

Parking Standards Supplementary Planning Document - Review



June 2012



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General Information

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Arabic

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Chinese

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Gujarati

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Punjabi

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Urdu

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1 Purpose and Status of this SPD

- 1.1** This SPD replaces the previous Car Parking Standards SPD which was adopted in March 2007. This SPD aims to set out 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 evidence gathered about car parking and car ownership across the Borough to identify the issues that should be responded to. A period of 6 weeks 'Frontloading Consultation' was undertaken in September and October 2010 which welcomed initial views from everyone regarding how the existing SPD should be altered and any other comments that people felt were important to be taken into consideration in the preparation of the updated SPD.
- 1.3** In addition, in 2010 Dudley MBC commissioned Phil Jones Associates (PJA) to analyse the local relationships between dwelling type, size, tenure, location and car ownership to assist the local authority in the production of this revised parking standards SPD. This involved distributing approximately 20,000 questionnaires to dwellings across all wards in Dudley, to which some 4000 replies were received.
- 1.4** The results of the survey, alongside census data were presented by PJA in a report, 'Residential Parking Research and Draft Standards' together with a set of draft guidance tables for assessing parking requirements for new developments within Dudley Borough.
- 1.5** This SPD is therefore based on local circumstances which provides developers and Planning Officers with the optimum numerical parking space provision for new developments. This does not remove the necessity for good design and Chapter 10 gives detailed guidance on design standards for parking space.

2 Introduction

National Policy

2.1 National planning policy has now been reviewed with Government having announced that all existing statements, circulars and guidance notes are now consolidated into a single National Planning Policy Framework (NPPF) which was adopted in March 2012.

2.2 In relation to parking standards the NPPF states that:

"If setting local standards for residential and non-residential development, local planning authorities should take into account:

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

There is no mention of minimum or maximum standards as in previous national policy and the onus is firmly upon the Local Authority to determine what is appropriate for their area, taking into consideration the above criteria based on locally derived evidence.

The Black Country Core Strategy

2.3 The Core Strategy (adopted February 2011) is a spatial planning document that sets out the vision, objectives and strategy for future development in the Black Country to 2026. It forms the basis of Black Country Authorities' Local Development Frameworks, replacing certain policies in Dudley's Unitary Development Plan 2005 (UDP), setting the planning policy context for the preparation of other local development documents and supplementary planning documents. As well as providing the basis for decisions on planning applications, the Core Strategy will also shape regeneration, investment, and growth within the Borough.

Local Policy

2.4 The 2007 Parking Standards SPD mirrored previous government policy that sought to reduce car ownership levels by restricting the parking provision at new dwellings. As this is no longer the case, future car parking standards

will need to take account of expected levels of car ownership, alongside considerations of good design and the general principles of sustainable development and based on evidence the Council has collected.

Dudley Approach

- 2.5 This document aims to ensure that parking provision in new development is designed to meet expected demand whilst making the most efficient use of land and maintaining the principles of sustainable development. Much evidence now exists to suggest that the over-restriction of residential parking approach taken by many Local Authorities in response to PPG3, has had a negative impact on highway safety and good urban design.
- 2.6 The purpose of the document is to ensure future developments provide sufficient parking that will not result in on-street parking congestion. In implementing this approach, there has to be a balance so that there is not an over provision of parking that would result in the inefficient use of land.
- 2.7 It is now acknowledged that car parking spaces allocated to specific dwellings may not be the most efficient approach, although it is important to have an element of allocated parking. It is also realised that a complex methodology for determining the required parking provision may not be appropriate for all developments. For instance, small residential developments are rarely on sites that are large enough to allow much flexibility for parking. For this reason, Dudley is adopting **two approaches, one for smaller developments of 5 dwellings or less and another for larger schemes of 6 dwellings and upwards**. The Ward Adjustment Factor will only be applied to larger schemes.
- 2.8 Table 3 sets out the optimum levels for parking for each approach and the results are intended to inform discussions between Highways Engineers and Planning Officers. However, it must be realised that certain factors may allow deviation from these optimum levels, such as on-street parking levels, parking restrictions, narrow streets and other local factors. Additionally, in determining an application, the Planning Officer must weigh up all the issues and comments received specifically for each application and the recommendation should therefore be a balanced outcome.
- 2.9 The two approaches are set out in the subsequent chapters. Reference should be made to the Tables in chapters 3 & 4 and in Appendix 1.
- 2.10 Parking standards applied to non-residential developments will continue to use maximum standards which are set out in chapter 6.

3 Residential Parking Research

- 3.1** This Section considers the research undertaken by Dudley in conjunction with Phil Jones Associates and the factors affecting provision of parking as the foundation for applying minimum standards to new residential developments.

Dwelling Size

- 3.2** The survey found that dwelling size assessed by the number of habitable rooms (any room used or intended to be used for sleeping, cooking, living or eating purposes) had a direct link to car ownership levels. This is logical as larger dwellings with more habitable rooms or more bedrooms can accommodate more people with a greater potential for owning a vehicle.

Dwelling Type

- 3.3** It was found that car ownership for smaller houses was higher than for larger apartments even when both had the same number of bedrooms or habitable rooms.

Tenure

- 3.4** The research found only marginal differences between privately owned, shared ownership and rented properties regarding car ownership levels. It is not considered feasible or appropriate to consider tenure a justification for the lowering of parking standards.

Demographics

- 3.5** The data received indicated that there are certain wards within the Borough that were found to have higher car ownership levels. The levels are not significant and it is accepted that demographics can change over time. However, for the purposes of this SPD review, parking provision for larger schemes will be based on average car ownership levels with adjustments made for certain localities (Table 3).

Location and Accessibility to Public Transport Links

- 3.6** In recent debates, some stakeholders have taken the view that the level of parking provision should be adjusted to take account of the accessibility of the dwelling to public transport links and town centres. The research undertaken in conjunction with Phil Jones Associates analysed dwelling location and distance to Dudley and Stourbridge bus stations, Stourbridge railway station and Stourbridge, Dudley and Halesowen town centres. The results showed no direct correlation between car ownership and how close people lived to these bus and train stations.

Constrained Parking Zones

- 3.7** As stated, the research identified no relationship in car ownership levels and distance from a town centre or a public transport hub. However, in areas that are constrained, for example by parking controls and narrow streets and where there is also good public transport and public parking provision plus places and facilities that can be easily accessed by foot or cycling, then, provision below the minimum standards will be considered.

Growth in Car ownership

- 3.8** Government car ownership growth forecasts can be calculated using TEMPRO⁰. This indicates that for Dudley Borough from 2001 to 2010 an increase of 1% in car ownership can be expected and from 2010 to 2031 an increase of 7% could be expected. However, the research undertaken by PJA in 2010 indicated much higher levels of car ownership growth, as much as 20% in the next 15 years. As such, the Planning Authority will wish to ensure that higher levels of parking are provided at those locations that have the potential for higher car ownership rates.

Allocated and Unallocated Parking Provision

- 3.9** The Department for Communities and Local Government (DCLG) Residential Car Parking Research identified that as the number of spaces allocated to each dwelling increased there is a loss in efficiency of the parking provision. By providing unallocated parking in shared areas, the amount of land required for parking can be significantly reduced.

Visitor Parking

- 3.10** The Department for Communities and Local Government (DCLG) Residential Car Parking Research confirms that a maximum of 0.2 parking spaces per dwelling should be added to allow for visitor parking. As the proportion of unallocated parking increases, more spaces are available for visitors and therefore the number of allocated visitor parking spaces can be reduced.

Garages

- 3.11** The research undertaken in Dudley Borough indicated that from the respondents that have access to a garage, only 40% of these used their garages for parking a car. This is consistent to the findings of similar research carried out in other areas of the country. Manual for Streets published in 2010 states "*Research shows that in some developments less than half the*

TEMPRO is a spreadsheet-based transport economic appraisal tool developed by Mott MacDonald on behalf of the Department for Transport.

garages are used for parking cars and that many are used primarily for storage or have been converted to living accommodation” (Para 8.3.40, Page 109).

- 3.12** The new Dudley MBC Policy approach is that, where garages are provided in development, the use of a garage for parking will only be considered if the garage is at least 3m x 6m. This enables parking of an average-sized family car. Notwithstanding this, there is no guarantee that a garage of this size or larger will be used for parking.
- 3.13** Therefore, this SPD requires for additional parking provision when garages are provided. For instance, if a development proposal was for 10 4-bedroom houses with garages, only 4 of these garages would be considered as allocated parking spaces and the remainder of the parking spaces must be provided on street or in another allocated area. It is acknowledged however, that this may not always be appropriate for small scale developments or infill developments where additional space for parking is limited. In such circumstances, it may be appropriate to consider the design and layout of the scheme and the potential for a larger garage to provide space for storage and the parking of a vehicle.

4 Parking Standards for Small-scale Residential Developments

- 4.1** For all new residential development (large and small schemes) the parking demand will be calculated by using the amount of habitable rooms in a dwelling. Traditionally, parking demand was calculated using the number of bedrooms in a property but it is apparent that there is an obvious distinction between a small 3-bed house with 2 bedrooms and a box room and a large 3-bed house. IHE (Institute of Highway Engineers) published research uses habitable rooms, plus it is used in the collection and interpretation of census data. The local surveys undertaken in Dudley Borough also used habitable rooms in capturing and analysing the data. For the purposes of this document, the definition of a habitable room is:-

'A room occupied or designed for occupancy by one or more persons for study, living, sleeping, eating and cooking, but not including bathrooms, water closet compartments, laundries, serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods'.

- 4.2** For developments of 5 units and less, there is often not enough land available to flexibly accommodate allocated and unallocated spaces. As such it is considered unnecessary to have a lengthy calculation involving a number of adjustment factors and there may have to be more flexibility allowed in the layout design so that development is not precluded. However, it is imperative that we have the right amount of parking of the right size and in the right place. The Ward Adjustment Factor will not be applied to smaller developments but the 60% reduction to allow for garages which are not used for parking will be applied. The tables and steps below shows how the demand for parking on developments of 5 dwellings and under (including visitor spaces) is calculated.

- 4.3** Although the numbers in the table are not whole numbers, these are guidance figures which will be rounded up or down depending on additional factors and local circumstances. **The evidence stipulates that only 0.4 of each garage provided can be considered towards the allocated parking provision** (There are more worked examples for different types of development in the Appendices). The following tables are a quick calculation to check the parking demand on a development and are the basis of planning considerations. **It is important to note that the figures in the white boxes in the tables are the actual parking demand, not the figures in the grey boxes as these are only used as a quick calculation for the overspill parking requirement if garages are to be provided in the scheme.**

Habitable Rooms	Bedrooms	Garage	Quick Calculation for Parking per Dwelling			
			0 Allocated Spaces	1 Allocated Space	2 Allocated Spaces	3 Allocated Spaces
3	1	yes	0.4	1.1	1.8	NA
		no	1.2	1.5	2.2	NA
4	2	yes	1.1	1.4	1.9	2.6
		no	1.5	1.8	2.3	3
5	3	yes	1.3	1.5	2	2.6
		no	1.7	1.9	2.4	3
6	3	yes	1.6	1.7	2.1	2.6
		no	2	2.1	2.5	3
7	4+	yes	1.8	1.9	2.2	2.8
		no	2.2	2.3	2.6	3.2
8+	4+	yes	2.1	2.2	2.4	2.8
		no	2.5	2.6	2.8	3.2

**Table 1 Optimum Residential Parking Calculation including visitors
(Actual Parking Demand shown in white boxes)**

Habitable Rooms	Bedrooms	Garage	Parking Demand per Dwelling		
			0 Allocated Spaces	1 Allocated Space	2 Allocated Spaces
3	1	yes	0.8	1.1	1.8
		no	1.2	1.5	2.2
4-5	2	yes	1	1.2	1.8
		no	1.4	1.6	2.2

Table 2 Optimum Residential Parking Calculation for Apartments including visitors. (Actual Parking Demand is shown in white boxes)

Calculation

Stage 1 - From the application drawing, establish the number of allocated spaces per dwelling - DO NOT include garages as an allocated space.

Stage 2 - Retrieve the parking figure from Tables 1 or 2. Times this figure by the number of similar dwellings to get the total.

Stage 3 - Calculate the unallocated parking requirement. Subtract the figure from stage 1 from the figure in stage 2. This is how many additional spaces will need to be provided in the scheme or on street (the overspill). If the figure in stage 3 is more than 0.5, then additional spaces should be sought on the street or within the layout of the scheme. If the figure for unallocated parking is below 0.5 (half a space) then it may be considered too insignificant to warrant additional spaces on-street.

Stage 4 - Calculate any disabled and operational parking requirements, cycle parking (apartments only) and electric vehicle charging points (where practical). (Refer to the Tables in the Appendices).

Example of a small scheme

Development of 3 houses with 6 habitable rooms, each house has a garage and one allocated space on the driveway.

Stage 1 - there are 3 allocated spaces.

Stage 2 - the parking demand is 1.7 per dwelling. $1.7 \times 3 = 5.1$ (total parking demand)

Stage 3 - $5.1 - 3 = 2.1$. Therefore, by rounding down, an additional 2 spaces are required as overspill.

5 Parking Standards for Large Residential Developments

- 5.1** For the purposes of this document, large residential developments are classed as those which are 6 dwellings and above. The guidance given here is considered to provide the optimum level of car parking for a given development. Where a developer proposes a different level of parking, sufficient evidence will need to be submitted to warrant a deviation from the standards set out below and to satisfy the Highways Development Control Engineers and the Planning Officers.
- 5.2** With larger schemes there is more scope for the developer to have a land efficient layout and the space will allow for more flexibility in how parking is provided via allocated and unallocated parking. As with smaller developments, each application will be considered on its merits and in light of local circumstances.
- 5.3** In calculating the optimum parking provision for larger developments there is an additional adjustment factor added according to what ward the development is located in. This is as a result of the evidence gathered which indicated that there are certain wards within the Borough that were found to have higher car ownership levels. This Ward Adjustment Factor must be calculated BEFORE the adjustment for garages is applied. Therefore, in Tables 1 and 2 the figure for 'no garages' in the white boxes must be used (the actual parking demand). The Ward Adjustment Factors are shown in Table 3. The calculation for larger schemes is best shown by way of an example as follows. (There are more examples for calculating large schemes in Appendix 2. There is also an excel spreadsheet provided which can be used in conjunction with this document to ease calculations for large schemes).

Pedmore	1.03
Norton	1.12
Amblecote	1.14
Kingswinford North & South	1.12
Wollaston	1.01
Hayley Green	1.09
St James's	1.05
Netherton	1.07

Table 3 Ward Adjustment Factor

Worked Example 1

Development proposal - 10 houses with 8 habitable rooms (4 bedrooms) in Norton, each with a 3m x 6m garage and 2 allocated parking spaces in the forecourt.

- **Stage 1 Parking Demand**

Refer to Table 1. One house with 8 habitable rooms and 2 allocated spaces = parking demand of 2.8. (*Do not count garages within the allocated parking. This adjustment is applied in Stage 3*).

- **Stage 2 Adjustment for the Ward**

Refer to table 3 and apply the adjustment factor of 1.12 for Norton. $2.8 \times 1.12 = 3.1$

- **Stage 3 Adjustment for Garages**

0.4 of each garage can be considered towards the total provision. 2 allocated spaces + 0.4 = 2.4 (this is the actual parking space provision).

- **Stage 4 Calculate the overspill (number of unallocated spaces)**

To calculate the additional allocation requirement, subtract the actual parking provision figure from the total demand figure.

$3.1 - 2.4 = 0.7$ Therefore, as there are 10 houses (0.7×10) 7 additional parking spaces are required to be provided on street or within the layout of the scheme.

- **Stage 5 Disabled Parking**

Refer to Table 4 in the appendix, where communal parking areas are provided - at least 5% of all bays should be marked and 5% should be widened. Therefore it is suggested at least 1 space is a marked disabled bay.

- **Stage 6 Calculate the Operational Vehicle Requirement**

Refer to Table 5 in the appendix - adequate provision for refuse collecting vehicles which should be separate from car parking spaces should be provided.

- **Stage 7 Cycle Storage and Powered two Wheelers**

Refer to table 6 and 7 in the appendix. (This does not apply to houses. Cycle parking is required for apartments and most other uses and parking for two wheelers is not required for residential development).

- **Stage 8 Electric Vehicle Charging Points**

1 external electric vehicle charging point is required for each dwelling. (This must be applied flexibly where all parking is unallocated).

- **Stage 9 Discuss with Highway Authority the final minimum requirements and determine if a Transport Assessment is required**

The total number of dwellings is less than 50 and therefore no further assessments are necessary (Table 12).

6 Parking Standards for Commercial Developments

National Policy

- 6.1** The NPPF mirrors previous amendments to PPG13 issued in January 2011 aiming to reduce congestion and encourage sustainable development and shared parking, particularly in town centres. In relation to setting local parking standards for non-residential development, there is no mention of minimum or maximum standards, but the focus is on sustainable economic growth and ensuring that the quality of parking in town centres is improved.

Black Country Core Strategy

- 6.2** The two policies within the Core Strategy which are most relevant to this SPD, and with which this SPD must be in conformity with, are;

TRAN2: Managing Transport Impacts of New Development

Spatial Objectives

An element of the strategy requires that the development impacts on the Highway network are assessed and mitigation measures should aim to support sustainable travel choices.

TRAN5: Influencing the Demand for Travel and Travel Choices

Spatial Objectives

Part of the strategy promotes the use of maximum parking standards as a means of influencing and encouraging sustainable travel choices.

Local Policy

- 6.3** Dudley MBC seeks to mirror national policy for new commercial developments by promoting shared parking in town centres to maximise the efficiency of land use and encouraging sustainable modes of transport to reduce congestion and pollution. As such, maximum car parking standards will be applied for non-residential developments.

Baseline Maximum Parking Standards

- 6.4** Baseline parking standards are set out in Table 9. These are maximum standards that can be applied to smaller developments or used as a basis to calculate a reduced maximum standard for larger developments that are located in accessible areas.

Transport Statement / Transport Accessibility and Parking Assessment / Travel Plan Statement(TS/TAPA/TPS)

- 6.5** Table 12 in the Appendix 1 indicates the thresholds for each planning land use at which a **TS/TAPA/TPS** is required. The information helps to clarify the impact of the development on the Highway Network. The site's accessibility will be assessed using the **TAPA** (see references 1 and 2 in Appendix 3). Sites that benefit from closely located public transport facilities, cycle routes and other useful facilities that encourage cross visitation of trips will be assessed to have a higher degree of accessibility. Accessibility scores range from 0 to 30. Sites that have medium to high accessibility (11 or greater) will be required to reduce the maximum base line parking standard. It is noted that the extent of detail required by the TAPA for non-residential development may not be known in the case of outline planning applications. As such, it is accepted that consideration will be given to the information which is available at outline application stage and all the information should be provided at full application stage.

Transport Assessment and Travel Plan (TA/TP)

- 6.6** Table 12 in Appendix 1 indicates the thresholds for each planning land use at which a Transport Assessment and Travel Plan (**TA/TP**) will be required. A **TA/TP** sets out the impact of major developments on the Highway Network. As part of the **TA** a **TAPA** should also be undertaken.

Developments in the Town Centre

- 6.7** If a development is within or adjacent to a town centre the Council must be consulted to assess the appropriate parking standard (see reference 3 in Appendix 3).
- 6.8** Area Action Plans (AAP's) are currently being prepared for the town centres of Stourbridge and Halesowen and one has recently been adopted for Brierley Hill. The AAPs will set out a development framework plan for each area that will promote strong and sustainable town centres.
- 6.9** Each development in the town centre which is in accordance with the AAP should be assessed by baseline standards, TS/TAPA/TPS or TA/TP to give guidance as to the potential reduction in maximum standards and impact on the Highway network. Appropriate development in town centres coupled with sustainable transport choices creates the opportunity for cross visitation of trips and more efficient land use. The AAP, existing and proposed transport infrastructure and proposed developments within the plan period for each centre will guide the decision making process to determine the parking standard.

- 6.10** With the adoption of the NPPF, parking standards are now determined on local need and circumstances. Dudley MBC will seek to limit and provide an overall quantum of parking in the main town centres at approximately 60% of the figures set out in Table 4. This approach of seeking a reduction in the town centres is consistent with the previous Car Parking SPD adopted by Dudley Council which has been tested and found appropriate. The surveys which were undertaken across the Borough to test the local standards, set the principle of this 40% reduction which is also in accordance with the Brierley Hill AAP which has been through a Public Inquiry and found to be sound. It is accepted that this 60% will be applied flexibly so as not to be to the detriment of achieving regeneration and economic growth. The flexibility by which this reduction would be applied, would also relate to the distance from the core of the town centre. For instance, a proposed development on the town centre boundary may be considered differently to the same development proposed in the core of the centre, taking into consideration other factors such as how much parking is currently available in the surrounding area.
- 6.11** The 40% reduction will be applied in town centre sites where it is appropriate (see Paragraph 3.7). The Brierley Hill AAP aims to apply this 40% reduction to all developments including residential within the town centre. In this instance, the Brierley Hill AAP will take precedent over this SPD as the situation for Brierley Hill is different from the other centres in that it is reliant on modal shift to service it. Provision of parking above these standards will only be permitted at developments that also provide visitor parking for the centre as a whole and where there is an under provision of parking in relation to the 40% reduction.
- 6.12** The quantum of parking available in each centre will be monitored and the maximum parking standard may vary over time for similar developments dependent on under or over-provision.
- 6.13** Worked Examples of applying these standards for commercial developments are shown in Appendix 4.

Application of Standards

- 6.14** Regardless of maximum standards the Council will not be able to support development that may give rise to road safety issues or which may have a detrimental impact on the free flow of the Highway Network.
- 6.15** A balance has to be struck between encouraging new development and investment by providing adequate parking levels and potentially increasing traffic congestion.

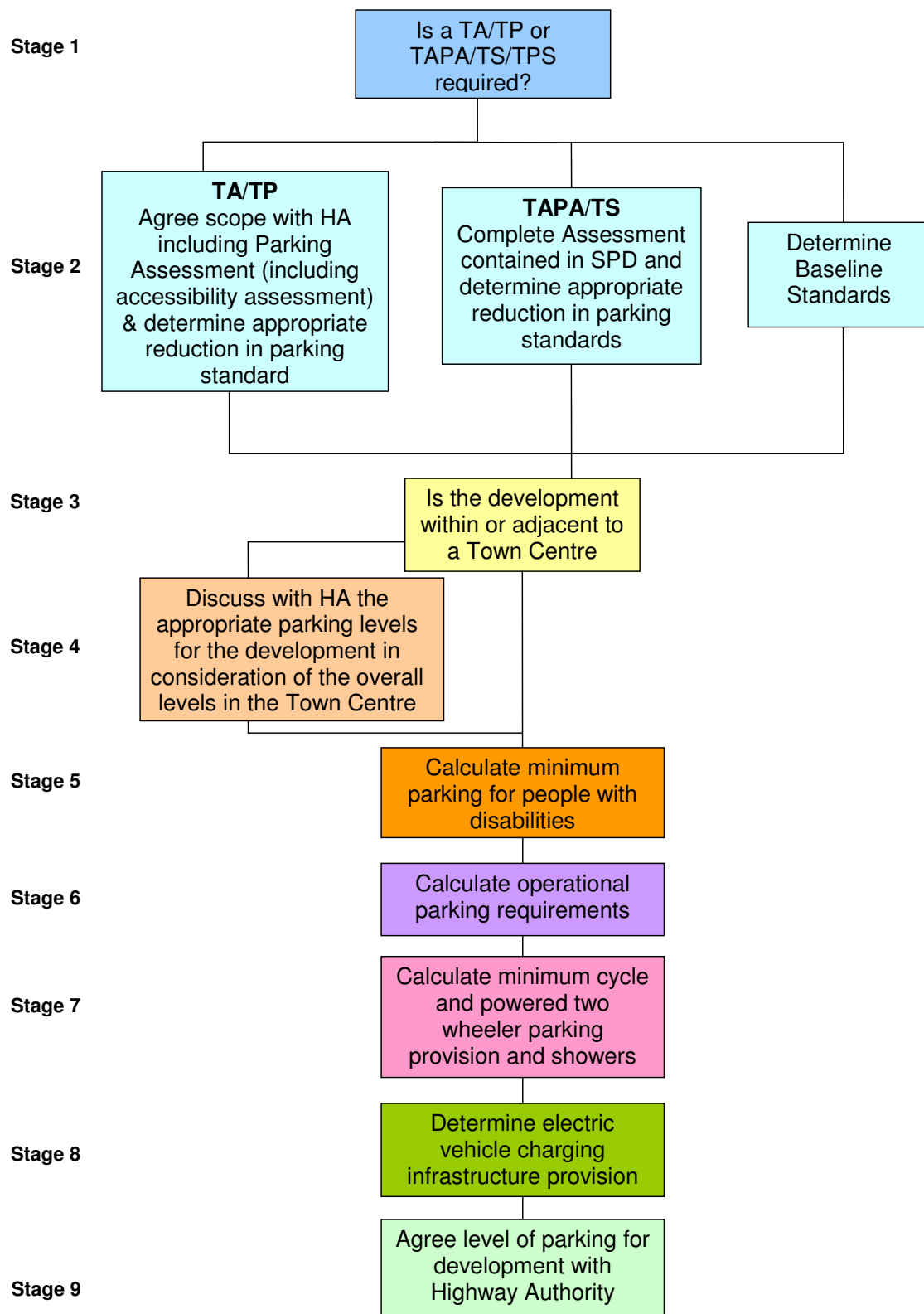


Figure 6.1 Parking Standards for Commercial Development Flow Chart

7 Minimum Parking Standards for People with Disabilities

- 7.1** Parking for people with disabilities is an important consideration. Guidance on the design and location of parking for people with disabilities can be found in the Department for Transport (DfT) leaflet 5/95 (April 1995), DfT report 'Inclusive Mobility' and BS8300:2009.

Commercial Developments

- 7.2** The **minimum** parking standard for commercial developments is a percentage of the baseline maximum standard as shown in table 1 in the Appendix. Parking for disabled people should be **additional** to the maximum vehicle parking standards set out in Table 7 for commercial development.
- 7.3** For smaller commercial developments with parking up to 10 spaces, at least 1 parking bay designated for disabled people should be provided. For development up to 20 spaces 1 wider space plus a marked disabled bay should be provided. Thereafter the figures in Table 1 should be rounded up to determine the level of marked disabled and widened bays. Additional disabled bays should be marked for any disabled employees.
- 7.4** Regarding major developments where at least 100 parking spaces are provided, no less than 1 bay of 4.8 m x 8 m should be provided for disabled people with converted commercial vehicles with side or rear access using hoists or ramps. This is consistent with *British Standards BS8300:2009 Design of Buildings and their approaches to meet the needs of disabled people Code of Practice*.
- 7.5** Generally, for shopping, recreation and leisure facilities 6% of the total parking provision should be a marked bay with 4% as a widened bay. All other uses will be 5% marked and 5% widened bays. Additional marked bays for disabled employees should also be provided.
- 7.6** At sites where there is a high level of public usage, a drop off bay as advised in British Standard BS8300:2009 + A1:2010 with level surfaces should be provided.

Residential Developments

- 7.7** Disabled parking bays are required as a percentage of the total off plot communal parking provision in new residential developments. For smaller developments with up to 10 off plot communal spaces at least 1 space should be provided as a widened bay and for developments with up to 20 off plot communal spaces there should be 1 widened bay plus a marked bay.

- 7.8** As vehicle parking standards are expressed as minimum for residential development, disabled parking may be in addition to the minimum standard or incorporated within the overall standard. Where the off plot parking provision is 100% unallocated, the disabled parking provision can be included within the minimum standard. At other sites where the off plot parking provision is not wholly unallocated then the disabled parking provision will be in addition to the vehicle minimum standard.

Additional Guidance for Disabled Spaces

- 7.9** Parking spaces are usually expected to be marked with the British Standard Disabled symbol in accordance with Part M of the Buildings Regulations and have a level or ramped access from the space to the entrance (see **Figure 11.1**).
- 7.10** Parking spaces for people with disabilities should be created within 50 metres of the main entrance to the destination so that a round trip of no more than 100 metres has to be made. Provision for pick up and set down with level access to the pavement should also be made close to main entrance. Pedestrian ramps should be provided as necessary and should be as short as possible with gradients preferably around 5% or less, but definitely not exceeding 8%. These gradient specifications should also apply to any sloping pathways into car parks. Handrails should be provided on either side of steps and ramps.
- 7.11** For more information on designing an inclusive built environment please refer to the Dudley MBC Access for All Supplementary Planning Document.
- 7.12** In public short stay car parks (where more than 100 spaces are being provided overall) spaces should be reserved where appropriate for people needing to transfer children to and from the car. However, this should not be at the expense of parking provision for people with disabilities.

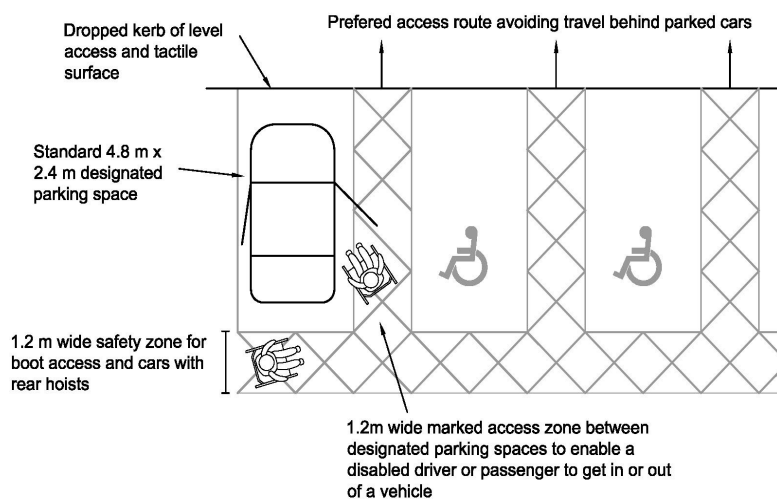


Figure 7.1 Layout of Parking Bays for People with Disabilities

- 7.13** It is recommended that a sign reading 'Blue Badge Holders Only' is located 1m above the ground to its lowest edge at the head of the parking bay. This is necessary to identify the parking space when ground markings are obscured by snow/fallen leaves.

8 Parking for Cyclists

- 8.1 Overlooked, well lit, secure and undercover cycle parking facilities should be incorporated into any developments that have the potential to attract cyclists. Cycle parking should be located in positions that will encourage their use and where possible within the building. The provision of shower facilities plays an important role in encouraging people to cycle.
- 8.2 The *minimum* standards set out in Table 6 in Appendix 1, will be required for development proposals, in addition to the vehicle parking standards. In cases where limited off-street vehicle parking can be provided as part of a development, the Council may require a significant increase in the number of cycle parking spaces to be provided by the developer, above the minimum standards specified in Table 9. The table also specifies the thresholds whereby shower facilities should be provided. For all land uses apart from C Class uses, there is flexibility in this approach whereby if a developer can demonstrate that it is entirely unfeasible or impractical to incorporate a shower facility for a particular reason, then there is room for negotiation.
- 8.3 The most satisfactory type of cycle parking is provided by multi cycle locker units or the universal secure and covered Sheffield Stand design which can accommodate two bicycles on either side with a distance separation between stands of 1 metre (see Figures below).

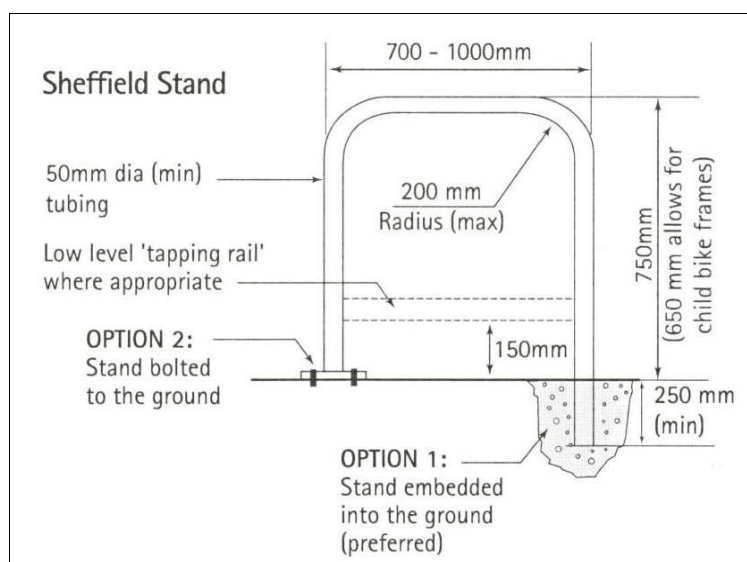


Figure 8.1 Dimensions for the Sheffield Stand

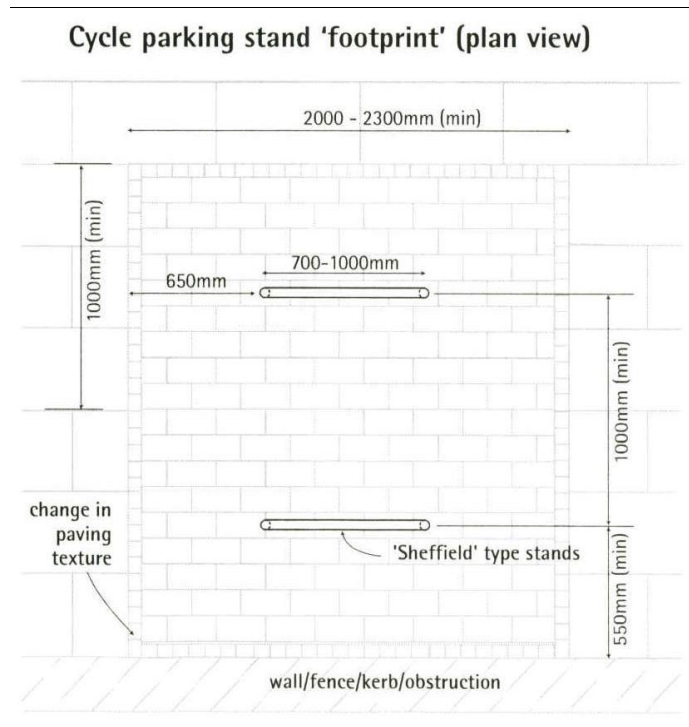


Figure 8.2 Layout of Cycle Parking Bays

Powered Two Wheelers

- 8.4** Powered two wheelers can play an important part in delivering integrated and sustainable transport. They offer reduced journey times, are easier to park in areas of limited on street parking, offer cheaper travel choices relative to an oil powered car and can potentially benefit climate change by generally producing lower emissions than cars.
- 8.5** Parking bays for powered two wheelers should be provided in well lit and overlooked areas. In addition, CCTV should be set to monitor such parking areas. Anchor points should be robust, compatible with a range of bike types and locking devices, and provided at a height of around 60cm to accommodate a range of wheel sizes.

- 8.6** As a minimum, it is proposed that developers should provide for safe, well lit and secure parking for powered two wheelers equal to 2% of the car parking spaces provided at retail developments and 4% of the car parking spaces provided at all other developments except residential. This should be provided in addition to parking for pedal cycles. Powered two wheeler parking should be clearly signposted from the highway indicating that it is reserved for powered two wheelers only.
- 8.7** In residential developments minimum parking standards are required. For housing developments space will be available within the dwelling curtilage, in allocated or unallocated bays.
- 8.8** Provision for powered two wheeler parking and cycle parking should also be created at new Park and Ride sites. Powered two wheeler parking bays should be 1.5 wide by 2.5 long and have bollards protecting them from other vehicles.

9 Provision of Infrastructure to Support Electric Vehicle Technology

National Policy

9.1 Since this SPD went out for six weeks statutory consultation In January and February 2012, National Planning Policy has changed by the adoption of the National Planning Policy Framework (NPPF).

9.2 In relation to Electric Vehicle Technology, the NPPF states;

"Plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods and people. Therefore, developments should be located and designed where practical to [amongst other things] incorporate facilities for charging plug-in and other ultra-low emission vehicles."

Local Policy

9.3 Dudley Borough has been declared as an Air Quality Management Area which is controlled through the Council's Air Quality Management Plan. Policy ENV8 within the Core Strategy promotes healthy living partly by aiming to reduce exposure to poor air quality and the promotion of electric vehicle technology plays a large part in enhancing air quality. Central government is currently reviewing expected car ownership figures and 'The King Review' on low-carbon cars published in March 2008, forecast that it would be achievable to reduce Britain's car emissions by 50pc by 2030.

9.4 The Council recognises that electric vehicle technology has reached a point where these vehicles could become a realistic alternative to oil fuel powered vehicles, however it is still early in the process.

9.5 It is anticipated that initially electric or hybrid electric/oil fuel powered vehicles will form a small percentage of the total number of vehicles on the road. However, on the basis that as electric/hybrid vehicles will become more popular coupled with further advances in the technology, the likelihood is that these vehicles will become less expensive. Therefore, on this assumption, it is possible that a significant percentage of vehicles will be electric or part electric powered in the near future.

9.6 **This Car Parking Standards SPD supersedes paragraphs 3.3.48 - 3.3.50 within the Planning Obligations SPD regarding electrical vehicle technology.**

Electric Vehicle Charging Point Specification

Commercial or Non-residential Development

- 9.7** It is acknowledged that this new technology is still in the early stages and therefore, at this point, we will seek 5% of all parking spaces in these developments to be covered with an electric charging point. This will be payable by the developer however, it is very affordable and this requirement will be subject to periodic reviews.
- 9.8** The charging points for commercial or non residential developments should conform to EN62196-2 (J1772), Type 2 with Mode 3 with a 7 pin socket and provide a 32 amp, 7kw supply. All wiring must comply with BS7671 or equivalent.

Residential Development

- 9.9** An external charging point shall be provided adjacent to at least 1 parking space for each dwelling. To allow for an easy upgrade to a faster charge bespoke facility in the future, the charging points should be supplied with an independent 32 amp radial circuit complying with BS7671 or an equivalent standard. However as a slow charge facility will currently be adequate for most residential situations, a 3 pin 13 amp external socket will be required. The socket should be to BS1363 or an equivalent standard and must have a locking and weatherproof cover.
- 9.10** For flatted developments and apartments where the parking may be some distance from the dwellings, it may not always be feasible or appropriate to include the charging point requirement. Therefore, in exceptional circumstances such as this, the possibility for financial contributions may be considered.

10 Design for Parking

The Design Issues

- 10.1** The way that parking is accommodated and arranged can have a profound effect on road safety, access for emergency services, pedestrians, cyclists, environmental quality, character and appearance. All too often the vehicle dominates the street scene with the visual effect presenting near continuous parking.



Figure 10.1 Cars parked on a pavement in a residential area



Figure 10.2 Large surface car park dominating the public realm in a town centre

10.2 The primary requirements that should be considered when designing parking are:-

- Provide sufficient numbers of spaces for the development
- Vehicles will be parked in positions that are convenient, safe and can be overlooked by the vehicle owner
- Road Safety and the functionality of the Highway is maintained
- The quality of the street scene is maintained or enhanced

10.3 Individual design solutions will be required on a site by site basis that are a response to the site, densities that are acceptable and the overall ambitions for an integrated layout of landscape, development, linkages, scale, mass and form. In residential areas the Council will require that both the expectations of car owners, in particular their desire for convenient, secure parking near to and in view from their houses and the need to maintain the overall setting, are met.

10.4 Provision (public and private) must be appropriately landscaped, surfaced and secure for both vehicles and individuals and provide appropriate access. Parking areas should ideally not be prominent in views from the street or elsewhere in the public realm. There should be convenient and safe pedestrian routes between car parks and the main entrances to buildings.

The Design Process Considerations

10.5 Often there is difficulty in balancing parking provision with other competing requirements. It is recommended that developers follow the 3 stage process below to identify the most appropriate development for the site and parking solution, whilst acknowledging the key concerns listed above.

- Consider Site constraints and assets
- Consider Density
- Consider the type of parking provision eg: on plot or off plot

10.6 In terms of site constraints and assets, consideration should be given to:-

- The site context and character of the area
- Landscape features of merit
- Ecology
- Topography
- Underground Services
- Emergency access and deliveries

10.7 These issues may present a physical constraint or opportunity in the parking provision and may also identify if the type of development being proposed is consistent with the site context which may in turn warrant a separate parking design solution.

Density in Residential Developments

- 10.8** The amount of parking required is directly proportional to the total floor area of a development. As the density of a development increases, it becomes more difficult to achieve the primary design requirements. The assessment of appropriate residential density in any development site should comply with the Council's 'New Housing Development SPD' to ensure appropriate density in all new residential development.
- 10.9** New developments that seek to exceed the appropriate residential densities and as a consequence will impact negatively on the Highway and appearance of a place will be discouraged. When considering density, attention should be focused on the distribution of varying densities within the development and not only considering the overall site density.

Design Solutions

- 10.10** Designers should ensure the primary design requirements are addressed whilst maximising the quality of the street scene. This will then lead to the most appropriate design solution such as on plot, on street or communal parking areas. Designers may wish to refer to "*Car Parking, what works where*" 2006, published by English Partnerships for initial guidance.
- 10.11** Designers should be mindful that unless there are no other appropriate and well-designed alternatives the following solutions will likely be unacceptable:-
- Rear parking courtyards
 - Inconvenient and remote parking (i.e. not directly overlooked and more than 10 m from the property in residential developments)
 - Solutions that result in large surfaced parking areas that front onto the public realm
 - Family houses with only one external parking space

Design Principles for all New Developments

1. Design for the functional requirements of the parking provision
2. The selection of 'on plot', 'off plot' and 'on-street' parking should be according to functional requirements, site condition, location, character of the area and topography.
3. Parked cars should not be allowed to dominate the street and space.
4. Create active frontages between the building and the street for safer, friendlier streets.
5. All parked vehicles should be over looked by their owners from their ground and upper floor habitable room windows.

6. Consider on street parking solutions with horizontal deviations that can encourage reduced vehicle speeds and enhance road safety.
7. Indicating parking bays through change of surfacing material rather than painted white lines.
8. A landscape scheme should form part of all parking designs from the outset. Street furniture and planting, including trees, can be used to constrain pavement parking.
9. Sustainable drainage systems should be provided at parking areas unless it would impractical to do so
10. Tandem parking is ideal in residential situations where parking can be provided adjacent to dwellings and also maintains frontage which is non-car dominated.
11. Consider the provision of allocated or unallocated parking.



Figure 10.3 Parking bays delineated through a change in surface material



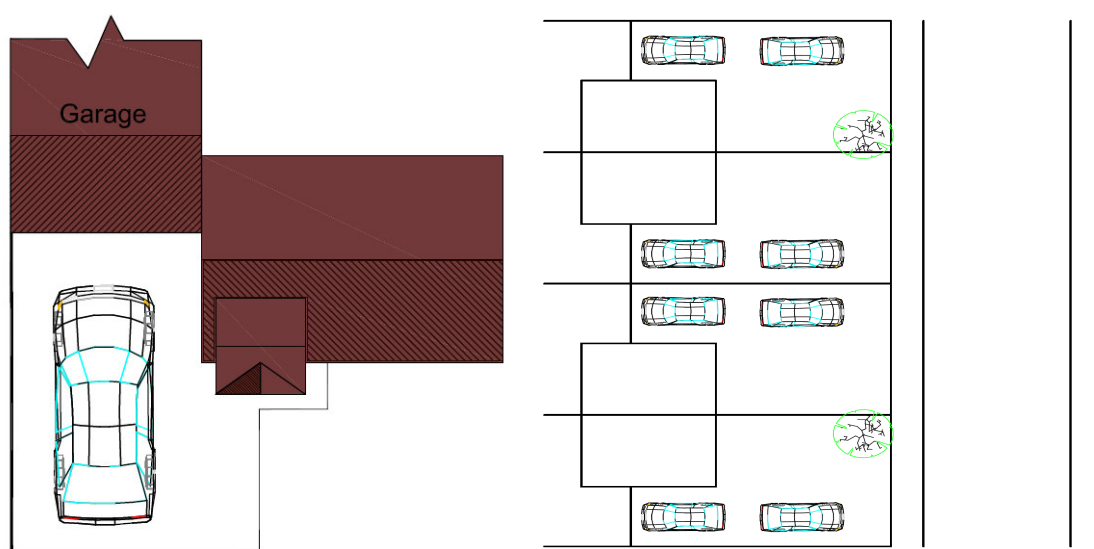
Figure 10.4 High Quality Landscaping within the parking area

On Plot Parking

- 10.12** On plot parking solutions located to the front of dwellings are the most favoured layout for residents. The solution is the best in terms of security and convenience for the resident. These solutions need to consider and provide enough space to enable access to vehicles, opening of doors and provide space to enable people to gain access to the dwelling. Guidance on how to determine the size of the parking provision can be found in tables 12 and 12a in the appendix.
- 10.13** The depth of parking areas in front of dwellings should be designed to accommodate the full length of vehicles, i.e.: 1 car or 2 cars. Failure to do this can result in vehicles overhanging the footpath causing obstruction for pedestrians.
- 10.14** Frontage parking ideally should not exceed 50% of the plot width. This will ensure that natural surveillance of the street is maintained. The remaining 50% should be used for soft landscaping. Where plots are narrow tandem parking at the side of the dwelling can be provided. Typically a 1930's semi detached layout provides an ideal solution that is consistent with housing densities found in inner and outer urban areas.

Garages

- 10.15** For garages to be considered as practical parking spaces they should be a minimum of 3m x 6m internally. As previously stated, surveys indicate that less than 40% of all garages in Dudley are used for parking and therefore additional parking should be provided on plot or on street, however, family dwellings with only one external off street parking space are unacceptable.



Figures 10.5 & 10.6 Residential design providing on plot, secure, overlooked and convenient parking for residents, non car dominated street frontage allowing surveillance onto the street (Density suitable for inner and outer urban areas)

Other Design Considerations

- 10.16** On plot parking should protect and complement the existing character of the street. Applicants are encouraged to provide water butts connected to the roof of covered on-plot parking spaces in order to help limit run-off and harness a useful resource for garden irrigation and the use of sustainable drainage systems are encouraged where possible unless it would be impractical to do so.

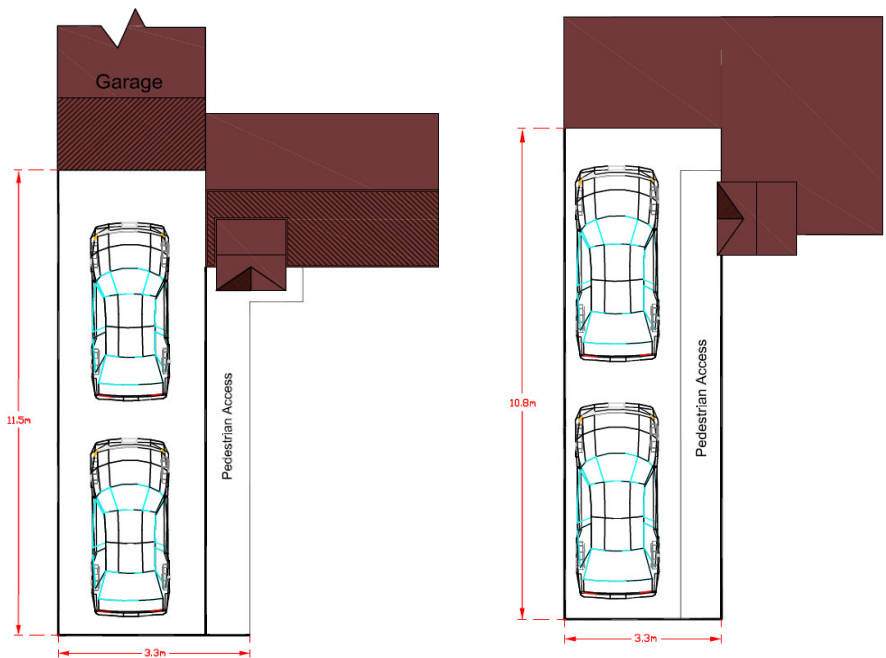


Figure 10.7 Left-hand Image - Minimum parking area dimensions in front of a garage and pedestrian access. Right-hand Image - Minimum parking area dimensions in front of a wall and pedestrian access.

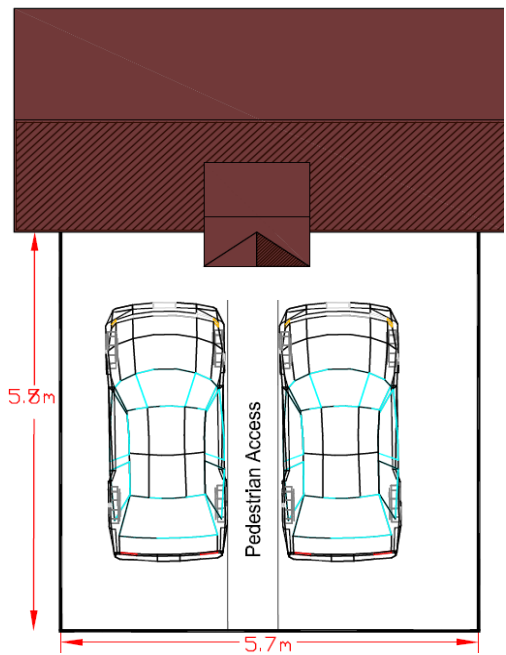


Figure 10.8 Minimum parking area dimensions in front of house wall and pedestrian access

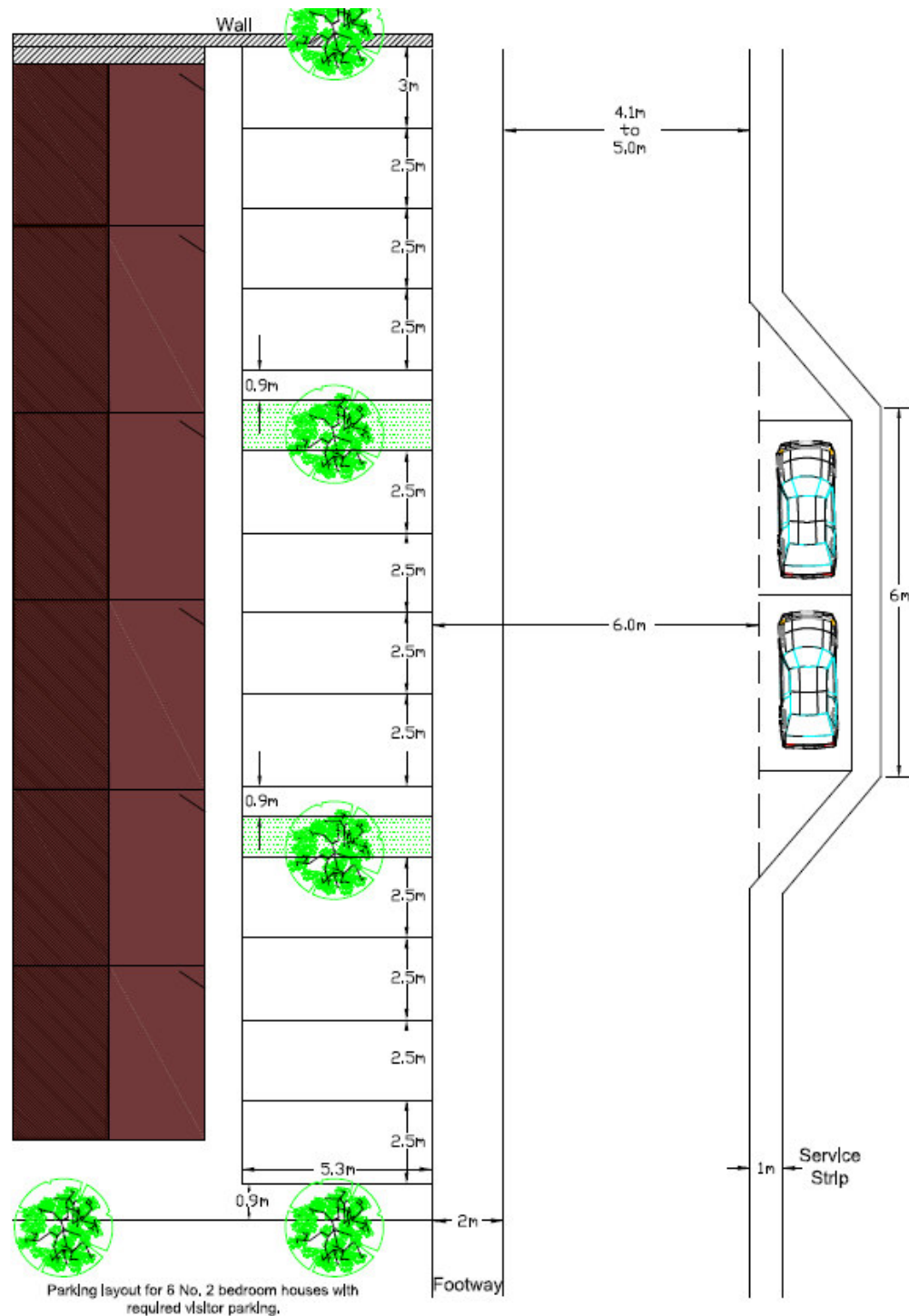


Figure 10.9 Parking layout for a terraced development showing minimum parking dimensions and on-street visitor parking. Parking bays punctuated with pedestrian access paths and green areas for planting that breaks the visual dominance of parked vehicles

On-Street Parking

- 10.17** Developers are encouraged to provide shared surfaces and street designs that break the dominance of the vehicle. To this end, on street parking is a useful tool and can be designed to provide a parking facility and at the same time helping to form deviations in the carriageway that encourage reduced vehicle speeds, improve road safety and provide an enhanced street environment for everyone.



Figure 10.10 Left, trees and soft landscaping no higher than 600mm are used to soften the visual impact of parking, right, breaks in parking bays

- 10.18** To avoid the visual impact of a large cluster of parked cars, breaks or build-outs should be included in lines or rows of on-street parking bays every 2/3 spaces. These parking bays could be punctuated with landscaping or street furniture. Planting areas should be at least 1 metre wide to add effectively to the character and quality of the street-scene.

Off Plot Parking Design Principles

Rear Parking Courtyards

- 10.19** To enhance the feeling of security for car owners it is imperative that parking areas should be overlooked. Rear parking courtyards in residential areas generally provide a poor solution in this respect and are associated with high crime rates. They are inconvenient for residents and often result in uncoordinated on-street parking, which can impact on Highway safety, the functionality of the Highway and create parking dominated frontages which ironically is often the reason why rear parking courtyards are provided. If street parking occurs it should be regulated as stated in paragraph 10.18 above.
- 10.20** Rear parking courtyards should only be considered where there are no other alternatives and where there are Highway constraints. If rear parking courtyards are provided in residential developments they should provide parking for no more than 6 dwellings, residents should have a full view of their vehicle and automated security gates and lighting should be provided. The rear courtyard should also allow for a variety of functions such as a communal garden and amenity space, good quality materials should also be used.



Figure 10.11 Enclosed Courtyard with Security Gates

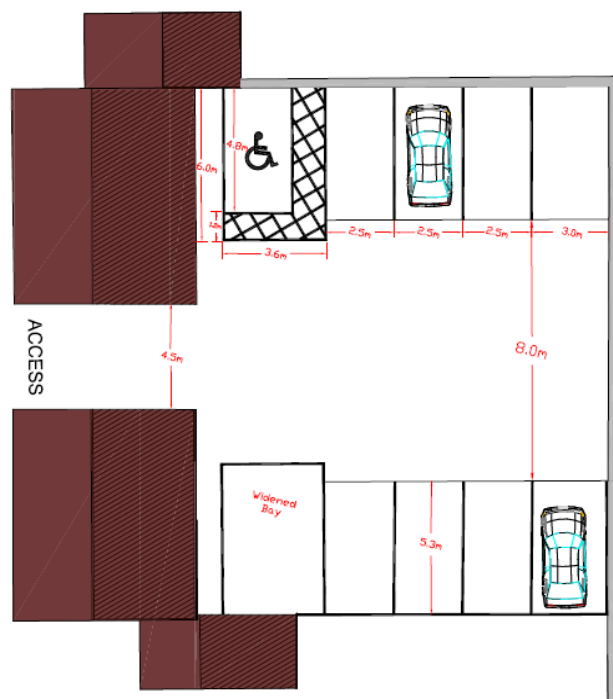


Figure 10.12 Rear parking court showing minimum dimensions to ensure ease of manoeuvrability and efficient use as a parking area

Multi-storey and Under-croft Parking

- 10.21** Multi-storey and under croft parking should not be exposed on the ground floor in a way that results in a blank street frontage. Multi-storey car parks should be wrapped or sleeved by single aspect buildings to maintain active frontages onto public realm.

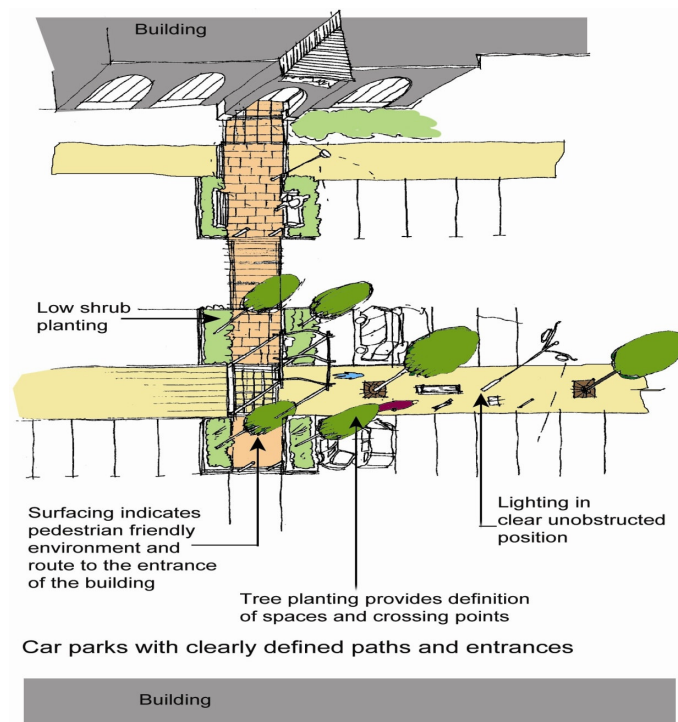


Figure 10.13 - Parking areas with clearly defined pathways and entrances

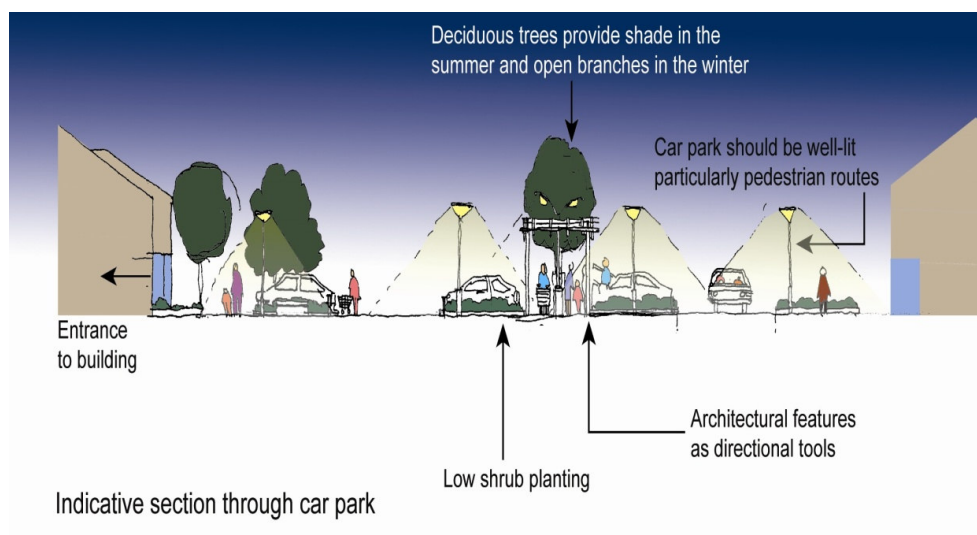


Figure 10.14 - Indicative cross-section through a well designed car park

Pedestrians and People with Disabilities

10.22 Maintaining good and safe pedestrian access through car parks is important. The routes to and from the car parks to the Highway and to the development need to be carefully considered and should be Disability Discrimination Act compliant.

10.23 Parking for people with disabilities is covered in section 7 and Table 7 in the appendix. However, the positioning of marked disabled and widened bays needs to be considered and provided in convenient places.

Security and Lighting

10.24 Secure and well lit parking areas will provide a parking facility that will be more successful. The use of security measures needs to be considered by the designer, including, lighting, gates, surveillance cameras etc.

Determining the Sizes of Parking Areas used by Cars

10.25 The sizes of cars can vary greatly and car parking spaces are required that can accommodate the majority of vehicles i.e.: 1.8 m wide and 4.8 m long. The following design elements should also be provided for.

Design Elements

Design Size Vehicle	1.8m x 4.8m
Min distance between car door and solid object (wall/fence)	600mm
Min distance from a car to allow the opening of a garage door	1.2m
Min distance from end of car to solid object (wall/fence)	500mm
Min distance from edge of car to rear edge of footway	200mm
Min width to allow for pedestrians	900mm
Min distance behind parking bays in parking court	8m

Table 10.1 Minimum Distances

Standard parking bay	2.5m x 5.3m
End parking bay	3m x 5.3m
Min driveway length in front of garage for 1 car and pedestrian access to the side	6.2m x 3.3m
Min driveway length in front of garage for 2 cars and pedestrian access to the side	11.5m x 3.3m
Garage for 1 car internal dimensions	3m x 6m

Table 10.2 Minimum Parking Dimensions

Commercial vehicles

- 10.26** Varying between 9m and 19m x 3.1m depending upon the type of vehicle most likely to serve the development.

Parking for people with disabilities

- 10.27** Parking spaces should be 3.6 m wide or have a transfer area 1.2 m to one side of a standard space. 3.2m wide spaces maybe acceptable where space is limited. Alternatively, two standard 2.4m wide spaces with a shared space of 1.2 m between maybe considered.

Parking for people with children

- 10.28** Parking spaces for people needing to transfer children to and from the car should be provided at a minimum width of 3.2m. These should be marked with a suitable symbol.
- 10.29** It should be noted that the above dimensions should be increased in width to allow for manoeuvring when bays are located next to solid objects such as walls and fences.

Landscape Design Considerations

- 10.30** A detailed hard and soft landscape plan with construction and planting/grass seeding information with suitable specifications for materials and ground preparation, sub and topsoil quality and depths will be required for all new car parking developments.
- 10.31** Within a Landscape master plan, the need for and benefit of street furniture such as seats, bins, lighting, boundary enclosure, and local information signage along with soft landscape planting and trees, can be used to define, constrain and direct parking. This requires careful design thinking in terms of longevity and future maintenance provision. (Please refer to *Designing for Community Safety*, page 55, Dudley MBC, SPG).

11 Travel Plans

What is a Travel Plan?

- 11.1** A travel plan is a *long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed.*
- 11.2** Travel plans are dynamic, living documents that should be updated regularly. The aim is to ensure they represent the current situation in respect of travel and access, and that actions to achieve the outcomes are sought. Implementing a travel plan involves a continuous process for improving, monitoring, reviewing and adjusting the measures in the plan to reflect changing circumstances.
- 11.3** A travel plan will normally need to be prepared alongside the transport assessment. A transport assessment provides the evidence to support the outcomes sought and the measures needed in the travel plan. A transport assessment looks at the existing trip generation and all movements in and around a site, by all modes. It estimates the demand for all travel to the new development and predicts the impact of these additional movements. It goes on to set out how the impacts, particularly the number of car journeys, can be minimised. The travel plan seeks to establish clear outcomes to be achieved in relation to access and sets out all the measures to be implemented in detail, with an action plan, timescales, targets and responsibilities for implementation, monitoring and review
- 11.4** Travel plans focus on achieving the lowest practical level of single occupancy vehicle trips to or from a site and widening the use of other travel modes. They assist in the wider aims of encouraging sustainable travel, improving health, and reducing congestion, energy consumption and pollution. Travel plans need to address all the journeys that may be made to and from a site, by anyone who may have a need to visit or stay there.
- 11.5** Travel Plans fall into two broad categories. First, there is 'destination' travel plans designed to increase sustainable travel to a specific destination – such as a workplace, school, hospital, university or leisure attraction. Second, there are 'origin' travel plans – residential travel plans – which focus on the single origin (home), where journeys are made to many and varied places for a variety of different purposes.

Policy

- 11.6** National Policy supports management travel demand, promoting sustainable development, reducing the emissions of green house gases and encouraging sustainable, environmentally friendly high quality housing located to provide good access to jobs, services and infrastructure, making efficient use of resources.
- 11.7** It stresses the importance of effective use of land and existing infrastructure and focusing new development in locations with good public transport accessibility and the potential to make use of renewable and low carbon forms of energy supply.
- 11.8** The thresholds for the requirement of a travel plan statement or full travel plan are shown in table 1 in the appendix. Applicants should refer to Governments, Good Practice Guidelines: Delivering Travel Plans through the Planning Process, April 2009.

<http://webarchive.nationalarchives.gov.uk/20090510210634/http://www.dft.gov.uk/pgr/sustainable/travelplans/tpp/goodpracticeguidelines-main.pdf>

Types of Travel Plan

Full travel plans

- 11.9** Wherever a travel plan is required a full travel plan should normally be prepared and submitted with the planning application. Robust plans will include clear outcomes, all relevant targets and measures to ensure that these can be achieved, as well as monitoring and management arrangements. Full travel plans are appropriate for full planning applications where the proposed use and accessibility needs are known. They may also be appropriate with outline applications where the scale of uses is known. Wherever possible, a full travel plan should be developed rather than an interim plan. As with all travel plans, it is important that the continued implementation is passed on to respective occupiers. For some uses, e.g. schools, only a full travel plan would be suitable.

Interim travel plans

- 11.10** Under a few circumstances it may not be possible to complete a full travel plan, although this should be the aim. In such circumstances the developer can prepare and submit an interim travel plan, covering all substantive elements, to be completed at an agreed time. These plans should include outcome targets for maximum allowable levels of car trips and other key elements. Some aspects of the travel plan and some measures may be provisional. Nevertheless, the interim plan should set out a timeframe for completion of the full travel plan once the position is apparent.

Framework travel plans

- 11.11** In the case of large mixed-use developments with multiple occupants, it will be appropriate to prepare a framework travel plan. The framework travel plan should set overall outcomes, targets and indicators for the entire site. It is best administered centrally. It should set the parameters for the requirement for individual sites (or uses/elements) within the overall development to prepare and implement their own subsidiary travel plans. These should comply with and be consistent with the wider targets and requirements of the framework travel plan. Potential occupiers need to be advised of the travel plan requirements. The framework travel plan should also clarify as far as possible the timeframe for completion of individual travel plans and the implementation of specific measures within them as the development proceeds, including management and review.

Travel plan statements

- 11.12** Small applications may not justify a full travel plan. Instead, a travel plan statement can deal with any issues raised in the transport statement. These statements and plans are likely to be narrower than the travel plan information needed for a major application. A travel plan statement is likely to focus on site measures encouraging sustainable travel, or contribution towards a more strategic scheme. For example, the developer/occupier might be required to join a local travel forum or similar travel plan network to promote use of sustainable modes. They will not apply to schools.

Area-wide travel plans

- 11.13** In some situations it is essential to consider an area wider than an individual site if the outcomes sought are to be delivered. Experience of this type of approach is more limited than for the other types of travel plan. The approach can be followed where there are a number of developments in a particular area, e.g. a redeveloping commercial area. It is also suits areas where no single site travel plan can effectively respond to the outcomes required such as in a major development.

(For further advice on travel plans :-

Travel Plan officer, Dudley MBC 01384 815406)

12 Mitigating against Impact of Development

- 12.1** Following the outcomes of a transport assessment, additional impacts on the Highway network and an increased carbon output could be mitigated against by promoting more sustainable forms of development via “hard measures” i.e. the provision of infrastructure and improvements to highways and public transport networks, including those to benefit pedestrians, cyclists and other road users. The onsite measures should be secured at the planning stage and offsite measures secured via a section 106 agreement or through the CIL.

Offsite Measures

Walking

- 12.2** Applicants should consider in their proposals improvements to the local walking network serving the site, including walking links to the bus and rail network and schools such as safer crossing points, pavement widening and better lighting.

Cycling

- 12.3** Applicants should consider improvements to the wider cycle network, including cycle links between the site and key destinations such as local centres, business areas, stations, schools and the existing canal network such as cycle tracks, dropped kerbs, advanced stop lines, conversion of Pelicans to Toucan crossings, cycle lane markings and short lengths of dedicated cycle tracks to ensure connectivity of routes.

Safe Routes to Schools

- 12.4** For residential developments and new schools and extensions safe routes to schools should be identified and improvements made that will encourage non car trips to schools.

Dudley Canal System

- 12.5** The canals within Dudley offer a sustainable transport function which can feed into the scope and content of travel plans. The waterway infrastructure can provide travel by foot, cycle and boat as alternatives to the car, offering transport choices. The canal system widens travel choice. The canal system is an existing form of infrastructure which can also accommodate public transport and increased use by modes of sustainable transport.
- 12.6** Where sites are located within the vicinity of the canals developers should consider the role in which they can play in supporting travel by cycling and walking and provide suitable links or contribute to improvements to the existing canal network. (For further information refer to Town and Country

Planning Association, Inland Waterways Unlocking the Potential and Securing the Future of Inland Waterways through the Planning System
www.tcpa.org.uk/data/files/InlandWaterways.pdf)

Public Transport

- 12.7** Improvements to bus and rail infrastructure serving the site should be considered such as bus priority measures and shelters.

Major Development

- 12.8** At major developments where traffic could have an impact on the motorway network or trunk roads, developers should consult with the Highways Agency who will be happy to enter into early discussions to ensure that many of the transport issues are agreed in the initial stages of the planning process.

(Please refer to Department for Transport 02/07 Planning and the Strategic Road Network

www.dft.gov.uk/pgr/regional/strategy/policy/circular207planningandstrategic)

Appendix 1

Table 4 Minimum Standards for Disabled Parking Space Provision (all applications including change of use applications for total additional floor area).

Planning Land Use Class	Marked disabled bay % of max baseline standard	Widened bay 3.6m x 6m % of max baseline standard
A1, A2, A3, A4,A5, Car Sales, Vehicle Repair	6% plus 1 space for each disabled employee	4%
B1,B2,B8,	5% plus 1 space for each disabled employee	5%
C1 Hotels	6% plus 1 space for each disabled employee	4%
C2 Residential Institutions/Student and Sheltered Accommodation	5% plus 1 space for each disabled employee plus additional spaces dependent on the needs of the facility	5%
C3 Dwellings	5% of unallocated parking provision	5% of unallocated parking provision
D1 Non Residential Institutions, Medical facilities, Schools, Hospitals, Further education, places of worship, Museums, galleries and libraries	6% plus 1 space for each disabled employee plus additional spaces dependent on the needs of the facility	4%
D2 Leisure Uses Cinemas, Bingo Halls, Conference facilities	6% plus 1 space for each disabled employee	4%
Sports Halls, Bowling alleys, Health and fitness centres,	1 space for each disabled employee plus additional spaces based on the needs of the facilities	5 - 10%
Sports Stadia	6% plus 1 space for each disabled employee	4%

Table 5 Operational Parking Requirements

The table below will be applied to the total additional floor area on all applications including change of use applications.

Land Use Class	Operational Parking Requirement								
A1 Retail	<table> <tr> <th>Gross Floor Space</th><th>Minimum load & unload</th></tr> <tr> <td>500sqm</td><td>50sqm</td></tr> <tr> <td>1000sqm</td><td>100sqm</td></tr> <tr> <td>2000sqm</td><td>150sqm</td></tr> </table> <p>Service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.</p>	Gross Floor Space	Minimum load & unload	500sqm	50sqm	1000sqm	100sqm	2000sqm	150sqm
Gross Floor Space	Minimum load & unload								
500sqm	50sqm								
1000sqm	100sqm								
2000sqm	150sqm								
A2 Financial and Professional Services	Banks, Building Societies and other financial services used by the public – No operational parking required.								
A3 Restaurants, Pubs and bars, Fast food take-aways	<p>50sqm for loading and unloading</p> <p>For new public houses and fast food take-aways, service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.</p>								
Car Sales	100sqm loading and unloading area.								
B1 Offices	<table> <tr> <th>Gross Floor Space</th><th>Minimum load & unload</th></tr> <tr> <td>100sqm</td><td>30sqm</td></tr> <tr> <td>100 - 250sqm</td><td>60sqm</td></tr> <tr> <td>Over 200sqm</td><td>75sqm</td></tr> </table>	Gross Floor Space	Minimum load & unload	100sqm	30sqm	100 - 250sqm	60sqm	Over 200sqm	75sqm
Gross Floor Space	Minimum load & unload								
100sqm	30sqm								
100 - 250sqm	60sqm								
Over 200sqm	75sqm								
B1 Non-office/ B2 industry	1 lorry space (45sqm) up to 280sqm gross after which 1 additional lorry space per 500sqm gross.								
B8 Warehousing	2 lorry spaces (45sqm) up to 280sqm gross after which 1 additional lorry space per 500sqm gross.								
C1 Hotels	<table> <tr> <th>Gross Floor Space</th><th>Minimum load & unload</th></tr> <tr> <td>500sqm</td><td>100sqm</td></tr> <tr> <td>1000sqm</td><td>150sqm</td></tr> <tr> <td>2000sqm</td><td>170sqm</td></tr> </table>	Gross Floor Space	Minimum load & unload	500sqm	100sqm	1000sqm	150sqm	2000sqm	170sqm
Gross Floor Space	Minimum load & unload								
500sqm	100sqm								
1000sqm	150sqm								
2000sqm	170sqm								
C2 Residential Institutions and Student accommodation	<p>Space for ambulance, minibus or van.</p> <p>Space for one pick-up and drop off point</p>								
C3 dwellings	Adequate provision for refuse collecting vehicles which should normally be separate from car parking spaces will need to be demonstrated.								
D1 Non- Residential Institutions									
Medical Facilities	For Hospitals: Space shall be reserved for ambulances adjacent to main entrance.								

	Space shall be allocated for large delivery or refuse lorries which shall be accessed in a manner which avoids conflict with access ways required by ambulance. For Surgeries and Clinics: Space for one pick-up and drop off point.
Primary Schools and Nurseries	Adequate space should be allocated for coaches which may be used either to bring children to school or for school trips. For large schools, an on-site traffic flow system should be provided to accommodate a larger number of vehicles. Pick up and drop off areas for parents vehicles should be provided in a safe place that will not have a detrimental impact on the Highway or Highway safety
Secondary Schools	Where on-site provision cannot be made, it must be clearly shown that on-street parking of coaches will not detrimentally affect the free flow of traffic on the highway
Further Education	For special schools, space shall be allocated for mini buses/ambulances adjacent to the entrance of the school building.
Places of Worship	Adequate spaces for wedding and funeral vehicles either within the site or on-street.
Museums, galleries and libraries	Minimum loading and unloading 50sq.m
D2 Leisure uses	
Cinemas, Bingo Halls, Conference Facilities etc	50sq.m for a loading and unloading area. Space for 1 pick-up and drop off point.
Sports halls, bowling alleys and health and fitness facilities etc	50sq.m loading and unloading area.
Sports Stadia	To be determined on a case by case basis having regard to the type of activity proposed
Outdoor sports facilities	50sq.m loading and unloading area.

Table 6 Minimum Cycle Parking Standards

The table below shows minimum cycle parking standards, however, the LPA aims to provide cycle parking for at least 10% of all people journeys. Where long stay cycle parking space is provided ie: for members of staff, shower facilities should also be provided unless it is unfeasible to do so. There is no requirement for shower facilities to be provided for customers or visitors.

Where a travel plan is submitted, the minimum cycle provision may be higher as determined by the outcomes of the travel plan. The table below will be applied to all applications including change of use. The sqm refers to gross floorspace.

Land Use	Cycle Parking Standard	Cycle Storage Type
A1 Retail	1 space per 200sqm	Long stay for staff Short stay for customers
A2 Financial and Professional Services	1 space per 100sqm for staff and 1 space per 1000sqm for visitors	Long stay for staff Short stay for customers
A3 Restaurants, cafes and transport cafes A4 Drinking Establishments A5 Hot Food Take-aways	1 space per 100sqm	Long stay for staff Short stay for customers
B1 Business / Offices B2 General Industry B8 Storage and Distribution	1 space per 300sqm for staff and 1 space per 1000sqm for visitors	Long stay
C1 Hotels	1 space per 10 bedrooms	Long stay
C2 Student accommodation	1 space per 5 students	Long stay
C2 Sheltered housing	1 space per 5 units	Long stay for staff Short stay for visitors
C2 Residential Institutions	1 space per 10 members of staff	Long stay for staff Short stay for visitors
C3 Residential (Apartments only)	1 space per 1 and 2 bed dwellings and 2 spaces per 3+ bed dwelling plus 1 space per 5 apartments for visitors	Long stay for residents Short stay for visitors

Land Use	Cycle Parking Standard	Cycle Storage Type
C4 House in Multiple Occupation (HMO)	1 space per HMO and 1 space per 5 dwellings for visitors	Long stay for residents Short stay for visitors
D1 Education	Junior schools - 1 space per 50 students, 1 space per 5 members of staff, 1 space per 150 students for visitors. Secondary schools, further and higher education - 1 space per 5 students, 1 space per 5 members of staff, 1 space per 150 students for visitors.	Long stay for students and staff Short stay for visitors
D2 Leisure	1 space per 200sqm for staff and 1 space per 10 person trips for visitors	Long stay
All other uses	Determined on an individual basis	

Table 7 - Minimum Parking Standards for Powered Two Wheelers

Land Use	Percentage of Baseline Standard	Threshold for at least 1 parking space and shower facility
B1 Offices	4%	50sqm or greater
B1 Non -office/B2 industry	4%	100sqm or greater
B8 Warehousing		
A1 Retail	2%	200sqm or greater
A2 Financial Services/ A3 Restaurant, pubs, take-aways	2%	200sqm or greater
Student accommodation	4%	The total number of rooms is 10 or above
C3 Residential	Not required	Not required
D1 Education	4%	200sqm or greater
D2 Leisure	4%	200sqm or greater
All other uses	4%	When total vehicle parking provision is 20 or greater

Table 8 - Electric Vehicle Charging Point and Infrastructure Requirements

Land Use	Charging Point requirement
C1 Residential	A 3 pin 13 amp external socket with a weatherproof and lockable cover to BS1363, located near the parking area may be sought for every dwelling. Each socket to be supplied by an independent 32 amp radial circuit.
All other uses	5% of parking provision will be sought with charging points to comply with EN 62196-2 (J1772) Type 2, Mode 3, 7 pin, 32 amp, 7 KW

All wiring should comply with BS 7671 or an equivalent standard.

Table 9 - Maximum Parking Standards for Non Residential Uses

The table below will be applied to the total floor area on all applications including change of use applications.

Land Use Class	Baseline Parking Level Parking Standard per sq m
A1 Retail Food	1:14
A1 Non Food Retail	1:20
A2 Financial and Professional Services	1:25
A3 Restaurants and Cafes	1:10
A4 Drinking establishments	1:8
A5 Hot food Take away	1:20
B1 offices	1:30
B1 non office light industrial	1:50
B2 General Industry	1:70
B8 Warehousing	1:150
Vehicle Repair	4 spaces per bay
C1 Hotels	1 space per bedroom 1:5 for public drinking areas
C2 Nursing Homes	Discuss with Highway Authority
C2 Institutional Hostels	Discuss with Highway Authority
C2 Sheltered Housing	Discuss with Highway Authority
D1 Non Residential Institutions	
Medical Facilities	1 space per member of staff and 2 spaces per treatment room
Hospital	1 space for each member of staff and 1 space per 3 visitors
Primary Schools / Nurseries	1 space per member of staff
Secondary Schools	1 space per member of staff

Land Use Class	Baseline Parking Level Parking Standard per sq m
Further Education	1 space per 1 member of staff and 1 space per 15 students
Places of Worship	Discuss with Highways Authority
Museums and Galleries	1:30
D2 leisure facilities	1 space per 8 seats
Cinema, bingo halls, conference facilities	1 space per 5 seats
Sports halls, bowling alleys, health and fitness facilities	1:22
Sports Stadia	1 space per 15 seats
Outdoor Sports facilities	Discuss with Highways Authority

Table 10 - Vehicle Parking Design Elements

Design size vehicle	1.8 m x 4.8 m
Min distance between car door and solid object wall/fence	600 mm
Min distance from a car to allow the opening of a garage door	1.2 m
Min distance from end of car to solid object wall/fence	500 mm
Min distance from end of car to rear edge of footway	200 mm
Min width to allow for pedestrians	900 mm
Min distance behind parking bays in parking court	8 m

Table 11 - Vehicle Parking Dimensions

Standard car Parking Bay	2.5m x 5.3 m
End car Parking Bay	3m x 5.3 m
Min driveway length in front of garage for 1 car and pedestrian access	6.2 m x 3.3 m
Min driveway length in front of garage for 2 cars and pedestrian access	11.5 m x 3.3 m
Garage for 1 car internal dimensions	3m x 6 m
Commercial vehicle parking bay	3.1m x 9 m to 19 m
Disabled Parking bay	3.6m x 6m
Parking for people with children	3.2m x 5.3 m

Table 12 - Thresholds for Transport Statement (TS), Transport Accessibility and Parking Assessment (TAPA) and Travel Plan Statement (TPS), Transport Assessment and Travel Plan (TA/TP)(The sqm below applies to the total floor area on all applications including change of use applications).

Planning Land Use	Thresholds (TS TAPA and TPS)	Threshold (TA and TP)
A1 Food Retail	250 to 799 sqm	800 sqm and above
A1 Non-food Retail	800 to 1,499 sqm	1,500 sqm and above
A2 Professional Services	1000 to 2499 sq m	2500 sqm and above
A3 Restaurant	300 to 2499 sq m	2500 sq m and above
A4 Public House	300 to 599 sq m	600 sq m and above
A5 Hot Food Takeaway	250 to 499 sq m	500 sq and above
B1 including offices	1500 to 2499 sqm	2,500 sqm and above
B2 Industry	2500 to 3999 sqm	4,000 sqm and above
B8 Warehousing	3000 to 4999 sqm	5,000 sqm and above
C1 Hotels	75 to 99 bedrooms	100 bedrooms and above
C2 Nursing Homes	30 to 49 beds	50 beds and above
C2 Institutional Hostels	250 to 399 residents	400 residents and above
C2 Sheltered Housing	250 to 399 residents	400 residents and above
C3 Dwelling Houses	50 to 79 dwellings	80 dwellings and above
D1 Non Residential Institutions, medical facilities	500 to 999 sq m	1000 sq m and above
D2 Assembly & Leisure	500 to 1499 sqm	1,500 sqm and above
Others	Discuss with Highway Authority	Discuss with Highway Authority

Appendix 2

Further Examples to show Parking Standards Calculation for large residential developments

Worked Example 2

Proposal - 40 houses with 4 habitable rooms (2 bed), 1 parking space allocated to each dwelling and no garages in Coseley

Stage 1

Refer to Table 1 and look up 4 habitable rooms with 2 bedrooms with 1 space allocated = 1.8

Stage 2 Adjustment for the Locality

Refer to Table 3 and apply the adjustment factor. Coseley East Ward does not require an adjustment, therefore the total minimum requirement is 1.8 spaces per dwelling.

Stage 3 Adjustment for Garages

There are no garages being provided in this development.

Stage 4 Calculate the overspill (number of unallocated spaces)

Total minimum parking requirement = 1.8 per dwelling

Allocated Provision per dwelling = 1 space

Additional Allocation = $1.8 - 1 = 0.8$

Total additional parking provision = $0.8 \times 40 \text{ dwelling} = 32 \text{ spaces}$

Stage 5 Disabled Parking

Refer to Table 4 in Appendix 1. Where communal (unallocated) parking areas are provided - at least 5% of all bays should be marked and 5% should be widened.

Marked bays 5% of 32 = 2 spaces

Widened bays 5% of 32 = 2 spaces

Stage 6 Calculate the Operational Vehicle Requirement

Refer to Table 5 in Appendix 1 - adequate provision for refuse collecting vehicles separated from car parking spaces should be provided.

Stage 7 Calculate the Cycle Storage and Powered two Wheeler requirement

Cycle storage is only required for apartments.

Stage 8 Electric Vehicle Charging Points

Refer to Table 8 in Appendix 1 - all dwellings should provide an external electric vehicle charging point where it is practical to do so.

Stage 9 Agree with Highway Authority the Final minimum Requirements and determine if Transport Assessment is required

The development of 40 No 2 bed dwellings in Coseley with 1 space allocated should provide;

- 1 space allocated to each dwelling
- 32 suitable spaces to be provided in an unallocated design, spaces either designed as an off road communal parking area or formal on street parking bays
- 2 bays marked as disabled, 2 widened bays, if provided in a communal parking area
- Provision for refuse vehicles
- All dwellings provided with an external electric vehicle charging point.

Refer to Table 12 in the appendix - only developments with 50 dwellings and above require further assessments, so no further assessments will be required in this case.

Worked Example 3

Proposal - 20 x 5 habitable room apartments (2 bed), with 1 parking space allocated to each dwelling on edge of Dudley town centre, St James's Ward

Stage 1

Refer to Table 1 and look up 5 habitable rooms with 2 bedrooms with 1 space allocated = 1.65

Stage 2 Adjustment for the Locality Calculate

Refer to Table 3 and apply the adjustment factor. St James has an adjustment factor of 1.05.

Therefore total minimum requirement is $1.65 \times 1.05 = 1.73$ spaces per dwelling

Stage 3 Adjustment for Garages

No garages proposed.

Stage 4 Calculate the overspill (number of unallocated spaces)

Total minimum parking requirement = 1.73 per dwelling

Allocated Provision per dwelling = 1 space

Additional Allocation = $1.73 - 1 = 0.73$

Total additional parking provision = 0.73×20 dwelling = 15 spaces

Stage 5 Disabled Parking

Refer to Table 4 in Appendix 1. Where communal (unallocated) parking areas are provided at least 5% of all bays should be marked and 5% should be widened.

Marked bays 5% of 15 = 1 space

Widened bays 5% of 15 = 1 space

Stage 6 Calculate the Operational Vehicle Requirement

Refer to Table 5 in Appendix 1 - adequate provision for refuse collecting vehicles separated from car parking spaces should be provided.

Stage 7 Calculate the Cycle Storage

See Table 6 in Appendix 1 = 1 space per 2 bed dwelling plus 1 space per 5 apartments for visitors

Stage 8 Electric Vehicle Charging Points

Refer to Table 8 in Appendix 1 - all dwellings should provide an external electric vehicle charging point where it is practical to do so.

Stage 9 Agree with Highway Authority the final minimum requirements

Therefore the development of 20 no 2 bed dwellings on the edge of Dudley Town Centre in St James's Ward with 1 space allocated per dwelling should provide;

- 1 space allocated to each dwelling, (20)
- 15 suitable spaces to be provided in an unallocated design, spaces either designed as an off road communal parking area or formal on street parking bays
- 1 of the bays marked as disabled, 1 of the bays provided as a widened bay if a formal communal parking area is provided
- Provision for refuse vehicles
- All dwellings provided with an external electric vehicle charging point.

Refer to table 12 in the appendix - only developments with 50 dwellings and above require further assessments, so no further assessments will be required in this case.

Appendix 3

Commercial Development Worked Examples

Example 1

Proposal - A1 Food Retail Brierley Hill High Street (5000m² gross floor area).

Stage 1 Is a TA/TP or TAPA/TS required?

Refer to Table 12 in Appendix 1- development is 5000m² which is > 800m² therefore TA and TP are required.

Stage 2 As part of TA carry out parking assessment – complete TAPA

Score from Accessibility Assessment Form (see reference 1 and 2 in Appendix 4) = 22 points (Example only)

Scales are as follows

1 – 10 points – low accessibility

11 – 20 points – medium accessibility

21 – 30 points – high accessibility

Therefore a score of 22 suggests high accessibility.

Calculation of Parking Standard Reduction

Reductions are only applicable when the accessibility assessment score is between 11 and 30 points. A reduction of between 0 and 40% can be applied. This equates to a 2% reduction for each point scored above 10.

Therefore 22 points is 12 above the 10 threshold.

A 2% reduction for each of the 12 points results in a 24% reduction.

Calculation of Parking Standard

Baseline standard for A1 = 1:14 (refer table 9)

Therefore baseline standard for 5000m² is 357 spaces

Apply 24% reduction. $\frac{24}{100} \times 357 = 86$

100

Therefore $357 - 86 = 271$ spaces

Stage 3 Is the development within or adjacent to a Town Centre Boundary

(See reference 3 in Appendix 4 which shows town centre boundaries).

The proposal is for a site in Brierley Hill High Street which is within Brierley Hill town centre boundary.

Stage 4 Discuss with Highway Authority (HA) the appropriate parking levels for the development, in consideration of the overall levels in the Town Centre.

This is likely to require a meeting with HA Development Control officers.

(See paragraphs 6.7 - 6.12 for guidance on determination of parking standards)

Stage 5 Calculate the requirement for people with disabilities

See Table 4 in Appendix 1 - A1 requires 6% of baseline maximum standard as marked disabled bays plus 1 bay for each employee plus 4% of baseline maximum standard as widened bays.

A1 baseline maximum standard see table 2 in the appendix is 1:14 sq m

Baseline standard for 5000 sq m = 357 spaces

6% marked bays = 21 bays plus 2 for employees = 23 bays

4% widened bays = 14 bays

Stage 6 Calculate the Operational Vehicle Requirement

Refer to Table 5 in Appendix 1 - a minimum of 150 sq m area for loading and unloading is required. Service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.

Stage 7 Calculate the cycle and powered two wheeler parking requirement

(See tables 6 and 7 in Appendix 1)

1 space per 200sqm = 25 spaces

Powered 2 wheelers 2% of baseline standard (357) = 7 spaces

Stage 8 Calculate the electric vehicle charging point provision

(See Table 8 in Appendix 1)

5% of total parking provision (271 estimated +23+14) = 15 spaces

(23+14 is for disabled stage 5)

Note this will be determined as a percentage of the final agreed vehicle provision

Stage 9 Agree level of parking for development with Highway Authority.

The final agreed level of vehicle parking will depend on a number of factors, which may require the parking level to be reduced or raised further:-

1. Existing quantum of parking in the Town Centre at the time the application is submitted
2. Location of development within the Town Centre relative to existing parking provision.

In addition to the 271 estimated vehicle parking spaces the development must also provide;

- 23 marked disabled bays
- 14 widened bays
- Minimum of 150 sq m for servicing and service vehicles should access and egress in a forward gear
- 25 cycle spaces
- 7 spaces for powered two wheelers
- 15 spaces to be provided with a charging point.

A transport assessment including the accessibility assessment form and a travel plan will also be required.

Example 2

Proposal - Light Industrial Use (B1), Pensnett Trading Estate (1000sqm)

Stage 1 Is a TA/TP or TAPA/TS required?

Refer to Table 12 in Appendix 1, the development is 1000m² which is <1500m² therefore TA/TP or TAPA/TS not required.

Stage 2 Determine Baseline Standard

Baseline standard for B1 = 1:50 (refer Table 9)

Therefore baseline standard for 1000m² is 20 spaces

Stage 3 Is the development within or adjacent to a Town Centre Boundary

See Appendix 4 - the development is not within a town centre boundary.

Stage 4 Calculate the requirement for people with disabilities

See Table 4 in Appendix 1 - B1 requires 5% of baseline max standard as marked disabled bays plus 1 bay for each employee plus 5% of baseline max standard as widened bays.

B1 baseline max standard see table 2 in the appendix is 1:50 sq m

Baseline standard for 1000 sq m = 20 spaces

5% Marked bays = 1 bay plus 1 for disabled employee = 2 bays

5% Marked bays = 1 bays

Stage 5 Calculate the Operational Vehicle parking requirement

Refer to table 8 in the appendix - 1 lorry space (45sq.m) up to 280sq.m gross after which 1 additional lorry space per 500sq.m gross is required.

For a 1000 sq m 3 lorry spaces of 45 sq m each are required

Stage 6 Calculate the cycle and powered two wheeler parking requirement

(See Tables 6 and 7 in Appendix 1)

1 space per 300sqm for staff plus a shower facility and 1 space per 1000sqm for visitors = 4 spaces.

Powered 2 wheelers 4% of baseline standard (20) but minimum of 1 space as total development will be greater than 100 sq m = 1 space

Stage 7 Calculate the electric vehicle charging point provision

See Table 8 in Appendix 1

5% of total parking provision (20) = 1 charging point

Stage 8 Agree level of parking for development with Highway Authority.

The developer should agree an appropriate level of vehicle parking between an amount that would not create Highway safety concerns but must not exceed the maximum standard (20).

In addition to the vehicle parking the development must provide

- 2 marked disabled bays
- 1 widened bay
- 5 cycle parking spaces for staff plus staff shower facility. 1 further cycle space for visitors
- 1 space for powered two wheelers

- 3 lorry spaces of 45 sq m are required
- 1 space to be provided with a vehicle charging point

No further assessments will be required

Example 3

Proposal - B1 Office, Wollaston (2000sqm gross floor area)

Stage 1 Is a TA/TP or TAPA/TS/TPS required?

Refer to Table 12 in Appendix 1 - development is 2000m² which is > 1500m² but < 2500m² therefore TAPA/TS/TPS is required.

Stage 2 Carry out parking assessment

Complete a transport statement/ TAPA and complete an accessibility assessment form (See reference 1 and 2 in Appendix 4). Score from Accessibility Assessment Form = 18 points

Scales are as follows;

1 – 10 points – low accessibility

11 – 20 points – medium accessibility

21 – 30 points – high accessibility

Therefore a score of 18 suggests medium accessibility.

Calculation of Parking Standard Reduction

Reductions are only applicable when the accessibility assessment score is between 11 and 30 points. A reduction of between 0 and 40% can be applied. This equates to a 2% reduction for each point scored above 10.

Therefore 18 points includes 8 above the 10 threshold.

A 2% reduction for each of the 8 points results in a 16% reduction.

Calculation of Parking Standard

Baseline standard for B1 = 1:30 (refer table 1)

Therefore baseline standard for 2000m² is 67 spaces

Apply 16% reduction. $\frac{16}{100} \times 67 = 11$.

Therefore $67 - 11 = 56$ spaces maximum allowed on site.

Stage 3 Is the development within or adjacent to a Town Centre Boundary

The development is not within or adjacent a town centre.

Stage 4 Calculate the requirement for people with disabilities

See Table 4 in Appendix 1 - B1 requires 5% of baseline maximum standard as marked disabled bays plus 1 bay for each employee plus 5% of baseline maximum standard as widened bays.

B1 baseline maximum standard see table 2 in the appendix is 1:30 sq m

Baseline standard for 2000 sq m = 67 spaces

5% Marked bays = 3 bays plus 1 for each disabled employee. There are no disabled employees total marked bays = 3 bays

5% widened bays = 3 bays

Stage 5 Calculation of Operational Vehicle parking Requirement

Refer to Table 5 in Appendix 1 - over 250 sq m a loading/unloading area of 75 sq m is required

Stage 6 Calculate the cycle and powered two wheeler parking requirement

(See Tables 6 and 7 in Appendix 1)

1 space per 300 sqm for staff = 7 spaces plus a shower facility and a further 2 spaces for visitors = 9 spaces in total.

Powered 2 wheelers 4% of baseline standard (67) but minimum of 1 space as total development will be greater than 100 sq m = 3 spaces

Stage 7 Calculate the electric vehicle charging point provision

See Table 8 in Appendix 1

5% of total parking provision $(57+3+2) = 3$ charging points.

Stage 8 Agree level of parking for development with Highway Authority.

The developer should agree an appropriate level of vehicle parking between an amount that would not create Highway safety concerns but must not exceed the maximum standard (57).

In addition to the vehicle parking the development must provide

- 3 marked disabled bays
- 23 widened bays
- 7 cycle parking spaces for staff plus staff shower facility and 2 visitor spaces
- 3 spaces for powered two wheelers
- A loading/unloading area of 75 sq m is required
- 3 spaces to be provided with a vehicle charging point

A Transport Statement / Transport Accessibility and Parking Assessment, an Accessibility Assessment form and a Travel Plan Statement will also be required.

Appendix 4

Transport, Accessibility and Parking Assessment Form

National Planning Policy recommends a broad approach to assessing the transport implications of development proposals. This Transport, Accessibility and Parking Assessment (TAPA) Form should be completed in conjunction with a planning application form.

Reference 1 Transport, Accessibility and Parking Assessment Form

1. Application Details	
Ref Number Description of proposed development Land use/sq metres/number of units Proposed car parking spaces (public/private) Address/Location	
2. Transport Characteristics of Scheme	
Non-residential	
<i>Expected number of employees visiting the site per day (if relevant).</i>	
Of which approximately how many are expected to arrive by: Car Car Sharing Bus Train Bicycle Walking Other (please specify)	
<i>Expected number of visitors per day visiting the development (if relevant)</i>	
Of which approximately how many are expected to arrive by: Car Car Sharing Bus Train Bicycle Walking Other (please specify)	
Of which approximately how many are expected to be	

Light Goods Vehicles Other Goods Vehicles	
Residential	
<i>Expected number of residential movements per day, including likely destinations (if relevant).</i>	
Of which approximately how many are expected to come and go by: Car Car Sharing Bus Train Bicycle Walking Other (please specify)	
All Uses	
Please identify any expected times of day and week for peak departures and arrivals.	
Please identify any special transport characteristics of the development.	
Please state the relationship (if any) of the development to Local Transport Plan proposals affecting the site.	
Please provide details of the number of parking spaces to be provided. Cars, Disabled bays Cycles (state if covered) Motorbikes (state if covered)	
3. Outline of any planned measures to limit transport impacts (Please read attached note 1)	
Please describe any measures planned to influence the way employees and visitors access the site (such as encouraging walking, cycling and public transport)	
Please describe any measures you propose to ensure freight and delivery traffic is efficient and causes as little disruption as possible.	
Please describe any proposed measures to alter or improve the surrounding road network.	

Please identify any improvements proposed to enhance walking, cycling and public transport within or outside of the development site.	
Please provide explanation of any parking controls and parking management.	

Note 1. As part of the planning application the Local Planning Authority may require additional information on proposed measures to reduce the impact of traffic generated activities at the site. This may take the form of a Travel Plan or changes to the layout and design of the buildings. It may also cover proposed changes to the surrounding road network. Particular emphasis will be placed upon addressing the likely impacts of freight movements and deliveries.

Reference 2 Accessibility Assessment

Accessibility Assessment		Accessibility Level High: 30-21 Medium: 20-11 Low: 10 or less		
Access Type	Criteria	Criteria Scores	Score	Sub score
Walking	Distance to nearest bus stop from main entrance to building (via direct, safe route)	<200m	5	
		<300m	3	
		<500m	1	
		>500m	0	
	Distance to nearest railway station from main entrance to building	<400m	3	
		<1km	2	
		>1km	0	
Cycling	Proximity to defined cycle routes	<100m	3	
		<500m	2	
		<1km	1	
Public Transport	Bus frequency of principal service from nearest bus stop during operational hours of the development	15 minutes or less	5	
		30 minutes or less	3	
		>30 minutes	1	
	Number of bus services serving different localities stopping within 200 metres of main entrance	Localities served		
		4 or more	5	
		3	3	
		2	2	
		1	1	

Accessibility Assessment		Accessibility Level High: 30-21 Medium: 20-11 Low: 10 or less		
	Train frequency from nearest station (Mon-Sat daytime)	30 minutes or less 30-59 minutes Hourly or less frequent	3 2 1	
	Drive to nearest station	Facilities on-site or within 100 metres that reduce the need to travel: * food shop/cafe * newsagent * crèche * other	 1 1 1 1	
Total Aggregate Score				

Reference 3 - Main Town Centre Boundary Maps (next 4 pages)