

Blaenau Gwent County Borough Council
Cyngor Bwrdeisdref Sirol Blaenau Gwent



Draft Supplementary Planning Guidance

Access Car Parking & Design

April 2012

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**Blaenau Gwent County Borough Council
Draft Supplementary Planning Guidance**

Access, Car Parking and Design

1.0 INTRODUCTION

- 1.1 This Draft Supplementary Planning Guidance (SPG) has been produced to provide guidance on access, circulation and parking in the planning process.
- 1.2 Following adoption by the Council, this SPG will be a material consideration in the determination of all categories of development for which permission is required, including new developments, extensions, redevelopments, conversions and material changes of use. The guidance contained in this document will help ensure a transparent approach to the provision of parking, travel plans and transport assessment and, crucially, will inform applicants of the Council's expectations at an early stage of the development process.

2.0 POLICY CONTEXT

- 2.1 The Blaenau Gwent Local Development Plan (LDP) sets out planning policies that will be applied in the County Borough apart from the Brecon Beacons National Park. This SPG provides supporting information with regard to the transport policies included in the LDP. It provides details that would not be appropriate in the more strategic LDP.
- 2.2 The SPG principally supports the following LDP Policies, although other policies in the LDP also require consideration of transportation implications:

SP6 Ensuring Accessibility

The Council will work with partner organisations, including the Welsh Assembly Government, South East Wales Transport Alliance, public transport operators, community transport providers, Network Rail and neighbouring Authorities to deliver a sustainable transport network which:

- 1. Increases connectivity through improving rail, bus and road links:**
 - a. With other key settlements in the South East Wales Region, Wales, the UK and Europe;**
 - b. Between the principal hub of Ebbw Vale and other identified district hubs (Tredegar, Brynmawr and Abertillery);**
- 2. Facilitates and supports economic growth, regeneration and development priorities; whilst minimising harm to the built and natural environment and local communities;**

- 2. Promotes Ebbw Vale as a regional public transport hub which integrates cycling, walking, bus and rail networks;**
- 3. Facilitates an integrated and safe system of cycle and pedestrian routes connecting settlements with employment areas and town centres;**
- 4. Facilitates the transportation of freight on the core network whilst encouraging the use of rail; and**
- 5. Secures appropriate provision for people with special access and mobility requirements.**

DM1 New Development

Development proposals will be permitted provided: -

- 3. Accessibility**
 - a. The proposal has regard for the safe, effective and efficient use of the transportation network;**
 - b. The proposal ensures that new access roads within developments are designed to an appropriate standard that prioritises the interests of pedestrians, cyclists and public transport before that of the private car;**
 - c. The proposal secures appropriate provision for people with special access and mobility requirements;**
 - d. Parking, appropriate servicing and operational space has been provided in accordance with the Council's Supplementary Planning Guidance on Access, Car Parking and Design; and**
 - e. Where a Transport Assessment and Travel Plan is required by national planning policy, they must demonstrate that there will be no adverse impact on trip generation and travel demand.**

3.0 ISSUES

Transport Assessment

- 3.1** A Transport Assessment (TA) and Transport Implementation Strategy (TIS) should be prepared and submitted alongside the relevant planning application for any development that could have significant transport implications. A TA is a comprehensive and consistent review of all the potential transport impacts of a proposed development or redevelopment, with an agreed plan to reduce any adverse consequences. Covering access by all modes of travel, a TA should provide information to enable the Council to consider how the

proposed development is likely to function in transport terms and what effect, beneficial, adverse or otherwise the development will have on the surrounding highway network. A TIS would be required to identify how necessary infrastructure and services would be provided.

- 3.2 This document provides guidance on Transport Assessment and reflects TAN 18:Transport and the Department for Transport's (2007) 'Guidance on Transport Assessment' publications.

Travel Plans

- 3.3 Travel plans have a significant role to play in achieving a reduction in road traffic by enabling organisations to manage their travel needs and encourage more sustainable modes of travel. A travel plan is a package of measures designed to reduce car use (especially single occupancy vehicles) from new developments by supporting alternative modes of transport and reducing the need to travel in the first place. Guidance on Travel Plans is given below.

Car Parking

- 3.4 This document introduces revised guidelines for parking. These are based on the document 'Wales Parking Standards - 2008' produced by the County Surveyors Society, but have been developed to be appropriate for Blaenau Gwent. The Parking Guidelines are a material consideration in individual planning applications.
- 3.5 Paragraph 8.4.2 of Planning Policy Wales Edition 4 (2011) states that '*Car Parking Provision is a major influence on the choice of means of transport and the pattern of development. Local authorities should develop an integrated strategy on parking to support the overall transport and locational policies of the development plan*'.
- 3.6 Technical Advice Note 18: Transport (2007) supplements Planning Policy Wales and states that 'Maximum car parking standards should be used at regional and local level as a form of demand management' and that for new development, regard should be given to alternative transport modes, economic objectives, public and shared parking arrangements.
- 3.7 Therefore, this document introduces "maximum" parking standards. A system of zones is also introduced for parking standards, based on the Wales Parking Standards.
- 3.8 This new approach to transport, with the change from predicting and providing for cars to managing traffic and reducing car dependency, means a new role for parking provision and control. However, whilst maximum standards have been introduced, the document still aims to ensure that development is accompanied by sufficient parking space for private cars and service vehicles to avoid the need for vehicles to park on street and thereby cause congestion, danger and visual intrusion.

Design

- 3.9 This section gives some guidance on specific points, but Manual for Streets (MfS), published in 2007 by the Department of Communities and Local Government, the Department for Transport and the Welsh Assembly Government, and Manual for Streets 2 (MfS2), published in 2010 by the Chartered Institution of Highways and Transportation, give more in depth guidance on design.
- 3.10 In the past, cars dominated layout designs. Today much greater emphasis is placed on walking, cycling and the use of public transport and this needs to be reflected in new designs. However, it must be appreciated that car ownership is likely to remain high, premises need to be serviced, refuse needs to be collected and access must be provided for emergency vehicles.
- 3.11 MfS demonstrates that benefits that can result from good design and assigning a higher priority to pedestrians and cyclists. It sets out an approach to streets that recognises their role in creating spaces that benefits those that live or work there.

4.0 PLANNING CONSIDERATIONS & REQUIREMENTS

Transport Assessment

- 4.1 The following guidance defines the criteria governing when a TA is required by the Council, the areas it should cover and the issues that should be considered in any assessment that may subsequently be carried out. This guidance determines whether an assessment is required and, if so, what the level and scope of that assessment should be.
- 4.2 The coverage and detail of the TA should reflect the scale of development and the extent of the transport implications of the proposal. Developers should hold early discussions with the Council in order to clarify whether a Transport Assessment is necessary and, if so, to 'scope' its requirements. The initial scoping of the contents and coverage of the TA is particularly important. It should cover the likely junctions and links to be considered, the timings (days of the week, time of day) of any surveys, likely events that could influence current travel patterns and identification of any existing data that would be beneficial to the work. Time spent on scoping a TA is likely to result in a submission that has addressed the relevant issues and avoids abortive work.
- 4.3 A Transport Assessment should include the following key features:
- Description of land-use proposals;
 - Movements expected to be generated by the site;
 - Identification of times of peak demand and corresponding network peak hours;
 - Forecast traffic flows 10-15 years beyond the projected opening year (15 years if the development impacts on a Trunk Road or Key Corridor);
 - Any special transport characteristics of the development;

- An assessment of committed developments in the area;
- Relationship to LDP policies and proposals affecting the site;
- Expected modal share of walking, cycling, public transport and car including justification;
- Identification of infrastructure improvements required for walking, cycling and public transport;
- An analysis of the injury accident records on the public highway in the vicinity of the site access for the most recent three-year period, or five-year period if the proposed site has been identified as within a high accident area;
- Justification of any highways improvements, including access design;
- Parking numbers, controls and management, including cycles and motorcycles;
- Proposals to assist the mobility impaired;
- Mechanisms for enforcing modal targets;
- Servicing facilities (where appropriate);
- Possible appropriate planning conditions; and
- Transport Implementation Strategy (more details of which are contained in TAN 18: Transport).

4.4 Table 1 sets out suggested thresholds above which a TA will be required by the Local Authority. For the avoidance of doubt, these thresholds apply to new development, extensions, redevelopments, conversions, and material changes of use.

Table 1: Thresholds above which a TA will be required

Land Use	Threshold
Food retail	>1,000m ² gross floor area
Non-food retail	>1,000m ² gross floor area
Cinemas and conference facilities	>1,000m ² gross floor area
Community / leisure facilities	>1,000m ² gross floor area
Business	>2,500m ² gross floor area
Industry	>5,000m ² gross floor area
Distribution and warehousing	>10,000m ² gross floor area
Hospitals	>2,500m ² gross floor area
Higher and further education	>2,500m ² gross floor area
Schools	All new schools
Stadia	>1,500 seats
Housing	>100 dwellings
Hotels	>1,000m ² gross floor area

4.5 Developments that fall under the thresholds in Table 1 but are likely to require 10 or more parking spaces or generate stopping traffic on the highway are likely to require a Transport Statement (TS). The TS should set out the existing transport situation, a description of the proposed development, any transport and parking issues and how they will be dealt with.

- 4.6 As advised in TAN 18, there may be instances where the transport network is particularly sensitive and consequently the thresholds for the requirement for a TA will be lower. Developers are advised to contact the Council to discuss the potential requirement for TA on developments below the thresholds in Table 1. A threshold might be relaxed where the planning application is for a specific occupier who provides evidence that unusually low trip generation is likely.
- 4.7 All new schools, hospitals and other healthcare facilities should be subject to a TA. The level of detail should be proportionate to the scale of the development, although the TA should clearly set out how the proposed location meets the principles of sustainability.
- 4.8 Where a number of small / medium piecemeal developments are proposed in close proximity to one another it may be appropriate to undertake one overarching assessment and this could be done as part of a comprehensive study.
- 4.9 As part of the development of the Transport Assessment Strategy, the Council will enter into negotiations / planning obligations with developers in order to secure satisfactory accessibility to new development by all modes of travel. The level and form of provision will be determined in relation to the nature and scale of development and specific local circumstances.
- 4.10 In certain circumstances the Council will require a review of TA assumptions (e.g. trip generation and traffic distribution) to be undertaken 1 year after substantial occupation with a financial bond in place, should subsequent transport related improvements be necessary. This review will be based on forecast traffic generation versus observed traffic generation. Should the latter be materially higher, then at the discretion of the Highway Authority, the financial bond could be used for improvements.

Travel Plans

- 4.11 The following guidance outlines the types of development for which a Travel Plan is appropriate, the size of that development, the transportation measures considered appropriate, criteria covering the circumstances in which the various measures should be considered and modal split targets. Consideration is also given to implementation, enforcement and monitoring issues. Travel Plans would form part of a Section 106 agreement related to the development proposed.
- 4.12 Development proposals that will have a significant transport implication will be required to be accompanied by a Travel Plan before any granting of planning permission. The implementation of Travel Plans will be secured through a condition or planning obligation on the planning permission. Key elements of a travel plan should include:
- The setting of short and medium term targets for different modes;
 - The identification of enforcement measures, if targets are not met;

- The appointment of a Travel Plan Co-ordinator;
 - Establishing a car sharing register and priority parking spaces for car sharers;
 - Public transport, walking and cycling enhancements and incentives, in order to promote and encourage sustainable accessibility;
 - All targets for parking reductions should be clearly quantified and related to specific time periods; and
 - The monitoring of plans at least on an annual basis and reviewed every three years.
- 4.13 As a guide, travel plans will be required by the Council for developments that correspond with the TA thresholds contained in Table 1.
- 4.14 The Council will require a Travel Plan to be prepared for all hospitals and educational establishments due to them being significant trip generators. New and expanded school facilities should be accompanied by a School Travel Plan which promotes safe cycle and walking routes, restricts parking and car access at and around schools, and includes on-site changing and cycle storage facilities.
- 4.15 Travel Plans will also be required for developments that are likely to have significant transport implications, which include:
- Smaller developments that would generate significant amounts of travel in, or near to, air quality management areas and in other locations where there are local initiatives or targets for the reduction of road traffic, or the promotion of public transport, walking and cycling.
 - Developments where a Travel Plan would help address a particular local traffic problem (key corridor or junctions), which might otherwise have to be refused on local traffic grounds, for example, where overspill parking might occur from developments with low or nil off-street parking provision.
- 4.16 It is recognised that there may be situations where it may be justifiable to apply the thresholds in a flexible way, taking the merits and circumstances of each planning application into consideration. Developers should hold early pre-application discussions with the Council in order to clarify whether a Travel Plan is necessary and, if so, to 'scope' its requirements.
- 4.17 A Travel Plan should include the provision of up-to-date information about public transport services, timetables, and opportunities for car sharing (e.g. via a car share website). However, additional measures may also be sought, including provision of designated car share parking spaces, discount vouchers/ passes for public transport, or financial contributions towards shuttle buses and park and ride schemes. The operation and monitoring of the use of car parks is likely to be an important element of any action plan in a Travel Plan.
- 4.18 In establishing targets, accurate baseline information on car access to and from the site is imperative. Travel Plans should start by relating targets to the information provided by transport databases such as TRICS (Trip Rate Information Computer System). TRICS is a multi modal travel database that is

primarily used to predict trips generated by development based upon surveys of real sites. This information should also form part of the site's TA.

- 4.19 Once planning permission has been granted, the Travel Plan will provide the ongoing management tool for implementing the necessary transport measures to the site over the long term and will require a nominated travel plan coordinator, unless in special circumstances agreed with the Council it is not necessary. It would be beneficial to liaise at an early stage with the South East Wales Transport Alliance (Sewta) travel plan coordinator.
- 4.20 Monitoring progress in achieving targets to ensure compliance with planning obligations is one of the main purposes of monitoring Travel Plans. More generally, monitoring should provide regular information about how the plan is working in practice and whether it needs to be adjusted. Where monitoring reveals problems, there should be an opportunity to review the plan and to take remedial action. Ultimately, if monitoring shows that a travel plan is failing and no action is taken to address this, enforcement proceedings may be needed.
- 4.21 In certain circumstances the Council may require the installation of permanent classified Automatic Traffic Counters (ATCs) at accesses / egresses to new development to monitor vehicle trips associated with each development site over time. Counters will usually be required only for larger developments or other developments with potential for a wide variation between estimated and actual traffic flows.
- 4.22 Relying solely on the provision of infrastructure to meet the demands resulting from additional development throughout the County Borough would involve significant investment, particularly in terms of road network improvements. Travel Plans can help reduce this demand but they must be robust, implemented and enforced.
- 4.23 The Council can use financial penalties as the basis for encouraging sustainable travel through Travel Plans. Developers or end users can be tied into financial penalties linked to yearly modal shift targets where the implementation of a Travel Plan is a requirement of the granting of planning permission.
- 4.24 The implementation of, continued adherence to and development of, the travel plan is key in encouraging modal shift and reducing single occupancy journeys. The Council will introduce a financial penalty (which would be specified in the Section 106 Agreement) where the modal split targets of the Travel Plan are not achieved. Further details are given in the Planning Obligations SPG.

Parking

- 4.25 The following section outlines guidelines for the provision of parking in developments. Appendix 1 gives the specific requirements in respect of parking.

- 4.26 These guidelines cover all built up and rural areas. The level of parking to be provided may depart from the guidelines by providing less parking, where it can be demonstrated that there would be no unacceptable impacts on highway safety, free flow of traffic or amenity.
- 4.27 The following Parking Zones are considered appropriate for Blaenau Gwent. Where a development lies adjacent or close to the zone boundary, the level of provision of parking will primarily be according to the zone within which the site lies, but levels of accessibility will be taken into account and should be discussed with the Council prior to the submission of a planning application. The Zones are based on the Wales Parking Standards, but have been renumbered as two of the zones within the above document have not been used (1 & 6), as they are not strictly applicable to Blaenau Gwent (Refer to map attached at Appendix 2).

Zone 1 – Town Centres

This relates to the town centres of Ebbw Vale, Tredegar, Brynmawr and Abertillery, which are destinations for most activities not met within local communities. The town centres have a full range of retail activity and many commercial businesses, all within walking distance. The towns are the focus of the local bus network. The built up density is high with little private car parking. There are significant parking restrictions and sufficient public off-street car parking provision.

Zone 2 – Urban

The zone includes the areas surrounding the towns identified above and other urban areas which contain the range of basic local facilities generally within 400m walking distance. The settlements have regular and frequent bus services to a range of destinations offering practical access to most but not all essential facilities. The curtilage of sites in these centres restricts, to an extent, what car parking can be provided. There are likely to be some restrictions on on-street parking and may be some available off-street parking.

Zone 3 – Suburban or Near Urban

Zone 3 comprises all of the remaining urban areas outside of the zones 2 & 3, as contained within the settlement boundaries of the LDP. There is generally a regular bus service to the town centres.

Zone 4 – Countryside

This zone comprises the remainder of the County Borough and is defined by those areas falling outside of the settlement boundary.

- 4.28 In assessing the parking requirements for a particular development, the Council will take into account a number of factors in relation to the development where relevant and its location. These are listed below. However

it should be noted that some of these factors are outside direct planning control:

- (a) accessibility to and the service provided by the public transport system;
- (b) the availability of private buses or the extent of car pooling;
- (c) the relative proportions of full time / part time / local catchment of labour;
- (d) shift patterns;
- (e) accessibility by walking and cycling;
- (f) the existing and possible future congestion in streets adjacent to the development;
- (g) accessibility to and the availability of public and/or private car parking space in the vicinity;
- (h) Topography of the area.

4.29 Section 106 Agreements may be negotiated with developers and these can include a number of measures to mitigate the potential impact of development and to address concerns.

4.30 All parking areas other than residential parking areas off low-trafficked, low speed, minor residential roads should be designed to allow vehicles to enter and leave the site in forward gear. Safe pedestrian access routes and circulation must be provided within all new parking areas.

4.31 Where Travel Plans are required as a condition of planning consent and supported by a bond, appropriate relaxation of the parking requirements may be made following acceptance of the details of a submitted travel plan, provided that measures to enforce compliance with the Travel Plan are included within a Section 106 Agreement.

4.32 In certain circumstances, e.g. Conservation Areas, relaxations of the standards may be allowed in order to preserve environmental conditions.

4.33 The absence of parking standards for a particular land use does not mean that no parking provision will be required, for example no specific guidelines are included for veterinary surgeries, funeral homes and churches. The provision of parking in such developments will be considered on an individual basis.

4.34 The Council reserves the right to treat all planning applications on their merits according to the size, nature, location, density, employment and traffic generation characteristics of the proposed development and its impact on the local and regional highway network.

435 The tables in Appendix 1 set out the parking guidelines by land use and where appropriate, according to Parking Zone. The land uses are in summary:

- a) Residential Developments
- b) Office Developments
- c) Shops
- d) Retail Warehousing and Commercial Garages
- e) General Industry, Distribution and Storage

- f) Places of Entertainment / Community Establishments
- g) Hotels and Restaurants
- h) Educational Establishments.

Design

- 4.36 It is a requirement that most types of applications for planning permission are accompanied by a 'Design and Access Statement'. Guidance on the content of Design and Access Statements is contained within Technical Advice Note (TAN) 12: Design (2009) and SPG on Residential Development – A Model Design Guide for Wales and A design Guide for Householder Development.
- 4.37 MfS is a material consideration in determining planning applications and applicants should have regard to it in forming their proposals. Applicants will be expected to demonstrate in their Design and Access Statement how they have used MfS.
- 4.38 MfS should be used when considering scheme layout as detailed above. Developers should also follow the points detailed below in the following paragraphs.
- 4.39 The maximum number of dwellings that should be served from a single access point is 300. Over 300 dwellings, a second dedicated emergency access should be identified to cater for the emergency services. Extensive development off a single point of access can conflict with the needs of emergency services as the access will be vulnerable to being blocked. In order to minimise this risk, new development which results in more than 150 dwellings being served by a single access is unlikely to be acceptable.
- 4.40 For developments in excess of 300 dwellings, two main access points would be required to cater for the adequacy of the roads serving the development and accessibility by emergency services and public transport.
- 4.41 Where new development is proposed, access will be required to the existing highway network. The Highway Authority will wish to ensure that such accesses are not detrimental to highway safety. Emergency vehicles should be able to access all dwellings and travel distances within estates should be minimised.
- 4.42 Street dimensions are fundamental to achieving a successful balance between the needs of vehicles and all other street users. Designers of new streets, roads and changes to existing highways will need to demonstrate that they have taken into account all of the following factors:
- The primary and secondary function of the street, road and/ or carriageway
 - The volume of vehicular traffic and pedestrian activity
 - Parking strategy for the development
 - Traffic composition – vehicle type, frequency of larger vehicle movements

- Design speed for the street, road and/or carriageway, to be 20mph or less in residential areas
- The demarcation between carriageway and footway (e.g. kerb, street furniture, trees, planting)
- The curvature of the street (bends require greater width to accommodate the swept path of larger vehicles)
- Any intention to include one-way streets, or short sections of single lane working in two way streets
- The safety of all highway users.

4.43 In parts of residential developments where there is a low probability of two opposing movements by two larger vehicles, it may be appropriate to have carriageway widths lower than the standard 5.5 metres.

4.44 Where there is a higher probability and higher frequency of opposing larger vehicle movements such as on a busy public transport route designers should consider the need for higher carriageway widths.

4.45 Whilst the concept of reduced carriageway widths meets many of the objectives in the new thinking on residential layouts – they will only work if detailed consideration is given to parking. There are strong possibilities that parking will occur wherever it is remotely possible, or vehicles will use part of the footway. The highway design must where necessary design out inappropriate parking opportunities, plus ensure there is appropriate space for parking. Car ownership will remain high so residential layouts must accommodate the parked vehicle while offering alternatives to its use.

Public Rights of Way

4.46 The effect of development on a public right of way, as defined by the Countryside Act 1981, is a material consideration in the determination of planning applications.

4.47 Where possible, existing paths that are convenient link routes, have clear recreational value or provide access to the countryside should be retained on their current line. However, it is sometimes possible to divert a path onto an equally convenient and attractive route, or onto a better or more convenient route.

4.48 Where there are new housing or other developments it may be necessary to create a new path to conveniently link with places of work, services, leisure and countryside. Such paths should be dedicated as new public rights of way and added to the Definitive Map.

4.49 There is potential for conflict between the path users and those who live near the paths concerned. There is often a fear, real or perceived, of nuisance to those who live or work near to paths. The following principles should be incorporated in the design of new paths or where existing paths are incorporated in a development:

- Consider public rights of way at the early design stage;

- Ensure paths are direct, well lit, open and clear of hiding places;
 - Set paths in landscape strip to avoid nuisance to neighbouring properties;
 - If possible keep paths away from sides and rear of properties;
 - Avoid planting hedges that may obscure the line of a path or make access physically difficult;
 - Keep the widths of new paths sufficiently wide to make them seem inviting and easy for everyone to use.
- 4.50 Developers should bear in mind the needs of the less able and disabled. Steep gradients steps and stiles can cause difficulties for wheel chair users, the elderly and for these with pushchairs. Paths should be properly drained and although it is appreciated that would not be environmentally acceptable for most rural paths to be surfaced, in certain circumstances paths should be surfaced (contact Countryside Section, Disability Wales for further advice).
- 4.51 There is no general rule applying to the width of public rights of way and the width is a matter of fact to be determined in each case. Sometimes the width is formally recorded on the Definitive Statement, or it may be the width between fence or hedge boundaries, or the width may also be that which the public have customarily enjoyed.
- 4.52 In the absence of specific evidence a reasonable useable width is usually considered to be 2 metres for a footpath, 3 metres for a bridleway and 5 metres for a byway.
- 4.53 In the case of an enclosed footpaths and bridleways greater widths should generally be provided, this should usually be 3 metres for footpaths and 4 metres for bridleways.
- 4.54 Cyclists are legally entitled to use bridleways but not footpaths. Where it is intended for a route to be upgraded for cyclists, for example by resurfacing a bridleway, care should be taken to ensure that the surface is suitable for horse-riders and other users. When any change of use is proposed, a Risk Assessment should be carried out.
- 4.55 New development, especially housing, can create a significant increase in use of local paths. This can cause problems if the public right of way is, for example, unsurfaced and has not historically seen heavy use. In these cases, the Council may assess the impact of the development on local paths and may seek financial contributions from developers to upgrade them so as to accommodate this additional use.

APPENDICES

Appendix 1

PARKING GUIDANCE NOTES AND GUIDELINES TABLES

The following notes apply to the parking guidelines:

Operational Parking Space - Sufficient space to allow the maximum number and size of vehicles likely to serve the development at any one time and to manoeuvre with ease and stand for loading and unloading without inconvenience to vehicles and pedestrians on the public highway or to other users of the site. Space for staff cars, which by the nature of the business, is required for day to day operation may also be included.

Non-Operational Parking Space - The space occupied by vehicles not necessarily used for the operation of the premises.

Residential Parking Space - Includes space required for residents and space for cars of people visiting the residents.

Gross Floor Area - The standards that are related to floor areas are gross floor area, i.e. including external walls, except where the text stipulates otherwise in respect of public houses, restaurants, cafes and places of worship.

Extension or Development of Existing Buildings – For industrial, office, commercial premises and pre-1914 public houses, under 235m² gross floor area, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.

Public Transport Accessibility – Public transport provision has the potential to reduce the use of the car and where appropriate the level of this provision should be enhanced as planning gain through the planning process at the expense of developers. Ease of access to public transport is related to required parking levels through the zoning system introduced by this SPG.

Employment Density - The standards have been assessed on density norms (retail 19.5m² per employee; industrial 35 - 45m² per employee, office 16.5m² per employee). Variations in density may be treated on their merits.

Land Use - for the purpose of applying the parking standards the use classes in the Town and Country Planning (Use Classes) Order 1987 and its subsequent amendments are used as shown in Table 2.

Table 1: Use Classes

Use Classes	Land Uses in Parking Guidelines
Class A1: Shops	Shops, post offices, travel agents, hairdressers, funeral directors, dry cleaners.
Class A2: Financial & Professional Services	Banks, building societies, betting offices, and other financial and professional services.
Class A3: Food & Drink	Pubs, restaurants, cafes, and hot food takeaways.
Class B1: Business	Offices, research and development, light industry appropriate in a residential area.
Class B2: General Industrial	Industry.
Class B8: Distribution, including open air storage	Wholesale Warehousing.
Class C1: Hotels	Hotels, boarding and guest houses where no significant element of care is provided.
Class C2: Residential Institutions	Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
Class C3: Dwelling houses	Family houses, or houses occupied by up to six residents living together as a single household, including a household where care is provided for residents.
Class D1: Non- Residential Institutions	Surgeries, nurseries, day centres, schools, art galleries, museums, libraries, halls, churches.
Class D2: Assembly and Leisure	Cinemas, concert halls, bingo and dance halls, casinos, swimming baths, skating rinks, gymnasiums or sports arenas (except for motor sports, or where firearms are used).

a) Residential Developments

Table a1: Residential: New Build and Conversions – Zone 1		
	Maximum Requirement	
Type of Development	Residents	Visitors
General Purpose Houses and Apartments		
Houses	1 space per unit	Nil
Apartments	1 space per unit	Nil
House conversions to bedsits, or self-contained apartments	1 space per unit	Nil
Special Purpose Housing		
Purpose-built student accommodation	1 space per 25 beds for servicing, wardens and drop-off areas	Nil
Self-contained elderly persons accommodation (not wardened)	1 space per 2 to 4 units	Nil
Self-contained elderly persons accommodation (wardened)	1 space per 4 units 1 space for warden 1 space per 2 ancillary staff	Nil

Table a2 : Residential: New Build and Conversions – Zones 2, 3 & 4		
	Maximum Requirement	
Type of Development	Residents	Visitors
General Purpose Houses and Apartments		
Houses (1 or 2 Bedrooms)	Maximum 2 spaces	Maximum 1 space per 5 units for all general purpose developments
Houses (3 or more Bedrooms)	Maximum 3 spaces	
Apartments (1 or 2 Bedrooms)	Maximum 2 spaces	
Apartments (3 or more Bedrooms)	Maximum 3 spaces	
House conversions to bedsits, or self-contained apartments	1 space per bedroom (maximum requirement 3 spaces)	
House conversions to residential hostel	1 space per resident staff 1 space per 3 non-resident staff	
Special Purpose Housing		
Self-contained elderly persons dwellings (not wardened)	1 space per 2 - 4 units	1 space per 4 units
Self-contained elderly persons dwellings (wardened)	1 space per 4 units 1 space for warden 1 space per 2 ancillary staff	1 space per 4 units
Purpose built student accommodation	1 space per 25 beds for servicing, wardens and drop-off areas	1 space per 10 beds (for students &/or visitors)

Residential children's homes / homes for elderly persons / nursing homes	1 space per resident staff 1 space per 3 non-resident staff	1 space per 4 beds
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Tables a1 & a2 Notes

1. Where communal parking is provided, it must be conveniently sited and should be in a location that is also overlooked which will thereby enhance its security. Depending on local context, designated parking secured by a lockable bollard or other means may be required. Safe pedestrian access must be provided between each dwelling unit and its parking space.
2. Garages may only be counted as parking spaces if they have clear internal dimensions, for a single garage of 5.5m x 2.8m, and ideally should be 6m x 3m. All properties with a garage should also have a 5.5m long driveway, which has a width of not less than 2.8m.
3. Visitor parking must be designed as an integral part of any development where it is required and must take into account the needs of the disabled.
4. For developments *where clear evidence has been supplied that car ownership levels will be lower than normal*, a more flexible approach to numbers of parking spaces may be taken. Acceptable evidence of this would be a contractual arrangement with tenants to secure low car ownership levels or where student accommodation is on a campus and can be controlled.
5. In respect of residential homes for the elderly and nursing homes, sufficient operational space must be provided close to the building to enable ambulance access and egress in a forward gear.

b) Office Developments

Table b1: Offices: Zones 1 & 2 (Use Class B1 and A2)	
Development	Requirement
Offices (< 1000m ²)	1 space per 25-35m ²
Offices (> 1000m ²)	1 space per 40-60m ²
Table b2: Offices: Zones 3 & 4 (Use Class B1 and A2)	
Offices (< 1000m ²)	1 space per 20-25m ²
Offices (> 1000m ²)	per 25-40m ²

Tables b1 & b2 Notes

1. The requirement for office uses within the range given in the tables will be dependent upon the proposed intensity of use (a call centre for example requiring the higher provision) and the accessibility of the site.
2. Office redevelopments, extensions and conversions will have the same requirements as for new build, subject only to note 3 below.
3. For premises up to a maximum of 200m² gross floor area an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.
4. Outside of Zone 1 and 2, all new office developments will need to provide a service bay.
5. Consideration may be given to a relaxation of the parking requirements in shopping areas for the change of use at ground floor level of premises from Use Class A1 (shops) to Use Class A2 (Financial & Professional Services).

c) Shops

Table c1 : Shops: Zones 1 & 2		
Type of Development	Operational Requirement	Maximum Requirement
Shops (< 200m ²)	See Note	1 space per 60m ²
Shops and small supermarkets (201m ² –1000m ²)		1 space per 40m ²
Shops and small supermarkets (1001m ² –2000m ²)		1 space per 40m ²
Supermarkets & superstores (predominately food) (> 2000m ²)		1 space per 14m ²

Table c1 Note

1. In Zones 1 & 2 applicants will need to demonstrate that servicing can be accommodated without unduly affecting highway safety and the free flow of traffic.

Table c2 : Shops: Zones 3 & 4		
Type of Development	Operational	Maximum Requirement: Non-operational
Shops (< 200m ²)	1 commercial vehicle space	1 space per 60m ²
Shops and small supermarkets (201m ² – 1000m ²)	2 commercial vehicle spaces	1 space per 20m ²
Shops and small supermarkets (1001m ² –2000m ²)	3 commercial vehicle spaces	1 space per 20m ²
Supermarkets & superstores (predominately food) (> 2000m ²)	3 commercial vehicle spaces	1 space per 14m ²

Table c2 Notes

1. The non-operational standard assumes a retail/non-retail ratio of 75/25. Variation may be applied at the discretion of the Local Authority when a different ratio is proposed.
2. Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.
- 3 Where existing premises are used for the establishment of a stall type market, the applicant shall identify a location for the provision of parking for stallholders.

4. For premises up to a maximum of 200m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.
5. Increases in transactions at supermarkets are not proportional to increases in floor area. Extensions of 33% of gross floor area produce a 10% increase in transactions.
- 6 The non-operational standard includes employees parking.
7. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the store servicing area in a forward gear.

d) Retail Warehousing and Commercial Garages

Table d1 : Retail Warehousing and Commercial Garages: All Zones		
Type of Development	Operational	Non-operational
Retail Warehousing (non-food) (non-DIY) (> 1000m ²)	3 commercial vehicle spaces	1 space per 30m ²
Retail Warehousing (DIY & Garden Centres) (> 1000m ²)	3 commercial vehicle spaces	1 space per 20m ²
Builders Merchants (Trade & Retail)	3 commercial vehicle spaces	1 space per 80m ² & 10% of GFA
Cash & Carry Warehousing (Trade Only) (> 1000m ²)	3 commercial vehicle spaces	1 space per 50m ²
Servicing and Repair Garages and Car and Motorcycle Sales	1 car/lorry space per each car/lorry service bay plus 1 commercial vehicle space	2 car/lorry spaces per each service bay. 1 space per 50m ² of retail area (internal & external)
Petrol Filling Stations (see note 10 re. associated convenience stores)	1 space for petrol tanker	4 spaces for ancillary use (e.g. automatic car wash)
Driving Schools Private Hire / Vehicle Hire Licensed Taxis	1space per vehicle operated	1 space per 3 auxiliary staff

Table d1 Notes

- The range of trip generation and parking demand at retail warehouses varies to a considerable extent. The parking requirements of the most common types of store can be classified in broad bands. This is reflected by the tabulated requirements.
 - *Highest requirement* - DIY stores
 - *Mid-range requirements* - Electrical appliances, computer/ IT, clothing, pet stores, flat pack furniture stores
 - *Lowest requirement* - Assembled furniture/carpet stores, household and leisure goods stores
- Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.
- or premises up to a maximum of 200m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.
- The non-operational standard includes employees parking.
- Relaxation may be given to the parking requirements at fast service centres, e.g. tyres, exhausts, MOT, etc.
- Car sales premises will require adequate space for a car transporter to deliver/ pick up without affecting the highway safety or free flow of traffic.

7. Where car sales premises include external display areas, additional parking space will be required.
8. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
9. Convenience stores located at petrol filling stations will attract customers who do not also purchase petrol and will therefore require parking space. The additional requirement for this must be assessed as for a small shop.

e) General Industry, Distribution and Storage

Table e1 : General Industry, Distribution and Storage: Zone 1		
Type of Development	Operational	Maximum Non-operational
General Industry (< 235m ²)	1 van space	2 spaces
General Industry (>235m ²)	See Note 4	1 space per 120 m ²
Distribution/ Storage (<1000 m ²)	35% of GFA	1 space per 120 m ²
Distribution/ Storage (>1000 m ²)	25% of GFA	1 space per 120 m ²
Table e2 : General Industry, Distribution and Storage: Zones 2, 3 & 4		
Type of Development	Operational	Non-operational
General Industry (< 235m ²)	1 van space	2 spaces
General Industry (>235m ²)	See Note 4	1 space per 80 m ²
Distribution/ Storage (<1000 m ²)	35% of GFA	1 space per 80 m ²
Distribution/ Storage (≥1000 m ²)	25% of GFA	1 space per 80 m ²

Tables e1 & e2 Notes

1. Vehicles should be able to enter and leave the site in forward gear.
2. Visitor parking is included in non-operational parking.
3. For premises up to a maximum of 235m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.
4. Operational requirements:

GFA m ²	Minimum m ²	GFA m ²	Minimum m ²	GFA m ²	Minimum m ²
100	70	500	100	1,001	150
250	85	1,000	150	2,000	200

5. Above 2,000 m² Gross Floor Area (GFA), the required minimum operational area should be taken as 10% of GFA.
6. If the premises are to be used as a distribution depot, adequate space must also be provided to accommodate commercial vehicles that are likely to be parked overnight.

f) Places of Entertainment / Community Establishments

Table f1 : Places of Entertainment/ Community Establishments: Zone 1		
Type of Development	Operational	Maximum Non-operational
Children's Play Centres	1 space per 3 members of staff	1 space per 20m ² of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m ²
Assembly Halls (Social) e.g. Unlicensed Club, Community Centre	1 commercial vehicle space	1 space per 10 m ²
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 5 seats
Health Centres & Surgeries	1 space per practitioner (See Note 3)	Nil
Public Leisure Centres	1 commercial vehicle space	Nil
Fitness Clubs, Leisure Clubs & Sports Clubs (See Note 6)	1 commercial vehicle space	Nil
Libraries	1 commercial vehicle space	Nil
Table f2 : Places of Entertainment/ Community Establishments: Zones 2, 3 & 4		
Type of Development	Operational	Maximum Non-operational
Children's Play Centres	1 space per 2 members of staff	1 space per 15m ² of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m ²
Assembly Halls (Social) e.g. Unlicensed Club, Community Centre	1 commercial vehicle space	1 space per 10 m ²
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 3 seats
Hospitals (See Note 5)	Essential vehicles as required	2.5 spaces per bed
Health Centres & Surgeries	1 space per practitioner (See Note 3)	1 space per 3 ancillary staff & 3 spaces per practitioner
Public Leisure Centres	1 commercial vehicle space	1 space per 2 facility users & 1 space per 3 spectators
Fitness Clubs, Leisure Clubs & Sports Clubs (See Note 4)	1 commercial vehicle space	1 space per 2 facility users
Libraries	1 commercial vehicle space	1 space per 45m ²

Tables f1 & f2 Notes

1. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
2. In Zone 1 there may be a relaxation of parking for entertainment facilities where there is available public car parking.
3. Practitioner to include doctor, dentist, nurse, health visitor etc.
4. Consideration must be given to the provision of a coach parking area where appropriate and to cycle and motorcycle parking.
5. This level of provision would be appropriate for acute and neighbourhood District Hospitals. For other types of hospitals a lower level of provision may be acceptable.

g) Hotels and Restaurants

Table g1: Hotels and Restaurants: Zone 1		
Type of Development	Operational	Non-operational
All development types	See Note 1	Nil
Table g2: Hotels and Restaurants: Zones 2, 3 & 4		
Type of Development	Operational	Maximum Non-operational
Hotels	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per bedroom
Public Houses & Licensed Clubs	1 commercial vehicle space	1 space per 3 staff & 1 space per 5 m2 of public area including servery
Restaurants	1 commercial vehicle space	1 space per 3 staff & 1 space per 7m2 of dining area
Cafes & Drive-Thru Restaurants (See Note 6)	1 commercial vehicle space	1 space per 3 staff & 1 space per 14m2 of dining area
Hot Food Takeaways	1 commercial vehicle space	See Note 5

Tables g1 & g2 Notes

1. In Zones 1 & 2 applicants will need to demonstrate that servicing can be accommodated without unduly affecting highway safety and the free flow of traffic.
2. Facilities for hotel non-residents should be assessed by applying the appropriate category. An allowance should be applied where facilities are to be shared.
3. The parking requirement will be relaxed for public houses built before 1914 to permit redevelopment or extension up to a 20% increase in gross floor area without extra parking being required.
4. The non-operational requirement for restaurants and cafes in established shopping areas may be relaxed if it can be shown that they are 'incidental' to the shopping area or where such restaurants are used largely in the evening when adequate parking exists in the vicinity. However, adequate parking for staff should be provided to the rear/ side.
5. Applicants for hot food takeaways need to demonstrate that customers can park in the vicinity without detriment to highway safety and free flow of traffic.
6. Restaurants including drive through facilities for ordering and collecting food by car should have an internal segregated access for this purpose and be provided with a minimum of 6 waiting spaces.

- 7 In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.

h) Educational Establishments

Table h1 : Educational Establishments: All Zones		
Type of Development	Operational	Non-operational
Day Nurseries & Creches, (new build property)	See note 1	space per 2 full time staff
Day Nurseries & Creches, (converted property)	Included in non-operational requirement	1 space per 2 full time staff (See Note 3)
Nursery/Infants/Primary Schools	1 commercial vehicle space	2 spaces per classroom & 3 visitor spaces
Secondary Schools	1 commercial vehicle space	1.5 spaces per classroom, 1 space per 20 students of age 17 and 3 visitor spaces. Bus parking as required
Colleges of Higher/Further Education (See Note 6)	1 commercial vehicle space 1 space per each member of teaching staff,	1 space per 2 ancillary staff, 1 space students and 5 visitor spaces.

Table h1 Notes

1. For new and converted day nurseries, safe and appropriate facilities should be provided for dropping off / picking up and servicing the premises.
2. This should be assessed when the nursery is at full capacity. Where part-time staff are employed they should be aggregated to their full time equivalents.
3. Experience has shown that a minimum of 15 car spaces will be required for most other types of schools. Exceptions to this may be specialised (e.g. religious or Welsh) secondary schools with a large catchment area where a reduced number may be adequate, or larger schools in each category where a substantial increase (up to 50) may be desirable. With regard to buses, sufficient off street spaces should be provided for all services that the operator of the new school anticipates running for pupils, with the exception of passing service buses.
4. In addition to the non-operational parking an area must be provided for the picking up and setting down of school children separate from the main pedestrian access/egress.
5. The parking area should include a facility for vehicles to turn without reversing. In exceptional circumstances a circulation/turning area remote from pupil circulation areas would be acceptable.
6. Where there is a high level of part-time (day release) students, the standard for Colleges of Higher Education/Universities is increased to 1 per 3 students.
7. Where the school is used for dual social and adult educational purposes, the use of hard playground surfaces for parking is acceptable.
8. Definitions of schools for the purposes of these standards:-
Nursery - Pre school age-groups 3-5 often in converted residential Property

Infants - Formal schools ages 3 to 7

Primary - Schools for children in the range 5 or 7 to 11

Secondary Colleges of Higher and Further Education - Age range 11 to 18 Includes sixth form colleges

9. Appropriate provision must be made for use by disabled people.
10. Appropriate provision must be provided for parental drop off/pick up of children as dictated by local circumstances and any school travel plan. Drop off areas must be located so that the safety of pupils walking or cycling to school is not jeopardised.

CYCLE PARKING GUIDELINES

1. Short stay parking and long stay parking is considered separately in the following tables. Short stay parking addresses the needs of customers or other visitors to a development, whereas long stay parking is applicable to the needs of staff. Staff should also be encouraged to cycle to work by the provision of additional facilities such as lockers, changing areas and showers. Covered cycle parking stands can also be an important element in encouraging the use of cycles.
2. Cycle parking should be located in a safe, secure and convenient location. Care should also be taken to ensure that cycle parking facilities are not located where they may obstruct pedestrians, disabled persons and particularly people with sight problems.
3. Appropriate signing should always be provided to indicate the location of short-term cycle parking.
4. For reasons of security, cycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. In certain instances this could need to be supplemented through the introduction of CCTV or other security means.
5. Guidance on the design of cycle parking is available in the DfT Traffic Advisory Leaflet 5/02 "Key Elements of Cycle Parking" and in Sustrans Information Sheet FF37 "Cycle Parking".
6. All residential developments must be accessible by cycles and cycle storage must be a factor of dwelling design. In appropriate circumstances, convenient communal facilities may be provided. Guidance on this subject is available within MfS.
7. Where a development is located within a commercial centre and it is not appropriate for a particular reason to provide cycle parking facilities, the developer should be asked to provide a financial contribution towards the provision of sustainable transport.
8. The provision of facilities for cyclists should be specifically considered whenever a Travel Plan is accepted.

		floor space
i) Educational Establishments Day Nurseries & Creches Nursery, Infants & Primary Schools Secondary Schools & Colleges of Further Education	Included in short stay 1 stand per 5 staff and 1 stand per 20 children 1 stand per 5 staff and 1 stand per 6 students of age 17 and above	1 stand per 30 children 1 stand per 100 children 1 stand per 100 students
j) Transport Facilities Park & Ride and Car Parks	1 secure stand per 20 car park spaces	No requirement

MOTORCYCLE PARKING GUIDELINES

1. Motorcycle parking should be located in a safe, secure and convenient location where other vehicles cannot encroach or obstruct the motorcycle parking area.
2. Motorcycles are prone to theft. For reasons of security, motorcycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. Surrounding high walls or shrubbery should be avoided as they could provide cover for thieves. In certain instances the introduction of CCTV or other security means could be necessary. In particular these facilities should be located where other larger vehicles, such as vans, could not be used to steal the motorcycles.
3. Robust anchor points must be provided to lock the motor cycles to, but the design of the anchor points must be such that they are able to accommodate a wide range of motorcycle wheel sizes, but without affording easy leverage for bolt croppers or other equipment used for the purposes of theft. Care must also be taken to ensure that locking facilities do not present a trip hazard to pedestrians, disabled persons and particularly people with sight problems.
4. Covered motorcycle parking would clearly be of benefit to riders, particularly for long-term parking, as would the supply of convenient litter bins as riders have little space for carrying surplus articles. It is also important to consider the supply of lockers for storage of rider's protective clothing and helmets.
5. Motorcycle length and width dimensions are generally reduced when parked, as the front wheel will be turned to a locked position. The effective length and width vary between about 1600mm to 2300mm (length) and 650mm to 900mm (width). A bay size of 2.8m x 1.3m is recommended.
6. A further consideration is that of disabled riders. It is suggested that provision be made for disabled riders by way of special marked-out bays of increased size. Any rider experiencing reduced mobility and strength will benefit from extra room to position themselves to the side of their bike when manoeuvring or mounting. As the rider population ages, stiffness and reduced range of movement will make this a common issue.
7. Motorcycle parking bays should not be surfaced with bitumen based material as it can soften in hot weather, causing the stand of the motorcycle to sink and the bike to topple. Concrete surfaces should avoid this problem.
8. Further guidance is available in MfS.

Type of Development	Motorcycle Parking Provision
All classes of development	provision for car parking

PARKING GUIDELINES FOR DISABLED PEOPLE

It is recommended that appropriately positioned parking places, preferably within 50 metres of the facility served by the car park and which are adequate in size and number, shall be provided for people with disabilities. The size of each parking place and level of provision should be in accord with the recommendations in the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

The recommended proportions of spaces for Blue Badge holders are:-

- For car parks associated with existing employment premises; 2% of the total car park capacity, with a minimum of one space.
- For car parks associated with new employment premises; 5% of the total car park capacity.
- For car parks associated with shopping areas, leisure or recreational facilities and places open to the general public;
 - A minimum of one space for each employee who is a disabled motorist plus
 - 6% of the total car park capacity for visiting disabled motorists.
- For car parks associated with railway stations;
 - A minimum of one space for each railway employee who is a disabled motorist plus:
 - for a car park with fewer than 20 spaces, one disabled space
 - for a car park of 20 to 60 spaces, two disabled spaces
 - for a car park of 61 to 200 spaces, three disabled spaces
 - for a car park with more than 200 spaces, 4% of capacity plus four disabled spaces.

Disabled persons parking bays in off-street locations should be marked out with yellow lines and a yellow wheelchair symbol within the parking space. A sign, or if appropriate signs should be provided at the entrance to the car park to direct disabled motorists to designated parking spaces which, if the car park is not under cover, should also have raised signs at the head of the reserved bays. Signs inside the car park should show the most convenient way to the facilities served by the car park, with an approximate distance to those facilities. The marking out should comply with British Standard BS8300: 2001 'Design of buildings and their approaches to meet the needs of disabled people – Code of Practice' as well as to the recommendations of the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

On street disabled parking bays should be indicated by signs and marked out in full compliance with the Traffic Signs Regulations and General Directions (1994). Each bay should have a raised sign at the head of the bay to ensure that if snow

or fallen leaves obscure the road markings, the purpose of the bay is still apparent.



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