



# Cycle and Car Parking in New Development

Supplementary Planning Document (post consultation working draft)

November 2023



Planning Policy and Economic Development  
Hart District Council, Harlington Way, Fleet, GU51 4AE

If you have any queries or wish to view this document in  
an alternative format please contact:

**T: 01252 774118 / 01252 622122**

**E: [planningpolicy@hart.gov.uk](mailto:planningpolicy@hart.gov.uk)**

<b>Version 1</b>	<b>Consultation draft</b>	<b>May 2023</b>
<b>Version 2</b>	<b>Draft for Overview &amp; Scrutiny</b>	<b>November 2023</b>

## Contents

<b>Key messages</b> .....	1
1.0 Introduction .....	2
2.0 Background .....	3
Local context.....	3
National context .....	5
3.0 Hart district's characteristics .....	7
4.0 Residential cycle parking .....	10
5.0 Residential car parking .....	13
Car parking standards.....	13
Disabled parking .....	14
Older persons accommodation car parking standards .....	15
Car parking specifications.....	16
Disabled parking specifications.....	17
Electric vehicle charging points.....	18
Design and layout considerations .....	18
6.0 Non-residential parking standards .....	21
Cycle parking .....	21
Car parking .....	21
7.0 Documentation to support a Planning Application, Transport Assessments and Travel Plans.....	21
Appendix 1 Dimensions of cycles .....	24

Appendix 2 Residential cycle parking standards.....	25
Appendix 3 Non-residential cycle parking standards .....	26
Appendix 4 Residential car parking standards.....	27
Appendix 5 Non-residential car parking standards .....	28
Appendix 6 Vehicle Parking Stress Survey Guidance .....	34
Introduction .....	34
Undertaking a Survey .....	34
Type of Development.....	34
Additional survey times for all developments.....	35
Glossary .....	36

## **Key messages**

- **The Council has declared a climate change emergency with the ambition to make Hart district 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.**
- **There is an ever-evolving variety of transport options available to people, in addition to cars and cycles (for example, mobility scooters, motorcycles, electric scooters). Good**

**developments will provide convenient and secure storage space to facilitate those choices.**



## 1.0 Introduction

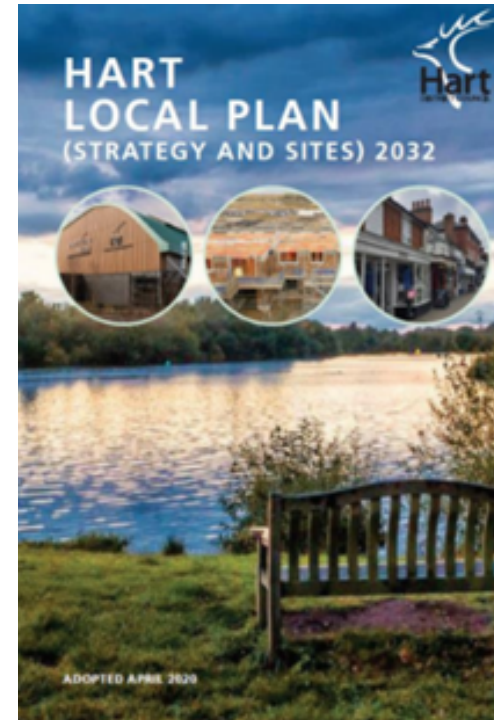
- 1.1 This Supplementary Planning Document (SPD) provides guidance on the provision of cycle and car parking with new development that requires planning permission (including development/changes of use of existing buildings).
- 1.2 The aim is to ensure that an appropriate level of well-designed vehicle 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 district including car ownership rates,
  - 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, 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 *[subject to adoption]* This SPD was adopted by Cabinet on [insert date] and is a material consideration in the determination of planning applications. It supersedes the [Cycle and Car Parking in New Development Technical Advice Note](#) that was endorsed, and in part adopted, on 4 August 2022

## 2.0 Background

### Local context

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, or as set out in Neighbourhood Plans’.



2.2 The SPD provides district wide guidance on parking standards and design in support of local plan policies referred to above. It is a material consideration in the determination of planning applications. In addition, there are several made **Neighbourhood Plans** across Hart district which form part of the development plan for the area, some of which include parking policies and standards. Planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. If there is a conflict between a made Neighbourhood Plan and this SPD, for



example there are different standards for the quantum of car parking, the neighbourhood plan policy will generally take precedence. Due weight will be given to relevant policies in existing plans according to their consistency with the National Planning Policy Framework.

2.3 The Council's [Corporate Plan 2023/2027](#), approved February 2023 which includes a commitment to:

- Encourage more cycling and walking in the district by extending the Green Grid network and working with Hampshire County Council and others to improve infrastructure and reduce barriers to walking and cycling.

2.4 Safe and secure cycle parking with new development will help to reduce barriers to cycling.

2.5 The ambition for the Green Grid is to provide 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.

2.6 In partnership with Hampshire County Council, Hart has commissioned 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. This is due to be adopted by the end of 2023. The Council will also have regard to opportunities to improve cycling and walking infrastructure identified in Neighbourhood Plans. Development may be required to provide contributions towards delivery of the walking and cycling infrastructure identified in the LCWIP.

2.7 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.

2.8 Hampshire County Council is preparing a new Local Transport Plan (LTP4) with a vision for the county's transport and travel infrastructure to 2050. The draft plan contains several relevant policies which aim to:

- Put climate change at the heart of decision making,
- Support communities to live locally,
- Improve air quality, and
- Prioritise walking and cycling over private car use.

### National context

2.9 The [National Planning Policy Framework](#) (NPPF) published in September 2023 refers at paragraph 107 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.

2.10 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](#).

2.11 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.

2.12 The elements of the NPPF referred to in previous paragraphs 2.9 to 2.11 have been retained in proposed changes to the NPPF published for consultation in December 2022.

2.13 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.

2.14 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](#)

2.15 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.”

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

2.17 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](#).

2.18 Reference to 15-minute cities / 20-minute neighbourhoods has been highlighted over the past few years 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

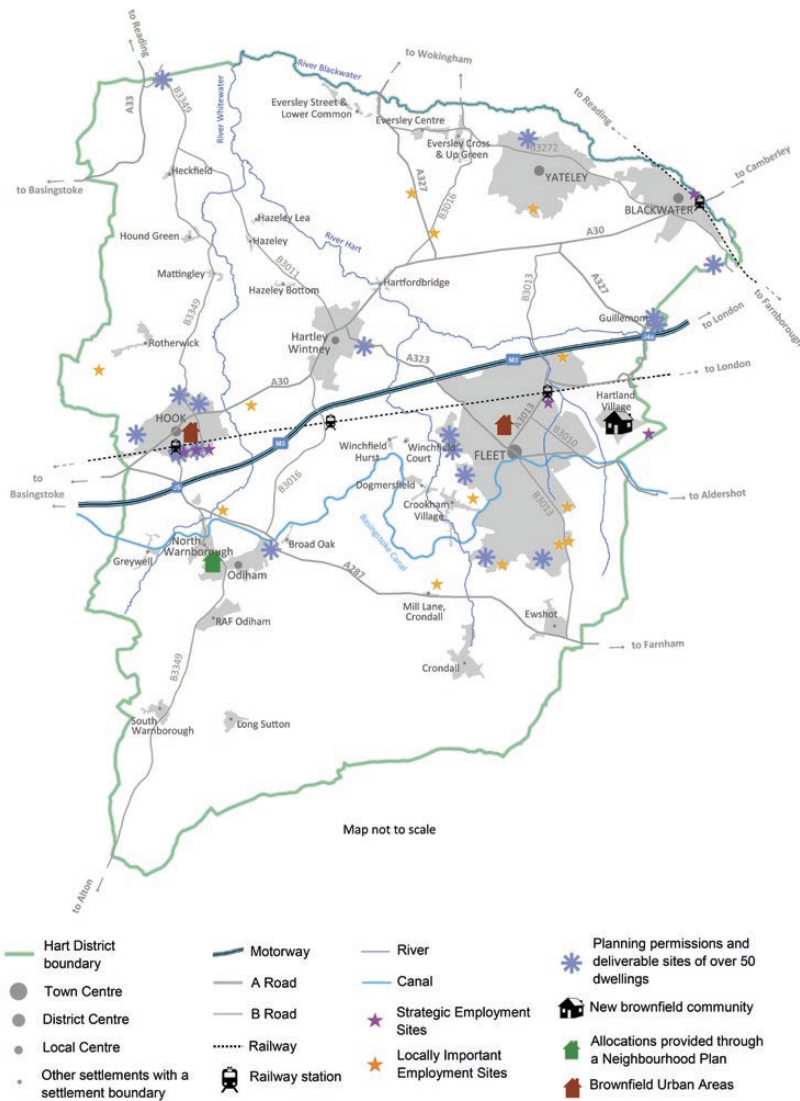
car before continuing a longer distance commute are now more likely to be working at home some or all of the week. Here lies a major opportunity to encourage parents and their children to walk or cycle to and from school. However, this will only happen if street design invites walking and cycling, making it an 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.

- 2.19 Active Travel England (ATE) is the government's executive agency responsible for making walking, wheeling and cycling the preferred choice for everyone to get around in England. As of 1 June 2023, ATE is a statutory consultee on all planning applications for developments equal to or exceeding 150 homes, 7,500 m<sup>2</sup> of floorspace or an area of 5 hectares.
- 2.20 New [Building Regulations](#) which took effect in June 2022 mean that new homes and buildings in England will be required by law to install electric vehicle charging points.
- 2.21 The remainder of this SPD 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:
- 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.
- 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 (including main transport links) and facilities.
- 3.3 The Hart Local Plan (policy SS1) focusses new development to be within defined settlements which are spread around the district.
- 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. Table 1 shows that in Hart, 92% of households own at least one car, compared to 87% for Hampshire, and 83% for the South-East.

**Table 1: 2021 Census – Car/Van availability (households)**

Location	No cars	1 car or van	2 cars or vans	3 cars or vans	4 or more cars or vans
Hart	8%	35%	40%	11%	6%
Hampshire	13%	39%	34%	9%	4%
Southeast	17%	41%	31%	8%	4%

Source: Census 2021, TS045 – Car or van availability

3.9 Car ownership rates in Hart district increased between 2011 and 2021 from an average of 1.67 cars per households to 1.73 cars per household (2011 and 2021 Census data). However, future growth is predicted to be at a lower rate, reflecting the already high car ownership rates (and therefore less room for growth). For further information see: *Parking Standards Review for Hart District Council, i-Transport, 22<sup>nd</sup> March 2022*, available on request (please email [planningpolicy@hart.gov.uk](mailto:planningpolicy@hart.gov.uk) ).

3.10 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,
- fewer young people choosing to own a car,

- increase in opportunities for shared mobility – this includes shared rides; cars; cycles and scooters including electric cycles 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, and
    - 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 cycles also reinforces the need for secure parking options). Secure cycle parking has the following attributes:

4.3 Roads, paths and layouts that encourage walking and cycling are also needed. As part of the 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. Guidance on the design of pedestrian and cycle routes is set out in [Local Transport Note \(LTN\) 1/20](#).

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. In addition, 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' cycles and electric cycles,
- means of charging electric cycles,
- space for secure storage both covered / lock-able,
- provision for different types of cycles – cargo cycles; adapted cycles. For typical dimensions of different types of cycles 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, and

- To encourage residents to ride their cycle instead of using their car, cycle storage must be conveniently located and readily accessible. At least one secure cycle space must be close to the front door of the property. Others could be included within a suitable garage or shed/storage space.

- 4.6 For residential developments secure parking may be achieved by installing specialised storage or a small permanent cycle stand. If cycle parking is provided in back gardens it 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.
- 4.8 Where there are communal areas and open spaces within a larger development, a cycle 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 1 Sheffield Stands



Figure 2 Example of covered cycle storage





Figure 3: Example of covered cycle storage

4.9 The standards below are the minimum number of cycle parking spaces required. One space means that one bicycle can be secured. A cycle 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 a 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 cycle 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 cycle 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 cycle, and adapted cycles. 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 justify a departure from the guidance and 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 (number of spaces)

**1 bedroom home:** 1.0 allocated and 1.0 unallocated

**2 bedroom home:** 2.0 allocated and 0.5 unallocated

**3 bedroom home:** 2.0 allocated and 1.0 unallocated

**or** 3.0 allocated and 0.5 unallocated

**4 bedroom home:** 3.0 allocated and 0.5 unallocated

**5 bedroom 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 total requirement for the development 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.

New paragraph: For 3-bedroom homes either car parking standard can be used. It is for the applicant to demonstrate which standard is most appropriate and results in the best design solution.

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 will be treated as bedrooms for the purposes of applying the parking standards unless it is clear from the planning application and any supporting evidence that the room is unlikely to be used as a bedroom.

#### 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.
- For further information see the “Disabled parking specifications...” in Paragraph 5.18.

### 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 who are mobile and active to more specialised accommodation with varying degrees of support or care. Car ownership is typically higher in relation to self-contained older persons accommodation and declines significantly once older people reside in care homes. This view is 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 be 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 (width x length):

Standard parking space	2.5m x 5.0m
Parallel parking space	2.0m x 6.0m
Tandem (2 cars)	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. This is because they are typically used for storage. Garages do, however, provide useful space for the ever-changing variety of other transport options including larger vehicles such as mobility scooters, powered two wheelers, tricycles etc.

5.13 Double garages count as one parking space if they have a clear internal dimension of 6.0m x 7.0m. Access to the garage should be wide and convenient for easy use with modern cars.

5.14 Car ports are counted as a parking space if the parking space meets the minimum dimensions set out above, and 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 Parallel car parking spaces are those provided parallel to the highway/pavement and so do not need to be as wide as normal spaces.

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

5.17 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. Tandem parking (one vehicle behind another) will only be acceptable for individual properties.

### Disabled parking specifications

5.18 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

5.19 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.

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

5.21 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.

5.23 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

5.24 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 and informed by site specific context and characteristics in order to optimise convenience for users of electric cars (there could be other factors that influence the location of

charging points such as the need to avoid or mitigate harm to heritage assets). Part S currently applies to:

- new residential and non-residential buildings;
- buildings undergoing a material change of use to dwellings, such as converting a barn into a home;
- residential and non-residential buildings undergoing a major renovation where 10 or more dwelling are being created; and
- mixed-use buildings that are either new or undergoing a major renovation.

### Design and layout considerations

5.25 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 and dimensions 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 based (see paragraph 7.1(4)). The nature of some roads, for example rural lanes, may mean reliance on on-street parking is inappropriate on highway safety grounds.

- 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 or other uses into an HMO (House of Multiple Occupation) one space per bedroom will be required.
- e) where there is 'off-plot' 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 emergency vehicles and refuse vehicles.
- h) The design of unallocated parking should make it clear where it is appropriate to park and prevent or discourage 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, lit to British Standard (BS) 5489-1:2020, overlooked, and attractive.
- k) Where parking is to be within the public realm or a parking court it must:
  - be secure;
  - 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 to British Standard (BS) 5489-1:2020;
- have convenient pedestrian connections to the properties being served. Residents must be able to get to the front door of their home safely and conveniently from their allocated parking spaces. 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 lit to British Standard (BS) 5489-1:2020; and
- properties with car parking spaces allocated within a parking courtyard must also be designed so that appropriate amenity/defensible space is achieved between the car parking spaces and the building and that appropriate and secure boundary treatments and access/egress points (e.g. a key operated lockable gate) are implemented to enable direct rear access into the home via a kitchen, utility room or hallway. Direct access via a lounge and/or patio doors is not acceptable.

otherwise result in the loss of front gardens to parking without planning permission.

5.26 In order to maintain the design quality of a new development, the Council may use planning conditions to remove permitted development rights which would

## 6.0 Non-residential parking standards

### Cycle parking

- 6.1 For non-residential cycle parking, applicants should use the minimum standards contained within the [LTN1/20 Cycle Infrastructure Design published by the Department of Transport \(section 11.3 Table 11-1\)](#). These are also set out at Appendix 3 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 With regards to car and cycle parking, 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 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 existing vehicular accesses, on-street parking bays, unmarked roadside parking and waiting restrictions.
  - Information relating to the likely levels of parking demand generated by the development. This will usually be those generated by the standards set out in this SPD.
  - An assessment of parking stress in an identified vicinity of the application site. This needs to be recorded regularly during the week, within school term time, when the highest number of residents are at home, generally in the late afternoon and evening, and between 11pm and 6am 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 parking stress 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.
- Further information in relation to the Council's requirements for a Vehicle Parking Stress Survey is set out at Appendix 6.
- 5) For developments of 50 homes or more – 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 may 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; accessibility to public transport; 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) should be commensurate with the scale of the proposed development, detail the estimated impact of developments on the highway network and identify any mitigation required. For residential developments an assessment is required for developments over 50 homes for further details contact Hampshire Development Planning at [highways.development.control@hants.gov.uk](mailto:highways.development.control@hants.gov.uk)

New paragraph:

Hampshire's Development Planning Team also offer a pre-application service which can be useful for developers to access bespoke advice on their application. More information is available via the following link: [Pre-application advice | Hampshire County Council \(hants.gov.uk\)](#)

- 7.7 [Travel Plans](#) (TPs) aim to reduce the number of people travelling by car alone and to increase active travel and sustainable travel modes. They can also demonstrate how development can reduce its carbon impact. For further details contact [travelplans@hants.gov.uk](mailto:travelplans@hants.gov.uk)



## Appendix 1 Dimensions of cycles

Figure 5.2: Typical dimensions of cycles



Taken from [Cycle Infrastructure Design](#) (LTN 1/20)

## Appendix 2 Residential cycle parking standards

Number of bedrooms	Number of Allocated Spaces (minimum)
1 bedroom home	2
2 bedroom home	3
3 bedroom home	4
4 bedroom home	5
5 bedroom home	6

**Notes**

- 1 space must be close to the front door
- 1 space should be able to accommodate a non-standard 'cargo' cycle (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 cycle

## Appendix 3 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)
<b>All</b>	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
<b>Retail</b>	Small (less than 200 m <sup>2</sup> )	1 per 100 m <sup>2</sup>	1 per 100 m <sup>2</sup>
<b>Retail</b>	Medium (between 200 and 1000 m <sup>2</sup> )	1 per 200 m <sup>2</sup>	1 per 200 m <sup>2</sup>
<b>Retail</b>	Large (greater than 1000 m <sup>2</sup> )	1 per 250 m <sup>2</sup>	1 per 500 m <sup>2</sup>
<b>Employment</b>	Office, financial and professional services, research and development, industrial processes akin to previous B1c use class) (Class E)	1 per 1000 m <sup>2</sup>	1 per 200 m <sup>2</sup>
<b>Employment</b>	Industrial or warehousing (Class B2 or B8)	1 per 1000 m <sup>2</sup>	1 per 500 m <sup>2</sup>
<b>Leisure and Institutions</b>	Leisure centres, assembly halls, hospitals, and healthcare.	The greatest of - 1 per 50 m <sup>2</sup> or 1 per 30 seats of capacity	1 per 5 employees
<b>Leisure and Institutions</b>	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 4 Residential car parking standards

Number of Bedrooms	Number of Allocated Spaces	Number of Unallocated Spaces	Total provision
1 bedroom home	1	1	2
2 bedroom home	2	0.5	2.5
3 bedroom home	2	1	3
<b>OR</b>	3	0.5	3.5
4 bedroom home	3	0.5	3.5
5 bedroom home	3	1	4

**Notes:**

- 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 total requirement for the development will always be rounded up to a whole number.

## Appendix 5 Non-residential car parking standards

<b>1. Commercial Development</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
Office (other than financial and professional services)	1:45 m <sup>2</sup>	1:30 m <sup>2</sup>
Research and Development or Light Industry	1:60 m <sup>2</sup>	1:45 m <sup>2</sup>
General Industry	1:60 m <sup>2</sup>	1:45 m <sup>2</sup>
Warehousing	1:90 m <sup>2</sup>	1:90 m <sup>2</sup>
<b>2. Retail Development</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
Non-food retail and general retail (covered retail areas)	1:20 m <sup>2</sup>	1:20 m <sup>2</sup>
Non-food retail and general retail (uncovered retail areas)	1:20 m <sup>2</sup>	1:20 m <sup>2</sup>
Food retail	1:14 m <sup>2</sup>	1:14 m <sup>2</sup>
<b>3. Education Establishments</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
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
<b>4. Health Establishments</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
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



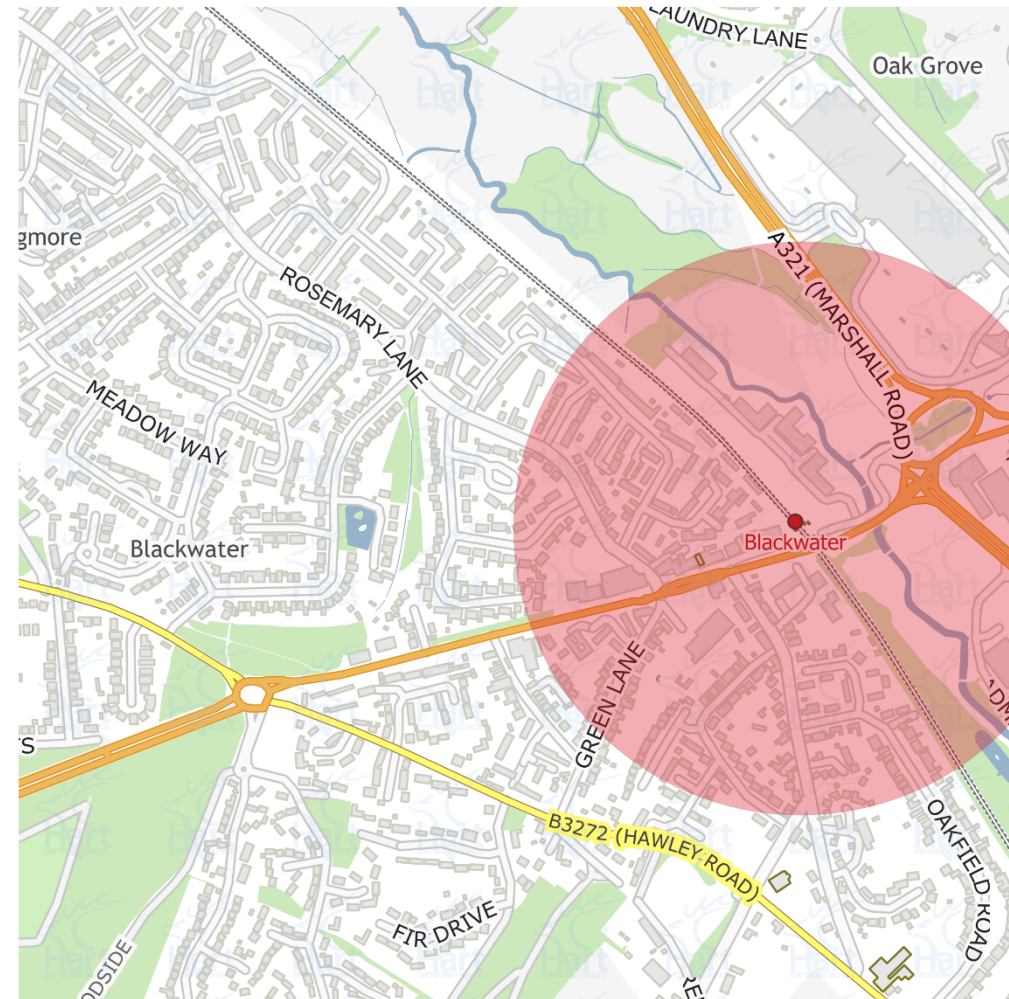
<b>5. Care Establishments - public and private</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
Day centres for older people, adults with learning disabilities	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients
Homes for Children	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 Visitors: 1 space per 4 clients
<b>6. Leisure, Assembly and Places of Public Assembly</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
Hotels/motels/guest houses/boarding houses	1 space per bedroom	1 space per bedroom
Eating and drinking establishments	1 space per 5 m <sup>2</sup> dining area/bar area/dance floor	1 space per 5 m <sup>2</sup> 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 <sup>2</sup> playing area	1 space per 5 fixed seats plus 1 space per 30 m <sup>2</sup> playing area
Swimming pools, health clubs/gymnasia	1 space per 5 fixed seats plus 1 space per 10 m <sup>2</sup> open hall/pool area	1 space per 5 fixed seats plus 1 space per 10 m <sup>2</sup> 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 <sup>2</sup> open hall	1 space per 5 fixed seats plus 1 space per 10 m <sup>2</sup> open hall
<b>7. Motor Trade</b>		
<b>Type of Development</b>	<b>Zone 1</b>	<b>Elsewhere</b>
Workshops – staff	1:45 m <sup>2</sup>	1:45 m <sup>2</sup>
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 (m<sup>2</sup>)
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.
6. Parking standards for schools apply to school staff, not to parents or carers.

## Zone 1: 400m around Blackwater Station

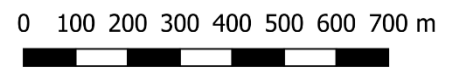
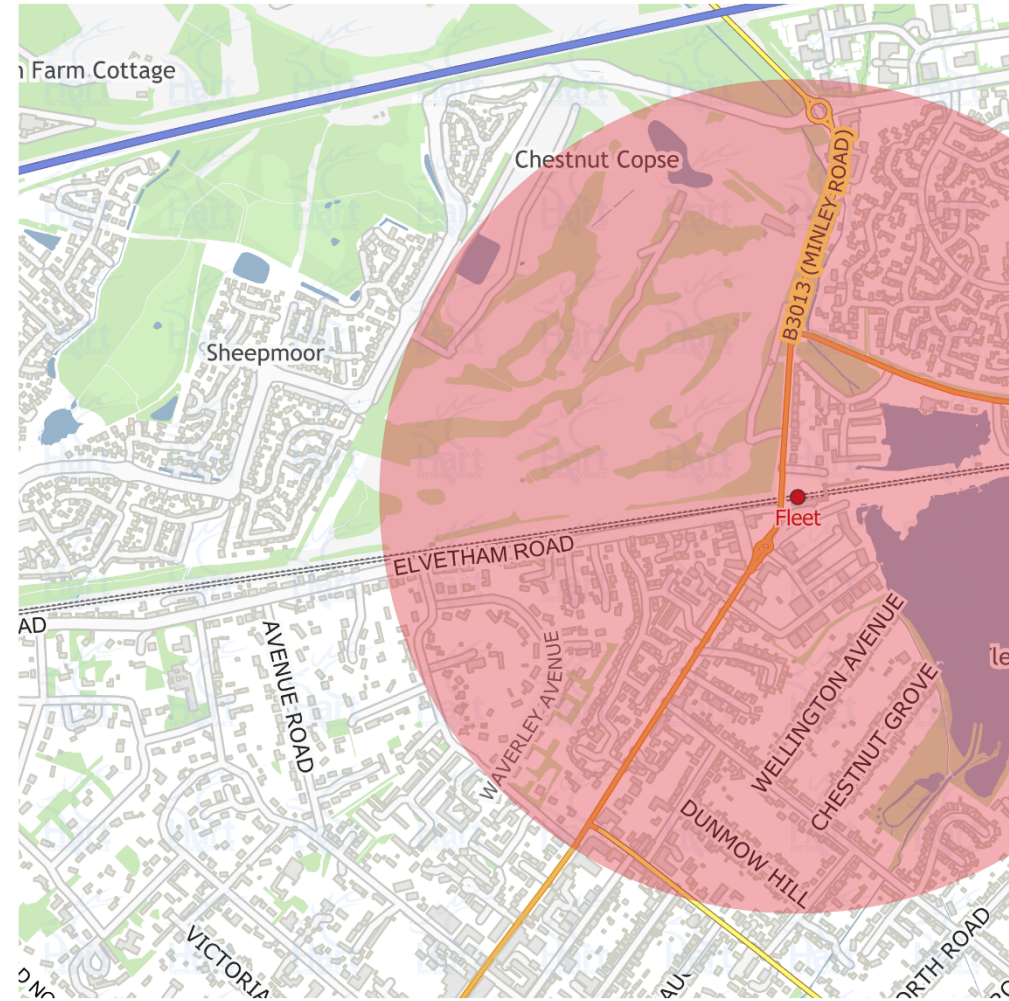


0 100 200 300 400 500 m



Reproduced from the Ordnance Survey map with the permission of the Controller of Her Majesty's Stationery Office. Any use that infringes Crown Copyright and may lead to prosecution or civil proceedings.

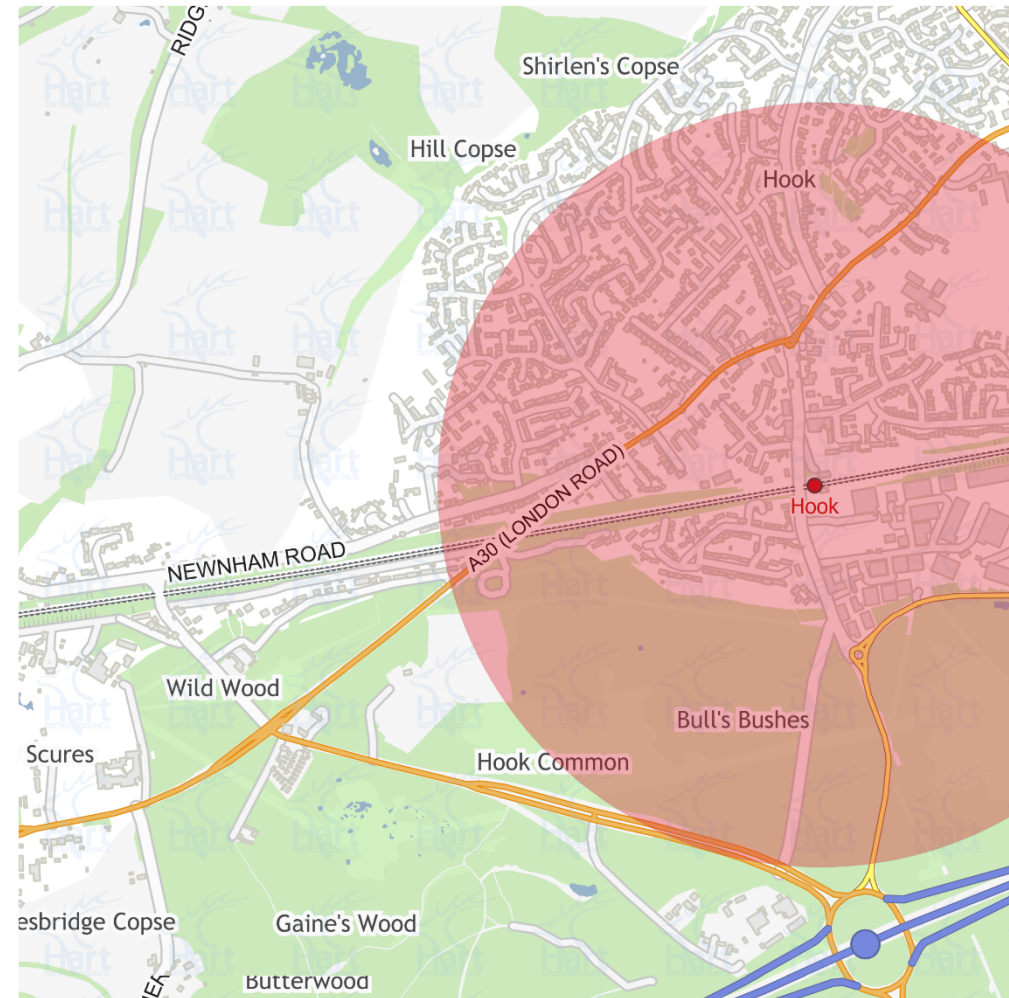
## Zone 1: 800m around Fleet Station



Reproduced from the Ordnance Survey map with the permission of the Controller of Her Majesty's Stationery Office. Any use that infringes Crown Copyright and may lead to prosecution or civil proceedings.



## Zone 1: 800m around Hook Station



0 100 200 300 400 500 600 700 m



Reproduced from the Ordnance Survey map with the permission of the Controller of Her Britannic Majesty's Stationery Office. Any unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings.



## Appendix 6 Vehicle Parking Stress Survey Guidance

*[Work in progress]*

### Introduction

1. Development's potential to increase the amount of on-street vehicular parking is more commonly known as parking stress. High levels of vehicular parking stress can adversely affect highway safety, the free flow of traffic, amenity, access by emergency services, refuse collection and servicing and the delivery of goods. Therefore, the Council's analysis of these impacts forms an important part of the Council's assessment of development proposals and requires applicants to submit full and robust information in this regard. An unacceptable increase in vehicular parking stress, or the submission of an insufficient level of information could lead to a recommendation for refusal of a planning application.
2. The requirement for a vehicular parking stress survey is not restricted to development proposals for residential use alone. Sometimes they may be required for commercial uses, depending on their scale and nature. Submitting a survey assists the Council in making an informed and timely decision and this in turn will benefit applicants.

3. It is important to note that even for developments where on-site parking is proposed this may not accommodate all vehicles generated by a development, so a parking survey may still be required. An assessment of potential vehicle ownership of future occupants is expected to be undertaken to understand the scale of any overspill parking. This is to be based on the parking standards within this SPD or local census information for car and van ownership. The cumulative effect of other consented development in the immediate area should also be taken into account when assessing the effect of vehicular parking on street.

### Undertaking a Survey

4. The following guidance should be followed when undertaking a survey. If it is not followed the Council may not be able to make a full and proper assessment of the proposed development

### Type of Development

#### ***Residential Developments***

5. The Council requires a vehicular parking survey to cover the area where residents of a proposed development may want to park. This generally covers an area of 200m (or a 2 minute walk) around a site. For further detail see 'Extent of survey' below.
6. The survey should be undertaken regularly, during the week when the highest number of residents are at home, generally late in the afternoon and evening. A

snapshot survey between the hours of 2300-0600 should also be undertaken on one weekday and one weekend day.

### **Commercial Developments**

7. Surveys for commercial developments should cover an area within 500m walking distance (or a 5 minute walk) of a site. For further detail, see 'Extent of survey' below. Surveys should generally be done during proposed opening hours on an hourly beat basis.
8. Excluding the extent and time of the surveys the same principles apply as a survey for a residential development as set out below, but applicants should contact the Case Officer dealing with their planning application for clarification if required.

### **Additional survey times for all developments**

9. Additional survey times may be necessary where the development site:
  - is a town centre location;
  - has regular specific uses close to the site (e.g. place of worship, education etc.);
  - has commercial uses close to the site;
  - is close to railway stations/areas of commuter parking.
10. In the above circumstances, developers should contact the Case Officer dealing with their planning application

for further advice regarding the scope of the parking survey.

11. Surveys ***should not*** be undertaken:

- in weeks that include Public Holidays and school holidays, and it is advised that weeks preceding and following holidays should also be avoided;
- on or close to a date when an event is taking place locally since this may impact the results of the survey.

**12. In some cases, the hours of the survey may need to be extended or amended. Applicants should contact the Council prior to undertaking a survey for the avoidance of doubt.**

## Glossary

### *[Work in progress]*

**Car club** - A car club is a service that allows its members to hire a car for short-term use enabling members to have the option of using a car from time to time without having to own one.

**Carbon emissions** – Carbon emissions refers to Carbon Dioxide/CO<sup>2</sup> which is a greenhouse gas linked to climate change.

**Carbon neutral** - A person, organisation, or company is carbon neutral if they balance the Carbon Dioxide/ CO<sup>2</sup> they release into the atmosphere through their everyday activities with the amount they absorb or remove from the atmosphere. This is also called net zero carbon emissions or net zero carbon, because overall no carbon dioxide is added to the atmosphere.

**Development Plan** - Is defined in section 38 of the Planning and Compulsory Purchase Act 2004, and includes adopted local plans, neighbourhood plans that have been made and published spatial development strategies, together with any regional strategy policies that remain in force. Neighbourhood plans that have been approved at referendum are also part of the development plan, unless the local planning authority decides that the neighbourhood plan should not be made.

**Electric Vehicle Charging Points /Electric Car Charging Points** – A ‘plug’ style point where electric powered vehicles can recharge their batteries.

**Highway** – A transport corridor that is commonly used for motorised vehicles, walking, and cycling. The highway includes footways, the road, bus lanes, and cycle paths (not just the road carriageway). A highway ‘corridor’ is any continuous length of highway, usually between two significant intersections. Several highway corridors are referred to as the highway network

**LCWIP** – Local Cycling and Walking Infrastructure Plan

**Mixed Use Development** – Development which involves more than one land use. For example, retail and residential (shops with flats above them) or industrial and residential.

**Modal Shift** – The term used to describe a change in the mode/type of transport used, for example mode shift would be used to describe a change from car use to bus use.

**Mode Share** – This is a figure represented as a percentage and describes how many people use a given mode/type of transport within an area or at a specific surveyed point.

**National Planning Policy Framework (NPPF), 2023** – Sets out the Government’s planning policies for England and how these are expected to be applied.

**Neighbourhood Plan** - A neighbourhood plan should support the delivery of strategic policies set out in the local plan or spatial development strategy and should shape and direct development that is outside of those strategic policies (as outlined in paragraph 13 of the NPPF, 2021). The plan should contain policies for the development and use of land.

**Parking Management Plan** – A Parking Management Plan is a long-term strategy for allocating, managing, and monitoring parking provision (allocated and unallocated).

**Pedestrian** – Includes those using wheelchairs and mobility scooters as well as people on foot.

**Placemaking** – Shaping public spaces and new developments through high quality planning, design, delivery and management.

**Supplementary Planning Document (SPD)** – A document which provides additional guidance and information in relation to the policies set out in Development Plan Documents. They do not form part of the Development Plan and are not subject to an independent examination but they are material considerations in the determination of planning applications.

**Sustainable Travel** – Modes of transport which are considered to promote the sustainability (long-term successful functioning) of the transport network, e.g. walking, cycling, and public transport use.

**Transport Assessment** – A document which details the estimated impact of a development on the highway network. The assessment studies existing transport infrastructure and the current traffic situation. It predicts the effect that the proposed development would have. For further information refer to Hampshire County Council's website [Transport assessments | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/transport-assessments)

**Travel Plan** – A strategy document (including a package of measures) to be implemented when a development is in place to manage travel to and from the site, reduce transport impacts of that development, and encourage more sustainable modes of transport such as walking, cycling, bus usage or car sharing on an ongoing basis. It should be reviewed and amended throughout the life of the development. Travel plans are required for all planning

applications where a Transport Assessment is required. The exception is residential applications where a travel plan is required for an application of 100 or more households. For further information refer to Hampshire County Council's website [When is a travel plan required? | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/when-is-a-travel-plan-required)

**15 Minute Cities/20 Minute Neighbourhoods** - A way of describing a complete, compact and connected neighbourhood, where people can meet their everyday needs within a short walk or cycle. The concept presents multiple benefits including boosting local economies, improving people's health and wellbeing, increasing social connections in communities, and tackling climate change.