space per each member of teaching staff, 1 space per 2 ancillary staff, 1 space per 10 students of age 17, and 3 visitor spaces. Bus parking as required
Colleges of Higher/Further Education (See Note 6)	1 commercial vehicle space 1 space per each member of teaching staff,	1 space per 2 ancillary staff, 1 space students and 5 visitor spaces.

***These Parking Requirements can be reduced on sustainability grounds based on a points system – refer to Appendix 5.***

## Notes

1. In addition to the non operational parking an area must be provided for the picking up and setting down of school children
2. In the case of Day Nurseries in converted properties the availability of adequate kerbside capacity (i.e. unrestricted parking) should be taken account of.
3. This should be assessed when the nursery is at full capacity. Where part-time staff are employed they should be aggregated to their full time equivalents.
4. Experience has shown that a minimum of 15 car spaces will be required for most other types of schools. Exceptions to this may be specialised (e.g. religious or Welsh) secondary schools with a large catchment area where a reduced number may be adequate, or larger schools in each category where a substantial increase (up to 50) may be desirable. With regard to buses, sufficient off street spaces should be provided for all services that the operator of the new school anticipates running for pupils, with the exception of passing service buses.
5. The parking area should include a facility for vehicles to turn without reversing. In exceptional circumstances a circulation/turning area remote from pupil circulation areas would be acceptable.
6. Where there is a high level of part-time (day release) students, the standard for Colleges of Higher Education/Universities is increased to 1 per 3 students.
7. Where the school is used for dual social and adult educational purposes, the use of hard playground surfaces for parking is acceptable.
8. Definitions of schools for the purposes of these standards:-  
Nursery - Pre school age-groups 3-5 often in converted residential Property  
Infants - Formal schools ages 3 to 7  
Primary - Schools for children in the range 5 or 7 to 11  
Secondary - Age range 11 to 18  
Colleges of Higher and Further Education includes sixth form colleges
9. Appropriate provision must be made for use by disabled people: Refer to Appendix 2.
10. Appropriate provision must be provided for parental drop off/pick up of children as dictated by local circumstances and any school travel plan. Drop off areas must be located so that the safety of pupils walking or cycling to school is not jeopardised.
11. For cycle and motor cycle parking refer to Appendices 3 and 4.

## General Notes

The following notes apply to the parking guidelines:

**Operational Parking Space** - Sufficient space to allow the number and size of vehicles likely to serve the development at any one time and to manoeuvre with ease and stand for loading and unloading without inconvenience to vehicles and pedestrians on the public highway or to other users of the site. Space for staff cars, which by the nature of the business, is required for day to day operation may also be included.

**Non-Operational Parking Space** - The space occupied by vehicles not necessarily used for the operation of the premises.

**Residential Parking Space** - Includes space required for residents and space for cars of people visiting the residents.

**Gross Floor Area** - The standards that are related to floor areas are gross floor area, i.e. including external walls, except where the text stipulates otherwise in respect of public houses, restaurants, cafes and places of worship.

**Extension or Development of Existing Buildings** - For industrial, office, commercial premises and pre-1914 public houses, under 235m<sup>2</sup> gross floor area, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.

**Public Transport Accessibility** - Public transport provision has the potential to reduce the use of the car and where appropriate the level of this provision should be enhanced as planning gain through the planning process at the expense of developers. Ease of access to public transport is related to required parking levels through the zoning system introduced by this SPG.

**Employment Density** - The standards have been assessed on density norms (retail 19.5m<sup>2</sup> per employee; industrial 35 - 45m<sup>2</sup> per employee, office 16.5m<sup>2</sup> per employee). Variations in density may be treated on their merits.

**Land Use** - for the purpose of applying the parking standards the use classes in the Town and Country Planning (Use Classes) Order 1987 and its subsequent amendments are used as shown in Table 2.

**Table 1: Use Classes**

<b>Use Classes</b>	<b>Land Uses in Parking Guidelines</b>
Class A1: Shops	Shops, post offices, travel agents, hairdressers, funeral directors, dry cleaners.
Class A2: Financial & Professional Services	Banks, building societies, betting offices, and other financial and professional services.
Class A3: Food & Drink	Pubs, restaurants, cafes, and hot food takeaways.
Class B1: Business	Offices, research and development, light industry appropriate in a residential area.
Class B2: General Industrial	Industry.
Class B8: Distribution, including open air storage	Wholesale Warehousing.
Class C1: Hotels	Hotels, boarding and guest houses where no significant element of care is provided.
Class C2: Residential Institutions	Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
Class C3: Dwelling houses	Family houses, or houses occupied by up to six residents living together as a single household, including a household where care is provided for residents.
Class D1: Non-Residential Institutions	Surgeries, nurseries, day centres, schools, art galleries, museums, libraries, halls, churches.
Class D2: Assembly and Leisure	Cinemas, concert halls, bingo and dance halls, casinos, swimming baths, skating rinks, gymnasiums or sports arenas (except for motor sports, or where firearms are used).

## Appendix 2

### **PARKING GUIDELINES FOR PEOPLE WITH SPECIAL ACCESS AND MOBILITY REQUIREMENTS**

It is recommended that appropriately positioned parking places, preferably within 50 metres of the facility served by the car park and which are adequate in size and number, shall be provided for people with disabilities. The size of each parking place and level of provision should be in accord with the recommendations in the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

The recommended proportions of spaces for Blue Badge holders are:-

- For car parks associated with existing employment premises; 2% of the total car park capacity, with a minimum of one space.
- For car parks associated with new employment premises; 5% of the total car park capacity.
- For car parks associated with shopping areas, leisure or recreational facilities and places open to the general public;
  - A minimum of one space for each employee who is a disabled motorist plus
  - 6% of the total car park capacity for visiting disabled motorists.
- For car parks associated with railway stations;
  - A minimum of one space for each railway employee who is a disabled motorist plus:
    - for a car park with fewer than 20 spaces, one disabled space
    - for a car park of 20 to 60 spaces, two disabled spaces
    - for a car park of 61 to 200 spaces, three disabled spaces
    - for a car park with more than 200 spaces, 4% of capacity plus four disabled spaces.

Disabled persons parking bays in off-street locations should be marked out with yellow lines and a yellow wheelchair symbol within the parking space. A sign, or if appropriate signs should be provided at the entrance to the car park to direct disabled motorists to designated parking spaces which, if the car park is not under cover, should also have raised signs at the head of the reserved bays. Signs inside the car park should show the most convenient way to the facilities served by the car park, with an approximate distance to those facilities. The marking out should comply with British Standard BS8300: 2001 'Design of buildings and their approaches to meet the needs of disabled people – Code of Practice' as well as to the recommendations of the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

On street disabled parking bays should be indicated by signs and marked out in full compliance with the Traffic Signs Regulations and General Directions (1994). Each bay should have a raised sign at the head of the bay to ensure that if snow

or fallen leaves obscure the road markings, the purpose of the bay is still apparent.

Developers are also encouraged to give due consideration to the following aspects, which are considered to be important to disabled persons.

- a) The signing of pedestrian routes – having established the most convenient location for parking of vehicles of disabled persons, it is essential that a clear system of signposting to the appropriate access catering for disabled persons should be devised and implemented by the developer.
- b) The gradient of any ramp should be as slight as possible. The use of the term 'maximum gradient 1 in 12' should not be construed as being acceptable to disabled persons, except where it is absolutely unavoidable. Developers should consider very carefully the relative levels of parking spaces and finished floor levels at any early stage in their planning, so that a level or near level pathway (preferably less than 5% gradient) can be maintained between the tow, if at all possible.
- c) The difficulty caused to disabled persons in gaining entrance into a building is covered by the documents but the delay in opening doors etc., can cause considerable discomfort and therefore the developer should consider providing a canopy over entrances designed for the use of disabled persons.

### CYCLE PARKING GUIDELINES

1. Short stay parking and long stay parking is considered separately in the following tables. Short stay parking addresses the needs of customers or other visitors to a development, whereas long stay parking is applicable to the needs of staff. Staff should also be encouraged to cycle to work by the provision of additional facilities such as lockers, changing areas and showers. Covered cycle parking stands can also be an important element in encouraging the use of cycles.
2. Cycle parking should be located in a safe, secure and convenient location. Care should also be taken to ensure that cycle parking facilities are not located where they may obstruct pedestrians, disabled persons and particularly people with sight problems.
3. Appropriate signing should always be provided to indicate the location of short-term cycle parking.
4. For reasons of security, cycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. In certain instances this could need to be supplemented through the introduction of CCTV or other security means.
5. Guidance on the design of cycle parking is available in the DfT Traffic Advisory Leaflet 5/02 “Key Elements of Cycle Parking” and in Sustrans Information Sheet FF37 “Cycle Parking”.
6. All residential developments must be accessible by cycles and cycle storage must be a factor of dwelling design. In appropriate circumstances, convenient communal facilities may be provided. Guidance on this subject is available within MfS.
7. Where a development is located within a commercial centre and it is not appropriate for a particular reason to provide cycle parking facilities, the developer should be asked to provide a financial contribution towards the provision of sustainable transport.
8. The provision of facilities for cyclists should be specifically considered whenever a Travel Plan is accepted.

Type of Development	Cycle Parking Provision	
	Long Stay	Short Stay
<b>a) Residential</b> Apartments Purpose built student accommodation Self contained elderly persons accommodation	1 stand per 5 bedrooms 1 stand per 2 bedrooms 1 stand per 20 bed spaces	No requirement No requirement 1 stand per 20 bed spaces
<b>b) Offices</b> Offices Call Centres	1 stand per 200m <sup>2</sup> 1 stand per 150m <sup>2</sup>	1 stand per 1000m <sup>2</sup> 1 stand per 1000m <sup>2</sup>
<b>c) Shops</b> Shops < 200m <sup>2</sup> Shops 201m <sup>2</sup> – 1,000m <sup>2</sup> : Food Non-food Supermarkets	1 stand per 100m <sup>2</sup> 1 stand per 500m <sup>2</sup> 1 stand per 500m <sup>2</sup> 1 stand per 500m <sup>2</sup>	1 stand per 100m <sup>2</sup> 1 stand per 500m <sup>2</sup> 1 stand per 750m <sup>2</sup> 1 stand per 500m <sup>2</sup>
<b>d) Retail Warehousing</b> Retail Warehousing: Non-food Cash & Carry Warehousing Open Air Markets Garages Car Sales Premises	1 stand per 500m <sup>2</sup> 1 stand per 500m <sup>2</sup> 1 stand per 500m <sup>2</sup> 1 stand per 250m <sup>2</sup> 1 stand per 1000m <sup>2</sup>	1 stand per 1000m <sup>2</sup> No requirement 1 stand per 500m <sup>2</sup> No requirement No requirement
<b>e) Industry and Industrial Warehousing</b> Industry Industrial Warehouses & Storage Centres	1 stand per 500m <sup>2</sup> 1 stand per 500m <sup>2</sup>	1 stand per 1000m <sup>2</sup> No requirement
<b>f) Places of Entertainment</b> Assembly Halls: Commercial Social Cinemas, Theatres & Conference Centres Stadia	1 stand per 10 staff Included in short stay 1 stand per 10 staff  1 stand per 10 staff	1 stand per 40 seats 1 stand per 30m <sup>2</sup> 1 stand per 30 seats  1 stand per 100 seats
<b>g) Hotels and Restaurants</b> Hotels & Public Houses  Restaurants & Cafes (All types)	1 stand per 5 bedrooms  1 stand per 10 staff	1 stand per 40m <sup>2</sup> of public floor space No requirement
<b>h) Community Establishments</b> Hospitals Health Centres & Surgeries Churches & Places of Worship  Public Leisure Centres  Fitness Clubs  Leisure Clubs & Sports Clubs Libraries	1 stand per 20 beds Included in short stay Included in short stay  1 stand per 10 staff  1 stand per 10 staff  1 stand per 10 staff 1 stand per 10 staff	1 stand per 20 beds 1 stand per consulting room 1 stand per 50m <sup>2</sup> of public floor space 1 stand per 50m <sup>2</sup> of public floor space 1 stand per 25m <sup>2</sup> of public floor space 1 stand per 10 facility users 1 stand per 30m <sup>2</sup> of public floor space
<b>i) Educational Establishments</b> Day Nurseries & Creches		1 stand per 30 children 1 stand per 100 children



<p>Nursery, Infants &amp; Primary Schools</p> <p>Secondary Schools &amp; Colleges of Further Education</p>	<p>Included in short stay 1 stand per 5 staff and 1 stand per 20 children</p> <p>1 stand per 5 staff and 1 stand per 6 students of age 17 and above</p>	<p>1 stand per 100 students</p>
<p><b>j) Transport Facilities</b> Park &amp; Ride and Car Parks</p>	<p>1 secure stand per 20 car park spaces</p>	<p>No requirement</p>

### MOTORCYCLE PARKING GUIDELINES

1. Motorcycle parking should be located in a safe, secure and convenient location where other vehicles cannot encroach or obstruct the motorcycle parking area.
2. Motorcycles are prone to theft. For reasons of security, motorcycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. Surrounding high walls or shrubbery should be avoided as they could provide cover for thieves. In certain instances the introduction of CCTV or other security means could be necessary. In particular these facilities should be located where other larger vehicles, such as vans, could not be used to steal the motorcycles.
3. Robust anchor points must be provided to lock the motor cycles to, but the design of the anchor points must be such that they are able to accommodate a wide range of motorcycle wheel sizes, but without affording easy leverage for bolt croppers or other equipment used for the purposes of theft. Care must also be taken to ensure that locking facilities do not present a trip hazard to pedestrians, disabled persons and particularly people with sight problems.
4. Covered motorcycle parking would clearly be of benefit to riders, particularly for long-term parking, as would the supply of convenient litter bins as riders have little space for carrying surplus articles. It is also important to consider the supply of lockers for storage of rider's protective clothing and helmets.
5. Motorcycle length and width dimensions are generally reduced when parked, as the front wheel will be turned to a locked position. The effective length and width vary between about 1600mm to 2300mm (length) and 650mm to 900mm (width). A bay size of 2.8m x 1.3m is recommended.
6. A further consideration is that of disabled riders. It is suggested that provision be made for disabled riders by way of special marked-out bays of increased size. Any rider experiencing reduced mobility and strength will benefit from extra room to position themselves to the side of their bike when manoeuvring or mounting. As the rider population ages, stiffness and reduced range of movement will make this a common issue.
7. Motorcycle parking bays should not be surfaced with bitumen based material as it can soften in hot weather, causing the stand of the motorcycle to sink and the bike to topple. Concrete surfaces should avoid this problem.
8. Further guidance is available in MfS.

Type of Development	Motorcycle Parking Provision
All classes of development	5% of provision for car parking

## Appendix 5

### SUSTAINABILITY CRITERIA

A reduction in the car parking standard is permitted where a development can show its sustainability credentials. Sustainability points will be awarded to developments that meet the criteria below for their proximity, in terms of walking distance to local facilities, public transport, cycle routes and the frequency of local public transport. Award of these sustainability points will result a reduction in the parking requirement.

Sustainability Criteria	Maximum Walking Distance / Frequency	Sustainability Points
<b>Local Facilities</b> Local facilities include a food store, post office, health facility, school etc. Access to two of these within the same walking distance will score single points, whereas access to more than two of these will double the point score	200m	3pts
	400m	2pts
	800m	1pt
<b>Public Transport</b> Access to bus stop or railway station	300m	3pts
	400m	2pts
	800m	1pt
<b>Cycle Route</b>	200m	1pt
<b>Frequency of Public Transport</b> Bus or rail service within 800m walking distance which operates consistently between 7am and 7pm. Deduct 1 point for service which does not extend to these times.	5 minutes	3pts
	20 minutes	2pts
	30 minutes	1pt

Thus the sustainability point score for a dwelling within 400m of a school and a post office (1x2pts=2pts), within 300m of a bus stop (3pts) and having a service frequency of every 15 minutes but only 8am and 6pm (2pts – 1pt=1pt) would score 6 pts.

### Reductions in Parking Requirement

Sustainability Points	Reduction (per dwelling)	Sustainability Points	Parking Reduction
<b>Residential Developments</b>		<b>All other Developments (other than shops and retail warehouses)</b>	
10pts	2 spaces	10pts	30%
7pts	1 space	7pts	20%
		5pts	10%

This shall not result in less than one parking space remaining for residential developments, and for all other developments the reduction shall not be applied unless an acceptable travel plan is also submitted.



**Blaenau Gwent County Borough Council**  
Planning Department  
Planning Policy  
Blaina District Office  
High Street, Blaina



Title : Parking Zones

Scale 1 : 80000



## LOCAL DEVELOPMENT PLAN POLICIES

**SP6 Ensuring Accessibility**

**The Council will work with partner organisations, including the Welsh Government, South East Wales Transport Alliance, public transport operators, community transport providers, Network Rail and neighbouring Authorities to deliver a sustainable transport network which:**

- 1. Increases connectivity through improving cycle, rail, bus and road links:**
  - a. With other key settlements in the South East Wales Region, Wales, the UK and Europe;**
  - b. Between the principal hub of Ebbw Vale and other identified district hubs (Tredegar, Brynmawr and Abertillery);**
- 2. Facilitates and supports economic growth, regeneration and development priorities; whilst minimising harm to the built and natural environment and local communities;**
- 3. Promotes Ebbw Vale as a regional public transport hub which integrates cycling, walking, bus and rail networks;**
- 4. Facilitates an integrated and safe system of cycle and pedestrian routes connecting settlements with employment areas and town centres;**
- 5. Facilitates the transportation of freight on the core network whilst encouraging the use of rail; and**
- 6. Secures appropriate provision for people with special access and mobility requirements.**

**6.38** To ensure that Blaenau Gwent benefits from regeneration opportunities, it needs to be well connected with national and international transport links. The opening of the Ebbw Vale Rail line has improved public transport links but further improvements are required to the rail service in terms of the extension of the rail link to Ebbw Vale Town, the frequency of the service and the provision of a connection with Newport. It is also important that Ebbw Vale has a high-speed public transport service to other key settlements in the region, such as Merthyr, Abergavenny, Blackwood, Cardiff and Newport. The dualling of the Heads of the Valleys Road, due to be completed in the Plan period will improve road connections with the Midlands and West Wales and will provide regeneration opportunities for Blaenau Gwent.

**6.39** Transport improvements can facilitate and support economic growth, regeneration and development priorities. Both the strategic sites rely on the provision of new or improved road links to enable development to take place.

These are the Peripheral Distributor Road which serves 'The Works' and online improvements to the A4046 which will serve 'The Works' and Ebbw Vale Northern Corridor. In addition, many residential areas suffer from narrow streets which lack sufficient parking facilities resulting in environmental and safety problems. A number of small highway schemes are required throughout the County Borough to address these issues. It is important that in undertaking transport improvements, harm to the environment will be minimised and where possible, environmental benefits will be sought.

- 6.40 A key element of the Strategy is to improve connectivity between Ebbw Vale and the district hubs of Tredegar, Brynmawr and Abertillery. The re-introduction of a rail link from Ebbw Vale to Cardiff; the new role for Ebbw Vale as the principal town centre; and the provision of key services at 'The Works' reinforce the need to connect all parts of the County Borough to Ebbw Vale. The hub approach also provides an opportunity to integrate rail, bus services, walking and cycling in Blaenau Gwent. The connectivity of the hubs is key to sharing the benefits of regeneration across the area. If the benefits of regeneration are to be shared widely then all of the hubs must have good public transport connections with the principal hub of Ebbw Vale.
- 6.41 Blaenau Gwent's low car ownership results in greater dependence upon alternative modes of transport. By working in partnership with varying bodies it will be possible to ensure that all areas are served by a number of different modes of transport and have access to local and regional services. At present there is a poor bus service at weekends and evenings and this needs to be addressed if people without cars are not to be socially excluded. Journey times, particularly on longer bus routes, must be reduced, if public transport is to provide an alternative to the car.
- 6.42 Increased cycling and walking is vital not only to offer alternative modes to the car and reduce carbon emissions but in improving the health of the local population. Blaenau Gwent has some of the highest levels of ill health and long-term sickness in Wales; an accessible network of routes together with a promotional campaign will improve the health of the local population. It is also vital that the network provides links to employment sites so that people have a choice of modes of travel to work. Although, Blaenau Gwent has an extensive network of footpaths these are currently fragmented and not well maintained or signposted. This is to be rectified by actions set out in the Rights of Way Improvement Plan 2009-2014. The LDP can ensure that new developments do not have an adverse impact on the public rights of way network.
- 6.43 Whilst it is accepted that the vast majority of freight will travel by road, with the road network needing to cater for this, the opening of the Ebbw Vale Rail line offers an opportunity for rail freight at Marine Colliery, Cwm. Wherever possible, freight which travels by road will be encouraged to use the core network (See Appendix 6 for details of the road hierarchy and core network).
- 6.44 Transport is a major issue for people with special access and mobility requirements and needs to be addressed in the provision of public transport, pedestrian and cycle routes.

## **DM1 New Development**

**Development proposals will be permitted provided: -**

### **3. Accessibility**

- a. The proposal has regard for the safe, effective and efficient use of the transportation network;**
- b. The proposal ensures that developments are designed to an appropriate standard that prioritises the interests of pedestrians, cyclists and public transport before that of the private car;**
- c. The proposal secures appropriate provision for people with special access and mobility requirements;**
- d. Parking, appropriate servicing and operational space has been provided; and**
- e. Where a Transport Assessment and Travel Plan is required by national planning policy, they must demonstrate that there will be no adverse impact on trip generation and travel demand.**

**7.16** The final part of this Policy ensures that all development is accessible. Development can potentially adversely affect the safe and efficient operation and use of the transport network and services. Such impacts may arise from the level of traffic generated on the highway network and the potential effects upon, for example, the reliability of bus services or safety of cyclists and pedestrians. This Policy indicates the Council's intention to refuse applications for development that may hinder the safe and efficient operation and use of the transport network.

**7.17** The establishment of a road hierarchy facilitates the efficient use of the highways network by ensuring that traffic is channelled onto the most appropriate routes in order to maintain appropriate environmental, amenity and safety conditions. The roads identified at each level of the hierarchy are set out in Appendix 6.

**7.18** All new development should be highly accessible and this should be evidenced in the accompanying Design and Access statement submitted to support planning applications. The Assembly Government supports a transport hierarchy in relation to new development that establishes priorities that, wherever possible, they are accessible in the first instance by walking and cycling, then by public transport and then finally by private motor vehicles. Walking and cycling have an important role to play in the management of movement across the County Borough, particularly reducing the number of short journeys taken by the car. Developers will be required to ensure that new developments encourage walking and cycling by giving careful consideration to location, design, access arrangements, travel 'desire lines' through a development, and integration with existing and potential off-site links.

- 7.19 Blaenau Gwent has plans for an extensive community network (shared cycle/walking routes). Whilst the proposed routes are identified on the proposals maps the full extent of the network is identified in Appendix 7. It is important that new developments are linked to this network.
- 7.20 In determining applications the Council will be able to ensure that developments take into account the needs of people with special access requirements such as children, young people, the elderly and people with restricted mobility.
- 7.21 The provision of car parking is a major influence on the choice of means of transport and the pattern of development. The Council will seek to restrict developments that generate a high level of trips (e.g. offices, shops and leisure uses) to locations well served by public transport. Moreover, provision for parking will be reduced in line with improvements in public transport accessibility. Further guidance is contained in the Access, Car Parking and Design Supplementary Planning Guidance.
- 7.22 Technical Advice Note (TAN) 18 provides guidance relating to when and where a Transport Assessment is required. Developers are encouraged to submit Transport Assessments to accompany planning applications for major developments, along with sufficient information necessary to assess the suitability of an application in terms of travel demand and impact. A Transport Assessment represents a comprehensive and consistent review of all the potential impacts of a proposed development or redevelopment, with an agreed plan to reduce any adverse consequences.

#### **DM18 Criteria for the Assessment of Mineral Applications**

**Proposals for mineral extraction, pre-extraction and associated development, including the tipping of mineral waste and the reworking of tips, will be permitted where:**

- h. Proposals are acceptable in terms of highway and transportation considerations, particularly the consequences of traffic movements and volume of traffic, with transportation by rail being favoured, where appropriate;**

#### **DM20 Waste**

**Proposals for the development of a waste collection or treatment facility will be permitted where:**

- 6. The following criteria are also met:**
  - a. In the case of regional scale facilities, its location relates closely to and benefits from an easy access to key transport corridors and, where practicable makes use of sustainable transport modes;**



### THRESHOLDS FOR TRANSPORT ASSESSMENT AND TRAVEL PLANS

#### Threshold

Food retail	1,000m <sup>2</sup> gross floor area
Non-food retail	1,000m <sup>2</sup> gross floor area
Cinemas and conference facilities	1,000m <sup>2</sup> gross floor area
Leisure facilities	1,000m <sup>2</sup> gross floor area
Business	2,500m <sup>2</sup> gross floor area
Industry	5,000m <sup>2</sup> gross floor area
Distribution and warehousing	10,000m <sup>2</sup> gross floor area
Hospitals	2,500m <sup>2</sup> gross floor area
Higher and further education	2,500m <sup>2</sup> gross floor area
Schools	All new schools (see D5 below)
Stadia	1,500 seats
Housing	100 dwellings
Hotels	1,000m <sup>2</sup> gross floor area

All new schools should be subject to TA. The level of analysis should provide the decision maker with suitable data regarding the accessibility of the site by all modes and the impacts on movement patterns likely to occur. The level of detail should be proportionate to the scale of the development. The objectives of the TIS should as a minimum include the creation or improvement of safe cycling and walking routes, restricting car access around schools, providing adequate cycle storage, and a framework for future school travel planning activity.

Hospitals can generate substantial volumes of traffic and it is therefore important to undertake robust transport assessment. For hospitals and other health care facilities the TA should clearly set out how the proposed location meets sustainability principles. The TIS in turn should include measures to promote non-car access to the site especially for staff and visitors and should set out robust access arrangements that are sensitive to the differing needs of its users. For example the access arrangements should cater for varying levels of personal mobility and recognise the different times that access is required such as to cover staff shifts, visiting periods or day patients. The robustness of access arrangements is important to promote non-car access; so for example if a car share scheme is proposed in a TIS then it should be backed up by a 'taxi home scheme'. Early morning or late night access must be given particular consideration and measures considered necessary to permit the development in that location should be secured through planning conditions or obligations.

Where a number of small developments are proposed in close proximity to one another it may be more appropriate to undertake one overarching assessment and this could be done as part of a master-planning exercise. Local planning authorities may be able to anticipate such applications and assess the cumulative transport effects through the development plan.

All developments will require service access at some time during their operational life. Service access for freight or delivery vehicles should be integrated into the analysis and subsequent implementation strategy. For some

industrial and warehousing proposals, freight movement will be more significant than person trips.

The TA process is envisaged to contain 8 elements, four of which should be incorporated into a document to accompany planning applications. The stages are outlined in Figure 1 of TAN18 Appendix D.

## **Scoping**

Early discussions between developers and local authorities are essential to agree the scope of the assessment and the data required to inform the assessment in order to avoid delays in determining the application. Discussion should include:

- the location, type and scale of the development;
- whether the development is in line with national guidance and development plan policy;
- whether alternative locations should be considered (or if the developer only has one site, what other type or scale of development may be more appropriate);
- the content and level of detail of the transport assessment;
- any extension of the design assessment date;
- objectives for the TIS;
- data requirements for the assessment and subsequent monitoring arrangements;
- the requirements of any planning obligation.

It may be useful to set arrangements for future contact to discuss any amendments to proposals that emerge.

### **Planning Policy Team**

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