

## **ESSENTIAL REFERENCE PAPER 'B'**

### **District Plan Appendix – Vehicle Parking Standards**

#### **Introduction**

1. Paragraph 39 of the National Planning Policy Framework (NPPF) indicates that, in setting local parking standards, regard should be had to the following:
  - i) The accessibility of the development;
  - ii) The type, mix and use of development;
  - iii) The availability of and opportunities for public transport;
  - iv) Local car ownership levels; and
  - v) An overall need to reduce the use of high emission vehicles.
2. In formulating the parking standards, East Herts Council has sought to take into account the issues identified within the NPPF in order to identify a parking strategy that both reflects local circumstances and the need to encourage the use of sustainable forms of transport.
3. Data from the 2011 Census indicates that the number of households who do not have access to a car or van is roughly half the national average. A careful balance needs to be reached between this and the need to encourage a modal shift away from car use, while recognising the District's dispersed settlement pattern.

#### **Parking Standards**

4. The parking standards contained in Table 2 should be adhered to as part of proposals for new development in accordance with Policy TRA3 in Chapter 17 'Transport'. There will be an initial presumption for the required car parking standard to be applied. Developers proposing car parking above or below these levels should provide robust evidence to support their case.
5. Applications for extensions and alterations to existing developments should ensure that a suitable level of parking provision is made. The standards contained in this Appendix will be used as a guide, having regard to the size of the dwelling that is to be created, the impact upon highway safety and the level of provision that already exists on site.
6. Where mixed use, residential or commercial developments are proposed, the parking requirements for each element should be calculated individually using the relevant standards.

7. The use of a ‘zonal system’ is intended to reflect the fact that new development in certain areas is likely to be more accessible to key services or facilities and opportunities for public transport than other areas. Therefore in certain instances a reduced level of parking provision maybe appropriate.

Table 1: Accessibility Zones.

<b>Zone<sup>1</sup></b>	<b>Level of Car Parking Provision (excluding disabled parking)</b>
2	25 – 100%
3	50 – 100%
4	75 – 100%

8. It should be noted that the zonal system **applies to all forms of development**. The following factors will be taken into account by the Council when considering a discount:

- The type, tenure, size and mix of housing;
- On-street parking conditions in the surrounding area;
- Access to existing public or private car parking facilities and the potential for shared parking;
- Proximity to public transport and services; and
- The level of cycle parking provided.

9. It should be noted that, outside of the main settlements, the remainder of the district falls within Zone 4.

10. In accessibility Zones 2 and 3 only, there may be a limited number of cases where car-free development can be accepted in principle. These may include, but not be limited to:

- The extension, alteration or re-use of an existing building with no access to parking;
- The reversion of a previously converted property to its original residential use, including flats above shops;

<sup>1</sup> The Zonal Approach was first established at a county level, within Hertfordshire County Council’s ‘Best Practice Guide: Parking Provision at New Development, 2003’, which underpinned the East Herts Supplementary Planning Document ‘Vehicle Parking Provision at New Development, June, 2008’. This recognised that no towns in East Herts fell within Zone 1 criteria, hence Table 1 provides solely for Zones 2-4.

- The provision of residential accommodation on a small (up to 5 units net) town centre site that may otherwise not come forward for development; and
- Where arrangements are made to share an existing car park within the vicinity of the site which can reasonably accommodate the parking demand generated by the development.

11. In all instances, developers will be required to demonstrate why car free development represents the best available option.

### **Key to Vehicle Parking Standards:**

#### **Car parking notes:**

- gfa = gross floor area
- rfa = retail floor area
- Standards refer to numbers of spaces to be provided and not to their method of provision. Advice on layout, dimensions and design of parking spaces, garages, etc can be found in the Council's Vehicle Parking Standards Supplementary Planning Document.

#### **Cycle Parking Notes:**

- space = space to park 1 bicycle
- l/t = long term
- s/t = short term
- f/t staff = full time staff equivalents
- Provision of showers and changing facilities is also important if staff cycling is to be encouraged.

**Table 2: Car Parking Standards and Minimum Cycle Parking Standards**

Use Class	Description	Car Parking Standards	Minimum Cycle Parking Standards
<b>A1 Retail foodstores</b>	a) Small food shops up to 500 m <sup>2</sup> gfa	1 space per 30 m <sup>2</sup> gfa	1 s/t space per 150m <sup>2</sup> gfa plus 1 l/t space per 10 maximum staff on site at any one time
	b) Food supermarkets between 500 m <sup>2</sup> gfa and 2,500 m <sup>2</sup> rfa	1 space per 18m <sup>2</sup> gfa	
	c) Food superstores/hypermarkets exceeding 2,500 m <sup>2</sup> rfa	1 space per 15 m <sup>2</sup> gfa	1 s/t space per 250 m <sup>2</sup> gfa plus 1 l/t space per 10 maximum staff on site at any one time
	d) Food retail parks	To be decided in each case on individual merits (shared parking and an overall reduction in provision, taking into account linked trips on site)	
<b>A1 Non-food retail</b>	a) Non-food retail warehouses with garden centres	1 space per 25 m <sup>2</sup> gfa	1 s/t space per 350 m <sup>2</sup> gfa plus 1 l/t space per 10 maximum staff on site at any one time
	b) Non-food retail warehouses without garden centres	1 space per 35m <sup>2</sup> gfa	

	c) Garden centres up to 4,000 m <sup>2</sup> gfa	1 space per 25 m <sup>2</sup> gfa	
	d) Garden centres up to 4,000 m <sup>2</sup> gfa	To be decided in each case on individual merits	
	e) Non-food retail parks where individual land use components are known	To be decided in each case on individual merits	
	f) Non-food retail parks where individual land use components are not known	1 space per 40m <sup>2</sup> gfa	
	g) Other shops not known	1 space per 30m <sup>2</sup> gfa	
<b>A2 Financial and professional services</b>	Banks, building societies, estate agencies	1 space per 30m <sup>2</sup> gfa	1 s/t space per 200 m <sup>2</sup> gfa plus 1 l/t space per 10 f/t staff.
<b>A3 Food and drink</b>	a) Restaurants/Cafes	1 space per 5m <sup>2</sup> of floorspace of dining area plus 3 spaces per 4 employees	1 s/t space per 100m <sup>2</sup> gfa plus 1 l/t space per 10 maximum staff on site at any one time
	b) Public houses/bars	1 space per 3m <sup>2</sup> of floor space of bar area plus 3 spaces per 4 employees	

	c) Hot food takeaway shops (excluding fast food drive through restaurants)	1 space per 3m <sup>2</sup> of floorspace of public area plus 3 spaces per 4 employees.	
	d) Fast food drive through restaurants	1 space per 8m <sup>2</sup> gfa	
	e) Roadside restaurants	1 space per 4m <sup>2</sup> of floor space of dining area plus 3 spaces per 4 employees	
	f) Transport café	1 lorry space per 3.5m <sup>2</sup> gfa plus 3 spaces per 4 employees	
<b>B1 Business</b>	a) B1 (a) offices	1 space per 30m <sup>2</sup> gfa	1 s/t space per 500m <sup>2</sup> gfa plus 1 l/t space per 10 f/t staff.
	b) B1 (b) research and development, high tech/B1 (c) light industry	1 space per 35 m <sup>2</sup> gfa	
<b>B2 General Industry</b>	General industry	1 space per 50 m <sup>2</sup> gfa  1 lorry space per 200m <sup>2</sup> gfa to 1 lorry space per 1,000 m <sup>2</sup> gfa (to be determined on a case by case basis)	

<b>B8 Storage and distribution</b>	Wholesale distribution, builders merchants, storage	1 space per 75 m <sup>2</sup> gfa 1 lorry space per 200m <sup>2</sup> gfa (minimum 1 space) to 1 lorry space per 500 m <sup>2</sup> gfa (to be determined on a case by case basis)	1 s/t space per 10 f/t staff
<b>Business Parks</b>	Mixed B1/B2/B8 (unless heavily orientated to B8) for use where individual land-use components are not known.	1 space per 40m <sup>2</sup> gfa	1 s/t space per 500 m <sup>2</sup> gfa plus 1 l/t space per 10 f/t staff.
<b>C1 Hotels and hostels</b>	a) Hotels	1 space per bedroom, plus 1 space per manager, plus 2 spaces per 3 staff plus:  1 space per 5m <sup>2</sup> dining area, 1 space per 3m <sup>2</sup> bar area, 1 space per 5m <sup>2</sup> public area in conference facility, 1 space per 6m <sup>2</sup> of public area in exhibition hall, plus a minimum of 1 coach parking space per 100 bedrooms.	1 l/t space per 10 beds plus 1 l/t space per 10 maximum staff on site at any one time

	b) Hostels  i) Small (single parent or couple with no children)  ii) Family (2 adults and 2 children)	i) 3 spaces per 4 units  ii) 1 space per unit	1 l/t space per 3 units
<b>C2 Residential institutions</b>	a) Institutions/homes with care staff on premises at all times (excluding nursing homes, hospitals, residential schools, colleges or training centres)	1 space per 5 residents' bed spaces plus 1 space per 2 staff (non-resident)	1 s/t space per 20 beds plus 1 l/t space per 10 staff on duty at any one time
	b) Elderly persons residential and nursing homes (Category 3)	0.25 spaces per resident bed space	
	c) Hospitals	1 space per 0.5 beds or to be decided on individual merits (including a full transport assessment and proposals in a green transport plan); special hospitals must be considered individually	
	d) Education – halls of residence	1 space per 2 full time staff plus 1 space per 6 students	1 s/t space per 10 f/t staff plus 1 l/t space per 3 students

<p><b>C3 Residential</b></p> <p><b>Note:</b></p> <p>One off-street space is defined as space for parking one car e.g. a single garage, driveway or hardstand.</p> <p>Provision of a garage does not automatically mean that there will also be a driveway (hence 2 more spaces) as garages can be provided in blocks or may front onto the street where no front garden is provided.</p>	<p>a) General needs</p> <ul style="list-style-type: none"> <li>i) 1 bedroom dwellings/studios</li> <li>ii) 2 bedroom dwellings</li> <li>iii) 3 bedroom dwellings</li> <li>iv) 4 or more bedroom dwellings</li> </ul>	<p>Spaces per dwelling:</p> <p>1.50 (note that the number of spaces to be provided should be rounded up if necessary i.e. 3 dwellings should provide 5 car parking spaces)</p> <p>2.00</p> <p>2.50 (note that the number of spaces to be provided should be rounded up if necessary i.e. 3 dwellings should provide 8 car parking spaces)</p> <p>3.00</p>	<p>1 l/t space per unit if no garage or shed is provided</p>
	<p>b) Houses in multiple occupation (i.e. separate households sharing facilities)</p>	<p>0.5 spaces per tenancy unit (note that the number of spaces to be provided should be rounded up if necessary i.e. 3 dwellings should provide 2 car parking spaces)</p>	

	c) Sheltered housing for the elderly – warden control	0.5 to 1 space per unit	1 s/t space per 3 units; plus 1 l/t space per 5 units.
<b>D1 Non-residential institution</b>	a) Public halls/places of assembly (excluding D2)	1 space per 9m <sup>2</sup> gfa or 1 space per 3 fixed seats plus 3 spaces per 4 staff members	1 s/t space per 200 m <sup>2</sup> gfa plus 1 l/t space per 10 staff on duty at any one time
	b) Community/family centres	1 space per 9m <sup>2</sup> gfa plus 1 space per full time staff member of equivalent.	
	c) Day centres	1 space per 2 staff members plus 1 space per 3 persons attending or 1 space per 9m <sup>2</sup> gfa	
	d) Places of worship	1 space per 10 m <sup>2</sup> gfa	
	e) Surgeries and clinics	3 spaces per consulting room plus 1 space per employee other than consulting doctors/dentists/vets	1 s/t space per consulting room plus 1 l/t space per 10 staff on duty at any one time

	f) Libraries, miscellaneous cultural buildings	1 space per 30m <sup>2</sup> gfa of freestanding development (otherwise assessed on merits)	
	g) Miscellaneous cultural buildings	2 spaces plus 1 space per 30m <sup>2</sup> of public floor space	1 s/t space per 100m <sup>2</sup> gfa plus 1 l/t space per 10 f/t staff

	<p>h) Educational establishments (including residential)</p> <p>i) schools</p> <p>ii) further education</p> <p>iii) nursery school/playgroups</p> <p>Note: Overspill parking for community purposes (outside school day) should be catered for by use of dual purpose surfaces such as school play areas.</p>	<p>1 space per full time member of staff; plus 1 space per 100 students; plus 1 space per 8 students over 17 years old; plus 1 space per 20 students under 17 years old.</p> <p>1 space per full time member of staff plus 1 space per 5 full time students</p> <p>1 space per 4 students</p>	<p>1 l/t space per 10 f/t staff plus;</p> <p>Primary school: 1 l/t space per 15 students</p> <p>Secondary school: 1 l/t space per 5 students</p> <p>Further education: 1 l/t space per 5 students</p> <p>Nursery schools/playgroups: None additional</p>
<p><b>D2: Assembly and leisure</b></p>	<p>a) Places of entertainment/leisure parks for use when individual land use components are known</p>	<p>To be decided in each case on individual merits</p>	<p>On merit depending on mix of uses</p>

b) Places of entertainment/leisure parks for use when individual land use components are known	1 space per 15m <sup>2</sup> gfa	
c) Cinemas (including multiplexes)	1 space per 5 seats	<p>Cinemas up to 500 seats: 1 s/t space per 20 seats plus 1 l/t space per 10 staff on duty at any one time.</p> <p>Cinemas over 500 seats: 25 s/t spaces plus 1 l/t space per 100 seats in excess of 500; plus 1 l/t space per 10 staff on duty at any one time</p>
d) Swimming pools	1 space per 15m <sup>2</sup> gfa	1 s/t space per 25 m <sup>2</sup> gfa; plus 1 l/t space per 10 f/t staff
e) Tennis/badminton/squash courts	4 spaces per court	
f) Ice rinks	1 space per 12 m <sup>2</sup> rink area	
g) Fitness centres/sports clubs	1 space per 15m <sup>2</sup> gfa	
h) Ten pin bowling	4 spaces per lane	1 s/t space per 3 lanes or rink;

	i) Indoor bowls	4 spaces per rink	plus 1 s/t space per 25 spectator seats; plus 1 l/t space per 10 full time staff members of staff
	j) Outdoor sports grounds i) with football pitches ii) without football pitches	20 spaces per pitch 50 spaces per hectare	1 s/t space per 10 players/participants
	k) Golf i) 18 hole golf course ii) 9 hole golf course iii) driving range	100 spaces 60 spaces 1.5 spaces per tee	10 l/t spaces per 18 holes 5 l/t spaces per 9 holes 5 s/t spaces per 20 tees
<b>Motor trade related</b>	a) Showroom car sales	3 spaces per 4 employees; plus 1 space per 10 cars displayed	1 l/t space per 10 staff
	b) Vehicle storage	3 spaces per 4 employees; plus 2 spaces per showroom space or provision at rate of 10% annual turnover	

c) Hire cars	<p>3 spaces per 4 employees; plus</p> <p>1 space per 2 hire cars based at site</p>	
d) Ancillary vehicle storage	3 spaces or 75% of total if more than 3 vehicles	
e) Workshops	<p>3 spaces per 4 employees; plus</p> <p>3 spaces per bay (for waiting and finished vehicles) in addition to repair bays</p>	
f) Tyre and exhaust	3 spaces per 4 employees plus 2 spaces per bay	
g) Parts stores/sales	<p>3 spaces per 4 employees; plus</p> <p>3 spaces for customers</p>	
h) Car wash/petrol filling station	<p>3 spaces per 4 employees; plus</p> <p>3 waiting spaces per bay or run in to row of bays (additional parking is required where a shop is provided)</p>	1 l/t space per 10 staff; plus 5 s/t spaces if shop included

<b>Passenger transport facilities</b>	a) Rail stations	To be decided in each case on individual merits	To be decided in each case on individual merits
	b) Bus stations	To be decided in each case on individual merits	To be decided in each case on individual merits
<b>Parking for disabled motorists</b>  <b>Notes:</b>  1. The parking needs of disabled motorists shall be met in full irrespective of location i.e. where the zonal procedure results in on-site parking restraint, there shall be no corresponding reduction in disabled spaces.	a) Employment generating development  i) up to 200 space car park (demand based as calculated from above standards)  ii) more than 200 space car park (demand based as calculated from above standards)	Individual spaces for each disabled employee plus 2 spaces or 5% of total capacity, whichever is greater  6 spaces plus 2% of total capacity	N/A

<p>2. The number of disabled spaces specified is additional to the total capacity</p>	<p>b) Shops/premises to which the public have access/recreation</p> <p>i) up to 200 space car park (demand based as calculated from above standards)</p> <p>ii) more than 200 space car park (demand based as calculated from above standards)</p>	<p>3 spaces or 6% of total capacity, whichever is greater</p> <p>4 spaces plus 4% of total capacity</p>	
	<p>c) Residential</p> <p>i) General</p> <p>ii) Elderly persons dwellings up to 10 spaces (demand-based as calculated from above standards)</p> <p>More than 10 spaces (demand based as calculated from above standards)</p>	<p>1 space for every dwelling built to mobility standards</p> <p>3 spaces</p> <p>1 space per 4 spaces</p>	

