



## **Provision of Parking on New Developments**

### **Supplementary Planning Document**

Adopted October 2023



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## **How to Use This Document**

The Fylde Council Provision of Parking on New Developments SPD is designed to assist applicants, developers, agents and consultants understand the Council's Local Plan policies that relate to the provision of parking on developments. It provides guidance that gives further detail on the application of those policies in order to help applicants meet policy requirements. This should enable more rapid decision-making on applications which have followed the guidance set out in the SPD.

### **Structure of the SPD**

Although the contents of the SPD are broken down by theme, it is very important that the SPD be read as a whole. Applicants will normally need to have regard to all of the chapters when bringing forward new development. Only for small scale works such as householder extensions will it be appropriate to refer solely to individual sections.

Following the introduction and review of policy and guidance, chapter 3 of the SPD explains the approach and how standards will be applied. Chapter 4 sets out the evidence supporting the parking standards in different locations, including maps of the areas to which the different standards apply; at the end of the chapter, Table 2 sets out the Parking Standards for various types of development.

Chapter 5 is concerned with design aspects including siting, spacing, provision for pedestrians, garages, landscaping, gates and lighting. Chapter 6 covers parking for other types of vehicle including cycles which will need to be considered for all developments. Chapter 7 covers the issue of electric vehicle charging. The requirement for supporting information in the form of transport statements and transport assessments, and guidance on Travel Plans, is covered in Chapter 8. A glossary can be found at the end of the main content.

## 1. Introduction

- 1.1 Supplementary Planning Documents (SPDs) provide further detail and guidance in relation to policies and proposals within the Development Plan, in this case the Fylde Local Plan to 2032 (incorporating Partial Review) which was adopted by the Council on 6<sup>th</sup> December 2021. The main objective of the SPD is to provide clarity to applicants as to the requirements for parking on development sites.
- 1.2 As a Supplementary Planning Document, the Provision of Parking on New Developments SPD can only provide guidance on how the Council will respond to development proposals through the planning process. It cannot address standing issues that residents or businesses may have regarding parking, except in circumstances where a development proposal that is the subject of a planning application can contribute towards the resolution of the issue.
- 1.3 The Provision of Parking on New Developments SPD will supersede the existing adopted standards which are the Lancashire County Council Joint Lancashire Structure Plan Parking Standards (2005).
- 1.4 The Borough of Fylde comprises the major coastal resort towns of Lytham and St Annes, the market town of Kirkham and its adjoining settlement Wesham, developed areas forming the outskirts of the adjoining Borough of Blackpool, the settlements of Freckleton and Warton, and an extensive sparsely-populated rural area. Issues relating to parking vary between areas of the Borough; the Council needs to be able to provide guidance for parking that reflects the circumstances of the area concerned.
- 1.5 The Government aims that one half of all trips within towns will be made by cycle or on foot by 2030. However, in Fylde, existing cycle parking infrastructure is very poor. It is therefore critical that cycle parking infrastructure is provided in association with developments.
- 1.6 The government is encouraging a move towards electric vehicles and in 2021 18.6% of new cars were electric or plug-in hybrid. The proportion of electric vehicles is likely to continue to increase significantly. Parking areas required on development sites will need to incorporate appropriate charging facilities.

## 2. Policy and Guidance Review

### The Local Plan

2.1 The latest adopted version of the Local Plan is the Fylde Local Plan to 2032 (incorporating Partial Review), which was adopted on 6<sup>th</sup> December 2021.

2.2 Local Plan Policy T5 states that

#### ***Parking Standards***

*Car parking should, wherever possible, be provided on site so as to ensure there is no detrimental effect on highway safety.*

*A flexible approach to the level of car parking provision will be applied, dependent on the location of the development concerned.*

2.3 The supporting text states:

*11.60 The Council is aware of the need to manage car parking on all new developments. Local circumstances need to be taken into account when setting local parking standards. The standards set will be for the provision of the minimum number of parking spaces on a site.*

2.4 The Local Plan commits the Council to producing an SPD:

*11.61 The Council will prepare a Supplementary Planning Document (SPD) on parking standards, which will set out local minimum standards which will need to be applied to all new developments in Fylde.*

2.5 In addition, Local Plan Policy T4 promotes a shift away from car use towards public transport, walking and cycling. Policy T4 also promotes electric vehicles:

*i) Support the shift towards new technologies and fuels by promoting low carbon travel choices and encouraging the development of ultra-low carbon / electric vehicles and associated infrastructure*

2.6 In addition, Policy GD7 places requirements on applicants regarding parking areas:

*j) Ensuring parking areas for cars, bicycles and motorcycles are safe, accessible and sympathetic to the character of the surrounding area and that highway safety is not compromised.*

2.7 Policy GD7 also sets out requirements on the layout of development, of which parking is a key component:

*k) Ensuring the layout, design and landscaping of all elements of the proposal, including any internal roads, pedestrian footpaths, cycleways and open spaces, create user friendly, sustainable and inclusive connections between people and places resulting in the integration of the new development into the built and historic environment.*

2.8 The same policy considers certain other relevant matters under the sub-heading Highway Safety. The policy is unequivocal about the hierarchy of road users:



*The needs of non-motorised users, such as pedestrians and cyclists, should be prioritised over other road users, through design measures.*

- 2.9 The policy also specifically highlights the importance of highway safety, and the role that parking plays in maintaining it:

*The development should not prejudice highway safety, pedestrian safety, and the efficient and convenient movement of all highway users (including bus passengers, cyclists, pedestrians and horse riders). The development should not reduce the number of on-site parking spaces available, unless there are other material considerations which justify the reduction.*

- 2.10 The policy reinforces the requirements for non-motorised users to be prioritised with more detailed provisions:

*All development proposals will need to show that appropriate provision is made for public transport services; appropriate measures are provided to facilitate access on cycle or foot; where practicable, ensure existing pedestrian, cycle and equestrian routes are protected and extended; and the needs of specific groups in the community such as the elderly and those with disabilities are fully provided for.*

### **Neighbourhood Plans**

- 2.11 The Bryning-with-Warton Neighbourhood Development Plan states that Bryning with Warton Parish Council will work with other bodies to address matters relating to sustainable transport. It states that it will work with the Borough Council to refurbish the existing village centre car park in order to provide more spaces. It states that a multi-agency village centre strategy will be developed to improve and enhance the principal village centre, including providing additional and safe parking facilities via a traffic management plan.

- 2.12 The St. Anne's on the Sea Neighbourhood Development Plan includes Policy TR2 Better Public Transport. This states that:

*The Town Council will work with Fylde Council, Lancashire County Council, Network Rail and the bus and rail operators to encourage effective planning and improvement of public transport, specifically: a) to develop a joint management and improvement plan for St. Anne's and Squires Gate Stations, including: monitoring capacity/adequacy of car and cycle parking and making provision for improvements where feasible, including park and ride facilities*

- 2.13 The St. Anne's on the Sea NDP also includes Policy TR3 Residential Car Parking. This states:

*Wherever possible car parking should be accommodated within the curtilage of the dwelling in the form of a garage, parking space, or both. For in-curtilage parking, the following principles should be incorporated: a) Garages must be large enough to be useable – internal dimensions of at least 6.4m x 3m are required. b) Garages should be designed to reflect the architectural style of the house they serve. c) Garages should be set back from the street frontage. d) Parking should either be in between houses (rather than in front), or, where it is in front, designed so as to minimise visual impact, particularly by avoiding excessive hard surfacing and loss of existing boundary walls, fences and hedges. Any on-street parking for visitors and deliveries, which is required*

*and is appropriate, must be carefully designed, avoiding long rows of parked cars. Rear parking areas should be small (serving no more than six homes) so that there is a clear sense of ownership and they must should benefit [sic.] from good natural surveillance.*

## **National Planning Policy Framework**

- 2.14 The National Planning Policy Framework (September 2023) (the Framework) places transport issues at the earliest stages of consideration. It requires (paragraph 104) that (the most relevant to this issue):

*e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.*

- 2.15 The Framework makes explicit reference to parking standards. Paragraph 107 states:

*If setting local parking standards for residential and non-residential development, policies should take into account:*

*a) the accessibility of the development;*

*b) the type, mix and use of development;*

*c) the availability of and opportunities for public transport;*

*d) local car ownership levels; and*

*e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.*

- 2.16 Paragraph 108 covers the setting of maximum standards:

*Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework). In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists.*

- 2.17 Paragraph 109 covers lorry parking. Only the last part of this is directly relevant to Fylde:

*Planning policies and decisions should recognise the importance of providing adequate overnight lorry parking facilities, taking into account any local shortages, to reduce the risk of parking in locations that lack proper facilities or could cause a nuisance. Proposals for new or expanded distribution centres should make provision for sufficient lorry parking to cater for their anticipated use.*

- 2.18 The Framework requires that policies are prepared with the active involvement of highway authorities. It requires policies to provide for walking and cycling networks with supporting facilities such as secure cycle parking.

- 2.19 The Framework requires that the design of streets, parking areas and other transport elements of developments reflects current national guidance, including the National Design Guide and the National Model Design Code (paragraph 110). Developments should prioritise pedestrians and cyclists and give access to public transport; should address the needs of the disabled; should create safe, secure and attractive places; should allow for the efficient

delivery of goods, and access by service and emergency vehicles; and should be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations (paragraph 112).

- 2.20 All developments that will generate significant amounts of movement should provide a travel plan; applications should be supported by a transport statement or transport assessment (paragraph 113)

### **Written Ministerial Statement**

- 2.21 The statement made by Eric Pickles, Secretary of State for Communities and Local Government, on 25<sup>th</sup> March 2015 sought to clarify national policy. It reinforced the abolition of maximum parking standards and stated that the market was best placed to decide if additional parking spaces should be provided. The text was taken up by the updated Framework in paragraph 108 (see above).

### **Planning Practice Guidance (PPG)**

- 2.22 The PPG section on Travel Plans, Transport Assessments and Statements sets out the role of each of these documents in supporting development proposals. Travel Plans are long-term management strategies to integrate sustainable travel into developments. They should identify opportunities for sustainable transport initiatives in connection with developments, thereby reducing demand for travel by less sustainable modes. Transport Assessments are thorough assessments, net of the effects of the Travel Plan, of the transport implications of development; Transport Statements are lighter touch evaluations where developments will have only limited impacts. Both may propose mitigation measures where necessary.
- 2.23 Travel Plans, Transport Assessments and Statements support national planning policy to actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling and focus significant development on locations that are or can be made sustainable. They should: be proportionate to the development proposed; build on existing information; be established at the earliest stage; be tailored to local circumstances; involve collaborative ongoing working with relevant bodies.
- 2.24 Local planning authorities should judge whether a Travel Plan is needed on a case-by-case basis, taking into account: the Travel Plan policies of the Local Plan; scale and trip-generation of the development; existing intensity of transport use; availability of public transport; environmental designations; impact on other strategies; cumulative impacts; particular impacts upon which the Travel Plan should focus; national policy.
- 2.25 Travel Plans should consider benchmark travel data, trip forecasts, existing travel habits, proposals to reduce the need to travel to the site, provision of improved public services, parking strategy options (having regard to national policy) and proposals for new/enhanced public transport/walking/cycling facilities.
- 2.26 Local planning authorities should judge whether a Transport Assessment or Transport Statement is needed on a case-by-case basis, taking into account similar issues as noted for Travel Plans above.

- 2.27 Transport Assessments and Statements should consider for inclusion:
- information about the proposed development site layout and access
  - neighbouring uses, amenity and character, existing functional classification of the nearby road network;
  - data about existing public transport provision;
  - travel characteristics of the proposed development across all modes of transport;
  - assessment of trips from relevant committed development in the area;
  - traffic flow data on links and at junctions; identification of critical links and junctions;
  - injury accident records;
  - likely environmental impacts of transport related to the development;
  - measures to improve the accessibility of the location;
  - parking facilities in the area and the parking strategy of the development;
  - ways of encouraging environmental sustainability by reducing the need to travel; and
  - measures to mitigate the residual impacts of development (such as improvements to the public transport network, introducing walking and cycling facilities, physical improvements to existing roads
- 2.28 In general, assessments should be based on normal traffic flow and usage conditions (eg non-school holiday periods, typical weather conditions) but it may be necessary to consider the implications for any regular peak traffic and usage periods (such as rush hours). Projections should use local traffic forecasts such as TEMPRO drawing where necessary on National Road Traffic Forecasts for traffic data.

### **Manual for Streets**

- 2.29 Manual for Streets is nationally-approved detailed guidance on the design of street layouts, predominantly in residential areas. Its chapter 8 covers parking, including cycle parking. It considers detail in the provision of cycle parking, including storage sheds, parking for dwellings including the relationship with garages, options for parking in flats, visitor and communal parking for all types of use. In respect of car parking, it notes that attempts to constrain residential parking provision do not tend to affect the numbers of vehicles and provision of sufficient spaces is important; however, car clubs can be effective and communal spaces can be more efficient in providing for needs. It considers the role of on-street parking and highlights advantages and pitfalls. It provides design advice, considers the role of garages and required space sizes. It provides advice on disabled parking and parking for motorcycles.

### **Manual for Streets 2**

- 2.30 Manual for Streets 2 supplements Manual for Streets. It considers a wider range of street types and focusses particularly on existing streets and how these can be made to work more effectively. Its Chapter 11 considers the issue of on-street parking and servicing as a component of this.

### **Joint Lancashire Structure Plan (JLSP) Parking Standards 2005: Lancashire County Council**

- 2.31 The JLSP standards have been the standards adopted by Fylde Council. It provides tabulated standards for a long list of possible land uses, with reductions in areas of good accessibility. It identifies a hierarchy of settlements when applying accessibility reductions to A1, A2, B1 and D2 uses. For other uses, accessibility questionnaires are provided (separate versions for residential and commercial uses) to be completed by the applicant. The standards are maximum standards in accordance with national policy when they were first published.

### **Lancashire County Council Access and Parking SPG 2005**

- 2.32 The Access and Parking SPG is the companion to the JLSP parking standards, incorporating them as appendices. It explains the calculation of parking standards according to the JLSP standards, and provides general guidance on the design and layout of parking.

### **Creating Civilised Streets (Lancashire County Council, 2010)**

- 2.33 Creating Civilised Streets provides a guide by the local highway authority for the design of streets within new developments. The section on parking on pages 31-33 provides an overview of the design requirements for parking, particularly on-street parking. The guide notes draft parking standards in the draft regional plan of the time which are now out-of-date and non-compliant with national policy.

### **Local Transport Note 1/20 Cycle Infrastructure Design (Department for Transport)**

- 2.34 This Local Transport Note provides official guidance from DfT for local authorities on cycling infrastructure. It includes a chapter specifically concerning the design of cycle parking.

### **Fylde Council Corporate Plan 2020-2024**

- 2.35 The Corporate Plan includes the ambition to “Provide parking solutions that meet the needs of residents, workers and visitors”.
- 2.36 It translates this into specific actions: *“Work with partners in town centres to: ...• provide car parking to attract customers”, “Explore opportunities to introduce electric car charging points”, “Promote the resident’s car parking permit and simplify the offer”, “Work with LCC to develop car parking options for the coastal promenades and manage overnight parking provision” and “Review motor home parking provision”*

### **Highway Code 2022**

- 2.37 The updated Highway Code provides statutory advice and regulations for all road users. The updated version places emphasis on the hierarchy of road users, with those most vulnerable having the greatest importance.

**Active Design (Sport England / David Lock Associates, 2023)**

- 2.38 This document provides advice on the design of all types of development in ways that encourage physical activity. Throughout the document there is a repeated stress on the importance of cycle parking in conjunction with all types of development.

### 3. Overall Approach to Parking Requirements

- 3.1 The Council's approach to parking on development sites is set out in this section. The overall principle is intended to be to avoid a "tick-box" approach to standards: the key issue is whether the development proposal will result in a conflict with the Council's Local Plan policies and/or national planning policies.
- 3.2 These conflicts may arise due, for instance, to a hazard to highway safety, harm to residential amenity or poor design. This section of the SPD considers these policy conflicts further and shows how decisions will be made by the Council through the application of the standards to identify policy conflicts.
- 3.3 The parking standards set out in Table 2 in Chapter 4 are benchmark minimum standards. The Local Plan notes that these standards will need to be applied to all new developments in Fylde, but flexibly: "*A flexible approach to the level of car parking provision will be applied, dependent on the location of the development concerned*" (Policy T5); i.e. the standards can be adapted according to the circumstances of the individual planning application.

#### Highway safety conflicts

- 3.4 Policy GD7 and the Framework require that highway safety is not compromised. Consideration of development proposals will need to include assessment of whether any highway safety concern will arise. The parking standards for the area applied to the development proposal and other guidance within this document will highlight the potential for conflict. Where there is an issue, the applicant will be asked to redesign the scheme to address it. Where this is not possible, the refusal of an application may be necessary.
- 3.5 Example: A backland development is proposed on a through road in a village, utilising space previously necessary for the dwelling at the front to enter/leave in forward gear. The number of spaces for the dwelling at the front is unchanged and sufficient, but the layout is unacceptable (chapter 5) as it would result in reversing onto a highway used by through traffic. No revision to the scheme is possible that would accommodate the necessary layout. Result: refuse on highway safety grounds.
- 3.6 Example: a development of flats is proposed on the site of former commercial premises (but equally the same scenario could apply with a large dwelling) within a town. Insufficient spaces are provided in accordance with standards for the area (already slightly lower to allow for the accessibility of the site). Parking on narrow street requiring pavement parking very likely to result, causing visibility issues for vehicles emerging from existing entrances and obstruction for pedestrians, cyclists and disabled people especially the visually impaired, people of reduced mobility. Result: consider whether the number of units in the scheme could be reduced so that sufficient parking is provided (without resulting in other policy conflicts). If not possible, refuse application on highway safety grounds.

#### Design and amenity conflicts

- 3.7 Policy GD7, the design policies of Framework, the National Design Guide and neighbourhood plan policies (where applicable) require that development results in high standards of design and amenity. Assessment of planning applications will need to identify potential conflicts. The parking standards will identify potential conflicts, but a fuller analysis of the impacts of parking

provision will be needed. The provision of insufficient parking in relation to the standards may lead to amenity conflicts with policies. In other cases, providing sufficient parking may only be possible through a solution that represents poor design detrimental to the area's character, or has harmful effects on the amenity of neighbouring properties. Examples of both are set out below.

- 3.8 **Example 1:** the conversion of a commercial building in a suburban area of moderate accessibility to provide a large number of residential apartments is proposed. The building occupies the whole plot: a small number of parking spaces are proposed within the existing garage space within the building. The intensification of the use of the existing site would lead to overspill parking into the surrounding streets, on areas not designed for on-street parking. This might lead to a fundamental change to the character of the area that would be detrimental to its visual amenity. It could also lead to harm to the amenity enjoyed by those residents in the area already dependent on those existing on-street spaces that are available, through competition and shortage of spaces. The result would be conflict with policy GD7 (it may also have highway safety impacts).
- 3.9 **Example 2:** a conversion is proposed to a large dwelling in a high-density area, to four flats. Sufficient parking is proposed to meet the standards but the consequence is conflict with policy through impacts on amenity. The development would lead to the parking being a dominant feature of the site, a loss of soft landscaping important for the character of the wider area and overall street scene. No redesign would be possible that would meet the standard and no reduction would be justified. Result: refuse application on the grounds of detriment to the character and appearance of the area, under policy GD7.
- 3.10 **Example 3:** A single dwelling is proposed at the rear of a large plot. Insufficient parking can be provided at the front of the site as only a narrow access is available: therefore the only possible location for parking would be to the rear of the existing dwelling, with vehicles passing very close to habitable room windows, and the potential for headlights from cars lighting across the neighbouring garden into the existing dwelling. The disturbance from the vehicle movements associated would be harmful to the amenity of neighbouring occupiers. Result: refuse due to harm to residential amenity.
- 3.11 A wide range of design considerations is covered in Chapter 5. In cases where the Council considers that the revision of the scheme would be possible and comply with design and amenity requirements, amendments to the proposal will be requested. Where the Council considers that the necessary access and parking to the development cannot be achieved without harm to amenity, the application will be refused.

#### **Reduced requirements through mitigation measures**

- 3.12 Development proposals may include measures that result in a reduced need for parking on the site, or for any adverse effects of parking on sites to be reduced or eliminated. The effects of any development proposal are considered net of any such mitigation measures provided, either through Travel Planning (see Chapter 8) or as an integral part of the development proposal. In assessing any development proposal, the measures put forward as mitigation will need to be over and above the standard requirements of policy for the prioritisation of sustainable transport modes and active travel. For instance, cycle racks or sheds should not be considered as mitigation, but as a basic requirement on all sites. Furthermore, mitigation measures must be actual mitigation for effects, not contributions to provide funding for



workplace co-ordinators or council officers to monitor whether mitigation is needed or successful. The Council will seek mitigation measures that promote choice of travel modes in line with national and Local Plan policy. Chapter 8 provides more detail on mitigation measures that can be applied through Travel Planning.

- 3.13 Mitigation measures may allow for a reduction (or in some cases elimination) of parking needed on site, and/or operational parking and access space. This may be essential in allowing the site to accommodate the amount or type of development proposed.

#### **Application of standards where change of use does not require planning permission**

- 3.14 The introduction of the use class E (Commercial, Business and Service) groups together a range of uses that previously were considered separately. Changes of use within the new class are not development under the Town and Country Planning Act. However, the level of parking required will need to relate to the specific nature of the development, and will be different between, for instance, a large business unit with relatively few employees and a similar-sized convenience retailer. It would not assist applicants if the Council chose to set a single benchmark parking standard for class E which then would be subject to wide variation in what the Council actually required from applicants. Accordingly, the parking standards include some distinctions within class E to assist assessment of appropriate levels of parking for that particular type of proposed use to be used by planning applicants. When no specific use other than the class E is indicated, the Council will require parking to meet the standard for the types of class E use likely to be attracted to take up the proposed class E accommodation, having regard to the details of the design of the accommodation proposed. Where necessary, the Council will restrict use to a sub-category of Class E in order to prevent change to a use where the parking proposed for the scheme would become inadequate.

#### **Standards for new and existing development**

- 3.15 In areas of high accessibility, the Council will apply separate standards, for certain uses, that distinguish between the requirements applied to new-build developments and those where existing buildings are converted for a new use. It would be unreasonable to attempt to impose restrictions on the use of (for instance) the upper floors of an existing town centre building, based on standards required for a new building: such restrictions could render the accommodation unusable. Likewise, demolition of a large building and replacement by a much smaller building simply to accommodate parking is unlikely to be accepted.
- 3.16 Application of separate standards for conversions will be dependent on circumstances and take into account the likely demand for parking from the new use. For instance, where an essential level of parking cannot be achieved for the sub-division of a residential dwelling, the development may be rendered unacceptable altogether.

#### **Standards by area**

- 3.17 Similarly, there will be a variation in the standards applied to different areas of the Borough, based on the level of accessibility of those areas. This approach is similar to the previous standards, but without the need for the highly complex accessibility calculation being required.

### **No financial contributions in lieu**

- 3.18 There are authorities elsewhere in the country which require financial contributions in lieu of their normal parking requirements in highly accessible areas. Fylde Council will not penalise applicants in this manner: these are measures which can only have the effect of discouraging sustainable development in accessible locations. More development with reduced parking in highly accessible areas will ensure that sustainable modes of transport are supported by usage through choice, without the need for further subsidy.

## 4. Parking Standards

- 4.1 This section sets out standards for parking to assist decision-making on development proposals. However as noted in Chapter 3, the purpose of the standards will be to assist decision-making by providing an indication of likely need; however, the decision as to acceptability will be based on policy compliance. Generally, this will not be about numbers of spaces but whether the development proposal complies with policy requirements.

### Evidence

- 4.2 The Framework requires that local parking standards should take account of accessibility, type/mix/use, public transport availability, local car ownership and the need for electric vehicle charging points. How these have been considered is set out in the sections below.

### Accessibility and public transport

- 4.3 These elements are considered together as they are intertwined: the availability of public transport is a major component of whether a locality is accessible, and the transport networks that serve a locality are likely to determine at least in part the pattern of public transport provision.
- 4.4 The previous standards as set out in the Joint Lancashire Structure Plan 2006 and the Lancashire County Council Access and Parking SPG took account of accessibility through the use of an accessibility questionnaire, through which developers would determine the accessibility of a particular site; for town centre uses, each town was identified at a level within a Lancashire-wide hierarchy of towns, and guidance was provided that applied to all towns at that level throughout Lancashire, again utilising the accessibility questionnaire.
- 4.5 To inform the standards that the Council will apply, this document provides an assessment of the accessibility of different areas of the Borough. The assessment uses some of the indicators used in the previous accessibility questionnaire, but modified to suit the characteristics of the Borough. When considering accessibility, the purpose is to establish whether, in combination, the factors that make a location more accessible are likely to result in increased use of non-car modes that will reduce the demand for parking. Therefore, for the purpose of this SPD, the term accessibility refers to accessibility by modes of transport other than by car, rather than any wider assessment of general accessibility.
- 4.6 In terms of access to a broad range of services, the most accessible locations are those which are close enough to town centres, with a wide range of services, to be casually walkable. The Local Plan defines the boundaries of the town centres within the settlements designated as Key Service Centres: St. Annes, Lytham and Kirkham; the key service centres are those settlements with the widest range of services. Therefore, locations within the designated town centres or a surrounding buffer of 500m are highly accessible; locations within 1000m of the boundary have moderate accessibility. The District Centre at Ansdell provides a more limited but still significant range of services: locations within the District Centre and a 500m buffer have moderate accessibility.
- 4.7 Locations that are sufficiently accessible to lead to lower demand for parking will need to be conveniently located in relation to bus stops, whether for access to workplaces and services beyond the immediate area (in the case of residential development) or for customers and staff

to reach them (in the case of commercial uses). Nationally based data from the National Travel Survey<sup>1</sup> provides a national profile of accessibility of homes to the nearest bus stop. This shows that 14% of homes are within 100m of a bus stop, a further 31% are within 200m, a further 40% (i.e. 85% in total) are within 400m, a further 10% within 600m leaving only 5% of homes more than 600m from a bus stop. Access to buses alone, even at the highest frequencies, are not considered to confer high accessibility. Moderate accessibility (i.e. higher than the baseline level of accessibility, due to bus services being significantly better than the national norm) would need to be at least within 200m of a bus stop, even that being met by 45% of existing homes nationally. However, in applying this criterion, only those stops with sufficient frequency are considered to have above low accessibility, considered below.

- 4.8 The degree of accessibility afforded by being close to bus stops depends on the frequency of services and the destinations served. However, the latter is difficult to quantify sensibly, as some routes serve several settlements on a long route, but which (given the time taken for buses to travel) are not realistically likely to attract people away from using cars. Therefore, this assessment uses frequency of services (in one or other direction, not both) from the nearest bus stop. Moderate accessibility is 4 buses per hour or more; locations with fewer than four buses per hour have low accessibility. Only the areas sufficiently proximate to the stop (as detailed in the previous paragraph) are identified as having more than low level accessibility.
- 4.9 Proximity to railway stations can provide, by itself, a high degree of accessibility where this provides access to other major centres quickly. In Fylde, the stations<sup>2</sup> at Squires Gate, St Annes, Ansdell, Lytham and Kirkham and Wesham provide relatively fast direct services to Preston, and also provide access to Blackpool South Shore although that is not a main centre. However, the current frequency of the service (hourly) cannot be considered sufficient to make the four South Fylde Line stations provide high accessibility in their own right (although they may contribute where other factors also identify an area as highly accessible). Once projected increases in service frequency are achieved, the accessibility of these locations will be increased.
- 4.10 By contrast Kirkham and Wesham, which has three trains per hour to Preston and two to Blackpool North (for Blackpool Town Centre), links to the towns on the South Fylde Line and hourly direct services to Manchester and Liverpool, is identified as providing high accessibility within 500m and moderate accessibility within 1 km.
- 4.11 In the case of the area of Squires Gate close to the sea front, the area benefits from the proximity to the tram terminus at Starr Gate within the Borough of Blackpool. This provides a local connection to Blackpool Town Centre, Cleveleys and Fleetwood and can be considered equivalent to a high frequency bus service; however, it can be assumed that people will walk further to access the tram than a bus. The area within 500m of the tram terminus is identified as having high accessibility.
- 4.12 The accessibility levels identified above in relation to centres and transport services are used in combination to identify the level of accessibility for each location. All areas within the town

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<sup>1</sup> Time taken to walk to nearest bus stop by area type and bus availability indicator: England  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1017044/nts0801.ods](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1017044/nts0801.ods)

<sup>2</sup> The station at Moss Side is discounted owing to its remoteness and as improvements to the line are likely to result in substantial reductions in calls made at this stop.

centres plus their 500m buffer, or within 500m of Kirkham and Wesham station or Starr Gate tram terminus, have high accessibility. Areas within 500m of Ansdell District Centre and areas between 500m and 1km of the town centres and Kirkham and Wesham Station have moderate accessibility; however, areas within these and within 200m of bus stops with 4 buses/hour (per direction) have high accessibility. Areas outside the 1km town centre/ Kirkham and Wesham station, 500m Ansdell or 500m tram stop buffer zones have low accessibility unless they are within 200m of a bus stop with 4 buses/hour (per direction), in which case accessibility is raised to moderate.

- 4.13 A map showing the accessibility zones is shown in Figures 2, 3 and 4 later in this chapter.

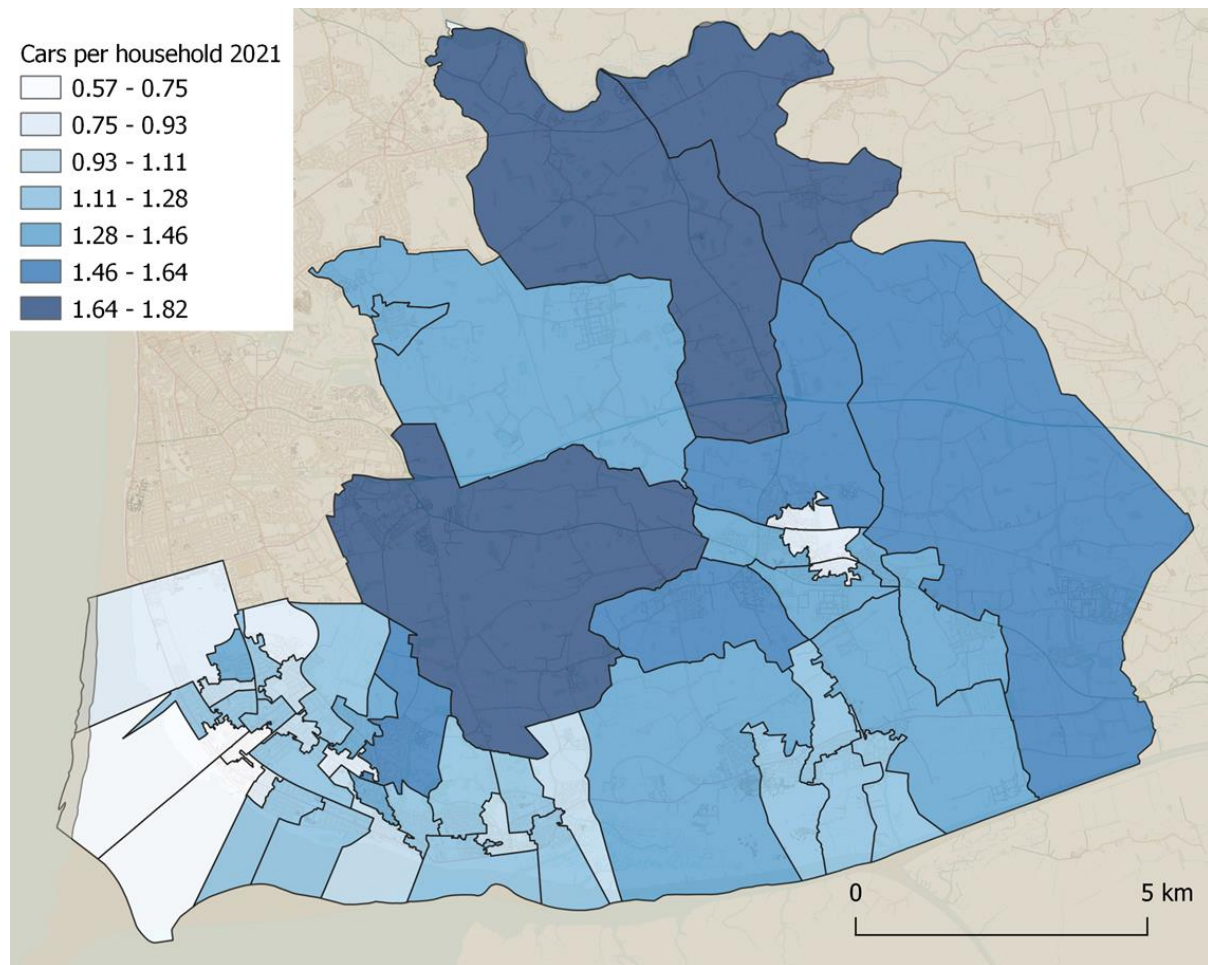
#### **Type / mix / use of the development**

- 4.14 The parking standards are set out for distinct uses. In the case of residential schemes, the standards specify the number of spaces for specific dwelling sizes, reflecting the car ownership data (see below), related to the size and type of the proposed dwellings. The availability of alternatives to the car is reflected in the varied standards for different accessibility levels, as discussed above.
- 4.15 In the case of commercial developments and community uses, the standards set for each use reflects a broad understanding of the typical employment density and likely visitor numbers for the uses concerned, together with consideration of the catchment size served (which affects the propensity to walk). In the case of commercial developments where the principal car parking provision will be for staff, account will need to be taken of the actual proposed employee numbers where this is known: the parking standards take account of this.

#### **Car ownership and vehicle numbers**


- 4.16 Local car ownership rates for small areas are available from census data. The detailed findings of the Census 2021 are now available. In addition, data for vehicle registrations is available at small area level, for each quarter up to the end of 2021.
- 4.17 Between the 2011 census and 2021 (quarter 4), the number of cars registered per household in the Borough barely changed, from 1.16 to 1.19. Figure 1 below shows the ratio of cars per household for each small area, derived from the 2021 data for cars registered within each small area.


**Figure 1: Cars per Household**



- 4.18 In addition, the profile of households with different numbers of cars owned is shown in Table 1 below for each small area, this data deriving from the 2021 census.
- 4.19 The results show that, by and large, car ownership rates reflect the accessibility of the location, in particular the proximity to the town centres of St Annes, Lytham and Kirkham. The numbers of households with more than two cars are small in most areas, around 10% of households, but with significantly greater numbers in the rural areas, reflecting the higher incomes, larger households including adult children and larger domestic curtilages typically found in those areas. In almost all locations around 45-50% of households have a single car. Significant numbers of households without cars are found in the most central parts of Kirkham and Wesham, some suburban areas of the northern part of St Annes, central Ansdell, a significant area of central Lytham, but most of all in central St Annes where around 4 in 10 households have no car/van. Most of these areas have a preponderance of smaller households, as well as being more accessible locations.

**Table 1 Cars and car ownership**

 Over 50% of households with 2 or more cars

 Over 20% of households with no car

Small census area	Ward (best fit)	Cars per household (2021)	% of households with no car/ van (2021)	% of households with one car/ van (2021)	% of households with two cars/ vans (2021)	% of households with three or more cars/ vans (2021)
Fylde 001A	Rural North Fylde	1.73	5.9%	35.6%	40.8%	17.7%
Fylde 001B	Rural North Fylde	1.82	3.3%	37.8%	37.3%	21.6%
Fylde 001C	Rural North Fylde	1.36	10.8%	45.8%	33.2%	10.3%
Fylde 001D	Staining	1.35	8.8%	36.6%	41.4%	13.3%
Fylde 001E	Wrea Green and Westby	1.74	7.1%	40.3%	37.8%	14.8%
Fylde 002A	Kirkham	1.35	7.9%	39.8%	42.0%	10.3%
Fylde 002B	Kirkham	1.35	11.4%	39.4%	36.5%	12.8%
Fylde 002C	Kirkham	0.92	28.3%	46.3%	20.3%	5.1%
Fylde 002D	Kirkham	0.83	32.4%	46.5%	17.0%	4.1%
Fylde 002E	Medlar-with - Wesham	1.48	9.4%	41.3%	37.6%	11.7%
Fylde 002F	Medlar-with - Wesham	0.86	22.7%	50.4%	21.4%	5.5%
Fylde 002G	Wrea Green with Westby	1.49	7.2%	35.3%	42.2%	15.4%
Fylde 003A	Rural East Fylde	1.33	14.4%	43.2%	28.6%	13.7%
Fylde 003B	Kirkham	1.34	12.2%	41.2%	35.3%	11.3%
Fylde 003C	Rural East Fylde	1.55	5.4%	36.4%	39.5%	18.7%
Fylde 003D	Rural East Fylde	1.34	6.8%	38.2%	42.2%	12.7%
Fylde 004A	Kilnhouse	1.18	13.4%	45.3%	32.9%	8.4%
Fylde 004B	Kilnhouse	0.79	33.1%	47.1%	14.5%	5.2%

Small census area	Ward (best fit)	Cars per household (2021)	% of households with no car/ van (2021)	% of households with one car/ van (2021)	% of households with two cars/ vans (2021)	% of households with three or more cars/ vans (2021)
Fylde 004C	Kilnhouse	1.30	8.3%	47.2%	34.8%	9.7%
Fylde 004D	Kilgrimol	0.88	23.4%	48.5%	24.2%	3.9%
Fylde 004E	Ashton	0.98	19.0%	45.8%	27.8%	7.5%
Fylde 005A	Kilnhouse	1.19	15.8%	47.1%	28.2%	8.9%
Fylde 005B	Heyhouses	1.04	16.4%	48.9%	26.9%	7.7%
Fylde 005C	Kilnhouse	1.10	15.5%	52.1%	27.1%	5.2%
Fylde 005D	Park	1.51	5.2%	40.8%	39.5%	14.5%
Fylde 005E	Heyhouses	1.43	11.5%	38.6%	36.2%	13.7%
Fylde 006A	Kilgrimol	1.26	16.1%	48.1%	26.6%	9.1%
Fylde 006B	Ashton	1.24	16.5%	38.3%	36.4%	8.7%
Fylde 006C	Kilgrimol	0.73	40.5%	43.9%	11.9%	3.7%
Fylde 006D	Ashton	0.57	47.9%	37.9%	11.3%	2.9%
Fylde 006E	Carnegie	0.68	36.7%	44.6%	14.1%	4.6%
Fylde 006F	Ashton	1.16	17.6%	46.7%	27.1%	8.6%
Fylde 006G	Carnegie	0.90	35.2%	40.6%	17.8%	6.3%
Fylde 007A	Freckleton Village	1.24	12.5%	45.4%	30.5%	11.6%
Fylde 007B	Freckleton Village	1.27	14.7%	43.1%	30.7%	11.5%
Fylde 007C	Freckleton Village	1.26	11.6%	46.1%	32.4%	9.9%
Fylde 007D	Warton	1.40	9.8%	48.0%	32.9%	9.3%
Fylde 007E	Warton	1.13	13.0%	47.1%	30.1%	9.7%
Fylde 008A	Park	1.17	14.7%	49.8%	28.0%	7.5%
Fylde 008B	Ansdell & Fairhaven	1.08	22.4%	43.6%	25.3%	8.6%
Fylde 008C	Ansdell & Fairhaven	1.30	9.9%	41.2%	38.4%	10.4%



Small census area	Ward (best fit)	Cars per household (2021)	% of households with no car/ van (2021)	% of households with one car/ van (2021)	% of households with two cars/ vans (2021)	% of households with three or more cars/ vans (2021)
Fylde 008D	Carnegie	1.28	10.8%	46.5%	33.3%	9.4%
Fylde 008E	Ansdell & Fairhaven	1.22	15.6%	44.7%	29.9%	9.8%
Fylde 008F	Heyhouses	1.18	13.9%	49.7%	26.5%	9.9%
Fylde 008G	Heyhouses	0.85	29.2%	46.4%	19.5%	5.0%
Fylde 009A	Lytham West	1.02	22.3%	49.3%	22.7%	5.8%
Fylde 009B	Lytham West	1.19	21.2%	45.4%	25.5%	7.9%
Fylde 009C	Lytham West	1.12	14.1%	55.7%	24.1%	6.2%
Fylde 009D	Lytham East	1.10	18.9%	41.0%	32.2%	7.9%
Fylde 009E	Lytham East	1.16	16.1%	45.1%	30.4%	8.4%
Fylde 009F	Lytham East	1.17	11.2%	47.6%	32.0%	9.2%
Fylde	Borough	1.19				

4.20 For the purpose of informing the setting of parking standards, the essentially static position of car ownership levels is anticipated to continue. The level of provision required on development sites as set out in the standards in Table 2 is based on likely numbers of spaces needed informed by typical ownership levels in the localities concerned.

#### **The need for electric vehicle charging points**

4.21 Although the take up of electric vehicles so far is significantly lower in the North West than some other regions, provision is needed for the charging of vehicles in the future. The Building Regulations<sup>3</sup> specify requirements for electric vehicle charging points. Whilst it would be unreasonable to require developers to provide charging points that lie idle, developments will need to allow for widespread installation of equipment in the future. The requirements for provision of electric charging points are set out in Chapter 7.

4.22 Passive provision for further installations will be required. In addition to the Building Regulations requirements, this will require provision of sufficient space behind the spaces or on the margins of adjoining footways for the infrastructure to be installed. These requirements which relate to design are set out in Chapter 5.

<sup>3</sup> <https://www.gov.uk/government/publications/infrastructure-for-charging-electric-vehicles-approved-document-s>

## Local Context

- 4.23 The setting of parking standards must be more than a theoretical exercise based on nationally set indicators. The Council considers that, for developments to comply with the design policies of the Local Plan, the particular circumstances of the locality will need to be reflected in the parking standards that apply for the area.
- 4.24 The coastal resort at St Annes is a traditional seaside resort with associated attractions. Tourism-based activity is concentrated mainly within an approximately 1km long stretch between the two main public car parks; in summer this is an area where the on-street car parking is an important resource for the resort. The town centre of St Annes has a wide range of commercial establishments, with time-restricted on-street parking and some off-street parking including a multi-storey car park. St Annes town centre is surrounded on three sides by residential areas of medium density. The approach taken in the town centre is likely to differ from the approach in the mature suburbs of St Annes, reflecting the concentration of town centre uses with limited parking.
- 4.25 In St Annes Town Centre, the parking standards for residential developments allow for small dwelling units within the conversions of upper floors of traditional commercial buildings to be provided without parking, reflecting the much higher propensity for non-ownership of cars within this area and the benefit of bringing such spaces back into use. This does not extend to the areas surrounding the centre, which are areas of limited on-street parking availability.
- 4.26 In the central areas of Kirkham and Wesham, and the central part of Freckleton, parking issues reflect the relative lack of off-street parking in areas of more traditional buildings, narrower streets, greater reliance on on-street parking and a mix of commercial uses within the areas; how these issues are addressed requires a different approach to parking from the approach taken in the newer suburban areas. In Kirkham Town Centre and the immediately surrounding areas (Poulton Street, Preston Street, Orders Lane, Moor Street, Marsden Street, Clegg Street, Kirkgate, Freckleton Street, Market Square, Church Street, Eagle Court, Station Road and Barnfield), the imperative is to retain any on-street parking and off-street public car parking spaces for the customers of the commercial premises in the town centre. Accordingly, residential developments will only be accepted where the standard (as reduced for high accessibility) can be met through on-site provision.
- 4.27 In Wesham, the on-street areas close to the railway station are used for shared parking, with rail users during the day and residents in the evenings and overnight. The density of the existing housing development leads to pressure on parking at crossover times. However, new residential developments in these areas would have a lower need for parking due to very high accessibility. The parking standards allow for the creation of small dwelling units without parking in this area, able to rely on on-street parking, in accordance with the character of the area.
- 4.28 The challenge in Lytham is slightly different from St Annes as in Lytham the town centre is very close to the promenade area, so parking has to provide for the needs of town centre users and visitors together. The strong night time economy, visitors and dense residential areas juxtaposed with the centre leads to parking stress, although there is an increased propensity for non-ownership of cars. Parking for commercial uses in the centre is provided for through on-street parking and public pay-and-display car parks. A residents' parking scheme is in operation in the residential streets that would otherwise be under the greatest pressure. The

area is highly accessible, with lower car ownership and therefore small-scale commercial development supporting the function of the town centre which is able to rely on public provision; residential conversions within the town centre may rely on public provision, but new residential developments will be required to include parking on-site to meet the needs of the development.

- 4.29 The Fylde-Blackpool periphery is a newly developing area where the issues regarding parking differ significantly from the centres of established settlements. In this area, new development provides an opportunity to make places where parking is sufficiently provided for yet does not dominate the street scene. Parking provision within the developing strategic employment site requires scrutiny: particularly important here is the contribution that workplace travel planning can make to allow effective use of land by avoiding extensive areas of parking. The parking standards have been adjusted from those used previously to consider the numbers of staff anticipated on a development site, in order that commercial premises with large numbers of staff are required to provide sufficiently for them.

#### **Bringing the evidence together**

- 4.30 The parking standards should be informed by accessibility, development type, car ownership levels and the need for charging infrastructure. The Council has divided the Borough into three areas based on proximity to services, public transport availability, local car ownership levels and the particular form of the local street layout and area character: these are set out in Figures 2, 3 and 4 below. The areas shown within the Borough boundary that are not designated as either high or moderate accessibility have low accessibility for the purposes of this SPD.

Figure 2 Areas of Moderate and High Accessibility, Kirkham and Wesham

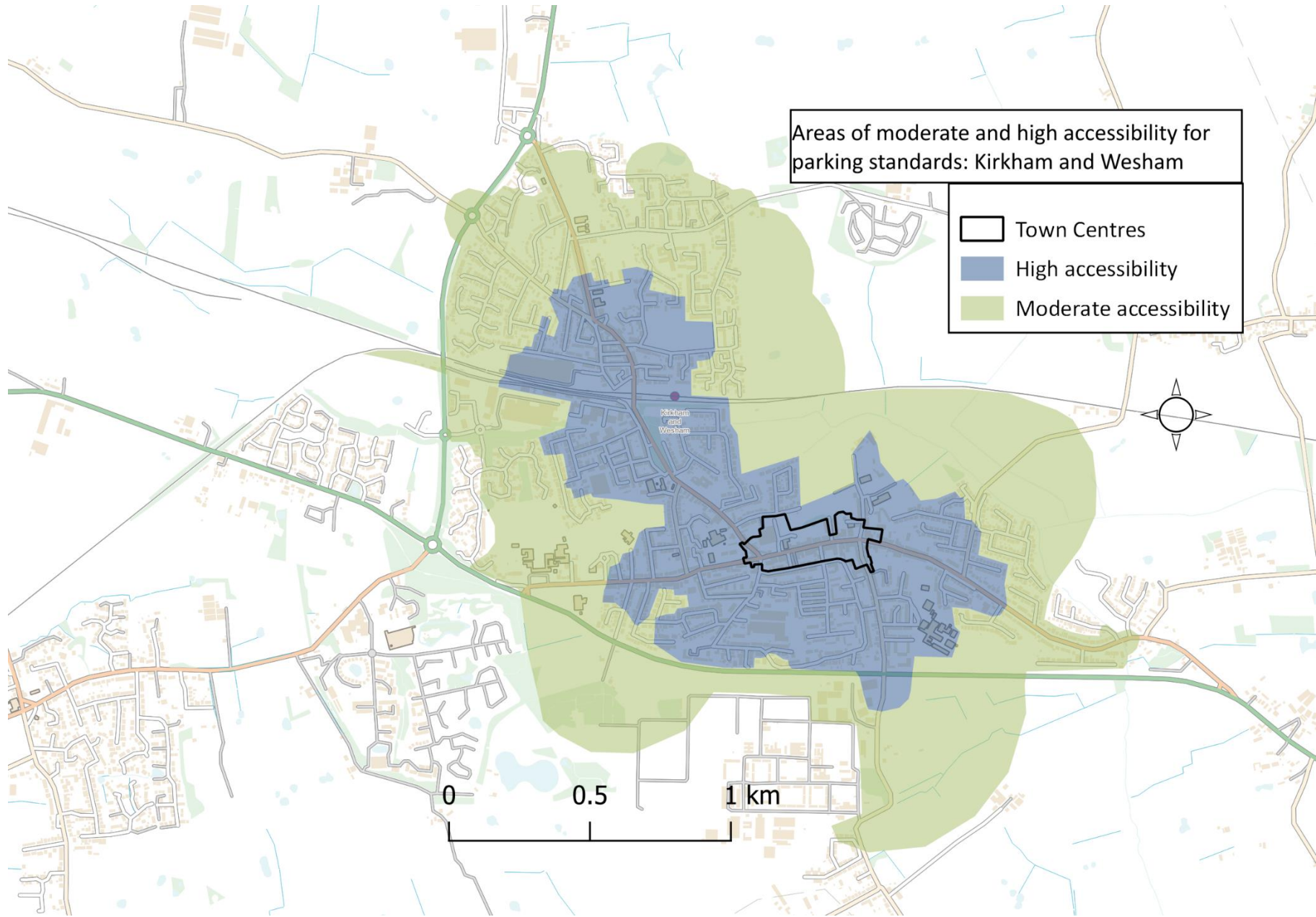
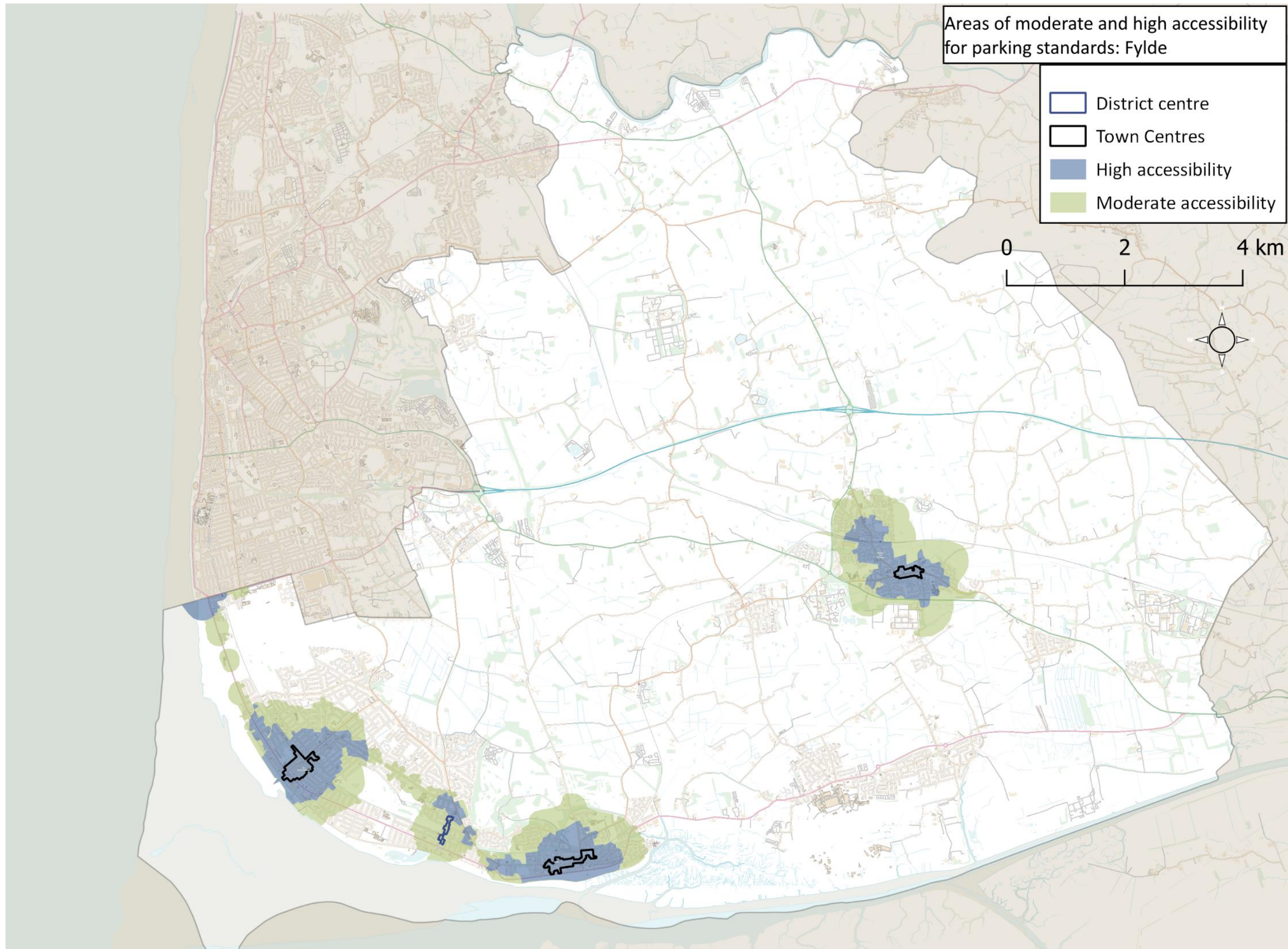


Figure 3 Areas of Moderate and High Accessibility, Lytham and St Annes



Figure 4: Areas of Moderate and High Accessibility, Fylde



- 4.31 By and large, the areas with the highest accessibility have the lowest car ownership levels, and therefore in those areas fewer car parking spaces are required on residential development sites. The areas concerned are principally the town centres and their immediate surroundings, central Wesham and the area of Squires Gate closest to the tram terminus. Most of those same areas, however, are where there is a degree of pressure on car parking, and it is needed to support the functioning of the town centres; accordingly it is imperative that on new residential schemes parking is provided on-site. For commercial uses, whilst new development for commercial uses will generally need to provide parking on site, the imperative is to maintain the vitality of town centres, so new commercial uses in existing smaller premises will be able to rely upon existing public parking provision.
- 4.32 The overall parking standards for cars at different locations are set out in Table 2. The specific requirements for charging points, disabled parking, cycles, motorcycles and other vehicles are set out in chapters 6 and 7.

**Table 2: Car Parking Standards for Fylde** (Please refer to the boxes in Chapters 6 and 7 for standards for cycle parking, disabled parking and provision for electric vehicles)

For non-residential uses and residential institutions, the standards provide for all parking associated with a site e.g. customers, staff, visitors, spectators, participants, students, patients, residents, stewards etc.

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Dwellinghouses (market housing unless stated)				
HMOs	1 per bedroom	1 per bedroom	1 per bedroom	2 per building, with 1 per 3 rooms, not involving use of existing rear gardens to provide
1 bed flats	1 per flat	1 per flat minus Travel Plan reductions	0.75 per flat with all spaces communal, minus Travel Plan reductions	0.75 per flat with all spaces communal, minus Travel Plan reductions. Within St Annes Town Centre, upper floor conversions to residential can rely on public on-street provision. Within 500m of Kirkham and Wesham station or Starr Gate Tram Stop, can rely on on-street provision
2-bed flats	1 per flat	1 per flat	1 per flat. Within 500m of Kirkham and Wesham station or Starr Gate tram stop, can rely on on-street provision	1 per flat. Within St Annes Town Centre, upper floor conversions to residential can rely on public on-street provision. Within 500m of Kirkham and Wesham station or Starr Gate Tram Stop, can rely on on-street provision



Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Sheltered housing/ housing specifically aimed at older people (see also below)	1 per dwelling (1 per 2 dwellings if a care element is included in the provision)	1 per dwelling (1 per 2 dwellings if a care element is included in the provision)	1 per 2 dwellings (1 per 3 dwellings if a care element is included in the provision)	1 per 2 dwellings (1 per 3 dwellings if a care element is included in the provision))
Purpose-built 100% specialist accommodation for the elderly (in accordance with Local Plan Policy H2)	1 per 2 dwellings	1 per 2 dwellings	1 per 3 dwellings	N/A
1-2 bed affordable rented housing	1 per dwelling	1 per dwelling	0.75 per dwelling with all spaces communal	0.75 per dwelling with all spaces communal
2-bed houses	2 per dwelling	1 per dwelling	1 per dwelling	1 per dwelling
3 bed houses	2 per dwelling, of which one may be a suitably-sized garage	2 per dwelling, of which one may be a suitably-sized garage	1 per dwelling	1 per dwelling
4+-bed family housing	3 per dwelling, of which one may be a suitably-sized garage	3 per dwelling, of which one may be a suitably-sized garage	2 per dwelling, one of which may be a suitably-sized garage	2 per dwelling, one of which may be a suitably-sized garage
<b>Residential institutions</b>				
Class C2 Residential care homes/nursing homes	1 per 5 residents	1 per 5 residents	1 per 6 residents	1 per 6 residents
Class C2 Residential schools	As day schools plus 1 space per 20 beds	As day schools plus 1 space per 20 beds	As day schools plus 1 space per 20 beds, minus Travel Plan reductions	As day schools plus 1 space per 20 beds, minus Travel Plan reductions

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Class C2 Colleges/residential training centres/	1 per bed (short courses)/1 per 2 beds (longer courses over 1 month duration) & coach parking for training centres over 1000m <sup>2</sup> GFA	1 per bed (short courses)/1 per 2 beds (longer courses over 1 month duration) & coach parking for training centres over 1000m <sup>2</sup> GFA	1 per bed (short courses)/1 per 2 beds (longer courses over 1 month duration) minus any Travel Plan reductions & coach drop-off point for training centres over 1000m <sup>2</sup> GFA	1 per bed (short courses)/1 per 2 beds (longer courses over 1 month duration) minus any Travel Plan reductions & coach drop off point for training centres over 1000m <sup>2</sup> GFA
Class C2 Halls of residence	1 per 2 beds minus Travel Plan reductions	1 per 2 beds minus Travel Plan reductions	1 per 3 beds minus Travel Plan reductions	1 per 3 beds minus Travel Plan reductions
Class C2 Hospitals	1 per bed, including those used in short stay operations	1 per bed, including those used in short stay operations	Reduce as part of Travel Plan	Reduce as part of Travel Plan
Commercial/ community uses				
Class F2/E: food retail	1 per 14m <sup>2</sup> GFA	1 per 17m <sup>2</sup> GFA	1 per 30m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision where development is under 75m <sup>2</sup>	1 per 30m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class E: non-food retail	1 per 20m <sup>2</sup> GFA	1 per 23m <sup>2</sup> GFA	1 per 30m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision where development is under 75m <sup>2</sup>	1 per 30m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class C1 hotels, motels, boarding and guest houses; short-term holiday lets	1 per bedroom	1 per bedroom	1 per bedroom, minus any Travel Plan reductions	1 per bedroom, minus any Travel Plan reductions

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Class E financial and professional services (not medical)	2 per 3 employees minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	2 per 3 employees minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class E café or restaurant (except drive-through)	1 per 9m <sup>2</sup> GFA	1 per 9m <sup>2</sup> GFA	1 per 12m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 12m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Pub or drinking establishment (sui generis)	1 per 9m <sup>2</sup> GFA	1 per 9m <sup>2</sup> GFA	1 per 12m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 12m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Take away (sui generis)	1 per 9m <sup>2</sup> GFA, with a minimum of 3 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 3 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 3 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 3 spaces. Within town centre boundaries, spaces can be provided by existing public provision (including short stay) where these are directly in front of the application site
Drive through café, restaurant, retail or takeaway (sui generis)	1 per 9m <sup>2</sup> GFA, with a minimum of 12 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 12 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 12 spaces	1 per 9m <sup>2</sup> GFA, with a minimum of 12 spaces
Cinemas, concert halls, bingo halls and dance halls (sui generis)	1 per 5 seats Coaches: minimum 1 space for concert/ theatre facilities of 2,500m <sup>2</sup> +	1 per 5 seats Coaches: minimum 1 space for concert/ theatre facilities of 2,500m <sup>2</sup> +	1 per 8 seats Coaches: dropping off space for concert/ theatre facilities of 2,500m <sup>2</sup> +	N/A

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Class E Gymnasiums, indoor recreations not involving motorised vehicles or firearms	1 per 26m <sup>2</sup> GFA	1 per 26m <sup>2</sup> GFA	1 per 26m <sup>2</sup> GFA, can be reduced through Travel Planning	1 per 26m <sup>2</sup> GFA, can be reduced through Travel Planning
Class F2 Hall or meeting place for the principal use of the local community	1 per 26m <sup>2</sup> GFA	1 per 26m <sup>2</sup> GFA	1 per 26m <sup>2</sup> GFA	1 per 26m <sup>2</sup> GFA, can be reduced through Travel Planning
Class F2 Indoor or outdoor swimming baths, skating rinks, and outdoor sports or recreations not involving motorised vehicles or firearms, with 500 or fewer seats or standing spaces	1 per 15 seats	1 per 15 seats	1 per 15 seats	N/A
Class F2 outdoor sports stadia with more than 500 seats or standing spaces	1 per 10 seats Coaches: minimum 1 space for each 1,500 seats or standing spaces	1 per 10 seats Coaches: minimum 1 space for each 1,500 seats or standing spaces	1 per 10 seats Coaches: minimum 1 space for each 1,500 seats or standing spaces	N/A
Class E/F1 Training and conference centres	1 per 37m <sup>2</sup> GFA	1 per 37m <sup>2</sup> GFA	1 per 37m <sup>2</sup> GFA minus Travel Plan reductions; where in connection with hotel development, additional provision over and above the hotel requirement not needed	1 per 37m <sup>2</sup> GFA minus Travel Plan reductions; where in connection with hotel development, additional provision over and above the hotel requirement not needed
Class F1 Art galleries, museums and public libraries	1 per 37m <sup>2</sup> GFA	1 per 37m <sup>2</sup> GFA	1 per 37m <sup>2</sup> GFA minus Travel Plan reductions	1 per 37m <sup>2</sup> GFA minus Travel Plan reductions

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Class F1 Public halls/exhibition halls/places of worship/law courts	1 per 10m <sup>2</sup> GFA	1 per 10m <sup>2</sup> GFA	1 per 10m <sup>2</sup> GFA minus Travel Plan reductions	1 per 10m <sup>2</sup> GFA minus Travel Plan reductions
Class E Office	2 per 3 desk spaces minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	2 per 3 desk spaces minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class E Research and development of products or processes	2 per 3 employees minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	2 per 3 employees minus Travel Plan reductions with an overriding minimum of 1 per 37m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class E Industrial processes (which can be carried out in any residential area without causing detriment to the amenity of the area)	1 per 37m <sup>2</sup> GFA	1 per 37m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision	1 per 45m <sup>2</sup> GFA. Within town centre boundaries, can be provided by existing public provision
Class B2 Industrial	1 per 45m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA	1 per 45m <sup>2</sup> GFA
Class B8 Storage and distribution	1 per 200m <sup>2</sup> GFA	1 per 200m <sup>2</sup> GFA	1 per 200m <sup>2</sup> GFA, can be reduced through Travel Planning	1 per 200m <sup>2</sup> GFA, assumed to be provided through existing public provision
Class E Clinics and health centres	4 per consulting room	4 per consulting room	2 per consulting room. Within town centre boundaries, can be provided by existing public provision	2 per consulting room. Within town centre boundaries, can be provided by existing public provision

Proposed development/ use	Standard for rural areas/ low accessibility	Standard for suburban areas/ moderate accessibility	Standard for town centres and vicinity / high accessibility	
			New development	Change of use of existing building
Class E Crèches/day nurseries/day centres	1.5 per 2 staff plus drop-off zone of 1 space per 10 children	1.3 per 2 staff plus drop-off zone of 1 space per 10 children	1 per 2 staff plus drop-off zone of 1 space per 10 children. Further reductions acceptable through Travel Planning	1 per 2 staff plus drop-off zone of 1 space per 10 children. Further reductions acceptable through Travel Planning
Class F1 Schools and sixth forms	1 per classroom/activity area plus drop-off zone of 5 spaces	1 per classroom/ activity area, minus Travel Plan reductions; plus drop-off zone of 5 spaces	1 per classroom/ activity area, minus Travel Plan reductions; plus drop-off zone of 5 spaces	1 per classroom/ activity area, minus Travel Plan reductions; plus drop-off zone of 5 spaces
Class E/F1 Non-residential education and training centres / further and higher education	1 per 2 full-time staff (any residential element considered separately under C2)	1 per 2 full-time staff, minus any Travel Plan reductions (any residential element considered separately under C2)	1 per 2 full-time staff minus Travel Plan reductions (any residential element considered separately under C2)	1 per 2 full-time staff minus Travel Plan reductions (any residential element considered separately under C2)

## 5. Design, dimensions and layout of parking

- 5.1 Local Plan and national policy place great emphasis on the importance of good design in developments. A key element of good design is the overall layout of development and how the different elements of any development, which will usually include parking, come together to make an attractive and well-functioning whole, within the context of the wider setting. Key elements of this include the functionality of parking areas including sizes and detailed layout, relationship with landscaping and positioning within the site.

### Siting of Parking Areas Within Development Sites

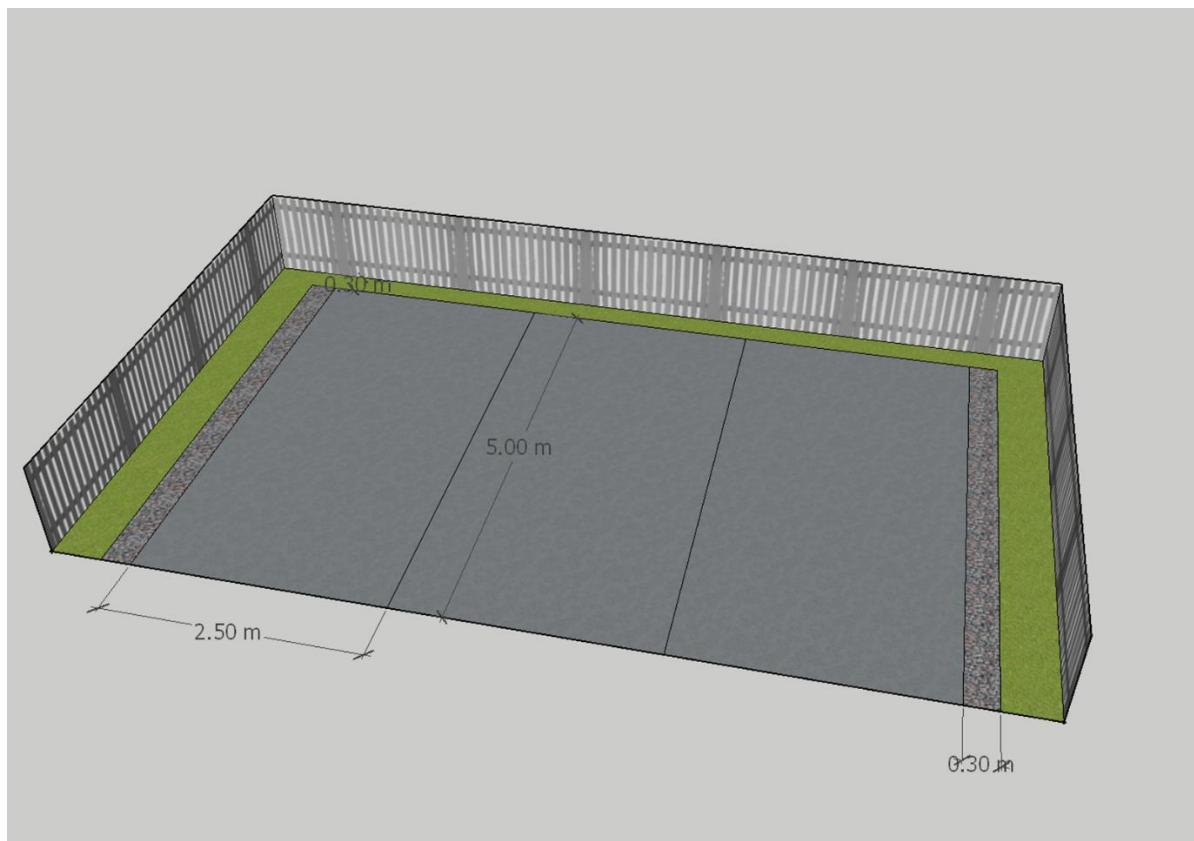
- 5.2 The siting of parking spaces within the overall layout of development sites is a critical element in the overall strategy for the layout of development sites. It is therefore necessary to consider it at the earliest stage of the design process.
- 5.3 In any type of development, the siting of parking should not result in a development that faces inwards upon its curtilage, creating effectively an enclosed compound; wherever the parking is located, the development and its principal entrance should face the street.
- 5.4 Within new residential layouts, in the case of houses, it is preferable that parking spaces for cars are located within the curtilage of the dwelling in order to provide for electric vehicle charging. Parking should be accessed from the front where the overall street layout allows, otherwise to the side (e.g. on a corner plot): “Radburn”-style arrangements where the vehicular entrances are at the rear and separated from the pedestrian entrances across the site should be avoided. The area devoted to parking should not fill the frontage of any dwelling however: the layout will need to incorporate sufficient space to accommodate soft landscaping as described in the Landscaping and Materials section below, and for separate pedestrian access, as described in the Provision for Pedestrian Movement section also below. Where insufficient space is available due to the narrow frontage of the dwelling, it may be preferable to site the pedestrian footway between the parking spaces and the dwellings; in such cases the electricity supply for electric vehicle charging will need to be pre-installed via conduits underneath and across the footway. Parking spaces should be positioned offset as far to the side of the frontage as can be achieved, in order that the parking does not appear to be directly in front of the dwelling.
- 5.5 Where flats are proposed, parking should be sited wherever possible in a single area, designed to minimise the impact on the street scene and on residential amenity. In particular, the use of ground floor or below ground level undercourts for parking on new-build schemes is encouraged. The Council will discourage flat schemes dependent on large areas of hardstanding in the front of the curtilage, prominent in the street scene, and will require careful and effective use of soft landscaping to mitigate effects on the street scene in order for such proposals to be acceptable. Where flats are proposed either through new build or through a conversion of a dwelling, the use of a large proportion of the rear of the site for parking will not be accepted where the curtilage adjoins private domestic gardens or yards, or where parking and access would be close to neighbouring habitable rooms.
- 5.6 On new-build commercial sites and other non-residential uses, the layout of the site should ensure that access to the development for pedestrians is prioritised. For developments where large numbers of members of the public will visit, such as retail and leisure uses, this will

normally mean locating the building close to the highway, so that the access route for pedestrians is short, with parking placed to the side. For any uses with extensive parking areas, the area close to the front of the building should be dedicated to disability, visitor and cycle parking, together with soft landscaping to minimise the effect of parking on the street scene; where extensive parking is required for employees rather than visitors, this should be to the rear of the building; however in such cases the main entrance should nevertheless face the street. For smaller new-build commercial uses, it may be possible to accommodate all parking at the front of the site but this should not be the approach where it leads to the main building being set back within to site to a degree that is incongruous with the character of the area.

### Dimensions and Spacing

- 5.7 This section sets out requirements for the dimensions of parking spaces in different circumstances, and requirements for additional space adjoining spaces. It should be read in conjunction with the section on manoeuvring space below.
- 5.8 The basic dimension of a parking space is 2.5m x 5.0m. This assumes that either the parking space adjoins other parking spaces on either side, or that additional space is available to the side of the space. Where additional space to the side of the space is provided, it should provide at least 0.3m of additional width. Such space should be hard surfaced and should not involve areas of soft landscaping unless the space available is very restricted.

**Fig. 5 Basic Spacing**

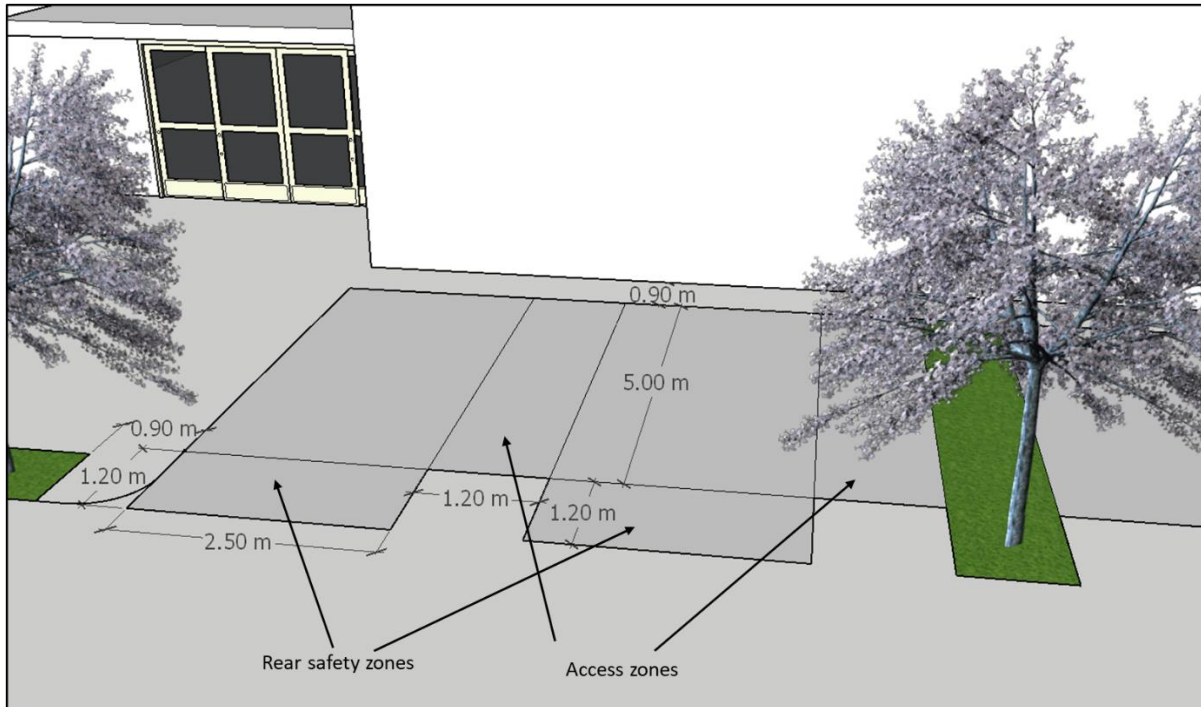


- 5.9 Disability spaces should be 2.5m x 5.0m with a 1.2m marked access zone between the spaces. A 1.2m wide rear safety zone for boot access should be provided. Although the rear safety



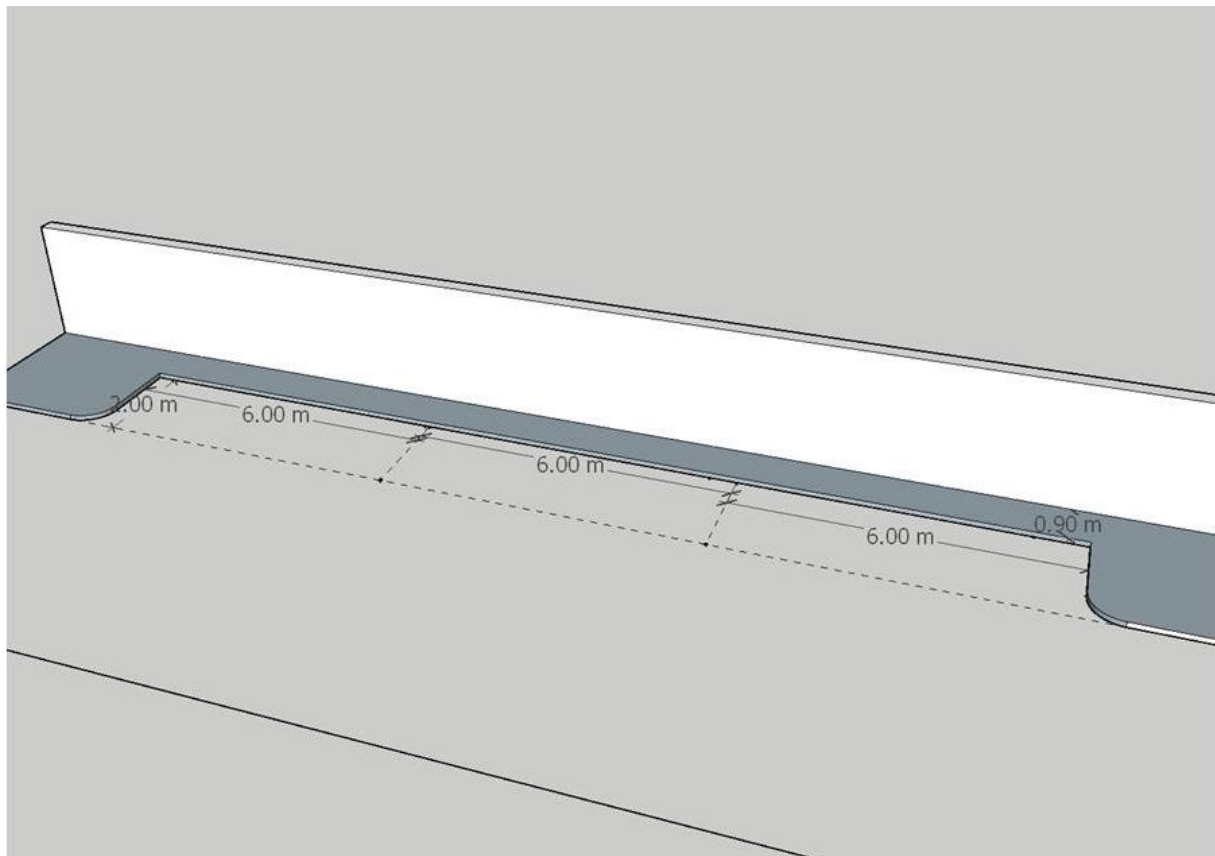
zone may be provided at either end of the parking space, if it is provided at the end of the vehicle access lane, the vehicle access route should be widened at that point by 1.2 metres to accommodate it; if it is provided at the opposite end of the parking space, the rear safety zone should not encroach on pedestrian access routes which should be widened to accommodate it. In either case, safe access routes for the disabled person to leave and return to the vehicle will need to be provided, reachable from all sides of the space.

**Fig. 6 Disability spaces**



- 5.10 Where one end of a parking space is against a hard barrier such as a wall or posts, or a soft landscaping barrier such as a hedge, either the parking spaces should be lengthened by 0.3m or additional hard-surfaced space 0.3m wide should be provided.
- 5.11 Where a single width of parallel parking spaces alongside an access roadway are provided, they should be 2.0 metres wide. Given the significant variation in length between vehicles, it is not necessary to set markings for length; however, for the purpose of assessing the number of spaces provided, a space will be considered to be 6.0 metres long. At each end of the parallel parking area, an additional 0.3m of unobstructed space will be required to allow vehicles to enter and exit the area with parallel parking movements. Parallel parking spaces will require provision of additional paved width of 0.9m for pedestrian access on the opposite side to the vehicular access route, such as through provision of a kerbed pedestrian footway on that side. Where parallel spaces intended for disabled users are provided, they must be a minimum of 6.6 metres long and 3.0 metres wide.

**Fig. 7 Parallel parking minimum dimensions**

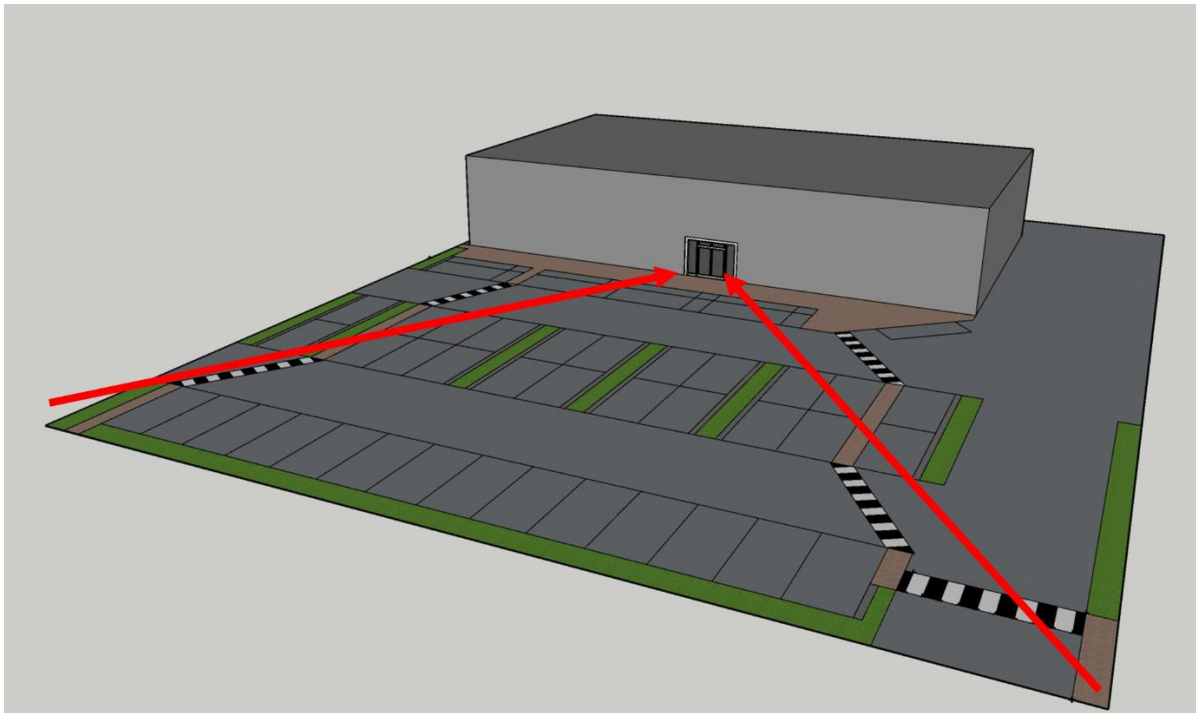


- 5.12 The end of a parking space should not be directly adjacent to an openable window to a habitable room, or an openable window to a room used as office accommodation.
- 5.13 In addition, the spacing required will need to have regard to pedestrian access and specific issues relating to garages, considered below. Requirements for different types of motor vehicle other than cars and for cycle parking are considered separately in Chapter 6.

#### **Provision for Pedestrian Movement**

- 5.14 Pedestrians should be given priority over vehicles, as set out in Local Plan policy, the Framework and the Highway Code. This requirement applies within and around parking areas as elsewhere. The design of parking areas needs to include pedestrian-only safe routes through and around parking areas.
- 5.15 Pedestrians should be able to move around parking areas safely and easily. Provision for pedestrians will need to reflect desire lines, rather than providing segregated but circuitous routes. However, this should not be used as an excuse not to provide segregated routes on the assumption that pedestrians will just walk across the parking spaces and vehicle access routes. Such an approach is fundamentally unsafe for vulnerable users, especially small children, the frail elderly and people with a sight impairment.
- 5.16 The design of parking areas will therefore need to consider likely pedestrian desire lines, both in respect of pedestrians arriving from outside the site and walking towards the entrances, and in respect of people arriving in cars, and the movements they will make between where they will park and the entrances to the development. This should be an early consideration in determining the overall layout of the site, and the layout of the spaces.

**Fig. 8 Provision for Pedestrians on Commercial Sites** Example layout showing pedestrian routes reflecting desire lines. Trees and cycle stands are omitted for clarity.



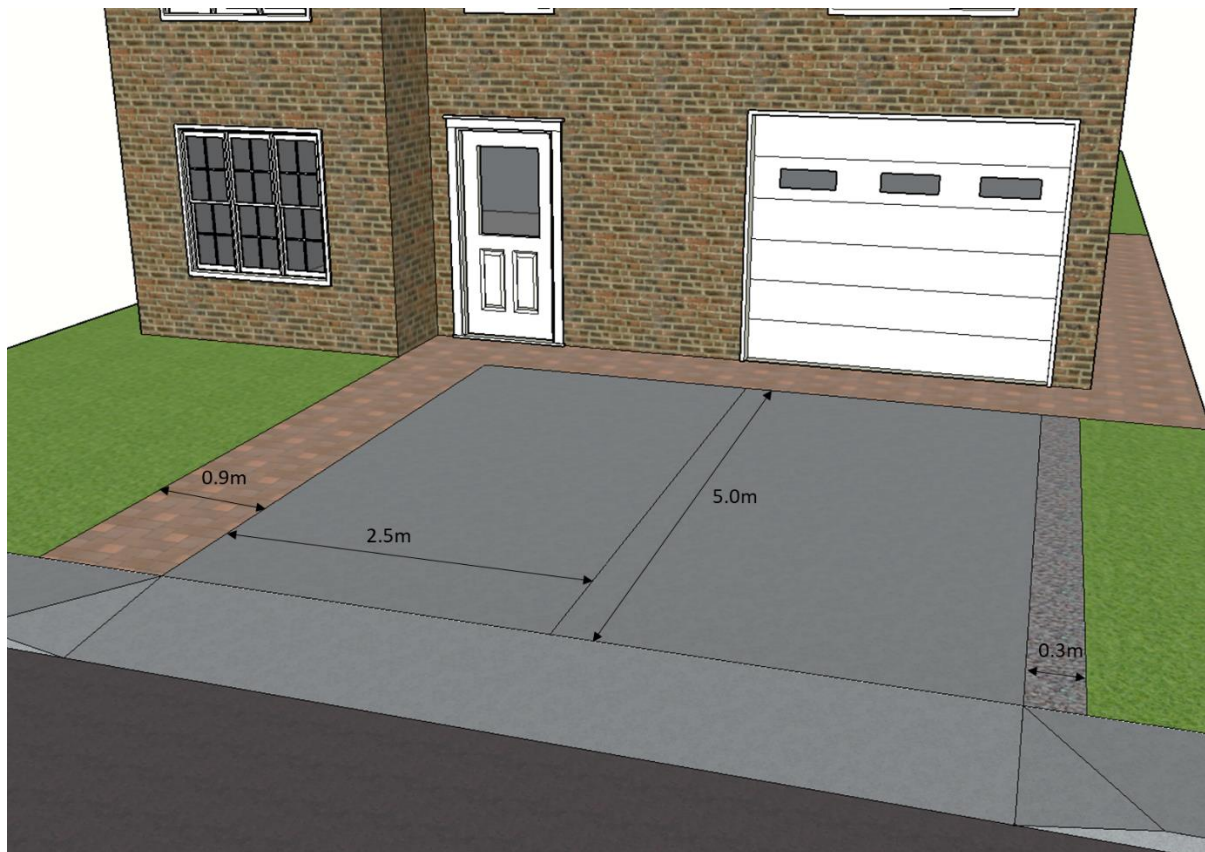
5.17 On commercial developments, the following principles should be followed:

- A segregated pedestrian path, of minimum width 0.9m (as required by the Building Regulations), should extend from the street edge of the curtilage to the main entrance, through any car parking area in between;
- The pedestrian route should be reasonably direct, and should not skirt the site perimeter;
- Where the frontage of the site is wider than 20m, there should normally be two such pedestrian routes, each extending from reasonably close to each end of the frontage;
- The pedestrian routes should adjoin parking spaces so as to provide a pedestrian route for the occupants of the vehicles to the main entrance;
- Where pedestrian routes cross access roadways through the parking area, they should be surfaced with zebra striping to show priority for pedestrians.

5.18 On individual residential dwellings, driveways should include sufficient space to allow for pedestrian access. The Building Regulations require a separate 0.9m wide pathway leading directly from the street footway to the main entrance door to be provided; this should use a surface material different from that used for the driveway. Lowered kerbs should not extend to include the area directly in front of the pedestrian pathway.

5.19 On individual residential dwellings, where the dwelling has a garage or a side gate providing access to the rear, a minimum of 0.9m width of additional hard surfacing, surfaced in the same materials as for the pedestrian pathway described above, should be provided in front of the dwelling and garage to allow access to the garage and/or rear access by pedestrians. Parking spaces should not include any of this area.

**Fig. 9 Pedestrian Access Around Residential Parking Spaces**



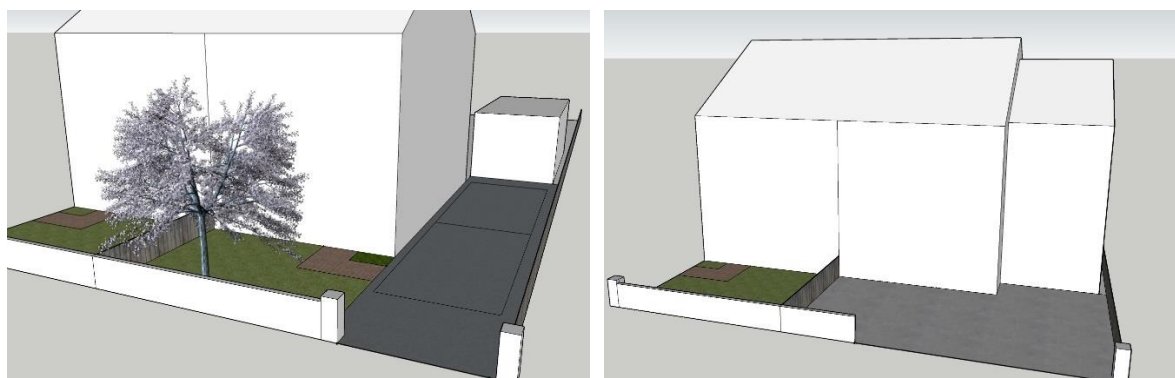
- 5.20 In the case of flats, 0.9m wide pathways into the car parking areas should be provided, with the approach to the rear doorway by a path, kept clear of vehicle encroachment by soft landscaping or bollards.

#### **Alterations to Existing Residential Parking Arrangements**

- 5.21 Existing residential dwellings may have generous, sufficient or inadequate parking. Proposed alterations to existing parking arrangements on an individual dwelling will be informed by the principles of good design as applied to the application site, and the parking standards. Local plan policy GD7 states that development should not normally result in the number of parking spaces on the site being reduced unless otherwise justified. A development proposal for an extension occupying an area formerly providing usable parking space, where this reduces the number of parking spaces below the standard, would need additional space *in lieu* provided. However, where this additional space would be harmful to character and appearance of the area, for instance where all soft landscaping were lost or the frontage became dominated by hardstanding, the Council will need to carefully consider whether the proposed development is acceptable and may lead to the refusal of the application.
- 5.22 Where the existing character of the area involves parking on-street, it will be appropriate to maintain this, as the alteration of front gardens piecemeal to accommodate vehicles leads to difficulties for the remaining vehicles attempting to use the constricted room remaining on the street between the new access points, and the loss of front gardens and their features is likely to cause harm to the character of the area. Where the Council has concern that this might occur, it will consider applying Article 4 directions where needed, on streets where

express permission is not needed currently. Where permission is required, in circumstances where the harmful effects described above would result, the application will be refused.

**Fig.10: Unacceptable loss of front garden to parking. (Before and after views)**



5.23 In dwellings constructed from the 1970s onwards, in general principle the original layout will have provided sufficient parking. Proposals to extend the areas devoted to parking, especially at the front of properties, including cases where this is proposed as part of a wider scheme to extend a property or convert a garage to habitable use, will be considered carefully as to whether the proposal will result in harm to the character and appearance of the area. In cases where the impacts are unacceptable, the application will be refused.

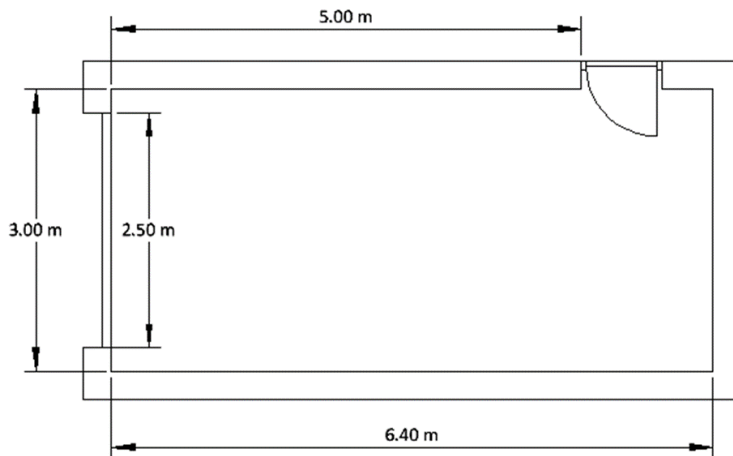
### Garages

5.24 Garages are often provided on development sites with the intention that they will act as functional parking spaces. The Council will only consider garages to provide a functional car parking space where the design of the proposed development genuinely provides for them to be usable on a casual daily basis. Where a new garage is provided, whether on a new development site or within the curtilage of an existing dwelling, and is proposed to be counted within the required spaces for car parking, the following will be required:

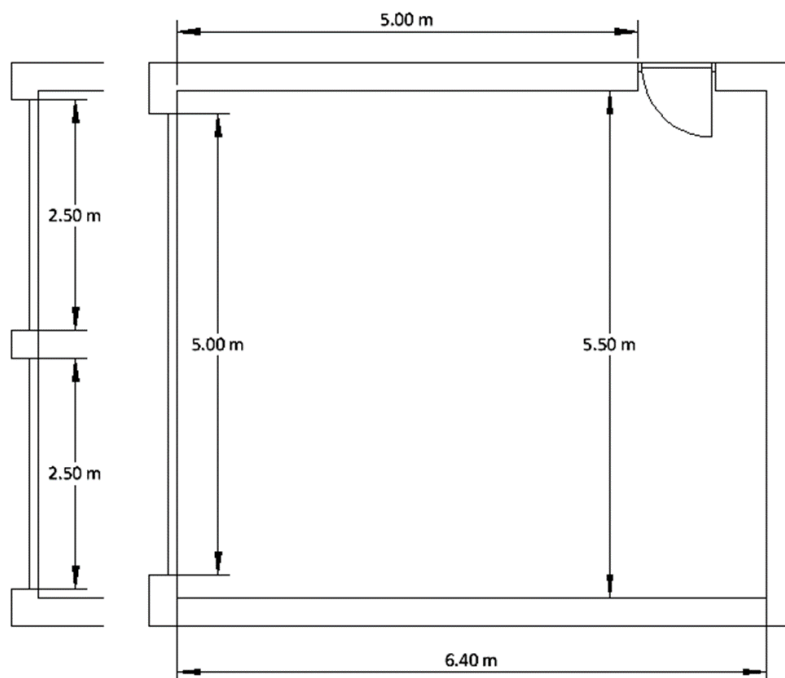
- Minimum internal dimensions 6.4m x 3.0m for a single garage;
- Minimum internal dimensions 6.4m x 5.5m for a double garage;
- Any door at the side intended to open inwards will need to be at least 5m from the garage door (measured internally);
- Where a parking space is to be provided in front of the garage, a buffer of 0.9m will be required between the garage and the space, where this provides the most direct route between the main pedestrian access route and the rear of the property;
- Doorway width for a single garage to be a minimum of 2.5m
- Doorway width for a double garage to be a minimum of 5m. Where two individual doors are to be fitted, they should each be a minimum 2.5m wide.

5.25 Electric vehicle charging infrastructure in garages will normally be provided by a wall-mounted box. Dimensions of typical boxes are generally less than 500mm (height) x 300mm (width) x 150mm (depth) meaning that, providing that a sufficient power supply can reach the garage, charger boxes need not encroach significantly on the available space for the vehicle, where the garage dimensions are sufficient, in line with the requirements above.

**Fig. 11: Single Garage Dimensions**



**Fig.12: Double Garage Dimensions**



- 5.26 Where a garage is intended to function for other purposes in addition to car storage, for instance to provide storage space for a workbench, toolboxes etc or to provide a utility area for washing machines and dryers or a boot room function, the dimensions will need to be increased to provide for the additional functionality, so that 6.4m x 3.0m remains clear for the vehicle and clearances around it.
- 5.27 A garage of the size described above is considered to allow for bicycles and bins to be brought in and through, as well as providing a parking space, if no other access to the rear of a property is available. Clearance of 0.6m is needed for the handlebars of a cycle to pass; the same width is needed for bins to be wheeled past; this may require the vehicle to be parked slightly to one side (which is usual anyway, to allow the driver to exit. Normally an external door at the rear of the garage (that does not require access through habitable accommodation) will be

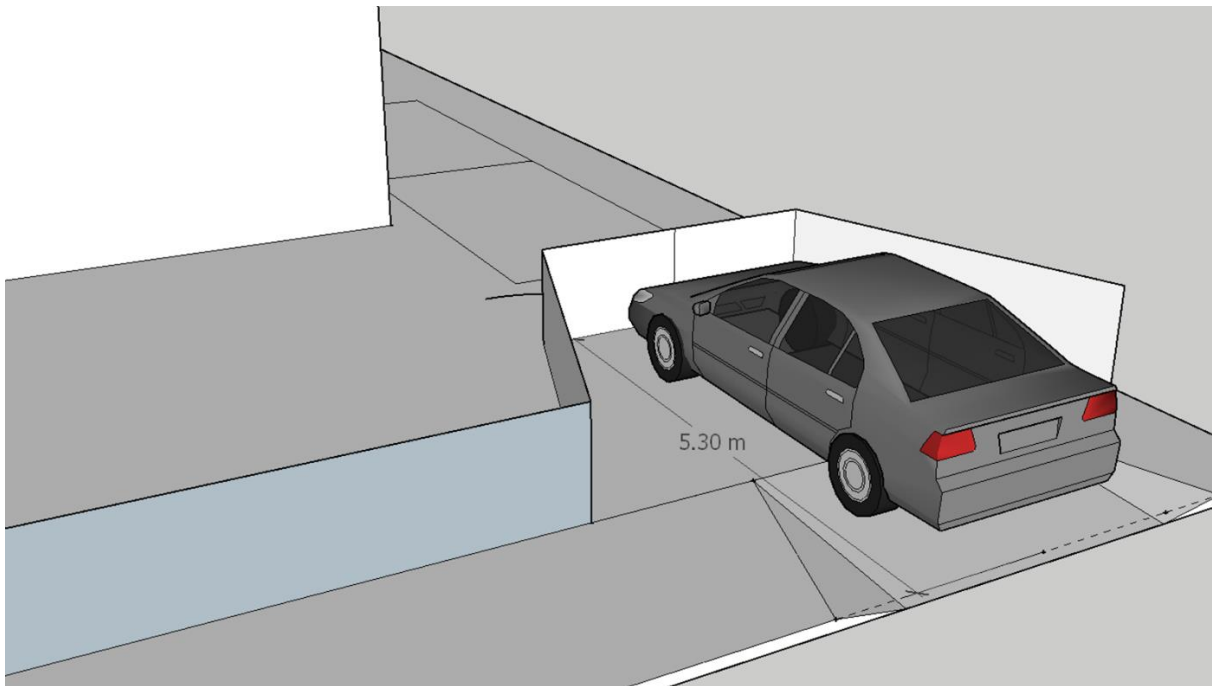
required to allow rear access and allow for cycle storage in a shed. Normally, a garage of 6.4m x 3.0m will provide storage for a car and bicycles.

- 5.28 There are circumstances where a garage provides a functional parking space for a residential property, as a fundamental part of the initial layout of a residential area that ensures good design is not compromised by a surfeit of visible parking and excessive areas of hardstanding. In such circumstances, the creation of additional hardstanding would be harmful to the amenity of the area through fundamentally poor design.
- 5.29 In such cases, restriction of permitted development rights to create additional hardstanding will be appropriate, through condition on the application for reserved matters or full approval. In addition, restriction of permitted development rights, to prevent the change of use of the garage to habitable accommodation, will also be appropriate.
- 5.30 Where an existing garage is attached or integral to a dwelling, but is of sub-standard dimensions, it is still capable of providing storage for a small car, motorcycle or cycles. Where permitted development rights have been removed to retain the garage for the storage of vehicles and prevent conversion to habitable accommodation, the Council will apply a presumption against granting planning permission for conversion, unless it can be demonstrated that sufficient parking spaces excluding the garage (based on the standards in Table 2) were provided in the original layout, without the extension of the area of hardstanding. In such cases, permission may still be refused for conversion of the garage if access for cycle and motorcycle storage and waste disposal to and from the rear of the dwelling would be obstructed by the conversion (i.e. by “walling in” the rear of the property).
- 5.31 Where an extension is proposed to an existing dwelling, it should be assessed for its impact on the provision of parking spaces, including impact on pedestrian access routes to the dwelling. Local plan policy states that the number of parking spaces on a site should not be reduced unless material considerations indicate an exception. The number of parking spaces should not be reduced below that set out in the standard in Table 2, in any case. Any proposed extension should not require the creation of extensive areas of hardstanding at the front of the property (*in lieu* of lost spaces), or the widening of the access at the front, that would be harmful to the character and appearance of the dwelling and the area. In addition, manoeuvring space should not be compromised (see below). Where proposals for extensions would result in harm to visual amenity, local character or highway safety for these reasons, the application will be refused.

## **Gates**

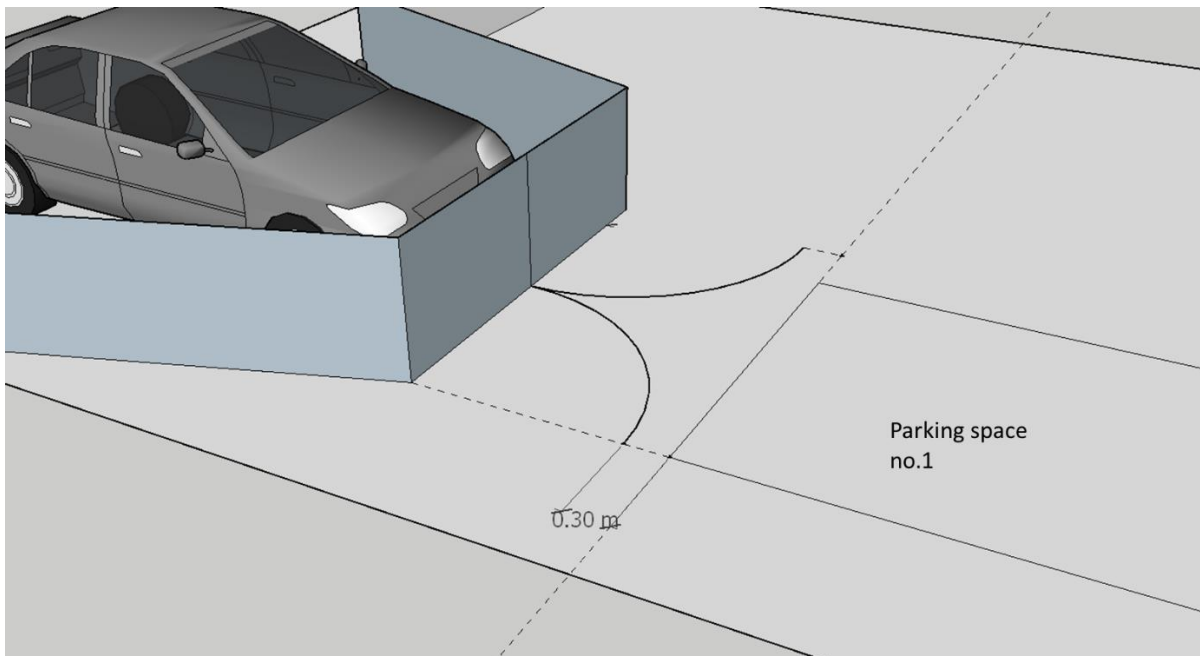
- 5.32 Manually-operated gates, and some types of automatically-operated gates, have the effect of lessening the effective area available for parking. They can also result in the obstruction of traffic on the highway when vehicles are entering and exiting parking areas. Therefore, where gates are proposed, either as part of new or existing developments, the following principles will need to be applied:
- With the gates closed, there must remain a length of 5.3 metres from the edge of the carriageway to the closed gate position, so that vehicles do not stand stationary obstructing the carriageway whilst the gates are being opened or closed. However, this requirement will be waived if gates that open and close automatically by remote control from the vehicle are to be installed (which will be secured by planning condition in circumstances where necessary).

**Fig. 13 Setting back of non-automated gates**



- Where gates open and close on hinges, any area to be considered to provide parking will be set back from the entrance by the radius of the swing plus 0.3m.

**Fig. 14 Allowance for gate swing**



### **Manoeuvring, access routes and operational parking**

5.33 Although the precise situation of an individual layout will affect how vehicles move within parking areas, this section provides guidance on manoeuvring space required as a starting point to assist applicants in drawing up schemes.



- 5.34 On unclassified roads and in new residential layouts, it will normally be acceptable for the parking spaces for individual dwellings to exit directly onto the roadway, with the roadway providing any manoeuvring space.
- 5.35 Outside the settlement boundaries set out on the Local Plan Policies Map, and on any classified road within the settlements, all new developments will be required to provide the means to ensure that all vehicles that will be used in association with the development are able to enter and leave the site in forward gear. On commercial sites this will need the routing of large vehicles to be clearly indicated, with Transport Statements or Transport Assessments including swept path analysis where necessary. For residential sites, a simple diagram showing the geometry should suffice. Any proposal for an extension to an existing dwelling or for additional development on a commercial site should not compromise areas required to provide for vehicles to turn in order that they can enter and leave in forward gear.
- 5.36 Where residential developments provide communal parking areas, such as on developments of flats, and on commercial developments and community uses with parking areas to be provided within the curtilage, parking areas will need to allow at least 6.0 metres of space between rows, where the spaces are perpendicular to the access route. Where the access route meets a dead end, the access route will need to extend at least 1.3 metres beyond the final spaces, to allow for vehicles to manoeuvre into and out of the end spaces.
- 5.37 Reductions in access route width can be made possible by setting the parking spaces obliquely to the access route. Where spaces are set 45° from the perpendicular, access route width may be reduced to 3m.
- 5.38 Operational and service parking can form a critical element of the design of a scheme, which can render a development proposal unacceptable if badly considered. This will include parking for vehicles delivering or despatching goods, and otherwise servicing of the premises including waste collection, removals, taxis and waiting spaces for vehicles picking up visitors/customers.
- 5.39 In rural areas any operational space should utilise existing developed hardstanding wherever possible and should not normally result in the extension of the site onto greenfield areas.
- 5.40 Within the existing developed areas in the towns and local service centres where commercial development is found, whether in the town centre or not, it is recognised that servicing will make use of streets for manoeuvring, and in some cases for loading/unloading. Local plan policy presumes the retention of employment premises in employment use; the Council will not compromise this by making unreasonable requirements for access and operational parking on new commercial users of existing commercial premises, or premises returning to commercial use, in such areas.
- 5.41 Where new larger-scale commercial development is proposed, the presumption will be that servicing and operational space will be provided within the development site. This will need to include provision for vehicles of any size that will be based at or visit the site to enter and leave the site in forward gear. It will often be necessary for this to be illustrated by swept path analysis. The advice provided by the HSE on its website<sup>4</sup> may be useful in devising a scheme. Transport statements or transport assessments accompanying such applications will need to

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<sup>4</sup> <https://www.hse.gov.uk/workplacetransport/vehiclehandling.htm> , in particular the three diagrams showing possible turning arrangements for articulated vehicles.

set out working arrangements proposed for the site including parking for all types of vehicles involved, and demonstrate that the layout put forward is satisfactory.

- 5.42 Leisure, health and larger scale retail developments should include pick up / drop-off zones close to the main entrance, that can be used by taxis and private vehicles.

### Landscaping and Materials

- 5.43 Good design requires parking to be well-landscaped and sensitively integrated into the built form, incorporating green infrastructure including trees to soften the visual impact of vehicles, help improve air quality and contribute to biodiversity.
- 5.44 The design of the parking area should be informed by and reflect from the very outset the overall landscaping strategy for the whole development site and should result in a coherent whole development approach. The landscaping strategy for the site will in turn have reflected the external context to the site at least at a street and neighbourhood level.
- 5.45 In areas of historic environment, particularly within and around the Borough's Conservation Areas and within the curtilage and setting of Listed Buildings, the use of paint to mark out parking spaces will not normally be accepted. Alternative solutions that will enhance, rather than detract from, the historic setting will be required: this might involve the use of studs, for example.
- 5.46 On residential sites where significant numbers of vehicles need to be accommodated on limited space, there will be an expectation that parking spaces will be interrupted by areas of soft landscaping of trees and shrubs growing to approximately 1 metre in height, in order to reduce the visual impact of the parking area. These soft landscaped areas should be at least 1 metre wide, and set so that there are no more than two parking spaces between such soft landscaping spaces, as illustrated below.

**Figure 15: Landscaping of Limited Spaces**



- 5.47 On all new commercial sites, and any other newly laid out non-domestic parking areas (including health, education, municipal, government, defence establishments), landscaping will normally be required to involve the use of trees, with the scheme designed to provide as great a degree of shading (when mature) as can reasonably be achieved to the whole parking

area in order to avoid the heating effect from solar radiation on surfaces and vehicles. As a general benchmark, using smaller ornamental tree species, this would require one standard tree per two car parking spaces over larger parking areas.

- 5.48 On all sites, use of soft landscaping along margins and within the car parking areas will be required, in such a way to ensure that the overall appearance is attractive and that cars will not be visually prominent within the overall street scene from all main internal and external vantage points. The Council will expect sufficient space dedicated to soft landscaping within the overall parking area that will achieve this.
- 5.49 Fylde is a low-lying Borough and consequently surface water runoff from extensive paved surfaces can result in flooding, either on the site or downstream. In accordance with Local Plan Policy CL2, the Council will therefore require that **all** newly-laid parking areas are constructed using pervious paving, as described in paragraphs 2.9 to 2.13 of Approved Document H<sup>5</sup> of the Building Regulations, unless the applicant can demonstrate to the satisfaction of the Council and Lead Local Flood Authority that this is not possible. Where not possible, the Council will require the incorporation of alternative mitigation techniques such as rain gardens, soakaways and swales. Further guidance on sustainable drainage can be found in the Council's Flooding, Water Management and Sustainable Urban Drainage Systems (SuDS) Supplementary Planning Document.
- 5.50 Maintenance of the agreed scheme will be essential. The Council may impose planning conditions to require the upkeep of landscaping, cleaning of surfaces and emptying of oil traps.

#### **Lighting and security**

- 5.51 On commercial sites and others with visitors or more than five employees (including education, health, defence, the prison), provision of good quality lighting providing complete coverage of the parking area is essential. The design of the lighting scheme should specifically highlight pedestrian routes through the provision of specific lighting to those routes, rather than coverage of these just being incidental to the overall lighting scheme.
- 5.52 Natural surveillance should be maintained as far as possible, without compromising the provision of soft landscaping and tree shading. In some cases, the use of CCTV may be the most appropriate method of providing surveillance to ensure that Secured by Design principles are followed in accordance with Local Plan policy. In the case of cycle parking, the location should maximise natural surveillance, but where there is nowhere constantly observed, CCTV will be essential.

#### **Signage**

- 5.53 Signage must be provided at the entrance to the development to clearly indicate the location of and route to access the parking for cars, and separately for cycles (and motorcycles if appropriate).
- 5.54 For large car parks (over 50 spaces) that will be utilised by the public, signage should be provided on main routes leading to the site in liaison with the Highways Authority, or National Highways with respect to trunk roads.

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<sup>5</sup> <https://www.gov.uk/government/publications/drainage-and-waste-disposal-approved-document-h>

## 6. Parking for Cycles and Other Vehicles

- 6.1 This section sets out requirements for the parking of cycles, motorcycles, vehicles used by disabled people, mobility scooters, lorries and coaches.
- 6.2 Local Plan and national policy support encouragement of increased cycle use. The Government's Gear Change strategy aims to make half of all journeys in towns and cities on foot or by cycle by 2030. Further development towards the achievement of a continuous coastal cycle route from Fleetwood and Blackpool to Lytham and on to Preston, as set out in the Local Plan, is likely to result in increased cycle use in the Borough. The programme of Lancashire Cycling and Walking Infrastructure Plans will provide a boost for infrastructure provision for cycling and walking. Therefore, it is important that new developments provide sufficient cycle parking not just based on existing usage levels but also to allow for and promote significant growth.
- 6.3 The Department for Transport's document Cycle Infrastructure Design<sup>6</sup> principally deals with street infrastructure such as cycle lanes but in its Chapter 11 provides guidance on the design of cycle parking areas and provides national minima for cycle parking. However, in view of the objectives of the government's Gear Change strategy to fundamentally increase cycling and walking, this SPD includes local standards as allowed for in the guidance. The Council's requirements are set out in the following sections.

### Cycle Storage for Residential Dwellings

- 6.4 For residential dwellings, cycle storage will be required, rather than parking. Space will be required for one cycle for one-bedroom properties, two cycles for two- or more bedroom properties. This need not be a bespoke facility specifically for cycle storage. Sufficient space within a garage (that does not compromise the space needed to accommodate a car, where this is needed to comply with the parking standards) is often suitable: the requirements for the size of a garage for sufficient space to provide for a car and cycles is set out in Chapter 5. Where a garage is provided that is substandard such that it is unlikely to be used for a car, it will nonetheless be satisfactory provision for cycle storage. Where a dwelling has an external access route to a rear curtilage, space within the curtilage to provide a shed (whilst leaving sufficient external amenity space as required by Local Plan policy) will be sufficient.
- 6.5 It will not be considered acceptable for cycle storage to be assumed to be within habitable space within the dwelling; neither should it be assumed that a bicycle should be carried up or down steps. In new flat developments, ideally cycle storage will be internal to the building within a ground floor area close to the entrance; however in conversions from traditional buildings an external storage facility will often be needed. For flat developments, the Council will require provision of the chosen cycle storage facility to be included as part of the planning application and its provision will be secured through a planning condition.
- 6.6 The design of residential properties can cause a barrier to cycle use. This is particularly likely where extensions are added to existing dwellings which seal the rear curtilage of the dwelling and prevent access to it other than through the front door. This can occur through side

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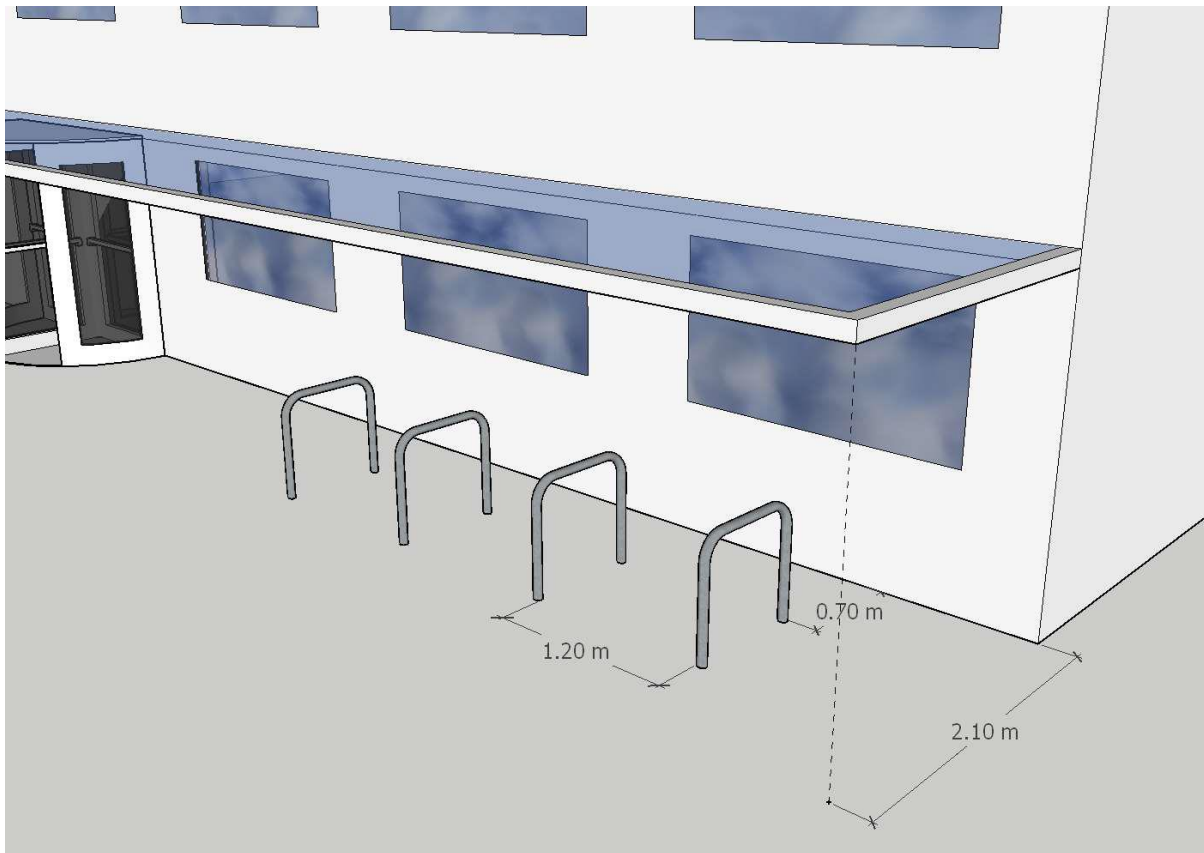
extensions or garage conversions into habitable accommodation. Many such cases occur under permitted development rights. However, where side extensions or garage conversions require planning permission, they will only be permitted where access to either a garage or to the rear of the property externally is maintained.

- 6.7 The Council will ensure that the availability of cycle storage is available to occupants for the lifetime of a development. Therefore, where there is the possibility that a new dwelling could be extended to the side at a later date, in a way that would obstruct any access to the rear for cycle storage (without providing it through a garage), or would result in the conversion of a garage that provides for cycle storage, the Council will consider imposing planning conditions withdrawing permitted development rights accordingly where required.

### **Cycle Parking on Commercial and Community Developments**

- 6.8 Census data from 2011 shows that the numbers cycling to work were between 5-10% of the numbers driving to work, varying between different small areas. The amount of cycle parking required on commercial developments therefore needs to exceed this rate, in order to ensure existing demand is not constrained, and provide for its significant growth in the future. To ensure that this need is met, the Council will require one cycle parking stand for every five car parking spaces required by the standards set out in Table 2. Where the number of car spaces required is not divisible by five, a further cycle stand will be required in lieu of the remainder; i.e. where 22 car spaces are required, five cycle stands will be needed. Where the number of car parking spaces actually provided is lower than the standard due to Travel Planning, or being otherwise considered acceptable by the Council, the number of cycle stands should still be based on the basic requirement in the standard in Table 2.
- 6.9 Cycle parking for employees will be required to be under cover. The standard requirement is for the use of "Sheffield stands" which are tubular metal stands, fixed to the ground at two points; alternatives will be considered at the Council's discretion, but will need to achieve the same degree of security (allowing two-point locking).
- 6.10 The required spacing between stands is 1.2m, with 0.7m spacing between the stands and any wall/fence/part of the shelter/other obstruction. If more than one row of stands is needed, the rows should have 3.0 metres of space between them. It is not considered that the use of unconventional designs of cycle stand or storage, such as those involving tilting cycles at an angle, or in tiered racks, should be necessary in Fylde.

**Fig. 16 Cycle parking spacing.** Example shows cover provided by use of canopy integrated into the design of the building



- 6.11 In town centre locations, cycle parking should be provided within the rear servicing areas where such an area exists for the premises, and should be a secure lockable building or enclosure, under cover.
- 6.12 Outside of town centre locations, and where the provision is principally for customers (such as convenience retail or leisure facilities, the Council will require that cycle parking is located directly adjacent to (or directly opposite and within 8m from) the main entrance to the building, in a location that maximises natural surveillance.
- 6.13 On developments where 10 or more cycle stands are to be provided, the Council will require the development to include provision for changing and showering facilities for staff.
- 6.14 Planning conditions will be imposed to require that the requirements noted above are implemented before a development is brought into use (generally as part of a similar condition for the wider parking area) and thereafter retained.

### **Motorcycle parking**

- 6.15 In residential developments, prevailing rates of motorcycle ownership means specific provision is not necessary. A sufficient proportion of developments include garages, which can provide for a motorcycle; otherwise, access to the private area of the curtilage will allow for a small bespoke building to be added in many cases. Providing that private outside space is accessible other than through the dwelling (i.e. it is not walled in) (as also necessary for cycles and mobility scooters), this will ensure that residents of new houses will be able to keep motorcycles.

- 6.16 In the case of newly-built flats, motorcycles would normally be kept in the allocated car parking spaces. Ideally, for a motorcycle this would include a post or railing, against which to lock the motorcycle; however given the relatively small numbers it is not justified to require this on all such spaces. In most cases, the subsequent installation of a post or wall-mounted rail would be possible to provide for a motorcycle on an individual space. Therefore, no specific provision is required of developers at the outset.
- 6.17 For commercial uses, in many circumstances bespoke motorcycle parking will not be required as standard car parking spaces will provide for the small numbers of motorcycles. However, there are situations where motorcycles may need to be specifically provided for. Where there are significant numbers of employees or visitors overall, it may be advantageous to developers, and desirable, for motorcycle spaces to be grouped together, as this will achieve a significant space saving.
- 6.18 Where spaces specifically allocated for motorcycles are provided, spaces should be provided with anchorage points or a rail, ideally 60 cm from the ground, to which the motorcycles can be secured. Such spaces should be in a well-lit area with constant natural surveillance easily visible from the entrance to the premises.
- 6.19 Where long-stay motorcycle parking (over 4 hours) is to be provided, it should be in a secure covered structure that may be shared with cycles.

#### **Vehicles used by Disabled People**

- 6.20 Car parks will need to provide for disabled users, in line with the requirements of the Equality Act. Parking spaces for disabled users (laid out in accordance with the dimensions in Chapter 5) will be required as follows:
- For commercial uses where parking is principally for visiting users, i.e. retail, leisure and recreation facilities, and for places open to the general public, one space in every 10 spaces provided in total should be a space for disabled users.
  - For commercial uses where parking is principally for employees, i.e. offices, research and development, industrial and storage/distribution, one space in every 20 spaces provided should be a space for disabled users.

#### **Mobility scooters**

- 6.21 One of the most significant features of Fylde that needs to be planned for is the ageing population. The Local Plan indicates that all of the population increase in the Borough between 2011 and 2030 is made up of people of 65 and over; the numbers with a mobility impairment will increase substantially.
- 6.22 It is important that users of mobility scooters are able to access facilities. Users of mobility scooters are unable to walk more than a short distance and therefore it is important that users are able to leave their vehicles as close as possible to the entrance, in a place that is secure.
- 6.23 In residential developments, there will be a need to ensure that there is at least the potential for the storage of mobility scooters in a secure building, or within a secure part of the curtilage under cover, such as a car port. Level access will be required to a private area of the property in order for this to be achievable. Alternatively, if a mobility scooter is to be stored within the dwelling, the current building regulations require all dwellings to be “visitable dwellings”: these measures are designed for a wheelchair user, but would be sufficient for a small mobility

scooter which would be able to turn within the dwelling. Therefore, on smaller dwellings it will be necessary (as with cycle parking) to ensure there is step-free external access to the private areas of the property, whilst with larger dwellings step-free access into the dwelling as provided by building regulations will be sufficient.

- 6.24 With commercial developments, for visitors/clients sufficient space to park a mobility scooter on the forecourt close to the entrance in a location highly publicly visible (similar to any cycle parking) will suffice in most circumstances. This does not need to be marked; there simply needs to be sufficient space. Special arrangements will be needed where the internal area of the development is large, as mobility scooter users would need to be provided with suitable assistance for within the building; however this falls under disability legislation and does not need to be covered by planning control.

#### **Parking for lorries and other commercial vehicles**

- 6.25 It is essential that the layout of commercial developments provides for the needs of the vehicles that will either operate from or service the premises, whatever form these take.
- 6.26 Dependent on the circumstances of the application and the nature and purpose of vehicle movements, it may be appropriate to consider lorry/commercial vehicle parking as servicing, or as operational parking, or as a combination of both.
- 6.27 Applicants will be required to set out how any proposed arrangement will work within the Transport Assessment or Transport Statement.

#### **Coach parking**

- 6.28 Fylde is an important leisure destination and has a significant number and wide range of visitor-based leisure uses such as stadia, hotels and holiday parks. Applications for new such uses, or alterations to existing uses, may require provision of coach parking for the facility. The parking standards in Table 2 in Chapter 4 highlight the specific cases where these will be needed.
- 6.29 Off-site provision can be accepted within certain established tourist areas, where the use of land within a development site for coach parking would represent inefficient use of land. In particular, developments on St Annes promenade and on Clifton Drive within the designated town centre of St Annes will only need to provide an arrangement for coach drop off and pick up, to be set out within the Transport Assessment or Transport Statement.



## 7. Electric Vehicle Charging

- 7.1 The Local Plan and national policy stress the need to provide electric vehicle charging infrastructure, to allow for the phasing out of petrol and diesel vehicles. This section provides guidance on how the necessary infrastructure can be provided for new developments.
- 7.2 Approved Document S<sup>7</sup> of the Building Regulations sets out requirements for the number of charging points that need to be included on a development site, including changes of use. Planning policy should not duplicate other areas of legislation; however, there are implications arising from the Building Regulations requirements that will need to be considered to ensure that a development granted planning permission can subsequently be constructed.

### Permitted development rights

- 7.3 In certain circumstances, planning permission is not required for the installation of electric vehicle charging points. The Town and Country Planning (General Permitted Development (England) Order 2015 (as amended), Schedule 2 Part 2 Minor Operations gives permitted development rights for certain facilities for electric vehicle charging. Class D of Part 2 allows *“The installation, alteration or replacement, within an area lawfully used for off-street parking, of an electrical outlet mounted on a wall for recharging electric vehicles”* providing that the outlet and casing would not exceed 0.2m<sup>3</sup>, face onto and be within 2m of a highway, be within a site designated as a scheduled monument or be within the curtilage of a listed building.
- 7.4 Class E of Part 2 allows *“The installation, alteration or replacement, within an area lawfully used for off-street parking, of an upstand with an electrical outlet mounted on it for recharging electric vehicles”* providing that it is within the curtilage of a dwellinghouse or flats, it does not exceed 1.6m in height, or in any other case it would not exceed 2.3m in height, it would not be within 2m of a highway, would not be within the curtilage of a listed building and would not result in more than one upstand for each parking space.
- 7.5 Therefore, it is possible without express planning permission to install charging points to most dwellings that have off-street parking.

### Commercial developments

- 7.6 The Building Regulations require new non-residential buildings which have 10 or more parking spaces to include one charging point, together with sufficient cable routes installed to allow for one fifth of the remaining spaces.
- 7.7 In most cases, cars visiting commercial premises will be charged domestically. Charging points for commercial businesses will therefore be needed principally for top-up situations, where visitors to the premises have travelled further than locally. Chargers provided at commercial premises could also be used by members of the workforce who would otherwise have to depend on on-street chargers which may not always be available. The number of vehicles which may require charging at commercial premises will increase as the proportion of electric vehicles increases. Where it is proposed to include larger numbers of charging points or cable

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routing than required by Building Regulations, the Council will accept this where the development is acceptable in all other respects.

- 7.8 At present, charging for commercial vehicles will usually be limited to smaller vehicles undertaking “last-mile” elements of distribution or for local tradespeople (the latter often charging vans domestically). It is not considered appropriate for the SPD to be prescriptive on charging facilities for such vehicles. Where a development is otherwise acceptable and requires charging facilities for commercial vehicles, the provision of charging will be supported; the Council will require this to be undertaken on-site, and sufficient suitable parking spaces provided to achieve it.

### **Service areas on major routes**

- 7.9 National policy supports the roll-out of charging infrastructure at service areas on major routes. There are no motorway service areas within the Borough at present. Minor service areas on the A585 Trunk Road are found at Esprick and Four Lane Ends (Singleton). Provision of charging infrastructure on these established service areas on this major route may be brought forward, subject to compliance with other relevant policies of the Local Plan.

### **Residential sites**

- 7.10 The Building Regulations require new residential dwellings with “associated parking” to “have access to” a charging point for each dwelling, or in a development with fewer parking spaces than dwellings, a charging point for each parking space. In addition, cable routes are required to serve additional spaces in flat developments with more than 10 spaces.
- 7.11 Electric vehicle charging can usually be achieved direct from the dwelling. This highlights the importance of the position of parking in relation to the dwelling, the likely source point of the electricity supply to the cable and the need to design out trip hazards.
- 7.12 As noted in Chapter 5, typical wall-mounted boxes generally measure less than 500mm (height) x 300mm (width) x 150mm (depth). Providing that either a side wall or a garage is available, an installation can usually be included without encroachment on necessary parking areas or detriment to the design of the dwelling. Plans for dwellings on new development sites will need to indicate the location of the charging point in order to demonstrate that:
- The location of the charging point is suitable: in general, the Council will not accept charging points attached to the front elevation of a dwelling;
  - The location and layout of parking spaces in relation to the charging points is suitable. In particular this will mean that the route on which the cable is likely to lay during charging will not cross the principal pedestrian access routes to the dwelling.

### **On-street EV charging**

- 7.13 National policy supports major increases in provision of on-street electric vehicle charging points. Lancashire County Council (LCC) is developing approaches as to how this can be achieved in practice, having regard to existing street furniture such as street lighting (at present the standard siting of street lighting columns is at the property edge of the footway rather than the road edge, which poses difficulties in utilising these to provide charging infrastructure). The Council will support the LCC’s efforts.
- 7.14 Development proposals that rely on on-street parking to meet parking needs may be required by the Council to contribute to the installation of on-street electric vehicle charging points.

## 8. Travel Plans, Transport Assessments and Transport Statements

- 8.1 National planning policy and PPG set out the role of Travel Plans, Transport Assessments and Transport Statements in supporting planning applications (as described in Chapter 2). This SPD will explore how developers should apply the national guidance in the context of Fylde.
- 8.2 The PPG states that a Travel Plan will be needed when “significant amounts of movement” results from the development, which should be assessed on a case-by-case basis. Whether a transport assessment is required in support of an application will depend on the level of information needed by the Highway Authority to provide a conclusive view on the acceptability of the application. Applicants for large developments are advised to seek pre-application advice from the highway authority, which will help determine the level of information needed.
- 8.3 However the following table provides an indication of when Transport Assessments and Travel Plans will be required:

**Table 3: Applications requiring Travel Plans, Transport Assessments and Transport Statements**

Proposed use	Transport Assessment and Travel Plan required for development larger than shown below	Transport Statement required for development of the sizes shown below
Class F2/E Food Retail	800 m <sup>2</sup> Gross Floor Area (GFA)	Between 250m <sup>2</sup> and 800m <sup>2</sup> GFA
Class E Non Food Retail	1,500 m <sup>2</sup> GFA	Between 800m <sup>2</sup> and 1,500m <sup>2</sup> GFA
Class E Financial and Professional Services (not medical)	2,500 m <sup>2</sup> GFA	Between 1,000m <sup>2</sup> and 2,500m <sup>2</sup> GFA
Class E café or restaurant	2,500 m <sup>2</sup> GFA	Between 300m <sup>2</sup> and 2,500m <sup>2</sup> GFA
Class E Offices	2,500 m <sup>2</sup> GFA	Between 1,500m <sup>2</sup> and 2,500m <sup>2</sup> GFA
Class E Light Industry, Research and Development	2,500 m <sup>2</sup> GFA	Between 1,500m <sup>2</sup> and 2,500m <sup>2</sup> GFA
Class B2 Industrial	4,000 m <sup>2</sup> GFA	Between 2,500m <sup>2</sup> and 4,000m <sup>2</sup> GFA
Class B8 Storage and Distribution	5,000 m <sup>2</sup> GFA	Between 3,000m <sup>2</sup> and 5,000m <sup>2</sup> GFA
Class C1 Hotels, motels, boarding and guest houses	100 bedrooms	Between 75 and 100 bedrooms

Class C2 Hospitals and nursing homes	50 beds	Between 30 and 50 beds
Class C2 Residential colleges, residential training centres, residential schools	150 students	Between 50 and 150 students
Class C3 Dwelling Houses	80 dwellings	Between 50 and 80 dwellings
Class F1 Schools, museums, public libraries, public halls, exhibition halls, places of worship, law courts	1,000 m <sup>2</sup> GFA	Between 500m <sup>2</sup> and 1,000m <sup>2</sup> GFA
Class F2 Indoor or outdoor swimming baths, skating rinks, and outdoor sports or recreations not involving motorised vehicles or firearms, community halls and meeting places	1,500 m <sup>2</sup> GFA	Between 500m <sup>2</sup> and 1,500m <sup>2</sup>
Class E Indoor sport and recreation	1,500 m <sup>2</sup> GFA	Between 500m <sup>2</sup> and 1,500m <sup>2</sup>
Cinemas, theatres, amusement centres, concert halls, bingo halls, dance halls, nightclubs, public houses ( <i>sui generis</i> )	1,500 m <sup>2</sup> GFA	Between 500m <sup>2</sup> and 1,500m <sup>2</sup>

### Travel Plans

- 8.4 Travel Plans are required of all developments that generate significant amounts of transport movement. An indication of when this is likely to apply is set out in Table 3 above. The role of Travel Plans is to set out measures that encourage the use of sustainable transport options, particularly active travel options, in order to lessen the impact of the development on the local highway network, including to reduce pressure on parking provision. They should be considered in parallel to development proposals and integrated into the design and operation of the new site, rather than being a series of measures retrofitted to a completed development.
- 8.5 Development proposals may include measures that result in a reduced need for parking on the site, or for any adverse effects of parking on sites to be reduced or eliminated. The effects of any development proposal are considered net of any such mitigation measures provided. In assessing any development proposal, the measures put forward as mitigation will need to be over and above the standard requirements of policy for the prioritisation of sustainable transport modes and active travel. For instance, cycle racks or sheds should not be considered as mitigation, but as a basic requirement on all sites. Furthermore, mitigation measures must be actual mitigation for effects, not contributions to provide funding for workplace co-ordinators or council officers to monitor whether mitigation is needed or successful.
- 8.6 The Council will seek mitigation measures that promote choice of travel modes in line with national and Local Plan policy. The appropriate measures are likely to differ between

workplace travel plans, and those concerned with commercial units with large numbers of customers or clients. Typical measures could include:

- Contributions towards higher frequencies of bus services or additional routes;
- Off-site contributions towards the creation of cycle routes linking to the development within surrounding areas
- The provision of works transport for employees
- All tickets to use the facility to include travel by public transport from the purchasers' home address within a certain distance
- Provision of public transport vouchers/passes/season tickets to employees
- Operation of cycle-to-work schemes through, for instance, the provision of subsidised cycle purchase
- Measures to provide for a shared vehicle scheme in which residents would be required to participate
- Measures to require employees to use shared company vehicles
- Provision of on-street publicly-available electric vehicle charging points
- A requirement for a certain proportion of staff to car share, including the operation of a register
- Provision for the introduction of a residents parking scheme that would prevent employees from parking nearby off-site
- Measures to prioritise the use of parking within the site for visitors and clients rather than employees
- Agreements to restrict the employment of those beyond walking distance in certain roles
- Agreements with owners of neighbouring sites to jointly use parking, where it is needed at different times of the day or week by each, or to provide for public use of parking when not required by the business and locally beneficial.
- Measures to provide for loading and servicing jointly with neighbouring premises or otherwise off-site

8.7 Mitigation measures may allow for a reduction (or in some cases elimination) of parking needed on site, and/or operational parking and access space. This may be essential in allowing the site to accommodate the amount or type of development proposed.

### **Transport Assessments**

8.8 Transport Assessments are detailed assessments of the anticipated transport effects of a development proposal. They are needed to ensure that the transport impacts of the development are understood, in order that these can be assessed for compliance with policy. Transport Assessments require significant amounts of data and access to professional modelling tools, and as such are generally carried out by specialist transport planning consultants. They are most relevant for large development proposals.

8.9 In most respects the outputs of the Transport Assessment are an understanding of the numbers of trips and likely modes. The main purpose of this will be to ensure safe access to and from the site, and to establish whether any measures are needed to mitigate the effects of the numbers of additional vehicles using the highway; these matters are outside the scope of this SPD. In respect of parking, the Transport Assessment will provide an indication of the

numbers of vehicles that will need to be provided for, and this can then be related to the benchmark requirement in the standards in Chapter 4. However, care is needed as, in order to make an assessment of the effects on the wider highway network and ensure provision of necessary highway works are carried out, it is sometimes necessary to undertake the Transport Assessment based on “robust” (i.e. worst-case) assumptions regarding traffic generation. It would not be justified to base the numbers of parking spaces required on the worst-case assumptions, in view of national guidance that prioritises pedestrian and cycle access, then public transport.

### **Transport Statements**

- 8.10 Transport Statements are simplified versions of transport assessments where it is agreed the transport issues arising from development proposals are limited and a full transport assessment is not required. Transport Statements do not necessarily need to be produced by specialist transport professionals, but sufficient information will be needed to demonstrate that the principal issues have been identified and to explain how these are addressed.
- 8.11 Some aspects dealt with by transport statements (such as details of access points, numbers of vehicle movements etc) fall outside the scope of this SPD. In respect of parking, the transport statement will need to provide:
- an explanation of the parking strategy for the development, related to the context of the development proposal and the surrounding area;
  - details of the numbers of different types of spaces, and how this will provide for the needs of the development;
  - details of any management arrangements where applicable (e.g. measures to prevent unauthorised parking, allocation of spaces)

## 9. Glossary

<b>Access zone</b>	1.2m wide zone marked by hatching between parking spaces for disabled users
<b>Fast charger</b>	Type of electric vehicle charge point used by Lancashire County Council which supply 7kw/h and take around three hours to charge a vehicle, but are able to charge two vehicles at a time
<b>GFA</b>	Gross floor area
<b>Operational Parking</b>	Parking spaces for vehicles regularly and necessarily used in the operation of the business
<b>Passive Charging Points</b>	Where the necessary underlying infrastructure (e.g. capacity in the connection to the local electricity distribution network and electricity distribution board, as well as cabling to parking spaces) is in place to ensure simple installation and activation of a charging point at a future date.
<b>Rear safety zone</b>	1.2m wide zone marked by hatching to provide access to the rear of a vehicle parked in spaces for disabled users
<b><i>Sui generis</i></b>	Type of use that falls into a category of its own, i.e. does not fall into one of the use classes defined by the Use Classes Order
<b>Town centres</b>	Areas designated in local plans where predominantly town centre uses are located. Within Fylde, areas of the Borough in central St. Annes, Lytham and Kirkham
<b>Transport Assessment</b>	A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies measures required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport, and measures that will be needed deal with the anticipated transport impacts of the development.
<b>Transport Statement</b>	A simplified version of a transport assessment where it is agreed the transport issues arising from development proposals are limited and a full transport assessment is not required.
<b>Travel Plan</b>	A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.
<b>Ultra Charger</b>	Type of electric vehicle charge point used by Lancashire County Council which supply 50kw/h and allow most vehicles to take on a full charge in less than an hour
<b>Use Classes Order</b>	The Town and Country Planning (Use Classes) Order 1987 (as amended). This classifies uses of land and buildings into various categories known as 'Use Classes'. Generally, a change to a new use that falls within the same use class as before which does not involve building work is not development under the planning acts. Changes of use between use classes will require planning permission although in many cases this is automatic through permitted development rights, or requiring a prior notification only.









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