

PARKING STANDARDS

Supplementary Planning Document



September 2020

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1.0 Introduction

- 1.1 This SPD incorporates a number of material revisions to Section 1 of the previous Car Parking Standards SPD, which was adopted in 2017. The remaining sections of the SPD have not been changed and the Car Parking Standards SPD aims to set out clear guidance on the way the Council expects parking standards to be applied to deal with future expected parking levels for residential development
- 1.2 This document has been prepared taking account of previous standards, issues emerging from planning applications, Neighbourhood Plans and advice from Staffordshire County Council Highways.
- 1.3 The East Staffordshire Local Plan 2012-2031 (adopted October 2015) contains policies relevant to parking provision, highway safety, design, and transport modes. Suitable car and secure cycle parking provision is recognised by the Local Plan as one of the key requirements for successful sustainable development.
- 1.4 The key policies in the Local Plan which this SPD supports are SP1, SP7, SP24, SP34, SP35, DP1 and DP7.

When will this guidance be applied?

- 1.5 The parking standards set out in this SPD will apply to all development, including change of use involving the provision of 1 or more residential units (gross). The standards will be used as a guide having regard to the size, nature, and design of development that is to be created, the impact upon highway safety and the level of provision that already exists on site. All applications will be determined on a case by case basis.
- 1.6 In addition, when applying the local parking standards, (as set out in Section 2.0) and parking requirement for residential and non-residential development, the Council will also take into account:
 - a) the accessibility of the development;
 - b) the type, mix and use of development;
 - c) the availability of and opportunities for suitable public transport;
 - d) local car ownership levels; and
 - e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

1.7 The Council's decision on the appropriate parking provision for a particular development will be informed by the local context, including adopted Neighbourhood Plans, public transport accessibility, good urban design principles, reducing reliance on private car journeys, and supporting a modal shift to walking, cycling and public transport. In addition, the Council will aim to be flexible where new development results in improvements to existing roads and safety measures for pedestrians and vehicles. However, adequate parking provision will be fundamental to supporting all new development. Particularly where proposals give rise to unacceptable harm to highway safety or lead to an overspill of parking onto nearby streets. In considering planning applications and parking factors, the Council will have regard to the following:

- Proximity to Off-Street Car parking – town centres and nearby edge of centres are likely to generate excessive traffic at peak times causing congestion on existing roads, or hazardous turning movements. The need for car parking spaces can be exacerbated at peak by the times by the proximity and availability of off street parking. Particularly, where available off-street parking is inadequate. Therefore, new proposals will also need to be considered in the context of other acceptable opportunities either on adjoining streets or within nearby designated car parks.
- Locations - justification for certain 'use classes' in more urban locations, may be harder to support where no off-street parking is available, on-street parking is limited and where the additional activity generated by new development could impede the free or safe flow of traffic. Therefore, where new development could lead to a loss of off-street parking the Council may require conditions for garages to be used solely for parking. On the other hand, the Council's parking policies may be relaxed where locations are close to existing transport hubs or near to key services and facilities (e.g Town or village/local centres). Availability will also be based on the frequency of existing services as well as the distance to the transport hubs (within 400m).
- Extra Care Residential - care and nursing homes may require specialised access and parking requirements. Whereas occupants are unlikely to own private transport, resident and non-resident staff will need to be accommodated on site. In addition, deliveries are likely to be far more frequent than to conventional households and visitors may descend on the property at peak times. Also, there may be frequent visits by doctors, social workers and ambulances, which may require a higher level of off-street parking and servicing. However, these measures will depend on the available parking, access capacity as well as the kerbside and curtilage of the proposed development.

- Parking requirements will also need to assess whether comings and goings are likely to result in a significant impact on neighbouring amenities. Again, these matters will need to be tested against the relevant circumstances. In that regard, a flexible visiting hours policy and evidence that service traffic would be spread throughout the day will be of assistance in supporting applications where there would be no perceptible traffic increase as a result of this type of proposal.
 - Apartments/Houses - car ownership varies with income, age, household type, type and tenure of housing as well as location. Therefore, minimum standards will only be applied in the full context of the points outlined above. For clarification, the Council's parking standards SPD will allow for lower levels of off-street parking provision, where sensible parking alternatives exist or where services are readily accessible by walking, cycling or public transport.
- 1.8 Applications for extensions and alterations to existing dwellings must also ensure that a suitable level of parking provision is made.
- 1.9 The non-residential parking standards will apply to all developments that result in the creation of non-residential floorspace. This includes the extension and alteration of existing non-residential premises and all changes of use.
- 1.10 Where mixed-use, residential and commercial developments are proposed, the parking requirements for each element should be calculated individually using the standards contained in this document. Where appropriate, the Council will consider the shared use of parking between residential and commercial elements where it can be demonstrated that the relevant standards can be met. It is important that the likely timing of users is fully considered in this assessment, to ensure there is no conflict in parking availability.
- 1.11 The guidance set out in this document will be used in determining applications and alongside any assessment of residual impact from the proposal against existing use(s).
- 1.12 The design and layout guidance set out later in this document will apply to all development (including extensions and alterations to existing dwellings) where new parking is to be provided or existing parking provision is to be altered.
- 1.13 Proposals for larger schemes, including all Major Developments 1 will be assessed against the criteria and thresholds set out in Travel Plans and Transport Assessments parking provision is to be altered.

How have standards been formulated?

- 1.14 Since the adoption of the previous SPD, national planning policy has been reviewed with statements, circulars and guidance notes consolidated into a single National Planning Policy Framework (NPPF), which was adopted in March 2012.
- 1.15 In relation to the consideration of the assessment of parking standards and requirements (as set out in Section 1.6 above), the Council is guided by Paragraph 105, Revised NPPF 2019. Also, in setting local standards and requirements for residential and non-residential development, the Council will also consider matters relating to climate change and an overall need to reduce the use of high emission vehicles.
- 1.16 The NPPF does not refer to the use of minimum or maximum standards and the onus is firmly upon the Local Planning Authority to determine what is appropriate for the particular locations within their area, taking into consideration the above criteria based on locally derived evidence and circumstances.

2.0 Parking Standards

2.1 The following table lays down the number of parking spaces considered appropriate for various new developments. Please note these standards will also apply for developments increasing the number of bedrooms in a property, or development involves the change of use from a garage to a habitable room. The standards no longer represent maximum figures and are the minimum spaces expected to be provided, unless exceptional circumstances can be demonstrated.

Use Class	Car Parking Spaces ¹
Class A1 (retail)	
Food Stores (convenience) Non-food	1 per 14m ²
Stores (comparison)	1 per 20m ²
Car Showrooms	1 per 40m ² showroom & 1 per 100m ² outdoor display
Class A2 (financial & professional services)	
0-200m ²	1 per 15m ²
200-1000m ²	1 per 20m ²
1000m ² +	1 per 30m ²
Class A3 (food & drink)	
Restaurants & Cafes	1 per 10m ²
Public Houses & Licensed Bars	1 per 6m ²
Class B1 (business) ²	
0-240m ²	1 per 20m ²
240m ² +	1 per 30m ²

¹ Where standards are per square meter they apply to the gross floor area of a building. Where a main use contains a significant sub-use, the parking requirements of the sub-use will be assessed separately from those of the main use.

² Here parking standards vary according to the floorspace of the development. To calculate the total maximum allowance, include the allowance for smaller sized units. For example, a B2 unit with a floorspace of 4000m² would have a maximum allowance

Use Class	Car Parking Spaces
Class B2 (industry) ³ 0-240m ² 240-1000m ² 1000m ² +	1 per 20m ² 1 per 50m ² 1 per 80m ²
Class B8 (storage and distribution) 0-240m ² 240-1000m ² 1000m ² +	1 per 20m ² 1 per 50m ² 1 per 80m ² Sufficient lorry spaces will also be expected.
Class C1 (hotels)* Hotels	1 per bedroom
Class C2 (Residential Institutions) ⁴ Care and Nursing Homes Hospitals Residential Schools (pupils to 18 years old) and	1 per 3 beds 1 per 2 beds and 5 per consulting room/cubicle 1 space per 1 staff + 1 per 5 students
Class C3 (dwellings) 1 Bedroom 2 or 3 Bedrooms 4 or more Sheltered Housing ⁵	1 space + 1 space per 3 dwellings for visitors 2 spaces 3 spaces 1 space per 1 dwelling

³ Here parking standards vary according to the floorspace of the development. To calculate the total maximum allowance, include the allowance for smaller sized units. For example, a B2 unit with a floorspace of 4000m² would have a maximum allowance of 65 spaces (12 for the first 235m², 15 for the next 765m², and 38 for the next 3000m²)

⁴ Where accommodation for resident members of staff is to be provided, additional spaces may be sought in accordance with the standards relating to dwellings.

⁵ Accommodation for elderly or disabled people consisting of private independent units with some shared facilities and a warden.

Use Class	Car Parking Spaces
<p>Class D1 (non-residential institutions)</p> <p>Health Centres, Surgeries and Consulting Rooms</p> <p>Crèches, Nurseries and Day Centres</p> <p>Art Galleries, Museums, Libraries and Exhibition Halls Places of Worship</p>	<p>5 per consulting room/cubicle Where more than one type of healthcare service is to be provided, the applicant must demonstrate sufficient parking for increased visitors.</p> <p>1 per 4 children</p> <p>1 per 30m² 1 per 5 seats or 1 space per 5m² where no seating is provided</p>
<p>Schools (pupils to 16 years old)</p> <p>Colleges and schools catering for pupils older than 16</p>	<p>1 space per 1 staff</p> <p>1 space per 1 staff + 1 per 5 students</p> <p>Applications will also be expected to demonstrate suitable pick up/drop off areas for all pupils aswell as sufficient accessible parking.</p>
<p>Class D2 (assembly and leisure)</p> <p>Cinemas and Conference Facilities Halls, Community Centres, Clubs and Dance Halls</p> <p>Sports and Leisure Centres</p> <p>Stadia</p>	<p>1 per 5 seats 1 per 22m²</p> <p>1 per 22m² indoor + 1 per 100m² outdoor + 1 per 4 seats</p> <p>1 per 15 seats</p>

Neighbourhood Plans

- 2.2 The Council has a number of ‘Made’ Neighbourhood Plans. Applications in these Neighbourhood Areas will be expected to meet the relevant standard where applicable. Please note the standards will also be used when proposals increase the number of bedrooms in an existing dwelling. Standards in any future ‘Made’ Neighbourhood Plans will take precedence over the standards referred to in this document.

Neighbourhood Plans can be viewed online at:
<http://www.eaststaffsbc.gov.uk/planning/planning-policy/neighbourhood-plans>

- 2.3 Where insufficient off street parking provided within a scheme would have significant implications on highway safety or traffic flow, developers will be required to provide an appropriate level of off street parking in order to alleviate this problem. Off street parking will be expected to be located within a reasonable walking distance of the proposal.
- 2.4 Where there is concern that low levels of on-site parking could lead to on street parking likely to cause considerable congestion in a traffic sensitive area, or a danger to highway users, either on or off site, developers should assess the problems likely to occur, and should consider the range of solutions available to them. For example, developers may be required to make financial contributions towards the introduction of Traffic Regulation Orders or provide parking provision elsewhere.
- 2.5 In some instances it may be appropriate for one car park to serve more than one development, for example when different uses take place at different times of day. Shared car parking is encouraged, provided there will be no significant implications on highway safety.

Space size

- 2.6 Car parking spaces should be a minimum of 2.4 metres wide by 4.8 metres long. Layouts for service and delivery vehicles should cater for a minimum lorry space of 4.0 metres wide by 20 metres long. Some car parking spaces are not suitable for modern vehicles and applicants will be expected to include longer and wider bays throughout a scheme to cater for a range of vehicle sizes.

Accessible Parking

- 2.7 All proposals for new development to be used by the public will

be expected to cater for the needs of disabled people by having clearly marked and signposted specialised parking spaces as close as possible to the main entrance. Such spaces should be designed in accordance with BS8300. Bays should measure at least 3.6 metres wide by 6.0 metres long, inclusive of a 1.2 metre wide cross hatched access zone to one side and to the rear where bays are perpendicular to the access aisle and a minimum of 2.7 metres wide by 6.6 metres long without cross hatching where the bays are parallel to the access aisle. Buff coloured tactile markings and dropped kerbs should be provided where necessary. In uncovered car park areas an upright sign is also required at the end of designated bays. Ticket machines should also be accessible.

- 2.8 The number of accessible spaces to be provided as part of the overall parking provision is shown in the following table. The requirements are based upon guidance issued in BS8300. These standards apply to all proposals for new development to be visited by the public - there is no threshold below which these standards do not apply. It may be desirable to provide a greater proportion of accessible spaces where proposed developments are intended to specialise in accommodating groups of disabled people.

Car Park Used For:	Number of Accessible spaces
Employees and visitors to business premises	One per disabled member of staff, plus 2 bays or 5% of total capacity, whichever is the greater
Shopping, recreation and leisure	One per disabled member of staff, plus 3 bays or 6% of total capacity, whichever is the greater

- 2.9 Where the number of disabled staff is not known, the total number of accessible spaces provided should be 5% of those available.
- 2.10 For those properties expected to meet building regulations standard M4(2) Accessible and adaptable dwellings, the car parking space serving that property must be of sufficient width and depth and be close, with level access to the main door of the dwelling it is serving. This needs to be recognised in the design and layout of residential schemes.

Residential Garages

- 2.12 Where garage frontages face the public highway, there should be a minimum distance of 6.0m between the garage and the highway boundary, to allow vehicles to stand clear of the highway whilst the garage door is being opened. For single garages the minimum internal dimensions should be 6.0m x 3.0m. For double garages the minimum internal dimensions of 6.0m x 6.0m. The preference for double garages is to have one garage door, rather than two to enable safe parking of vehicles.

Servicing Requirements

- 2.13 New residential and non-residential developments will be required to provide satisfactory arrangements to be agreed by the Local Planning Authority for delivery vehicles and waste collection vehicles to stand, manoeuvre, load and unload within the site and to enter and leave the site in forward gear. This is sometimes known as a swept path analysis.

Motorcycles

- 2.14 A minimum of two safe parking spaces for motorcycles will be required in any car park of more than 25 spaces with a requirement of an additional space for every additional 20 car park spaces for flats and apartments, and houses with no potential for on-plot parking) a requirement of 1 space + 1 additional space for every 20 car parking spaces provided is expected.

Cycle Parking

- 2.15 In order to encourage an increase in the number of journeys made by bicycle, new developments should make provision for the safe and secure storage of cycles. Cycle supports, racks, lockers, cages and/or stands should be sited in a convenient and accessible position near to the main entrance points of the premises prescribed and be sheltered or under cover wherever possible or unless otherwise stipulated. The location of which should also be located where there is natural surveillance. The Council encourages the use of 'Sheffield' type stands, which consist of an inverted 'U' of steel tube with the ends fixed to the ground, rather than 'butterfly wings' stands or concrete blocks with slots.
- 2.16 Discussions between developers and the Local Planning Authority are encouraged in order to determine an appropriate level of cycle parking provision based upon the minimum standards laid down in the table below. Where exceptional circumstances can be demonstrated, and a lower level of provision can be justified, The Council will be prepared to

consider approval of schemes that do not meet the minimum standard. Where proposals are accessible to the cycle network, a higher level of secure cycle storage provision will be sought.

Use Class	Minimum Cycle Standard
Class A1 (retail)	1 cycle stand per 10 employees in secure, weatherproof shelter + 1 visitor stand per 200m ² gross floorspace - shelter optional
Class A2 (financial & professional services)	1 stand per 300m ² gross floorspace in secure, weatherproof shelter
Class A3 (food & drink)	1 stand per 5 employees in secure, weatherproof shelter
Class B1 (business) Class B2 (industry) Class B8 (storage & distribution)	1 stand per 300m ² gross floorspace in secure, weatherproof shelter
Class C1 (hotels, boarding and guest houses)	1 stand per 10 guest beds in secure, weatherproof shelter
Class C2 (hospitals/nursing homes)	1 stand per 3 staff in secure, weatherproof shelter + 1 stand per 20 beds
Class C3 (dwellings)	1 secure space per unit ⁶
Class D1 (health centres/ surgeries)	1 stand per 2 consulting rooms -shelter optional
Class D1 (day nurseries/crèches)	1 stand per 6 staff in secure, weatherproof Shelter
Class D1 (higher & further education)	1 stand per 10 students + 1 stand per 10 staff all supplied in secure, weatherproof shelter
Class D1 (schools)	1 stand per 10 staff + 1 stand per 10 students all supplied in secure, weatherproof shelter
Class D2 (cinemas, conference facilities & sports & leisure activities)	1 stand per 100m ² gross area - shelter optional
Class D2 (tennis/squash/bowling)	1 stand per 5 pitches, courts or lanes - shelter optional

⁶ Dwellings with garages that have the minimum internal dimensions stated above can be considered to have a secure space. If no garage is to be provided, the development will need to include, and demonstrate on plans, a garden shed or bespoke cycle storage.

3.0 Design Standards

3.1 Policy SP24 of the East Staffordshire Local Plan stresses the need for development to be appropriate to its setting, provide good landscaping, and aid movement and accessibility. Policy DP1 of the Local Plan lays down criteria relating to the design of new development, including layout, circulation routes, the public realm and landscaping. In accordance with these policies, design of parking areas should take account of the following:

- The position of parking within development should be sympathetic to the character of the street scene.
- Particular solutions should be appropriate to the position within the settlement and street and should start with examples found in similar circumstances in the settlement in which the development is to take place.
- Front parking is not always acceptable where it would result in an appearance of car dominance across a scheme. Residential developments must incorporate a mix of both front and side parking.
- High quality materials for any shared parking areas, particularly for residential schemes is essential to avoid the prominence of tarmac.
- Car parking areas must provide sustainable drainage from the site. This not only reduces run off but presents an opportunity to use a suitable range of materials and design improving appearance.
- The access to all proposed parking and service areas shall be designed to meet the visibility and construction standards appropriate for the scale and type of development and the characteristics of the adjoining highway. Under no circumstances shall the position of an access result in the capacity of the adjoining highways being exceeded or the operation of public transport being impaired.
- All vehicular areas other than those providing parking for individual dwellings should be contained within walls and fences positioned to minimise the visual impact of the area and the potential nuisance to adjoining occupiers from fumes and noise. Wherever possible, perimeter landscaping including trees and shrubs should be provided.
- Car parks with at least 25 spaces should include all the following within their layout: -
 - Trees and landscaping⁷;

⁷ Schemes within the National Forest Area should also provide planting in line with the standards set out in the Local Plan

- trolley bays (retail developments only);
 - lighting in keeping with surroundings;
 - pedestrian routes demarcated by different surface materials
 - speed retarding methods;
 - routes for emergency vehicles;
 - any existing architectural, historic or landscape features worthy of retention.
- Multi-storey or underground car parks should be designed to follow the architectural design of the development through choice of massing, height, materials and elevation and the latter shall have the entrance and exit positioned so as not to detract from the appearance of the building to which it relates.
 - The location and layout of parking areas should be considered having regard to safety of users and security.
 - Areas to be used for overnight parking of lorries shall be located away from residential areas but shall be accessible from them by walking, cycling or public transport. The perimeters of the site may need to include mounding.
 - Parking must be designed so that exit onto the highway is always possible in a forward gear
 - Historic Character of the area and any impact parking may have on heritage assets, particularly the setting of the Conservation Area.

3.2 In addition to the above, design of residential parking should take into account guidance issued in the East Staffordshire Design Guide.

Electric charging points

3.3 The Council supports the use of electric vehicles, which are expected to increase in the future. Consideration must be given to making provision for electric vehicle charging infrastructure in new developments. Major developments will be expected to have provision for electric charging points. Developments should ensure that electric infrastructure is sufficient to enable the supply to be provided. The use of passive or active rapid charging points needs to be considered in the design of development from the outset and will be determined appropriate on a case by case basis in the context of the proposed use and local circumstances. Electric charging points should be provided in a convenient location, particularly in non-residential schemes where long term parking is expected. For residential schemes, charging points will be expected to be provided within properties, particularly where there is private off street parking.

4.0 Determining Planning Applications

- 4.1 The Council will take into account the standards set out in this document when determining planning applications. Where the standards are not met the onus will be on the applicant to demonstrate why the standard is not possible and that there will not be an impact on highway safety. Citing viability in itself will not be a sufficient reason to provide fewer spaces.
- 4.2 The Local Planning Authority will consider removing permitted development rights on dwellings in order to ensure the impact of development on highway safety is fully considered.

Travel Plans

- 4.3 Travel Plans may be required by way of section 106 obligation for new major applications relating to residential, employment, retail, leisure, services and education. Travel Plans are expected to set out how the development will achieve a reduction in car use and encourage more sustainable modes of transport. Further guidance on Travel Plans can be found in the County Council's guidelines 'Travel Assessments and Travel Plans for Private Development Proposals'. In assessing the requirement and scope of a Travel Plan, each development proposal needs to be considered on its own particular merits. Travel Plans will be monitored during, and upon completion of the development.

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