

CABINET

**COUNCILLOR MARTIN TENNANT
ENVIRONMENT AND SERVICE DELIVERY
PORTFOLIO HOLDER**

27 JUNE 2017

REPORT NO. PLN 1719

KEY DECISION :YES

**CAR AND CYCLE PARKING STANDARDS –
REVIEW OF SUPPLEMENTARY PLANNING DOCUMENT**

SUMMARY AND RECOMMENDATIONS:

This report follows a review of the current Parking Standards that sets the policy for residential and commercial parking in new and existing development in the borough and seeks approval to consult on the draft Supplementary Planning Document, the Rushmoor Car and Cycle Parking Standards SPD 2017.

It is recommended that the Cabinet:

- **Consider the review of the Council's Car and Cycle Parking Standards SPD as set out in this report;**
- **Approve the draft Car and Cycle Parking Standards SPD (attached) for consultation;**
- **Cabinet delegates authority to the portfolio holder for Environment in conjunction with the Head of Planning to agree any minor changes prior to publication for consultation.**

1. INTRODUCTION

- 1.1 This report seeks approval from Cabinet to undertake a public consultation exercise on a draft Supplementary Planning Document (SPD), which follows a review of the Council's current Car and Cycle Parking standards.
- 1.2 The current Council's Car and Cycle Parking SPD was adopted in April 2012, and followed government guidance, which encouraged councils to develop parking policies for residential development and commercial development by taking account of expected levels of car ownership, balanced against the importance of promoting good design and the need to use land efficiently.
- 1.3 In January 2011, the Government announced changes to Planning Policy Guidance 13, the principal effect being the deletion of the requirement to express "maximum" parking standards for residential development. Our current standard adopted in 2012 reflected this

change and gave us more scope to set more realistic parking policies that reflect the circumstances in the borough.

- 1.4 The National Planning Policy Framework (NPPF), required the setting of local parking standards for residential and commercial development to take account of :
- The accessibility of the development
 - The type, mix and use of the development
 - The availability and opportunities for public transport
 - Local car ownership levels, and
 - An overall need to reduce the use of high emission vehicles

This report seeks approval from Cabinet to carry out public consultation on a draft Supplementary Planning Document (SPD), which follows a review of the Council's current Car and Cycle Parking standards.

2. BACKGROUND

- 2.1 To provide the background evidence to support new parking standards, Officers have studied information on car ownership using the 2001 and 2011 census and to compare this data with our neighbouring authorities. While the average car ownership per household has increased by 0.1 cars (7.5%) between 2001 and 2011 Rushmoor still has a lower level of car ownership than our neighbouring authorities.
- 2.2 Our requirement since 2012 for additional visitor parking spaces for new residential developments our parking standard is more stringent than our neighbouring authorities.
- 2.3 This study also demonstrated that the number of cars owned by residents bears little relationship to the accessibility of an area (which considers proximity to public transport and to local facilities including shops).
- 2.4 Night time surveys of residential developments that comply with our current standard have been undertaken at 8 locations in Aldershot and Farnborough. These show that there is vacancy of some parking spaces suggesting that the present standard not only meets current demand but also allows future flexibility for the future (e.g.family sizes changes through the life cycle of an individual property).

3 DETAILS OF THE PROPOSAL

Proposed changes to our Car and Cycle Parking Standards SPD

- 3.1 Our present residential parking standard is :
- 1 parking space for 1 bed properties

- 2 parking spaces for 2/3 bed properties, and
 - 3 parking spaces for properties with 4 or more bedrooms
Plus visitor parking
 - 1 visitor space for every 3 x 1 bed properties, and
 - 1 visitor space for every 5 properties of 2 or more bedroom
- 3.2 The review suggests no change is made to the fundamental parking standards above but that more clarity is given to other areas where the present guidance is not clear.
- 3.3 In town centre locations, the standards refer to a minimum of 1 parking space for each residential dwelling in “exceptional circumstances”. It is proposed that the new standard clarifies this distinction by firstly defining the town centres and making a distinction between new build and conversion or re-use of properties for residential use. It is not the intention to discourage re-use of existing buildings which are expected to meet the minimum standard by a combination of parking off street and on street (supported by parking surveys). While for new development it is expected that the minimum standard will be available within the development.
- 3.4 Residential developments in multiple occupation (HMOs) or studio flats or bedsits will be need to meet the standard in terms of the number of beds being provided.
- 3.5 Experience has shown that while garages of sufficient size to accommodate a modern family car (3m x 6m) have been provided on developments they are quite often not used for parking. It is proposed to no longer count a garage as a parking space for new development.
- 3.6 The principle of parking cars one behind the other in a tandem formation is considered satisfactory for two cars but our present standard does not prevent this being extended for three cars in a line, which is not considered acceptable.
- 3.7 The size of parking spaces for new residential development should be increased from the present 4.8m x 2.4m to become 4.8m x 2.5m to reflect the increased size of modern cars.

Programme for Adoption

- 3.8 The process for adoption of an SPD requires consultation of the draft document for a minimum of 4 weeks. Subject to approval of the draft document by Cabinet, it is proposed to start the consultation at the start of July to conclude on the 6th September 2017 to give more time to allow for the summer leave period.
- 3.9 Consideration of responses to the consultation and preparation of the final SPD should be completed for consideration by Cabinet in October.

4. IMPLICATIONS OF DECISION

Legal Implications

- 4.1 The adopted Car and Cycle Parking Standard Supplementary Planning Document will set the policy for determination of the parking requirements for new and existing residential and commercial developments.

Financial and Resource Implications

- 4.2 The adopted Car and Cycle Parking Standard Supplementary Planning Document needs to be supported by evidence of its suitability and appropriateness in accordance with the NPPF to ensure that challenges from planning appeals can be defended that could result in legal costs and unnecessary use of staff resources. The revision to this standard is based upon evidence of car ownership levels and local circumstances in the borough.

BACKGROUND DOCUMENTS:

A number of background documents have informed the preparation of the draft Car and Cycle Parking Standards SPD 2017. These include the National Planning Policy Framework, 2001 and 2011 Census (Car ownership per household), Parking Standard SPDs for other Local Planning Authorities.

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Rushmoor Plan

PLANNING FOR RUSHMOOR'S FUTURE



DRAFT FOR CONSULTATION

2017

Car and Cycle Parking Standards Supplementary Planning Document

Car & Cycle Parking Standards SPD

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1 Introduction

1 Introduction

1.1 This Supplementary Planning Document (SPD) sets out the Council's approach to car and cycle parking in new development. This document forms part of the Rushmoor Plan⁽¹⁾ and its content is a significant material planning consideration in the determination of planning applications.

1.2 This document supersedes the Council's existing Car & Cycle Parking Standards Supplementary Planning Document (Adopted April 2012)⁽²⁾ to take account of new local information and changes to national policy.

1.3 This document sets out the policy context for the revised SPD in Chapter 2 and it then looks at some of the specific issues and challenges in Rushmoor in Chapter 3.

1.4 Our approach to car and cycle parking is set out around a number of 'key principles' in Chapter 4. These provide information about our expectations for car and cycle parking in new residential and non-residential development and support the implementation of the parking standards which are set out at Appendix A. In relation to non-residential development the standards are not expressed as either a maximum or a minimum. Instead they provide an indication of the appropriate level of parking for the different uses. With regard to residential development, the guidelines are expressed as the minimum level of parking that would normally be expected.

1.5 Developers and their agents are required to have regard to this SPD from an early stage of developing their proposal. The Council generally encourages pre-application discussion for all development proposals.

1 The Rushmoor Plan is the name for the Borough's Local Development Framework. Further information about the Rushmoor Plan is available online at: www.rushmoor.gov.uk/rushmoorplan.

2 Rushmoor Borough Council Car & Cycle Parking Standards SPD (Adopted April 2012).

2 Policy Context

2.1 The policies and principles in this document comply with national, regional and local policy and with the County-wide strategy set out in the Hampshire Local Transport Plan 2011-2031.⁽³⁾

2.2 National planning policy seeks to promote sustainable development that makes efficient use of land and resources and demonstrates good design. It allows local authorities to set parking standards for residential and non-residential development to reflect their local circumstances.

2.3 The SPD has regard to the National Planning Policy Framework (NPPF)⁽⁴⁾, which provides a framework within which the Council, in consultation with local people, should produce its own distinctive local plans to reflect the needs and priorities of our community.

2.4 The NPPF contains a specific section on promoting sustainable transport. It says that the transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel. The NPPF recognises, however, that different policies and measures will be required in different communities and that the opportunities to maximize sustainable transport solutions will vary in different areas.

2.5 Paragraph 39 of the NPPF requires the setting of local parking standards for both residential and non-residential developments to take account of :-

- The accessibility of the development
- The type, mix and use of the development
- The availability and opportunities for public transport
- Local car ownership levels, and
- An overall need to reduce the use of high – emission vehicles.

2.6 The government acknowledges that local authorities are best placed to set standards based on local circumstances and the needs and the aspirations of their communities. This SPD has been produced to inform developers how to achieve that objective pursuant to the provisions of the NPPF.

2.7 The Rushmoor Core Strategy (Adopted October 2011) contains policies relevant to parking, and Policy CP16 (Reducing and Managing Travel Demand) provides the principal hook for this document. This document also supports and adds detail to a number of other policies in the Rushmoor Core Strategy, namely:

- CP1 Sustainable Development Principles;
- CP2 Design and Heritage;
- CP4 Surface Water Flooding;
- CP10 Infrastructure Provision;
- CP17 Investing in Transport.

³ The Hampshire Local Transport Plan 3 can be viewed online at www3.hants.gov.uk/transport/local-transport-plan.htm.

⁴ National Planning Policy Framework

3 Background and Evidence

3 Background and Evidence

3.1 In accordance with national policy, it is important to ensure that our parking standards reflect local circumstances, and strike the right balance between providing a sufficient number of car parking spaces (to prevent vehicles from being displaced onto the public highway), promoting good design and using land efficiently.

Residential car parking standards

3.2

In relation to parking the National Planning Policy Framework (NPPF) says that, if setting local standards for both residential and non-residential development, local planning authorities should take into account:

The accessibility of the development;

- The type, mix and use of the development;
- The availability of and opportunities for public transport;
- Local car ownership levels; and
- An overall need to reduce the use of high- emission vehicles.

3.3 A previous Government requirement to apply maximum parking standards led to inadequate off-street parking provision in certain parts of the borough. This was shown to increase demand to park on-street and where there is a lack of space or inadequate controls it has led to indiscriminate parking which not only can affect the amenity and convenience of residents but may also prejudice the safety of users of the highway or the passage of utility and emergency vehicles. This overspill parking often results in parking on footways and verges which not only affects the appearance of the street scene it can potentially cause damage to underground utility services and present difficulty for pedestrians and those with impaired mobility using push chairs and mobility equipment.

3.4 Evidence suggests that there is not a strong correlation between car ownership and car use, so there is no strong environmental reason to apply maximum standards (which were aimed at reducing car use).

3.5 Information from the 2001 and 2011 Census provides a helpful indicator of parking need in the Borough, and allows us an opportunity to compare the level of car ownership after a 10 year period and across various parts of Rushmoor.

3.6 Table 1 shows the level of car ownership in Rushmoor (the availability of cars/vans) making a comparison between 2001 and 2011. The Table also compares the level of car ownership with our neighbouring authorities together with the current residential parking standard in use for each of the planning authorities.

3.7 While the average car ownership per household has increased by 0.1 cars (7.5%) between 2001 and 2011 we still have a lower level of car ownership than our neighbouring authorities. .

Background and Evidence 3

Authority (date of SPD)	Cars per household		Parking Standard (spaces for property size)			
	2001 census	2011 census	1 bed	2 bed	3 bed	4 or more bed
RUSHMOOR (2012)	1.3	1.4	1	2	2	3
Hart (2008)	1.65	1.7	1.1	2.25	2.75	3.25
Basingstoke (2008)	1.4	1.5	1	2	2	2
Surrey Heath (2012)	1.6	1.7	1	1	2	2

Table 1 Average car ownership per household (Source: Census, 2001 and 2011)

3.8 To check that the level of car ownership is not affected by local characteristics Table 2 shows car ownership data from the 2001 and 2011 census by Ward.

WARD	0 car	1 car	2 cars	3 cars	4+ cars	Ave. per household
Fernhill	(11.5)	(40.6)	(37.0)	(8.1)	(2.8)	(1.5)
	12.2	38.0	36.0	9.9	3.9	1.6
Cherrywood	(26.9)	(42.4)	(25.0)	(4.2)	(1.5)	(1.1)
	23.6	45.7	24.3	5.1	1.3	1.2
St Johns	(9.9)	(40.3)	(37.9)	(8.9)	(3.0)	(1.6)
	10.0	39.2	40.0	8.1	2.7	1.6
West Heath	(13.3)	(42.6)	(34.5)	(6.9)	(2.7)	(1.4)
	12.6	42.4	33.4	8.2	3.4	1.5
Empress	(15.6)	(44.0)	(31.5)	(7.0)	(1.9)	(1.4)
	14.7	45.7	30.4	7.4	1.8	1.4
Cove & Southwood	(10.4)	(37.4)	(42.3)	(8.0)	(1.9)	(1.5)
	11.5	38.5	38.9	8.5	2.6	1.5
Knellwood	(11.1)	(40.5)	(37.2)	(8.4)	(2.8)	(1.5)
	10.9	40.5	37.0	8.1	2.6	1.5
St Marks	(19.4)	(44.8)	(28.5)	(5.7)	(1.6)	(1.3)
	18.7	46.1	28.5	5.3	1.4	1.2
Wellington	(21.7)	(56.1)	(18.8)	(2.5)	(0.9)	(0.95)
	26.9	52.5	18.2	1.8	0.6	0.97
Rowhill	(17.0)	(42.8)	(30.9)	(6.6)	(2.7)	(1.4)
	18.0	41.3	30.2	7.8	2.7	1.4
North Town	(20.1)	(43.2)	(29.2)	(5.8)	(1.7)	(1.3)
	16.3	40.8	33.2	7.1	2.6	1.4
Aldershot Park	(24.4)	(42.5)	(26.5)	(5.0)	(1.6)	(1.2)
	21.7	41.3	28.1	6.4	2.5	1.3

Table 2 Percentage of residences by car ownership by Ward (Source: Census, 2001(in brackets) and 2011)

3.9 The level of car ownership is relatively consistent across the borough apart from Wellington Ward which includes the Aldershot military town and redevelopment area of Wellesley. The other two wards that show lower levels of car ownership, Aldershot Park and Cherrywood include the two areas with the highest levels of multiple deprivation in the borough. It is to be expected that the level of car ownership in Rushmoor is more affected by the level of available income than by accessibility and the proximity to public transport.

3.10 The Rushmoor Car and Cycle Parking Standard SPD was last reviewed in 2012. Further to the car ownership statistics taken from the 2001 and 2011 census an early morning survey was carried on a Sunday and a weekday evening of completed residential developments in the borough that met the 2012 parking standard. Table 3 gives a result of these surveys:

	Number of allocated spaces	Empty allocated spaces	Number of Visitor spaces	Empty Visitor spaces
Hazel Avenue, Farnborough	6	Weekend 3 Evening 2	2	Weekend 0 Evening 1
Church Road West, Farnborough	10	Weekend 4 Evening 4	2	Weekend 2 Evening 1
Somerset Road, Farnborough	18	Weekend 6 Evening 6	2	Weekend 2 Evening 2
South Street, Farnborough	22	Weekend 6 Evening 3	3	Weekend 2 Evening 0
Sheeling Close, Aldershot	31	Weekend 11 Evening 11	3	Weekend 2 Evening 2
Mount Pleasant Road, Aldershot	28 (incl. garages)	Weekend 4 Evening 3	0	Weekend - Evening -
St Georges Road East, Aldershot	8	Weekend 1 Evening 2	2	Weekend 2 Evening 2
Church Lane East, Aldershot	31	Weekend 5 Evening 9	2	Weekend 1 Evening 1

3.11 The surveys show that the introduction of visitor parking spaces in addition to the main parking standard requirement has given sufficient numbers of unallocated parking spaces to give more flexibility to the developments which has resulted in some space capacity available in the developments surveyed.

3.12 A further observation from these surveys was that where the parking requirement is reliant upon garages to meet the parking standard there is more evidence of indiscriminate parking probably due to garages not being used for car parking.

3.13 Using the information from the 2001 and 2011 census, comparing our residential parking standard with our neighbouring planning authorities and surveying residential development sites that meet the 2012 standard it is apparent that our main parking standard is sufficient to provide the right number of parking spaces for new development. There are however areas within the 2012 standard that require clarification and change to respond to interpretation and local design issues that have arisen since 2012. These are described further and set out in Section 4 of this SPD.

Non - Residential car parking standards

3.14 It is considered that journey destinations have the greatest influence upon the mode of transport used which should not be confused with the desire for residential car ownership (and parking spaces at the point of residence). In light of this, and in the context of the requirements of the National Planning Policy Framework, the SPD will to adopt maximum parking standards for non-residential development to encourage more use of sustainable transport.

3.15 This allows provision below the standard to be sought and provided where it would be appropriate and not result in problem parking or highway safety issues. This may be complemented by other demand management measures, such as the requirement for high quality cycling facilities and proactive Travel Plans. Given the urban character of Rushmoor, a single parking standard for development throughout the Borough is the preferred approach.

A comprehensive Borough-wide approach

3.16 It is considered that a Borough-wide approach to residential and non-residential parking standards provides a holistic parking strategy for new development within the Borough. Given that the non-residential parking standards are seeking to help facilitate travel to work by modes other than the private car, it is important that residential parking standards provide the flexibility to enable residents to leave their cars at home in a safe place on the days that they may travel by alternative modes.

4 The Principles behind our Parking Standards

4 The Principles behind our Parking Standards

4.1 This SPD describes out Rushmoor Borough Council's car and cycling parking requirements with a series of key principles which are set out and explained below.

4.1 Overarching Principles

Principle 1 - Use of car and cycle parking standards

The car and cycle parking standards included in this Supplementary Planning Document apply to all development (including changes of use).

4.2 The number of car and cycle parking spaces required for different classes of development is set out at Appendix A. Residential car parking standards are expressed as 'required standards', and non-residential car parking standards are expressed as 'maximum standards'. For maximum standards attention is also drawn to the requirements of Principle 3.

4.3 Where development includes two or more land uses to which different parking standards apply, the parking demand should be assessed on the basis of the uses' respective floor areas. Developers are encouraged to make best use of any shared parking areas (for example, by time of day/day of week) where this can be achieved without difficulty.

4.4 If the sum of the parking requirement results in part spaces, the provision should be rounded up to the nearest whole number.

4.5 The parking standards should be applied to all development, including changes of use, residential sub-divisions, and extensions. Where residential extensions would increase the number of bedrooms, this may result in an increase in the parking standard. Consideration will be given to the existing parking provision for a property however where the increase in the size of the property represents a "step change" in the number of bedrooms as defined by the residential parking standard an equivalent "step change" in the number of parking spaces will be required.

Principle 2 - Meeting the car parking impact of new development

Where an increase in floor area or a change of use would result in a higher parking standard, additional spaces need only be provided to serve the extra demand, and not to make up for any deficiencies in the existing provision.

4.6 It would be unreasonable to expect new development to ameliorate an existing situation.

The Principles behind our Parking Standards 4

Principle 3 - Demonstrating that the parking requirement can be met

Planning applications must include information to demonstrate to the satisfaction of the Council that the functional parking needs of the development can be accommodated on or close to the site without prejudicing highway safety or other planning objectives.

4.7 Applications should be accompanied by a Parking Layout drawing which should be a scaled plan (at a minimum scale of 1:500) to show how the car parking would be accommodated and accessed within the site.

4.8 To count towards the car parking standard, car parking spaces need to meet the minimum size requirements set out in Table 2.

Type of parking space	Minimum size
Parking bays	4.8m x 2.5m*
Parallel parking spaces	2.0m x 6.0m
Parking bay in front of a garage **	5.5m x 2.5m
Requirements for larger vehicles are set out in Principle 11.	

Table 2 Size requirements for car parking spaces.

* Parking space dimensions for new development (existing residential spaces can be 4.8m x 2.4m)

** For conventional "up and over" or external opening garage doors

4.9 Widths and lengths of spaces may need to increase if those spaces are next to a wall or a footway. Aisle width between rows of spaces should be at least 6.0m to enable vehicles to manoeuvre safely.

4.10 Where the parking area also provides the pedestrian access to a residential property a minimum width of 900mm shall be shown on the parking layout outside of the defined parking spaces.

Principle 4 – Tandem parking

No more than two parking spaces shall be laid out one behind the other for all residential development

4.11 Tandem parking spaces provided in line one behind the other, are acceptable on-plot within the curtilage of a dwelling, if no more than two cars are parked in tandem. This principle shall apply to other parking layouts requiring three parking spaces such that no more than one parking space is obstructed by other parking spaces.

4.12 Turning diagrams may be required to demonstrate that vehicles can manoeuvre safely into and out of spaces.

The Principles behind our Parking Standards 4

Principle 5 – Loss of on street parking

The loss of on street parking spaces to facilitate a new or modified access to the highway shall be re-provided.

4.13 The loss of an on street parking space to facilitate a new vehicular access to the highway for a new build development shall be provided within the site or re-accommodated on street. Any traffic management costs associated with this will be recovered from the development under a S106 agreement.

4.14 Where the site is constrained, a condition may be imposed to ensure that any internal or external car parking spaces are retained for car parking and not used for any other purpose.

4.2 Car Parking for Residential Development

Principle 6 - The application of residential parking standards

Residential developments should provide the number of car parking spaces set out in Appendix A.

4 The Principles behind our Parking Standards

4.12 The Council's residential parking standards strike a balance between providing sufficient on-site parking to meet residents' needs, environmental sustainability and good design. There is a presumption that the parking standard (including the visitor parking requirement) should be provided in full.

4.13 Car parking should normally be provided within the development site. However, Principle 11b sets out that off-site provision may exceptionally be allowed in town centres. Under Principle 7 consideration may also be given to a reduced parking standard for the conversion or re-use of an existing property, however the full parking standard will be required for new build development.

Principle 7 - The provision of at least one car parking space per dwelling

Notwithstanding the size or location of the development, a minimum parking standard of one space per dwelling will be required.

4.14 It is also recognised that in some circumstances where there has been a change of use, the development's overall parking provision may still end up being less than 1 space per unit. This is because it would still be necessary to take into account the balance of parking provision from the previous use of the building (in accordance with Principle 2).

Principle 8 - Allocated parking spaces

Where car parking is located within the development site but beyond the new properties' residential curtilages (e.g. flatted developments), at least one space should be allocated for use by each property. This would ensure compliance with Principle 5.

4.15 Spaces should be allocated in a way that does not distinguish between market housing and affordable housing, with the usual expectation that each property will have the parking space(s) located closest to it. The Council may require a car parking allocation plan to be submitted as a planning condition, to ensure that all new properties have at least one car parking space, and that these are retained in perpetuity.

4.16 If, after consideration of the parking requirements for the development in accordance with this SPD, this results in there being less than one parking space for each property, then those parking spaces should not be allocated.

The Principles behind our Parking Standards 4

Principle 9 - Visitor or unallocated car parking

Individually accessible visitor car parking spaces should be provided in accordance with Table 3. The total visitor space requirement should be rounded to the nearest whole number.

Size of property	Number of visitor spaces required (total rounded to nearest whole number)
1 bedroom property	1/3 visitor space per property
2 + bedroom property	1/5 visitor space per property

Table 3 Number of visitor spaces on residential developments

4.17 Visitor spaces should be included to provide more flexibility for residents to accommodate visitors, and for sites to accommodate changes in family generation cycles. In town centre locations (as defined by the Policies Map of the Rushmoor Local Plan) it may be acceptable for visitor parking to use town centre public car parks. For developments of over 50 residential units, the visitor parking requirement will be determined on the basis of the Transport Assessment.

4.18 Visitor spaces should be marked 'VISITOR' where they are located within private car parking areas.

Principle 10 - Parking in garages

Garages provided for new development will not count towards the car parking standard. If a garage is to be counted to provide the accommodation for cycle parking then it should have internal dimensions of no less than 3m x 6m for a single garage.

4.19 The Council does encourage the use of car ports as these tend to be well used for car parking and may improve the appearance of the parking within the street scene.

4 The Principles behind our Parking Standards

Residential development in town centres

4.20 Car ownership is high in even the most sustainably located developments. Although a sustainable location allows for the easy use of public transport, most residents still enjoy the freedom that comes with owning a private vehicle. Where a development is within the defined town centre as set out in the Policies Map of the Rushmoor Local Plan and can be demonstrated to be contributing to the regeneration of the town centre and/ or has a significant social value then the Council may agree to a lower provision of car parking spaces than the parking standard.

4.21 For new build development this shall not be less than one off street parking space per dwelling.

4.22 The Council may consider a further reduction of the parking standard where the “Exceptional Circumstances” as defined in para 4.23 can be met.

Principle 11a – Minimum parking standard to serve new build residential development in town centres

Where a new build development is within the defined town centre as set out in the Policies Map of the Rushmoor Local Plan consideration will be given to a minimum parking standard of one space per dwelling.

4.23 “Exceptional Circumstances”, where a reduced provision of parking spaces per dwelling could be considered:

- Where a development involves the retention and re-use of buildings within the defined town centre as set out in the Policies Map of the Rushmoor Local Plan
- Where suitable alternative off street or on street parking is available within 200m

Such development proposals will also be supported by a Travel Plan to encourage the use of sustainable transport, including car sharing and cycle ownership and evidence that car ownership is to be actively discouraged.

Principle 11b - Off-site car parking to serve existing residential development in town centres

Where a development involves the retention and re-use of existing buildings within the defined town centre as set out in the Policies Map of the Rushmoor Local Plan applicants may consider the use of public parking or other off-site locations to meet the parking standard where these are within a reasonable walking distance (200m) of the development site.

Where less than one space per dwelling can be provided on site, those spaces should be unallocated.

4.24 The Council will expect any existing on- site parking to be retained in the first instance and for any short fall (to meet the minimum standard of one space per dwelling in town centres) to then be met by firstly off street parking and then on street parking.

Principle 11c - Parking on the public highway

Where the proposal would comply with Principle 11b, spare capacity on the public highway may count towards the parking standard.

4.25 Parking spaces on the public highway within a 200m walking distance of the site may count towards the parking standard if the applicant can demonstrate that it has unused capacity.

4.26 This should be demonstrated through the undertaking and submission of parking surveys (using the Lambeth model or similar). Surveys should be carried out in the early morning and late evening on a sample of week and weekend days over a period of at least two weeks. The survey should note how many spaces are unoccupied at different times on different days and be supported by photographs.

Principle 11d - Parking on land in separate ownership

Where the proposal would comply with Principle 9b, spare capacity on third party land within a walking distance of 200m of the site may count towards the parking standard.

4.27 In order for these spaces to count towards the parking standard, the Council would need to see evidence that they are available to residents, of an appropriate accessibility and suitable standard and could be secured in perpetuity with a legal agreement.

The Principles behind our Parking Standards 4

4.3 Car Parking for Non-Residential Development

Principle 12 - Application of non-residential car parking standards

Non-residential car parking standards, as set out in Appendix A, are expressed as maximum standards. Even if the proposal would not exceed the maximum parking standard, evidence should be provided to demonstrate that the parking level proposed would minimise car use, and would be appropriate for the site.

4.31 As set out in Chapter 3, it is recognised that the car parking provision at journey destinations has the greatest influence upon car use.

4.32 Proposals should avoid over generous parking provision to use land efficiently. It should not be assumed that a proposal will automatically be acceptable just because it does not exceed the maximum standard and applicants for non-residential development should demonstrate what measures they are taking to minimise the need for people to travel to the site by private car to reduce the need for car parking.

4.33 Equally, proposals with substantially reduced parking provision may be unacceptable if the Council considers that this would result in parking pressure on existing or proposed streets which cannot be reasonably mitigated.

4 The Principles behind our Parking Standards

4.34 The parking requirement (as set out at Appendix A) is calculated on the basis of gross external floor area (GEA), and includes the thickness of the external walls. Information provided on the standard application form relates to gross internal area. Unless information about the GEA is provided with the application, the Council will apply a conversion factor of x1.0375 (plus 3.75%) to convert the internal floorspace to external floorspace⁽¹²⁾.

Principle 13 - Parking and delivery space for commercial vehicles

Applicants should make provision for lorry and van parking and deliveries, on the basis of a robust appraisal of the development's future needs. The standards (in Table 4) below will be used as a guideline.

The design and layout of new commercial premises should include rear access and servicing facilities. Where appropriate, support will be given to proposals that provide or improve rear access and servicing to reduce disruption and improve safety to highways users.

Industrial / warehouse (B1c/B2/B8) uses	<ul style="list-style-type: none"> For the first 2000sqm, one lorry space per 500sqm For floorspace over 2000sqm, one lorry space per 1000sqm
Retail and other uses	Applicant to demonstrate that lorry/van deliveries can be made without disruption or reduced safety to customers or other users of the highway
Parking bay sizes (minimum)	<ul style="list-style-type: none"> 7.5m x 3.5m for vans and minibuses 12.0m x 3.5m for rigid trucks, buses and coaches 17.0m x 3.5m for articulated trucks

Table 4 Parking and delivery space for commercial vehicles.

Principle 14: Drop-off spaces for nurseries, day centres and health establishments

Day centres and health establishments will be required to provide drop-off spaces.

4.35 It is recognised that many of the visitors to daycare uses only make short visits. It is therefore appropriate to require the provision of drop-off spaces.

4.36 The number of drop-off spaces will be determined on the basis of the scale and specifics of the proposed use.

12 Conversion rate taken from the DCLG Core Output Indicators - Update 2/2008, July 2008 (Indicator BD1).

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Principle 15 - Motorcycle parking requirement

At least one motorcycle parking space will be provided for every 25 car parking spaces required in the development. The siting and design of the motorcycle parking area should ensure that the facility is secure, possibly by the inclusion of ground anchorages.

4.4 Transport Assessments and Travel Plans

Principle 16 - Transport Assessment

A Transport Assessment must be submitted with all planning applications exceeding the thresholds set out in Table 5.

4.37 A Transport Assessment is a comprehensive and systematic process that sets out the transport issues relating to a proposed development. It identifies what measures will be taken to deal with the anticipated transport impacts of the scheme to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport.

Principle 17 - Travel Plans

A condition requiring the submission of a company or site Travel Plan will be imposed for all proposals exceeding the thresholds set out in Table 5. The Council will work with developers to produce the best possible Travel Plan for the site.

4.38 A Travel Plan is an integrated package of actions and measures aimed at reducing the role of single occupancy car journeys to and from a development. This could be through the introduction of sustainable travel information, incentives and travel demand management measures (for example, flexible working and working from home). The developer would be expected to fund the monitoring and development of the Travel Plan over time.

4.39 Where possible, a company or site Travel Plan should be integrated with other Travel Plans to create economies of scale and achieve greater benefits through more significant measures.

4 The Principles behind our Parking Standards

Development type	Threshold
Residential	50 units
Commercial (B8)	5,000 square metres (GEA)
Other Commercial	2,500 square metres (GEA)
Retail	1,000 square metres
Education	1,000 square metres
Health Establishments	2,500 square metres
Care Establishments	500 square metres (GEA) or 30 bedrooms
Leisure: General	1,000 square metres
Leisure: Stadia, ice rinks	All

Table 5 Threshold above which a Transport Assessment and a Travel Plan will be required.

4.5 Cycle Parking

Principle 18 - The application of cycle parking standards

The cycle parking standards in Appendix A set out the minimum requirement for cycle parking that will normally be applied to new development.

However, for major developments⁽¹³⁾ there is scope to consider the cycle parking provision on the development's specific characteristics. This should be justified in a statement submitted with the application.

The cycle parking standards relate to the total cycle parking requirement, and the mix between long stay and short stay cycle parking spaces should be determined by the nature of the development.

Parking for cycles must be secure, weather proof and accessible.

4.41 Cycle storage is required to encourage cycle ownership and use, and to make cycling a feasible alternative to using the private car. It is therefore important that there is adequate storage of the right type at home, and at the journey destination.

¹³ Currently defined as residential developments of ten or more dwellings, and non-residential developments of over 1000sqm gross floorspace.

The Principles behind our Parking Standards 4

For residential uses

4.42 Every residential development is expected to provide **long term (or overnight) cycle parking**. Developments should provide cycle parking in accordance with the adopted standard. However, it is recognised that some larger developments may result in the need for a very large number of cycle parking spaces, so their need will be considered on the basis of the specifics of the proposal.

4.43 Long term cycle parking should be provided by a secure structure within the curtilage of the property. Acceptable examples would include a garden shed, bespoke cycle store or a space within a garage that is not required for car parking⁽¹⁴⁾. Cycle parking accommodation should be secure, weatherproof and accessible

4.44 In the case of flats and other multi-occupancy buildings, it is preferable for each residential unit to have its own secure cycle storage area to offer maximum security for residents' bicycles and their cycling equipment. It is recognised, however, that this may not be possible in some higher density schemes.

4.45 In all cases, the cycle store should be at ground level, easily accessible and should not require the bicycle to be carried through habitable accommodation. Storage within halls or other communal spaces will not be acceptable. The cycle store should be of a sufficient size to allow the requisite number of bicycles to be stored with both wheels on the ground.

4.46 For some types of development (for example blocks of flats), **short stay or visitor cycle parking space** should be provided. Short stay parking need not be to the same standard as long stay parking, but should usually still be covered. A popular option is a 'Sheffield Stand', which comprises of a metal frame (often an inverted 'U') secured to a fixed base. Short stay cycle parking should be unallocated and located within the site so it can be accessed independently from residential properties.

For non-residential uses

4.47 Destinations (other forms of development such as places of work) should provide a mix of long stay and short stay cycle parking depending upon the likely mix of users. Cycle parking should be located in areas with good natural surveillance and should not be provided in locations where it is necessary to carry the bicycle through a building.

4.48 On large sites, it may also be preferable to have small groups of cycle parking facilities spread around a development, rather than clustered at a central location which may prove less convenient for some users.

4.49 For developments above the threshold for a Company or Site Travel Plan, shower and changing facilities should also be provided. These should be shown on the application floor plans and maintained in perpetuity.

¹⁴ If a garage is to provide accommodation for cycle parking as well as car parking it would need to have internal dimensions of no less than 6.0m x 3.0m.

4 The Principles behind our Parking Standards

4.6 Disabled Car Parking

Principle 19 - Disabled Parking

Non-residential developments should provide a minimum of 5% of their total parking allocation as disabled spaces.

4.50 The size of a car parking space for a person with disabilities is larger than the size of a 'standard' parking space (2.5m plus 1.2m margin in width and 4.8m plus 1.2m margin in length⁽¹⁵⁾). Disabled spaces should usually be located as close to the entrance to the destination point as possible, and dropped kerbs should be provided to enable easy access from disabled parking bays to/from the footway.

4.51 Residential developments for elderly persons and other developments which are likely to be used by people with disabilities may require a higher provision of disabled spaces and should make adequate provision for access, parking and charging of mobility vehicles.

4.7 Electric Car Charging Points

Principle 20: Electric car charging points

Developers will be encouraged to provide electric vehicle charging facilities.

4.52 In order to future proof the parking design for future vehicle types, developers are encouraged to provide Electric Vehicle (EV) charging facilities. If not provided at the time of the build, parking arrangements and electrical connections should be designed so that EV charging points can be retrofitted with minimal disruption.

4.8 Parking and Design

4.53 One of the purposes of this SPD is to ensure that parking provision is well designed and in the right location.

15 Where disabled spaces are adjacent to a footway, the width of that footway may count as part of the margin. Where disabled spaces are adjacent to other disabled spaces, the shared space in between may count as the margin for both spaces.

The Principles behind our Parking Standards 4

Principle 21 - High quality design and layout of car parking areas

The Council will promote high-quality, inclusive parking design in the layout of new developments and individual buildings. The design of car parking areas should take account of crime prevention and personal safety.

4.54 The quality of a development will not only be influenced by the number of car parking spaces, but also how they have been integrated into the public realm. The layout and design of car parks should also incorporate 'Secured by Design' principles to reduce crime and maximise personal safety.

4.55 There are many ways of designing high quality residential parking and minimising the impact of parking and car access for development. Developers should consider a range of approaches to car parking and will need to satisfy the Council that they have proposed the most appropriate solution.

4.56 The location of parking should always take reference from the character and appearance of the street scene and the surrounding area.

4.57 Car parking should always be located close to the property it serves. For houses, car parking should ideally be provided within the residential curtilage and at the front of the property. This encourages activity within the street scene and recognises that residents often park there out of convenience anyway. However, it is important that the car parking and garaging does not create a negative interface with the public realm.

4.58 Design solutions should avoid large expanses of hard surfacing, and ensure that parked vehicles do not dominate street frontages. This is particularly important for flatted development and some commercial development where the number of parking spaces may be high in relation to the size of the site.

4.59 The size of any rear parking courts should be minimised and both the parking area itself and the access to it should be overlooked. Where rear parking courts are used, these should only have one entrance/exit point to ensure that there is no reason for outsiders to travel through the site. Where properties back onto shared parking courts, these boundaries should be made of robust and attractive brick walls. These ensure the long term appearance of the area and provide privacy and security for garden areas.

4.60 A mixture of high quality materials and landscaping can be used to break up and improve the appearance of parking areas. The landscaping scheme should be resilient to pedestrians and vehicles and should be appropriate to the level of management that the parking area will receive. Large shrubs and other features that could allow intruders to hide, and make the area feel unsafe, should be avoided.

4.61 Where undercroft, basement or decked parking is proposed, full consideration should be given to the access and use of the space and the safety of users. Multi-storey car parks should be designed carefully to contribute to the street scene.

4.62 The Department for Transport "Manual for Streets" (March 2007) provides guidance to developers on the layout of new developments and in particular the design of parking facilities for vehicles. This document can be downloaded from the following link: <http://www.dft.gov.uk/pgr/sustainable/manforstreets/>.

4 The Principles behind our Parking Standards

Principle 22 - Respecting residential amenities

Car parking should not affect the amenities of adjoining properties.

4.63 Suitable site layouts will demonstrate the relationship between car parking spaces and the residence that they serve. Poorly designed and cramped layouts that place parking spaces in close proximity to other residential properties and their private amenity space will not be accepted.

Principle 23 - Sustainable design

Parking areas should be designed to minimise surface water run-off.

4.64 New development often results in an increase in hard surfaced areas that reduce water infiltration and increase the rates and volumes of surface water run-off.

4.65 The Rushmoor area is particularly susceptible to surface water flooding and Core Strategy Policy CP4 requires applicants to minimise surface water run-off. This can be done through Sustainable Drainage Systems (SUDS) such as permeable paving, or through the storage of run-off water in underground tanks, which could release water into the sub-soil more slowly or be used to irrigate the landscaping.

5 Useful Contacts

For further information about this document or interpretation of our Car & Cycle Parking Standards, please contact the Planning Policy Team on:

Email: plan@rushmoor.gov.uk
Tel: 01252 398789

Alternatively please write to:

Planning Policy (Transport Strategy)
Rushmoor Borough Council
Council Offices
Farnborough Road
Farnborough
Hampshire
GU14 7JU

For further information on parking in Rushmoor (car parks, parking management and on-street parking) please visit:

www.rushmoor.gov.uk/parking

6 Appendix A: Car and Cycle Parking Standards

6 Appendix A: Car and Cycle Parking Standards

PARKING STANDARDS FOR RESIDENTIAL DEVELOPMENT			
Development	Description	Number of car parking spaces	Cycle standard ⁽¹⁷⁾
General residential	1 bedroom units ¹⁸	1 space per unit	1 space per unit
	2–3 bedroom units	2 spaces per unit	2 spaces per unit
	4 bedroom + units	3 spaces per unit	2 spaces per unit
Older people's housing ⁽¹⁹⁾	Active elderly with warden control	1 space per unit	0.5 spaces per unit
	Nursing and rest homes	1 space per 4 residents plus 1 space per staff	1 space per 6 staff

MAXIMUM PARKING STANDARDS FOR NON-RESIDENTIAL DEVELOPMENT⁽²⁰⁾

Where standards refer to floor area, these relate to the gross external floor area and include the thickness of external walls. Mixed use developments should sum the requirements of the different uses whilst taking into account opportunities for the shared use of space at different times of the day/week.

Development	Description	Maximum number of car parking spaces	Cycle standard ⁽²¹⁾
Commercial	B1(a) office	1 space per 30sqm	1 space per 150sqm
	B1(b)/(c) high tech/light industry	1 space per 45sqm	1 space per 250sqm
	B2 general industrial	1 space per 45sqm	1 space per 350sqm
	B8 warehouse	1 space per 90sqm	1 space per 500sqm
	B8 wholesale cash and carry	1 space per 30sqm	1 space per 150sqm
Retail	Non-food retail and general retail (covered)	1 space per 20sqm covered area	1 space per 6 staff or 1 space per 300sqm
	Non-food retail and general retail (uncovered)	1 space per 30sqm uncovered area	
	Food Retail	1 space per 14sqm covered area	
	A2 financial/professional services	1 space per 20sqm	
	Garden centre	1 space per 25sqm	
	Schools	1.25 spaces per classroom	Determined within a Travel Plan

17 See Principle 13 for motorcycle parking requirements.

18 A studio flat, bedsit or residential unit within a HMO is counted as a 1 bed property

19 If warden or staff spaces are identified, these apply to full-time equivalent staff.

20 See Principle 11 and Table 4 for lorry parking requirements.

21 See Principle 13 for motorcycle parking requirements.

Appendix A: Car and Cycle Parking Standards 6

Educational Establishments ⁽²²⁾⁽²³⁾		16+ colleges and further education colleges	Determined within a Travel Plan (already in place or submitted with an application)	
		Day nurseries/ playgroups (private) and creches	1 space for 2 FTE (full time equivalent) staff	1 space per 6 staff
Health Establishments		Private hospitals, community and general hospitals	Determined within a Travel Plan	Determined within a Travel Plan
		Health centres	4 spaces per consulting room	1 space per 2 consulting rooms or 1 space per 6 staff
		Doctors, dentists or veterinary surgeries	3 spaces per consulting room	
Care Establishments ⁽²⁴⁾	Day centres for older people, adults with learning/ physical disabilities	Staff	1 space per 2 FTE staff	1 space per 6 staff (min. 1 space)
		Visitors	1 space per 2 clients	
	Homes for children	Residential staff	1 space per 1 FTE staff	1 space per 6 staff (min. 1 space)
		Non-residential staff	1 space per 2 FTE staff	
		Visitors	0.25 space per client	
	Family Centres	Staff	1 space per 2 FTE staff	1 space per 6 staff (min. 1 space)
		Visitors	1 space per 2 clients	1 space per 6 staff (min. 1 space)
	Residential units for adults with learning/ physical disabilities	Residential Staff	1 space per 1 FTE staff	1 space per 6 staff (min. 1 space)
		Non-residential Staff	1 space per 2 FTE staff	
		Visitors	1 space per 4 clients	
	Other Uses	Hotels/ motels/ guest houses ⁽²⁵⁾	1 space per bedroom	1 space per 6 staff or 1 space per 40sqm (whichever is the greater)
		Eating and drinking establishments ⁽²⁶⁾	1 space per 5sqm dining/bar/dance area	
Cinemas, theatres and conference facilities		1 space per 5 fixed seats		
Bowling centre/bowling greens		5 spaces per lane		

22 The parking allocation caters for staff, visitors and parents.

23 There will be a requirement for a bus/coach loading area, provided either on or off-site for primary age education and above, unless otherwise justified.

24 The staff standards apply to the number of staff on duty at the busiest time.

25 Other facilities e.g. Eating, drinking and entertainment, are treated separately if they are available to non-residents.

26 Where these would serve HGVs (for example transport cafes), some provision will be needed for HGV parking.

6 Appendix A: Car and Cycle Parking Standards

	Sports halls	1 space per 5 fixed seats plus 1 space per 30sqm playing area	
	Swimming pools, health clubs, gyms	1 space per 5 fixed seats plus 1 space per 10sqm open hall/pool area	
	Tennis courts	3 spaces per court	
	Squash courts	2 spaces per court	
	Playing fields ⁽²⁷⁾	12 spaces per ha. pitch area	
	Golf courses	4 spaces per hole	Determined within a Travel Plan
	Golf driving ranges	1.5 spaces per tee/bay	
	Marinas	1.5 spaces per berth	
	Places of worship/church halls	1 space per 5 fixed seats plus 1 space per 10sqm open hall/pool area	1 space per 6 staff or 1 space per 40sqm (whichever is the greater).
	Petrol filling stations	These will be considered under the appropriate retail category. Petrol pump spaces count as one space each.	-
	Car workshops - staff	1 space per 45sqm	1 space per 8 staff or 1 space per 250sqm
	Car workshops - customers	3 spaces per service bay	-
	Car sales - staff	1 space per 1 FTE staff	1 space per 8 staff or 1 space per 250sqm
	Car sales - customers	1 space per 10 cars on display	-

27 Other facilities, e.g. clubhouses, are treated separately.