



Technical Advice Note

Cycle and car parking in new development

Published [insert date]

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Key messages

- **The Council has declared a climate change emergency with the ambition to make Hart carbon neutral by 2040.**
- **Planning policy aims to reduce emissions of greenhouse gases and other pollutants, reduce car use, promote sustainable transport and active travel, and achieve well-designed places.**
- **New development must provide the appropriate amount of cycle and car parking and be designed to encourage a shift away from car use towards walking, cycling and other sustainable modes of transport.**
- **To encourage use of cycles over the car where possible, at least one secure bicycle parking space (Sheffield stand or equivalent) must be provided at least as close to the front door as on plot car parking.**
- **Electric car charging provision must be provided in line with Building Regulations. These must be designed into schemes to optimize convenience for electric car users.**

1.0 Introduction

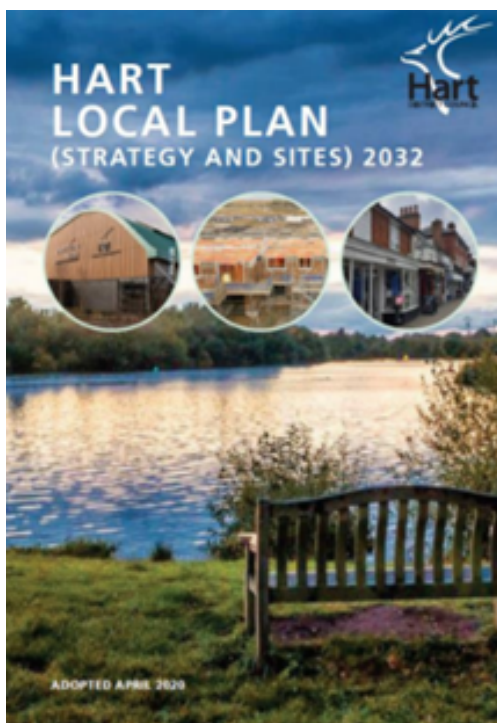
- 1.1 This Technical Advice Note (TAN) provides guidance on the provision of cycle and car parking with new development that requires planning permission.
- 1.2 The aim is to ensure that an appropriate level of well-designed vehicle and cycle parking is provided in all new developments. This will avoid the various problems created by both over-and under-provision of parking and encourage the use of cycles over cars for a greater number of trips.
- 1.3 This document sets out:
 - the policy context for Hart's parking standards and some key characteristics for Hart including car ownership rates
 - updated standards for cycle and car parking provision with residential development
 - specifications for parking provision with design and layout considerations
 - cycle parking standards for non-residential development
 - car parking standards for non-residential development (unchanged over the those in the Parking Provision Interim Guidance 2008); and
 - the documentation required in support of planning applications.

- 1.4 This document has been informed by evidence produced by i-Transport (Parking Standards Review for Hart District Council, March 2022).
- 1.5 This TAN was endorsed by Cabinet on [insert date] for development management purposes, and the previous 'Parking Provision Interim Guidance' adopted August 2008 was revoked. The intention is to use this document, refine it where necessary, and convert it to a Supplementary Planning Document including the necessary consultation.
- 1.6 If you do have any feedback on this TAN please email planningpolicy@hart.gov.uk

2.0 Background

Local updates

- 2.1 The **Hart Local Plan (Strategy & Sites) 2032** was adopted in April 2020.
 - Local plan objective 'to maximise opportunities for the provision of sustainable transport infrastructure that supports new development, including facilities for walking, cycling and public transport'
 - Policy NBE9 Design – criterion f) states 'it includes well-designed facilities/areas for parking (including bicycle storage) taking account of the need for good access for all users'; and
 - Policy INF3 Transport – criterion d) states 'provide appropriate parking provision, in terms of amount, design and layout in accordance with the Council's published parking standards'.



- 2.2 There are several made **Neighbourhood Plans** across the Hart district, which form part of the adopted development plan. Where Neighbourhood Plans contain their own parking standards, those standards take precedence over the standards within document, which are a material consideration.
- 2.3 The **Hart Vision 2040** was agreed in 2020 having been shaped in consultation with residents, community groups, business leaders and partners, and had identified a series of clear priorities for the Council around:

- Affordable quality housing
- Healthy and sustainable transport
- Enhanced leisure facilities
- Mitigating the impact of climate change
- Improved access to education
- Conserving and enriching the district's heritage and distinction.



- 2.4 This Vision includes the ambition to create a Green Grid across the Hart district - routes between all settlements to encourage walking, cycling and other forms of sustainable healthy transport. As well as connecting communities together, there is an opportunity to connect people to existing green spaces and other key destinations.
- 2.5 The Council will commission a Local Cycling and Walking Infrastructure Plan ([LCWIP](#)) for Hart district. The purpose of the LCWIP will be to identify

opportunities for improved walking and cycling routes thereby increasing active travel and the wider benefits this will bring in terms of reducing emissions, improving air quality and health and wellbeing improvements.

2.6 In April 2021 Hart District Council declared a **Climate Emergency**. The Council has pledged to:

- Make Hart District carbon neutral by 2040 whilst bringing forward the current 2040 target to 2035 for areas under direct control of Hart District Council.
- Report to full Council every six months setting out the current actions the Council is taking to address this emergency and the plan to measure annual District-wide progress towards meeting the 2040 target.
- Meaningfully engage with the local community and to work with partners across the District and County to deliver these new goals through all relevant strategies and plans drawing on local, national, and global best practice.
- Actively work with Hampshire County Council and the Government to provide the additional powers and resources needed to meet the 2040 target.
- Actively encourage and push for Hampshire County Council to reduce its target for net zero carbon to 2040, acknowledging that 2050 is too far away for such an emergency.

National updates

2.7 In July 2021 the latest version of the [National Planning Policy Framework](#) (NPPF) was published. NPPF paragraph 107 refers to setting local parking standards for both residential and non-residential development and that these should take account of:

- a) 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.

2.8 NPPF paragraph 133, refers to '[Building for a Healthy Life – A Design Toolkit for neighbourhoods, streets, homes and public spaces](#)' which was published in 2020 and endorsed by Homes England, the HBF, Design Network and the Urban Design Group, reflecting the requirement for appropriate designs and layouts. Further details are also expressed in the companion guide to Building for a Healthy Life published by Homes England – [Streets for a Healthy Life](#).

2.9 NPPF paragraph 134 explicitly states that 'development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design...' reflecting the

guidance in the National Design guide and National Model Design Code (see below) and taking into account any local design guidance.

2.10 Detail of cycle infrastructure provision was published in July 2020 by the Department of Transport [LTN 1/20 Cycle infrastructure design, Dept for Transport](#). At the same time the Government published '[Gear Change : a bold vision for cycling and walking](#)'. This sets out actions required to improve cycling and walking under four themes of:

1. Better streets for cycling and people
2. Cycling and walking at the heart of decision making
3. Empowering and encouraging local authorities, and
4. Enabling people to cycle and protecting them when they do.

2.11 In January 2021 the Government published [National Design Guide](#) and then in June/July 2021:

[National Model Design Code: Part 1](#)

[National Model Design Code: Part 2](#)

2.12 National Model Design Code – Paragraphs 85-86 state:

“Well-designed car and cycle parking at home and at other destinations is conveniently sited so that it is well used. This could be off-street to avoid on street problems such as pavement parking or congested streets. It is safe and meets the needs of different users including occupants, visitors, and people with disabilities.

It may be accommodated in a variety of ways, in terms of location, allocation and design.

Well-designed parking is attractive, well landscaped and sensitively integrated into the built form so that it does not dominate the development or the street scene. It incorporates green infrastructure, including trees, to soften the visual impact of cars, help improve air quality and contribute to biodiversity. Its arrangement and positioning relative to buildings limit its impacts, whilst ensuring it is secure and overlooked.”

2.13 The [Environment Act 2021](#) became law on 9 November 2021 which includes statutory targets for improving air quality amongst other matters.

2.14 Publication of the [IPCC](#) report in April 2022 – “[Climate Change 2022 : Mitigation of climate change](#)”, includes various references to lifestyle changes “*Having the right policies, infrastructure and technology in place to enable changes to our lifestyles and behaviour can result in a 40-70% reduction in greenhouse gas emissions by 2050.*” This puts greater emphasis on individuals taking action to reduce carbon emissions, in Hart district, this means pushing for a modal shift for trips of less than a mile which is the bulk of trips by car (National Travel Survey). Such actions can also have more personal benefits through improving health and well-being, preventing illness being a key element of the [NHS Long Term Plan](#).

2.15 Reference to 15-minute cities / 20-minute neighbourhoods has been highlighted over the last year or so with communities accessing local services and facilities, as has healthy place-making. The Covid-19 pandemic has brought about fundamental shifts in working culture with full and part-time hybrid remote working patterns now commonplace. These changes offer considerable opportunities to encourage people to adopt more environmentally friendly forms of travel, particularly for shorter trips and especially for those of a mile or less. Parents of school age children who might previously have dropped off their children at school by car before continuing a longer distance commute are now more likely to be working at home some or all of the week. Here lies a major opportunity to encourage parents and their children to walk or cycle to and from school. However, this will only happen if street design invites walking and cycling, making it attractive, safe and convenient option. Changes are also required to the design of individual homes and their plots, providing highly visible, convenient, and secure bicycle storage.

2.16 New [Building Regulations](#) which took effect from 15th June 2022 mean that new homes and buildings in England will be required by law to install electric vehicle charging points.

2.17 The remainder of this TAN covers:

- Transport movement and car ownership in Hart district

- Cycle parking
- Car parking
- Documentation to support a planning application, Travel Assessments and Travel Plans.

3.0 Hart district's characteristics

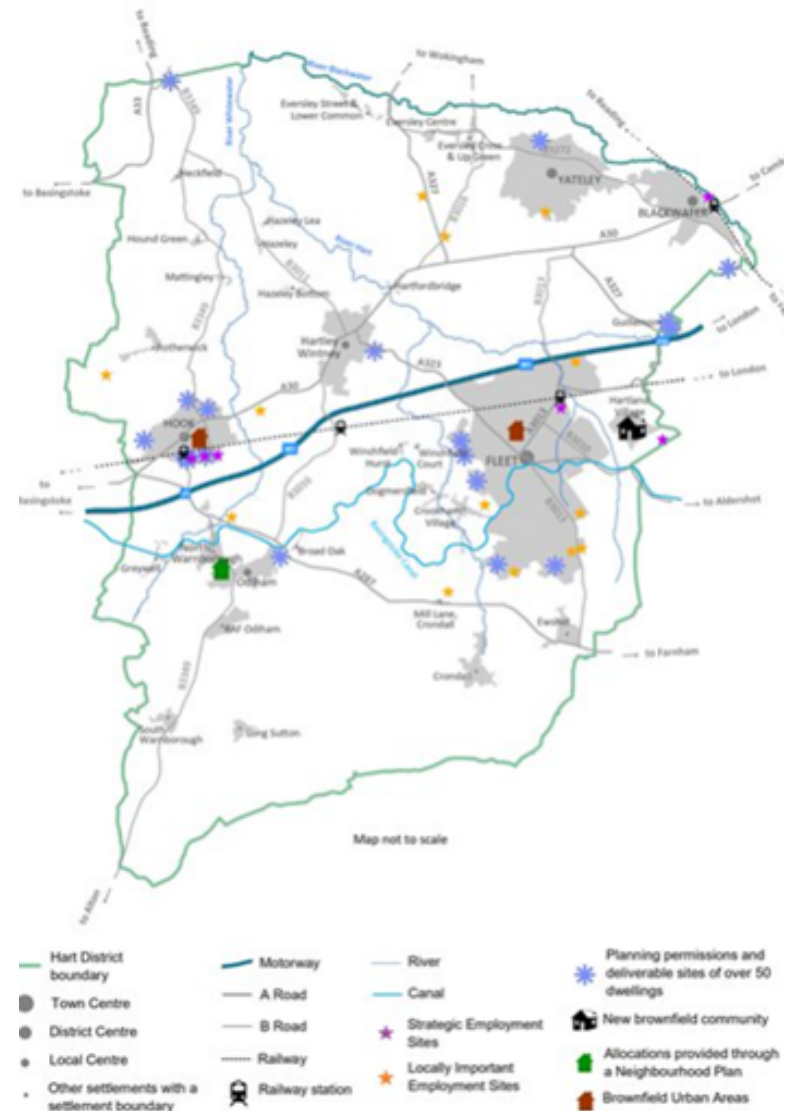
3.1 NPPF paragraph requires local parking standards to take account of:

- the accessibility of the development
- the type, mix and use of development
- the availability of and opportunities for public transport
- local car ownership levels; and
- the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

3.2 Hart district varies from urban areas to more rural settlements. Therefore, any standards need to be considered alongside the placemaking quality of a development and the parking strategy for the site, reflecting the accessibility of the site to local services and facilities.

3.3 The Hart Local Plan (Policy SS1) focusses new development to be within defined settlements which are spread around the district. It also allocates Hartland Village (Policy SS2), a new community for 1,500 homes.

3.4 New developments tend to be primarily for homes with some commercial activity in the larger more urban areas such as Fleet, Yateley and Hook.



- 3.5 Up to date public transport information is published on [Hampshire County Council's](#) website which includes [The Farnborough-Fleet-Bordon Public Transport Guide](#) (September 2021).
- 3.6 In addition to regular bus services covering the larger settlements, many of the smaller settlements have access to Hart Taxishare which is similar to a bus service but needs to be pre-booked and covers residents in Crondall; Ewshot; Dogmersfield; Winchfield; Fleet; Odiham; Mattingley; Hook; Well; North Warnborough; Hartley Wintney; Church Crookham; South Warnborough; Greywell and Long Sutton.
- 3.7 Within Hart district there are mainline rail stations at Blackwater, Fleet, Hook and Winchfield, providing regular services to London, but also allowing for rail journeys within the district. The location of the rail line through the centre of Hart district further provides opportunities for this to be an alternative means of transport to car use, although it is recognised that this may be for part of a journey given the need to access the rail station.
- 3.8 Car ownership in Hart district is high. The Census 2011 data shows that in Hart district car ownership is higher than both the regional and national average. Table 1 shows that in Hart, 92% of households own at least one car, compared to 85% for Hampshire.

Table 1: 2011 Census – Car/Van availability

Location	No cars	1 car or van	2 cars or vans	3 cars or vans	4 or more cars or vans
Hart	8%	35%	42%	11%	4%
Hampshire	15%	41%	33%	8%	3%
Southeast	19%	42%	30%	7%	3%

Source: Census 2011, KS404EW - Car or van availability

- 3.9 It is likely that the car ownership rate has increased over the last 10 years following national trends. National Trip End Model (NTEM) forecasts the following rates of change:

Table 2: Forecast changes in car ownership

Data category	2011	2021	2032
Number of households	35,800	39,617	40,222
Number of cars/vans	59,669	67,663	69,522
Average cars/vans per household	1.67	1.71	1.73

Source: i-Transport/Tempo

- 3.10 The growth in the numbers of households and cars/vans, and the ratio of cars/vans per household in Hart district over these periods is summarised in Table 3:

Table 3 Growth in households and cars/vans in Hart

Data Category	Growth 2011 to 2021	Growth 2021 to 2032
% increase in the number of households	10.7%	1.5%
% increase in the number of cars	13.4%	2.7%
% increase in the ratio of cars/vans per household	2.5%	1.2%

Source: i-Transport/Tempro

3.11 Data from the model indicates that future growth in car ownership in Hart district is likely to be less than has previously been the case, as this reflects the current high car ownership rates (and therefore less room for growth).

3.12 Other general factors of change include matters such as:

- The number and percentage of petrol and diesel cars is decreasing whilst the number and percentage of alternative fuel vehicles is increasing. Alternative fuel vehicles have increased from 1% of all new car registrations in 2011 to 21% in 2020.
- Less young people choosing to own a car.
- Increase in opportunities for shared mobility – this includes shared rides; cars; bikes and scooters including electric bikes and scooters.

- Shared rides can be informal (lift sharing) or more formal through using tools (such as apps) to connect passengers and drivers.
- Car clubs can provide socially inclusive, low emission mobility which helps to break dependency on private car ownership. In addition, they can:
 - reduce parking congestion as multiple users share one car and one parking space
 - reduce traffic on the road as car club members tend to drive less and use public transport, walk and cycle more
 - offer significant benefits with respect to air quality as the cars are newer and cleaner.

4.0 Residential cycle parking

4.1 The ambition is to encourage a shift in how people move around their communities; away from the private car to more sustainable modes of transport. This will help deliver the Council's ambitions around:

- Adapting to and mitigating from the effects of climate change
- Delivering healthy environments where active lifestyles prevent illness; and
- Delivering environmental improvements.

4.2 Safe and secure cycle parking is an important component to encourage cycling both as an element of active travel to reduce dependency on the car but also for the health and wellbeing benefits. The emergence of electric bicycles means cycling is a realistic choice for many journeys, not just the shorter journeys (the cost of electric bikes also reinforces the need for secure parking options).

4.3 Roads, paths and layouts that encourage walking and cycling are also needed. As part of this wider picture the Council has a vision for a [Green Grid](#) of routes between settlements and green spaces to encourage walking, cycling and other forms of sustainable healthy transport.

4.4 For all new residential developments, the Council requires developers to promote sustainable travel choices. The availability of safe and secure cycle parking at home, at the destination or at an interchange

point has a significant influence on cycle use. Cycle parking must be pleasant, sufficient and convenient ([LTN 1/20 Cycle infrastructure Design, Dept for Transport, July 2020](#)).

4.5 Therefore, cycle parking must be considered early in the planning and design process and take into consideration the following:

- provision for traditional 'manual' bikes and also electric bikes
- means of charging electric bikes
- space for secure storage both covered / lock-able
- provision for different types of bikes – cargo bikes; adapted bikes. For typical dimensions of different types of bikes see Section 5.4 of [LTN1/20 Cycle infrastructure Design published by the Department of Transport](#))
- for larger scale developments unallocated cycle parking should be distributed around the development rather than in one location, particularly if there are several entrances to the site. The distribution of cycle parking needs to respond to the proportion of people using each entrance.
- To encourage residents to ride their bike instead of using their car, cycle storage must be conveniently located and readily accessible. At least one cycle space must be close to the front door of the

property. Others could be included within a suitable garage or shed space.

- 4.6 For residential developments secure parking may be achieved by installing specialized storage or a small permanent bike stand. If cycle parking is provided in back gardens must be easily accessible and secure (it is generally discouraged as it is frequently not convenient to access).
- 4.7 For extensions and small-scale residential developments provision needs to be responsive to the location and scale of the proposal.



Figure 1 Domestic cycle store



Figure 2 Secure cycle stand in shed



Figure 3 Secure bike stand



Figure 4 Small cycle locker

4.8 Where there are communal areas and open spaces within a larger development, a bike stand may be more appropriate such as a Sheffield-style stand (as shown in the image below), which can provide two cycle parking spaces, one either side of the stand.



Figure 5 Sheffield stands

4.9 The standards below are the **minimum** number of cycle parking spaces required based on residential occupation. One space means that one bicycle can be secured. A bike stand can provide two cycle parking spaces (e.g., Sheffield style stand).

4.10 It will also be necessary to consider provision for visitors on the basis of 0.2 spaces per home. When calculating total number of spaces these should be rounded up to the nearest whole figure.

4.11 Cycle parking for residents must be provided as follows:

1 bed home: 2 cycle spaces minimum

2 bed home: 3 cycle spaces minimum

3 bed home: 4 cycle spaces minimum

4 bed home: 5 cycle spaces minimum

5 bed home: 6 cycle spaces minimum

- *1 space must be close to the front door*
- *1 space should be able to accommodate a non-standard 'cargo' bicycle (see Appendix 1)*

Unallocated/visitor cycle parking:

- **0.2 spaces per home (rounded up)**
- **5% of unallocated/communal provision should be able to accommodate a non-standard bicycle**

4.12 These standards apply across the whole district.

4.13 At least one space must be provided in close proximity to the front door of the property so that it provides a significant attractor to use the bicycle as an alternative to the car. For apartment buildings this can take the form of an enclosed cycle structure within the main building.

However, the entrance to this structure must be closely related to the front door of the building.

4.14 Developers should make it clear in their plans how cyclists can access the storage. For example, for cycle storage in a garage, there should be sufficient space to get a bike into and out of the garage with a car parked on the drive; and where the cycle storage is to the rear of a property, access paths and gates must be well designed. Developers are encouraged to consider integrating secure external bikes stores to the front of properties.

4.15 At least one space per home should be able to accommodate a non-standard bicycle, such as a cargo bikes, and adapted bikes. Section 5.4 of the [LTN1/20 Cycle infrastructure Design published by the Department of Transport](#) provides details of non-standard bicycles and their dimensions (see extract at Appendix 1).

5.0 Residential car parking

Car parking standards

- 5.1 Providing sufficient car parking is consistent with objectives for modal shift. Ownership does not necessarily translate into higher usage, particularly where public transport is available and where street and settlement design invites people to walk or cycle for short distance trips. If insufficient car parking is provided in new developments, or it is poorly designed, displaced car parking will become widespread. This includes half-on, half-off pavement parking. Displaced car parking does not invite people to walk and cycle and frequently makes it more difficult (or impossible) to walk or cycle around places easily, safely and enjoyably.
- 5.2 The car parking standards below reflect the Council's ambition to reduce carbon emissions, improve the environment and promote modal shift to active travel choices, and the matters expressed in the NPPF (see paragraph 3.1 above).
- 5.3 The standards are neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided. They should be considered carefully alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared mobility, access to alternative modes of transport and opportunities for active travel. Where different standards

are used, planning applications must include information to demonstrate that the functional parking needs of the development will be accommodated (see Section 7: Documentation to support a planning application).

5.4 Car parking standards:

1 bed home: 1.0 allocated and 1.0 unallocated

2 bed home: 2.0 allocated and 0.5 unallocated

3 bed home: 2.0 allocated and 1.0 unallocated

or 3.0 allocated and 0.5 unallocated

4 bed home: 3.0 allocated and 0.5 unallocated

5 bed home: 3.0 allocated and 1.0 unallocated

An under-provision of allocated spaces needs to be made up with unallocated spaces.

A minimum of 5% of unallocated spaces should be designed for use by disabled people.

The requirement will always be rounded up to a whole number.

5.5 Parking spaces can be allocated or unallocated:

- **Allocated** includes any spaces within the curtilage of a property and any spaces in communal areas where the space is reserved for a particular property
- **Unallocated** covers all parking spaces that are not allocated, visitor parking is usually served by

unallocated parking and should be located close to where it is likely to be needed.

- 5.6 When a development involves an increase in bedrooms to an existing property this will normally trigger an increase in the parking requirement at that property. Rooms which could be used as bedrooms but are labelled on plans as office/study/family room may be treated as bedrooms for the purposes of applying the parking standards.

Disabled parking

- 5.7 The requirements for disabled parking for residential use are set out in the [Building Regulations Part M](#):
- Wheelchair user homes (housing category M4(3)) – at least one car parking space within the curtilage of the dwelling or within a communal parking area
 - Accessible and adaptable homes (housing category M4(2)) – at least one car parking space which is 3.3m wide if within the curtilage of the dwelling
 - In addition, a minimum of 5% of unallocated car parking spaces should be designed for use by disabled people.

Older persons accommodation car parking standards

- 5.8 In addition to residential accommodation in the form of houses or flats, there is also provision through older persons housing. This can range from self-contained

older persons accommodation for those mobile and active to more specialised accommodation with varying degrees of support or care. Car ownership is typically higher with the first reference and declines significantly once older people reside in care homes, as supported by census data that shows car ownership per household decreases from 1.74 to 0.64 between the ages of 55 and 85+. There is a need however, to ensure sufficient provision for staff and visitors, at varying times of the day.

Categories of specialised older persons accommodation:

- **Housing for older people.** *This includes what was referred to in the SHMA as ‘sheltered’ and ‘enhanced sheltered’. Includes older people’s housing for social/affordable rent (e.g. contemporary ‘sheltered’ housing), and older people’s housing for sale, typically referred to as retirement housing.*
- **Housing with care.** *Includes Extra Care housing for rent, and housing with care for sale/shared ownership, sometimes referred to as retirement villages (where it may or may not have an onsite care home)*
- **Residential care.** *Provides live-in accommodation, typically in en-suite rooms, with 24 hour-a-day supervised staffing for residents, who may need extra help and support with their personal care. For example, help with things such as washing, dressing, personal hygiene, medication, toileting, communication, feeding and mobility.*

- **Nursing care.** *These provide 24 hour care and support, as with residential care, but with added nursing care and assistance for residents who require input from and supervision by a registered nurse, who is in situ to devise and monitor care plans and provide and administer treatment.*

Note: age-restricted market housing is not included within this typology as a type of specialized housing and accommodation for older people.

Source: Advice on the need for specialised accommodation for older people within Hart District as set out in the 2016 SHMA, Housing LIN, June 2021

5.9 On this basis, parking for older persons accommodation should follow the approach below:

- Provision of accommodation for the active elderly (self-contained housing for older people) who are likely to be mobile, still in ownership of a car and have a high level of independence, the above residential standards should be applied to all proposals, taking into consideration the location of the development and access to alternative forms of transport. Parking spaces will also be required for staff and visitors and there should be provision of disabled spaces and facilities for charging of electric cars and mobility vehicles. Cycle parking must also be provided – see section on cycle parking. The Council will look favourably upon the introduction of pool car clubs to such developments whereby

electric cars and (four wheeled) scooters reduce demand for parking spaces.

- Parking for residential developments for less active elderly persons in care and nursing homes should be considered on a case-by-case basis taking into consideration the parking (car and cycle) needs of residents, visitors and staff. These may also require higher provision of disabled spaces and should make adequate provision for access, parking and charging of mobility vehicles. Justification for the level provided will need to set out within a Transport Assessment (see details below).

Car parking specifications

5.10 The dimensions of the spaces matter. Inadequate width or length is likely to result in alternative parking that has not been planned for. Common problems include a failure to allow for doors to open and vehicles overhanging footways. Equally, providing areas of hard surfacing, such as unmarked cycle routes and short verge crossings, may tempt householders to park in places that will obstruct other street users.

5.11 On average, cars have got larger over time, both in width and in length. A summary of the minimum dimensions for parking spaces is set out below:

Dimensions of car parking spaces:

Standard parking space	2.5m x 5.0m
Parallel parking space	2.0m x 6.0m
Tandem (2 car)	2.5m x 11.0m
Double garage (internal dimension)	6.0m x 7.0m

- *An additional minimum of 0.5m will need to be added to the above spaces where either dimension is adjacent to a wall or other obstruction.*
- *Where a driveway is to be used for parking in front of a garage, the overall length of the space will need to be a minimum of 6.0m to allow access to the garage.*

5.12 Single garages are **not** counted as a parking space.

5.13 Double garages count as one parking space if they have a clear internal dimension of 6.0m x 7.0m.

5.14 Car ports are counted as a parking space if it is demonstrated that the items that residents typically store in garages are provided in another location, for example, garden maintenance equipment, bicycles, dry re-cycling.

5.15 To accommodate side-by-side parking on a driveway, additional width will be required where it is also used for pedestrian/cycle access.

5.16 For tandem parking (one behind the other), the maximum of 2 spaces will be counted, even if there are 3 or more spaces in tandem.

Disabled parking specifications

5.17 The minimum dimensions for disabled parking are:

- Residential disabled space – in curtilage: 3.7m x 6.2m (this is a standard parking space plus 1.2m clear access zone to one side and the rear)
- Off-street disabled space – perpendicular to the access aisle: 2.4m x 6.0m plus 1.2m clear access zone to each side (this can be shared with adjacent spaces)

- Off-street disabled space – parallel to the access aisle: 2.4m x 6.0m plus a minimum 1.8m clear access zone to the side
- On-street disabled space – parallel to a kerb: 2.7m x 6.6m
- On-street disabled space – in the middle of a road: 3.0m x 6.6m

5.18 Any disabled parking space should be as close as possible to the main entrance of the property/premises with step-free access and parking spaces should have a firm and level surface.

5.19 Within the private curtilage of a dwelling (including the car port or garage), it is a standard parking bay with an additional minimum clear access zone of 1.2m to one side and to the rear.

5.20 Covered parking spaces provide protection from adverse weather when transferring from a wheelchair to a vehicle. Any uprights, posts etc should be sited to avoid impediment of the wheelchair user.

5.21 Within a communal parking area, it is a standard parking bay with an additional minimum clear access zone of 1.2m to both sides

5.22 Further requirements for disabled car parking spaces are set out in the [Department of Transport's Inclusive](#)

[Mobility](#) (December 2021) and [Building Regulations Part M](#).

Electric vehicle charging points

5.23 EV charging points must be provided in accordance with [Building Regulations Part S](#) which came into effect on 15 June 2022. The location of electric charging points should be considered at the design stage to optimise convenience for users of electric cars.

Design and layout considerations

5.24 Below are the **minimum** requirements for the application of the residential parking standards and must be considered within **all** planning proposals and details submitted with the planning application:

- a) A plan showing the location of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.
- b) Where unallocated parking is to be accommodated on the public highway this should be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking.
- c) For developments of 50 or more homes, evidence of exploring the feasibility for a car club or similar facility for the site either alone or in combination with other sites.

- d) Where there are changes to existing properties such as changes of use, extensions and garage conversions which require planning permission:
- Applicants will be required to provide sufficient parking based on the standards specified. Where it is impractical to meet the standards, planning applications must be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking.
 - It will be the developer's responsibility to make sure that the changes made to an existing property will not prejudice the retention of adequate parking within the curtilage of the property.
 - Where the proposal is for the conversion of a dwelling into an HMO (House of Multiple Occupation) one space per bedroom will be required.
- e) where there is allocated and non-allocated parking provision which is not adopted by the Highway Authority the developer will have to provide the appropriate arrangements for their future management and maintenance.
- f) Street width design to be considered and amended to accommodate on-street parking and to reflect any landscaping and planting of street trees to avoid future issues arising.
- g) Where unallocated parking spaces are distributed throughout a development, an increased carriageway width should be used to allow cars to park on either side of the street, leaving at least an appropriate width carriageway, particularly to allow for access and turning movements of larger vehicles, such as refuse vehicles.
- h) The design of unallocated parking should make it clear where it is appropriate to park and prevent inappropriate parking (particularly on footways).
- i) To add appropriate planting to soften the visual impact of cars and to delineate parking vs non parking areas.
- j) Wherever parking is provided it needs to be more attractive than inappropriate parking opportunities. It should be accessible, well lit, overlooked, and attractive.
- k) Where a parking court is considered, it must:
- Be part of a coherent overall layout
 - Be small (for example, no more than 5 properties served)
 - Be wholly overlooked by habitable rooms within dwellings
 - Be lit at night
 - Have convenient pedestrian connections to the properties being served. Residents must be able to gain direct access from their allocated parking

spaces to the front door of their home. Where pedestrian footpaths are provided that connect courtyard parking spaces with the front door of people's homes these must be afforded good, clear sightlines and be well lit; and

- Properties with car parking spaces allocated within a parking courtyard must also be designed to allow rear access into the home with access directly into a kitchen, utility room or hallway. Access via a lounge and/or patio doors is not acceptable.

5.25 In order to maintain the design quality of a new development, the Council may use planning conditions to remove permitted development rights which would otherwise result in the loss of front gardens to parking without planning permission.

6.0 Non-residential parking standards

Cycle parking

6.1 For non-residential cycle parking, applicants should use the standards contained within the [LTN1/20 Cycle infrastructure Design published by the Department of Transport](#) (see section 11.3 Table 11-1). These are also set out at Appendix 2 of this document.

Car parking

6.2 Non-residential car parking standards are set out at Appendix 3. These are unchanged from the Parking Provision Interim Policy 2008 as they are considered to remain up to date. This was a conclusion from a review of those standards by i-transport following a benchmarking exercise against other local authority parking standards (Parking Standards Review for Hart District Council, 22 March 2022). It should be noted that the non-residential parking standards differ depending on whether the development is within Zone 1 or not, Zone 1 being with 800m of Fleet or Hook Station, and 400m of Blackwater Station.

7.0 Documentation to support a Planning Application, Transport Assessments and Travel Plans

7.1 As a minimum, developers will be expected to submit the following information with a planning application, either within a Design and Access Statement (DAS), or within a Transport Assessment (TA):

- 1) A plan showing the location of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.
- 2) A plan showing where the unallocated parking will be accommodated (including where this is on-street).
- 3) A written statement setting out the design rationale for the car parking provision, and details of which spaces will be allocated or otherwise, and the management strategy.
- 4) Where unallocated parking is to be accommodated on the public highway – an assessment of the parking stress of the area and whether there is the capacity to accommodate additional on-street parking. Any parking surveys undertaken should include the following information:
 - Scaled plan indicating private accesses, on-street parking bays, unmarked roadside parking, waiting restrictions and public car

parks up to 100m distance from the proposed development.

- Information relating to the likely levels of car ownership amongst occupants.
 - An assessment of parking activity in an identified vicinity of the application site. This needs to be recorded regularly (on a typical day) and between 6am and 11pm one weekday and one weekend day by an independent assessor. The applicant will need to be able to demonstrate that the survey undertaken is fair and representative.
 - The survey results would be required to provide mapped records of the parked vehicles locations at each regular count interval and would need to be at a time unaffected by seasonal variations; and
 - Information relating to proximity of public transport.
- 5) For developments of more than 50 homes – evidence of correspondence with a car club operator regarding the feasibility of a car club for the site.
 - 6) For developments of older persons accommodation – a Transport Assessment (TA) setting out justification for the proposed parking provision.

7.2 There might be circumstances where the recommended parking standards are not appropriate and a developer should submit evidence to justify a higher or lower level of parking within a Transport Assessment (TA), taking into consideration the scale and location of the development; proportion of unallocated spaces and quality placemaking.

7.3 Key tools used to appraise and determine the transport impacts of a development proposal are Transport Assessments (TA) and Travel Plans (TP). [Hampshire County Council](#) as Highway Authority includes on its website details of when an assessment and plan may be required and the level of detail to be included.

7.4 These residential standards ensure that new developments provide the right amount (and type) of parking. However, there will be situations where a risk remains that developments could cause parking problems in surrounding areas. Developers remain responsible for mitigating this impact of their development.

7.5 These issues should be considered through the normal development management processes.

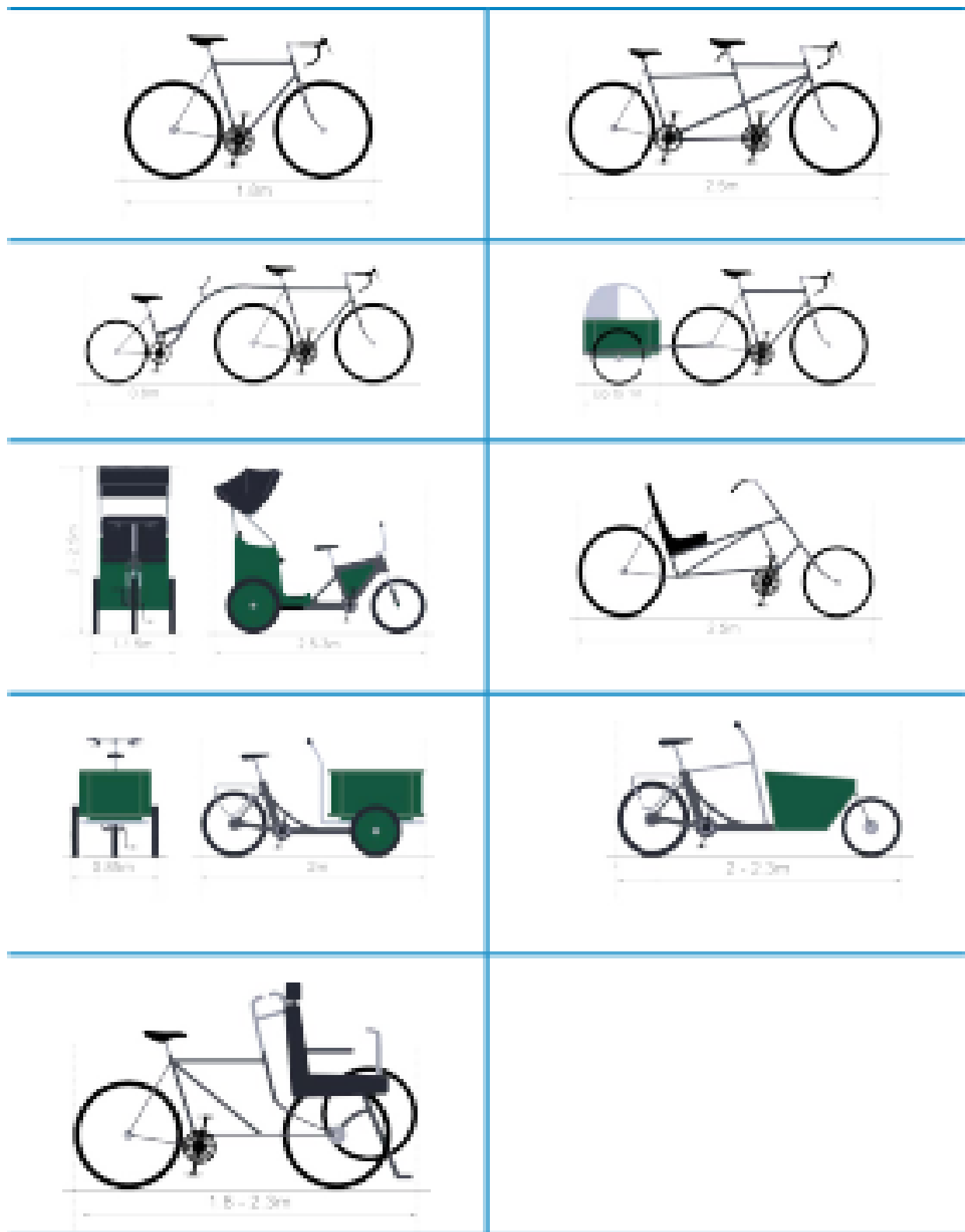
7.6 [Transport Assessments](#) (TA) detail the estimated impact of developments on the highway network and depending on the scale of development this may not be required although it may be necessary to reflect cumulative impacts. For residential developments an assessment is required for developments over 50 homes for further

details contact Hampshire Highways at highways.development.control@hants.gov.uk

7.7 [Travel Plans](#) aim to reduce the number of people travelling by car alone (TP) and to increase active travel and sustainable travel modes, for further details contact travelplans@hants.gov.uk

Appendix 1 Dimensions of cycles

Figure 5.3: Typical dimensions of cycles



Taken from [Cycle infrastructure design](#) (LTN 1/20)

Appendix 2 Non-residential cycle parking standards

Minimum Cycle Parking Standards for Non-Residential Uses (Source: LTN 1/20 Table 11-1)

Land Use Type	Sub-Category	Short stay requirement (obvious, easy to access and close to destination)	Long stay requirement (secure and ideally covered)
All	Parking for adapted cycles for disabled people	5 percent of total capacity co-located with disabled car parking	5 percent of total capacity co-located with disabled car parking
Retail	Small (less than 200 m ²)	1 per 100 m ²	1 per 100 m ²
Retail	Medium (between 200 and 1000 m ²)	1 per 200 m ²	1 per 200 m ²
Retail	Large (greater than 1000 m ²)	1 per 250 m ²	1 per 500 m ²
Employment	Office or Finance (Class A2 or B1)	1 per 1000 m ²	1 per 200 m ²
Employment	Industrial or warehousing (Class B2 or B8)	1 per 1000 m ²	1 per 500 m ²
Leisure and Institutions	Leisure centres, assembly halls, hospitals, and healthcare.	The greatest of - 1 per 50 m ² or 1 per 30 seats of capacity	1 per 5 employees
Leisure and Institutions	Educational Institutions		Separate provision for staff and students. Based on Travel Plan mode share target minimum Staff – 1 per 20 staff Students - 1 per 10 students

Appendix 3 Non-residential car parking standards

1. Commercial Development		
Type of Development	Zone 1	Elsewhere
B1(a) – Office	1:45 m ²	1:30 m ²
B1(b) or B1(c) – Research and Development or Light Industry	1:60 m ²	1:45 m ²
B2 – General Industry	1:60 m ²	1:45 m ²
B8 – Warehousing	1:90 m ²	1:90 m ²
2. Retail Development		
Type of Development	Zone 1	Elsewhere
Non-food retail and general retail (covered retail areas)	1:20 m ²	1:20 m ²
Non-food retail and general retail (uncovered retail areas)	1:20 m ²	1:20 m ²
Food retail	1:14 m ²	1:14 m ²
3. Education Establishments		
Type of Development	Zone 1	Elsewhere
Schools	1.5 spaces per classroom	1.5 spaces per classroom
16+ Colleges and Further Education colleges	1 space per 2 staff + 1 space per 15 students	1 space per 2 staff + 1 space per 15 students
Day nurseries/playgroups (private) and crèches	1 space per 1.33 FTE staff	1 space per 1.33 FTE staff
4. Health Establishments		
Type of Development	Zone 1	Elsewhere
Private hospitals, community and general hospitals, etc.	Determined within Travel Plan	Determined within Travel Plan
Health centres	5 spaces per consulting room	5 spaces per consulting room
Doctors, dentists or veterinary surgery	3 spaces per consulting room	3 spaces per consulting room

5. Care Establishments - public and private		
Type of Development	Zone 1	Elsewhere
Day centres for older people, adults with learning disabilities	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients
Homes for Children	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients
Family Centres	Staff: 1 space per 2 FTE Visitors: 1 space per 1 client	Staff: 1 space per 2 FTE Visitors: 1 space per 1 client
Residential units for adults with learning or physical disabilities	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Non-residential staff: 1 space per 2 FTE
6. Leisure, Assembly and Places of Public Assembly		
Type of Development	Zone 1	Elsewhere
Hotels/motels/guest houses/boarding houses	1 space per bedroom	1 space per bedroom
Eating and drinking establishments	1 space per 5 m ² dining area/bar area/dance floor	1 space per 5 m ² dining area/bar area/dance floor
Cinemas, multi-screen cinemas, theatres and conference facilities	1 space per 5 fixed seats	1 space per 5 fixed seats
Bowling centre, bowling greens	3 spaces per lane	3 spaces per lane
Sports halls	1 space per 5 fixed seats plus 1 space per 30 m ² playing area	1 space per 5 fixed seats plus 1 space per 30 m ² playing area
Swimming pools, health clubs/gymnasia	1 space per 5 fixed seats plus 1 space per 10 m ² open hall/pool area	1 space per 5 fixed seats plus 1 space per 10 m ² open hall/pool area
Tennis Courts	3 spaces per court	3 spaces per court
Squash Courts	2 spaces per court	2 spaces per court
Playing fields	12 spaces per ha of pitch area	12 spaces per ha of pitch area

Golf Courses	4 spaces per hole (with other facilities, club house, etc. treated separately)	4 spaces per hole (with other facilities, club house, etc. treated separately)
Golf Driving Ranges	1.5 spaces per tee/bay	1.5 spaces per tee/bay
Places of Worship	1 space per 5 fixed seats plus 1 space per 10 m ² open hall	1 space per 5 fixed seats plus 1 space per 10 m ² open hall
7. Motor Trade		
Type of Development	Zone 1	Elsewhere
Workshops – staff	1:45 m ²	1:45 m ²
Workshops – customers	3 spaces per service bay	3 spaces per service bay
Car sales – staff	1 space per FTE	1 space per FTE
Car sales – customers	1 space per 10 cars on display (applies to the number of cars on sale in the open)	1 space per 10 cars on display (applies to the number of cars on sale in the open)

Notes:

1. Zone 1 =
 - a. 400m around Blackwater Station
 - b. 800m around Fleet Station
 - c. 800m around Hook Station
2. All references to floorspace are gross external floorspace in square metres (m²)
3. Parking for disabled people should be additional to the maximum parking standards. Development proposals should provide adequate parking for disabled motorists, in terms of numbers and design. The British Standards Institution recommends that commercial premises should have one space for every employee who is a disabled motorist plus 5% of the total capacity for visitor parking should be designated as disabled parking, with a further 4% of the total visitors parking consisting of enlarged standard spaces.
4. For mixed use development, the gross floorspace given over to each use should be used to calculate the overall total maximum parking figure. Where a proposal involves the provision of an ancillary office within a development (i.e., within an industrial or warehousing unit) then car parking standard should be derived by calculating the relevant quantum for each element and adding them together.
5. The parking standards in categories 2 to 7 are **maxima**, but category 1 is the **minimum** standard that should be provided.