

Tandridge Parking Standards

Supplementary Planning Document

September 2012



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Tandridge District Council
Planning Department

Adopted 6th September 2012

1. Introduction

- 1.1 It is generally accepted that the availability of car parking has a major influence on the means of transport people choose to for their journeys. It is therefore important to get the balance right, not to require excessive parking which would be a wasteful use of land but to ensure that there is sufficient parking to prevent unacceptable levels of on-street parking and congestion, to encourage shared use of parking where appropriate and not to create perverse incentives for development away from town centres.
- 1.2 Following a request from Local Planning Authorities (LPAs) in Surrey, Surrey County Council (SCC) as Highway Authority and consultee on the highway and transportation implications of planning applications has carried out a review of parking standards with a view to them being offered to the LPAs as guidance to be used by them flexibly and as appropriate to their particular circumstances. This Supplementary Planning Document (SPD) sets out parking standards for use in Tandridge District taking into account the SCC guidance.
- 1.3 This SPD sets out standards for residential and non-residential vehicular parking and standards for bicycle parking. The SPD was the subject of a public consultation between March and May 2012. In the light of comments received the document was amended and adopted by the Council as an SPD on 6th September 2012.

2. Policy Background

- 2.1 The National Planning Policy Framework, (paragraph 39) states that when setting standards for residential and non-residential development, LPAs should take into account;
- The accessibility of the development;
 - The type, mix and use of development;
 - The availability of an opportunities for public transport;
 - Local car ownership levels; and
 - An overall need to reduce the use of high-emission vehicles”
- 2.2 Paragraph 10.5 of the Tandridge District Core Strategy 2008¹ states that;
- “The Council will introduce new parking standards that will have regard to the need to encourage alternative modes of transport to the car, the efficient use of land and expected car ownership in particular locations, existing parking problems and the need to ensure that on-plot and on-street parking does not detract from the design of the development or the wider area or adversely affect highway safety”.
- 2.3 The Council accepts that maximum standards for non-residential development remain an important tool to help reduce the demand for travel by private car. The standards in this SPD therefore make a clear distinction between **destination** based standards for non-residential development which are maximums and **origin** based standards for residential development which are expressed as requirements.

¹ <http://www.tandridge.gov.uk/Planning/PlanningPolicy/CoreStrategy.htm>

3. Origin of the standards

- 3.1 The SCC guidance was the starting point for the standards set out in this SPD. However it must be remembered that the County of Surrey exhibits a wide range of geographical, social and economic circumstances that necessitate a flexible approach to identifying appropriate levels of car parking provision. Such an approach should provide a level of accessibility by private car that is consistent with the overall balance of the transport system at the local level.
- 3.2 Although just beyond the London boundary Tandridge is a largely rural area (90% Green Belt), this is as a result of the application of Green Belt policies which have stopped the outward spread of London and prevented the coalescence of the built up areas. The built up areas are Caterham Hill, Caterham Valley, Whyteleafe, Warlingham, Oxted, Limpsfield and Hurst Green. The Core Strategy defines these as Category 1 settlements as they are regarded as sustainable locations and where the majority of new development will take place. There are also the Category 2 settlements; these are the villages which will only accommodate development appropriate to the needs of these rural communities. The remainder of the area is countryside with some small dispersed areas of housing and some commercial premises, including on the two strategic employment sites at Lambs Business Park and Hobbs Industrial Estate.
- 3.3 The built up areas are mainly comprised of suburban residential development of varying character, from relatively high density areas to more low density sylvan areas. Although relatively sustainable (in overall District terms) parts of the built up areas are not particularly accessible by public transport to other larger centres, or indeed internally. Caterham Valley and Oxted have defined town centres, they are defined primarily for retail policies and to some extent as centres for employment (which is limited), they are not however defined as town centres because of their accessibility. Both are small centres (in comparison with many towns in Surrey) serving the local population and are tightly constrained by surrounding residential areas and the Green Belt. Caterham Valley is also constrained by its location within a valley.
- 3.4 The National Planning Policy Framework (NPPF) indicates that the accessibility of development should be taken into account in setting standards. Whilst this is an important consideration generally, in Tandridge the built up areas are relatively small and there is no noticeable distinction between the core of the built up areas and their edges in terms of accessibility or reliance on public transport or the private car. Given these characteristics it is not considered appropriate to provide area based standards. In particular the town centres have small controlled parking zones and therefore town centre residential schemes with inadequate parking are likely to result in overspill parking occurring on nearby residential roads. In some cases these roads already suffer from parking related congestion.
- 3.5 The NPPF also indicates that the availability and opportunities for public transport should be taken into account. Whilst the urban areas are relatively well served by rail lines, these are mostly radial lines from London and do not provide easy opportunities to travel east-west or south from Caterham. Working in London and commuting by train is not likely to be a factor that significantly reduces car ownership; the topography of the area in relation to the stations and the desire to have vehicles for leisure and shopping trips means a car remains an important mode of transport. Buses routes do serve the area, but do not penetrate into the residential areas very well and the infrequency of buses on some routes is an issue.
- 3.6 Given the high levels of vehicle ownership and that it is now generally accepted that restricting residential parking is not likely to achieve a reduction in car ownership or usage it is necessary to have standards which reflect the likely level of ownership

which will usually be commensurate with the size of the property, for example a typical eight-room dwelling has around twice the number of cars as a four-room dwelling.² There will of course be exceptions, for example a large family home occupied by a single elderly person, however it should be remembered that it is necessary to plan for the 'lifecycle' of the home.

- 3.7 The opportunity to introduce new controlled parking zones (CPZs) in Tandridge is limited, such measures are the responsibility of Surrey County Council as Highway Authority and additional measures can only be introduced where there are the resources to enforce them. Within residential areas such measures are normally only introduced where there are particular safety issues or as curfew parking to prevent all day commuter parking. Therefore CPZs cannot be seen as way of mitigating the impact of inadequate on site parking.

4. Potential grounds for parking related objections by Surrey County Council

- 4.1 When responding to consultations on residential development, it is expected that SCC will only raise objections regarding parking if there is a shortfall that would lead to danger on the adjoining highway. It is unlikely that objections would be raised by SCC on amenity grounds of a shortfall in parking, or if parking in excess of residential guidance was being provided.
- 4.2 In the case of all other land uses, SCC might raise objections to parking in excess of the standards on policy grounds. Parking proposed at levels below the maximum standard will not be objected to other than in exceptional circumstances where there are significant implications for road safety.

5. Interpreting the standards

5.1 Residential

For residential development the standards define the level that will be **required** to be provided to meet the needs of the development (with the exception of sheltered accommodation, which is covered in the next paragraph). Good design is essential if parking is to work. For example poorly located parking courts will not be used if people feel they are not safe or they are too far from the dwelling to be convenient, for example when unloading shopping. Parking courts may actually result in a wasteful use of land compared with spaces accessed directly from or forming part of a street.

- 5.1.1 Whilst standards for sheltered accommodation are expressed as a maximum, parking provision will still need to meet the needs of the development. Provision significantly below the suggested level will need to be justified on a case by case basis.

5.2 Residential conversions

It is particularly important to ensure that adequate car parking is provided for residential conversions, particularly those involving the sub-division of existing residential property. Conversions without adequate parking can lead to on-street parking and neighbour disputes. Where such a conversion is proposed the Council will **require the full provision** of spaces to the residential standard to meet the needs of the 'host' dwelling and all the new dwellings. However there may be situations where other objectives are important, for example bringing upper floors in

² PPG3: Household Parking Restraint: Good idea? Bad idea? Transport Planning Society Bursary Paper 2006 C
Gent: <http://www.tps.org.uk/files/Main/Library/2006/cgentpaper.pdf>

town centres and other locations back into use or restoration and reuse of a listed building, in such situations the Council will adopt a flexible approach, provided there is no highway safety issue or significant harm to other interests.

5.3 **Garages**

Garages in the past have counted towards a parking space allocation where the garage internally provided the space for a standard car parking space, even though it may have been too small for many modern family cars and in any event might be used for storage. This has resulted in increased pressure on on-street parking. For this reason, and in common with a number of other planning and highway authorities, the **minimum garage size for cars is 7.0m x 3.0m or 5.5m x 3.6m (internal dimension)**.³ Garages of this size and over are considered large enough for the average sized family car and cycles, as well as some storage space, and will be considered as a parking space. **Developers will be free to include garages with smaller internal dimensions but they will not count towards the parking space allocation.**⁴ It is acknowledged that the Council cannot compel residents to use a garage, however provision of a garage with room for some storage will enable occupiers to use them for car parking and some storage if they so wish reducing pressure on highway parking. **Driveways in front of garages should be at least 5.5m long clear of a footway, carriageway or shared surface** this will allow 'up and over' garage doors to be opened without the need to move a vehicle. Developers are encouraged to include remote electric door opening mechanisms to encourage garage use.

5.4 **Parking for Visitors**

In accordance with the guidance in the Department for Transport's 'Manual for Streets' additional visitor parking is not normally required as it can generally be accommodated on-street, provided the width of the roads is adequate to accommodate it safely and without the need to mount the pavement. Therefore it is essential that developers take a 'design-led' approach to parking provision and ensure that the design takes into account such on-street parking and there may be different solutions which will meet the requirements overall. Where the design is intended to incorporate on-street parking the estate roads should be of adequate width to accommodate the parking. In the case of roads where parking will be on one side, the road should be a minimum of 5.5 metres wide and where parking will be on both sides the road width should be a minimum of 7.0 metres wide in accordance with the guidance in the technical appendix to "Surrey Design".

5.4.1 For flats whether unallocated (the preferred solution) or allocated the numerical standards at Appendix 1 include visitor parking. **For houses in addition to any unallocated and/or allocated spaces, the extra spaces must be provided as 'legible spaces' - that is clearly identified on planning application drawings and obvious to users**, such spaces may be provided as parallel bays or right angled bays within the highway or where the highway is not wide enough or there are too many dropped kerbs they can be provided as private parking areas. The numerical standards at Appendix 1 show the number of additional unallocated spaces that should be incorporated either as on-street or as private parking areas. The Council will normally expect the numerical standards to be met unless the design solution indicates a more flexible approach is possible.

5.4.2 In some locations it may not be feasible for visitors to park on the street, for example on main roads, on very narrow roads or in small residential schemes where there is

³ The minimum size will not apply to car ports or to basement car parking/garaging in blocks of flats

⁴ If a double or triple garage is provided, each space will only be counted if it is to the minimum size, however a developer may choose to build one garage to the minimum (counted) and the other garage(s) below the minimum (not counted).

no estate road (other than the main access road into the site). In such cases it will be particularly important to ensure that the additional spaces are clearly defined.

5.5 **Non-residential**

For non-residential development this SPD defines the **normal maximum** standard for parking spaces and only in special circumstances at the discretion of the planning authority may they be exceeded. Where developers propose parking standards below the maximum standards these will be critically examined to ensure that there would be no adverse effect on highway safety, the free flow of traffic or parking provision in the immediate area generally. Staff Travel Plans and other measures such as car clubs⁵ should also be considered, to support lower levels of parking.

- 5.5.1 As many uses such as shops, restaurants and professional offices are found in town centre locations, often utilising existing premises, there will be no opportunity to provide parking, however because the standards are maximums this is not a problem.
- 5.5.2 Planning obligations may be used to achieve improvements to public transport, walking and cycling, where such measures would be likely to influence travel patterns to the site involved, either on their own or as part of a package of measures. Examples might include improvements to a bus service or cycle route which goes near to a site, or pedestrian improvements which make it easier and safer to walk to the site from other developments or from public transport.
- 5.5.3 Where two or more land uses apply to the same site (e.g. a restaurant associated with a public house; offices associated with industrial buildings) the maximum parking provision for each land use should be assessed separately. Account may be taken of overlapping of demand where it can be demonstrated that this will occur. Shared use of parking will be encouraged, particularly in town centres, for example offices by day; restaurants in the evening.
- 5.5.4 Standards based on floor area refer to the **total gross floor area (GFA) in square metres**, as ascertained by external measurement of the building, unless otherwise stated (e.g. "shops" includes their own storage areas). No percentage reductions are included for retail in town centre locations as there is limited off street public parking, particularly in Caterham Valley (other than that provided by supermarket operators) and therefore the opportunities for combined shopping trips using public car parks are restricted.
- 5.5.5 Provision for uses marked **individual assessment** will require their own justification and the inclusion of parking management plans, travel plans and cycle strategies where appropriate. Where an individual assessment is required, it should be demonstrated that demand for parking is either met on site or mitigated against and managed as appropriate. In a significant number of cases a standard is given and the words "or individual assessment/justification" appear, in these cases the standard is the starting point for any discussions on the requirement and it is for the applicant to justify any different requirement.
- 5.5.6 Levels of parking per member of staff should be calculated using the average of those employed on site at any one time.

5.6 **Lorry Parking**

For lorry parking the standards are expressed as maximums, however the defined parking standards should normally be met because alternative modes of transport are

⁵ Car clubs provide a number of vehicles which can be used by members for short term hire. Parking for use by car clubs will be supported on a case by case basis

not generally available. In appropriate cases it may be necessary to provide parking following individual assessment and justification - above or below the maximum figure. Where no standard is defined, provision must be made and justification produced to demonstrate the acceptability of the level chosen.

5.7 **Design and Layout**

Adequate space for access, sight lines, turning and manoeuvring must be provided in addition to the required parking spaces. The latter must not be used for any purposes other than parking.

- 5.7.1 The minimum dimensions of a car parking space are **2.4 metres by 4.8 metres** - the long dimension should be extended to 6 metres where the space is entered from the side. Rows of parking spaces that face each other should have a minimum of 6m unrestricted width between them. Driveways in front of garages should be at least 5.5m long clear of a footway, carriageway or shared surface. A lorry space should be **15 metres by 3.5 metres** (50 sq. metres).
- 5.7.2 Electric Vehicle Charging is a developing technology and the Council will consider the practical implications of installing connection points within new developments in line with emerging technical requirements. Therefore the design and layout of parking spaces should take into account the potential for such provision.

5.8 **Parking for Disabled People (Blue Badge Parking)**

Parking for disabled drivers should be designed and provided in accordance with the appropriate government guidance⁶. As a starting point, for non-residential development, **an additional 5% of total parking spaces should be allocated for disabled users or a minimum of 1 space per 750m² (whichever is the greater) to meet demand.** Such spaces should have dimensions of **2.4m by 4.8m with a 1.2m clearance or footway to the side and rear⁷ and be located no further than 50m from an accessible entrance**, (ideally the main entrance), clearly signed and ideally under cover.

- 5.8.1 Parking for disabled drivers should be clearly identified as "Blue Badge" parking. In circumstances where the number of vehicle parking bays are less than 10, the Council will consider the provision on a case by case basis, taking into account the quantity available in the vicinity. It should be noted that a greater number of spaces may be required by the Council at facilities where a higher proportion of users/visitors with disabilities will be expected, for example medical, health and care facilities. The Council will require such spaces to be shown clearly on planning application drawings and will expect the site owner/operator to retain such spaces and to enforce their proper use. Provision at the above levels or any other level required by the Council does not guarantee that the requirements of the Disability Discrimination Act will be met; this is the responsibility of the building occupier or service provider.
- 5.8.2 Where 'Lifetime Homes'⁸ are provided, spaces should be designed to allow for cost effective adaptation that makes getting into and out of a vehicle as convenient as possible for the widest range of people, including those with reduced mobility and/or those with children. Where a development contains 'wheelchair housing' any specific parking for such dwellings should be in addition to that provided as part of 'Lifetime Homes'.

⁶ Department for Transport Traffic Advice Leaflet 5/95.

⁷ This is in accordance with 'The Building Regulations 2010: Approved Document M - Access to and Use of Buildings'

⁸ Lifetime Homes - Design Criteria for professionals: <http://www.lifetimehomes.org.uk>

5.9 **School Parking**

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

5.9.1 **Cars**

Operational requirements only (broadly defined as staff and visitors) should be provided, together with overflow parking areas for community uses. Parent parking, pupil parking should not generally be provided as this is a disincentive to travelling by sustainable modes. Drop off/pick up areas can also act as a disincentive; however such provision may be necessary at new and existing sites if on-street parking/waiting causes congestion, reduces highway safety or restricts emergency access.

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

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

5.9.4 **Coach/Bus**

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

5.9.5 **Cycles and non-motorised Scooters**

Provision of non-motorised scooter parking/storage for pre-school and primary School education and provision of cycle parking and will be a condition of new or expanded schools. Whenever possible, improvements to cycle routes and other appropriate safety measures should be provided by the applicant.

5.10 **Crime Prevention**

Car parks can be a particular target for criminal activity particularly for offences such as theft from vehicles. Developers should seek to create safe and convenient parking facilities where all users can feel secure. Good natural surveillance from nearby dwellings, buildings and/or well used routes is the preferred solution. Lighting should be provided if necessary, but this should be a last resort particularly in rural areas. Landscape planting should not obscure view of vehicles, create hiding places or form litter traps.

5.10.1 Within residential developments, the most secure option is to provide on-plot garages. Open parking on the plot is the next most secure option. To minimise risks parking spaces should be as close as possible to the dwelling they serve. Isolated parking spaces should be avoided if at all possible and good natural surveillance from surrounding properties is the preferred solution, this is particularly important where parking courts are to be provided. Lighting should be provided if necessary, but again this should be a last resort, particularly in rural areas. Isolated parking courtyards should be avoided if at all possible.

5.11 **Cycle parking**

Cycle parking should be included as a minimum in accordance with the standards set out at Appendix 2. However it is recognised that in some locations, for example in town centres where development (particularly changes of use) uses existing premises it may not always be possible to make provision.

Appendix 1 Vehicular Parking Levels *

* where a floor area is specified this will be measured as Gross Floor Area

Use Class	Maximum
A1 Retail	
Food or non-food retail e.g.: small parades of shops serving the local community (up to 500m ² retail floor area)(NB: standard applies to GFA)	1 car space per 30m ² 1 lorry space per 500m ² or individual assessment/justification
Food retail (500 m ² to 1000m ² retail floor area) (NB: standard applies to GFA)	1 car space per 25m ² 1 lorry space per 500m ² or individual assessment/justification
Food retail (above 1000m ² retail floor area) (NB: standard applies to GFA)	1 car space per 14m ² 1 lorry space per 1,000m ² or individual assessment/justification
Non-food retail (500m ² or more retail floor area) (NB: standard applies to GFA)	1 car space per 25m ² 1 lorry space per 500m ² or individual assessment/justification
A2 Financial & Professional Services	
Financial services, banks, building societies, estate agencies, employment agencies, betting shops	1 car space per 30m ²
A3 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations).	1 car space per 6m ²
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations).	1 car space per 6m ² or individual assessment/justification
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations).	1 car space per 6m ²
B1 Business	
Offices, research & development, light industry appropriate in a residential area – threshold of 2500m ²	A maximum range of 1 car space per 25m ² to 1 car space per 100m ² depending on location 1 lorry space per 1,000m ²
B2 General Industrial	
General industrial use	1 car space per 30m ² 1 lorry space per 1,000m ²
B8 Storage/distribution (including open air storage)	
Warehouse – storage	1 car space per 100m ² 1 lorry space per 200m ²
Warehouse – distribution	1 car space per 70m ² 1 lorry space per 200m ²
Cash and carry (500 m ² to 1000m ² sales floor area) (NB: standard applies to GFA)	1 car space per 25m ² 1 lorry space per 200m ² or individual assessment/justification
Cash and carry (above 1000m ² sales floor area) (NB: standard applies to GFA)	1 car space per 14m ² 1 lorry space per 500m ² or individual assessment/justification

Use Class	Maximum
C1 Hotels	
Hotels, boarding and guest houses where no significant care is provided	1.5 car spaces per bedroom plus 1 coach space per 100 bedrooms OR individual assessment/justification
C2 Residential Institutions	
Care home, Nursing home (other than Extra Care)	1 car space per 2 residents OR individual assessment/justification
Hospitals	1 car space per 4 staff plus 1 car space per 3 daily visitors OR individual assessment/justification
Residential colleges	1 car space per 2 staff OR individual assessment/justification; student parking individual assessment/justification
Training centres	1 car space per 2 staff OR individual assessment/justification; student parking individual assessment/justification
C3 Dwelling houses	
Dwellings	See Table on page 11
Dwellings with up to 6 residents living as a single household where care is provided	Individual assessment/justification
Elderly (sheltered)	Maximum of 1 car space per 1 or 2 bed self-contained unit OR individual assessment/justification. Maximum of 0.5 space per communal unit plus 1 car space per staff member (warden etc) OR individual assessment/justification; taking into account accessibility and size of development.
Extra Care	
Extra care	Individual assessment/justification dependent on the mix of independent living units and number of people receiving care
D1 Non-residential institutions	
Day Nurseries/Crèche	0.75 car spaces per member of staff plus 0.2 spaces per child
Doctor's practices	2 car spaces per consulting room remaining spaces on individual assessment
Dentist's practices	2 car spaces per consulting room remaining spaces on individual assessment
Veterinary practices	2 car spaces per consulting room remaining spaces on individual assessment
Libraries, museums and art galleries	1 car space per 30m ² OR individual assessment/justification
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	1 car space per 3 persons OR per 3 seats OR per 20 m ² OR individual assessment/justification
Places of worship	1 car space per 10 seats OR individual assessment/justification
Schools/colleges	Individual assessment/justification – see additional notes on page 7.

Use Class	Maximum
D2 Assembly and leisure	
Cinemas, bingo clubs, dance halls and clubs	1 car space per 5 licensed persons OR individual assessment/justification
Conference Centres	1 car space per 5 seats OR individual assessment/justification
Exhibition Halls	1 car space per 6 m ² OR individual assessment/justification
Stadia	1 car space per 15 seats OR individual assessment/justification
Health clubs/leisure centres	Individual assessment/justification
Tennis and Badminton Clubs	4 car spaces per court OR individual assessment/justification
Squash Clubs	2 car spaces per court OR individual assessment/justification
Marinas and water sports	3 car spaces per hectare of water OR individual assessment/justification
Field Sports Clubs	1 car space per 2 playing participants OR individual assessment/justification
Golf Clubs and driving ranges	1 car space per 0.3 holes OR per driving bay OR individual assessment/justification
Equestrian centres	1 car space per stable OR individual assessment/justification
Other uses	
Pick your own fruit farms	9 car spaces per hectare of farmland OR individual assessment/justification
Vehicle repair, garage and spares stores	1 car space per 20m ² OR individual assessment/justification
Car sales establishments	1 car space per 50m ² car display area OR individual assessment/justification
Exhaust and tyre centres	1 car space per 0.3-0.5 bays OR individual assessment/justification
Theatres (Sui Generis)	1 space per 5 fixed seats Adequate turning and loading facilities for one coach or 16.5m lorry.
Sui Generis and all other uses not mentioned above	Individual assessment/justification

Residential Parking *

* Excluding elderly persons' sheltered accommodation - see Use Class C3 on page 9

Size of dwelling (see note 1)	Requirement	Notes
1 and 2 bedroom flats	1.5 spaces unallocated (preferred) OR 2 spaces allocated	See note 2
3 bedroom flat	2 spaces unallocated (preferred) OR 2 spaces allocated plus 0.25 unallocated.	See note 2
1 bedroom house	1.5 spaces unallocated OR 1 space allocated PLUS 1 space unallocated per 2 dwellings as a 'legible space'	See notes 2 and 4
2 bedroom house	2 spaces allocated PLUS 1 space unallocated per 4 dwellings as a 'legible space' (preferred) OR 1.5 spaces unallocated PLUS 1 space unallocated per 4 dwellings as a 'legible space'	See notes 2 and 4
3 bedroom house	2 spaces allocated PLUS 1 space unallocated per 4 dwellings as a 'legible space'	See note 4
4 + bedroom house	3 spaces allocated PLUS 1 space unallocated per 4 dwellings as a 'legible space'	See note 4

Notes on residential parking (see also interpretation section - page 3)

1. For the purposes of these standards a bedroom will include **any** additional habitable room capable of being used as a bedroom, for example studies, playrooms and 'bonus' rooms.
2. Allocated or unallocated parking may be acceptable where appropriate, but for flats unallocated parking is preferred. Unallocated parking should be available only to the proposed development.
3. Where garages are proposed they must be designed in accordance with the standards at paragraph 5.3.
4. For more information on the provision of 'legible spaces' see paragraphs 5.4, 5.4.1 and 5.4.2 - the Council will normally expect the numerical standards for these 'legible spaces' to be met unless the design solution indicates a more flexible approach is possible. Generally partial requirements will be 'rounded up'.

Appendix 2 Minimum Cycle Parking Levels

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

Use Class	Minimum Standard
A1 Retail	
Food retail	1 space per 350m ² (out of centre) 1 space per 125m ² (town/local centre)
Non-food retail	1 space per 1500m ² (out of centre) with minimum 4 spaces 1 space per 300m ² (town/local centre)
Garden Centre (can also be classed under sui generis)	1 space per 300m ² (min 2 spaces)
All other retail uses	Individual assessment
A2 Financial & Professional	
Financial services, banks, building societies, estate agencies, employment agencies, betting shops	1 space per 350m ² (out of centre) 1 space per 125m ² (town/local centre)
A3 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations).	1 space per 20 seats (min 2 spaces)
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations).	1 space per 100m ² (min 2 spaces)
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations).	1 space per 50 m ² (min 2 spaces)
B1 Business	
Offices	1 space per 125m ² (min 2 spaces)
Research & development / light industry	1 space per 250m ² (min 2 spaces)
B2 General Industrial	
General Industrial	1 space per 500m ² (min 2 spaces)
B8 Storage or distribution (inc. open air storage)	
Storage or distribution (inc. open air storage)	1 space per 500m ² (min 2 spaces)

Minimum Cycle Parking Levels continued

Use Class	Minimum Standard
C1 Hotels/Guest houses	
Hotels/Guest houses	Individual assessment
C2 Residential Institutions	
Care homes/Nursing homes	Individual assessment
Hospitals	Individual assessment
Residential colleges	1 space per 2 students 1 space per 2 staff
Training centres	Individual assessment
C3 Dwelling houses (family houses, up to 6 residents living as a single household, including households where care is provided)	
Flats / houses without garages or gardens: 1 and 2 bedroom unit 3 or more bedroom unit	1 space 2 spaces
D1 Non-residential institutions	
Day Nurseries/Crèche	1 space per 5 staff plus minimum 2 spaces
Doctor's practices	1 space per 2 consulting rooms minimum 2 spaces
Dentist's practices	1 space per 2 consulting rooms minimum 2 spaces
Veterinary practices	1 space per 2 consulting rooms minimum 2 spaces
Libraries, museums and art galleries	Individual assessment
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	Individual assessment
Places of worship	Individual assessment
Schools/colleges	School Travel Plan required, to incorporate a site specific cycle strategy (see notes on page 8)
D2 Assembly and leisure	
Assembly and leisure	Individual assessment
Sui Generis and all other uses not mentioned above	
Sui Generis and all other uses not mentioned above	Individual assessment
Theatres	1 space per 40 seats

References:

In preparing this Supplementary Planning Document the Council considered research undertaken in recent years into parking provision. These were cited in the text of the draft SPD, however as the associated text has been amended or removed in the adopted document the references are given below for information.

PPG3: Household Parking Restraint: Good idea? Bad idea? Transport Planning Society Bursary Paper 2006 C Gent:
<http://www.tps.org.uk/files/Main/Library/2006/cgentpaper.pdf>

What Home Buyers Want -
<http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/files/what-home-buyers-want.pdf>

Mouchel resident's study 2007- referred to in Parking Standards Design & Good Practice - Essex CC 2009:
http://www.castlepoint.gov.uk/file/Parking_Standards_2009.pdf

January 2010 the Institution of Highway Engineers debate:-
<http://www.theihe.org/knowledge-network/development-control/parking/>

Guidance Note: Residential Parking - The Chartered Institution of Highways and Transportation/Institute of Highway Engineers:
<http://www.ciht.org.uk/en/publications/standards--advice.cfm>

The Surrey Transport Plan (LTP3) contains a Parking Strategy (April 2011); this does not set any standards but refers to the guidance that has been made available to the Districts and Boroughs: <http://www.surreycc.gov.uk/roads-and-transport/surrey-transport-plan-ltp3>