



Neath Port Talbot County Borough Council

Local Development Plan 2011 - 2026

Parking Standards Supplementary Planning Guidance (October 2016)



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Note to Reader

This document supplements and explains the policies in the Local Development Plan (LDP). The LDP was adopted by the Council on 27th January 2016 and forms the basis for decisions on land use planning in the County Borough up to 2026.

This Supplementary Planning Guidance (SPG) has been prepared following a public consultation exercise that was undertaken in the Summer of 2016 and the guidance was adopted by the Council's Economic and Community Regeneration Cabinet Board on 28th October 2016.

While only policies in the LDP have special status in the determination of planning applications, the SPG will be taken into account as a material consideration in the decision making process.

This SPG is also available in Welsh, either to download or by request. Should you need this document in another format, then please contact the LDP team at ldp@npt.gov.uk or **[01639] 686821**.

Note to Reader

Supplementary Planning Guidance: Parking Standards (October 2016)

1 Introduction

1.0.1 This Supplementary Planning Guidance (SPG) provides information about the standards that will need to be achieved in respect of parking provision across Neath Port Talbot setting out the relevant matters that will need to be taken into consideration when developments are being planned. As such, this document provides for a transparent and consistent approach to the provision of parking facilities associated with new developments and changes of use. It also provides guidance on the submission of travel plans and sustainability considerations that will inform developers, designers and builders what is expected of them, and from them, at an early stage of the development process.

1.0.2 The NPT Parking Standards presented encapsulate the CSS Wales' Wales Parking Standards⁽¹⁾ and should be read in conjunction with the Joint Transport Plan (JTP)⁽²⁾, the Local Development Plan (LDP)⁽³⁾ and other relevant SPG. It should be noted that there are minor modifications to the CSS 2014 Standards to suit the requirements of Neath Port Talbot CBC for the purpose of this SPG.

1.0.3 Chapter 2 of the document sets out the wider policy context, Chapter 3 establishes the scope of the application of parking standards in Neath Port Talbot, while Chapter 4 details the parking requirements according to land use and location, listing requirements for commercial vehicles, cars, motor cycles and cycles.

1.0.4 The NPT Parking Standards will inform observations made by the Highway Authority on planning applications received and the standards will ultimately be afforded weight as a material consideration in the determination of planning applications.

1 CSS Wales - Wales Parking Standards (2014).

2 Joint Transport Plan for South West Wales (2015-2020).

3 Neath Port Talbot County Borough Council Local Development Plan (2011-2026) Adopted January 2016.

1 . Introduction

2 National, Regional & Local Policy Context

2.1 National Policy

Planning Policy Wales Edition 8 (2016)

2.1.1 The Welsh Government's land use planning policies are set out in Planning Policy Wales (PPW) Edition 8 (2016) which provides the policy framework for the effective preparation of LDPs. PPW is supplemented by a series of Technical Advice Notes (TANs).

2.1.2 In particular regard to parking provision, PPW states '*Car parking provision is a major influence on the choice of means of transport and the pattern of development. Local authorities should ensure that new developments provide lower levels of parking than have generally been achieved in the past. Minimum parking standards are no longer appropriate. Local authorities should develop an integrated strategy on parking to support the overall transport and local policies of the development plan*⁽⁴⁾.

Technical Advice Note (TAN) 18: Transport (2007)

2.1.3 TAN18 supplements PPW and requires Local Planning Authorities to pursue a coordinated approach to parking provision at both regional and local levels. Regional parking frameworks should be developed to support both the transport strategy of the region and the development strategies of the corresponding development plans.

2.1.4 TAN18 states '*Maximum car parking standards should be used at regional and local level as a form of demand management*⁽⁵⁾ and, that for new development, regard should be given to alternative transport modes, economic objectives, public and shared parking arrangements.

Wales Parking Standards (2014)

2.1.5 The Wales Parking Standards document was prepared by CSS Wales on behalf of all Welsh Unitary Authorities and the four regional transport consortia. Its aim is to:

- Assist developers, designers and builders in the preparation and submission of planning applications; and
- Achieve a common approach to the provision of vehicle parking facilities associated with new development and change of use.

2.1.6 Previously, the underlying rationale for the South Wales Parking Guidelines Revised Edition of 1993 (*along with the corresponding documentation relating to North Wales*), prepared by the Standing Conference on Regional Policy, was to provide sufficient parking to avoid the need for vehicles to park on-street and thereby cause congestion, danger and visual intrusion.

4 Paragraph 8.4.2 PPW Edition 8 (2016) - Welsh Government.

5 Paragraph 4.6 TAN18 (2007) - Welsh Government.

2 . National, Regional & Local Policy Context

2.1.7 Since 1993, fundamental changes in the national planning framework and transport policy have taken place with the publication of PPG13 (in England) in 1994, the Environment Act 1995, the Road Traffic Reduction Acts 1997 and 1998, A New Deal for Transport: Better for Everyone and Transporting Wales into the Future (1998), PPW (various editions), TAN 18 in 2007 and Manual for Streets in 2007.

2.1.8 A fundamental departure from previous practice is the Wales Parking Standards' requirement for Local Authorities to introduce a system of zones for parking purposes into their LDPs. This document lays out six such zones, each with differing designated levels of parking requirement for development management purposes. It is the responsibility of individual Local Authorities to decide which of these zones are applicable and where the zone boundaries should be drawn within their area.

2.1.9 This new approach to transport, with the change from predicting and providing for cars to managing traffic and reducing car dependency, means a new role for parking provision and control which this revision has been prepared to address. The aim as previously remains to ensure that new development or a change of use is accompanied by sufficient parking space for private cars and service vehicles to avoid the need for vehicles to park on-street and thereby cause congestion, danger and visual intrusion.

2.1.10 This guide is therefore intended to cover all built up and rural areas in order to facilitate the application of appropriate and sufficient levels of parking requirement in all circumstances.

2.2 Regional Policy

Joint Transport Plan for South West Wales (2015-2020)

2.2.1 The Joint Transport Plan for South West Wales (JTP) is the result of joint working between four local authorities comprising Carmarthenshire, Neath Port Talbot, Swansea and Pembrokeshire. The Plan shapes the transport policy in the region for the period 2015-2020 and beyond.

2.2.2 The vision is to improve transport and access within and beyond the region to facilitate economic regeneration, reduce deprivation and support the development and use of more sustainable and healthier modes of transport. To deliver this vision the JTP identifies strategic objectives, a long term strategy and a programme of projects to deliver the strategy and objectives.

2.3 Local Policy

Neath Port Talbot County Borough Council Local Development Plan (LDP) (2011-2026)

2.3.1 Adopted by the Council in January 2016, the LDP guides the future development of the area, providing a clear vision for the County Borough setting out where, when and how much new development can take place over a 15 year period (2011-2026).

2.3.2 This document supplements Strategic Policy SP20 'Transport Network' and Policy TR2 'Design and Access of New Development'.

2.3.3 Strategic Policy SP20 Transport Network

Policy SP 20

Transport Network

The transport system and infrastructure will be developed in a safe, efficient and sustainable manner through the following measures:

1. Implementing key transport projects and supporting schemes identified in the Joint Transport Plan;
2. Promoting connectivity and access to public transport through improving bus and rail facilities;
3. Supporting enhancements to the walking and cycling network;
4. Promoting park and share schemes along key highway routes;
5. Promoting efficient use and links to the transport network through the identification of a road hierarchy;
6. Restricting development which would have an unacceptable impact on highway safety;
7. Requiring development proposals to be designed to provide safe and efficient access and promote sustainable transport;
8. Requiring appropriate parking provision;
9. Facilitating movement of freight by means other than road.

LDP Objectives: OB 2, OB 21 and OB 22

2 . National, Regional & Local Policy Context

2.3.4 Policy TR2 Design and Access of New Development

Policy TR 2

Design and Access of New Development

Development proposals will only be permitted where all of the following criteria, where relevant, are satisfied:

1. The development does not compromise the safe, effective and efficient use of the highway network and does not have an adverse impact on highway safety or create unacceptable levels of traffic generation;
2. Appropriate levels of parking and cycling facilities are provided and the access arrangements for the site allow for the safe manoeuvring of any service vehicles associated with the planned use;
3. The development is accessible by a range of travel means, including public transport and safe cycle and pedestrian routes;
4. Transport Assessments and Travel Plans are provided for developments that are likely to create significant traffic generation.

3 Application of Parking Standards

3.0.1 The Council, through this SPG, adopts the CSS Wales' Wales Parking Standards 2014 as the standards on which to base the NPT Parking Standards. Consequently, this document replaces the previous standards used by this Council⁽⁶⁾. This SPG sets out detailed parking requirements of each land use and type of development covering all the built up and rural areas across the County Borough.

3.0.2 The interpretation of the parking requirements as outlined in the Wales Parking Standards 2014 is that of maximum standards - i.e. '*not more than*' figures. This is reflected in the NPT Parking Standards set out in the document.

3.0.3 The inclusion of a sustainability tool (Appendix F) in the NPT Parking Standards makes it possible to reduce the level of parking required by a development. The criteria measures the sustainability of a development in terms of walking distance to local facilities, public transport and cycle routes and frequency of local public transport.

3.0.4 The types of development that will require a travel plan as part of a condition of planning is also outlined in the standards. The production of a travel plan might subsequently result in the relaxation of parking requirements, but it should be noted that other types of development that are unable to meet the parking requirements, might also require a travel plan.

3.1 Parking Zone Designation

3.1.1 The NPT Parking Standards uses designated zones derived from the six zones (numbered 1 to 6) set out in the Wales Parking Standards 2014. Each zone has differing designated levels of parking for development management purposes. The Wales Parking Standards state that it is the responsibility of individual local authorities to decide which of the zones are applicable to their local area and where zone boundaries are drawn within their area.

3.1.2 The distinction between each zone is primarily based on the varying levels of accessibility to services and facilities. The zone descriptions and parking requirements range from Zone 1, which applies to city centres with high levels of accessibility to all services, to Zone 6 which applies to rural, countryside locations with low levels of accessibility.

3.1.3 The designation of the parking zones in Neath Port Talbot has been based on the zonal descriptions within the Wales Parking Standards and consequently the parking zones across the County Borough have been determined judging each area in terms of:

- The number, range and characteristics of the facilities within walking distance; and
- The level of public transport provision in relation to the number and frequency of bus services available.

3 . Application of Parking Standards

3.1.4 No areas within Neath Port Talbot have been defined as Zone 1 (City Core), as this zone requires high levels of accessibility similar to areas such as Cardiff. Zone 1 is not therefore deemed applicable to Neath Port Talbot and has been omitted from the NPT Parking Standards.

3.1.5 Consequently, the areas in Neath Port Talbot are covered by the remaining five parking zones as described below and illustrated on the series of plans in Appendix A. The zones are numbered 2 to 6 to cross-reference with the Wales Parking Standards 2014.

Zone 2 – Town Centre or City Centre Fringe

3.1.6 The centre of towns which local people regard as their destination for most activity which is not met within their own local community. The area has a full range of retail activity and many commercial businesses, all within walking distance. The area is the focus of the local bus network and is likely to contain a railway station. Built density is high with little private car parking. There are significant parking restrictions and substantial amounts of off-street car parking available to the public.

Zone 3 – Urban

3.1.7 Very much part of a substantial built up area with a number of basic local facilities within 400m walking distance. A range of bus routes offering up to 6 buses per hour; the range of destinations offering practical access to most but not all essential facilities. The curtilage of the site restricts, to an extent, what car parking can be provided. There are likely to be some restrictions on on-street parking and other available off-street parking is severely limited or non-existent.

Zone 4 – Suburban or Near Urban

3.1.8 The outer edges of the largest towns; suburban locations in towns; the whole of smaller settlements offering a range of local facilities. There is an at least hourly bus service to the town centre and there may also be a railway station in the town. Local facilities include a local centre within 400m walking distance. Some other basic amenities such as a doctor's surgery are also available within the same walking distance.

Zone 5 – Countryside

3.1.9 Areas, including small villages, with a few local facilities within walking distance. Motorised travel is required for most journeys, although there is some local employment. Public transport services less than hourly and then only to one local centre. There is no shortage of land for parking provision within the site but the adjacent highway system offers limited opportunities to park cars.

Zone 6 – Deep Rural

3.1.10 Scattered individual buildings. Areas with no local facilities within walking distance. Motorised travel is required for all journeys but the most local. Public transport services are very infrequent or beyond walking distance. There is no shortage of land for parking provision within the site but the adjacent highway system offers no opportunities to park cars because of the narrowness of the highway.

Notes relating to Parking Zones

1. References above to 'public transport' should be taken to mean bus or train services.
2. Bus service frequencies above must operate consistently between 7am and 7pm to qualify.
3. For information on acceptable walking distances refer to the IHT document *Guidelines for Journeys on Foot* and the DETR advice note *Encouraging Walking*.

3.2 Application of Parking Standards

3.2.1 The scale of parking provision varies throughout Wales and local priorities will dictate the manner in which the standards are used. Interpretation and application of the standards rests with the Local Authority, but flexibility in the standards allows local circumstances to be taken into account.

3.2.2 In assessing the parking requirements for a particular development, the planning authority will need to take into account the following factors in relation to the development and its location:

- Accessibility to and the service provided by the public transport system;
- The availability of private buses or the extent of car pooling;
- The relative proportions of full time / part time / local catchment of labour;
- Accessibility by walking and cycling;
- The existing and possible future congestion in streets adjacent to the development; and
- Accessibility to and the availability of public and/or private car parking space in the vicinity.

3.2.3 The NPT Parking Standards covers all built up and rural areas. The full operational standard will normally be expected together with the non-operational standard for employees' vehicles and in certain cases for visitors. Normally developers will be required to provide all the parking space within the curtilage of the site.

3 . Application of Parking Standards

3.2.4 In circumstances where the full operational standards cannot be achieved, Section 106 Agreements may be negotiated with developers and these can include a number of measures to mitigate the potential impact of development and to address concerns. Examples may include contributions to sustainable transport schemes and the Council's Active Travel plans.

3.2.5 All parking areas other than residential parking areas off low-trafficked, low speed, minor residential roads should be designed to allow vehicles to enter and leave the site in forward gear.

3.2.6 Safe pedestrian access routes shall be provided within all new car parks.

3.2.7 Travel plans will be required as a condition of planning consent for all development proposals of greater than 1,000m² gross floor area and for smaller developments that will have significant transport implications or will be sited where a reduction in vehicular traffic would be particularly beneficial. Appropriate relaxation of the tabled parking requirements may be made following acceptance of the details of a submitted travel plan, always provided that measures to enforce compliance with the travel plan are included within a Section 106 Agreement. Suitable enforcement measures will include the provision of targets, a monitoring regime and the appointment of a travel plan coordinator⁽⁷⁾.

3.2.8 In certain circumstances (e.g. Conservation Areas), modifications of the standards may be allowed in order to preserve environmental conditions.

3.2.9 Examples of the assessment of parking requirements using these Parking Standards are given below.

Examples of the Use of Parking Standards

(a) Proposed new shop and office development in a rural small local centre (Zone 5)

Public transport accessibility is poor. The development comprises 500m² shopping (5 units) on the ground floor and 1,000m² offices on the first and second floors. (Gross floor area including external walls).

The parking requirement is assessed as follows:

SHOPPING USE:

- Operational Parking: = Space for 2 commercial vehicles
- Non Operational Parking: 1 space / 20m² = 25 spaces

7 Best Practice Guidance on the content and monitoring of travel plans is available in the Department for Transport documents 'Using the Planning Process to Secure Travel Plans', 'Making Residential Travel Plans Work' and its associated 'Good Practice Guidelines For New Development'.

OFFICE USE:

- Non Operational Parking: 1 space / 25m² = 40 spaces

TOTAL PROVISION: Space for 2 Commercial Vehicles + 65 spaces

(b) Change of use from industry to non-food retail warehouse (mixed) (in Zone 2)

Gross floor area 1,500m² on an industrial estate.

The operational requirement for industrial premises of 1,500m² is (from note 5) 175m² of yard space and 13 non-operational parking spaces (1 space / 120m²).

The requirement for retail warehousing is 3 commercial vehicle bays (225m²) and 50 spaces (1 space / 30m²).

Therefore, an additional operational area of 50m² should be provided so that a minimum of three commercial vehicles can be accommodated; plus an additional 37 parking spaces unless the site already has provision for 50 parked cars.

(c) Conversion of a large 3-storey 5-bedroomed Victorian House to three one-bedroomed Flats (in Zone 3)

The parking requirement for the original house is three parking spaces, but given the age of the property, these may not actually be present.

The parking requirement for the flats is 1 space per bedroom. Three parking spaces are therefore required in theory. These should, if possible, be provided at the rear of the premises. If the site has no existing parking, the conversion will not require any although it would be desirable to gain these parking spaces. If the site is too small to accommodate three cars and the house fronts a local road that is not a bus route and kerbside parking pressure is not evident then an allowance of on-street parking immediately outside may be possible. Local circumstances should always dictate the approach to be taken.

3.3 Definitions and Notes

Operational Parking Space

3.3.1 Sufficient space to allow the maximum number and size of vehicles likely to serve the development at any one time and to manoeuvre with ease and stand for loading and unloading without inconvenience to vehicles and pedestrians on the public highway or to other users of the site.

3.3.2 Space for staff cars which, by the nature of the business, is required for day to day operation, may also be included.

3 . Application of Parking Standards

Non-Operational Parking Space

3.3.3 The space occupied by vehicles not necessarily used for the operation of the premises and it is divided into two classes:

1. Long term (i.e. commuter parking) mainly occupied by vehicles of staff/clients/customers whose attendance at the premises are of long single durations;
2. Short term parking space required by staff/clients/customers whose attendances at the premises are of short single durations.

Residential Parking Space

3.3.4 Includes space required for residents and space for cars of people visiting the residents.

Gross Floor Area

3.3.5 The standards that are related to floor areas are GROSS floor areas (i.e. including external walls), except where the text stipulates otherwise in respect of public houses, restaurants, café and places of worship.

Extension or Development of Existing Buildings

3.3.6 For industrial, office, commercial premises and pre-1914 public houses, under 200m² gross floor area, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.

Sustainable Transport

3.3.7 Planning applications for major developments⁽⁸⁾ will usually need to be accompanied by a Transport Assessment (TA) which should detail any necessary improvements to transport infrastructure required as a result of the development. This must take account of the needs of all modes of transport and the needs of all future users.

3.3.8 Where necessary, it is expected that this will detail any required off-site improvements to strategic and local highway networks and potential opportunities to provide facilities for public transport, pedestrians and cyclists⁽⁹⁾. These will be secured in the form of a 'Sustainable Transport Payment' through a Section 106 legal agreement⁽¹⁰⁾.

8 It should be noted that whilst major developments in respect of the requirement for a Transport Assessment (TA) would normally relate to residential proposals of 100 dwellings or more, the need for a TA is not always determined by the number of properties, as existing local highway conditions might require one where fewer than 100 dwellings are proposed.

9 Developers will need to pay particular regard to the Council's emerging Active Travel 'Integrated Network Map'.

10 Further information is provided in the Council's Planning Obligations SPG.

3 . Application of Parking Standards

3.3.9 While such contributions applies to major developments, in some cases it may be necessary to seek contributions on smaller developments (e.g. fewer than 10 dwellings) or seek a higher level of contribution, for example where a location is particularly poorly accessible by alternatives to the private car at present, or access to local services is weak, or to mitigate against inadequate levels of car parking being provided on site. Each application will be considered on its own planning merits.

3.3.10 In addition to sustainable transport contributions, Travel Plans will be sought for all development proposals:

- With a gross floor area exceeding 1,000m²;
- For 100 or more residential units; and
- Commercial developments with over 20 employees.

3.3.11 A Travel Plan should set out a package of measures tailored to the needs of the site and its future users, and aim to widen travel choices by all modes of transport, encourage sustainable transport and cut unnecessary car use, in particular single occupancy trips, to and from a development.

Employment Density

3.3.12 The standards have been assessed on density norms (retail 19.5m² per employee; industrial 35 - 45m² employee, office 16.5m² per employee). Variations in density may be treated on their merits.

Land Use

3.3.13 For the purpose of applying the parking standards the following table outlines the land uses specified within the Town and Country Planning (Use Classes) Order 1987.

Table 3.3.1: Town and Country Planning (Use Classes) Order 1987

Use Classes in 1987 Order	Land Uses in Parking Guidelines
Class A1 : Shops	Shops Supermarkets and Superstores Retail Warehousing (Cash and Carry)
Class A2 : Financial & Professional Services	Offices (only in cases where premises are provided principally for visiting members of the public).
Class A3: Food & Drink	Restaurants Public Houses Cafes Transport Cafes Licensed Clubs
Class B1 : Business	Offices (other than in A2 above) / Light Industry
Class B2 : General Industrial	Industry

3 . Application of Parking Standards

Use Classes in 1987 Order	Land Uses in Parking Guidelines
Class B3 - B7 : Special Industrial	Industry
Class B8 : Storage or Distribution	Wholesale Warehousing
Class C1 : Hotels & Hostels	Hotels
Class C2 : Residential Institutions	Homes for the Elderly, Children, etc. Nursing Homes Hospitals
Class-C3 : Dwelling houses	General Purpose Houses & Flats Sheltered Accommodation
Class D1 : Non-Residential Institutions	Health Centres Surgeries Churches Primary Schools/Nursery Schools Secondary Schools Colleges of Higher & Further Education Libraries Assembly Halls, e.g. Community Centres - Unlicensed Clubs
Class D2 : Assembly and Leisure	Leisure Centres Sports Clubs Assembly Halls e.g. Bingo Halls

Note: certain uses within this document do not fall within any specific Use Class and therefore must be dealt with separately (see general uses) e.g. open air markets.

The Standards have not been defined in terms of the 1987 Use Classes Order as this would lead to wide ranges of recommended provision, e.g. Class B1 business encompasses some office uses and industry. A standard anticipating this inter-changeability would be very wide and therefore, standards are only given for specific land use concerned e.g. office or industrial use.

In view of the inter-changeability of uses it may be necessary to impose restrictions on development within these wider classes in order to reflect car-parking requirements.

3 . Application of Parking Standards

3.4 General Statement

3.4.1 The absence of parking standards for a particular land use does not mean that no parking provision will be required. In addition, the local authority reserves the right to treat all planning applications on their merits according to the size, nature, location, density, employment and traffic generation characteristics of the proposed development and its impact on the local and regional highway network.

3 . Application of Parking Standards

4 . Neath Port Talbot Parking Standards by Land Use

4 Neath Port Talbot Parking Standards by Land Use

4.1 Residential: New Build & Conversions

Type of Development	Residents	Visitors
General Purpose: Houses and Apartments		
Houses	1 space per bedroom (maximum requirement 3 spaces)	1 space per 5 units
Apartments	1 space per bedroom (maximum requirement 3 spaces per apartment)	1 space per 5 units
House conversions to bedsits, or self-contained apartments	1 space per bedroom (maximum requirement 3 spaces per apartment)	1 space per 5 units
House conversions to residential hostel	1 space per resident staff 1 space per 3 non-resident staff	Nil
Special Purpose Housing		
Self-contained elderly persons dwellings (not wardened)	1 space per 2 - 4 units	1 space per 4 units
Self-contained elderly persons dwellings (wardened)	1 space per 4 units 1 space for warden 1 space per 2 ancillary staff	1 space per 4 units
Purpose built student accommodation	1 space per 25 beds for servicing, wardens and drop-off areas	1 space per 10 beds (for students &/or visitors)
Residential children's homes / homes for elderly persons / nursing homes	1 space per resident staff 1 space per 3 non-resident staff	1 space per 4 beds

4 . Neath Port Talbot Parking Standards by Land Use

Notes relating to Residential Parking Standards for all Zones

1. Curtilage parking must be provided wherever possible. Where communal parking is provided, it must be conveniently sited and should be in a location that is also overlooked which will thereby enhance its security. No parking court may accommodate more than 12 parking spaces and depending on local context, designated parking secured by a lockable bollard or other means may be required. Safe pedestrian access must be provided between each dwelling unit and its parking space.
2. Garages should be provided as the most secure parking option wherever possible, preferably located alongside the dwelling. Remote garage blocks must be avoided.
3. Garages may only be counted as parking spaces if they have clear internal dimensions, as suggested by Manual for Streets, for a single garage of 6m x 3m. If disabled access is required, these dimensions must be increased to 6m x 3.8m. All properties with a garage must also have a 6m long driveway which has a width of not less than 3.6m.
4. Visitor parking must be designed as an integral part of any development where it is required and must take into account the needs of the disabled.
5. For developments *where clear evidence has been supplied that car ownership levels will be lower than normal*, a more flexible approach to numbers of parking spaces may be taken. Acceptable evidence of this would be a contractual arrangement with tenants to secure low car ownership levels.
6. In respect of residential homes for the elderly and nursing homes, sufficient operational space must be provided close to the building to enable ambulance access and egress in a forward gear.
7. Where parking cannot be provided for conversions of existing buildings consideration should be given to financial contributions toward public / sustainable transport improvements or off-site parking.

4 . Neath Port Talbot Parking Standards by Land Use

4.2 Offices

Use Class B1 Business, Class A2 Financial & Professional Services (including Call Centres)

Zones 2 & 3

Development	Requirement	Development	Requirement
Offices (< 1000m ²)	1 space per 20m ²	Offices (> 1000m ²)	1 space per 30m ²
Call Centres (< 1000m ²)	1 space per 10m ²	Call Centres (> 1000m ²)	1 space per 20m ²

Zones 4 to 6

Development	Requirement	Development	Requirement
Offices (< 1000m ²)	1 space per 20m ²	Offices (> 1000m ²)	1 space per 20m ²
Call Centres (< 1000m ²)	1 space per 10m ²	Call Centres (> 1000m ²)	1 space per 15m ²

Notes relating to Offices Parking Standards for all Zones

1. Office redevelopments, extensions and conversions will have the same requirements as for new build, subject only to note 2 below.
2. For premises up to a maximum of 200m² gross floor area an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any existing parking displaced must be relocated.
3. Consideration may be given to a relaxation of the parking requirements in shopping areas for the change of use at ground floor level of premises from Use Class A1 (shops) to Use Class A2 (Financial & Professional Services).
4. Parking reserved for use by disabled persons: Refer to Appendix B.
5. For cycle and motorcycle parking refer to Appendices D & E.

4 . Neath Port Talbot Parking Standards by Land Use

4.3 Shops

Including Shops, Supermarkets & Superstores

Zones 2 & 3

Type of Development	Operational	Non-Operational
Shops (< 200m ²)	1 commercial vehicle space	1 space per 60m ²
Shops and small supermarkets (201m ² –1000m ²)	2 commercial vehicle spaces	1 space per 40m ²
Shops and small supermarkets (1001m ² –2000m ²)	3 commercial vehicle spaces	1 space per 40m ²
Supermarkets & Superstores (predominately food) (> 2000m ²)	3 commercial vehicle spaces	1 space per 14m ²

Zones 4 & 5

Type of Development	Operational	Non-Operational
Shops (< 200m ²)	1 commercial vehicle space	1 space per 60m ²
Shops and small supermarkets (201m ² –1000m ²)	2 commercial vehicle spaces	1 space per 20m ²
Shops and small supermarkets (1001m ² – 2000m ²)	3 commercial vehicle spaces	1 space per 20m ²
Supermarkets & Superstores (predominately food) (> 2000m ²)	3 commercial vehicle spaces	1 space per 14m ²

Zone 6

Type of Development	Operational	Non-Operational
Shops(All sizes)	1 commercial vehicle space	1 space per 60m ²

Notes relating to Shops Parking Standards for all Zones

1. The non-operational standard assumes a retail/non-retail ratio of 75/25. Variation may be applied at the discretion of the Local Authority when a different ratio is used.
2. Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.
3. Where existing premises are used for the establishment of a stall type market, the applicant shall identify a location for the provision of visitor parking.
4. For premises up to a maximum of 200m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.

4 . Neath Port Talbot Parking Standards by Land Use

5. Increases in transactions at supermarkets are not proportional to increases in floor area. Extensions of 33% of gross floor area produce a 10% increase in transactions.
6. The non-operational standard includes employees parking.
7. Parking Reserved for Disabled People: Refer to Appendix B.
8. For cycle and motorcycle parking refer to Appendices D & E.
9. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the store servicing area in a forward gear.

4 . Neath Port Talbot Parking Standards by Land Use

4.4 Retail Warehousing & Garages

Zones 2 to 5

Type of Development	Operational	Non-Operational
Retail Warehousing (non-food) (non-DIY) (> 1000m ²)	3 commercial vehicle spaces	1 space per 30m ²
Retail Warehousing (DIY & Garden Centres) (> 1000m ²)	3 commercial vehicle spaces	1 space per 20m ²
Builders Merchants (Trade & Retail)	3 commercial vehicle spaces	1 space per 80m ² & 10% of GFA
Cash & Carry Warehousing (Trade Only) (> 1000m ²)	3 commercial vehicle spaces	1 space per 50m ²
Open Air Markets & Car Boot Sales	1 space per stall pitch	1 space per 30m ² of gross stall pitch area including pedestrian circulation area
Garages	1 car/lorry space per each car/lorry service bay	2 car/lorry spaces per each service bay
Service Stations (exhausts, MOT, tyres etc.)	1 lorry space & 20% of GFA	2 car/lorry spaces per each service bay
Petrol Filling Stations (See Note 10 re. associated convenience stores)	1 space for petrol tanker	4 spaces for ancillary use (e.g. automatic car wash)
Car Sales Premises	1 space for car transporter	1 space per 75m ² of retail area (internal & external)
Motorcycle Sales Premises	1 commercial vehicle space	1 space per 75m ² of retail area (internal & external)
Driving Schools Private Hire / Vehicle Hire Licensed Taxis	1.25 spaces per vehicle operated	1 space per 3 auxiliary staff

4 . Neath Port Talbot Parking Standards by Land Use

Note: It is assumed that developments of this nature will not be permitted within Zone 6. Consequently no data is provided for this Zone.

Notes relating to Retail Warehouses and Garages Parking Standards for all Zones

1. The range of trip generation and parking demand at retail warehouses varies to a considerable extent. The parking requirements of the most common types of store can be classified in broad bands. This is reflected by the tabulated requirements.

- Highest requirement: DIY stores
- Mid-range requirements: Electrical/gas appliance, flat pack furniture stores.
- Lowest requirement: Assembled furniture/carpet stores, household and leisure goods stores.

2. Although 'retail parks' may have shared parking, such developments will still require similar levels of parking to single stores, because of the longer duration of parking.

3. Where existing premises are used for the establishment of a stall type market, the applicant shall identify a location for the provision of visitor parking.

4. For premises up to a maximum of 200m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once, and any parking displaced must be relocated.

5. Increases in transactions at supermarkets are not proportional to increases in floor area. Extensions of 33% of sales floor area produce a 10% increase in transactions.

6. The non-operational standard includes employees parking.

7. Relaxation may be given to the parking requirements at fast service centres, e.g. tyres, exhausts. MOT etc.

8. Where car sales premises include external display areas, additional parking space will be required.

9. Parking Reserved for Disabled People: Refer to Appendix B.

10. For cycle and motorcycle parking refer to Appendices D & E.

11. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.

12. Convenience stores located at petrol filling stations will attract customers who do not also purchase petrol and will therefore require parking space. The additional requirement for this must be assessed as for a small shop.

4 . Neath Port Talbot Parking Standards by Land Use

4.5 Industry & Industrial Warehousing

Zones 2 to 4

Type of Development	Operational	Non-Operational
Small Industry (< 100m ²)	1 van space	1 space
Small Industry (< 235m ²)	1 van space	2 spaces
Industry	See Note 5	1 space per 120 m ²
Highly Technical Industry	See Note 5	1 space per 35 m ²
Industrial Warehouses	See Note 5	1 space per 140 m ²
Storage Warehouses	1 commercial space per 500 m ²	Nil
Distribution Centres (<1000 m ²)	35% of GFA	1 space per 120 m ²
Distribution Centres (>1000 m ²)	25% of GFA	1 space per 120 m ²

Zones 5 & 6

Type of Development	Operational	Non-Operational
Small Industry (< 100m ²)	1 van space	1 space
Small Industry (< 235m ²)	1 van space	2 spaces
Industry	See Note 5	1 space per 80 m ²
Highly Technical Industry	See Note 5	1 space per 20 m ²
Industrial Warehouses	See Note 5	1 space per 140 m ²
Storage Warehouses	1 space per 500 m ²	Nil
Distribution Centres (<1000 m ²)	35% of GFA	1 space per 80 m ²
Distribution Centres (≥1000 m ²)	25% of GFA	1 space per 80 m ²

Notes relating to Industry and Industrial Warehousing Parking Standards for all Zones

1. Vehicles should be able to enter and leave the site in forward gear.
2. Relaxation permitted for operational space when special servicing arrangements are made.
3. Visitor parking is included in non-operational parking.
4. For premises up to a maximum of 200m² gross floor space, an increase of 20% will be permitted without the need for additional parking. This allowance can only be made once and any parking displaced must be relocated.
5. Operational requirements:

4 . Neath Port Talbot Parking Standards by Land Use

Gross Floor Area m ²	100	250	500	1000	1001	2000
Minimum Operational Requirements m ²	70	85	100	150	150	200

Above 2,000m² GFA, the required minimum operational area should be taken as 10% of GFA.

6. The General Permitted Development Order limit of 500m² is defined as the upper cut off for size for units to encourage new firms requiring garage size sites. Larger units are defined as "Industry".

7. Industries of a highly technical nature are companies specialising in technical innovation usually microprocessor based.

8. If the premises are to be used as a distribution depot, adequate space must also be provided to accommodate commercial vehicles that are likely to be parked overnight.

9. Parking reserved for Disabled People: See Appendix B.

10. For cycle and motorcycle parking refer to Appendices D & E.

4 . Neath Port Talbot Parking Standards by Land Use

4.6 Places of Entertainment

Zones 2 to 4

Type of Development	Operational	Non-operational
Children's Play Centres	1 space per 3 members of staff	1 space per 20m ² of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m ²
Assembly Halls (Social) e.g. Unlicensed Club / Community Centre	1 commercial vehicle space	1 space per 10 m ²
Cinemas, Theatres & Conference Centres	1 commercial vehicle space	1 space per 5 seats
Stadia	1 commercial vehicle space	1 space per 15 seats

Zones 5 & 6

Type of Development	Operational	Non-operational
Children's Play Centres	1 space per 2 members of staff	1 space per 15m ² of play area
Assembly Halls (Commercial) e.g. Bingo Hall	1 commercial vehicle space	1 space per 8 m ²
Assembly Halls (Social) e.g. Unlicensed Club / Community Centre	1 commercial vehicle space	1 space per 10 m ²
Cinemas Theatres & Conference Centres	1 commercial vehicle space	1 space per 3 seats
Stadia and pitches	1 commercial vehicle space	1 space per 15 seats

Notes relating to Places of Entertainment Parking Standards for all Zones

1. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
2. Appropriate provision must be provided for use by disabled people (Appendix B).
3. For cycle and motorcycle parking refer to Appendices D & E.
4. In relation to new Stadia and sports pitches, it may be appropriate to provide additional parking for participants at a rate of 1 space per 2 participants. This will be dependent on the location and nature of the site and the availability of on-street and off-road parking.

4 . Neath Port Talbot Parking Standards by Land Use

4.7 Hotels & Restaurants

Zones 2 to 4

Type of Development	Operational	Non-Operational
Hotels	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per bedroom
Public Houses & Licensed Clubs	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 5 m ² of public area including servery
Restaurants	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 7m ² of dining area
Cafés & Drive-Thru Restaurants (See Note 5)	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 14m ² of dining area
Hot Food Takeaways (See Note 7)	1 commercial vehicle space	1 space for non-resident staff & adequate on-street parking for customers nearby and outward delivery vehicles
Transport Cafés	1 commercial vehicle space	1 space per 3 non-resident staff & 1 commercial vehicle space per 2 seats

Zones 5 & 6

Type of Development	Operational	Non-Operational
Hotels	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per bedroom
Public Houses & Licensed Clubs	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 5 m ² of public area including servery
Restaurants	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 7m ² of dining area
Cafés & Drive-Thru Restaurants (See Note 5)	1 commercial vehicle space	1 space per 3 non-resident staff & 1 space per 14m ² of dining area
Hot Food Takeaways	1 commercial vehicle space	1 space for 3 non-resident staff & adequate on-street parking for customers nearby and outward delivery vehicles
Transport Cafés	1 commercial vehicle space	1 space per 3 non-resident staff & 1 commercial vehicle space per 2 seats

Notes relating to Hotels and Restaurants for all Zones

1. Facilities for non-residents should be assessed by applying the appropriate category. An allowance should be applied where facilities are to be shared.

4 . Neath Port Talbot Parking Standards by Land Use

2. The range in the parking requirements between zones allows for the distinction between 'country' public houses and 'suburban' public houses which are likely to have a higher proportion of walk-in trade.
3. The parking requirement will be relaxed for public houses built before 1914 to permit redevelopment or extension up to a 20% increase in gross floor area without extra parking being required.
4. The non-operational requirement for restaurants and cafés in established shopping areas may be relaxed if it can be shown that they are 'incidental' to the shopping area or where such restaurants are used largely in the evening when adequate parking exists in the vicinity. However, adequate parking for staff must be provided at the rear. (This does not apply to transport cafés).
5. Restaurants including drive through facilities for ordering and collecting food by car must have an internal segregated access for this purpose and be provided with a minimum of 6 waiting spaces.
6. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area in a forward gear.
7. Hot food takeaways offering an outward delivery service must consider adequate parking provision for its delivery vehicles. Where a takeaway is located in a residential area then on-street provision may be considered if it can be demonstrated there is adequate availability. Where a takeaway is located in commercial areas then designated off-street spaces are required. The level of parking will be decided on a case by case basis.
8. Appropriate provision must be provided for use by disabled people (Appendix B).
9. For cycle and motorcycle parking refer to Appendices D & E.

4 . Neath Port Talbot Parking Standards by Land Use

4.8 Community Establishments

Zones 2 to 6

Type of Development	Operational	Non-Operational
Hospitals (See Note 1)	Essential vehicles as required	2.5 spaces per bed
Health Centres & Surgeries (See Note 2)	1 space per practitioner	1 space per 3 ancillary staff (1 space per 2 in Zones 5 & 6) & 3 spaces per practitioner
Churches & Places of Worship (See Note 3)	1 commercial vehicle space	1 space per 10 seats or 1 space per 8m ² of praying floorspace
Chapels of Rest	3 commercial vehicle spaces	As per Churches etc.
Funeral Homes	3 commercial vehicle spaces	1 space per 2 members of staff
Public Leisure Centres	1 commercial vehicle space	1 space per 2 facility users & 1 space per 3 spectators
Fitness Clubs, Leisure Clubs & Sports Clubs (See Note 6)	1 commercial vehicle space	1 space per 10m ²
Marinas	1 car and trailer space	1 space per berth
Golf Course (See Note 6)	1 commercial vehicle space	4 spaces per hole
Libraries	1 commercial vehicle space	1 space per 45m ²
Sports Fields (without Club House) (See Note 6)	1 coach space	12 spaces per pitch

Notes relating to Community Establishments Parking Standards for all Zones

1. This level of provision would be appropriate for acute and neighbourhood District Hospitals. For other types of hospitals a lower level of provision may be acceptable.
2. Practitioner to include doctor, dentist, nurse, health visitor etc.
3. This range is intended to reflect different catchment areas of churches and places of worship. One serving a local area would require a lower provision than one serving a wide area.
4. Consideration must be given to the provision of a coach parking area where appropriate and to cycle and motorcycle parking.
5. In addition to the operational parking requirements for servicing purposes, sufficient additional space must always be provided to allow servicing vehicles to both enter and leave the curtilage of the premises' servicing area, where provided, in a forward gear.

4 . Neath Port Talbot Parking Standards by Land Use

6. Clubhouse bar and restaurant facilities must always be separately assessed. Consideration may need to be given to spectator parking.
7. Parking Reserved for Disabled People: See Appendix B.
8. For cycle and motorcycle parking refer to Appendices D & E.

4 . Neath Port Talbot Parking Standards by Land Use

4.9 Educational Establishments

Zones 2 to 4

Type of Development	Operational	Non-Operational
Day Nurseries & Crechés, (new build property)	1 commercial vehicle space	1 space per 2 full time staff
Day Nurseries & Crechés, (converted property)	Included in non-operational requirement	1 space per 2 full time staff (See Note 3)
Nursery/Infants/Primary Schools	1 commercial vehicle space	1 space per 5 children for new schools
Secondary Schools	1 commercial vehicle space	1 space per 5 children for new schools Bus parking as required
Colleges of Higher/Further Education (See Note 6)	1 commercial vehicle space	1 space per each member of teaching staff, 1 space per 2 ancillary staff, 1 space per 3 students and 5 visitor spaces

Zones 5 & 6

Type of Development	Operational	Non-Operational
Day Nurseries & Crechés, (new build property)	1 commercial vehicle space	1 space per 2 full time staff
Day Nurseries & Crechés, (converted property)	Included in non-operational requirement	1 space per 2 full time staff
Nursery/Infants/Primary Schools	1 commercial vehicle space	1 space per 5 children for new schools
Secondary Schools	1 commercial vehicle space	1 space per 5 children for new schools
Colleges of Higher/Further Education (See Note 6)	1 commercial vehicle space	1 space per each member of teaching staff, 1 space per 2 ancillary staff, 1 space per 3 students and 5 visitor spaces

Notes relating to Educational Establishments

1. In addition to the non-operational parking, such as home to school transport, an area must be provided for the picking up and setting down of school children within the curtilage of the school premises.
2. In the case of Day Nurseries in converted properties the availability of adequate kerbside capacity (i.e. unrestricted parking) should be taken account of.

4 . Neath Port Talbot Parking Standards by Land Use

3. This should be assessed when the nursery is at full capacity. Where part-time staff are employed they should be aggregated to their full time equivalents.

4. Experience has shown that a minimum of 15 car spaces will be required for most other types of schools. Exceptions to this may be specialised (e.g. religious or Welsh) secondary schools with a large catchment area where a reduced number may be adequate, or larger schools in each category where a substantial increase (up to 50) may be desirable. With regard to buses, sufficient off street spaces should be provided for all services that the operator of the new school anticipates running for pupils, with the exception of passing service buses.

5. The parking area should include a facility for vehicles to turn without reversing. In exceptional circumstances a circulation/turning area remote from pupil circulation areas would be acceptable.

6. Where the school is used for dual social and adult educational purposes, the use of hard playground surfaces for parking is acceptable.

7. Definitions of schools for the purposes of these standards:

- Nursery: pre school age-groups 3-5 often in converted residential property.
- Infants: formal schools ages 3 to 7.
- Primary: schools for children in the range 5 or 7 to 11.
- Secondary: age range 11 to 18.
- Colleges of Higher and Further Education - includes sixth form colleges.

8. Appropriate provision must be provided for use by disabled people (Appendix B).

9. Appropriate provision must be provided for parental drop off/pick up of children as dictated by local circumstances and any school travel plan. Drop off areas must be located so that the safety of pupils walking or cycling to school is not jeopardised.

10. For cycle and motor cycle parking refer to Appendices D & E.

11. Bus parking.

4 . Neath Port Talbot Parking Standards by Land Use

4.10 Horsiculture

Zones 4 to 6

Type of Development	Operational	Non-Operational
Equestrian Centre	1 commercial vehicle space	1 space per stable

Notes relating to Horsiculture

1. Curtilage parking must be provided within the site.
2. Adequate operational space must be provided to enable all vehicles including horsebox lorries and vehicles towing trailers to access and egress in a forward gear at all times.

4 . Neath Port Talbot Parking Standards by Land Use

5 Contact Details

5.0.1 Neath Port Talbot County Borough Council Contacts:

Development Management

Main point of contact for all planning applications and for pre-application advice contact:

- **Steve Ball [Development Manager Planning]:** Tel: 01639 686727, Email: s.ball@npt.gov.uk
- **Nicola Lake [Team Leader – East]:** Tel: 01639 686737, Email: n.lake@npt.gov.uk
- **Chris Davies [Team Leader – West]:** Tel: 01639 686726, Email: c.j.davies@npt.gov.uk

Highways Development Control

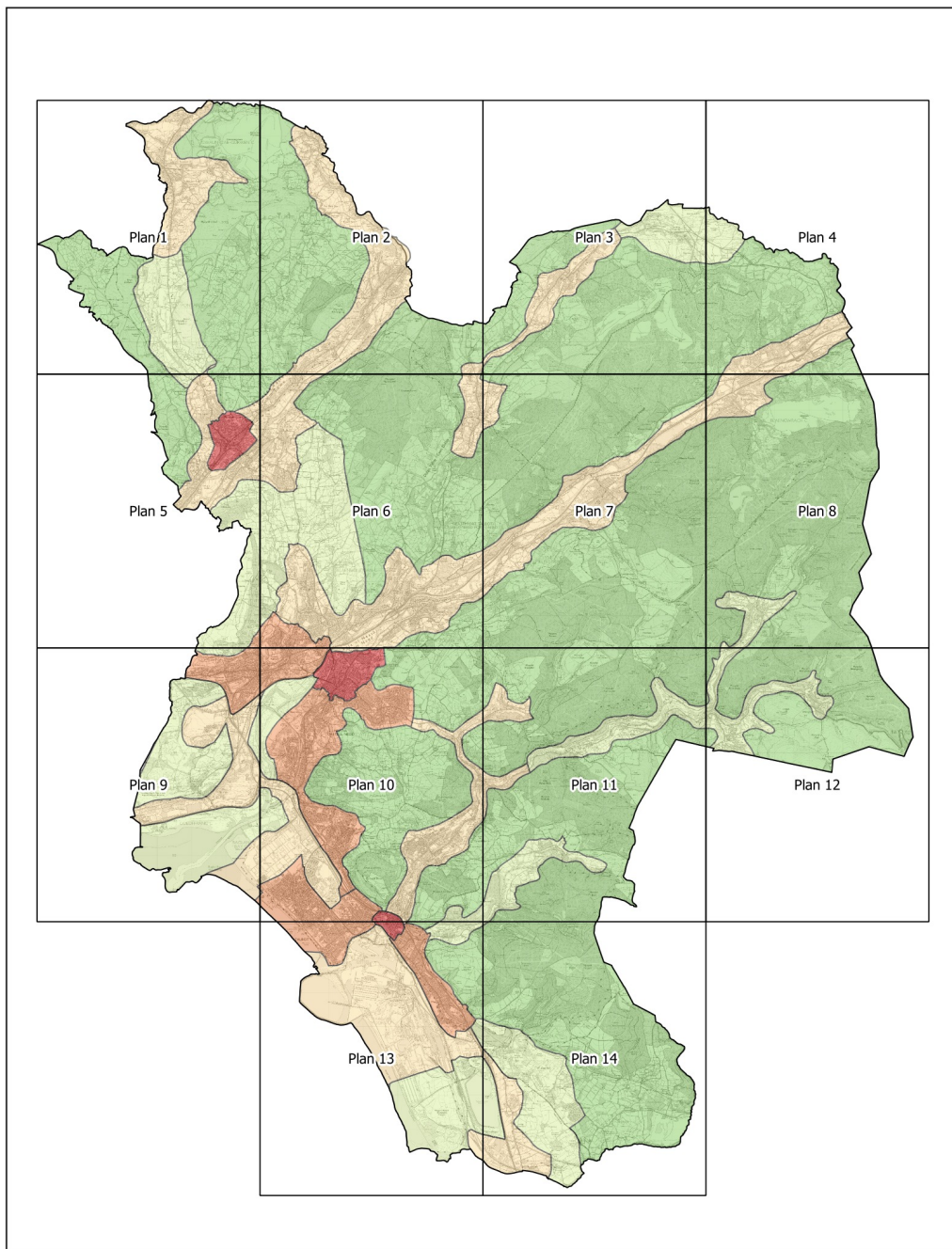
For queries relating to highways development control contact:

- **David Adlam [Highways Development Control Manager]:** Tel: 01639 686398, Email: d.adlam@npt.gov.uk

5 . Contact Details

A: Zoning Maps

Parking Zone Map Index

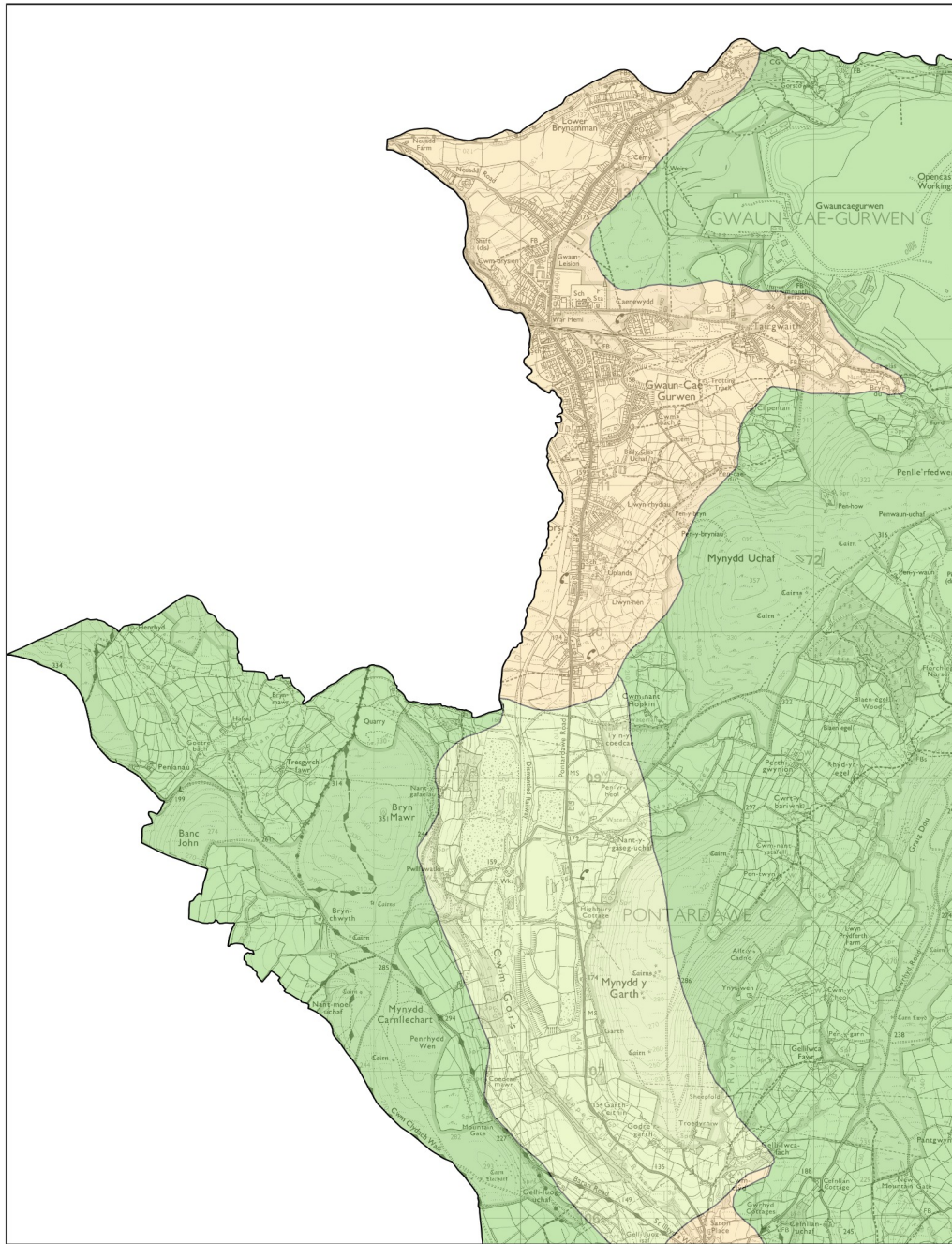


Parking Zones
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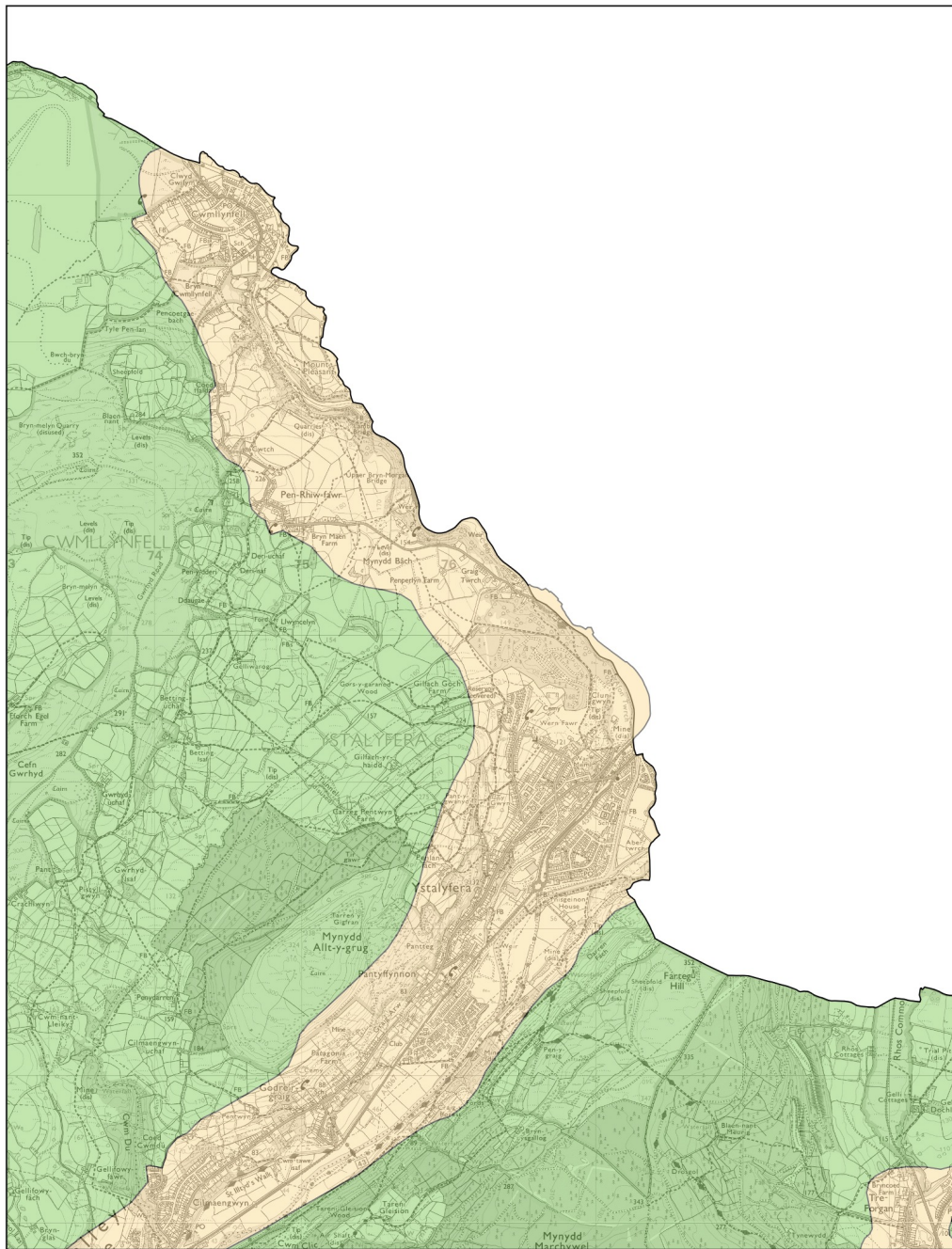
Plan 1



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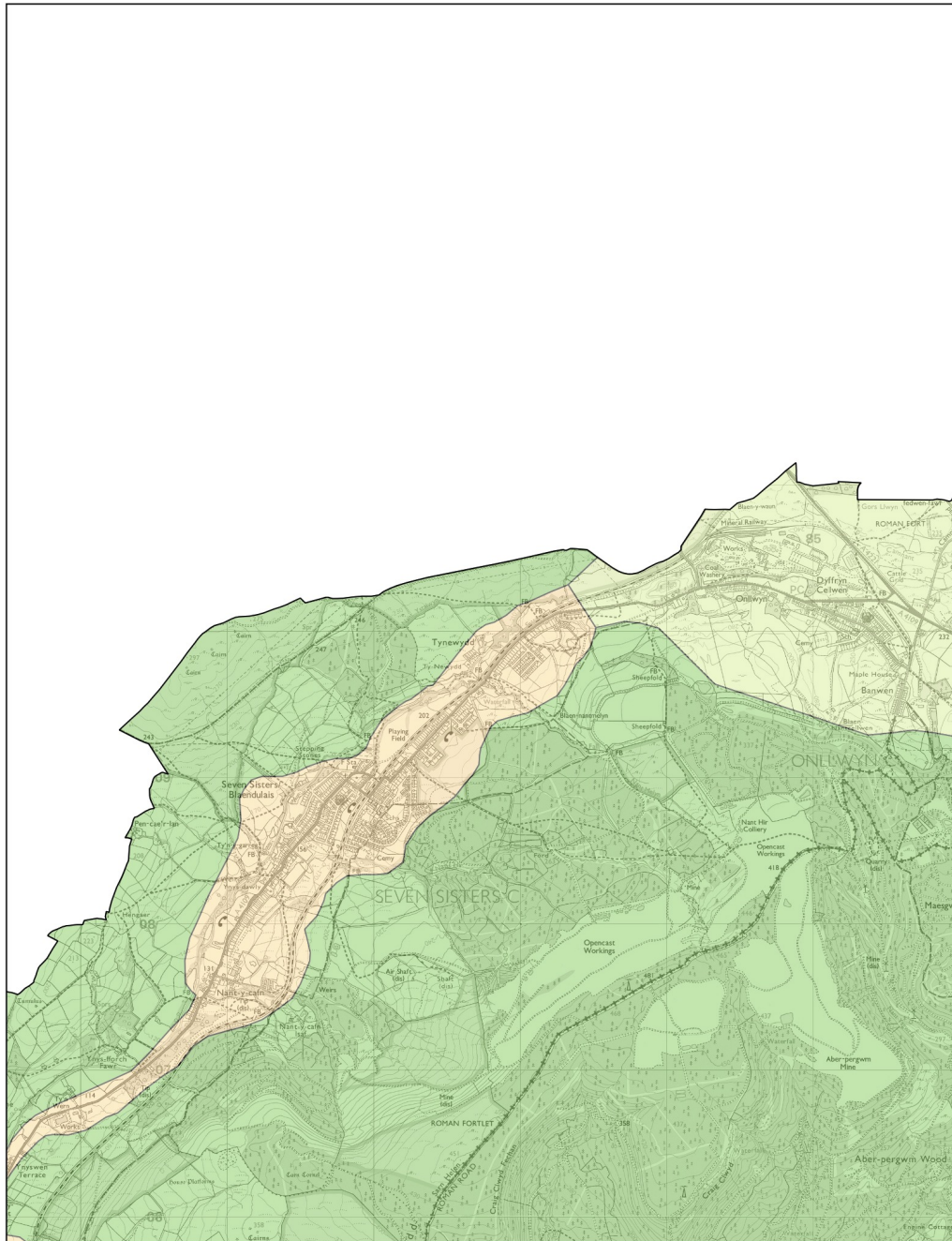
Plan 2



Parking Zones	3	5
2	4	6



Plan 3



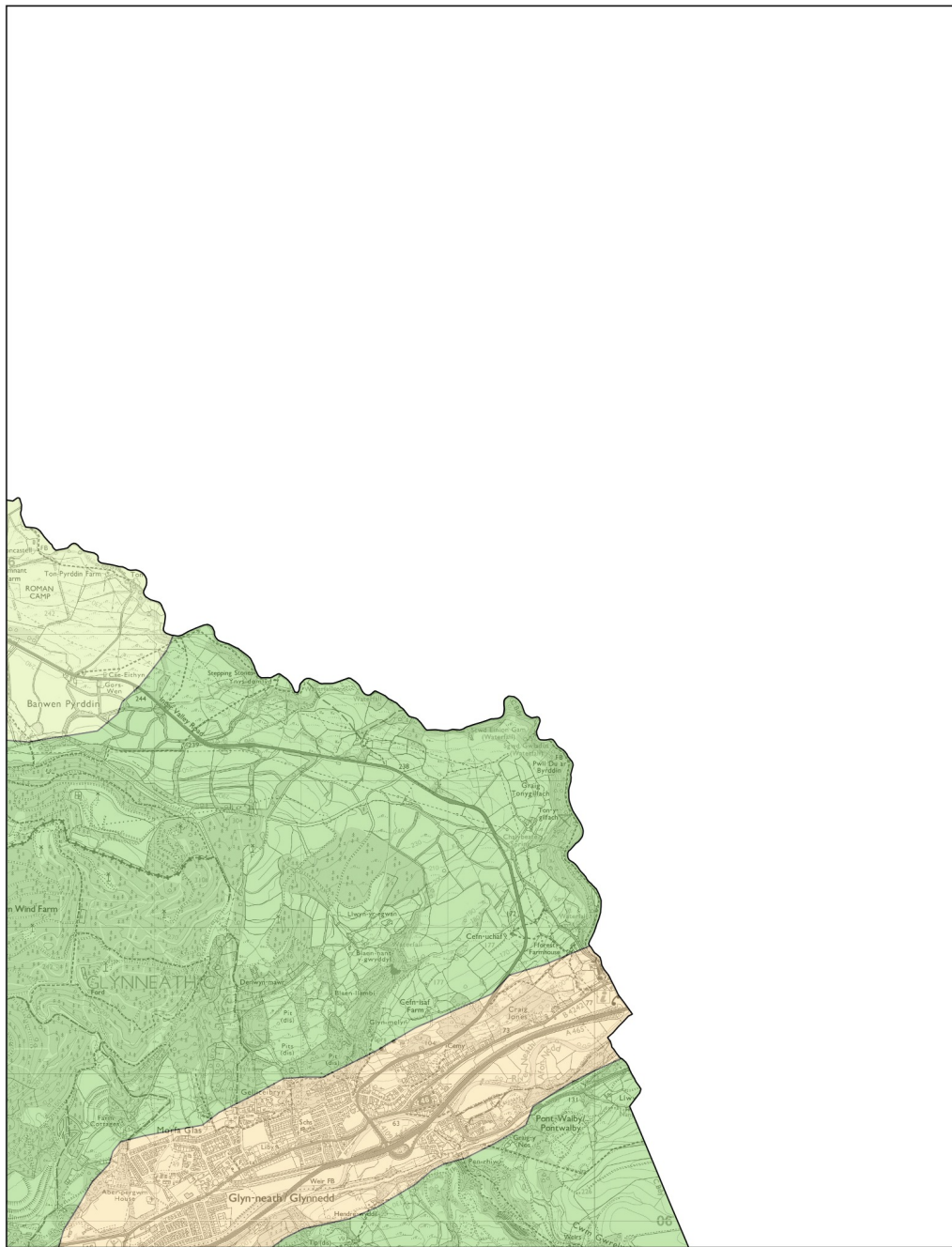
Parking Zones

3	5
2	4
	6



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Plan 4

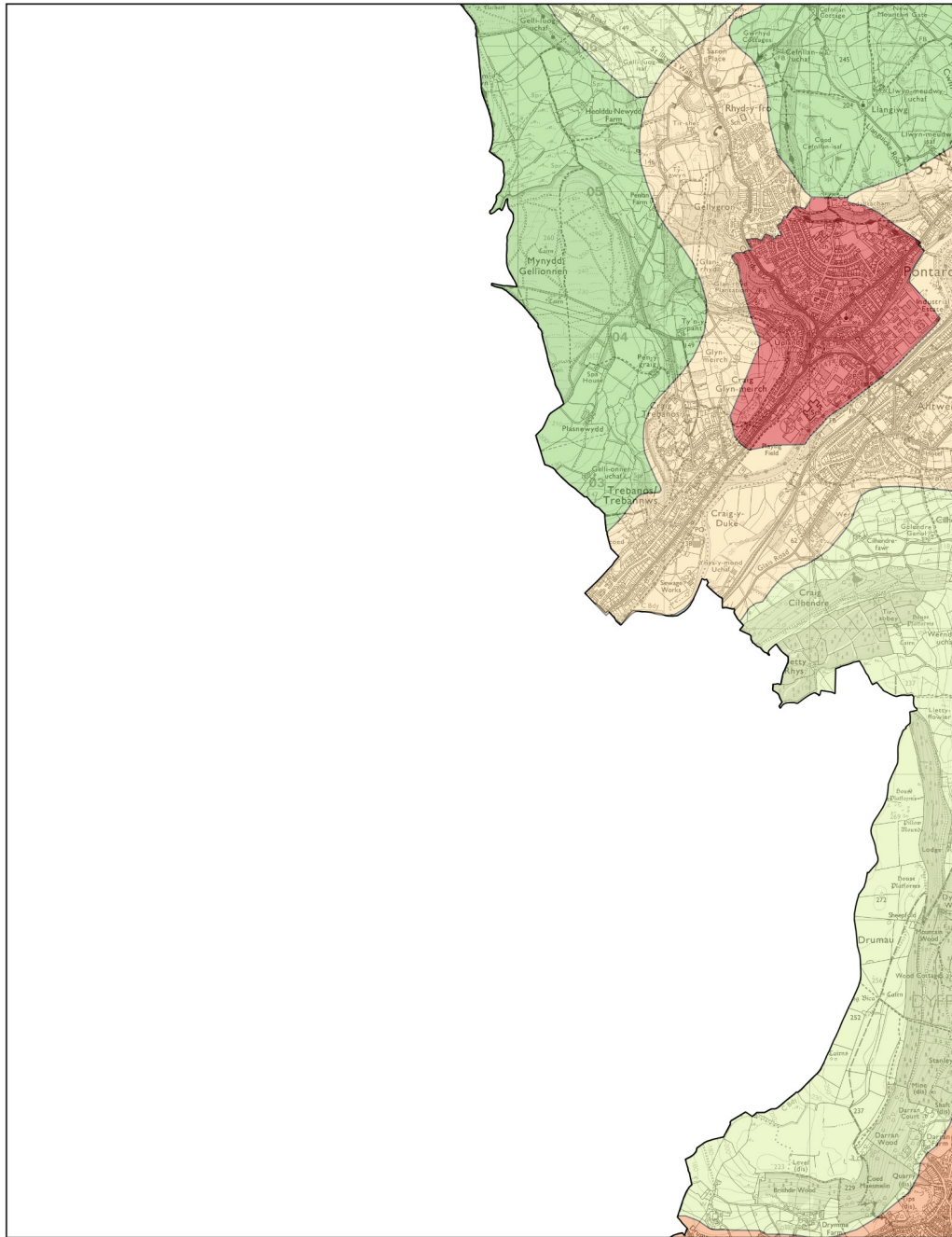


Parking Zones		3		5
		2		4
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Plan 5



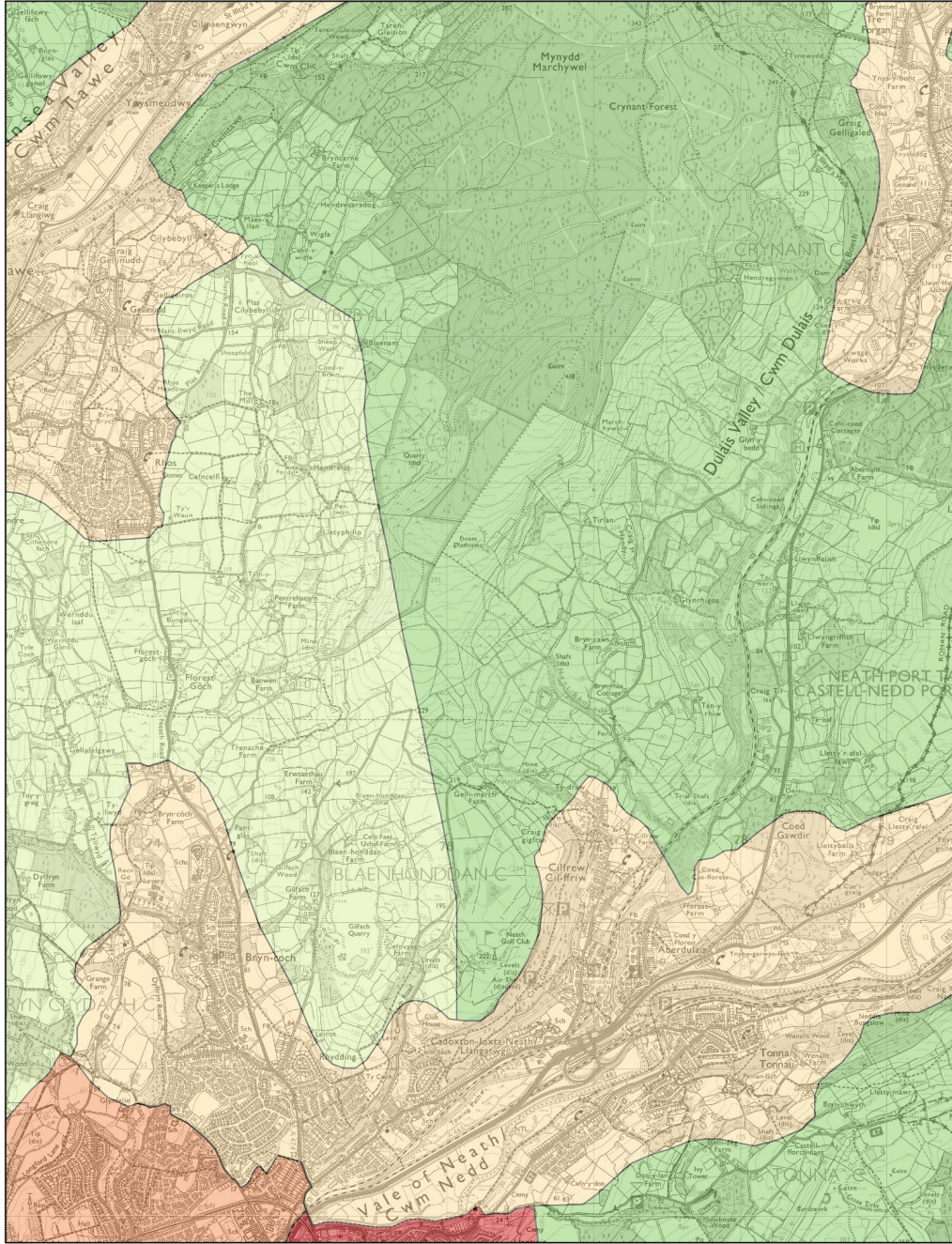
Parking Zones

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Plan 6

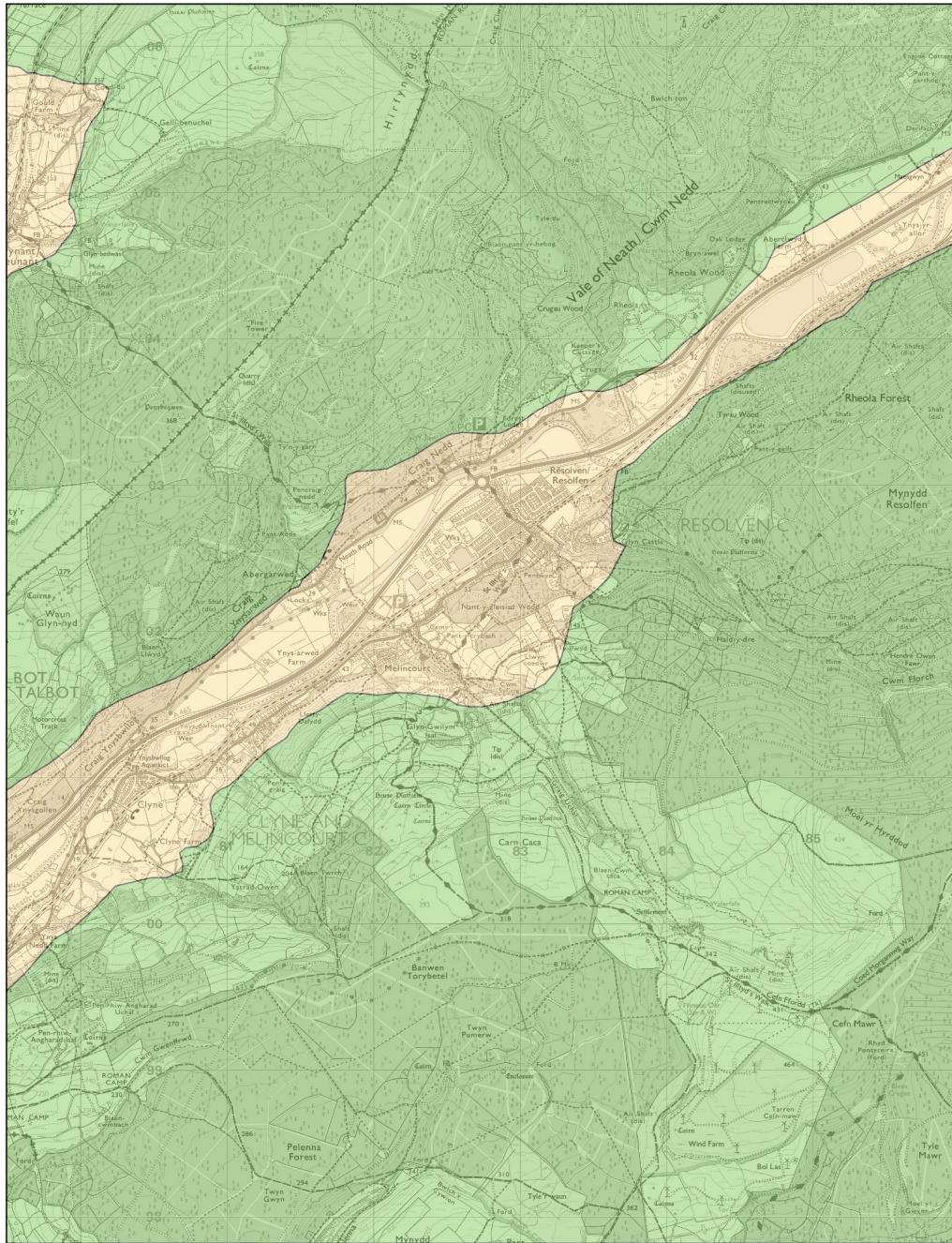


Parking Zones	
■	2
■	3
■	4
■	5
■	6

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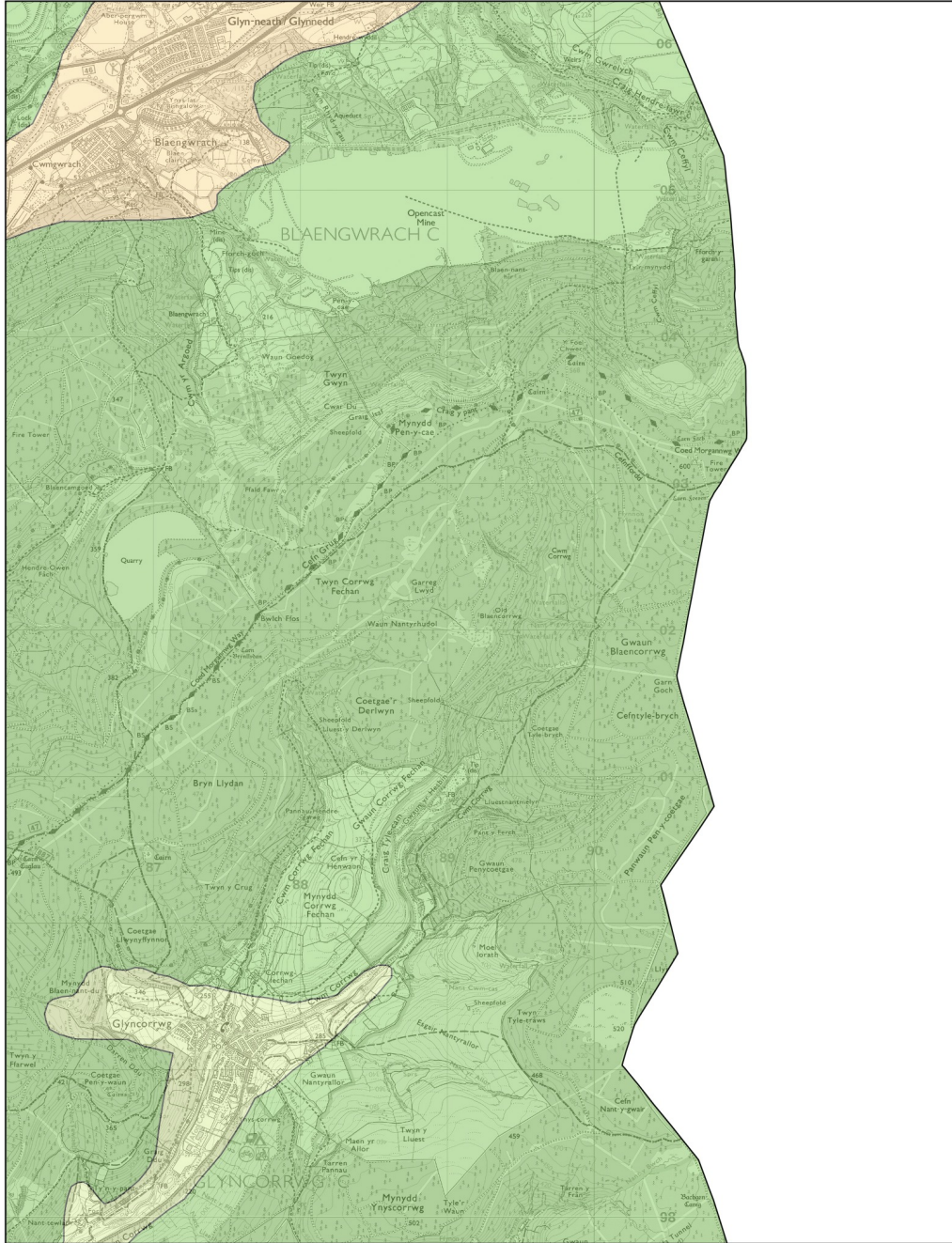
Plan 7



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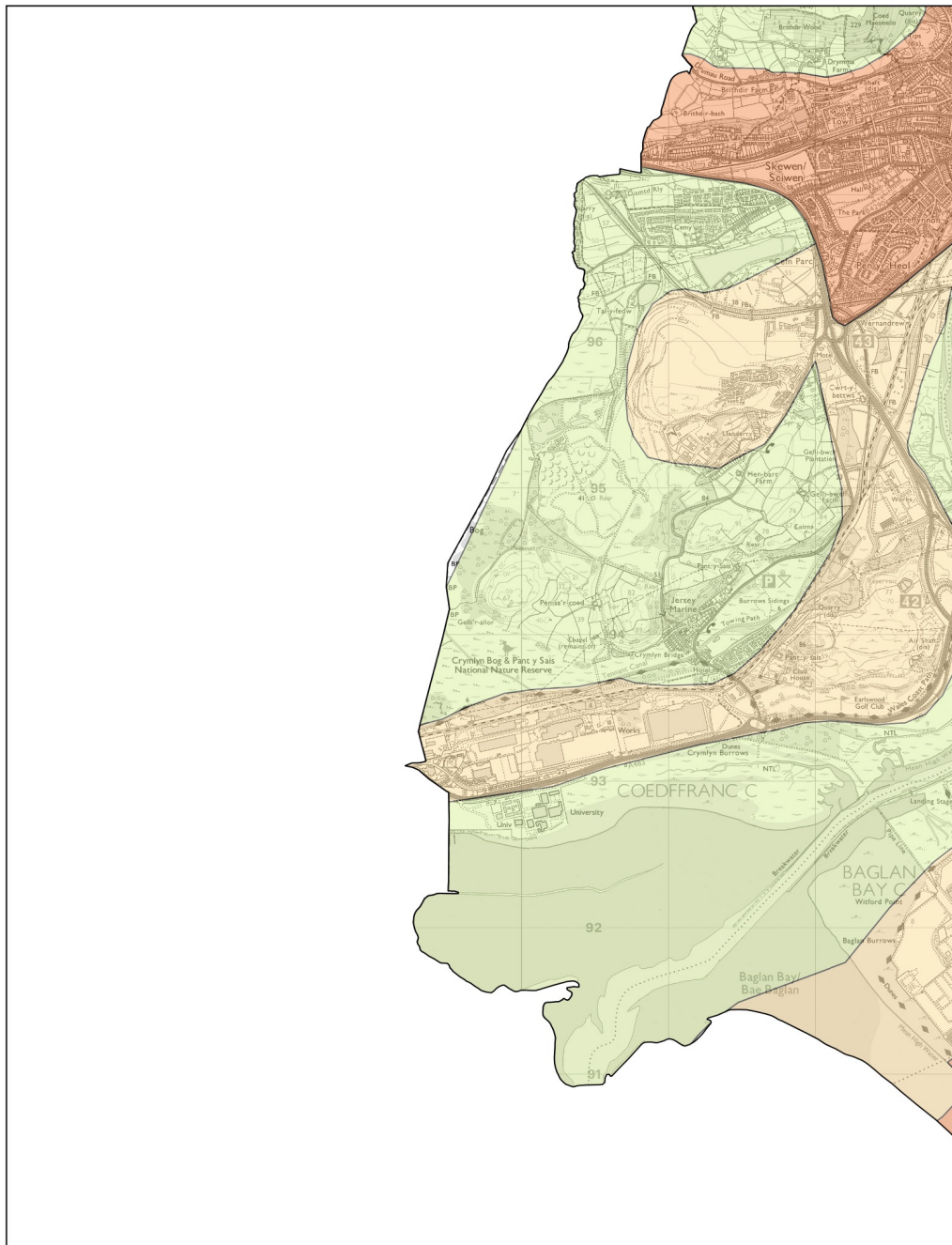
Plan 8



Parking Zones 3 5
2 4 6



Plan 9

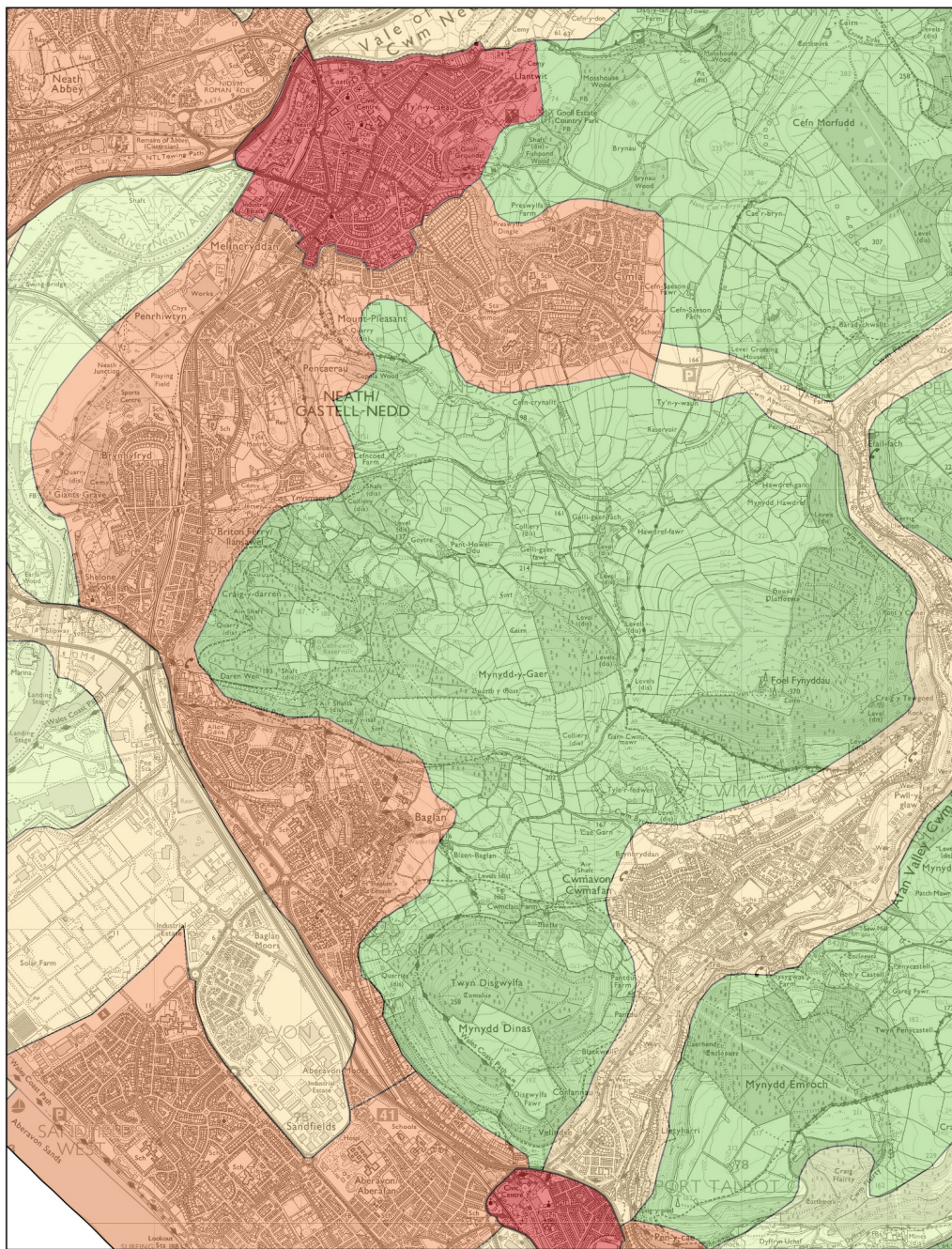


Parking Zones
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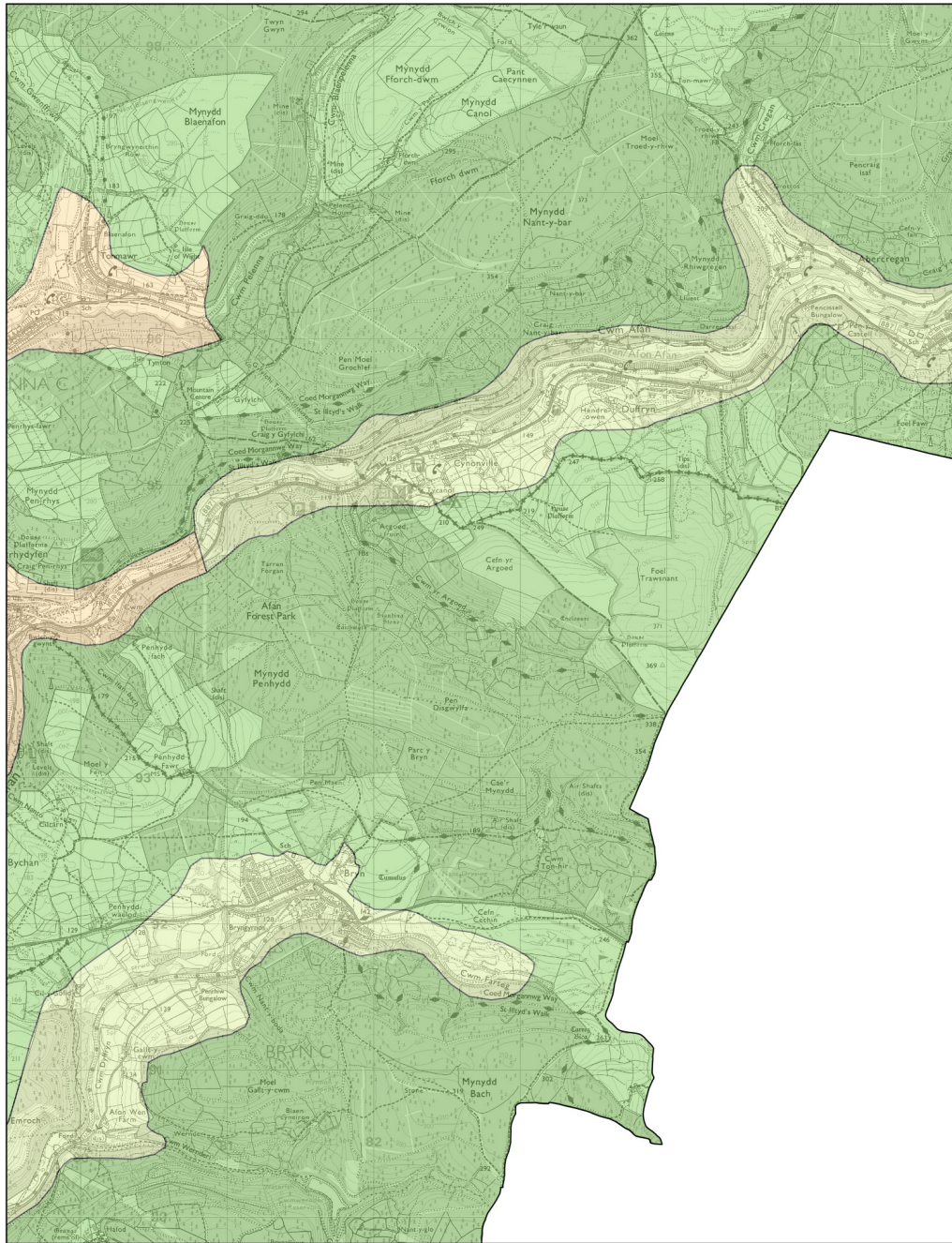
Plan 10



Parking Zones	3	5
2	4	6



Plan 11



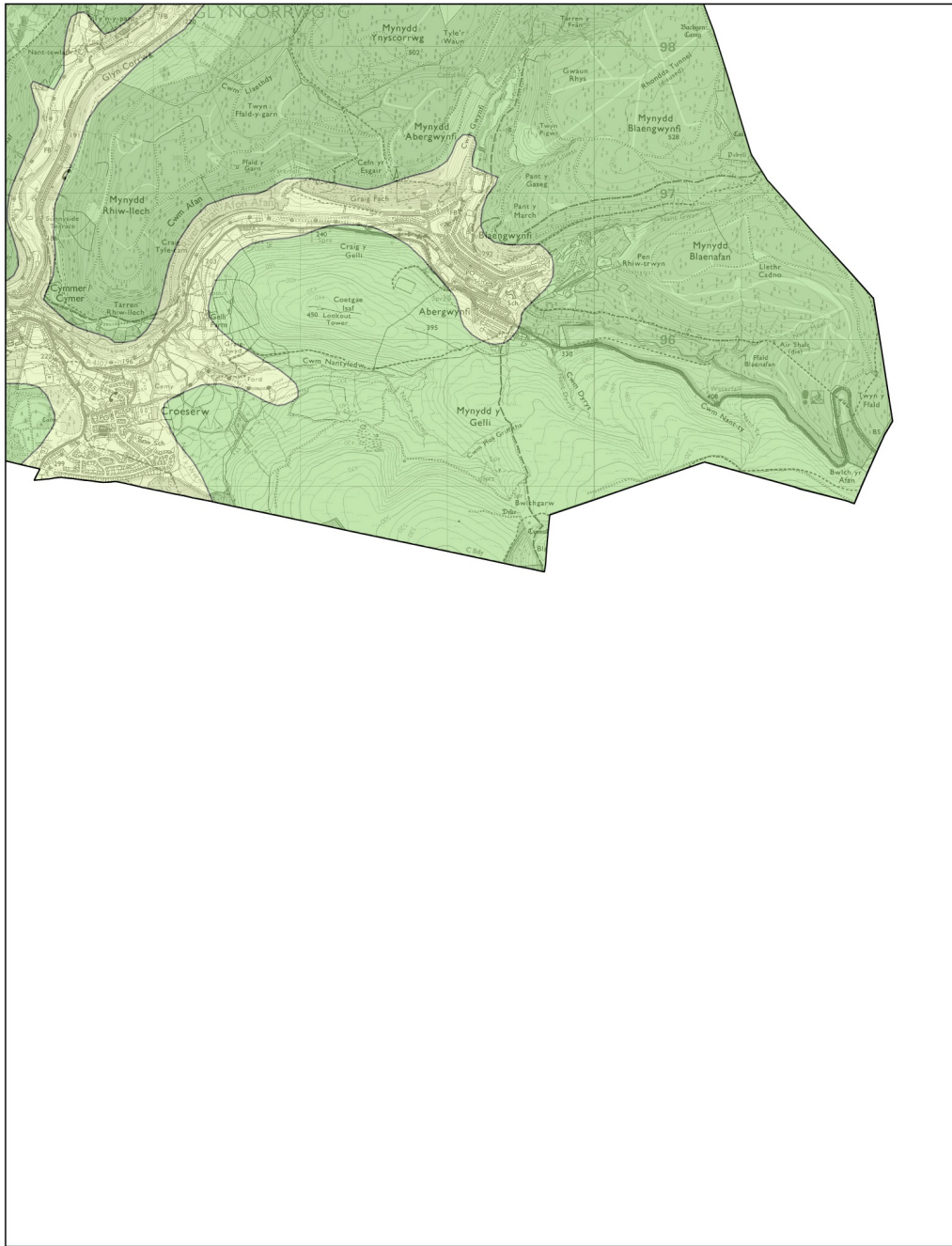
Parking Zones

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Plan 12

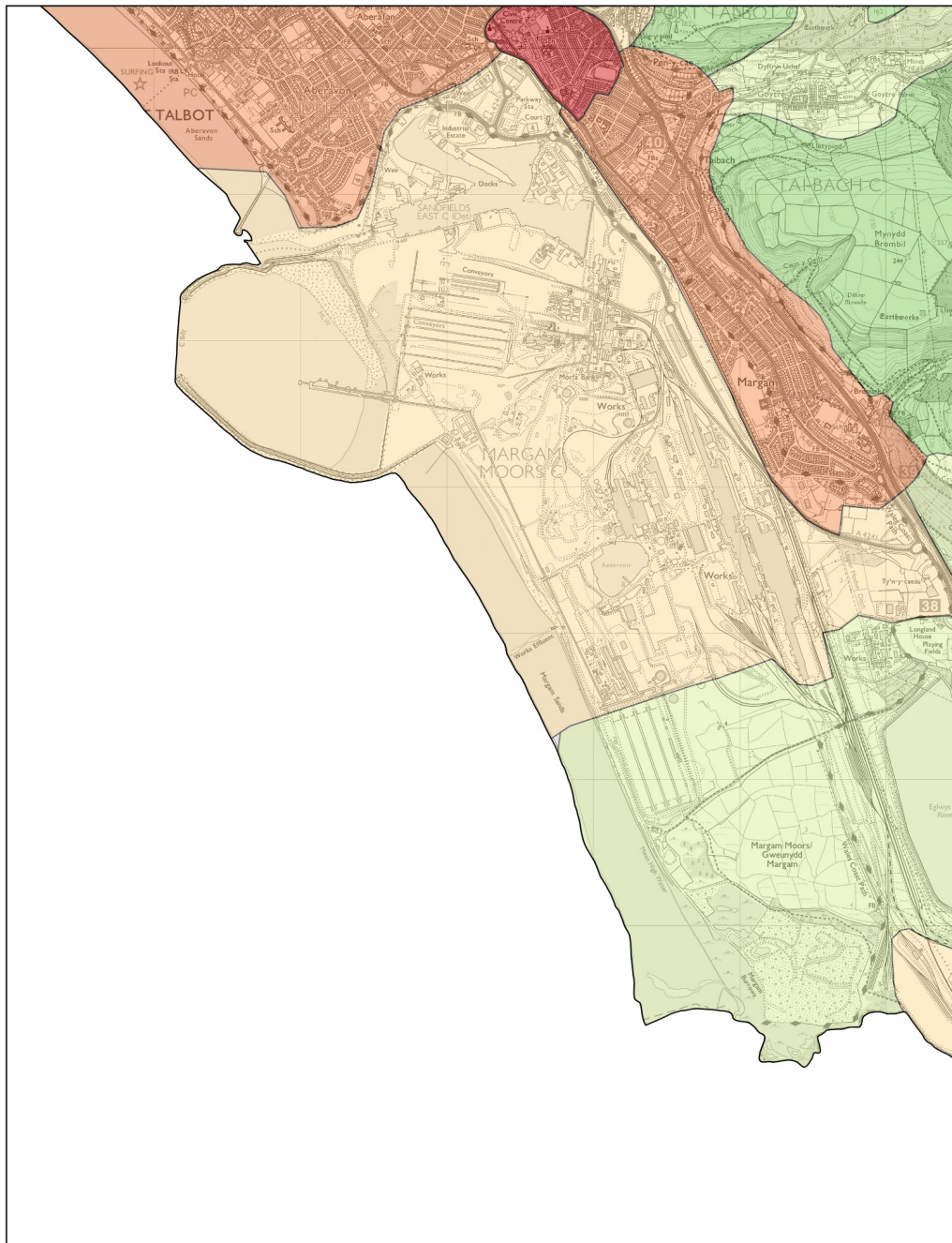


Parking Zones	 3	 5
	 2	 6

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Plan 13



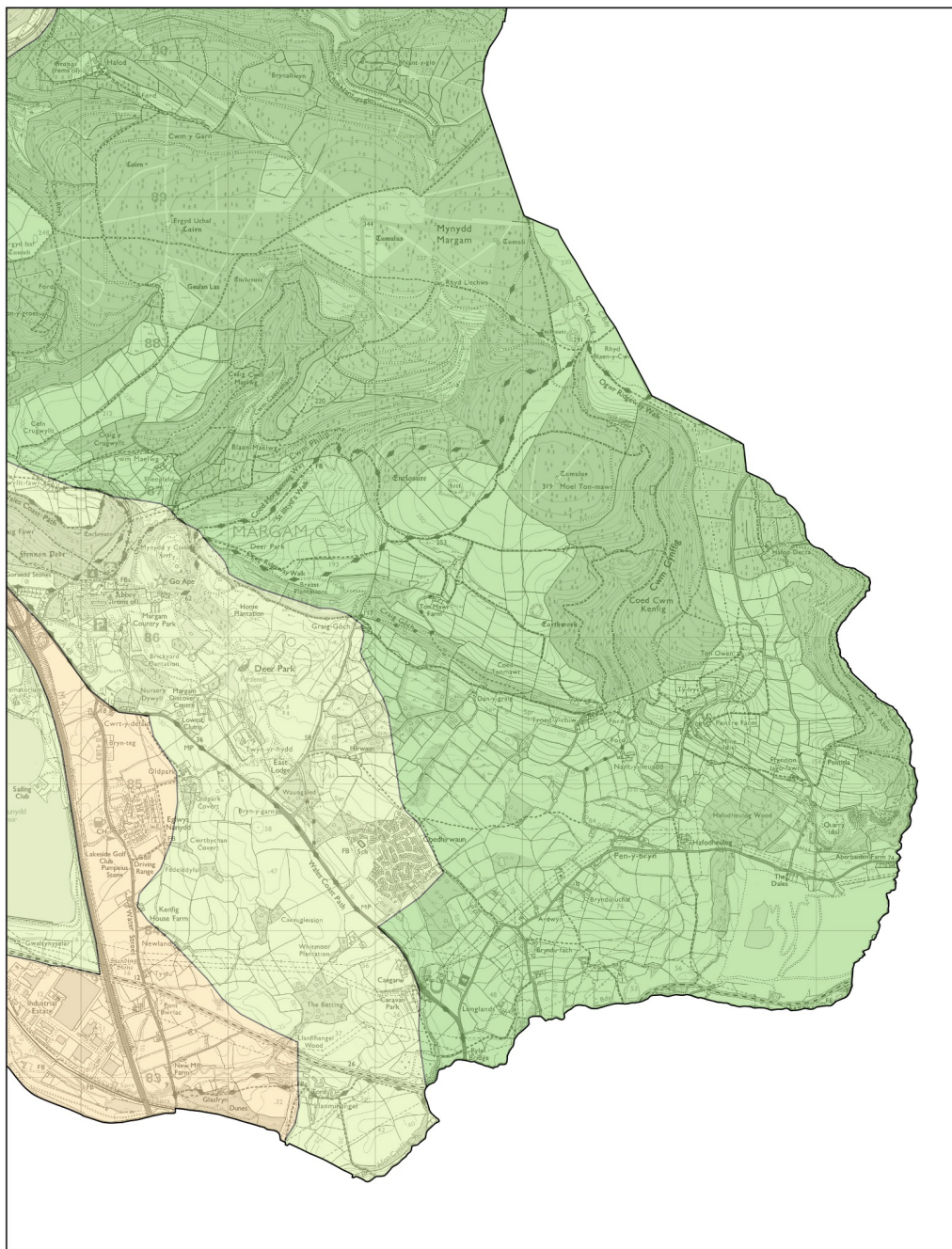
Parking Zones

Red	2	Orange	3	Light Green	5
Dark Orange	4	Yellow	6		

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Plan 14



Parking Zones	3	5
2	4	6

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A: . Zoning Maps

B: Access for the Disabled

Guidance Notes for Applicants

B.1 All new public buildings are now required, where reasonable and practicable, to be accessible to and have facilities for disabled people. The requirements of the Chronically Sick and Disabled Persons Act 1970 and the Chronically Sick, Disabled Persons (Amendment) Act 1976 and Disability Discrimination Act 2005 apply to a wide range of buildings, including: offices, shops, banks, post offices, sports centres, hotels, restaurants and public houses, theatres and cinemas, exhibition centres, libraries and museums, community and church halls; together with all places of education, including schools, universities and colleges. This list is not exhaustive and other types of building can fall within the terms of the Act.

B.2 In publishing a comprehensive document on parking standards, it was recognised that the fundamental requirement of access to buildings by the disabled was very much bound up with the parking arrangements and therefore this Appendix has been prepared to draw the attention of developers to these complementary matters.

B.3 Having examined many guidelines provided by a number of bodies and authorities, which all cover the same ground to a greater or lesser extent, it has been recommended that the following publications be used as the basis for guidance:

B.4 “Reducing Mobility Handicaps”: Guidelines published by The Institution of Highways and Transportation, 6 Endsleigh Street, London, WC1H 0DZ.

B.5 “Planning and Access for Disabled People”: A good practice guide published by the Department for Communities and Local Government, PO Box 236, Wetherby, LS23 7NB.

B.6 The former document is particularly detailed on the external considerations of a development whilst the latter concentrates more strongly upon the Planning System; however, they should be read and applied in a complementary manner.

B.7 In addition to the contents of these two documents, developers must give due consideration to the following aspects, which are considered important to disabled persons:

- The signing of pedestrian routes - having established the most convenient location for parking the vehicles of disabled persons, it is essential that a clear system of sign posting to the appropriate access catering for disabled persons should be devised and, implemented by the developer.
- The gradient of any ramp should be as slight as possible. The use of the term 'maximum gradient 1 in 12' should not be construed as being acceptable to disabled persons, except where it is absolutely unavoidable. Developers should consider very

B: . Access for the Disabled

carefully the relative levels of parking spaces and finished floor levels at an early stage in their planning, so that a level or near level pathway (preferably less than 5% gradient) can be maintained between the two, if at all possible.

- The difficulty caused to disabled persons in gaining entrance into a building is covered by the documents but the delay in opening doors etc., can cause considerable discomfort and therefore the developer should consider providing a canopy over entrances designed for the use of disabled persons.

Parking Reserved for Disabled People

B.8 It is recommended that appropriately positioned parking places, preferably within 50 metres of the facility served by the car park and which are adequate in size and number, shall be provided for people with disabilities. The size of each parking place and level of provision should be in accord with the recommendations in the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

B.9 The recommended proportions of spaces for Blue Badge holders are:

- For car parks associated with existing employment premises - 2% of the total car park capacity, with a minimum of one space.
- For car parks associated with new employment premises - 5% of the total car park capacity;
- For car parks associated with shopping areas, leisure or recreational facilities and places open to the general public - a minimum of one space for each employee who is a disabled motorist plus 6% of the total car park capacity for visiting disabled motorists;
- For car parks associated with railway stations - a minimum of one space for each railway employee who is a disabled motorist plus:
 - for a car park with fewer than 20 spaces, one disabled space;
 - for a car park of 20 to 60 spaces, two disabled spaces;
 - for a car park of 61 to 200 spaces, three disabled spaces;
 - for a car park with more than 200 spaces, 4% of capacity plus four disabled spaces

B.10 Disabled persons parking bays in off-street locations should be marked out with yellow lines and a yellow wheelchair symbol within the parking space. A sign, or if appropriate signs should be provided at the entrance to the car park to direct disabled motorists to designated parking spaces which, if the car park is not under cover, should

also have raised signs at the head of the reserved bays. Signs inside the car park should show the most convenient way to the facilities served by the car park, with an approximate distance to those facilities. The marking out should comply with British Standard BS8300:2001 'Design of buildings and their approaches to meet the needs of disabled people – Code of Practice' as well as to the recommendations of the Department for Transport's document 'Inclusive Mobility', 'A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure' (2002).

B.11 On street disabled parking bays should be indicated by signs and marked out in full compliance with the Traffic Signs Regulations and General Directions (1994). Each bay should have a raised sign at the head of the bay to ensure that if snow or fallen leaves obscure the road markings, the purpose of the bay are still apparent.

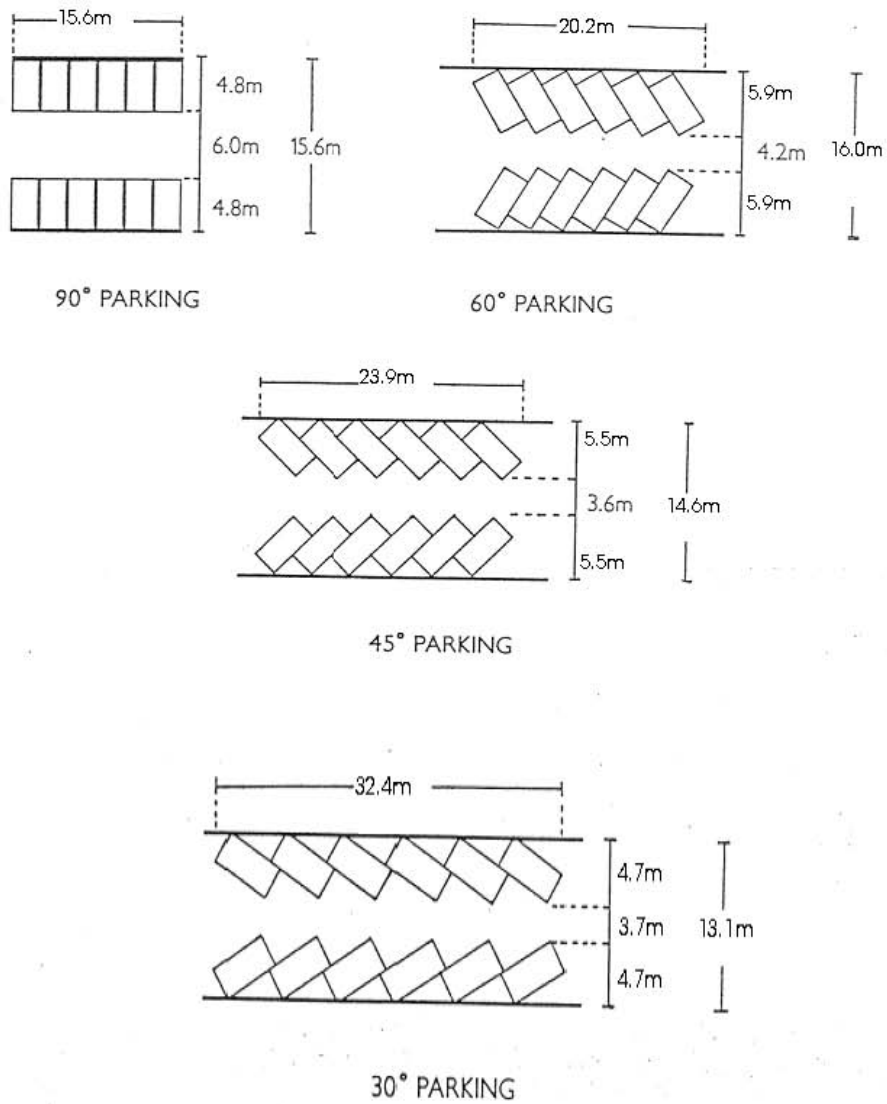
B: . Access for the Disabled

C: Layout of Parking Areas

C.1 Cars: The standard dimensions of car parking spaces are: 4.8m x 2.6m

C.2 In ground parking areas the average requirement per car including space for access is 21m² (226 sq. ft. approx)

Alternative Ways of Arranging 12 Spaces



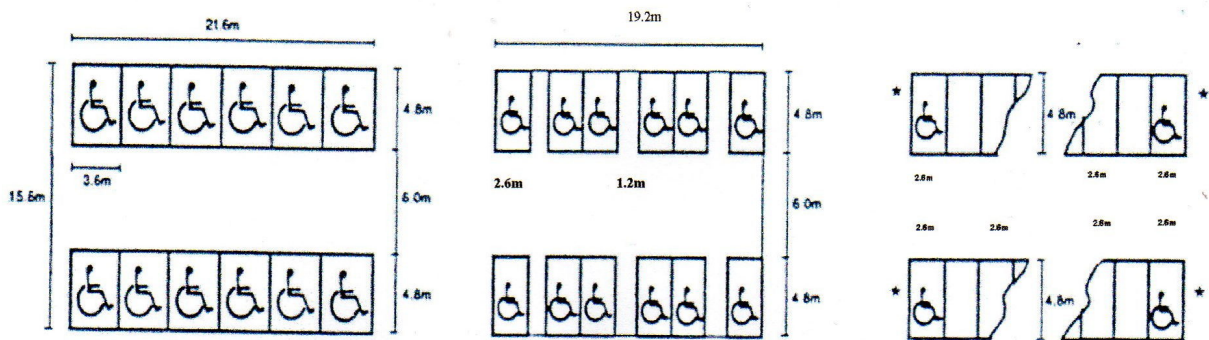
C: . Layout of Parking Areas

C.3 Disabled Driver's Vehicles - The standard dimensions of car parking spaces are: 4.8m x 3.6m

C.4 This allows transfer from vehicle to wheelchair. With certain layouts 4.8m x 2.6m bays can be used but additional provision must be made for the disabled to transfer to wheelchairs (see below)

C.5 Access to the rear must be provided.

C.6 Alternative ways of arranging disabled spaces.



C.7 * THIS ADJACENT ROAD SURFACE MUST BE CLEAR OF OBSTRUCTION IF 2.6m. WIDE SPACES ARE TO BE USED.

C.8 Vehicle Bays - The bay must be of sufficient size and be located so that the vehicle can be manoeuvred within the site, e.g. the 12m rigid lorry requires an absolute minimum of 105m² to allow it to leave a site in forward gear. Further details of good design practice can be found in appropriate Highway Authority Design Standards or 'Designing for Deliveries', Freight Transport Association 1998.

- Articulated Vehicles: 16.5m x 2.55m
- Articulated Low loader Vehicles: 18.0m x 2.55m
- Rigid Vehicles: 12.0m x 2.55m
- Buses and Coaches (two axle): 13.5m x 2.55m
- Buses and Coaches (three axle): 15.0m x 2.55m
- Buses and Coaches (Articulated): 18.75m x 2.55m
- Refrigerated vehicles maximum allowed width is 2.65m

C.9 All vehicles should enter and leave the site in forward gear.

C.10 Further guidance on parking layouts can be found in Manual for Streets.

D: Cycle Parking Standards

D.1 Short stay parking and long stay parking are separately considered in the following tables. Short stay parking addresses the needs of customers or other visitors to a development, whereas long stay parking is applicable to the needs of staff. Staff should also be encouraged to cycle to work by the provision of additional facilities such as lockers, changing areas and showers. Covered cycle parking stands can also be an important element in encouraging the use of cycles.

D.2 Cycle parking should be located in a safe, secure and convenient location. Care should also be taken to ensure that cycle parking facilities are not located where they may obstruct pedestrians, disabled persons and particularly people with sight problems.

D.3 Appropriate signing should always be provided to indicate the location of short term cycle parking.

D.4 For reasons of security, cycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. In certain instances this could need to be supplemented through the introduction of CCTV or other security means.

D.5 Guidance on the design of cycle parking is available in the DfT Traffic Advisory Leaflet 5/02 “Key Elements of Cycle Parking” and in Sustrans Information Sheet FF37 “Cycle Parking”.

D.6 All residential developments must be accessible by cycles and cycle storage must be a factor of dwelling design. In appropriate circumstances, convenient communal facilities may be provided. Guidance on this subject is available within Manual for Streets.

D.7 Where a development is located within a commercial centre and it is not appropriate for a particular reason to provide cycle parking facilities, the developer should be asked to provide a financial contribution towards the provision of sustainable transport.

D.8 The provision of facilities for cyclists should be specifically considered whenever a Travel Plan is accepted.

TYPE OF DEVELOPMENT	CYCLE PARKING PROVISION	
	Long Stay	Short Stay
a) Residential		
Apartments	1 stand per 5 bedrooms	No requirement
Purpose built student accommodation	1 stand per 2 bedrooms	No requirement
Self contained elderly persons accommodation	1 stand per 20 bed spaces	1 stand per 20 bed spaces
b) Offices		
Offices	1 stand per 200m ²	1 stand per 1000m ²

D: . Cycle Parking Standards

TYPE OF DEVELOPMENT	CYCLE PARKING PROVISION	
Call Centres	1 stand per 150m ²	1 stand per 1000m ²
c) Shops		
Shops < 200m ²	1 stand per 100m ²	1 stand per 100m ²
Shops 201m ² – 1,000m ² :	Food	1 stand per 500m ²
	Non-food	1 stand per 750m ²
Supermarkets	1 stand per 500m ²	1 stand per 500m ²
d) Retail Warehousing		
Retail Warehousing: Non-food	1 stand per 500m ²	1 stand per 1000m ²
Cash & Carry Warehousing	1 stand per 500m ²	No requirement
Open Air Markets	1 stand per 500m ²	1 stand per 500m ²
Garages	1 stand per 250m ²	No requirement
Car Sales Premises	1 stand per 1000m ²	No requirement
e) Industry and Industrial Warehousing		
Industry	1 stand per 500m ²	1 stand per 1000m ²
Industrial Warehouses & Storage Centres	1 stand per 500m ²	No requirement
f) Places of Entertainment		
Assembly Halls: Commercial	1 stand per 10 staff	1 stand per 40 seats
Assembly Halls: Social	Incl. in short term	1 stand per 30 m ²
Cinemas, Theatres & Conference Centres	1 stand per 10 staff	1 stand per 30 seats
Stadia	1 stand per 10 staff	1 stand per 100 seats
g) Hotels and Restaurants		
Hotels & Public Houses	1 stand per 5 bedrooms	1 stand per 40m ² of public floor space
Restaurants & Cafés (All types)	1 stand per 10 staff	No requirement
h) Community Establishments		
Hospitals	1 stand per 20 beds	1 stand per 20 beds
Health Centres & Surgeries	Incl. in short term	1 stand per consulting room
Churches & Places of Worship	Incl. in short term	1 stand per 50m ² of public floor space

D: . Cycle Parking Standards

TYPE OF DEVELOPMENT	CYCLE PARKING PROVISION	
Public Leisure Centres	1 stand per 10 staff	1 stand per 50m ² of public floor space
Fitness Clubs	1 stand per 10 staff	1 stand per 25m ² of public floor space
Leisure Clubs & Sports Clubs	1 stand per 10 staff	1 stand per 10 facility users
Libraries	1 stand per 10 staff	1 stand per 30m ² of public floor space
i) Educational Establishments		
Day Nurseries & Crechés	Incl. in short term	1 stand /30 children
Nursery, Infants & Primary Schools	1 stand per 5 staff and 1 stand per 20 children	1 stand /100 children
Secondary Schools & Colleges of Further Education	1 stand per 5 staff and 1 stand per 6 students of age 17	1 stand per 100 students
j) Transport Facilities		
Park & Ride and Car Parks	1 secure stand per 20 car park spaces	No requirement

D: . Cycle Parking Standards

E: Motorcycle Parking Standards

E.1 Motorcycle parking should be located in a safe, secure and convenient location where other vehicles cannot encroach or obstruct the motorcycle parking area.

E.2 Motorcycles are prone to theft. For reasons of security, motorcycle parking facilities should be located in areas that are visible and therefore allow for informal surveillance. Surrounding high walls or shrubbery should be avoided as they could provide cover for thieves. In certain instances the introduction of CCTV or other security means could be necessary. In particular these facilities should be located where other larger vehicles, such as vans, could not be used to steal the motorcycles.

E.3 Robust anchor points must be provided to lock the motor cycles to, but the design of the anchor points must be such that they are able to accommodate a wide range of motorcycle wheel sizes, but without affording easy leverage for bolt croppers or other equipment used for the purposes of theft. Care must also be taken to ensure that locking facilities do not present a trip hazard to pedestrians, disabled persons and particularly people with sight problems.

E.4 Covered motorcycle parking would clearly be of benefit to riders, particularly for long term parking, as would the supply of convenient litter bins as riders have little space for carrying surplus articles. It is also important to consider the supply of lockers for storage of riders' protective clothing and helmets.

E.5 Motorcycle length and width dimensions are generally reduced when parked, as the front wheel will be turned to a locked position. The effective length and width vary between about 1600mm to 2300mm (length) and 650mm to 900mm (width). A bay size of 2.8m x 1.3m is recommended.

E.6 A further consideration is that of disabled riders. It is suggested that provision be made for disabled riders by way of special marked-out bays of increased size. Any rider experiencing reduced mobility and strength will benefit from extra room to position themselves to the side of their bike when manoeuvring or mounting. As the rider population ages, stiffness and reduced range of movement will make this a common issue.

E.7 Motorcycle parking bays should not be surfaced with bitumen based material as it can soften in hot weather, causing the stand of the motorcycle to sink and the bike to topple. Concrete surfaces should avoid this problem.

E.8 Further guidance is available in Manual for Streets.

TYPE OF DEVELOPMENT	MOTORCYCLE PARKING PROVISION
All classes of development	5% of provision for car parking

E: . Motorcycle Parking Standards

F: Sustainability

F.1 The reductions in parking requirement for residential units shall not result in less than one parking space remaining and for all other developments the reduction shall not be applied unless an acceptable travel plan is also submitted.

F.2 Sustainability points will be awarded to developments that meet the criteria below for their proximity, in terms of walking distance to local facilities, public transport, cycle routes and the frequency of local public transport. The maximum walking distance is defined as the distance along the most appropriate route from the point of origin (or centre of development) to the facility. Award of these sustainability points will result in a reduction in parking requirement as detailed below:

Sustainability Criteria	Maximum Walking Distance	Single Sustainability Points
Local Facilities		
Local facilities include a foodstore over 1000m ² , post office, community medical practice, primary / secondary school etc. Access to two of these within the same walking distance will score single points, whereas access to more than two of these will double the points score.	200m	3 pts
	400m	2 pts
	800m	1 pt
Public Transport		
Access to bus stop or railway station	300m	3 pts
	400m	2 pts
	800m	1 pt
Cycle Route		
A cycle route needs to be segregated from vehicular traffic and must provide links to local facilities and employment areas.	200m	1 pt
Frequency of Public Transport		
Bus or rail service within 800m walking distance which operates consistently between 7am and 7 pm. Deduct one point for service which does not extend to these times.	5 minutes	3 pts
	20 minutes	2 pts
	30 minutes	1 pt

F.3 Thus the sustainability points score for a dwelling within 400m of a school and a post office (1 X 2pts = 2pts), within 300m of a bus stop (3pts) and having a service frequency of every 15 minutes but only between 8am and 6 pm (2 pts – 1pt = 1 pt) would score a total of 6 pts.

Reductions in Parking Requirement

Sustainability Points	Parking Reduction
Residential Developments	
10 pts	2 spaces per dwelling
7 pts	1 space per dwelling
All Other Developments (other than shops and retail warehouses)	
10 pts	30%
7 pts	20%
5 pts	10%

Supplementary Planning Guidance: Parking Standards (October 2016)

G: Landscaping

G.1 Planting should be used in car parks to relieve the monotony of areas of paving: to define or screen parking bays, and to provide visual features. Landscaping is seen as an integrated part of the design of parking areas and not as an afterthought. Grass, ground cover plants, shrubs and trees used in car parks should be pollution resistant varieties, and in the case of trees should not be a type liable to heavy leaf fall, fruit dropping or branch shedding. Particularly to be avoided are most varieties of lime, maiden hair and horse chestnut. Care should be taken that planting does not obscure sight lines at junctions or remove any degree of natural surveillance.

G.2 Plant selection should reflect local character and vegetation and draw on native as well as the more ornamental or exotic species. Ultimate height and spread should be considered in relation to nearby structures. Plant selection must exclude those species of plant that harbour litter.

G.3 A useful guide for species choice is available on a web site compiled by the Horticultural Trades Association in consultation with the Landscape Institute at www.plantspec.org.uk

G.4 In some circumstances, hard landscaping may be more appropriate, e.g. concrete blocks, bricks, paving slabs, cobbles.

G.5 There is a wide variety of surfacing materials available, which can be used for car parks. The choice of which one to use in a specific situation will depend on the intensity of use expected, the desired appearance and the amount of money available for laying and maintenance.

G.6 The design and landscaping of car parks should take into account the guidance contained within the assessment guidelines of the Park Mark safer parking initiative of the Association of Chief Police Officers as well as the more general requirements of Planning Policy Wales Technical Advice Note 12: Design (TAN12).

G: . Landscaping

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Local Development Plan
Cynllun Datblygu Lleol