

Parking standards

Draft for consultation

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Parking standards
Supplementary Planning Document

Approved for consultation
by the Cabinet Member for Planning, Regeneration and Economic Development
on 25th November 2013

Consultation Arrangements

Comments are invited on this draft SPD by 17th January 2013. Please send them in writing to planningpolicy@portsmouthcc.gov.uk, or

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Section 1: The need for parking standards

Introduction

- 1.1 This draft Supplementary Planning Document (SPD) sets out for consultation:
 - Portsmouth City Council's standards and design principles for car parking in residential and commercial developments;
 - Guidance on assessing and dealing with the transport impacts of development through transport assessments and travel plans; and
 - standards and design guidance for cycle parking provision.
- 1.2 Once adopted, this document will sit alongside the Portsmouth Plan¹ and will be a material consideration when planning applications are determined. The SPD also forms part of the city's wider Parking Strategy, which deals with parking issues more comprehensively, looking beyond new development to existing parking provision, park & ride, residents parking schemes etc.
- 1.3 The standards in this SPD supersede those in the Residential Parking Standards SPD² adopted in 2008, and those in Appendix 9 of the City Local Plan 2001-2011³.

Policy, Guidance, Research and the Local Context

- 1.4 The publication of Manual for Streets⁴ in 2007 highlighted how accommodating parked vehicles is a key function of many streets, especially in residential areas. Car parking and its location has an impact upon the quality of the urban environment – how it looks, how it functions and how safe it is for road users – and has influences on the choices people make when travelling. Manual for Streets advises providing car parking at residential developments at realistic but not excessive levels, including providing parking on-street where appropriate.
- 1.5 Research by CABA⁵ has found that car parking remains a significant issue for residents and house buyers; many feel that designs for new developments should accommodate parking to reflect typical levels of car ownership. Attempts to curb car ownership through restricting parking were considered unrealistic, and had little impact on the number of cars a household would require and acquire.
- 1.6 The National Planning Policy Framework (NPPF)⁶ requires that, if setting local parking standards for development, local planning authorities should take into account:
 - the accessibility of the development;
 - the type, mix and use of development;
 - the availability of and opportunities for public transport;
 - local car ownership levels; and
 - an overall need to reduce the use of high-emission vehicles.

¹ The Portsmouth Plan: <http://www.portsmouth.gov.uk/living/7923.html>

² Residential Parking Standards SPD: <http://www.portsmouth.gov.uk/living/13599.html>

³ The City Local Plan 2001-2011: <http://www.portsmouth.gov.uk/living/7688.html>

⁴ Manual for Streets: <http://www.manualforstreets.org.uk/>

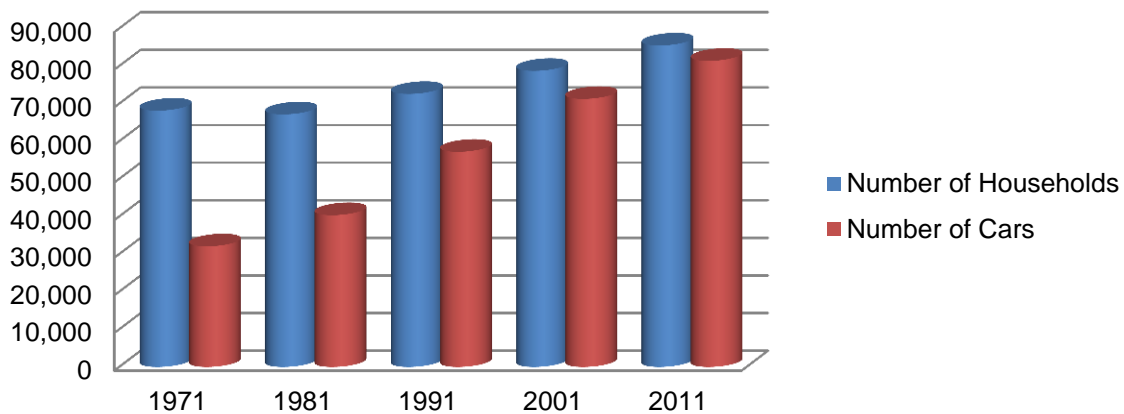
⁵ CABA – <http://www.caba.org.uk>

⁶ National Planning Policy Framework (NPPF):

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

- 1.7 In accordance with national policy, it is important to ensure that Portsmouth's parking standards reflect local circumstances and strike the right balance between providing a sufficient number of car parking spaces, promoting good design and using land efficiently.
- 1.8 Availability of developable land is extremely limited in Portsmouth, and most of the city is characterised by a dense network of terraced streets built before the rise of mass private car ownership. Housing was built without the car in mind, so on-site parking is rare, and residents are forced to park on-street.
- 1.9 By the same token large parts of the city are highly accessible, being close to multiple bus routes and a train station, and a variety of shops and services on residents' doorsteps. The city lends itself well to modes of transport other than the car. Portsmouth is a flat and compact city, making cycling and walking genuine alternatives to using a car.
- 1.10 Nevertheless, over time the number of households in the city has increased, and each household is now far more likely to own or have access to a car. While in the 1970s, the number of cars in the city was less than half of the number of households, there are now almost the same number of cars as there are households (see graph below). This has greatly increased the pressure for parking on residential streets and in many areas there is therefore a mismatch between the desire to own a car and the ability to park it close to home. Requiring new development to provide parking can ease the additional pressure that new development can put on the demand for on street parking.

**Figure 1:
Growth in Households and Cars
in Portsmouth 1971-2011**
Source: Census



- 1.11 Traffic in Portsmouth is likely to grow as a result of further increases in car ownership and significant housing and employment growth. A multi-faceted and integrated transport strategy which improves access by sustainable modes, addresses highway capacity issues at key locations, and considers future demand for parking, is therefore essential for the future growth of Portsmouth.
- 1.12 The Portsmouth Plan contains a policy on Transport (PCS17), which sets out the council's aim to deliver a strategy that will reduce the need to travel and provide a sustainable and integrated transport network. This includes setting local parking standards.

1.13 The city council is producing a Parking Strategy, which covers all aspects of parking in the city. This SPD forms part of that strategy.

Figure 2: Overview of Portsmouth's Parking Strategy



Section 2: Guiding Principles for Local Standards

- 2.1 The city council is developing a parking strategy, which contributes to:
- safeguarding and providing adequate and safe parking for residents, businesses and visitors
 - ensuring transport provision within Portsmouth is able to cater for future demand and support the vitality and growth of the city;
 - managing car use for trips to and within the city and encouraging use of more sustainable transport modes, which will reduce congestion and deliver environmental benefits (e.g. improved air quality and a reduction in greenhouse gas emissions)
- 2.2 It does so by bringing together policies for on- and off-street parking, Park & Ride, workplace travel plans, residents' parking schemes and the standards in new development contained within this SPD. One of the key strands of these policies is to limit parking in the city centre.
- 2.3 Overall, the city council's aim is to encourage alternative modes to the car, especially for shorter journeys, while at the same time recognising that the majority of residents want to own a car and park it close to where they live. The parking standards in this document support these aims. They are designed to provide adequate parking for residents' needs in new residential development (by setting an expected standard), and limit the level of parking at journey destinations. Developers will be expected to consider the specific circumstances of their development, and justify their parking provision accordingly.
- 2.4 Residential standards are related to the 2011 Census information on average levels of car ownership in different sizes of dwelling:

Figure 3: Dwelling Sizes and Number of Vehicles

Habitable Rooms	Assumed No of Bedrooms	Average No of vehicles	Proposed Parking Standards
1-3 rooms	Studio / 1 bedroom	1.19	1.0 space / dwelling
4 rooms	2 bedrooms	1.25	1.5 spaces / dwelling
5 rooms	3 bedrooms	1.37	1.5 spaces / dwelling
6+ rooms	4 bedrooms	1.54	2.0 spaces / dwelling

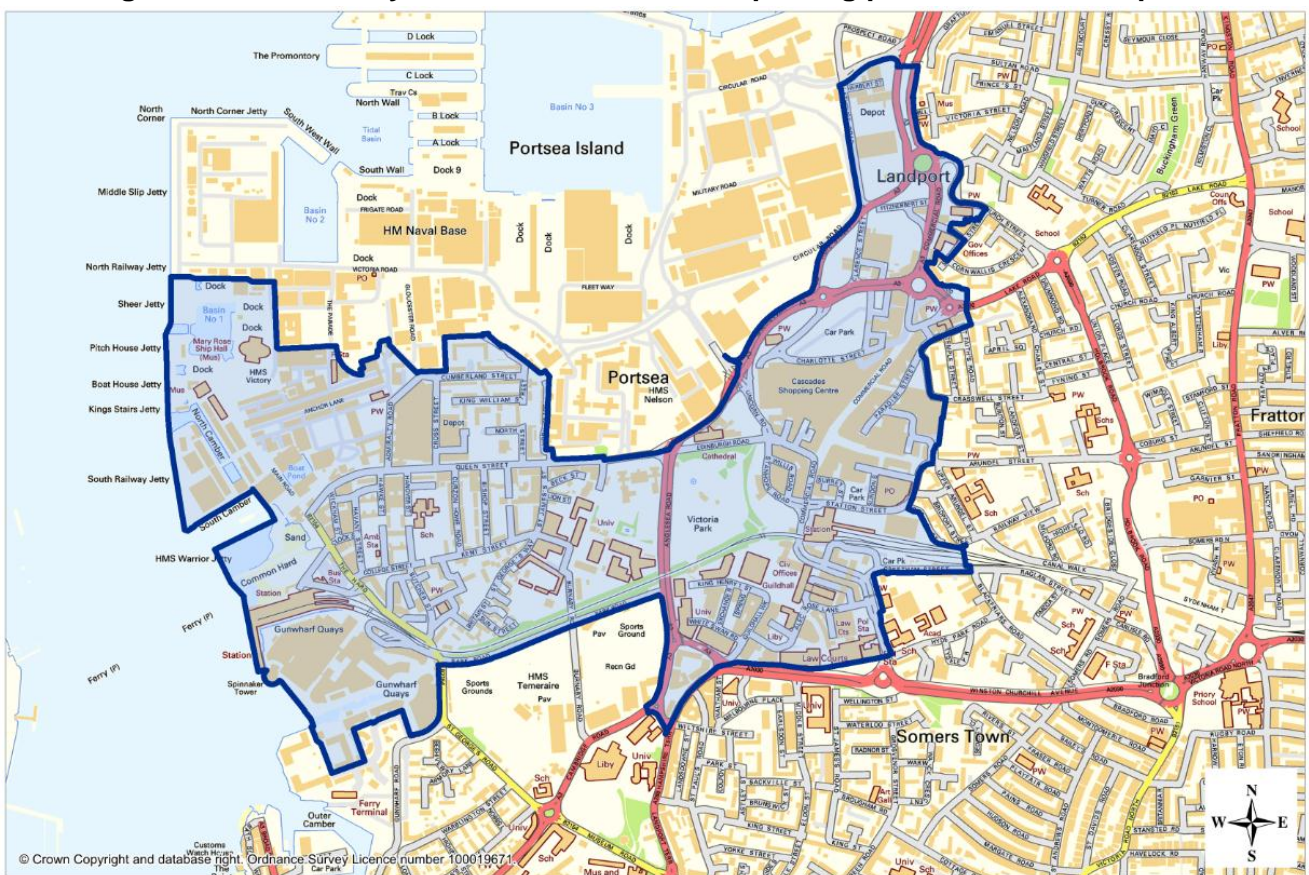
Source: Census 2011

- 2.5 There is neither a minimum nor maximum residential parking standard, because the city council believes that there may be reasons why developers want to provide more or less parking in their scheme. The city council wants to support development and recognises that a rigid set of standards is unlikely to suit all types of development in all locations. If a developer has good reason to believe that the homes in that particular development should have less or more parking than the expected standard, the city council will consider these proposals. However, the starting point will be the city council's expected standard, and it will be for the developer to substantiate any deviation from the expected standard with robust evidence that takes into account, as a minimum

- how readily residents will have access to shops, services, workplaces and sustainable transport, and
- the current parking situation in the area and the impact their development will have on parking.

2.6 The Parking Strategy adopts a city wide approach to balancing price, journey time, quality and convenience for users (commuters, businesses, shoppers and visitors). This includes carefully managing the level of parking in the city centre. The city council will therefore expect parking provision in commercial development in the city centre (the area as defined by Portsmouth Plan policy PCS4) to be significantly lower than in other areas of the city. Developers for residential schemes in this area should also consider lower levels of parking than set out in section 3.

Figure 4: Defined City Centre, where lower car parking provision will be expected



Section 3: Residential Development

Residential Car Parking Provision

Principles

- 3.1 Developers are expected to provide adequate and safe parking which is appropriate to the scale, location and character of the development.
- 3.2 The relevant car parking standards below are expected to be met in all residential development, except in the defined city centre, where the council encourages levels of parking to be significantly lower. Cycle standards will apply across the whole city, including the city centre.

Figure 5: Portsmouth Residential Parking Standards

Type	Details	No of parking spaces	No of long stay cycle spaces
C3 General Residential	Studio or 1 bedroom	1 space / dwelling	1 space / dwelling
C3 General Residential and C4 HMOs	2 or 3 bedrooms	1.5 spaces / dwelling	2 spaces / dwelling
C3 General Residential and <i>sui generis</i> HMOs	4+ bedrooms	2 spaces / dwelling	4 spaces / dwelling
C3 Active elderly / sheltered accommodation		1 space / 2 units	1 space / 2 units*
C1 Purpose Built Student Accommodation		Transport Assessment (to include consideration of use outside of term time)	At least 50% of the number of bedrooms

* Developers of accommodation for the active elderly are encouraged to design their cycle provision in such a way that it can also be used flexibly for mobility scooters, as residents will have differing mobility needs, and the needs of individual residents are also likely to change over time.

In addition to the standards above, visitor cycle spaces will be expected at 10% of the long stay spaces in developments of 10 units or more. Other developments should also consider the need for visitor cycle parking.

If the sum of parking requirements results in part spaces, the provision should be rounded up to the nearest whole number.

Where the proposal is for conversion, extension or redevelopment of an existing residential use (excluding rest and care homes and similar uses) the standards will apply to the net additional amount of residential accommodation. But where a residential development involves a change of land use (e.g. conversion from or redevelopment of commercial premises), the parking standards will apply to the whole development.

- 3.3 In any case, even where the number of spaces equates to the expected standard, the suitability of the proposed parking solution, in terms of its location, design and layout will be assessed as part of the application.

Evidence to support proposed levels of parking

- 3.4 While there is a presumption that the parking standards above will be met in each residential development, the city council recognises that, given the nature of available development sites in the city, it will not always be physically possible to accommodate the expected standard on site. In some cases, it may not be possible or appropriate to provide any on-site parking at all. Equally, some developers may wish to exceed the standard in certain types of residential development.
- 3.5 Where the parking standard is not met or is exceeded, applicants will be required to provide a robust justification for the amount and nature of parking provision proposed for their site.
- 3.6 Where reduced provision is sought, in all cases, the applicant must consider:
- the accessibility of the site by other modes of transport and in relation to shops and services; and
 - the availability of alternative parking opportunities (car parks, on street capacity etc).
- 3.7 Kerbside parking surveys evidenced with data and photographs can be an effective way of assessing levels of available parking. The Lambeth Model⁸ is a good one to follow. Applicants should note that in many areas of Portsmouth, in particular those dominated by terraced houses and/or where a heavily subscribed Residents' Parking Zone (RPZ) is in place, it is unlikely that there will be sufficient on-street capacity to meet the needs of additional development.
- 3.8 Where the location and accessibility of a site are cited as reasons for a reduced standard, this should be done by reference to the proximity of defined town centres, bus corridors and train stations in relation to the site. A plan showing what areas the city council considers this applies to at the time of writing (July 2013) is shown in the Appendix. The mapping does not take account of the quality of routes, nor the fact that the position regarding bus routes will change over time. The map should therefore not be taken as a definitive guide to accessibility, and applicants should explore this issue in more detail in their assessments.
- 3.9 In any case, location alone will rarely be an acceptable reason to argue a reduced parking provision, with other factors, in particular availability of parking in the surrounding area, being equally important.
- 3.10 Other considerations that may be relevant to the level of parking provision, whether higher or lower than the expected standard, include:
- the size of the development site or other physical characteristics of the site;
 - the expected profile of the residents of the site;
 - the availability of a car club on site or other proposed mitigation measures such as travel plans
 - consideration of conservation, design & street scene
- 3.11 It will not be acceptable for potential parking opportunities to be 'designed out' of a development as a mechanism to increase development density or to avoid parking provision.

⁸ Croydon Council have published a guidance document on how to do Parking Pressure Surveys according to the Lambeth model: http://planning.croydon.gov.uk/DocOnline/47440_6.pdf

Mixed use developments

- 3.12 Where development includes both residential and other uses, consideration should be given to how parking spaces can be shared between uses, particularly where the non-residential use is more likely to attract the need for parking during the day. Applicants will be required to demonstrate how these shared spaces will be managed to ensure that the needs of all uses on the site will be met, for example by preparing a car park management plan.

Allocated or shared spaces

- 3.13 Allocated parking spaces include any spaces within the curtilage of a property (e.g. garage or driveway parking) and any spaces in communal areas where the space is reserved for one particular property. Unallocated parking often takes the form of shared parking areas, or is on-street provision.
- 3.14 Where sufficient parking to meet each dwelling's needs is to be provided, allocated parking can be a desirable solution, guaranteeing residents their own space or spaces, which will always be available to them. Allocated spaces should be as close to the dwelling to which they are allocated as possible, for convenience, but also to encourage ownership of the space and to reduce the opportunity for vehicle crime.
- 3.15 It is acknowledged that shared parking facilities are more flexible and make more efficient use of available space. On smaller development sites allocated parking may not be achievable, particularly if the development includes flats. Accordingly, on sites which cannot readily provide the full amount expected by the council, it may be necessary to provide a lesser number of spaces in parking courts for shared use. These should be carefully designed to have natural surveillance for security and crime prevention.
- 3.16 On many sites, a mixture of allocated and unallocated spaces works well. For example, a developer could provide one allocated space per dwelling and meet the remainder of the requirement in an unallocated shared parking court. Particularly successful schemes tend to be those that provide a mixture of parking types, for example some in-curtilage parking, some small parking courts and some on-street. The proportion of each type of parking will be an important consideration when developing the site layout and design.

Visitor spaces in residential development

- 3.17 Additional parking will usually be expected for visitors to the development. Usually, this should be an additional 10% of the total parking on the site.
- 3.18 In some areas of the city it may be acceptable for visitors to park on street or in nearby public car parks. Applicants will be expected to demonstrate that this is an appropriate solution for their site.

Disabled Spaces

- 3.19 The council will not as a matter of course expect specifically marked disabled bays in residential development, although developers are of course free to include them if they think this beneficial.
- 3.20 If a development includes housing designed specifically as wheelchair friendly /accessible accommodation, adequate numbers of suitably designed parking spaces for disabled

people will be required. This will apply even on sites which may otherwise have reduced car parking provision.

Motorcycle parking

- 3.21 Most residential development will not require specific motorcycle parking provisions, but in developments with shared parking courts for 25 cars or more, motorcycle spaces should be provided at a ratio of 1 space per 25 car parking spaces.

Electric Vehicle (EV) Charging Points

- 3.22 Developers are encouraged to consider the provision of charging points for electric vehicles, or to design their site in such a way as to make retrofitting such facilities at a later stage easy. This could be achieved by routing an empty cable conduit under one end of parking bays in rows, ensuring this conduit connects to the mains supply so that at a future date above ground charging points can be installed with minimal disruption.

Car Clubs

- 3.23 On larger developments, it may be feasible to consider a car club for the site, which will help reduce the need for residents to own their own vehicles. Arrangements for parking of the vehicles and management of the car club will be considered in determining the suitability of relying on a car club in lieu of some of the parking provision on site.

Loss of Parking

- 3.24 Where development proposals, such as to extend a property, or to convert a garage into living accommodation, would cause the available parking to drop below the expected standard, this will be resisted.
- 3.25 The city council may remove permitted development rights to control the future loss of garages, car ports and other parking spaces provided in new development.

Design Principles in Residential Car Parking

- 3.26 For design guidance on cycle parking, please see section 6 of this document.
- 3.27 The suitability of the proposed parking solution, in terms of its number of spaces, location, design and layout will be assessed as part of the application. To count towards meeting the site's parking requirement, car parking spaces must meet the minimum size requirements in the table below. Applications should be accompanied by scaled plans (at a minimum scale of 1:500) to show how the car parking would be accommodated and accessed within the site.

Figure 6: Residential Car Parking Size Standards

Type of Parking	Required Dimensions of parking space (m)*	Other requirements / notes
Parallel Parking Bays	2 x 6	3m width required between aisles / for manoeuvring access
Perpendicular Bays (90 degrees to approach)	2.4 x 5	6m width required between aisles / for manoeuvring access
Echelon Bays (60 degrees to approach)	2.4 x 5	Resulting depth of line of bays will be 5.4m. 4.2m width required between aisles / for

		manoeuvring access; bays should be arranged to encourage revers parking
Echelon Bays (45 degrees to approach)	2.4 x 5	Resulting depth of line of bays will be 5.1m. 3.6m width required between aisles / for manoeuvring access; bays should be arranged to encourage revers parking
Garage	3 x 6	Size is measured to allow for both parking and storage; Measurements are internal and should be shown on scaled plans; minimum door width 2.3m. Conditions will be used to ensure the garage is maintained for parking in perpetuity Where garage is to be used for cycle storage as well as car parking, the dimensions should be increased to 7m x 3m; positioning of the garage must allow doors to be opened and closed without any overhang onto the footway or carriageway
Double Garage	6 x 6	Size is measured to allow for both parking and storage; Measurements are internal and should be shown on scaled plans; minimum door width 4.2m; Where garage is to be used for cycle storage as well as car parking, the dimensions should be increased to 7m x 3m; positioning of the garage must allow doors to be opened and closed without any overhang onto the footway or carriageway
Parking in front of property (at 90 degrees to property)	3 x 5	No part of the vehicle to overhand the footway or carriageway. If parking is in front of a garage, 6m length is required to allow for garage doors to be opened and closed with a vehicle positioned in the driveway, avoiding overhang onto the footway or carriageway. Where there are entrance gates, the driveway should be at least 7m in length. Where the area is shared for pedestrian access to the property, additional width is required, to allow access to the front door, and for moving bins, bikes etc
Parking in front of property (parallel to property)	6 x 3	No part of the vehicle to overhand the footway or carriageway.
Car port and / or under croft parking	2.9 x 5.5	If there is to be parking in front of the car port, enough space must be left to park a car (at least 5m length) to avoid overhang onto the footway or carriageway. In shared car ports it will not be appropriate to plan for additional parking in front of cars parked in the port.
Disabled Spaces	2.4 x 5	Additional space either side of the bay to allow doors to be opened fully. 1.2m clearance either side and at the rear is recommended; no more than 50m from the entrance of the building
Garage for use by disabled person	6 x 3.3	Minimum door width of 2.8m
* Widths or lengths of spaces may need to be increased where they are next to walls, other built obstructions or footways. Access widths may be able to be reduced if bay sizes are increased.		

3.28 The following key principles should be followed when considering the design and location of car parking:

- Vehicles should not dominate parking areas, particularly in residential development. Parking areas should not merely be 'car parks', but places that have parking in them. The city council will expect attractive landscaping in parking areas.
- There is no single best solution to providing car parking - a combination of on-plot, off-plot and on-street can work, and designers should consider the best solution(s) for their particular development.
- The safety of all users is important - road and parking layouts on development sites must meet highways safety requirements and enable emergency, refuse and delivery vehicles to travel safely through the site. The safety of people walking in the car park after they have left their cars must also be considered.
- Car parking needs to be designed with security in mind - parking areas should always be well overlooked by adjoining buildings and ideally located on the side where people enter the buildings.
- Permeable surfaces should be used wherever possible to reduce surface water runoff and achieve sustainable drainage.

Section 4: Non-Residential Development

Non-Residential Car Parking Provision

Principles

- 4.1 It is considered that journey destinations have the greatest influence on the mode of transport people choose to use. The government expects the planning system to encourage solutions which support reductions in greenhouse gas emissions and reduce congestion.⁹ For these reasons, the city council will expect non-residential developers to demonstrate how users of the site will be encouraged to travel by sustainable modes of transport. The city council will expect parking for non-residential development in the city centre to be significantly lower than might be acceptable in other locations, reflecting the high accessibility of this area by public transport, and in line with the city's parking strategy.
- 4.2 The city council has not set standards for acceptable levels of parking in non-residential development anywhere in the city. This is because the council considers that developers should engage actively with the parking needs of each individual site and land use, and demonstrate why the proposed parking solution is the right one for that particular development. Reference should be made to the accessibility of the site by other modes; existing parking opportunities in the area (car parks, on street capacity etc); the characteristics of the site and the expected profile of its users; and any other relevant considerations.
- 4.3 Excessive or insufficient levels of parking for the particular circumstances of the development will not be acceptable. As no standards are being set, the city council will expect greater levels of robust evidence where apparently very high or very low levels of parking are being proposed.
- 4.4 Importantly, parking provision should always be considered in the context of measures proposed for the site which encourage travel on foot, cycle or by public transport. Larger developments should demonstrate how their travel plans or physical measures to encourage walking, cycling and public transport use will be used to reduce the need for high levels of parking in the site. Section 5 of this document provides further guidance on the kinds of measure which may be considered. Conditions on planning permissions or legal agreements may be used to ensure the measures referred to at the application stage are provided.

Disabled Spaces

- 4.5 Disabled persons parking spaces should be provided at 5% of the parking standards on the site.
- 4.6 Disabled spaces should:
- Be easily identifiable with clear and consistent directional signage;
 - Have designated accessible parking bays as close to the entrance as possible;
 - Be level and next to firm, even and slip-resistant pedestrian surfaces;
 - Have dropped kerbs to give access to adjacent pavements;
 - Be well lit.

⁹ National Planning Policy Framework (NPPF):
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

4.7 Part M of Building Regulations also covers disabled car parking provision, and further guidance is available in and BSI 8300.

Parent & Toddler Spaces

4.8 It is recommended that parent and toddler spaces are provided at health establishments, retail and leisure developments to the following standard: for car parks with an overall capacity of up to 200 spaces, 2 parent & toddler spaces or 4% of total capacity is recommended, whichever is the greater. For car parks with a capacity greater than 200, this rises to 3 spaces, or 3% of total capacity, whichever is greater.

4.9 Parent & toddler spaces should:

- Be easily identifiable with clear and consistent directional signage;
- Have designated accessible parking bays as close to the entrance as possible;
- Be level and next to firm, even and slip-resistant pedestrian surfaces;
- Have dropped kerbs to give access to adjacent pavements;
- Be well lit.

Motorcycle Spaces

4.10 As a general rule, 1 motorcycle space should be provided per every 25 car parking spaces on the site.

4.11 Parking facilities for powered two wheelers should be well lit and close to pedestrian access points. Secure anchor points should be provided, either as ground level anchor points that remain underground until a user raises a loop to lock the bike, or in the form of a horizontal bar 400 to 600mm high, generally at the edge of the carriageway.

Drop off spaces

4.12 While there are no set standards for drop-off spaces, applicants should consider the likely need for drop-off spaces near the development. This will be particularly important for uses that are likely to create a large amount for drop-off traffic, such as transport interchanges, health establishments, hotels and leisure uses.

Deliveries and commercial vehicles

4.13 Many non-residential uses will require servicing or have regular deliveries. Commercial occupiers may also have their own lorries or vans. The management of loading and unloading and the parking needs of all such vehicles must be considered in the design of the site, and the council will expect applications to demonstrate how these needs will be satisfactorily met, with a particular focus on highways safety.

Electric Vehicle Charging Points

4.14 Developers are encouraged to consider the provision of charging points for electric vehicles, or to design their site in such a way as to make retrofitting such facilities at a later stage easy. This could be achieved by routing an empty cable conduit under one end of parking bays in rows, ensuring this conduit connects to the mains supply so that at a future date above ground charging points can be installed with minimal disruption. Suitable venues for EV charging points are locations where people will be for a few hours, eg offices, shopping or leisure centres.

Design Principles in Non-Residential Car Parking

- 4.15 For design guidance on cycle parking, please see section 6 of this document.
- 4.16 The suitability of the proposed car parking solution, in terms of its number of spaces, location, design and layout will be assessed as part of the application.
- 4.17 To count towards meeting the site's parking requirement, car parking spaces must meet the minimum size requirements in the table below. Applications should be accompanied by scaled plans (at a minimum scale of 1:500) to show how the car parking would be accommodated and accessed within the site.

Figure 7: Non-Residential Car Parking Size Standards

Type of Parking	Required Dimensions of parking space (m)*	Other requirements / notes
Parallel Parking Bays	2 x 6	3m width required between aisles / for manoeuvring access
Perpendicular Bays (90 degrees to approach)	2.4 x 5	6m width required between aisles / for manoeuvring access
Echelon Bays (60 degrees to approach)	2.4 x 5	Resulting depth of line of bays will be 5.4m. 4.2m width required between aisles / for manoeuvring access; bays should be arranged to encourage revers parking
Echelon Bays (45 degrees to approach)	2.4 x 5	Resulting depth of line of bays will be 5.1m. 3.6m width required between aisles / for manoeuvring access; bays should be arranged to encourage revers parking
Disabled Spaces	2.4 x 5	Additional space either side of the bay to allow doors to be opened fully. 1.2m clearance either side and at the rear is recommended; no more than 50m from the entrance of the building
Parent and Toddler Spaces	2.4 x 5	Additional space either side of the bay to allow doors to be opened fully. 1.2m clearance either side is recommended; no more than 75m from the entrance of the building

* Widths or lengths of spaces may need to be increased where they are next to walls, other built obstructions or footways. Access widths may be able to be reduced if bay sizes are increased.

- 4.18 The following key principles should be followed when considering the design and location of car parking:
- Parking areas should not merely be 'car parks', but places that have parking in them. The city council will expect attractive landscaping in parking areas.
 - There is no single best solution to providing car parking - a combination of on-plot, off-plot and on-street can work, and designers should consider the best solution(s) for their particular development.

- The safety of all users is important - road and parking layouts on development sites must meet highways safety requirements and enable emergency, refuse and delivery vehicles to travel safely through the site. The safety of people walking in the car park after they have left their cars must also be considered - pedestrian walkways can be appropriate in some types of parking area.
- Car parking needs to be designed with security in mind - parking areas should always be well overlooked by adjoining buildings and ideally located on the side where people enter the buildings.
- Permeable surfaces should be used wherever possible to reduce surface water runoff and achieve sustainable drainage.

Section 5: Assessing and Dealing with the Transport Impacts of Development

Assessing Transport Impacts

- 5.1 A transport assessment (TA) is a comprehensive and systematic process that sets out the transport issues relating to a proposed development. TAs identify measures which will be taken to deal with the anticipated transport impacts of a scheme. Generally, transport impacts are likely to be greater for larger schemes, and therefore, a transport assessment must be submitted with all planning applications exceeding the thresholds in Figure 8.
- 5.2 The NPPF states that all developments which generate significant numbers of movement should be required to produce a travel plan. Major developments should make proposals that discourage the unnecessary use of cars and facilitate and promote other means of travel. Travel plans will therefore be expected from all developments exceeding the thresholds set out in the table below. These should be informed by a transport assessment.
- 5.3 For medium size developments, a transport statement rather than a full assessment will usually be sufficient. It should, however, be noted that the sizes given below are not absolute thresholds, and discussions between the developer and the council will determine whether transport assessments or transport statements and/or travel plans will be required for developments smaller than the threshold. In any size of development, where no or very low levels of parking are proposed outside of the highly accessible city centre, applicants should expect to be asked for an action plan detailing suitable measures and targets for reducing the reliance of site users on private cars.
- 5.4 Developments above the thresholds set out below will be expected to assess and address their transport impacts:

Figure 8: Threshold for Transport Assessments, Transport Statements & Travel Plans

Land Use	Size threshold for Transport Statement & Physical Measures	Size Threshold for Transport Assessment & Travel Plan
Residential	case by case	50 units
Commercial: B1 & B2	500 m ²	2,500 m ²
Commercial: B8	1,000 m ²	5,000 m ²
Retail	500 m ²	1,000 m ²
Education	All	2,500 m ²
Health Establishments	500 m ²	2,500 m ²
Care Establishments	500 m ² or 5 bedrooms	2,500 m ²
Hotels	75 bedrooms	100 bedrooms
Leisure: general	500 m ²	1,000 m ²
Leisure: Stadia, Ice Rink	All	All (1,500+ seats)
Miscellaneous Commercial	500 m ²	2,500 m ²

Travel Plans

- 5.5 Travel plans address the transport impacts of development by promoting sustainable travel. There are numerous measures and facilities that may be considered in travel plans. Below are some examples, but of course measures should be chosen to fit the particular circumstances of the site:
- **Walking and Cycling:** Cycle parking; lockers and changing facilities; incentives and discounts such as subsidised equipment such as locks, helmets, lights; pool bikes; electric bikes; cycle training; cycle monitoring systems; financial schemes to reduce the cost of bike purchase
 - **Car sharing:** Subscription to a car sharing database; Priority parking spaces; Providing a car club vehicle as pool car
 - **Public transport:** Shuttle buses;; financial schemes to reduce the cost of travel on public transport; bus passes for business travel; discounts
 - **Alternative fuel vehicles:** Charging points; Green fuelled vehicles; Conversions to LP
 - **Smarter working/other:** Home/remote working technology; Promotional materials; Smarter driving training; flexible working
- 5.6 Hampshire County Council have issued guidance on the preparation of workplace travel plans at <http://www3.hants.gov.uk/workplacetravel> and residential travel plans http://www3.hants.gov.uk/workplacetravel/information_for_developers/residentialtravelplans.htm.

Travel Plan Monitoring

- 5.7 Monitoring the travel plan is an essential part of the whole process. Monitoring involves regularly checking and reviewing the progress towards the targets in the travel plan with activities such as staff travel surveys or vehicle counts. This will help establish whether travel plan initiatives are having the desired effect on people's travel behaviour.
- 5.8 The travel plan document itself should include a remedial strategy, so that all interested parties are clear what action will be taken if the targets are not achieved, or if it looks unlikely that they will be achieved. The remedial strategy should include specific ideas for actions or measures that will be triggered in the event that the travel plan is failing to meet the agreed targets.
- 5.9 The responsibility for monitoring lies with the developer or occupier, although the city council will assess whether the monitoring is being carried out effectively. For travel plans that form part of planning applications, the city council will place a requirement for monitoring reports to be submitted to the council at certain predetermined intervals, and will also seek a financial contribution towards assessing the monitoring of the plan.

Section 6: Cycle Parking Standards

- 6.1 Every residential development will be expected to provide long stay, secure (overnight) parking for residents. The level of expected long stay cycle parking at residential development is shown in the parking standards table in section 3. In larger developments (schemes of 10 or more dwellings), short-term visitor parking will be expected at 10% of the long term cycle parking standard. Cycle parking for short-term visitors should also be considered in smaller schemes, wherever the street scene in and around the development can satisfactorily accommodate it.
- 6.2 Non-residential development will be expected to provide both long and short stay cycle parking, so as to meet the needs of those who are likely to be at the property for extended periods, such as staff, and those who might only remain for a few minutes or hours, such as visitors and customers. The minimum amount of cycle parking acceptable to the city council will be the level needed to achieve 2 BREEAM credits for the development. This is consistent with advice given in the council's Sustainable Design and Construction SPD (paragraph 4.12 on p.23 of that SPD).¹⁰
- 6.3 Developers are of course encouraged to provide additional cycle parking if it suits the needs of their development and its users.

Design Principles in Cycle Parking

- 6.4 Providing well-located, safe, and secure cycle parking helps to encourage increased numbers of people to cycle. Inadequate cycle parking and storage facilities, conversely, can act as a barrier to the uptake of cycling. Consequently it is expected that all cycle parking should be both convenient and safe, by virtue of being:
- conveniently located for users, at least as convenient and easy to use as the car parking for the site
 - easily accessible from roads and/or cycle routes;
 - located so that it does not obstruct pedestrian and/or cycle routes
 - located in an actively used area, well lit and overlooked;
 - made of vandal resistant materials
- 6.5 In some developments, as well as these design principles CCTV may be desirable.
- 6.6 All commercial developments should aim to make cycling an attractive and convenient travel option for their staff. This extends beyond the provision of cycle parking to making available facilities such as changing rooms, showers and lockers. While all employers should consider how they can encourage cycling, the city council accepts that it will not always be possible for businesses with small premises to provide the full range of facilities for their cycling members of staff. Cyclist facilities will, however, always be expected in major development of more than 500sqm.
- 6.7 In designing cycle parking facilities, it is important to differentiate between long and short stay provision. Long stay parking is generally intended for residents and/or staff at a site. Long stay cycle parking is defined as covered and enclosed cycle parking that is suitable for leaving bikes in all day and/or overnight, affording weather protection, and providing

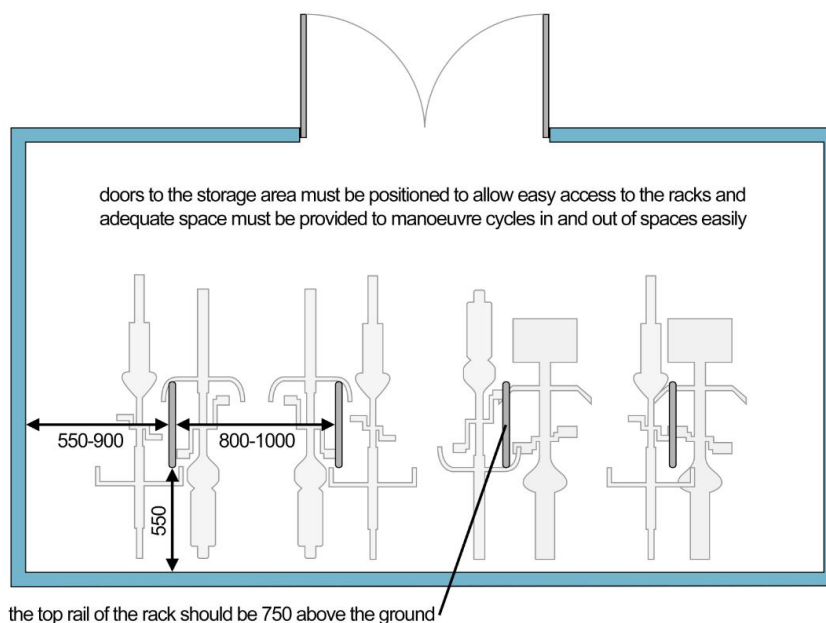
¹⁰ Portsmouth City Council: Sustainable Design and Construction SPD (2013) <http://www.portsmouth.gov.uk/living/23686.html>

security against theft or vandalism. Short stay parking is generally intended for visitors to shops, offices and other facilities and therefore does not need to be as secure as long stay facilities. Design guidance for both is set out below.

Long Stay Cycle Parking (shared)

- 6.8 For cycle parking in shared buildings (anything other than individual family homes) to be considered 'secure' bikes should be protected by a lockable door; security door (eg swipe card); be stored within an individual bike locker; or be stored in an arrangement which restricts access to cycle parking to authorised persons only.
- 6.9 Where cycle parking is provided within the building, it needs to be conveniently located, close to the main point of access. If parking is to be located on upper floors, adequately-sized lifts need to be provided. Cycle parking for flats can sometimes be located in communal areas, such as in hallways or under stairs, but if so, it needs to be properly designed so that it is secure and prevents parked cycles becoming a nuisance for other residents.
- 6.10 While provision within the main building is the preferred option, communal cycle-parking can also be provided in secure facilities such as in underground car parks, in purpose-designed buildings or in extensions to buildings. Where cycle parking is to be provided within a separate building, such as a detached garage or other outbuildings, that building will need to be secure, of solid construction and with a watertight roof, with secure lockable doors, and designed for easy access.

Figure 9: Shared Cycle Store



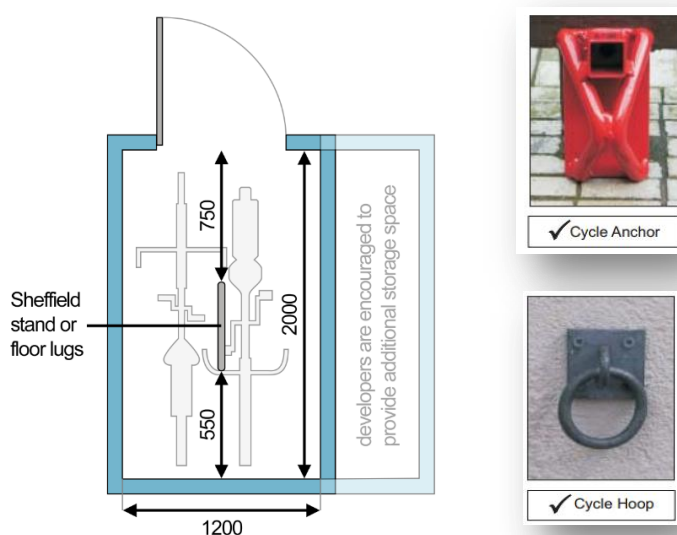
- 6.11 In stores for more than two bicycles, the preferred spacing of cycle stands is about 900-1000mm, so that two cycles can be stored in the space. Where space is limited, an absolute minimum spacing of 800mm may be used, although this will make it more difficult for cycles with baskets and panniers to be stored.
- 6.12 The outermost stands should be no closer than 550mm to a parallel wall, but preferably should allow more space than this (550 - 900mm). In addition, there should be at least 550

mm clear space between the ends of individual stands and any wall. The same applies where cycle parking is provided in a building, as illustrated in the diagram above.

- 6.13 Storage should allow for cycles that are 1.8m in length. The top rail of the rack should be 750mm above the ground. Adequate space must be provided to manoeuvre cycles in and out of spaces easily. Doors to the storage area must be positioned to allow easy access to racks.
- 6.14 It is recognised that two-tier hanging racks or systems that store bicycles on end can be more space efficient, but these are difficult to use for some cyclists. However, they may be acceptable as solution in some types of development, where users are likely to be able to cope with such a system.

Long Stay Cycle Parking (individual dwellings)

- 6.15 For individual dwelling houses, a store within the curtilage of the dwelling is often the most appropriate option.



- 6.16 Such stores must be weatherproof and secure. This means having a watertight roof, and for solid enclosed structures (of solid construction, with a concrete floor and solid doors) the store must have a secure entrance lock or secure fixings. For non-solid structures, such as sheds, the store must have a secure entrance lock and secure fixings.
- 6.17 Secure fixings within the store can be in the form of a Sheffield stand, inverted U shape frames anchored to the ground, to allow users to affix cycles either side. However, this solution restricts usability of the store for other purposes. To make the space more flexible, anchors or hoops secured to a concrete floor or a brick wall can be a suitable alternative. Security features should be to 'Sold Secure' Silver Standard.
- 6.18 The size of the building should be able to easily accommodate the expected number of bicycles, as well as providing some additional storage space in the garden. As a guideline, an individual household store for two bicycles should be a minimum of 1.2 x 2m (internal measurements), with additional space for storage wherever possible. For measurements for larger stores please see the section on shared cycle parking.

- 6.19 In flatted development storage within individual flats may be an option instead of shared facilities, but it will need to be expressly considered in the design, and it will be important to ensure that cycles can be brought into the building easily and quickly. Sufficient space must be provided in the dwelling (over and above the size required in the council's space standards), and adequately-sized lifts need to be provided to make this solution acceptable for upper floor flats.

Short Stay Cycle Parking

- 6.20 Short stay parking is generally intended for visitors to shops, offices and other facilities and, as such, should be conveniently located close to the entrance of the building. It is best provided in well-overlooked, actively used areas, which may often be the street itself. CCTV coverage is recommended but not essential.



✓ Sheffield Stand



X Butterfly Stand

- 6.21 Short stay cycle parking need not be to the same standard as long stay parking. Sheffield stands are a popular and suitable choice for visitor cycle parking. They allow both the frame and the wheels of the bike to be locked to the stand. Some bespoke or older designs are not so convenient or safe, for example they may not allow both wheels to be easily locked to the stand.
- 6.22 It is desirable, though not absolutely necessary for visitor cycle parking to be covered to afford some weather protection.
- 6.23 Cycle stands need to be located clear of pedestrian desire lines, and generally closer to the carriageway than to buildings. They should be detectable by blind or partially sighted people. A ground level tapping rail at either end of a run of stands should be provided.
- 6.24 Some places may expect visitors to leave their bikes for longer than for very short stays. This would be the case, for example at park & ride facilities and transport interchanges, or hotels. Here, visitors are likely to leave their bikes for a period of several hours or a whole day. In these circumstances, more secure options, more akin to those for long-stay users, such as individual lockers, are likely to be preferable to open racks or stands.

Further Design guidance

- 6.25 Developers are expected to meet the design standards above. They are largely designed to ensure minimum space and security standards so that cycle parking is useable and safe. However, cycle parking can come in many different forms, and good design is encouraged here as much as for other parts of development. The city council is producing a best practice design guide for cycle parking, which developers are encouraged to refer to.

Section 7: Useful Contacts

Planning Applications - Development Management

Please contact the case officer for your application, or for general pre-application enquiries, contact planningpreapps@portsmouthcc.gov.uk or call 023 9283 4334.

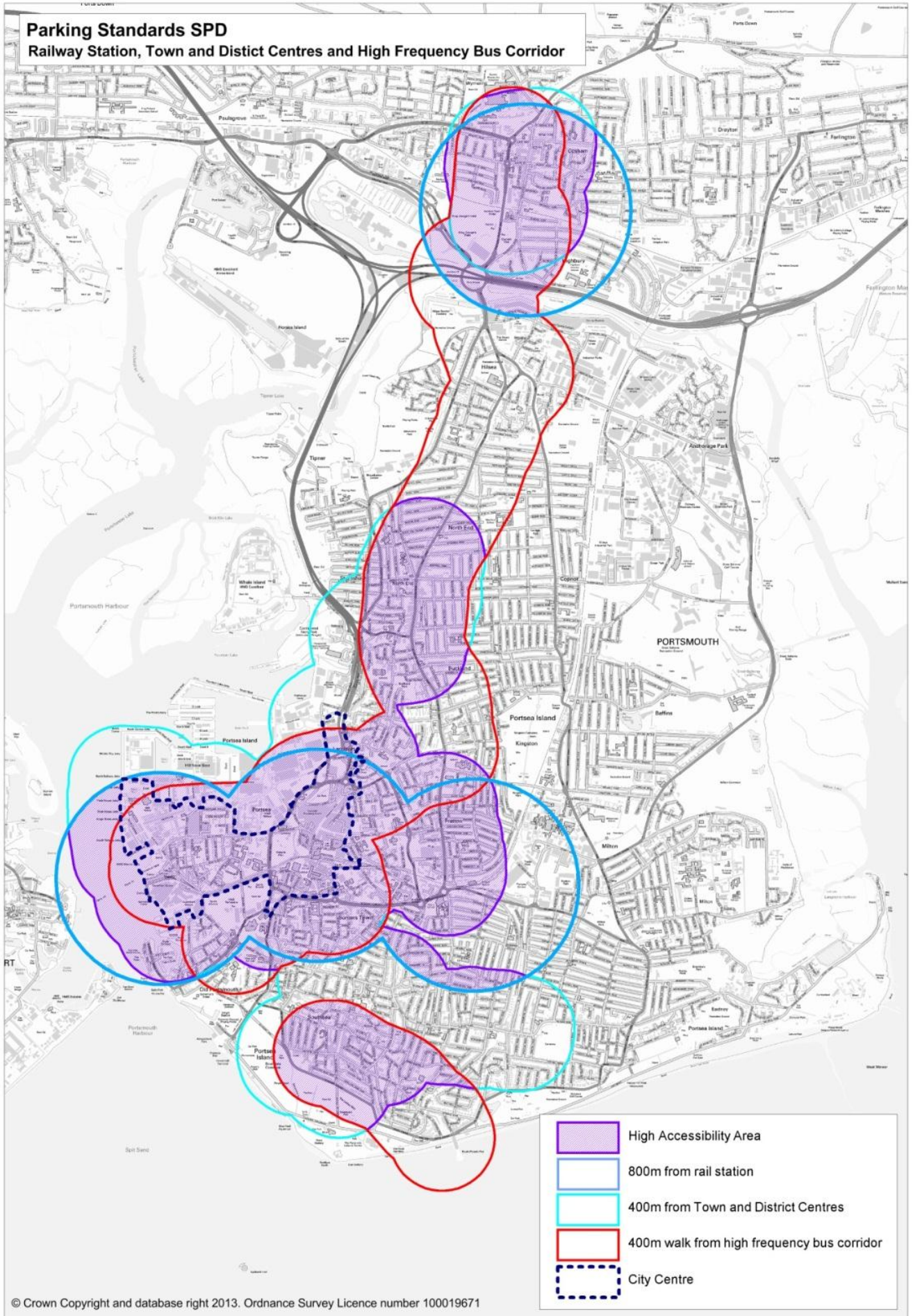
Policy

For general enquiries about this document, not relating to a specific site, the Planning Policy Team can be contacted on planningpolicy@portsmouthcc.gov.uk or 023 9268 8633.

Appendix: Accessibility Map

- A.1 To be considered high accessibility, the city council will usually expect a site to lie within an area where two out of three of the following apply:
- 400m of a town centre (as defined in the Portsmouth Plan)
 - 400m of a high frequency bus corridor (3 or more routes with at least 4 buses per hour each)
 - 800m of a train station (main station Portsmouth Harbour, Portsmouth & Southsea, Fratton and Cosham).
- A.2 The map overleaf shows the areas that the city council considers to be high accessibility based on these criteria, at the time of writing (July 2013).
- A.3 Please note this map is not intended to be a definitive guide to accessibility.**
- A.4 For ease of mapping, distances are taken 'as the crow flies'. In reality, the quality of routes must also be considered in any assessment of the accessibility of a site. For example, if a walking route to a station involves overcoming barriers to safe and easy pedestrian movement, such as major road crossings, bridges / underpasses, or routes that may feel unsafe at night, this may not be considered high accessibility.
- A.5 The plan also shows, with a dotted outline, the defined city centre, where lower parking provision will be expected than in other areas of the city (see also section 2, where more information and a more detailed plan can be found).

Parking Standards SPD
Railway Station, Town and District Centres and High Frequency Bus Corridor



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