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To:

Subject: Scottish Borders Local Development Plan: Proposed Plan

Sensitivity: Normal

Attachments:

National Roads Development Guide Extracts.pdf; SBLDP - Representation 1 - 07.01.21.pdf; Regional-Parking-Standards.pdf;

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To whom it may concern,

Please find attached for your attention representations to the Proposed Scottish Borders Local Development Plan. Kindly acknowledge receipt at your earliest convenience.

Kind Regards

Derek Scott



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Our Ref: ep604/let001SBLDP/DS

07th January 2021

Forward Planning
Council Headquarters
Newtown St Boswells
Scottish Borders
TD6 0SA

Dear Sir/Madam,

**SCOTTISH BORDERS LOCAL DEVELOPMENT PLAN: PROPOSED PLAN
APPENDIX 3 – PLANNING GUIDANCE AND STANDARDS
TRANSPORTATION STANDARDS PAGES 210 – 211**

We write in connection with the recently published Proposed Scottish Borders Local Development Plan with specific reference to the Transportation Standards outlined on Pages 210-211 and more particular Parking Standards.

The Plan as proposed makes reference to the Council generally supporting the SESTRAN parking standards, except for housing. This raises a number of difficulties. Firstly, the SESTRAN document, is not a parking standard in itself. The document explains that *'it is intended that this document be used by local authorities as a framework for developing specific local parking standards.'* Secondly, the wording within the Plan fails to define what is meant by the term *'Housing'* or *'General Housing'* meaning that in practice and in the absence of more detailed guidance, the parking requirements as outlined are applied to all housing developments, notwithstanding the fact that a development comprising, for example sheltered housing in a town centre location is likely to have a need for a significantly lesser number of car parking spaces than a development comprising 4-5 bedroom houses in a suburban location. Thirdly, the SESTRAN Parking Standards Document predates both Scottish Planning Policy (SPP) and the National Roads Development Guide (NRDG). The latter document, relevant extracts from which are attached for convenience, applies throughout the country and is a guide for Councils on how to meet the requirements of Designing Streets. The Scottish Borders Council are members of the Steering Group that prepared this Guide and significantly no variations relating to it have been advanced by the Council.

Whilst the wording in the plan as proposed states that *'Parking provision levels may be exceeded or reduced dependant on: the location, the availability of public car parking in the vicinity, non-car accessibility levels, physical constraints, and impacts on the wider road network,'* it is respectfully suggested that the section of the Plan referred to (i.e. that dealing with parking provision) should be amended to include appropriate reference to the parking standards in the NRDG to ensure that a more appropriate framework exists for assessing the parking requirements associated with different types of development. In that context it is important to remember that parking policy as set out in both Scottish Planning Policy and the National Roads Development Guide are not parking requirements but the maximum number of spaces allowed.

Please acknowledge receipt of these submissions at your earliest convenience.

Yours faithfully



Derek Scott

Enc.

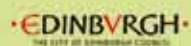
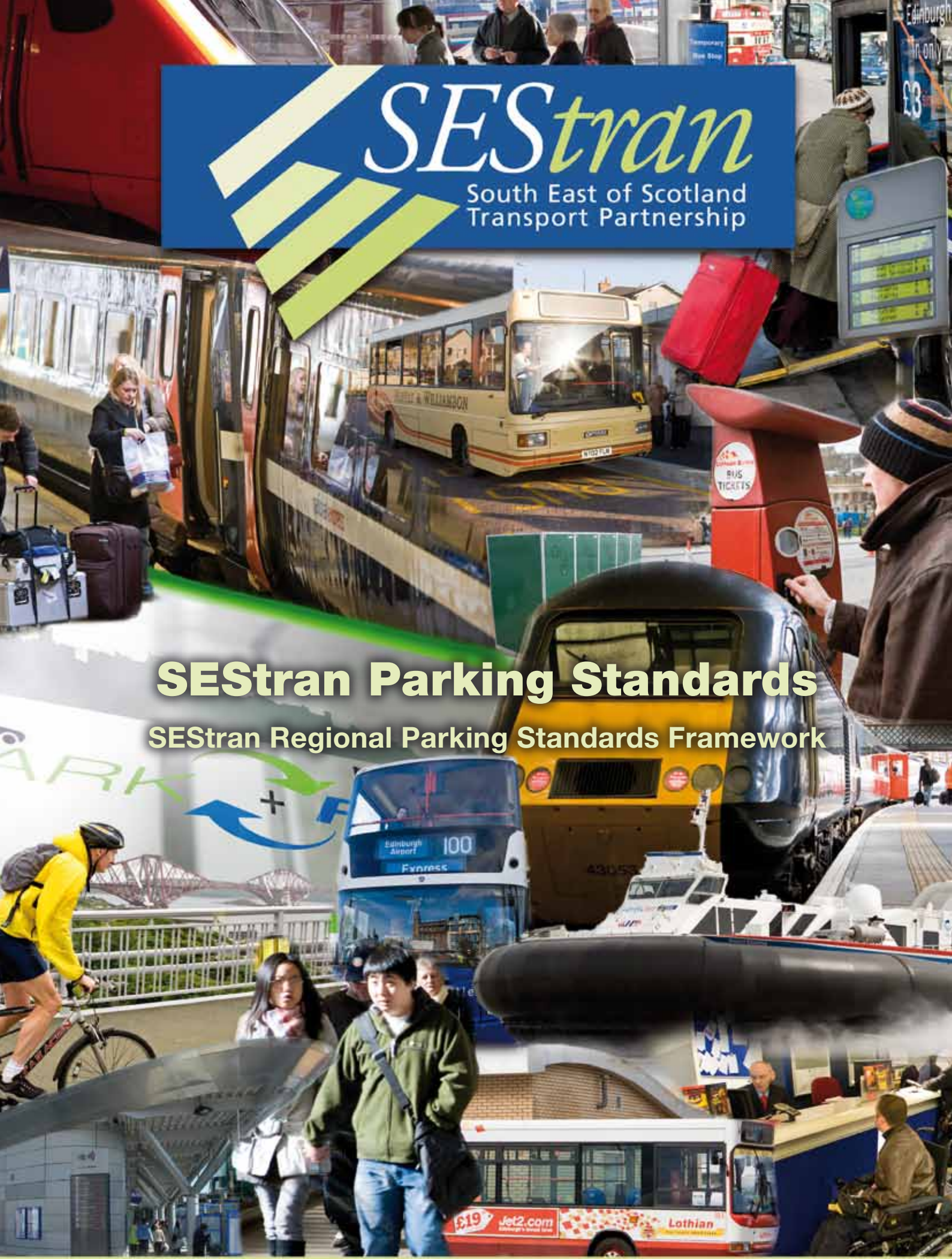


SEStran

South East of Scotland
Transport Partnership

SEStran Parking Standards

SEStran Regional Parking Standards Framework



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1.1 Regional Parking Standards for the SEStran region

- 1.1.1 Eight council areas fall into the SEStran region (Fife, Clackmannanshire, Falkirk, West Lothian, Midlothian, City of Edinburgh, East Lothian and Scottish Borders) and are covered by SEStran's Regional Transport Strategy which called for the creation of regional parking standards in order to provide cross regional consistency and to reduce unfair competition between different local authority areas. These standards should therefore be considered as a detailed development of the Regional Transport Strategy and given due consideration by the constituent authorities.
- 1.1.2 The detailed reasoning and process behind the creation of these standards is presented elsewhere. This document is restricted to a presentation of the standards themselves.

1.2 National maximum parking standards

- 1.2.1 The standards set here are set in the context of the national maximum parking standards set by SPP17 (Table 1.1) which set absolute maximum levels of provision for a number of larger development types. None of the standards in this document exceed the national standards which are mandatory maxima.

Table 1.1: National Maximum Car Parking Standards

Development type	Threshold from and above which standard applies (GFA)	National maximum parking standard applicable to whole development
Retail (Food) (Use Class 1)	1000m ²	1 space per 14m ² *
Retail (Non-food) (Use Class 1)	1000m ²	1 space per 20m ²
Business (Use Class 4)	2500m ²	1 space per 30m ²
Cinemas (Use Class 11(a))	1000m ²	1 space per 5 seats
Conference Facilities	1000m ²	1 space per 5 seats
Stadia	1500 seats	1 space per 15 seats**
Leisure (other than Cinemas and Stadia)	1000m ²	1 space per 22m ²
Higher and Further Education (non-residential elements)	2500m ²	1 space per 2 staff plus 1 space per 15 students***
* Where a retail development car park is designed to provide general town centre parking, or can be demonstrated to do so to a significant extent, that should be recognised in the amount of parking that is permitted above that specifically allowed for the development. In such cases, provision in excess of the above standard would not invoke referral to Scottish ministers.		
** Sufficient coach parking should be provided to the satisfaction of the local authority and treated separately from car parking. Coach parking needs to be designed and managed so it will not be used for car parking.		
*** The standard for students relates to the total number of students attending an educational establishment, rather than full-time equivalents.		

- 1.2.2 The regional standards aim to provide guidance for a much wider range of development types and to indicate how standards should vary for developments in different locations. For all of the development types discussed the standards set include maximum standards. In accessible areas the availability (or lack) of parking is recognised as a major factor encouraging the use of non-car modes and the standards are set at a level which reflects this. In less accessible areas it is not always possible to reach developments by non-car means and so the standards relax to the level set by the national standards which are absolute.
- 1.2.3 The national parking standards apply only to developments above certain thresholds. The regional standards do not state thresholds, though local authorities are free to do so, as incremental small developments can be as important as single large developments.

1.3 How to use the standards

- 1.3.1 It is not anticipated that planning applicants will use this document directly as local accessibility information unavailable here will also be required. Rather, it is intended that this document be used by local authorities as a framework for developing specific local parking standards taking into account local factors and local development considerations. However, this document is set out such that it could be published for use by planning applicants if details of the local accessibility zones were attached.
- 1.3.2 It is noted that local authorities are entirely at liberty to set standards which are more restrictive than those suggested here. In fact this practice is encouraged where this is considered necessary to keep the generation of car traffic within acceptable limits.

1.4 Structure of this document

- 1.4.1 Chapter 2 provides an explanation of the standards themselves which are tabulated in Chapter 5. Chapter 1.3 provides some explanation on the use of the standards and Chapter 3 suggests circumstances in which standards might be modified.



In accessible areas, the availability or lack of parking is recognised as a major factor encouraging the use of non-car modes.

2.1 Categorisation

- 2.1.1 The standards are separated into categories according to land use and accessibility. Land use is a classification used universally in all parking standards and is clearly a necessary distinction as the number of visitors, arrival times and lengths of stay at an office development will clearly be different from those found at a university campus or an industrial development and the amount of parking needed will vary accordingly.
- 2.1.2 Many of the existing sets of parking standards have taken a geographical approach to zoning, or have applied no zoning at all. When the areas in question were relatively small this was a reasonable approach as it is simple to refer to areas by name. By contrast the SEStran area is of considerable size and while it contains only one large city (and one smaller city) there are a good number of towns of all sizes and there is a need for consistent zoning across all of these.
- 2.1.3 As a consequence an accessibility based approach has been suggested. This is based on the geographical location of a site in relation to densely populated areas and the range of options for arriving at sites by non-car means.

2.2 Land use classification: Use classes

- 2.2.1 To promote consistency of understanding and applicability, the parking standards are presented in tables representing the use classes specified in planning legislation¹. These are as follows:
- Houses (Class 9)
 - Residential institutions (Class 8)
 - Hotels and hostels (Class 7)
 - Shops (Class 1)
 - Financial, professional and other services (Class 2)
 - Food and drink (Class 3)
 - Non-residential institutions (Class 10)
 - Assembly and leisure (Class 11)
 - Business (Class 4)
 - General industrial (Class 5)
 - Storage or distribution (Class 6)
- 2.2.2 A number of uses fall into no class. These include theatres, various motor trade activities, taxi and car hire companies, public houses and bus and rail stations. Standards for taxi and car hire companies are not set as customers of these facilities will rarely arrive by car. Standards for bus and rail stations are not set as these would only be proposed in combination with a transport assessment and the appropriate number of spaces could be calculated from this. The remaining excluded activities are considered along with the use class they fit most naturally into. The exception to this is motor trade uses which are considered separately.

¹ The Town and Country Planning (Use Classes) (Scotland) Order 1997

2.3 Other development types not represented in use classes

- 2.3.1 Together the land use classes and individual activities specified above cover the vast majority of developments which could be anticipated. However, it is recognised that some forms of development will fall outwith the categories above and specific parking standards for these will not be set here. This does not imply an exemption from the requirement for an appropriate maximum parking standard and local authorities will need to determine appropriate standards on a site by site basis with reference to the expected usage and to the standards for analogous land uses.

2.4 Mixed use developments

- 2.4.1 In many mixed use developments the peak requirements for the various land uses occur at different times of day allowing parking provision to be shared. Where a Transport Assessment has been carried out it may be possible to agree a composite parking standard on the basis of a parking accumulation analysis. Otherwise, where the peak demands are expected to occur at different times of day the dominant land use should be used to determine provision and where peak demands are expected to coincide the use of an aggregated requirement is appropriate.

2.5 Extension of existing developments

- 2.5.1 Where existing developments are extended the new total development size should be used to calculate a new level of parking provision.

2.6 Non-car accessibility classification

- 2.6.1 To reflect the range of non-car accessibility levels found throughout the SEStran area, six levels of non-car accessibility have been defined as shown below. Detailed guidance and/or maps of accessibility zones should be made available independently of this document.
- 2.6.2 Where councils have previously worked with zone systems it has been found that arguments over the zone to which developments belong is rare. Zone boundaries would be expected to shift over time as development occurs and public transport patterns change and should be kept under review but in the normal way these shifts would not be expected to be rapid or sweeping. An exception to this pattern might occur where very substantial developments, like hospitals or universities, occur in non-central locations. There are likely to be enough in themselves to cause substantial alteration to the public transport network and would necessitate a reassessment of the zone pattern.

Table 2.1: *Levels of non-car accessibility*

Level	Description
A	Areas in the centres of very large built up areas with excellent public transport to a range of key origins and destinations.
B	Areas lying close to, but not in, the centre of very large built up areas or in the centre of large built up areas. Very good public transport but with a reduced range of origins and destinations.
C	Areas lying towards the edges of very large built up areas, in the outer parts of large built up areas or the centres of smaller built up areas where public transport is good but the choice of origins and destinations is limited.
D	The outer areas of smaller built up areas or all parts of small built up areas where there is medium public transport accessibility.
E	Very small built up areas with low public transport accessibility (typically no more than an hourly bus service).
F	Villages and deeply rural areas with very low public transport accessibility (no more than a service every two hours).

2.7 Car parking standards

- 2.7.1 The tables at the end of this document present the car parking standards for the various land uses and accessibility categories (with reference to coach parking where appropriate).
- 2.7.2 Maximum and minimum residential standards are provided. As they are not a major influence on the choice of location for residential development, residential parking standards could be set at a local level, but there is a desire for cross regional consistency in these, as well as the other standards and so values have been suggested.
- 2.7.3 However, there are no national standards for residential provision and the variation in the SEStran region residential parking standards replaced by this document was considerable. In addition the total amount of residential parking required can be strongly influenced by the type of development under consideration, by the existing availability of space and by the detailed layout of parking spaces. As a consequence the ranges set for residential provision are deliberately wide and it is envisaged that local authorities should retain the power to consider developments on a case by case basis.
- 2.7.4 The majority of existing parking standards call for residential parking to be within curtilage. This is certainly desirable where there are problems with on-street parking already and would be the norm for larger dwellings. However, it is noted that the greater the proportion of parking which is within curtilage the lower the flexibility of the provision and the greater the need for parking provision overall. Appropriate layout patterns are likely to depend on the type of development being considered. In city centre flat developments it may be appropriate to provide less than one space per dwelling and in these cases it would be necessary for all parking to be provided on a shared basis. In low density developments of large detached houses it is likely to be appropriate to provide much of the parking within curtilage with a proportion on a shared basis for use by visitors.

- 2.7.5 It is suggested that guidance on the provision of space within curtilage or otherwise is set at a local level or possibly on a case by case basis as the primary requirement is that space should be adequate for the expected usage pattern, laid out so that it is used as anticipated and that there should not be undue detrimental impact on the existing streetscape.
- 2.7.6 The inclusion or otherwise, of garages as parking spaces is also considered to be a local issue as these are often only used as parking spaces when there is pressure on external parking spaces.
- 2.7.7 Conversion of front garden space to parking space by the first or subsequent owners of houses is considered to lie outwith the consideration of parking standards and is a matter for individual householders.
- 2.7.8 The land use classifications separate office and industrial uses on the basis of where it is appropriate to build them, specifically whether they can be located in residential areas without having a detrimental impact. This distinction is useful from a planning perspective but not from a parking one and so all business, industrial, storage and distribution applications are considered together. Houses (Class 9) have been split across two tables to cover standard houses and specific housing types like housing association properties which may be characterised by a different level of car ownership.
- 2.7.9 The actual use classes present a range of exclusions and complications. These are not fully reproduced here but they can be found in the Town and Country Planning (Use Classes) (Scotland) Order 1997.
- 2.7.10 An attempt has been made to be consistent with units. For residential land uses the base unit is dwellings. In most cases these would be typical houses or flats. In establishments like students' halls of residence or children's homes each room can be considered as an individual dwelling; this is generally directly equivalent to the number of students or other residents. Similarly standards for hotels are set on the basis of the number of bedrooms.
- 2.7.11 Again, for developments like students' halls of residence and children's homes the bulk of the parking use is by the staff and so staff member units are also used for some residential developments.
- 2.7.12 For non-residential developments the basic unit of provision is gross floor area (GFA) or staff member. In some cases public floor area (PFA) is more appropriate and in a number of other cases different specialist units are more appropriate. For example, standards for schools, universities and colleges are set on the basis of the number pupils or students, standards for golf courses are set on the basis of the number of holes and standards for a number of healthcare uses are set on the basis of the number of consulting rooms.
- 2.7.13 Standards are set for all land uses across all accessibility categories. However, it is noted that a number of combinations are unlikely or inadvisable. For example general industrial developments in town centres are unlikely and colleges, hospitals and shopping centres would not be anticipated in very rural areas. In fact, such developments, would probably be enough to alter the accessibility level were they to occur in such areas.

- 2.7.14 It is noted that new development must not be allowed to compromise individual council's targeted transport strategies and that the level of car parking at new developments must not be such that it will encourage a car modal share for journeys that exceeds target levels. Councils may require levels of parking provision below the stated maxima where this is considered necessary to keep the generation of car traffic within acceptable levels.

2.8 Parking standards for specific groups

Bicycles and motorcycles

- 2.8.1 Motorcycle, and bicycle use are effective methods for reducing the number of cars visiting a site. Therefore their use is generally to be encouraged and parking standards are set out as minimum standards in the table at the end of this document. Where local conditions encourage motorcycle and bicycle use then it is suggested that provision should be well above the minimum level as it is possible to provide generously for cyclists and motorcyclists in a minimum of space.
- 2.8.2 The existing national guidance on cycle parking is largely defined on the basis of a fraction of the supplied car parking. However, in very accessible areas, where the highest level of cycling might be anticipated, the standards for car parking are set deliberately low. This means that this is an inappropriate way to define cycle parking and an approach based on other units of measurement has been taken here. Wherever possible the values used have been taken from the existing parking standards.
- 2.8.3 Levels of cycling amongst the occupants of small rural towns can be as high as those found in some built-up areas. For this reason all areas have the same residential standards. However, it is noted that it would be unusual for housing in the lowest accessibility classes to be constructed without access to a garden or garage and so these standards will rarely have to be applied. The maximum reasonable distance for a cycling trip is usually considered to be five miles. In the case of built up areas only two miles across this means that only around 4% of the potential cycling catchment is occupied and so the overall level of cycling at the destination end of trips is likely to be lower.
- 2.8.4 There are very few existing motorcycle standards. Scottish Government statistics indicate that the number of cycle and motorcycle journeys made each year is similar². In lower accessibility areas where trip distances are longer the number of potential cycle journeys will drop but the number of potential motorcycle journeys should not and so it is suggested that the minimum standards for cycle parking in accessible areas be used as a guide to an appropriate level of motorcycle parking in all areas at all non residential locations.

2 <http://www.scotland.gov.uk/Publications/2007/01/120924077>

- 2.8.5 However, the proportion of the population owning, but not using, a motorcycle is much lower than the proportion owning, but not using, a bicycle and so the number of motorcycles needing to be stored at a typical residential development is much lower. DfT statistics indicate that less than 3% of households owned a motorcycle in 2006³. It could be anticipated that this might be somewhat higher in the high density type developments where private garages or gardens are not available and shared motorcycle parking is needed. It is suggested that motorcycle parking is provided, in all areas, at one-twentieth of the rate suggested for residential cycle parking in accessible areas.
- 2.8.6 Residential cycle and motorcycle parking should consist of designated spaces with appropriate stands for cycles to be locked to. Provision should be covered and secure. At non-residential locations covered provision is less important but facilities should still be appropriate and secure. Good visibility and lighting will usually be sufficient to ensure security.

Disabled badge holders/disabled employees

- 2.8.7 Car parking for disabled badge holders (or employees who have declared themselves disabled without meeting the criteria for a badge) was traditionally defined as a percentage of parking provision. With the shift in emphasis from minimum to maximum provision and encouragement of councils to set tighter standards than specified here this may not result in a high enough provision for disabled users. Consequently minimum standards (presented at the end of this document) are set based on the maximum possible car parking provision for the use, or the maximum provision allowed for developments of the given type in zone F. These should be applied irrespective of whether or not the maximum number of car parking spaces is provided. Spaces should be clearly marked, appropriately sized and conveniently located to provide ease of access to premises.
- 2.8.8 As a general rule the total parking provision should be calculated and the disabled parking provision should form a part of this. In most cases car parks should be large enough overall to ensure that disabled parking space does not wholly dominate standard parking space leading to a high level of abuse. However, in certain circumstances a rigid application of the standards may be inappropriate. For example a 3000 m² office development in zone F would have a maximum of 100 parking spaces of which 5 would be for disabled users. A similar development in zone A, where the opportunities for non-car commuting are excellent, would have only 6 parking spaces of which 5 would be for disabled users. In cases where the disabled provision is found to account for more than half of the total provision councils may wish to consider allowing disabled parking to be partly additional to standard parking.

3 <http://www.dft.gov.uk/162259/162469/221412/221552/228173/228176/compendiumofmotorcyclingstat5462>

Parents with small children

- 2.8.9 Like disabled badge holders a proportion of parents with small children have great difficulty in using non-car modes and so parent/child car parking standards are set out similarly to disabled standards. However, parent/child spaces are not legally enforceable and are widely abused. Supplying them at locations where they are not regularly required will only encourage this. It is suggested that parent/child spaces should only be supplied where a development is expected to serve a high number of young families, particularly those where parents are likely to be on their own or where they will have additional luggage. Typical locations include supermarkets, doctors surgeries, hospitals and swimming pools. However, locations like public houses, sports stadia, tennis clubs and theatres are rarely visited by unaccompanied adults with small children, or are visited only at off-peak times when more space is available in any case. Parent/child spaces are unlikely to be necessary at such locations.
- 2.8.10 SPP17 does not refer to parent/child parking. Some advisory minimum standards are suggested at the end of this document but it is suggested that these are relaxed at all sites where high numbers of young families are not anticipated or where parent/child spaces would dominate the total provision. In the example given in section 2.8.9 if parent/child spaces were provided there would be a need for six. Together with the disabled provision this would leave no standard spaces at all which would be an unacceptable situation and would lead to abuse of the restricted spaces.
- 2.8.11 It is suggested that, unlike disabled provision, parent/child provision is never made in addition to standard provision though developments with very small car parks and no designated provision might wish to consider larger than standard spaces in order to allow for the needs of parents with small children within the shared standard provision.
- 2.8.12 Where parent/child spaces are supplied these should be larger than standard spaces and located nearer to building entrances than the standard spaces (though not nearer than disabled spaces). A designated walkway to building entrances should be marked.

Car sharers

- 2.8.13 Car sharing spaces are really only appropriate for employment sites. A high proportion of visitors to recreational and leisure facilities arrive in pairs, families or other groups but are not car sharing as the term is generally understood. If a high level of car sharing is anticipated at an employment site then this can contribute to a decision to set a tighter parking standard than otherwise, as part of the process of travel planning (see Sections 3.3 to 3.7). Car sharing is a good method for reducing total car travel under certain circumstances. However, under other circumstances it encourages those who would otherwise arrive by bus, bicycle or on foot to arrive in shared cars. In addition car sharing schemes generally have to reach a certain minimum size before they function effectively.

2.8.14 However, where a development is sited such that car sharing is likely and should attract car drivers rather than bus passengers then a number of car share spaces should be supplied nearer to building entrances than the standard spaces. Like disabled and parent/child provision these should be provided within the standard provision, not in addition to it. Site managers or staff should be in a position to enforce the proper use of such spaces if they are to be provided. Provision should also be considered where a car sharing scheme is able to offer access to employment to those who would otherwise be denied it, due to a gap in public transport provision for example. The number of spaces should be set on the basis of the number of car sharers anticipated and can be modified on a reactive basis should a sharing scheme be more or less successful than anticipated.



3.1 Applying lower or higher standards

- 3.1.1 There are a range of circumstances where the provision of lower or higher levels of parking than that set out by these standards might be justified. In most cases this will be associated with transport assessments and/or travel plans but in other cases it might be associated with the level of usage of existing parking or with car free/car reduced developments.

3.2 Transport assessments

- 3.2.1 In some cases applicants or local authorities may wish to provide a level of parking provision which differs from that suggested here or from that suggested in a local version of this document. Transport assessments are required for all developments likely to have a significant impact on the transport network⁴. In these, and other relevant, cases an applicant could produce a transport assessment based on the planned usage of the site. This would include information on the number of visitors/staff anticipated, the length of time they are expected to spend on the site and the mode by which they are expected to arrive. An estimate of the peak parking demand should appear in this document.
- 3.2.2 Where the amount of parking requested by an applicant is above that recommended here then a local authority would have to consider, firstly, the location of the development, secondly, whether the applicant has made sufficient effort to encourage the use of non-car modes for access to the site and thirdly, whether poor access by non-car modes is due to a peculiarity of the development, shift-working for example.
- 3.2.3 If the development cannot, or should not, be relocated, the applicant has worked to encourage non-car access and non-car access cannot be improved by simple measures like the provision of a bus to coincide with a shift start time then, in exceptional circumstances, it may be appropriate to approve a higher than standard level of parking provision. This level of provision should not exceed any relevant national standard unless the appropriate special development planning procedures and development management has been undertaken.
- 3.2.4 Where there is extensive shift-working then there is often a need for near double the usual amount of parking to accommodate both the staff arriving and staff about to leave. In general it is assumed that businesses should be able to adjust shift patterns to minimise the degree of overlap and to maximise the use of non-car modes and an high anticipated level of shift-working should not immediately lead to an allowance for extra parking. However, operational requirements in some businesses mean that it is hard to avoid excessive pressure on parking space at shift-changeover times. In such cases a parking accumulation analysis should be undertaken to determine an appropriate level of provision and applicants should be encouraged to ensure that extra space available in their car parks during shifts is not used inappropriately to reduce pressure on surrounding parking space.

⁴ Transport assessments are specifically required for retail, leisure, cinema and conference facilities exceeding 1,000m², businesses, hospitals and higher/further education facilities exceeding 2,500m², industrial developments exceeding 5,000m², distribution and warehousing facilities exceeding 10,000m², stadia over 1,500 seats and housing developments with over 100 dwellings.

- 3.2.5 Where an applicant requests significantly less car parking than is suggested by the maximum standard or is below any minimum standard then local authorities are advised to request a travel plan (see the following section) and to consider whether cars will spill out of the new site to the detriment of the surrounding area.
- 3.2.6 Commuted payments are commonly used in cases where less than the standard amount of parking is suggested by a developer. However, these new standards only give minimum values for residential parking. For all other developments minimum standards are not set at the regional level. For this reason, it is suggested that decisions as to minimum standards and the threshold for commuted payments are made locally.
- 3.2.7 Levels of cycle, motorcycle and disabled parking below the minimum provision should only be agreed in exceptional circumstances.

3.3 Travel plans

- 3.3.1 One of the main aims of the government's transport policy is to introduce measures to reduce car dependency and the number of trips made by car. This is to be achieved through a "push-pull" process by improving access for pedestrians and cyclists, improving public transport services and introducing measures to reduce car use. Restricting the supply of parking is a key element in this mechanism.
- 3.3.2 A travel plan is a package of measures specifically designed to encourage a reduction in the number of single occupancy trips made by car. Typical travel plans can include:
 - improved bus services;
 - a commitment to improve cycling facilities;
 - the introduction of car sharing schemes;
 - a restriction on the number of car parking spaces, possibly with priority parking for car sharers; and,
 - provision for flexible/home working.
- 3.3.3 While there is no specific legal requirement for travel plans they not only support the government's transport policy but can offer real benefits to an organisation, its employees and the surrounding community, and they are increasingly demanded by councils to accompany planning applications. In addition they may help to relieve local parking or congestion problems or improve public transport connections across an area. They may also help to relieve employee stress by reducing delays or providing the opportunity to cut travel commitments by working from home.
- 3.3.4 Travel plans may also be required to reduce the traffic impact on congested roads in the vicinity of the proposed development.
- 3.3.5 Travel plans seek to focus on either the origin end or destination end of a trip. Workplace, healthcare and educational establishment's travel plans focus on the destination end. Residential travel plans are less commonly used and focus on the trip origin.
- 3.3.6 The implementation of a travel plan would normally be a part of the planning conditions or a Section 75 Agreement. A monitoring and evaluation process would be set out in the agreement to ensure that targets are met and sanctions may be placed on the developer if they are not.

3.4 Workplace travel plans

- 3.4.1 Workplace travel plans aim to reduce dependency on the car for commuting and, where appropriate, operational trips. Measures and incentives, therefore, include actions to discourage staff members from commuting by car. Consideration is also given to business travel and fleet management.
- 3.4.2 There is a presumption that a workplace travel plan will be required where the number of peak hour trips exceeds 50 trips per hour.

3.5 Travel plans for educational establishments

- 3.5.1 The purpose of a travel plan for an educational establishment is to reduce the number of car journeys made by students, parents and staff to and from the establishment, particularly “school run” trips made by parents dropping off schoolchildren. For universities such a plan would be similar to a workplace plan but for schools, “safer travel to school” initiatives need to be put in place to encourage children to walk and cycle to school reducing the need for the “school run”.
- 3.5.2 There is a presumption that all new educational establishments will require a travel plan.

3.6 Travel plans for healthcare establishments

- 3.6.1 Healthcare establishments, particularly hospitals, may generate large volumes of traffic as staff, visitors and patients arrive and depart. Healthcare travel plans therefore need to incorporate the workplace element of travel planning along with a consideration of how patients and visitors can be encouraged to use non-car modes without unduly inconveniencing those less mobile patients and visitors who have difficulty with this.
- 3.6.2 Charging for parking at hospitals is understandably contentious and government policy on this issue is unclear. SEStran is supportive of parking charges for space management purposes but not for the purpose of raising revenue in excess of operational and maintenance requirements.
- 3.6.3 There is a presumption that all new healthcare establishments will require a travel plan.

3.7 Residential travel plans

- 3.7.1 Residential travel plans aim to support sustainable travel originating from a residential development. They differ from other travel plans as they focus on the origin of the journey rather than the destination.
- 3.7.2 A residential travel plan will comprise hard and soft measures to encourage and promote sustainable travel. Developers are expected to provide financial support for the measures for a period of time. The measures identified in the plan may evolve as residents change over time.
- 3.7.3 The aim of residential travel plans is not to force residents to abandon their cars nor is it a mechanism to promote anti-car values. Instead, the aim is to promote sustainable alternatives to the car and promote a healthier lifestyle.

- 3.7.4 There is a general presumption against the requirement for a residential travel plan. However, where the number of units in a particular development exceeds 100 the option of a residential travel plan should be explicitly addressed during the pre-application stage.
- 3.7.5 In other exceptional circumstances a residential travel plan may be required where there is need to limit parking on a particular site to a level below the minimum standard.

3.8 Town centre parking/existing supply

- 3.8.1 Where a new development will add parking to an existing supply then there may be grounds for approving a lower or higher than usual level of provision. If parking at a new development will relieve pressure on existing overcrowded parking then extra parking may be agreed provided that this is not considered likely to discourage non-car trips to the site and will be publically available.
- 3.8.2 Where existing parking is under-utilised and will be attractive to those travelling to the new development then it may well be appropriate to consider a lower than usual level of new provision.
- 3.8.3 Under exceptional circumstances it may be appropriate to consider Park & Ride provision as an alternative to on-site town centre parking.

3.9 Balancing town centre/out of town development

- 3.9.1 Out of town or edge of town development often has a damaging impact on the vitality of town centres. The decision as to whether to allow such development at all is one which must be made in the initial planning stages but councils should also consider the need to balance the amount of parking available in central areas against the amount available in more peripheral areas to create a similar access experience for the users of both types of sites.
- 3.9.2 Town centre retail is vital to the economy and character of many of SEStran's towns and cities and where town centre retail is already having difficulty in competing with out of town developments then it may be appropriate to relax the usual standards to provide extra parking and increase town centre competitiveness. Such parking should be publically available to those not visiting the new development.

3.10 Historic centres/redeveloping centres

- 3.10.1 When development occurs within historic town centres or conservation areas or historic centres undergo redevelopment, particularly in smaller towns, then there may be considerable physical constraints on parking space or a desire to retain the character of an area which traditionally included little parking. In all cases local authorities are entitled to set a level of parking lower than given by the maximum allowances set here but there may also be a need to consider how the traffic generated by the development or redevelopment will be accommodated or how access by non-car modes could be improved. Transport assessments and travel plans are likely to play a part in this process and in some cases it may also be appropriate to consider commuted payments.

3.11 Car free/car reduced developments

- 3.11.1 Developments with no, or only disabled, car parking facilities on site are described as car free. In car reduced developments there is a restricted amount of parking provided to accommodate provision for disabled residents and others. Space is often allocated on a permit basis at a significant cost to the user. Alternatively parking spaces can be sold independently of dwellings. Parking control or regulation in the development itself and the adjacent area is a feature of car reduced developments.
- 3.11.2 Car reduced and car free developments must be located where there is strong public transport, pedestrian and cycle links. Areas in accessibility zones A and B are ideal for the consideration of this type of development and complementary measures such as access to "Car Club" vehicles would be desirable. A residential travel plan may assist in the monitoring of residents' travel behaviour and ensure that any future problems associated with transport are addressed. However, this is not essential as the main aim of a residential travel plan is met during the construction of this type development.
- 3.11.3 For car reduced and car free development consideration may be given to the relaxation of the minimum standards for residential developments. Each application, however, will need to be considered on its merits.



4. Conclusion

4.1 Overall process and next steps

- 4.1.1 This document briefly describes the rationale for the creation of regional parking standards and how they should be used by individual local authorities. It describes a zone system based on non-car accessibility and the grouping of the standards into the standard use classes used by planners.
- 4.1.2 The standards are explained in Chapter 2 which also discusses the treatment of uses not represented in the standard planning use classes and of mixed use and extended developments. There is a discussion of the standards set for particular user groups like cyclists and disabled users.
- 4.1.3 Chapter 3 discusses situations when transport assessments and travel plans might be appropriate and the modifications to parking provision which might result.
- 4.1.4 Finally, the Tables of standards are supplied in the closing pages of this document.



5.1 Standards for car, bicycle, disabled and parent and child parking

- Table 5.1: Parking standards for houses (class 9)
- Table 5.2: Parking standards for houses (class 9 – cont.)
- Table 5.3: Parking standards for residential institutions (class 8)
- Table 5.4: Parking standards for hotels and hostels (class 7)
- Table 5.5: Parking standards for shops (class 1)
- Table 5.6: Parking standards for financial, professional and other services (class 2)
- Table 5.7: Parking standards for food and drink (class 3)
- Table 5.8: Parking standards for non-residential institutions (class 10)
- Table 5.9: Parking standards for assembly and leisure uses (class 11)
- Table 5.10: Parking standards for business (class 4), general industrial (class 5) and storage or distribution (class 6)
- Table 5.11: Parking standards for motor trade uses
- Table 5.12: Cycle parking standards (recommended minimum standards)
- Table 5.13: Cycle parking standards (recommended minimum standards) (cont)
- Table 5.14: Minimum parking standards for disabled people
- Table 5.15: Minimum parking standards for parent/child spaces

Table 5.1: Parking standards for houses (class 9)

Houses (class 9) – standard houses		(spaces per dwelling)					
Typical houses and flats and some bed-and-breakfasts/guesthouses belong in this class.		Accessibility					
Type	Min/max	A	B	C	D	E	F
Dwelling with 1 or 2 bedrooms	Min	0	0.5	0.5	0.5	1	1
	Max	1	1	1	1.5	2	2
Dwelling with 3 or 4 bedrooms	Min	1	1	1	1	1	1
	Max	2	2	2	2.5	3	3
Dwelling with 5 or more bedrooms	Min	1	1	1.5	1.5	2	2
	Max	2	2	2	2.5	3	3

Notes: The maximum values stated here are considered to reflect appropriate total provision for occupants and visitors for the various dwelling sizes and locations. No guidance is offered as to whether these spaces should be on street or within property boundaries as this is considered to be a subject more appropriately addressed on a case by case or area by area basis. However, where spaces are to be provided predominantly within property boundaries there is no scope for the occupants of dwellings with a higher than average number of vehicles to use space left free by occupants with a lower than average number of vehicles and a higher overall level of provision would be required with space on street for visitors. In general it is considered that the overall level of private provision for each dwelling should be no higher than the number of vehicles the majority of households are expected to own and that remaining provision should be on a shared basis. It is noted that there is nothing to prevent large households from converting available garden space to parking space if they choose.

In situations where no, or minimal, parking is to be provided then there must be sufficient space for loading, deliveries and service access.

Table 5.2: Parking standards for houses (class 9 – cont.)

Houses (class 9) – particular housing groups							
Sheltered and housing association housing is considered here							
Type	Min/max	Accessibility					
		A	B	C	D	E	F
Housing Associations	Min	It is suggested that the standard residential standards be applied with total provision close to the minimum level if a low level of car ownership is anticipated.					
	Max						
Sheltered Housing (spaces per dwelling) Wardens are resident wardens	Min	0 plus 1 per 2 wardens	0.25 plus 1 per 2 wardens	0.5 plus 1 per 1.5 wardens	0.75 plus 1 per warden	1 plus 1 per warden	1 plus 1 per warden
	Max	0.5 plus 1 per 1.5 wardens	0.75 plus 1 per 1.5 wardens	1 plus 1 per warden	1.25 plus 1 per warden	1.5 plus 1 per warden	1.5 plus 1 per warden
<p>Notes: It is assumed that most housing association housing will have no more than four bedrooms and that most sheltered housing will be occupied by single people or couples and will have single bedrooms. In sheltered housing developments access for ambulances, taxis and other wheelchair accessible vehicles should be accommodated and in situations where no, or minimal, parking is to be provided then there must be sufficient space for loading, deliveries and service access</p>							



Table 5.3: Parking standards for residential institutions (class 8)

Residential institutions (class 8) (spaces)							
Care homes, hospitals, nursing homes, residential schools, colleges and training centres all fall into this class.							
Type	Min/max	Accessibility					
		A	B	C	D	E	F
Hospitals	Max	1 per 4 beds plus 1 per 15 staff	1 per 3 beds plus 1 per 5 staff	1 per 3 beds plus 1 per 2 staff members	1 per 2 beds plus 1 per staff member	1 per 2 beds plus 1 per staff member	1 per 2 beds plus 1 per staff member
	Min	1 per 10 residents plus 1 per 15 staff	1 per 8 residents plus 1 per 5 staff	1 per 5 residents plus 1 per 2 staff	1 per 5 residents plus 1 per staff member	1 per 5 residents plus 1 per staff member	1 per 5 residents plus 1 per staff member
Nursing/OAP/Children's homes	Max	1 per 4 residents plus 1 per 15 staff	1 per 4 residents plus 1 per 5 staff	1 per 4 residents plus 1 per 2 staff	1 per 3 residents plus 1 per staff member	1 per 3 residents plus 1 per staff member	1 per 3 residents plus 1 per staff member
	Min	none for students plus 1 per 15 staff	none for students plus 1 per 5 staff	1 per 20 students plus 1 per 2 staff	1 per 5 students plus 1 per staff member	1 per 5 students plus 1 per staff member	1 per 5 students plus 1 per staff member
Student housing	Max	1 per 10 students plus 1 per 15 staff	1 per 10 students plus 1 per 5 staff	1 per 5 students plus 1 per 2 staff	1 per 5 students plus 1 per staff member	1 per 3 students plus 1 per staff member	1 per 3 students plus 1 per staff member

Notes: Where appropriate access for ambulances, taxis and other wheelchair accessible vehicles should be accommodated and in situations where no, or minimal, parking is to be provided then there must be sufficient space for loading, deliveries and service access. The vacation time usage of student housing may also need consideration.

Table 5.4: *Parking standards for hotels and hostels (class 7)*

Hotels and hostels (class 7)							(spaces)
Hotels, boarding houses, guest houses and hostels which do not provide a significant element of care fall into this class unless they are licensed to sell alcohol to non-residents or those not eating on the premises.							
Type	Min/max	Accessibility					F
		A	B	C	D	E	
Hotels, hostels, boarding houses, guest houses etc.	Max	1 per 5 bedrooms	1 per 2 bedrooms	1 per bedroom plus 1 per 3 staff	1 per bedroom plus 1 per 2 staff	1 per bedroom plus 1 per staff member	1 per bedroom plus 1 per staff member
Notes: Allowance should be made for coach parking where appropriate and where hotel bars are extensively used as public bars then parking should be calculated as the aggregate of the two uses							



Table 5.5: Parking standards for shops (class 1)

Shops (class 1)		(spaces per stated GFA)						
		Accessibility						
Type	GFA range	Min/max	A	B	C	D	E	F
Food retail	GFA up to 500m ²	Max	1 per 50m ²	1 per 40m ²	1 per 30m ²	1 per 25m ²	1 per 20m ²	1 per 20m ²
	additional GFA over 500m ²	Max	1 per 35m ²	1 per 30m ²	1 per 20m ²	1 per 17m ²	1 per 14m ²	1 per 14m ²
Non food retail	All sizes	Max	1 per 60m ²	1 per 40m ²	1 per 30m ²	1 per 25m ²	1 per 20m ²	1 per 20m ²

Notes: Allowance should be made for taxis, deliveries, buses and where appropriate.

Table 5.6: Parking standards for financial, professional and other services (class 2)

Financial, professional and other services (class 2)							(spaces)
The provision of professional services to visiting members of the public such as banking, accountancy, legal advice and healthcare are covered by this class.							
Type	Min/max	Accessibility					F
		A	B	C	D	E	
Health Centres, clinics, doctors' surgeries, dental and veterinary practices and similar*	Max	1 per consulting room plus 1 per 15 staff	2 per consulting room plus 1 space per 5 staff	3 per consulting room plus 1 per 2 staff	4 per consulting room plus 1 per staff member	4 per consulting room plus 1 per staff member	4 per consulting room plus 1 per staff member
All other financial and professional services	Max	1 per 150m ² GFA	1 per 100m ² GFA	1 per 60m ² GFA	1 per 30m ² GFA	1 per 30m ² GFA	1 per 30m ² GFA

Notes: Access for security vans, ambulances, taxis, and other wheelchair accessible vehicles should be considered as appropriate.
 * Uses of these types which operate a strict appointment system are unlikely to require more than 2 spaces per consulting room in any accessibility zone.

Table 5.7: Parking standards for food and drink (class 3)

Food and drink (class 3)							(spaces per stated PFA)
The retail sale of food for consumption on the premises as in restaurants and fast food outlets is included here. This class does not include public houses but these are also considered for the reasons outlined in Section 2.2.2.							
Type	Min/max	Accessibility					F
		A	B	C	D	E	
Restaurants/ Cafes/Public Houses	Max	1 per 20m ²	1 per 15m ²	1 per 10m ²	1 per 7m ²	1 per 7m ²	1 per 7m ²

Table 5.8: Parking standards for non-residential institutions (class 10)

		Accessibility						(spaces)
		A	B	C	D	E	F	
Non-residential institutions (class 10)								
Crèches, nurseries, day centres, schools, art galleries, museums, libraries, halls, places of worship and other similar uses.								
Type	Min/ max	A	B	C	D	E	F	
Nursery Schools	Max	1 per 15 staff	1 per 5 staff	1 per 2 staff	1 per staff member	1 per staff member	1 per staff member	
Primary & Secondary schools	Max	1 per 15 staff	1 per 5 staff	1 per 2 staff	1 per staff member	1 per staff member	1 per staff member	
Universities/ Colleges (excluding sixth-form colleges)	Max	1 per 100 students plus 1 per 15 staff	1 per 60 students plus 1 per 5 staff	1 per 15 students plus 1 per 2 staff	1 per 15 students plus 1 per 2 staff	1 per 15 students plus 1 per 2 staff	1 per 15 students plus 1 per 2 staff	
Libraries	Max	1 per 150m ² PFA plus 1 per 15 staff	1 per 75m ² PFA plus 1 per 5 staff	1 per 50m ² PFA plus 1 per 2 staff	1 per 33m ² PFA plus 1 per staff member	1 per 33m ² PFA plus 1 per staff member	1 per 33m ² PFA plus 1 per staff member	
Art galleries/ museums etc.	Max	1 per 150m ² PFA plus 1 per 15 staff	1 per 75m ² PFA plus 1 per 5 staff	1 per 33m ² PFA plus 1 per 2 staff	1 per 33m ² PFA plus 1 per staff member	1 per 33m ² PFA plus 1 per staff member	1 per 33m ² PFA plus 1 per staff member	
Places of worship	Max	1 per 120m ² PFA	1 per 60m ² PFA	1 per 40m ² PFA	1 per 20m ² PFA	1 per 20m ² PFA	1 per 20m ² PFA	
Community Centres/church halls etc.	Max	1 per 120m ² GFA	1 per 60m ² GFA	1 per 40m ² GFA	1 per 20m ² GFA	1 per 10m ² GFA	1 per 10m ² GFA	
Notes Schools, colleges and universities are likely to need space for bus stops while libraries may need space for mobile library parking and museums and art galleries may need space for coach parking. Many colleges have a high number of part time courses attracting more mature students from a wider catchment than is typical for universities and resulting in a higher car usage by students. For this reason standards for universities are based on total, rather than full-time equivalent, students which should compensate for this. Where it does not then a transport assessment may be used to estimate the need for parking (see Chapter 3).								

Table 5.9: Parking standards for assembly and leisure uses (class 11)

Type		Accessibility						(spaces)
		A	B	C	D	E	F	
Cinemas, concert halls, bingo halls, casinos, dance halls and sports facilities. Theatres are also considered here for the reasons outlined in Section 2.2.2.								
	Min/Max							
Cinemas/theatres/ concert halls/ conference facilities and other seated activities	Max	1 per 24 seats	1 per 15 seats	1 per 5 seats	1 per 5 seats	1 per 5 seats	1 per 5 seats	
Dance halls/ function rooms/ social clubs etc.	Max	1 per 50m ² GFA	1 per 35m ² GFA	1 per 22m ² GFA	1 per 22m ² GFA	1 per 22m ² GFA	1 per 22m ² GFA	
Sports facilities/ sports halls	Max	1 per 12 peak time users	1 per 6 peak time users	1 per 4 peak time users	1 per 2 peak time users	1 per 2 peak time users	1 per 2 peak time users	
Swimming pools	Max	1 per 60m ² of pool area	1 per 40m ² of pool area	1 per 25m ² of pool area	1 per 10m ² of pool area	1 per 10m ² of pool area	1 per 10m ² of pool area	
Golf courses	Max	1 per hole	1 per hole	2 per hole	3 per hole	3 per hole	3 per hole	
Stadia	Max	1 per 60 seats	1 per 45 seats	1 per 15 seats	1 per 15 seats	1 per 15 seats	1 per 15 seats	
Notes: Bus access and coach parking should also be considered where appropriate. Golf courses often incorporate clubs, bars or hotels and it will often be more appropriate to treat them as mixed developments.								



Table 5.10: Parking standards for business (class 4), general industrial (class 5) and storage or distribution (class 6)

Type	Min/ max	Accessibility					
		A	B	C	D	E	F
Office/light industry/R & D	Max	1 per 500m ²	1 per 120m ²	1 per 40m ²	1 per 35m ²	1 per 30m ²	1 per 30m ²
General industry	Max	1 per 1000m ²	1 per 240m ²	1 per 80m ²	1 per 70m ²	1 per 60m ²	1 per 60m ²
Storage and distribution	Max	1 per 3000m ²	1 per 720m ²	1 per 240m ²	1 per 210m ²	1 per 180m ²	1 per 180m ²

Notes: Where developments are expected to have a high degree of shift working then the provision calculated is likely to be inadequate during shift changes and may result in a high degree of overspill parking. Under such circumstances an appropriate level of provision should be calculated using a parking accumulation analysis. Uses like call centres with a high density may also require a higher level of provision.

Bus, taxi and HGV access and parking should also be considered where appropriate.

Table 5.11: Parking standards for motor trade uses

Motor trade garages, vehicle showrooms, scrap yards and other motor trade activities.		Accessibility						(spaces)
		Type	Min/ Max	A	B	C	D	
Vehicle Display Area	Max	1 per 75m ² PFA plus 1 per 15 staff	1 per 60m ² PFA plus 1 per 5 staff	1 per 50m ² PFA plus 1 per 2 staff	1 per 40m ² PFA plus 1 per 2 staff	1 per 30m ² PFA plus 1 per 1.5 staff	1 per 25m ² PFA plus 1 per staff member	
Spares	Max	1 per 35m ² PFA plus 1 per 15 staff	1 per 35m ² PFA plus 1 per 5 staff	1 per 30m ² PFA plus 1 per 2 staff	1 per 25m ² PFA plus 1 per 2 staff	1 per 25m ² PFA plus 1 per 1.5 staff	1 per 25m ² PFA plus 1 per staff member	
Servicing/ Repairs	Max	2 per bay plus 1 per 15 staff	2 per bay plus 1 per 5 staff	3 per bay plus 1 per 2 staff	3 per bay plus 1 per 2 staff	4 per bay plus 1 per 1.5 staff	4 per bay plus 1 per staff member	
Tyre/exhaust centre (no servicing)	Max	1 per bay plus 1 per 15 staff	1 per bay plus 1 per 5 staff	1.5 per bay plus 1 per 2 staff	1.5 per bay plus 1 per 2 staff	2 per bay plus 1 per 1.5 staff	2 per bay plus 1 per staff member	
Car wash	Max	5 (for queuing) plus 1 per 15 staff	5 (for queuing) plus 1 per 5 staff	5 (for queuing) plus 1 per 2 staff	5 (for queuing) plus 1 per 2 staff	5 (for queuing) plus 1 per 1.5 staff	5 (for queuing) plus 1 per staff member	
Scrap Yard	Max	1 per 50m ² GFA plus 1 per 15 staff	1 per 50m ² GFA plus 1 per 5 staff	1 per 50m ² GFA plus 1 per 2 staff	1 per 50m ² GFA plus 1 per 2 staff	1 per 50m ² GFA plus 1 per 1.5 staff	1 per 50m ² GFA plus 1 per staff member	

Notes: Customers of car washes and service centres are generally bringing their car for attention and so it is inappropriate to introduce major variations across accessibility classes. However staff parking may vary in line with other land uses.

Table 5.12: Cycle parking standards (recommended minimum standards)

Use class	land use	Accessibility		
		A-C	D-F	
Houses (class 9) (where residents have access to a garden or garage no provision is necessary)	Dwelling with 1 or 2 bedrooms	1 per dwelling	1 per dwelling	1 per dwelling
	Dwelling with 3 or 4 bedrooms	1.5 per dwelling	1.5 per dwelling	1.5 per dwelling
	Dwelling with 5 or more bedrooms	2 per dwelling	2 per dwelling	2 per dwelling
Residential institutions (class 8)	Housing Associations	as regular housing		
	Sheltered Housing	as regular housing adjusted for proportion of dwellings likely to house those able to cycle		
Hotels and hostels (class 7)	Hospitals	1 per 10 staff	1 per 10 staff	1 per 20 staff
	Nursing/OAP/Children's homes	1 per 10 staff/able residents	1 per 20 staff/able residents	1 per 20 staff/able residents
	Student housing	1 per 3 staff/residents	1 per 6 staff/residents	1 per 6 staff/residents
Shops (class 1)	Hotels, hostels, boarding houses, guest houses etc.	1 per 10 staff	1 per 10 staff	1 per 20 staff
	Food retail	1 per 500m2 GFA	1 per 500m2 GFA	1 per 1000m2 GFA
Financial, professional and other services (class 2)	Non food retail	1 per 1000m2 GFA	1 per 1000m2 GFA	1 per 2000m2 GFA
	Health Centres, clinics, doctors' surgeries, dental and veterinary practices and similar	1 per 3 consulting rooms plus 1 per 10 staff	1 per 3 consulting rooms plus 1 per 10 staff	1 per 6 consulting rooms plus 1 per 20 staff
Food and drink (class 3)	All other financial and professional services	1 per 400m2 GFA	1 per 400m2 GFA	1 per 800m2 GFA
	Restaurants/Cafes/Public Houses	1 per 100m2 PFA	1 per 100m2 PFA	1 per 200m2 PFA
Non-residential institutions (class 10)	Nursery Schools	1 per 10 staff/pupils over 4	1 per 10 staff/pupils over 4	1 per 25 staff/pupils over 4
	Primary & Secondary schools	1 per 10 staff/pupils	1 per 10 staff/pupils	1 per 25 staff/pupils
	Universities/Colleges	1 per 10 staff/students	1 per 10 staff/students	1 per 25 staff/students
Community Centres/church halls etc.	Libraries	1 per 100m2 PFA plus 1 per 10 staff	1 per 100m2 PFA plus 1 per 10 staff	1 per 200m2 PFA plus 1 per 20 staff
	Art galleries/museums etc.	1 per 250m2 PFA	1 per 250m2 PFA	1 per 500m2 PFA
	Places of worship	1 per 100m2 PFA	1 per 100m2 PFA	1 per 200m2 PFA
	Community Centres/church halls etc.	1 per 100m2 GFA	1 per 100m2 GFA	1 per 200m2 GFA

Table 5.13: Cycle parking standards (recommended minimum standards) (cont)

Use class	land use	Accessibility	
		A-C	D-F
Assembly and leisure uses (class 11)	Cinemas/theatres/concert halls/conference facilities and other seated activities	1 per 20 seats	1 per 40 seats
	Dance halls/function rooms/social clubs etc.	1 per 200m ² GFA	1 per 400m ² GFA
	Sports facilities/sports halls	1 per 10 peak time users	1 per 20 peak time users
	Swimming pools	1 per 100m ² pool area	1 per 200m ² pool area
	Golf courses	1 per 10 staff	1 per 20 staff
Business (class 4)	Stadia	1 per 20 seats	1 per 40 seats
	Office/Light Industry/R & D	1 per 400m ² GFA	1 per 800m ² GFA
General industrial (class 5)	General Industry	1 per 800m ² GFA	1 per 1600m ² GFA
Storage or distribution (class 6)	Storage and distribution	1 per 2400m ² GFA	1 per 4800m ² GFA
	Vehicle Display Area	1 per 10 staff	1 per 20 staff
Motor trade uses	Spares	1 per 10 staff	1 per 20 staff
	Servicing/Repairs	1 per 10 staff	1 per 20 staff
	Tyre/exhaust centre (no servicing)	1 per 10 staff	1 per 20 staff
	Car wash	1 per 10 staff	1 per 20 staff
	Scrap Yard	1 per 10 staff	1 per 20 staff

Table 5.14: *Minimum parking standards for disabled people*

Development type	Car park maximum standard, size up to 200 spaces*	Car park maximum standard, size (over 200 spaces)
Employment Uses	1 space per known disabled employee plus 2 spaces or 5% of maximum standard size whichever is greater**	6 spaces plus 2% of maximum standard size
Retail, Leisure and Recreation Uses	3 spaces or 6% of maximum whichever is greater	4 spaces plus 4% of maximum standard size
<p>* The car park maximum standard size is the maximum provision for the development were it to be located in zone F.</p> <p>** In most cases it is anticipated that the number of disabled employees will not be known and in this case this standard would be 5% of the standard size down to a minimum of two spaces.</p>		

Table 5.15: *Minimum parking standards for parent/child spaces*

Development type	Car park maximum standard, size up to 200 spaces	Car park maximum standard, size (over 200 spaces)
Family friendly uses	3 spaces or 6% of maximum whichever is greater	4 spaces plus 4% of maximum standard size



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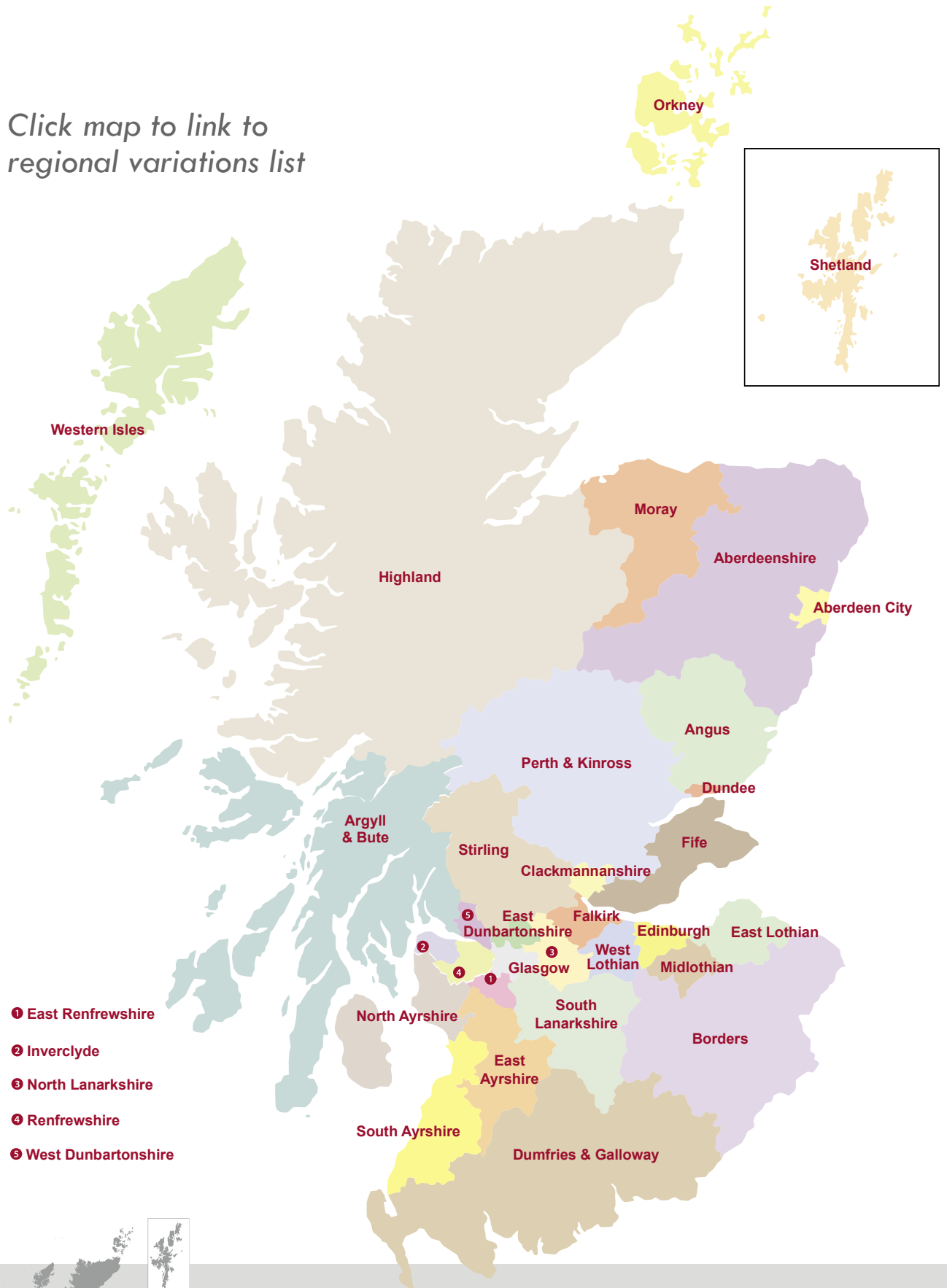
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NATIONAL ROADS DEVELOPMENT GUIDE



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North Ayrshire Council

Jim Johnston
North Lanarkshire Council

Robert McArthur
Renfrewshire Council

Ron Elliot, Derek Inglis
Scottish Borders Council

Colin Gair
Shetland Islands Council



Emma Thomson
South Ayrshire Council

Fraser Jack
South Lanarkshire Council

Jim McGregor
Stirling Council

Robert Smith, Jim Stewart
West Lothian Council

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-  Throughout the guide, this icon will link you to further information.
-  Found at the foot of the pages throughout the guide, this icon will enable you to email any comments or amendments. Please ensure you include the relevant page number.



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This illustration, shown at the foot of the pages, will take you directly to a page where you can access each local authority's variations.

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Click map to see regional variations



Protection

All columns and structural steelwork shall be hot dip galvanised. Further protective coatings, if required, shall meet the requirements of the Local Roads Authority.

Geometry and Compatibility

Drawings shall show such detail of contiguous lighting installations that the geometry can be fully assessed and the compatibility of the proposed system confirmed. Alterations to existing services and equipment which the Local Roads Authority deem necessary to accommodate will be charged to the Developer on a time and materials basis.

Roads and Footpath Adoption

Where relevant, roads and footpaths scheduled for adoption shall be clearly differentiated from those that are not.

As-installed Drawings

'As-installed' drawings at 1:500 must be provided prior to adoption. The drawings must also incorporate a legend and symbols as described in Appendix B. The contractor should certify that installation complies with BS 7671 before connecting to network.

3.5 Parking Considerations

3.5.1 The Application of Parking Provision

The consideration of parking provision at any development or redevelopment is an essential attribute that if undertaken correctly will enhance a project. Factors affecting parking provision such as public transport provision and walkable access to services and provisions are recognised in these parking standards.

This guidance reflects the key consideration within [Designing Streets](#) (pages 40-43) to integrate parking and encourages a designer to use innovation that whilst making parking provision, reduces the obvious impacts of car or vehicle parks.



3.5.2 Environmental Considerations

Consideration must be given to 'parking' and its relationship to the built environment which it serves. The form and function of the parking can have a determining influence on the successfulness of the development design concept.

Underground, internal and undercroft parking is encouraged and should be considered in all developments to enhance the place making options.

The location of the development itself may have an impact on the way parking is treated. A location near to other attractors such as employment or commercial areas may lead to residential

areas being used as overflow car parks to the adjoining uses. Consideration may need to be given to some form of parking control during working hours to discourage inappropriate parking.

3.5.3 What is a Parking Space?

Car parking provision is usually expressed in terms of 'spaces' and includes car-ports and undercroft parking as well as parking courts but does not include garages under a certain internal dimension.

3.5.4 Parking Standards in Urban Areas

For main urban areas a reduction to the parking standard may be considered. Main urban areas are defined as those having frequent and extensive public transport and cycling and walking links, accessing education, healthcare, food shopping and employment.

3.5.5 Shared Use Provision

Often, especially in urban areas, parking provision can be shared with other uses. For example, many leisure activities in urban areas can rely on existing public parking as leisure peak times are often different to retail peak times.

Shared use of parking areas is highly desirable, provided this works without conflict and that car parking provision is within the standard that requires the most number of car spaces applicable. Conflict should not occur so long as the shared use developments operate at differing times of day or days of the week, or the development is considered ancillary to other activities (ie food and drink within a retail area). Shared use may result in a reduction of the number of parking spaces which a developer is required to provide. For example, a mixed use development of shops, requiring 100 spaces for daytime use and leisure requiring 120 spaces for evening use, can suffice with 120 spaces in total. Where applicable long term agreements should be confirmed as part of the application to support the required parking standards.

Proposals for shared use parking must be supported by a parking appraisal undertaken by the applicant, to a scope agreed with the Roads Authority.

3.5.6 Extensions and Change of Use

Prior to any extension or change of use, the developer must demonstrate that adequate parking provision will be provided.

3.5.7 Commercial Vehicles

Commercial vehicles are regarded as those vehicles delivering goods to or removing goods from premises. It is recognised that servicing requirements may be unique to a particular site. Commercial traffic varies with the type of enterprise within a given use class.

The onus is placed with the developer, who should analyse their development's own requirements in terms of the numbers and types of commercial vehicles visiting their premises and should



Click map to see regional variations



demonstrate to the Local Authority that any development proposal includes sufficient commercial vehicle provision to meet normal requirements such as provision for loading, unloading and turning. Such commercial provision should be clearly signed and marked to avoid being utilised as an overflow parking area for cars.

3.5.8 Coaches

Developments likely to generate coach traffic should provide appropriate off-street parking facilities for the stopping, setting down and picking up of passengers as well as appropriate turning facilities (avoiding the requirement for coaches to reverse in or out of a site where possible, taking into consideration pedestrian safety). The onus will be on the developer to demonstrate to the Local Authority the development has the appropriate level of provision.

3.5.9 Provision for Cycle Parking

Cycle Parking Standards should be applied by Local Authorities to all applications for new or extended development. They are expressed as minimum standards to reflect the sustainable nature of this mode of travel.

The provision of convenient secure parking and related facilities are fundamental to attracting modal shift to cycling, particularly from single occupancy motorised journeys made over shorter distances on a regular basis. It is acknowledged that cycle parking demand varies greatly between use classes and a straight ratio of car to cycle trips can not be used to define the Cycle Parking Standard. In addition to the provision of cycle parking, developers will be required to demonstrate that they have considered additional needs for cyclists, such as locker, changing and shower facilities.



Where it is not possible to provide cycle parking spaces on-site, developers will be expected to make a financial contribution towards public provision of such facilities.

For information for cycle parking please refer to the [Cycling by Design](#) or [LTN 2/08 Cycle Infrastructure Design](#).

3.5.10 Provision for Powered Two-Wheeler Parking

The use of Powered Two-Wheeled vehicles (PTW) for short regular journeys can create significant benefits, most notably in the form of reduced congestion and reduced land use for parking.

Parking standards for PTWs are represented as the minimum provision required, which reflects the advantages they have over the car and single occupancy vehicles in particular. As with cycle parking, these standards represent a basis for helping to provide sufficient PTW parking facilities.

In addition to the provision of secure parking, developers will be required to demonstrate that they have considered additional needs for PTW users, such as locker and changing facilities.

UK Government transport statistics show that the ratio between car and PTW ownership is 1:25. However, with regard to the congestion benefits that the PTW provides, a varied ratio parking standard linked to car parking spaces should be applied.

Car Spaces	PTW Spaces
For the first 0-100 spaces	1 space, plus 1 space per 20 car park spaces
Additional spaces over 100	1 per 30 car park spaces

For example a development that proposes a car park of 130 spaces should calculate their PTW requirement in the following way:

<i>1 space provided regardless of car park size</i>	= 1
<i>1 space per 20 car parking spaces for first 100 spaces</i>	= 5
<i>1 space for the remaining 30 car parking spaces</i>	= 1
<i>Total</i>	= 7

3.5.11 Provision for Disabled Parking

Disabled Persons Parking Places (Scotland) Act 2009 [🔗](#)

Under the Disability Discrimination Act 2005 as amended by the [Equalities Act 2010](#) [🔗](#), it is the responsibility of site occupiers to ensure that adequate provision is made for the needs of disabled people. Parking for disabled people will be required for their exclusive use at all sites.

The number of spaces required for disabled motorists varies between classes and the standard has been based on [TAL 6/02 Inclusive Mobility 2002](#) [🔗](#).



Click map to see regional variations



Car Park Used for:	Car Park Size	
	200 Bays or Less	Over 200 Bays
Employees and visitors to business premises	(Individual bays for each disabled employee plus) 2 bays or 5% of total capacity, whichever is greater	6 bays plus 2% of total capacity
Shopping, recreation and leisure	3 bays or 6% of total capacity, whichever is greater	4 bays plus 4% of total capacity
<i>Educational Establishments (Advisory)</i>	<i>1 Bay or 5 % of total capacity, whichever is greater</i>	

Note: Disabled parking provision to be included in the overall vehicle parking standard.

If it is known that there will be a disabled employee, then their space should be exclusive of the disabled parking standard required.

It should be noted that a larger number of spaces may be required by the LPA at facilities where a higher proportion of disabled users/visitors will be expected, for example medical, health and care facilities.

The provision at the above levels or any required by the LPA does not guarantee that the requirements of the [Equalities Act 2010](#) will be met, this is the responsibility of the building occupier or service provider.

3.5.12 Planning Obligations

There may be opportunities to accept a S75 developer contribution/obligation in lieu of the full parking standard in sustainable locations. For further guidance on developer contributions, refer to local authority.

3.6 Parking Design and Layout

Parking is a key element in any new development. As well as providing an appropriate level of car parking, it is important that new or extended developments incorporate good design for the layout, landscaping and lighting of parking. This should be user-friendly, and not interfere with the public road or access adjacent to the parking area.

Parking requirements for developments are provided in terms of the planning classification.



3.6.1 Pedestrians

The needs of pedestrians should be taken into account when designing the layout of parking for all modes. This includes both those who have parked and those accessing the development on foot.

Pedestrian access to the development should be considered and pedestrian desire lines identified. Pedestrian access should then be provided along these routes rather than simply relying on the vehicular access.

A tactile distinction should be made between pedestrian areas and vehicular areas, in order that people with visual impairment can distinguish between the two. The provision of raised areas, footway areas and tactile paving at all dropped kerbs should achieve this.

3.6.2 Vehicles

(a) Parking Bay Size

Preferred bay size for cars	5.5m x 2.9
(Parallel parking bay length)	6.0m
Desirable bay size	5.0m x 2.5m

Notes: Minimum bay size for vans	7.5m x 3.5m*
Minimum bay size for HGVs:	
Articulated	17.0m x 3.5m
Rigid	12.0 x 3.5m

* To allow for the trend of increasingly long vans (eg Mercedes-Benz Sprinter - up to 7,345mm; Fort Transit - up to 6,403mm)

Any smaller than the above minimum bay size and an occupant might be unable to get in or out of an average sized family car parked in the bay with cars parked adjacent and consequently bay sizes smaller than the minimum stated above will not be considered a usable parking space.

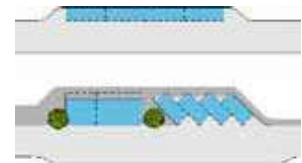
(b) Layout of Parking Areas

The location and overall design should encourage maximum use of the parking areas in order to minimise the risk of on-street parking problems. As well as taking into account design features such as security and landscaping, adequate bay sizes that are easy to enter and exit and clear directional markings such as exit signs, will increase the appeal of the parking area.

There are a variety of parking styles including:

Square Parking (or 90° Square Parking) Angled Parking

Parallel or 'End to End' Parking



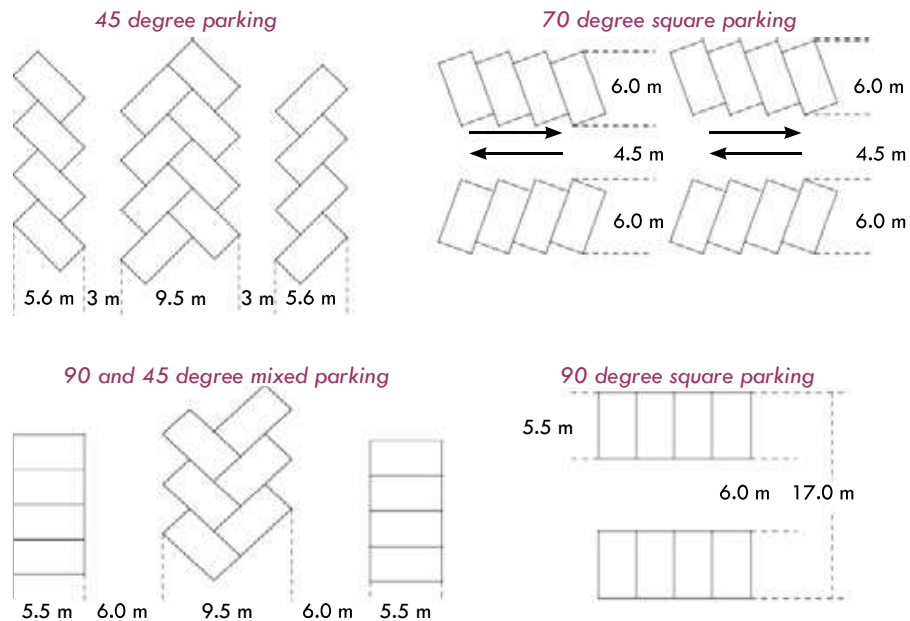
On-street parking Options



Click map to see regional variations



Examples of parking arrangements are shown below:



Further guidance can be obtained from the Department for Transport. Although it should be noted that this document recommends large parking bays than DfT guidance, due to the increase in size of the modern car.

Advice regarding Commercial Vehicles can be sought via the Freight Transport Association.



Examples of parking arrangements (note: tree planting photo on right reducing bay size availability to be changed)

3.6.3 Disabled Parking Design

(a) Location of Disabled Parking Bays

Spaces for disabled people should be located adjacent to entrances, where possible, should be convenient to use and the dimension conform to the relevant regulations. At the very most disabled parking spaces should be located no more than 150 m from the site.

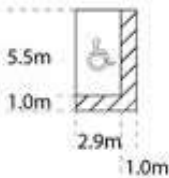
(b) Disabled Parking Bay Dimensions

Parking bays for disabled people should be designed so that drivers and passengers, either of whom may be disabled, can get in and out of the car easily and safely. Bays should be longer and wider than a standard bay. This ensures easy access from the side and the rear for those with wheelchairs, and protects disabled people from moving traffic when they cannot get in or out of their car on the footway side of a bay on the road.

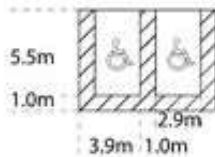
Off-street disabled parking bays should be at least 5.5 m long by 2.9 m wide with additional space as follows:

Disabled parking arrangements

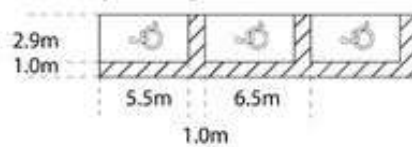
Example of bay



Square Parking



Parallel Parking



Blue Badge parking at a supermarket



Click map to see regional variations



Where bays are parallel to the access aisle and access is available from the side, an extra length of at least 1.0 m.

Where bays are marked perpendicularly to the access aisle, an additional width of at least 1.0m along each side. Where bays are adjacent, space can be saved by using the 1.0m 'side' area to serve the space either side.

When parallel to the access - 6.5 m by 2.9 m

When perpendicular to access - 5.5 m by 3.9 m

(c) Disabled Parking Design Consideration

Bays should be marked with lines and the International Symbol for Access with the safety zone/aisle between the bays marked with hatchings.

Dropped kerbs should be provided where necessary and pedestrian routes to and from car parks for people with disabilities should be free from steps, bollards and steep slopes. Further guidance can be sought from 'Guidance on the use of Tactile Paving Surfaces' DETR.

Further guidance can be obtained from the DfT's Traffic Advisory Leaflet 05/95 (although it should be noted that this information is somewhat out of date), the DfT's Inclusive Mobility document and from BS 8300:2009 Appendix C.

3.6.4 Residential Parking Design

When planning residential parking, consideration of the type and scale of the development should be taken into account. Safe and secure parking can be achieved where cars can be seen by owners and neighbours. Layouts must accommodate the safe passage of emergency, delivery and refuse collection vehicles.

(a) Shared Surface

Where Shared surfaces are deemed appropriate within the street structure, they can offer opportunities for parking to be integrated within the street.

Shared surface design should be appropriate for the location.



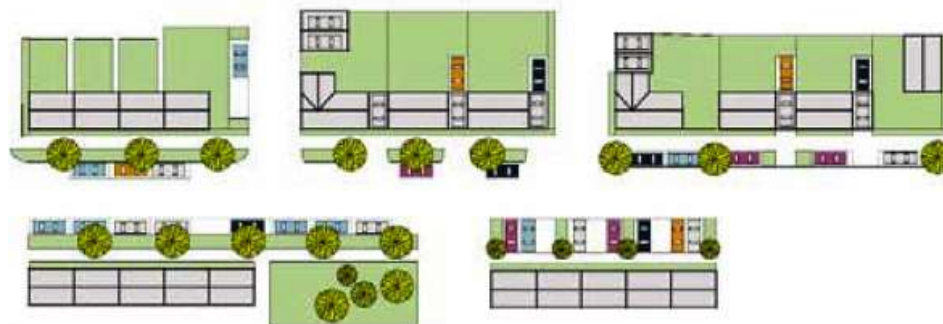
Shared surfaces can lead to indiscriminate parking, blocking of footway and the narrowing of the road which hampers access by service and emergency vehicles. Shared Surfaces should therefore only be used in appropriate circumstances, at very low densities.

(b) On-Street Parking Provision

By using careful and innovative design, streets can be made to incorporate a certain level of unallocated on-street parking in the form of parallel or angled parking bays or parking squares. However, consideration must be given to location, proximity to accesses, sight lines and manoeuvring requirements so that indiscriminate parking and the obstruction of footways and carriageways is avoided. It is also important that the requirements of emergency and other service vehicles are catered for together with the needs of the disabled.



*On-street parking options 90 degree!
Boulevard! between trees*



Bus routes within residential developments will require a minimum clear passage which must be available where on-street parking is proposed. Refer to section 3.1.3 and further street design advice is contained in the [Designing Streets](#).

On-street parking spaces which are not allocated to particular dwellings may be considered for adoption by the Road Authority subject to appropriate design. Those which are part of



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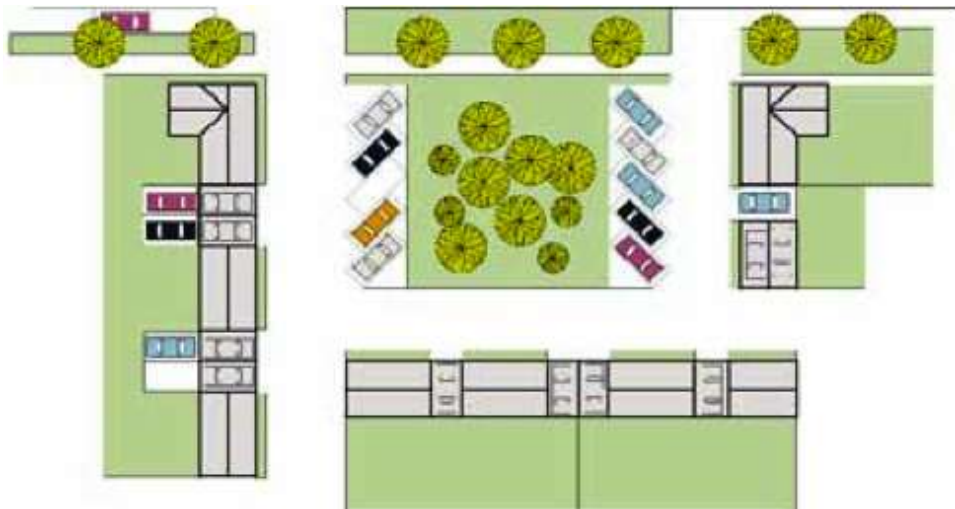


the allocated parking provision of individual dwellings will not be adopted and therefore the developer must make arrangements for their future management and maintenance.

(c) Parking Squares

These are pedestrian/vehicle shared surfaces, often consisting of a junction of routes. A parking square should be directly fronted by buildings.

Car parking can be provided in those areas which are not occupied by the carriageway or footway. Parking requirements of the frontage dwellings can be accommodated within the square, with the remaining requirement between or behind the dwellings. Clear demarcation between private and public parking is required.



Parking adjacent to landscaped square

Alternative layout includes 90 degree parking

(d) Parking Courts

Parking courts need to be designed carefully and be overlooked with direct access to/from the surrounding dwellings and have adequate lighting. Boundary fencing should be designed to allow observation from dwellings over the parking spaces.

They must be high-quality in design terms and have a sense of place and feel secure, to encourage ownership.

They should not be located in inaccessible areas at the extremity of the development.

Rear parking courts should ideally serve only those properties adjoining the court.

Part 3

ROADS DEVELOPMENT GUIDE

Overlooked rear spaces

*Small courtyard
generously landscaped
using appropriate
planting and quality
materials*



*On plot parking and
small parking courts*



*Access to properties from
rear parking court*



Overlooked rear parking court



*Click map to see
regional
variations*



(e) In-Curtilage

Where housing densities are lower, space for car parking can be, in conjunction with careful positioning of the house provided “on plot”, within the curtilage of the dwelling, such that car parking is less obvious, this can be in the form of a garage, car port, parking bay or private drive.

No surface water or loose material will be discharged onto the public road from within a curtilage.

Sufficient unimpeded access aisle space to vehicles giving due regard to disabled uses must be provided.

(f) Garage Provision and Size

It is recognised that despite being an important design feature of residential developments, garages are being used for other purposes, such as general and cycle storage. It is acknowledged that storage space is important, particularly as many properties do not have much storage space within the dwelling itself. It is also known that cars are getting bigger.



A garage can be counted towards a parking space allocation. However, any change of use will result in less availability of parking and increased pressure to on-street parking. For this reason:

- ◊ *Minimum Garage size for Cars* *7.0 m x 3.0 m (internal dimension)*
- ◊ *Associated minimum clear door access dimensions* *2.1 m wide x 1.98m height*

Garages of the above dimension and over will be considered a parking space as they are large enough to accommodate the average sized family car and cycles, as well as some storage space. To encourage garage use, functionality is equally important therefore reasonable access and egress from a car within a garage is essential. Additionally, provision for electric vehicle charging facilities should be provided with a garage space.

(g) Mixed Use Streets

In certain areas residential development will form part of a wider mixed use development where other uses (retail/business) will dominate at ground floor level.

(h) Underground, Underdeck and Undercroft Parking

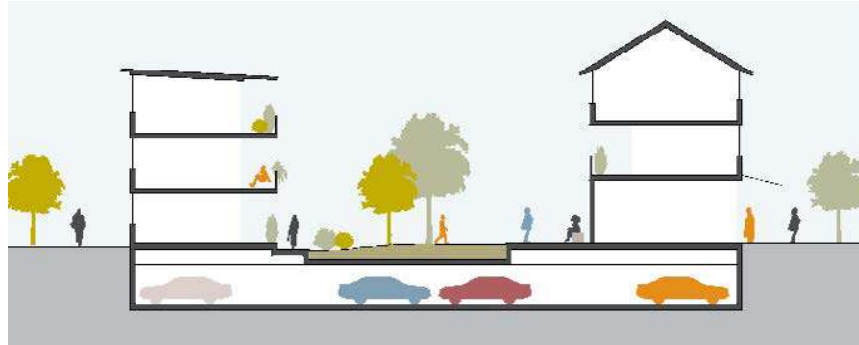
For developments of higher dwelling density, it is unlikely that sufficient space for car parking can be provided by in-curtilage and garage provision (without a detrimental effect on the quality of the development).



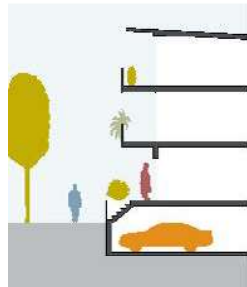
Click map to see regional variations



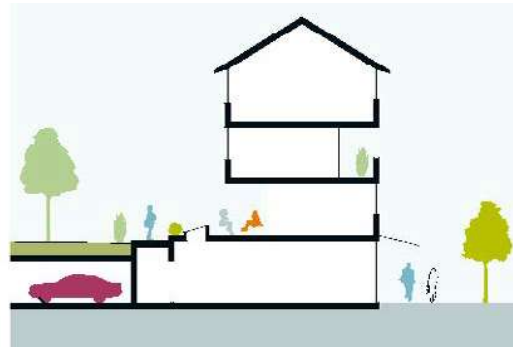
Underground, underdeck or undercroft parking should be provided wherever possible.



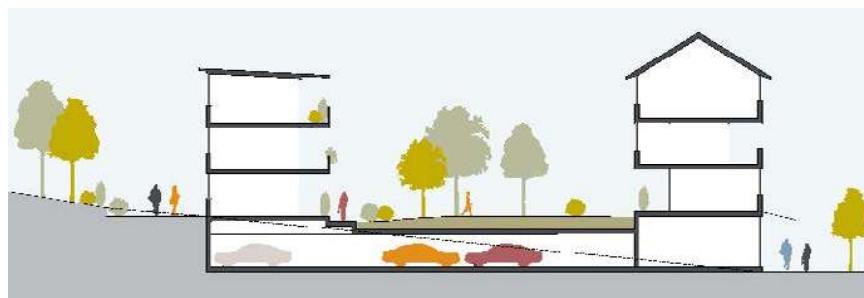
Underground parking with communal space above



Partial underground parking with raised floor



Single aspect ground floor uses with rear Underdeck access



Underground parking using ground slope



Locating car parking either under buildings, above or below ground level, can significantly improve the quality of a development. Planning Authorities will need to ensure that underground underdeck and undercrofts parking are safe, secure and retained for parking.

(i) Tandem Parking

Tandem Parking should be discouraged where possible especially in parking courts, as studies have shown that their use for parking is reduced, often used instead for bin storage, and that their provision encourages on-street parking.

(j) Set Backs

Construction of garages or gates adjacent to the road using a previous standard 1.5m setback have led to widespread abuse by residents who use this area plus the adjacent footway/cycleway/verge to park vehicles perpendicular to the main carriageway. This creates an obstruction of the footway/cycleway and whilst this is an enforcement issue in existing situations, it is appropriate to amend the standard so that this does not occur as frequently in future.

In order to reduce occurrences in future, the following standard should be adopted. Where garages/gates (all gates to open inwards) are placed directly adjacent to the road the setback should be either:

- (1) *no more than 0.5 m to allow for the opening of the garage door and with the adjacent distance between edge of road and edge of carriageway being no more than 2 m. This gives a maximum distance between garage/gate and running carriageway of 2.5 m, thus discouraging inappropriate parking;*
- (2) *greater than 6 m from the edge of the road to allow for parking in front of the garage/gates. In these circumstances there no need to restrict the width of the adjacent footway/cycleway/verge as there is less likelihood of abuse.*



Click map to see regional variations



Good Practice Examples

Top left: Setback in excess of 1.5m, yet with parking restrictions to prevent obstruction.

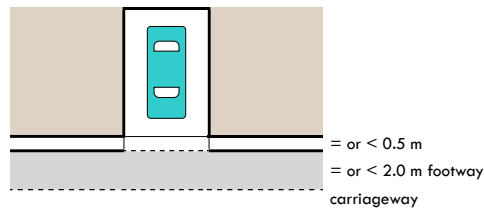
Top right: Parking space clear of footway, in line with vegetation.

Bottom left: Reduced setback but demarcated to show footway limit and allow room for garage door to open.

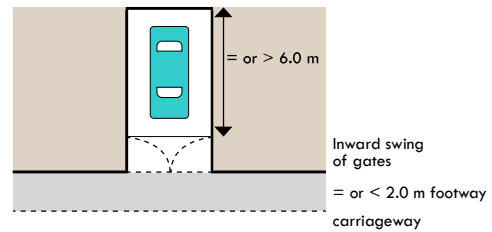
Bottom right: Setback in excess of 1.5m, yet parking can occur between dwelling and landscaping (trees), causing no obstruction to footway/ carriageway



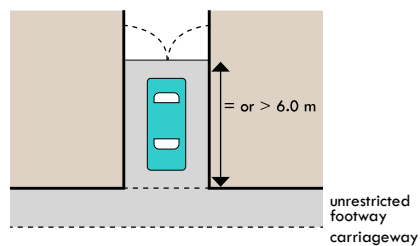
(1a) Up and over garage door



(1b) Gates



(2) Driveway



(k) Retirement/Warden Controlled Developments

Many residents are car owners and parking should be provided for each unit unless there is the evidence base to support a reduction in the standard. Additionally, parking provision should be made for visitors who support the residents of such developments, carers, health visitors, etc.

Consideration should be given to safe storage and charging point locations for mobility scooters when designing Retirement/Warden Controlled Developments.

3.6.5 Powered Two-Wheeler Parking Design

(For general advice on design for M/C, refer to [Guidelines for Motorcycling](#) )

In terms of convenience, flexibility and security PTW's have the same characteristics as cycles. Consequently the behaviour and requirements of the powered two wheeler rider often follow that of the cyclist.

Powered two wheeler parking should be clearly signposted from the road and signed in situ, indicating that it is reserved for powered two wheelers only. Sites should have anchor points, quality level surfacing, CCTV and/or natural surveillance, be located away from drain gratings and protected from the elements as well as having good lighting. For long stay parking, such as workplaces, lockers to allow storage of clothing and equipment and changing facilities should be provided. PTW parking can be vulnerable locations, particularly long stay parking. Ideally there should only be access for PTW's, not vehicles, which can be done by using a causeway or pinch point. The parking area should be in a wide open location, not in an isolated, secluded place.



Note: cobbles are not appropriate surface treatment for PTW parking

Motorcycle parking bays are generally not marked out for individual machines, allowing flexible and efficient use of limited space by machines of different sizes. Consideration should also be given to height clearance, with many bikes measuring upwards of 1.5 m not including the rider.

- Preferred bay size for a PTW 2.5 m x 1.5 m
- Absolute minimum bay size 2 m x 0.8 m
- With a minimum space of 1 m between each bike.

Provision should be made in which to secure PTWs. There are 2 basic types of anchor points to which motorcycles can be secured to reduce the risk of theft:

- **Ground Level** - An anchor point below the surface, with a loop allowing the user's own lock to be passed through. Anchor points require regular maintenance and can be dirty to use.



Click map to see regional variations

- ◊ **Raised** - A horizontal bar is provided at a height of approximately 400-600 mm and requires the user to use their own lock. The continuous rail allows for efficient use by machines of varying style and size, is well understood by users and is compatible with most types of shackling devices.

Further information can be sought from the DfT's [Traffic Advisory Leaflet 2/02](#) [↗](#).

3.6.6 Cycle Parking Design

Key considerations regards cycle parking is referred to in [Designing Streets](#) [↗](#) (page 40). Providing well-located, safe and secure cycle parking is a key factor in encouraging people to cycle as an alternative to using the private car. Further guidance can be found in [Cycling by Design](#) [↗](#) and [LTN 2/08 Cycle Infrastructure Design](#) [↗](#).

All cycle parking must be overlooked, sheltered from strong winds and be Well Lit.

Long stay cycle parking, for example for employees, should include secure, covered cycle storage situated close to the building but preferably out of sight to the general public (possibly to the rear of the building), to reduce the chance of theft or tampering. Facilities should be present such as showers, changing rooms and lockers.

Short-term cycle parking, for example, for shoppers or visitors should be secure and ideally covered and situated as close to the main entrance as possible. The location should be highly visible to people, thus reducing the chance of theft or tampering.



Normally Sheffield stands should be provided. Stands that grip only the front wheel do not provide adequate support or security. When placed 1 m apart and 0.5 m from the wall, Sheffield stands can accommodate two cycles. Where more than two stands are required, you may need to provide a 'toast rack' facility.

Where children are likely to attend (schools, leisure facilities etc) an extra horizontal bar at 650 mm above ground level or a reduced sized stand to support the smaller frame of a child's cycle should be considered.

More detailed information can be found in the Scottish Government's publication [Cycling by Design](#). [Sustrans](#), the UK's national cycling organisation can also provide detailed design information.

Care should be taken to ensure that the cycle parking (when in use) does not cause an obstruction to pedestrian flow.

3.7 Parking Standards for Use Classes

Class 1: Shops

Retail sale of goods, hairdresser, undertaker, travel and ticket agency, post office. Dry cleaner, laundrette, cold food consumption on premises. Display of goods for sale, hiring out of domestic goods or articles, reception of goods to be washed.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Shops City Centre Other centres	2 spaces 3 spaces	1 space per 400 sqm for staff and 1 space per 400 sqm for customers	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity
Food Superstore 0-500 m ² GFA 500-2,000 m ² GFA 2,000-8,000 m ² GFA >8,000 m ² GFA	5 spaces 6.5 spaces 7 spaces 6 spaces			



Click map to see regional variations



Use	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Shopping Centre				
0-500 m ² GFA	4 spaces			
500-2,000 m ² GFA	5 spaces			
2,000-8,000 m ² GFA	6 spaces			
>8,000 m ² GFA	5 spaces			
Retail Park				
2,000-8,000 m ² GFA	2 spaces			
>8,000 m ² GFA	2.2 spaces			
DIY Superstore				
2,000-8,000 m ² GFA	2 spaces			
>8,000 m ² GFA	2.2 spaces			

Informative Notes

Parking standards for large, stand-alone developments, such as large department stores and shopping centres will be considered on a case by case basis and should be agreed with the relevant Local Planning and Road Authorities.

In all cases adequate provision should be made for the parking and turning of service vehicles, serving the site, off the road.

A lower provision may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

Class 2: Financial, Professional and Other Services

Financial, professional or any other service expected in shopping areas, eg betting office, lawyers, accountants, estate agents, health centres, surgeries of dentists, doctors and vets (where the principal visitors are members of the public).

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
A2	1 space per 20 sqm	1 space per 100 sqm for staff + 1 space per 200 sqm for customers	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>

Informative Notes

A lower provision may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities. In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.



Click map to see regional variations



Class 3: Food and Drink

Restaurant, café, snack bar (use for sale of food or drink on the premises).

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
A3 (excluding Transport Cafés)	1 Space per 5 sqm	1 Space per 100 sqm for staff + 1 space per 1 sqm for customers	1 Space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4 % of total capacity
A3 (Transport Cafés)	1 lorry space per 2 sqm	1 space per 200 sqm for staff + 1 space per 200 sqm for customers		

Informative Notes

A lower provision of vehicle parking may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the road.

Class 4: Business

Offices (other than that specified under Class 2), research and development of products or processes, light industry.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
B1	1 space per 30 sqm	1 space per 100 sqm for staff + 1 space per 200 sqm for visitors	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>

Informative Notes

A lower provision of vehicle parking may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the road. Consideration should also be given to the requirement for any overnight parking and facilities.



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Class 5: General Industrial

General industrial (use for the carrying out of an industrial process other than one falling within the Class 4 (Business) definition).

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
B2	1 space per 50 sqm	1 space per 250 sqm for staff + 1 space per 500 sqm for visitors	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>

Informative Notes

A lower provision of vehicle parking may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the road. Consideration should also be given to the requirement for any overnight parking and facilities.

If a site office is included in the development then a B1 parking standard should be applied for that area.

Class 6: Storage or Distribution

Storage or distribution.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
	1 space per 150 sqm	1 space per 500 sqm for staff + 1 space per 1,000 sqm for visitors	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity
Lorry Parking				
<i>Factories and Warehouses</i>	1.1 spaces			
<i>Warehousing (non-sales)</i>	0.5 spaces			
<i>Business Park</i>	2 spaces			
<i>Science Park</i>	2 spaces			

Informative Notes

A lower provision of vehicle parking may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the road. Consideration should also be given to the requirement for any overnight parking and facilities.

It is acknowledged that there is an increasing trend for B8 developments with a retail element where there is the option for customers to visit a counter at the premises and make purchases, for developments such as this, additional customer parking should be allocated, equivalent to the A1 standard for the floor space that has public access.

If a site office is included in the development then a B1 parking standard should be applied for that area.



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Class 7: Hotels and Hostels

Hotel, boarding and guest house, hostel.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Hotel and B&B	1 space per 2.5 bed spaces	1 space per 5 staff for staff + 1 space per 10 bedrooms	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity
Hostel	1 space per 4 staff plus customer parking on individual merits	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces over 100 car spaces)	1 space per 40 sqm	

Informative Notes

A lower provision may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car park facilities. The modern day hotel is seldom used solely as a hotel and often offers multifunctional amenities such as conference facilities, restaurants and gyms. These multifunctional uses must be considered per individual class use and adequate parking allocated to encompass all uses when considering the potential for cross- visitation.

Class 8: Residential Institutions

Residential school, college, training centre, residential accommodation with care, hospital, nursing home.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Residential Care Home	1 space per staff member + 1 visitor space per 3 beds	1 space per 5 staff	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	Dependant on actual development, on individual merit, although expected to be significantly higher than business or recreational development requirements
Hospital	1 space per 3 beds + 1 space per doctor/surgeon + 1 space per 3 other staff	1 space per 4 staff Visitors - to be considered on a case by case basis		
Treatment Centres (eg ISTC (Independent Sector Treatment Centre) with overnight facilities)	4 spaces per consulting room + 1 space per practitioner + 1 space per 3 other staff	1 space per 4 staff Visitors to be considered on a case by case basis		
Education Establishments - Primary/Secondary	1 space per staff member + provision for buses where required	1 space per 5 staff + 1 space per 3 students		
Residential Education Establishments - Further/Higher	1 space per staff member + 1 space per 10 students	1 space per 5 staff + 1 space per students		

Informative Notes

Parking Standards for retirement developments that are warden assisted yet provide independent living should fall under Class C3.

Hospital Parking: With regard to parking, it should be acknowledged that particular needs of hospitals arising from their 24 hour service (which impacts on accessibility for patients and visitors and on staff working patterns) should be taken into account and parking provision provided accordingly.

The impact of parking on the surrounding area should be considered and if necessary provide appropriate



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traffic management measures (eg resident parking scheme) to prevent illicit parking on neighbouring streets by people travelling to the hospital site. Travel plans for staff, patients and visitors play an important role in traffic reduction and especially encourage modal shift for staff.

Class 9: Houses

House occupied by a single person, or a number living together as a family, or as a household of 5 persons or less. Limited use as a bed and breakfast or guest house.

Trip Origin

Dwellings are predominantly travel origins as opposed to destinations. Previously parking standards have attempted to reduce car use by restricting parking spaces at origin and destinations. It is now recognised that providing a reduced number of parking spaces at a travel origin does not discourage people from owning a car. Therefore parking standards for origins should be used as a minimum standard. For travel destinations the standard will continue to be a maximum.

Standard

Flats and Houses are to be treated the same, with parking standards decided by the number of bedrooms the dwelling has.

Type of Development	Appropriate Provision (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
1 Bedroom	1 space per dwelling	1 secure covered space per dwelling. None if garage or secure area is provided within cartilage of dwelling.	N/A	N/A if parking is in cartilage of dwelling, otherwise as Visitor/ Unallocated
2-3 Bedroom	2 spaces per dwelling*			
4 Bedroom	3 spaces per dwelling			
Retirement Developments (eg warden assisted independent living accommodation)	1 space per dwelling	1 space per 8 units (visitors)	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	N/A if parking is in cartilage of dwelling, otherwise as Visitor/ Unallocated

Part 3

ROADS DEVELOPMENT GUIDE

Type of Development	Appropriate Provision (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Private Sheltered Housing and Housing Associations	0.2-0.5 spaces per dwelling + 0.3 spaces visitor parking per dwelling + 1 space per warden			
Amenity Housing	0.5 spaces per dwelling + 0.3 spaces visitor parking per dwelling			
Local Authority Sheltered Housing	0.25 spaces per dwelling + 1 space per warden			
Visitor/ Unallocated	0.25 spaces per dwelling (unallocated)	If no garage or secure area is provided within cartilage of dwelling then 1 covered and secure space per dwelling in a communal area for residents plus 1 space per 8 dwellings for visitors	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% or total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity

* Excluding garage if less than 7 m x 3 m internal dimension

Informative Notes

Standards excluded garages under 7 m x 3 m (internal dimension) as a parking space but can include undercroft parking and car ports providing they have no other use.

Visitor/unallocated vehicle parking can, subject to appropriate design, be located on or near the road frontage.

Unallocated cycle parking for residents to be secure and covered, located in easily accessible locations throughout the development.

Reductions of the standard may be considered if there is development within an urban area that has good links to sustainable transport.



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Class 10: Non-Residential Institutions

Crèche, day nursery, day centre, provision, provision of education, museum, exhibition hall, public library, display of art, public worship, religious instruction, social activities of a religious body.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Crèche, Child Care	1 space per full-time equivalent staff + drop off/pick-up facilities	1 space per 4 staff + 1 space per 10 child places	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	1 bay or 5% or total capacity, whichever is greater
Day Care Centre	1 space per full-time equivalent staff + drop off/pick-up facilities	1 space per 4 staff	1 space + 1 per 20 car spaces (for first 100 car spaces) then 1 space per 30 car spaces (over 100 car spaces)	1 bay or 5% or total capacity, whichever is greater
Community Centres	5.0- 20.0 m ² GFA			
Education - Primary/Secondary	1 space per 15 pupils	1 space per 5 staff + 1 space per 3 pupils	1 space + 1 per 20 car spaces (for first 100 car spaces) then 1 space per 30 car spaces (over 100 car spaces)	1 bay or 5% of total capacity, whichever is greater
Education - Further/Higher	1 space per 2 staff + 1 space per 15 students for student parking	1 space per 5 staff + 1 space per 3 students		
Art Galleries, Museums, Public/Exhibition Hall	1 space per 30 sqm ² public display space + 1 space per 2 staff	10 spaces + 1 space per 10 vehicle space		200 bays or less = 3 bays or 6% of total capacity whichever is greater
Places of Worship	1 space per 10 seats	1 space per 4 staff + visitor parking (individual merits)		Over 200 Bays = 4 bays plus 4% of total capacity
Libraries	3 spaces + 1 space per 3 staff			
Crematoria	1 space per seat			

Informative Notes

A lower provision may be appropriate for educational establishments in an urban location where there is good access to alternative forms of transport to allow sustainable travel.

The relationship between a school and the residential area is important and falls within the operational requirements of the school. Schools should represent the heart of the community and community facilities should be considered within the school site.

Special Schools parking/drop-off arrangements must be taken into consideration as generally extra staff are required and most pupils/students arrive by taxi or car. Coach parking and facilities must be considered for all D1 uses.

Class 11: Assembly and Leisure

Cinema, concert hall, bingo hall, casino, dance hall, discotheque, skating rink, swimming bath, gymnasium or for indoor sports or recreation not involving motorised vehicles or firearms.

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Cinema/Bingo Halls	1 space per 10 seats	10 spaces + 1 space per 10 vehicle space	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% or total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity
Theatres/Concert Halls	1 space per 5 seats			
Team Sports (outdoor sports pitches)	20 Spaces	10 spaces plus		
Sports Centres <i>Swimming Pools</i>	10 spaces per 100 sqm ² of pool area 1 space per table	10 spaces + 1 space per 10 vehicle space		
<i>Snooker Halls/ Other Facilities</i>				
Golf Clubs	3 spaces per hole	Individual merit		
Other Sports Facilities	Individual merit	Individual merit		
Dance Halls/ Discotheques	10 spaces + 1 space per 3 staff + 3 spaces for performers			

Informative Notes

Coach parking and facilities must be considered for all uses.



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Other: Sui Generis

Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Garden Centres (see <i>informative notes</i>) 0-2,000 m ² GFA 2,000-5,000 m ² GFA >5,000 m ² GFA	1 space per full-time staff equivalent 5.5 5.0 4.0	1 space + 1 per 20 car spaces (for first 100 car spaces), then 1 space per 30 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater. Over 200 bays = 4 bays plus 4% of total capacity 200 bays or less = 3 bays or 6% of total capacity whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	
Student Flats	1 space per 7 students + 1 space per 3 staff + 1 space per wardem			

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Type of Development	Vehicle Maximum (spaces per 100 m ² gross floor area, GFA)	Cycle Minimum	PTW Minimum	Disabled Minimum
Motor Trade				
Vehicle display area	2 spaces			
Spares department	4 spaces			
Servicing/ bodywork	4 per service bay			
Tyre and exhaust centre	2 per service bay			
Car wash	5 queuing spaces			
Scrapyards	2 spaces			
Staff	1 space per 2 staff			
Public Houses	10 spaces			

Informative Notes

Coach parking and facilities must be considered for all uses.

Multifunctional uses must be considered per individual class use and adequate parking allocated to encompass all uses, when assessing the parking requirements of a development, taking into account cross-visitation.

A lower provision of vehicle parking may be appropriate in urban locations where there is good access to alternative forms of transport and existing car parking facilities.



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Local Authority Variations

Click on the form titles below to access each local authority's variations. The 'Master' form is an editable PDF which can be completed with your own details.

* NB no variations intimated at this stage

[Master Local Authority Variation Form](#) 

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