

Vehicular and Cycle Parking Guidance

January 2012

Introduction

It is widely recognised that the availability of car parking has a major influence on the means of transport people choose for their journeys. It is therefore essential to try and get the balance right, not to require developers to provide more spaces than they themselves wish, to encourage the shared use of parking where appropriate and not to create perverse incentives for development to locate away from town centres. This guidance recognises that Surrey is a county of contrasts, which produces varying demand for travel, car use, and its resultant parking requirements. It would be inappropriate to apply a single standard across the entire county, so the intention is to apply a pragmatic and flexible approach.

Surrey County Council (SCC), within the two-tier structure of local government, has historically led on parking standards. This has primarily been in respect of its role as Highway Authority for the County, and as consultee on the transportation and highway implications of planning applications. SCC has also previously had an interest in its former role as Strategic Planning Authority and “owner” of the Structure Plan.

Since the demise of the Surrey Structure Plan in May 2009 it has become necessary to re-think the appropriate development related parking guidance. Not only in respect of suitable levels of parking for a given land use, but also in respect of “ownership” and application of such guidance. SCC, as Highway Authority, has an interest in respect of safety and design, transport planning policy and having responsibility for the Local Transport Plan (Surrey Transport Plan). Guidance on development related parking will therefore be provided through this formal process.

The SCC Parking Strategy dated March 2003, which was produced in response to the then valid Structure Plan Policy DN3 and advice from PPG13 and PPG3, was heavily based upon restraint led parking for both residential and non-residential land uses. The degree of uptake of the March 2003 standards contained within the strategy by each of the 11 Local Planning Authorities (LPAs) within Surrey has been variable. Variances in approach normally occur where for wider transport policy reasons the County takes a more strategic approach. At a local level understandable concerns relating to deficiencies in parking provision generate a desire for more spaces. On these occasions, the County Council would express concern about catering for demand in an area that might already be suffering from congestion, when the LPA would stress the desire to provide for more parking, irrespective of its impact on congestion and the climate change agenda.

The County of Surrey exhibits a wide range of social and economic circumstances that necessitate a flexible approach to identifying appropriate levels of car parking provision. Such an approach should provide a level of accessibility by private car that is consistent with the overall balance of the transport system at the local level.

Policy

This revised guidance has been produced in accordance with Planning Policy Guidance Note 13 (PPG13): Transport (January 2011), Planning Policy Statement 3 (PPS3): Housing (June 2011) and Planning Policy Statement 4 (PPS4): Planning for Sustainable Economic Growth (December 2009). Consideration has also been given to the draft National Planning Policy Framework (NPPF) dated July 2011.

A key objective of PPG13 is to use parking policies, alongside other planning and transport measures, to promote sustainable transport choices and reduce reliance upon the private car. PPG13 asks that LPAs critically examine the standards they apply to avoid the profligate use of land for parking.

PPS3 recommends that developments should take a design-led approach to the provision of car parking, that is well integrated with a high quality public realm and streets that are pedestrian, cycle and vehicle friendly. LPAs should develop residential parking policies for their areas, taking account of expected levels of car ownership, the importance of promoting good design and the need to use land efficiently. PPS3 states that residential parking should be provided as appropriate to local circumstances.

PPS4 recommends that LPAs should, through their local development frameworks, set maximum parking standards for non-residential development that are aligned with the policies in the relevant Local Transport Plan. LPAs should not set minimum parking standards for any development, other than parking for disabled people and cycle parking.

The draft NPPF is based around the principle of local and neighbourhood plans, which empower local communities to shape their own surroundings. It provides a framework within which local people and their respective councils can produce their own distinctive approaches, reflecting the needs and priorities of their areas. It is considered that this parking guidance very much accords with the NPPF approach in its recommendation for flexibility and application according to local circumstances.

Consultation

A draft version of this guidance was put out to consultation between October 2010 and January 2011. It should be noted that PPG13 was amended during the period of consultation. Responses were received from the 11 LPAs within Surrey and one response from the private (consultancy) sector. Comments were also received via the Local Transport Plan 3 consultation from residents, a neighbouring London Authority and two Parish Councils.

The comments received have been incorporated in this final version where appropriate. Respondents were generally appreciative of the suggested guidance and the flexibility that it offers. The challenges in providing guidance were recognised and although some LPAs request certainty, this guidance is intended to be applied locally and via Local Development Frameworks. Amendments were made in respect of providing a start point upon which to build individual assessments and some categories which had previously been grouped were separated out. The residential guidance has also been simplified.

As the residential guidance is heavily based upon research undertaken in Kent, Essex and Dorset, the need for a local evidence base was suggested. Some comparison work has been done using a recent development parking survey in Woking. This recommended guidance demonstrates compatibility with these results. Any further data collection is considered to be a matter for the LPA to consider and resource.

Application of this guidance

This guidance is intended to be flexible and used as considered appropriate by the 11 LPAs across Surrey. This is to ensure that parking requirements can be completely tailored by the LPA to suit the unique circumstances of any given development proposal in accordance with its location.

How to use this guidance

Surrey County Council's (SCC) vehicular and cycle parking guidance is set out overleaf. This guidance is commended to the 11 LPAs for use within their own local development framework documents and supersedes the SCC Parking Strategy dated March 2003. Please note:

- All parking levels relate to gross floor area and are recommended as a maximum unless otherwise stated.
- Provision for uses marked “**individual assessment**” will require their own justification and the inclusion of parking management plans, travel plans and cycle strategies where appropriate.
- Levels of parking per member of staff (full time equivalent) should be calculated using the average of those employed on site at any one time.
- Guidance is also provided regarding disabled parking, school parking, car clubs and electric vehicle charging points.

Production of Individual Assessments

Where “individual assessment” is required, it should be demonstrated that demand for parking is either met on site or mitigated and managed as appropriate.

Potential grounds for parking related objections by SCC

When responding to consultations on residential development, it is expected that SCC will only raise objections regarding parking if there is a shortfall that would lead to danger on the adjoining highway. It is unlikely that objections would be raised on amenity grounds of a shortfall in parking, or if parking in excess of residential guidance were being provided. Excessive parking provision in residential development is unlikely to generate travel by car, unless it is also used by other more restrained land-uses, where restraint might have been applied in that locality. There is no policy to restrict car ownership so there is little to be gained in heavily restraining residential parking.

In the case of all other land uses, objections might be raised to parking in excess of the suggested guidance on policy grounds. Parking proposed at levels below the maximum standard will not be objected to, in accordance with PPG13, other than exceptional circumstances where there are significant implications for road safety.

RECOMMENDED GUIDANCE - Maximum Vehicular Parking Levels

Use Class	MAXIMUM per m ² GFA
A1 Retail	
Food or non-food retail eg: small parades of shops serving the local community (up to 500m ²)*	1 car space per 30m ²
Food retail (500 m ² to 1000m ²)*	1 space per 25m ²
Food retail (above 1000m ²)*	1 car space per 14m ²
Non-food retail (500m ² or more)*	1 space per 25m ²
*Suggested reductions as stated or greater, to be applied based on location. Note: Retail parking to be provided as shared use where appropriate.	Town Centre 75% Edge of Centre 50% Suburban 25% Suburban/Edge/Village/Rural 0%
A3 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations).	1 car space per 6m ² No parking in town centres
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations).	Individual assessment/justification No parking in town centres
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations).	1 car space per 6m ² No parking in town centres
B1 Business	
Offices, research & development, light industry appropriate in a residential area – threshold of 2500m ²	A maximum range of 1 car space per 30m ² to 1 car space per 100m ² depending on location
B2 General Industrial	
General industrial use	1 car space per 30m ²
B8 Storage/distribution (including open air storage)	
Warehouse – storage	1 car space per 100m ² 1 lorry space per 200m ²
Warehouse – distribution	1 car space per 70m ² 1 lorry space per 200m ²
Cash and carry	1 car space per 70m ² 1 lorry space per 200m ²
C1 Hotels	
Hotels, boarding and guest houses where no significant care is provided	1.5 car spaces per bedroom plus 1 coach space per 100 bedrooms OR Individual assessment/justification

RECOMMENDED GUIDANCE - Maximum Vehicular Parking Levels (cont)

C2 Residential Institutions	
Care home Nursing home	1 car space per 2 residents OR Individual assessment/justification
Hospitals	1 car space per 4 staff plus 1 car space per 3 daily visitors OR Individual assessment/justification
Residential colleges	Individual assessment/justification
Training centres	1 car space per 2 staff OR Individual assessment/justification
C3 Dwelling houses (family houses, up to 6 residents living as a single household, including households where care is provided)	
Elderly (sheltered)	1 car space per 1 or 2 bed self contained unit OR 0.5 per communal unit OR Individual Assessment
D1 Non-residential institutions	
Day Nurseries/Crèche	0.75 car spaces per member of staff plus 0.2 spaces per child
Doctor's practices	1 car space per consulting room remaining spaces on individual assessment
Dentist's practices	1 car space per consulting room remaining spaces on individual assessment
Veterinary practices	1 car space per consulting room remaining spaces on individual assessment
Libraries, museums and art galleries	1 car space per 30m ² OR Individual assessment/justification
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	1 car space per 3 persons OR per 3 seats OR per 20 m ² OR Individual assessment/justification
Places of worship	1 car space per 10 seats OR Individual assessment/justification
Schools/colleges/childrens centres	Individual assessment/justification – see additional notes on page 7

RECOMMENDED GUIDANCE - Maximum Vehicular Parking Levels (cont)

D2 Assembly and leisure	
Theatres, cinemas, bingo clubs, dance halls and clubs	1 car space per 5 licensed persons OR Individual assessment/justification
Conference Centres	1 car space per 5 seats OR Individual assessment/justification
Exhibition Halls	1 car space per 6 m ² OR Individual assessment/justification
Stadia	1 car space per 15 seats OR individual assessment/justification
Health clubs/leisure centres	Individual assessment/justification
Tennis and Badminton Clubs	4 car spaces per court OR Individual assessment/justification
Squash Clubs	2 car spaces per court OR Individual assessment/justification
Marinas and water sports	3 car spaces per hectare of water OR Individual assessment/justification
Field Sports Clubs	1 car space per 2 playing participants OR Individual assessment/justification
Golf Clubs and driving ranges	1 car space per 0.3 holes OR per driving bay OR Individual assessment/justification
Equestrian centres	1 car space per stable OR Individual assessment/justification
Other uses	
Pick your own fruit farms	9 car spaces per hectare of farmland OR Individual assessment/justification
Vehicle repair, garage and spares stores	1 car space per 20m ² OR Individual assessment/justification
Car sales establishments	1 car space per 50m ² car display area OR Individual assessment/justification
Exhaust and tyre centres	1 car space per 0.3-0.5 bays OR Individual assessment/justification
Sui Generis and all other uses not mentioned above	Individual assessment/justification

Disabled Parking

Parking for disabled drivers should be designed and provided in accordance with the appropriate government guidance. As a starting point, for non-residential development, an additional 5% of total parking spaces should be allocated for disabled users or a minimum of 1 space per 750m² (whichever is the greater) to meet demand. Such spaces should have dimensions of 3.6m by 5m and be located no further than 50m from an accessible entrance, (ideally the main entrance), clearly signed and under cover. This is in accordance with PPG13 and Department for Transport Traffic Advice Leaflet 5/95.

School Parking

New Schools, or those where expansion is proposed, are expected to develop, update and monitor School Travel Plans.

Cars

Operational requirements (broadly defined as staff and visitors) should be provided for only, together with overflow parking areas for community uses. Parent parking, pupil parking and drop off/pick up areas should not be provided as this is a disincentive to travelling by sustainable modes. Existing sites may be an exception if further on-street parking reduces highway safety or emergency access.

Measures to discourage parking should be considered first and could include car sharing, staggered school days, parking restrictions, parking permits issued on the basis of need and other measures as appropriate.

A parking management plan should be prepared and submitted as an integral part of any planning application where parking is an acknowledged problem.

Coach/Bus

On all new school sites where it is likely that pupils will travel to and from school in coaches, sufficient space should be reserved to allow coaches to enter the site, drop off and pick up pupils. Where appropriate, bus stops, bays, raised kerbs, seating and shelters shall be provided on the highway by the applicant.

Cycles and non-motorised Scooters

Provision of cycle and non-motorised scooter* parking will be a condition of any new or expanded school. Whenever possible, improvements to cycle routes and other appropriate safety measures should be provided by the applicant.

*for Pre-school and Primary School education.

Car Clubs

Parking provision for use by Car Clubs will be supported where appropriate and on a case-by-case basis.

Electric Vehicle Charging

The County Council will seek the provision of electric vehicle (EV) charging points within all new developments as set out below. These standards have been based upon a mid range scenario which assumes that environmental incentives grow at their current rate and that the number of electric vehicles on UK roads will increase from a projected estimate of 600,000 at 2020 to 1,600,000 by 2030. It also assumes that the whole life cost of an electric vehicle is comparable to an internal combustion powered vehicle by 2015 (ref: “Investigation into the Scope for the Transport Sector to Switch to Electric Vehicles and Plug-in Hybrid Vehicles” produced jointly by Department for Business Enterprise and Regulatory Reform (BERR) and the Department for Transport (DfT) 2008).

EV charging is a developing technology and the County Council will seek to ensure that connection points are installed in line with emerging technical requirements. Standardised connections will be used wherever possible. With continuing development in technology, it is expected that wired charging will eventually be replaced by passive wireless charging which allows to vehicles to park over a pad buried beneath the surface. The County Council will expect new installations to be passive when this method of charging becomes cost effective for general use.

There are currently three speeds for electric vehicle charging – trickle, fast and rapid. Trickle charging is currently the only method that uses standardised plugs and sockets. Trickle charging is therefore likely to be the most common method of charging in future. The standards set out below for residential developments are set at a higher level than the other uses due to the duration of charge needed and the ease at which low cost trickle charging points can be integrated into new housing developments. However, commercial land uses such as offices can give rise to long periods of stay making EV charging viable and for some large mixed-use developments, economies of scale may also allow the viable provision of fast and rapid charging.

Residential Development	
Single Dwellings:	1 Trickle charging point per dwelling
Flats/Apartments:	20% of available spaces to be fitted with a trickle charging point
Commercial Development:	
Individual developments requiring a Travel Plan:	5% of available spaces to be fitted with a trickle charging point
Large Commercial /Mixed Use Development requiring a Travel Plan:	3% of available spaces to be fitted with a trickle charging point, plus 2% of available spaces to be fitted with a fast charging point*.
Major Commercial Mixed Use Development:	On individual merit

* Where non-standard charging plugs are impractical, trickle charging points may be used depending upon the land use.

FIGURE 1 – Recommended Guidance for Residential Parking

Locational Characteristics	Town Centre	Edge of Centre	Suburban	Suburban edge/ Village/Rural
1 & 2 bed flats	1 space per unit	1 space per unit	1 space per unit	1 space per unit
1 & 2 bed houses	1 space per unit	1 space per unit	1 + space per unit (note 1)	1.5 + spaces per unit (note 1)
3 bed houses	1 space per unit	1 + space per unit (note 1)	2 + spaces per unit (note 1)	2 + spaces per unit (note 1)
4 + bed houses	1 space per unit	2 + spaces per unit (note 1)	2 + spaces per unit (note 1)	2 + spaces per unit (note 1)

Notes on Figure 1

1. Where space permits, it may be appropriate to consider increased provision.
2. Reduced or even nil provision may be appropriate in support of demand management and the most efficient use of land.
3. Allocated or unallocated parking may be acceptable where appropriate.
4. Unallocated parking should be available only to the proposed development.
5. Visitor parking is encouraged where appropriate (eg: flats) though is not always necessary.
6. Garages, open carports and/or car barns are acceptable subject to good design. It is acknowledged that in certain locations garages may be used for purposes other than parking. The appropriate size and provision of garages is considered to be a matter for the local authority.

RECOMMENDED GUIDANCE – Minimum Cycle Parking Levels

Cycle parking should be designed and provided in accordance with the appropriate government guidance. Current guidance suggests that such parking should be undercover, lit, secure, adequately signed and as close to the destination as possible (within 20m).

Use Class	MINIMUM Standard
A1 Retail	
Food retail	1 space per 350m ² (out of centre) 1 space per 125m ² (town/local centre)
Non-food retail	1 space per 1500m ² (out of centre) with minimum 4 spaces 1 space per 300m ² (town/local centre)
Garden Centre (can also be classed under sui generis)	1 space per 300m ² (min 2 spaces)
All other retail uses	Individual assessment
A3 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations).	1 space per 20 seats (min 2 spaces), town centre parking not necessarily required
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations).	1 space per 100m ² (min 2 spaces), town centre parking not necessarily required
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations).	1 space per 50 m ² (min 2 spaces), town centre parking not necessarily required
B1 Business	
Offices	1 space per 125m ² (min 2 spaces)
Research & development / light industry	1 space per 250m ² (min 2 spaces)
B2 General Industrial	1 space per 500m ² (min 2 spaces)
B8 Storage or distribution (inc. open air storage)	1 space per 500m ² (min 2 spaces)
C1 Hotels/Guest houses	Individual assessment
C2 Residential Institutions	
Care homes/Nursing homes	Individual assessment
Hospitals	Individual assessment
Residential colleges	1 space per 2 students 1 space per 2staff
Training centres	Individual assessment

RECOMMENDED GUIDANCE – Minimum Cycle Parking Levels (cont)

C3 Dwelling houses (family houses, up to 6 residents living as a single household, including households where care is provided)	
Flats / houses without garages or gardens: 1 and 2 bedroom unit 3 or more bedroom unit	1 space 2 spaces
D1 Non-residential institutions	
Day Nurseries/Crèche	1 space per 5 staff plus minimum 2 spaces
Doctor's practices	1 space per 2 consulting rooms minimum 2 spaces
Dentist's practices	1 space per 2 consulting rooms minimum 2 spaces
Veterinary practices	1 space per 2 consulting rooms minimum 2 spaces
Libraries, museums and art galleries	Individual assessment
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	Individual assessment
Places of worship	Individual assessment
Schools/colleges	School Travel Plan required, to incorporate a site specific cycle strategy (see notes on page 7)
D2 Assembly and leisure	Individual assessment
Sui Generis and all other uses not mentioned above	Individual assessment