



Central Bedfordshire Local Transport Plan: Appendix F

# Approach to Parking

**Draft**

Version: 110317

# Contents

---

<b>Executive Summary .....</b>	<b>4</b>
<b>1. Background .....</b>	<b>6</b>
1.1 Introduction .....	6
1.2 Aim and Objectives .....	6
1.3 Parking in Central Bedfordshire .....	7
1.3 Existing Parking Conditions .....	8
1.4 Structure of the Report .....	<b>Error! Bookmark not defined.</b>
<b>2. Overall Policies .....</b>	<b>14</b>
2.1 Introduction .....	14
2.2 Overall Parking Management .....	14
2.3 Managing the Parking Stock .....	16
2.4 Parking Charges .....	17
2.5 Parking Standards in New Developments .....	18
2.6 Parking Enforcement .....	21
2.7 Residents' Parking Zones .....	22
2.8 Visitor Attraction Parking .....	22
2.9 Parking at Railway Stations .....	23
2.10 Improving Access and Use .....	24
2.11 Workplace Parking Levy .....	25
2.12 Residents' Overspill Parking .....	25
2.13 Park and Ride .....	25
2.14 Other Policy Context .....	26
<b>3. Residents' Parking Zones .....</b>	<b>28</b>
Stage 1: Identification of Potential Scheme .....	28
Stage 2: Definition of Scheme Type and Limits .....	29
Stage 3: Justification of Scheme .....	29
Stage 4: Prioritisation of Measures .....	30
Stage 5: Consultation with the Local Community .....	30
Stage 6: Permit Allocation and Pricing .....	30
Stage 7: Approvals and Implementation .....	31
Stage 8: Enforcement and Monitoring .....	31
Current Resident Parking Permit Areas .....	31



**4. Parking Standards ..... 33**

4.1 Minimum Residential Parking Standards ..... 33

4.2 Maximum Private Non-Residential Parking Standards ..... 34

4.3 Vehicle Parking Standards for Land Use Classes..... 36

**5. Design of Car Park Provision ..... 43**

**Appendix A: Car Parks in Central Bedfordshire ..... 45**

**Appendix B: Maximum Parking Standards ..... 47**

**Appendix C: Operational Parking Standards ..... 50**

DRAFT



# Executive Summary

---

This document presents Central Bedfordshire Council's approach to parking management, which forms part of the adopted Local Transport Plan 3 (LTP3) covering the period between April 2011 and March 2026.

The vision of the Sustainable Community Strategy is to ensure Central Bedfordshire is:  
**“Globally connected delivering sustainable growth to ensure a green, prosperous and ambitious place for the benefit of all.”**

The emerging approach to parking management will support this vision for the area by helping to create the conditions for economic success, improve employment opportunities and facilitate the delivery of housing growth.

Central Bedfordshire overall has a significant, strong, growing and diverse economy. IT is home to world leading companies, universities and education institutions, a high quality built and natural environment, a skilled labour force and effective communications links to major population centres. Our approach to managing parking must therefore support the economic aspects of our town centres and villages as well as supporting growth and regeneration in the district.

The rural nature of Central Bedfordshire means that the motor vehicle plays an important role in transport journeys for many Central Bedfordshire residents. As a result, this Approach will consider how we can best improve parking management for our residents not only in the area where they live but also in our centres of employment. Additionally, this Approach will not only consider parking management for our residents, but also for those who travel into our area. The Approach will also consider the related effects of congestion and road safety arising from car use.

The Authority provides numerous off-street car parking facilities within Central Bedfordshire, mainly focused on parking provision in Dunstable/Houghton Regis and Leighton Linlade, as our two largest areas of population and employment. Central Bedfordshire also provides “Residents Parking Zones” in these towns along with further minor provision in Biggleswade and Flitwick. These are zones where residents can purchase permits to park within their streets giving them a fair opportunity to park in the road in which they live.

In addition to this, there are also other facilities, which are run by the town & parish councils, the rail operators and other private companies.



This document provides a high-level strategic position on the following elements:

- overall management of car parking in Central Bedfordshire;
- managing the Council's car parking stock;
- setting of appropriate parking charges
- parking standards;
- enforcement and congestion management;
- residents' parking zones;
- visitor attraction parking;
- parking at railway stations;
- improving access and use
- workplace parking levy,
- residential overspill parking and,
- Park and Ride.

The Approach outlines how the Authority will develop its parking services, provide detail and clarity on how parking operates in Central Bedfordshire and provide parking guidance to facilitate achieving the objectives of the Local Transport Plan. The Approach refers to parking matters, dealing with cycling, motorcycling and freight, although cycling and freight will be considered in more detail with their own LTP strategies.

DRAFT



# 1. Background

---

## 1.1 Introduction

This document forms Central Bedfordshire Council's Approach to Parking Management, which comprises part of the Local Transport Plan 3 (LTP3) 2011-2026 adopted in April 2011. As the Council is a relatively new unitary authority, established in April 2009, this is the first parking related policy statement produced specifically for Central Bedfordshire, which succeeded the former county and district councils in that area.

This document provides a high-level policy position on the following aspects of parking in Central Bedfordshire:

- overall management of car parking in Central Bedfordshire (policy P1);
- managing the Council's car parking stock (policy P2);
- setting of appropriate parking charges (policy P3);
- car parking standards (policies P4, P5, P6 and P7);
- enforcement (policy P8);
- residents' parking zones (policy P9);
- visitor attraction parking (policy P10);
- parking at railway stations (policy P11);
- improving access and use (policy P12);
- workplace parking levy (policy P13),
- residential overspill parking (policy P14), and
- Park and Ride (P15).

The document also provides more detail on a number of these issues; for example, how parking charges are set and the direction the Authority wishes to take with its on and off-street parking offering, which will form the technical element of the Council's approach to parking.

It should be noted that parking issues for cycling and freight are referred to in more detail in other linked strategy documents and as such are only briefly referred to in this document.

## 1.2 Aim and Objectives

The Approach to Parking Management aims to support the local economy and facilitate sustainable development growth. The policies contained within this document help contribute towards the delivery of the objectives of the Local Transport Plan and more specifically to:

- encourage sustainable travel modes and help reduce reliance on the private car;
- enhance the built and natural environment (e.g. by reducing the amount of land required for parking and by improving the look of streets through better off street provision and the enforcement of parking contraventions);



- meet residents' needs for car parking near their homes thereby giving residents a fair opportunity to park within the streets where they live;
- improve journey time reliability for road users (e.g. by designing and managing future on-street parking controls to reduce traffic conflicts, obstructions and delays);
- reduce wasteful competition between towns in the wider sub-region (e.g. by setting car parking charges and standards that are broadly consistent with neighboring authorities yet take account of the financial viability of individual town centers);
- ensure that the provision of parking and wider enforcement duties are not a burden on the rate payer by ensuring, as a minimum, a cost neutral service provision;
- make Central Bedfordshire a safer place (e.g. by ensuring that car parks are 'safer by design' and that dangerous parking on street is actively discouraged/prevented);
- provide access to key services and facilities for special needs groups and the mobility impaired (e.g. by providing appropriate Blue Badge car parking spaces);
- improve the efficiency of the Council's parking service; and
- promote more sustainable transport.

There are clear tensions between trying to achieve the above objectives on the one hand and delivering an approach that supports a variety of economic, social and environmental goals on the other. This Approach, therefore, will find a balance between supporting economic growth by not discouraging shoppers from visiting our town centres and encouraging and supporting the use of more sustainable transport alternatives.

### 1.3 Parking in Central Bedfordshire

This section reviews the existing supply of on and off-street car parking serving Central Bedfordshire's Town Centres and rural areas in terms of type, quantity, location, charges and historical occupancy data. There are three broad categories of car parking in Central Bedfordshire:

- **On-street** – this is parking within the public highway boundary that is regulated by the Council acting as highway authority. Enforcement of on-street parking regulations was historically carried out by the Police but following the introduction of civil parking enforcement is now carried out by the Council. Currently Central Bedfordshire Council has no managed On-street pay and display parking facilities, although we will consider future provision in this respect. The only managed and enforced On-street parking facilities that currently exist within Central Bedfordshire are Residents Parking Zones (RPZs). Where there are no on street parking restrictions, parking vehicles on street in Central Bedfordshire is free of charge.
- **Public off-street** – these are parking areas provided by the Council which are open for use by the general public. Typically users are charged according to length of stay.
- **Private off-street** – parking that is privately owned for use by residents, employers, retailers, etc.

The majority of parking within Central Bedfordshire's market towns is provided by publicly operated car parks, with mainly free on-street parking within villages. Typically, the parking stock is supplemented by large car parks operated by supermarkets and other smaller privately owned and operated car parks.

Civil parking enforcement (CPE) operates throughout the whole of Central Bedfordshire.





Under the Road Traffic Act 1991, as amended by the Traffic Management Act 2004 (TMA), highway authorities can apply to the Secretary of State to establish special and civil enforcement areas which, once approved, transfers the responsibility for parking enforcement from the police to the highway authority.

The previous highway authority, Bedfordshire County Council, applied to the Department for Transport (DfT) for Permitted Parking Areas and Special Parking Areas for the then Mid and South Bedfordshire Districts. As a result of the application a Statutory Instrument was made by DfT. This is known as The Road Traffic (Permitted Parking Area and Special Parking Area) (County of Bedfordshire) (Districts of Mid Bedfordshire and South Bedfordshire) Order 2004 commencing 2/2/2004.

As part of managing the parking service in Central Bedfordshire the Council will investigate all requests received for parking controls from residents, town and parish councils and other interested organisations. In addition, where injudicious on street parking results in problems with road safety or causes obstruction, the Council will seek to implement restrictions to prohibit parking. All parking restrictions are progressed through the traffic regulation order (TRO) process.

All new parking controls are monitored and, where the restrictions have not been as effective as anticipated, consideration will be given to further restrictions.

## 1.3 Existing Parking Conditions

### 1.3.1 Parking in Central Bedfordshire

Over recent years studies have been undertaken in Dunstable, Leighton Buzzard, Biggleswade, Flitwick and Ampthill to ascertain the demand, availability and quality of parking provision both on and off street. The Council will develop a programme of further parking studies in its towns and villages so that a complete picture can be formed of the parking needs in Central Bedfordshire.

#### 1.3.1.1 Dunstable Off-Street Public Car Parks

There are nine public and private off-street car parks that serve Dunstable town centre which provide 1,764 spaces for commuters and visitors. The Council has reviewed the existing supply of off-street car parking serving Dunstable Town Centre in terms of type, quantity, location, charges and historical occupancy data.

#### 1.3.1.2 Off-Street Public Car Parks (Operated by CBC)

There are six car parks in total, the locations of which are given by quadrant in relation to the town centre. The car parks are listed below in **Table 1.3.1.2**

Table 1.3.1.2: Council Car Parks in Dunstable

Car Park	Quadrant	Short or Long Stay	Parking Normal (White Spaces)	Permit Holders (Yellow Spaces)	Market Traders (Red Spaces)	Blue Badge Holders Spaces	Spaces in Each Car Park
Ashton Square	Southwest	Both	300	10	50	27	387
Priory Gardens	Southeast	Both	42	22	0	3	67
Matthew Street	Northwest	Both	41	28	0	3	72
Regent Street	Northwest	Both	56	0	0	3	59
St Mary's Gate	Southwest	Both	43	13	0	2	58
Grove Park	Northeast	Both	398	0	0	39	437
<b>Total Parking Spaces</b>							<b>1080</b>





All of the identified Council car parks are located in the published Dunstable Town Centre masterplan area, and only Grove Park is located outside the existing town centre boundary. There are currently no designated long stay car parks, although there are widespread opportunities for long stay car parking in the town centre.

For the purposes of this document, short and long stay parking are defined as follows:

- Short stay parking is where it is generally priced to encourage customers to park for the duration of a normal shopping trip, which is generally considered less than three hours, beyond which parking is either prohibited or the tariff increases exponentially to discourage parking for a time in excess of the preferred duration; and
- Long stay parking is where vehicles are encouraged by the tariff to stay for a period, which usually encompasses the working day. It is not necessarily a car park which discourages short term parking, although some have a daily flat rate which can have that effect.

Parking charges are in place at all of these car parks between 08:00 and 18:00, Monday to Saturday, with the following tariff structure in operation correct as of 12<sup>th</sup> May 2011 (subject to annual reviews).

**Table 1.3.1.2b: Council Car Parks Tariff Structure (2011/12)**

Car Park	Up to 30 min	Up to 1 Hours	Up to 2 Hours	Up to 3 Hours	Up to 5 Hours	Up to 10 Hours	Up to 1 Week
Ashton Square	N/A	£0.50	£0.50	£1.50	£3.50	£6.00	£12.80
Priory Gardens	N/A	£0.50	£1.00	£1.50	£3.50	£6.00	£12.80
Matthew Street	N/A	£0.50	£0.50	£1.50	£3.50	£6.00	£12.80
Regent Street	N/A	£0.50	£1.00	£1.50	£3.50	£6.00	£12.80
St Mary's Gate	N/A	£0.50	£0.50	£1.50	£3.50	£6.00	£12.80
Grove Park	£0.20	£0.50	£1.00	£1.50	£3.50	£6.00	£12.80

All of the Council controlled car parks operate on a Pay & Display (P&D) basis. Parking on Sundays and Bank Holidays is free of charge, and free parking for motorcycles is available in Matthew Street. In terms of disabled parking, free parking is available for Blue Badge Holders in designated bays only. The Blue Badge Scheme provides a national arrangement of parking concessions for people with severe walking difficulties who travel either as drivers or passengers. The scheme also applies to registered blind people, and people with severe upper limb disabilities who regularly drive a vehicle but cannot turn a steering wheel by hand.

Parking for market traders is available in Ashton Square car park. The permit charge for a regular market trader is £64.00 per market day for 12 months, and casual market traders can purchase a reduced daily ticket at the cost of £3.50 per day from the P&D machines located in the car parks (charges correct as of 12<sup>th</sup> May 2011 subject to annual review). In addition, permits are available to business owners and employees working in the District as follows:

- One month £52;
- Three months £129; and
- One year £386.

### 1.3.1.3 Off-Street Public Car Parks (Privately Operated)

There are three privately operated off-street car parks that are available to the public, the locations of which are indicated by quadrant in relation to the town centre. The car parks are listed below in **Table 1.3.1.3**



**Table 1.3.1.3: Privately Operated Car Parks in Dunstable**

Car Park	Quadrant	Normal Spaces	Disabled Spaces	Spaces in Each Car Park
Asda	Northeast	348	36	384
ALDI	Northeast	91	4	95
Quadrant Centre	Northeast	190	15	205
<b>Total Parking Spaces</b>				<b>684</b>

As set out in the above table, a total of 684 privately operated public spaces serve the town centre, and parking for motorcycles is also available in the Quadrant Centre. ALDI is a customer only car park and free customer parking is limited to 1.5 hours (no return within 4 hours). Parking charges are in place at the Quadrant Centre and Asda between 08:00 and 18:00 and 09:00 and 17:00 respectively, Monday to Saturday, and the following tariff structures are currently in operation.

**Table 1.3.1.3b: Privately Operated Car Parks Tariff Structure**

Car Park	Up to 1 Hour	Up to 2 Hours	Up to 3 Hours	Up to 4 Hours	Up to 10 Hours
Asda		£1.00	£2.00		
ALDI	<b>Free customer parking limited to 1.5 hours (no return in 4 hours)</b>				
Quadrant Centre	40p	70p	£1.00	£1.50	£10.00

The Asda and Quadrant Centre car parks operate on a P&D basis, and parking on Sundays and Bank Holidays is free of charge. The maximum stay at Asda is 3 hours and they do offer refunds of up to £1 on parking tickets at the checkout when customers spend £5 or more, and this happens when the refund voucher is detached from the P&D ticket after purchase and presented at the checkout. The Quadrant Centre car park is a slightly cheaper option than Asda, although when taking into account the refund system the tariff for up to 3 hours at both car parks is the same and parking for up to 2 hours at Asda can be free of charge. In terms of comparison to the tariffs at the CBC operated car parks, the Quadrant Centre is generally more expensive in terms of short stay parking charges, with respective tariffs of 70p and £1.00 for up to 2 and 3 hours in the Quadrant Centre compared to 50p and 80p for five of the CBC car parks. At Grove Park it is £1.00 for up to 3 hours parking, however 2.5 hours parking costs 70p and the same charge equates to only 2 hours at the Quadrant Centre. All three of these car parks are operated by private management companies as follows:

- ALDI – Parking Eye Ltd;
- Quadrant Centre – Vinci Parking Services UK Ltd; and
- Asda – Town and City Parking Ltd.

#### 1.3.1.4 Disabled Parking

Dedicated disabled parking spaces are provided in all of the public and private off-street car parks that serve the town centre. Traffic Advisory Leaflet 5/95 'Parking for Disabled People' recommends a minimum provision of 6% of the total car park capacity for disabled parking. The Quadrant Centre, Grove Park and Ashton Square car parks currently meet this requirement, and the overall provision of approximately 132 disabled parking spaces serving the town centre equates to 7.5% of the total parking capacity, which is above the minimum recommended provision. Free parking is available for Blue Badge Holders in designated disabled bays within Asda, ALDI and the six Council operated car parks. Charges for disabled parking within the Quadrant Centre car park are the same as for motor vehicles.

#### 1.3.1.5 Location of car parks

The current balance between short and long stay parking is heavily weighted towards long stay, with 1285 available for both long and short stay compared to 479 designated short stay spaces (ALDI and Asda car parks). It is considered that the current balance of provision is appropriate, given the existing constraints of the transport network in terms of Dunstable lacking a train station and with traffic congestion on the strategic roads (A5 and A505) reducing the reliability of bus services serving the town centre. In addition, the lack of an efficient rapid public transport system serving the surrounding area means there is little or no attractive alternative mode of transport to the private car for commuters to access the town



centre. However, the committed strategic improvements to the transport network including the A5-M1 Link and the M1 Junction 10 to 13 Hard Shoulder Running Scheme should help to alleviate traffic and reduce congestion currently experienced on the strategic roads that serve Dunstable. The Luton-Dunstable Busway is planned to provide a frequent and dependable high quality bus service linking Houghton Regis, Dunstable and Luton providing better coverage to the surrounding areas, and the aforementioned major highway infrastructure interventions could make both the Busway and conventional bus services a more attractive option for commuters. Therefore, it is considered at some time in the future there may be the opportunity to reduce the level of long stay parking provision and have more dedicated short stay spaces given the committed transport improvements. In terms of the spatial distribution of car parks, it is considered that there is a good balance in terms of the availability of spaces in terms of proximity to retail, leisure and other town centre services, as summarised in **Table 1.3.1.5.**

**Table 1.3.1.5: Location of Car Parking Spaces in Relation to Town Centre Services**

Quadrant	Car Park	Number of Spaces	Retail, Leisure and Other Town Centre Services Served by Car Parks
Northwest	Matthew Street	131	Dunstable Market and High Street (N)
	Regent Street		Grove Park and High Street (N)
Northeast	Grove Park	1121	Leisure centre, Theatre, Bowling Centre and Grove Park
	ALDI		ALDI / Priory Gardens and the Church
	Quadrant Centre		Quadrant Centre / ASDA / High Street (N)
Southwest	ASDA	445	ASDA / Quadrant Centre / High Street (N)
	Ashton Square		Dunstable Market, Wilkinsons / High Street (S), Priory Gardens and the Church
Southwest	St Mary's Gate	445	Dunstable Market and Wilkinsons / High Street (S)
	Priory Gardens		67

The Quadrant Centre, ALDI and Priory Gardens car parks are well located to cater for traffic travelling into Dunstable from the east (A505); Regent Street, Asda and Grove Park are accessible from the north (A5) and Matthew Street, St Mary's Gate and Ashton Square serve traffic travelling into the town centre from the west (B489). None of the nine off street car parks that serve the town centre are directly accessible for traffic from the south (A5), which means that any demand must be met by the six car parks served by the A505 and the B489, adding to the traffic levels along these roads and at the town centre crossroads (A5 High Street / A505 Church Street / B489 West Street junction).

The quality of the pedestrian routes between these car parks and the town centre is variable, and will be the subject of further consideration. There are generally direct and convenient routes connecting the car parks serving ALDI, Asda and the Quadrant Centre. There are pedestrian crossings on the A505 linking the Priory Gardens car park with ALDI and the Quadrant Centre, and it also sits adjacent to the church and the gardens. St Mary's Gate is also conveniently located in relation to the pedestrian footways on the B489 that facilitate access to the wider town centre.

In comparison, it is considered that Regent Street, Matthew Street, Ashton Square and Grove Park car parks are slightly detached from the existing main town centre areas in terms of pedestrian connectivity. Both Regent Street and Matthew Street car parks are set back from the A5 (N) and concealed by buildings, and as a result pedestrian links to the town centre services are elongated and less legible. Ashton Square and Grove Park are slightly detached from the existing town centre but are generally within comfortable walking distance of adjacent retail and leisure services.



### 1.3.1.6 Use of Parking

The former council, South Bedfordshire District Council, carried out monthly utilisation surveys between January 2007 and June 2009 at the following Council operated car parks:

- Regent Street;
- Ashton Square;
- St Mary's Gate; and
- Priory Gardens.

Comparison of the car park survey results for this period is provided in Table 1.3.1.6. These surveys were carried out on different market (Wednesday, Friday or Saturday) and non-market days, and compare occupancy levels at off-street parking locations. The surveys indicate that occupancy levels peaked during 2008 at around 78% on a market day and 84% on a non-market day. The Institute of Highways and Transportation (IHT) document 'Guidelines on the Preparation of Parking Strategies and Management' defines a car park with an observed occupancy rate of 85% or above as operating at its theoretical capacity. It can therefore be seen that when viewed together, these four town centre car parks have been operating within theoretical capacity during typical market and non-market days.

Further analysis of the historical car park surveys shows that St Mary's Gate has the highest occupancy levels on market and non-market days, with average observed occupancy rates of 89% and 91% respectively during the period. Occupancy levels are also generally high at Priory Gardens, being in excess of 80%. It is considered that St Mary's Gate and Priory Gardens publicly operated car parks are generally busy (above 80%) due to their locality. St Mary's Gate is situated adjacent to Ashton Square car park, which is where Dunstable Market is based three days a week, and in close proximity to Wilkinsons and the retail offer in the southwest quadrant. The Priory Gardens car park is opposite the southern entrance to the Quadrant Centre, which is located on the north side of the A505 Church Street, and it also provides access to the church and the gardens.

In comparison to this, occupancy levels at Regent Street are considerably less, particularly on market days where they are at 54% during the period. The car park is located in the northwest quadrant, isolated from the main town centre areas mentioned in the previous paragraph, and is enclosed by buildings and garages. In addition, the pedestrian exit point is actually alongside the vehicle access, which initially directs pedestrians away from the main town centre. Ashton Square occupancy levels are also lower at 69% and 68% on market and non-market days, and this could be a result of market activity restricting access to certain areas of the car park on market days and a preference to use nearby car parks like St Mary's Gate. The sprawling layout means that areas of the car park, particularly in the southwest corner, are less accessible to Wilkinsons and the retail offer in the southwest quadrant in terms of distance and route legibility, making this car park less attractive for users on non-market days.

It should be noted that the overall percentage change in occupancy levels between 2007 and 2009 on non market days shows a significant decrease of 31%. This is a result of a sharp fall in occupancy levels in 2009, however this is based on the observations of five surveys between January and June. This drop in utilisation could be attributed to the retail decline due to the impact of the credit crunch on the economy and the associated slowdown in consumption, investment and growth, which was most severely felt between August 2008 and 2009. Also, given the time of year the lower occupancy levels could be explained as a consequence of particular conditions on the days surveyed e.g. adverse weather, especially given the earlier upward trends between 2007 and 2008 on market and non-market days.



**Table 1.3.1.6: Annual Car Park Survey Results**

Year	Car Park	Percentage Occupancy	
		Market Day	Non-Market Day
2007	Ashton Square	51%	74%
	Priory Gardens	88%	91%
	Regent Street	63%	69%
	St Mary's Gate	97%	98%
	<b>2007 All</b>	<b>61%</b>	<b>78%</b>
2008	Ashton Square	80%	82%
	Priory Gardens	82%	79%
	Regent Street	54%	88%
	St Mary's Gate	88%	100%
	<b>2008 All</b>	<b>78%</b>	<b>84%</b>
2009	Ashton Square	77%	48%
	Priory Gardens	79%	73%
	Regent Street	44%	49%
	St Mary's Gate	81%	76%
	<b>2009 All</b>	<b>74%</b>	<b>54%</b>
2007-2009	Ashton Square	69%	68%
	Priory Gardens	83%	81%
	Regent Street	54%	69%
	St Mary's Gate	89%	91%
	<b>2007-2009 All</b>	<b>71%</b>	<b>72%</b>
<b>2007-2009 Total % Change</b>		<b>+22%</b>	<b>-31%</b>

Notes: Dunstable Market – Wednesday, Friday and Saturday

Sections to be added

**1.3.2.1 Biggleswade On and Off-Street Public Car Parking**

**1.3.2.1 Leighton Buzzard On and Off-Street Public Car Parking**

DRAFT



## 2. Overall Policies

---

### 2.1 Introduction

The Council's Approach to parking management balances a range of economic, social and environmental objectives and the policies set out in this section seek to strike an appropriate balance given Central Bedfordshire's particular circumstances, and the strategic approach being taken by the Local Transport Plan.

### 2.2 Overall Parking Management

The availability of car parking can have a significant influence on travel behavior and patterns of movement. Consequently, car parking needs to be carefully managed in order to help achieve the Central Bedfordshire LTP3 objectives.

#### Policy P1 - Overall Management

**The overall parking stock will be efficiently and effectively managed through the implementation of appropriate supply, maintenance, charging and enforcement measures to help achieve relevant local objectives.**

This means that the Council will:

- effectively manage the Council owned off-street public car parking stock to a safe and high quality. The Council will, subject to funding, introduce auto number plate recognition (ANPR) into the majority of it's off street car parks,
- define the provision of private non-residential (PNR) and residential parking associated with new developments/re-developments,
- enforce parking regulations effectively and in modernising this service, to deliver greater efficiency, will introduce mobile ANPR vehicles to patrol the highway network; and
- effectively manage competing demands for on-street parking through the implementation of appropriate measures (e.g. residents' parking zones (RPZ's) and controlled parking zones (CPZ)).





The policy for overall parking management is set within the context of the wider objectives of the Council's Local Transport Plan.

#### Local Transport Plan Objectives

	Objective	LTP Theme	Related Sustainable Community Strategy Priorities
<b>A</b>	Increase the ease of access to employment by sustainable modes	<ul style="list-style-type: none"> <li>Journey to Work</li> </ul>	<ul style="list-style-type: none"> <li>Maximising employment opportunities</li> <li>Getting around and caring for a clean and green environment</li> </ul>
<b>B</b>	Reduce the impact of commuting trips on local communities	<ul style="list-style-type: none"> <li>Journey to Work</li> </ul>	<ul style="list-style-type: none"> <li>Keeping our communities safe</li> <li>Getting around and caring for a clean and green environment</li> <li>Promoting health and reducing health inequalities</li> </ul>
<b>D</b>	Improve access to healthcare provision by the core health service (hospitals and GPs)	<ul style="list-style-type: none"> <li>Access to Healthcare</li> </ul>	<ul style="list-style-type: none"> <li>Getting around and caring for a clean and green environment</li> <li>Promoting health and reducing health inequalities</li> <li>Supporting and caring for an ageing population and the most vulnerable</li> </ul>
<b>E</b>	Ensure access to food stores and other local services particularly in local and district centres	<ul style="list-style-type: none"> <li>Access to Retail</li> <li>Access to Council Services</li> </ul>	<ul style="list-style-type: none"> <li>Getting around and caring for a clean and green environment</li> <li>Promoting health and reducing health inequalities</li> </ul>
<b>F</b>	Enable access to a range of leisure, cultural and tourism facilities for residents and visitors alike by a range of modes of transport	<ul style="list-style-type: none"> <li>Access to Leisure</li> </ul>	<ul style="list-style-type: none"> <li>Nurturing a sense of pride and belonging</li> <li>Getting around and caring for a clean and green environment</li> <li>Promoting health and reducing health inequalities</li> </ul>
<b>J</b>	Reduce the risk of people being killed or seriously injured	<ul style="list-style-type: none"> <li>All</li> </ul>	<ul style="list-style-type: none"> <li>Keeping our communities safe</li> </ul>

In managing the parking stock, while it is important that the council reflects the range of economic, social and environmental differences found in Central Bedfordshire, it needs to do this within a workable framework that provides a level of consistency. Given this, the management of car parking will be undertaken in relation to a number of specified categories.

#### 2.2.1 Growth Areas

LTP3 divides the district into 4 growth areas; namely.....

- Dunstable and Houghton Regis
- Leighton Linlade
- Biggleswade, Sandy, and
- Arlesey and Stotfold

Within each of these areas it is also necessary to look at different land uses which have different demands for parking:

- Regional/Sub regional shopping/commercial centre's





- Local shopping/commercial areas
- Central employment areas
- Employment areas
- Central residential areas
- Residential areas

In addition, the Council will consider areas outside of the growth areas similarly, based on the role and function of settlements, their level of facilities and services, population levels, the availability of sustainable transport alternatives and operational parking issues. These areas include:-

- Other Market Towns – i.e. Flitwick, Amphill, Shefford
- Villages

## 2.3 Managing the Parking Stock

### Policy P2 - Managing the Parking Stock

The Council will manage the parking in its area in accordance with the following principles:

#### Off-Street Public Parking:

- Short-stay parking will be prioritised on sites within an acceptable walking distance of shopping and commercial centre's to ensure adequate accessibility.
- Longer-stay parking will be prioritised on sites further away from shopping and commercial centres.
- Long stay commuter parking will be reduced where adequate sustainable transport alternatives exist.
- The mix and number of off-street parking spaces will be periodically reviewed to ensure they continue to meet Local Transport Plan objectives and reflect local circumstances.

#### On-Street Parking:

- Short-stay parking (up to a maximum of 2 hours) will be given priority at on-street parking locations in or near shopping or commercial centres. An appropriate level of Blue Badge Bays will also be provided at such locations although these may also be time limited to ensure fair availability for all Blue Badge holders.
- Adequate provision will be made for the delivery of goods and for public service and emergency vehicles where required.
- In residential roads, priority will be given to meeting residents' parking needs.
- Where there is a significant conflict of need for the use of the kerbside space the following will be the prioritisation: buses, taxis, Blue Badge parking, deliveries, residents' parking, short stay parking, long stay parking.
- The mix and number of on-street parking spaces will be periodically reviewed to



**ensure they continue to meet Local Transport Plan objectives and reflect local circumstances.**

In considering the mix and number of parking spaces the Council's approach will be very much based on 'managing parking demand' rather than simply on a 'predict and provide' calculation. Where there is no local evidence of parking demand, an evidence based 'predict and provide' calculation will be used. A strictly 'predict and provide' calculation is likely to encourage people to use their car more often leading to increased congestion and increased greenhouse gas emissions. It can also lead to valuable land being used for parking which could be better used for other purposes, e.g. housing, retail and employment.

The Council's approach is to 'manage demand' by having a parking policy which supports the vitality and vibrancy of local economies and seeks to promote more sustainable transport choices. We aim to do that by setting charges which encourage short-stay parking (e.g. for shoppers) and discourage long-stay parking (e.g. for commuters).

By relocating and increasing charges for long-stay spaces we aim to encourage commuters to use other transport modes rather than having their cars occupy parking spaces for the whole of the working day in our town centres. As they travel in peak periods this would also reduce congestion, another key driver for the LTP3.

However, the Council's Approach to parking must be realistic and therefore we recognise that in some of our towns with commuter rail stations (Leighton Buzzard, Biggleswade, Flitwick, Arlesey, and Sandy) there will always be a demand for long stay commuter parking. In the first instance, we will ensure that commuter parking is promoted within on site rail station car parks.

Where on street commuter parking creates road safety or congestion issues on the road network we will look to introduce parking restrictions to prevent this. Where commuter parking creates difficulties for local residents, the Council will consider the introduction of Residents Parking Zones. The objective is to recognise that the car journey to the rail station is the first stage in a longer more sustainable journey and therefore in some of our towns, commuter parking needs to be effectively managed rather than totally discouraged.

Long stay commuter parking will be pushed towards car parks and non-residential roads, which are at the outside edge of our town centres. Where the opportunity and funding exists we will consider the creation of long stay car parks at the edge of our commuter towns.

By encouraging short-stay parking and relocating/discouraging long stay parking we aim to ensure that parking spaces are readily available to support the vitality, vibrancy and resilience of market town centres, allowing a higher turnover of spaces and encouraging off peak travel.

## 2.4 Parking Charges

The different detailed approaches to charging for on-street and off-street parking in the growth areas are set out in Section 4.

Parking charges will be set to:

- discourage commuting by car and/or ensure long stay parking occurs at the edge of town while protecting the vitality and vibrancy of town centres;
- avoid wasteful competition between different locations; and



- reflect the availability of alternative, more sustainable travel modes.

Within this context, recommended parking charges would be proposed for each growth area in accordance with Policy P3

### **Policy P3 - Parking Charges**

**Recommended parking charges (on and off-street) will be set for each ‘growth area’ taking account of the following factors:**

- **the service role and strength of the local economy;**
- **the utilisation of existing parking spaces;**
- **traffic conditions on the local highway network;**
- **the availability of sustainable transport modes;**
- **parking charges in neighboring areas;**
- **the convenience of parking locations;**
- **local environmental conditions;**
- **the requirement to provide an efficient Council parking service; and**
- **relevant LTP objectives and targets, including support for Council transport services.**

As previously discussed Central Bedfordshire Council does not currently have any On Street parking facilities. However in the future, it is the Council’s aspiration to develop these facilities and to reflect its greater convenience; charges for on-street parking will be set at a higher level over the equivalent off-street parking charge. Details of all off street car parks in Central Bedfordshire are provided at in tables 1.3.2b and

A fundamental review of parking charges will be undertaken by the council every five years based on the factors outlined in policy P3. Annual interim reviews will also be carried out based on the prevailing retail prices index at the time.

The Council also offers the option of purchasing season tickets for many of its car parks and while these do offer convenience and cost savings to holders, they can also reduce the Council’s parking revenue and can encourage increased car trips and use. Given these factors, the Council will consider its terms and conditions on season tickets as part of the above review process and implement any changes as deemed necessary to achieve our overall objectives.

## **2.5 Parking Standards in New Developments**

Controlling the amount of parking provided in new business development (private non-residential (PNR)) and for new housing (residential) is used to influence both car use and car ownership levels. However it is unrealistic to seek to influence car ownership levels through parking measures as the majority of people will still want to own a car for the flexibility it provides particularly as Central Bedfordshire is a predominately rural area.

There is good local evidence, for example the Fairfield’s development near Stotfold, that restricting residential parking has little to no impact on either car usage or levels of ownership. However, what has become abundantly obvious is that the restriction of off-street parking provision has increased the amount of on-street parking associated with new developments.

The focus of this strategy is therefore on trying to influence car use through appropriate parking measures at destinations (e.g. retail, commercial and employment areas) and not



seeking to control car ownership levels through overly restrictive residential parking measures which can cause safety issues as a result of parking overspill.

### 2.5.1 Private Non-Residential Parking Standards

Given the above argument, it is considered that, together with parking charges, it should be the number of parking spaces at destinations (e.g. retail, commercial and employment areas) that provide the means to influence car use. However, concern is often expressed that the reduction in parking standards:

- could discourage businesses from locating or expanding in Central Bedfordshire;
- could encourage perverse incentives for development in out-of-centre locations;
- are generally unrealistic given the lack of suitable sustainable transport alternatives; and
- could transfer unmet parking demand onto residential streets.

Consequently, parking standards will be considered in a sensitive and flexible way that reflects local circumstances. Given this, a workable accessibility framework has been developed to determine reductions, or discounts, in recommended maximum parking standards.

#### Policy P4 - Private Non-Residential Parking Standards

**The provision of parking associated with new private non-residential development will be limited to maximum parking standards (except for mobility impaired spaces). These maximum standards will be reduced to reflect local circumstances and the relative accessibility by sustainable transport modes in accordance with an accessibility framework.**

**The actual parking provision for developments will be negotiated between the Council and developers taking account of a range of issues including the mix of land uses, ancillary uses, scale of development and opportunities for sharing parking.**

Mobility impaired motorists need special provision; new developments must therefore ensure that 'Blue Badge' holders have an adequate number of properly designed, conveniently located and dedicated car parking spaces (in line with current best practice).

The Council will use transport assessments, business and school travel plans and other 'key' measures to help reduce the need for, or usage of, PNR parking spaces. In reviewing transport assessments, travel plans and associated measures, in terms of required parking provision, the Council and developers will need to consider the impact of development mix (i.e. the range of land uses), ancillary land uses, the scale of development and opportunities to share parking provision.

More details on maximum parking standards and the associated accessibility framework are presented in section 4.

Managing Council owned parking is made more complicated where there is significant publicly available private non-residential parking (e.g. at shopping centres and supermarkets). Particular concerns include that:

- people may park in a supermarket car park for free (or a fee smaller than a Council operated car park) when visiting a town rather than using a nearby Council short-stay car park – this could both cause parking overspill onto residential roads if the supply of supermarket spaces is exceeded and a loss of revenue to the council, especially at peak trading times such as Christmas; and



- people may decide to shop at a supermarket because it has free car parking rather than in the local high street which relies on Council car parks – this could undermine the vitality and vibrancy of small retailers.

#### **Policy P5 - Managing Publicly Available Private Non-Residential Parking**

**Any planning application which includes provision for publicly available private non-residential parking will be required to provide an accompanying car park management plan and to implement parking restrictions and charges consistent with those of Council run car parks in the local area.**

Where an existing council car park forms part of a planning application, the presumption will be that the Council will manage and operate the whole of any publicly available private non-residential car park associated with the new development.

#### **Policy P6 - Reductions in Private Non-Residential Parking Stock**

**Where appropriate, the Council will encourage reductions in the number and/or use of existing privately owned non-residential parking stock.**

The shared use of parking, particularly in town centre's and as part of existing major developments, will also be encouraged to reduce the overall amount of parking provision and to reduce land take.

### **2.5.2 Residential Parking Standards**

In May 2007, the Department for Communities and Local Government (DCLG) published a document entitled 'Residential Car Parking Research' which set-outs a methodology for determining residential car parking standards based on the following issues:

- historic and forecast car ownership levels.
- factors influencing car ownership:
  - dwelling size, type and tenure;
  - dwelling location;
  - availability of allocated and unallocated parking spaces;
  - availability of on-street and off-street parking);
  - availability of visitor parking; and
  - availability of garage parking.
- residential car parking demand (with 2026 as the recommended prediction year).

#### **Policy P7 - Residential Parking Standards**

**The provision of well designed car parking associated with new residential development will be determined in accordance with an approach which takes account of:**

- **dwelling size; and**
- **the appropriate mix of parking types (e.g. unallocated, on-street, visitor etc). A set of minimum parking standards for residential development (based on allocated parking) has been developed to provide a basis for this approach. In determining the appropriate mix of parking types, the presumption will be that unallocated communal parking will be included in the majority of new residential developments.**

It is recognised that in certain circumstances it may be appropriate to allow reduced residential parking standards where parking demand is likely to be lower (e.g. because of the availability of high quality local sustainable transport facilities) and where any tendency for potential parking overspill onto nearby streets is or can be controlled. Where



this is the case, the Council will use and/or require transport assessments, residential travel plans and other 'key' measures to help reduce the need for, and/or usage of, residential parking spaces.

More details on residential parking standards are provided in section 4.

## 2.6 Parking Enforcement

Civil Parking Enforcement simply returns parking enforcement to a time when the Police and Traffic Wardens had sufficient resources to ensure that parking restrictions were respected. Over a number of years this resource has reduced as the Police have had to face new challenges. Legislation first introduced in 1991 has allowed local authorities to take responsibility for enforcement from the Police and many authorities have now done so.

The money raised from the penalty charge notices (PCNs) issued is used to pay for the enforcement service. Any surplus must be spent on improving local transport. This includes improving parking, traffic management, better public transport facilities for pedestrians or cyclists and environmental enhancements.

### Policy P8 - Parking Enforcement

**The Council will enforce parking restrictions effectively and efficiently under its civil parking enforcement regime.**

**The Council will introduce enforcement by static and mobile Automatic Number Plate Recognition (ANPR). The information collected may also be shared with the Police.**

**The Council will issue Penalty Charge Notices by post where it considers appropriate and in conjunction with the use of ANPR.**

Following the introduction of Civil Parking Enforcement (CPE), Central Bedfordshire Council is now responsible for the enforcement of both off-street and on-street parking restrictions (including resident parking zones). The benefits of CPE are many and varied:

- A coordinated and locally accountable parking enforcement service across the whole of the Council's area.
- The ability to keep roads clear of vehicles which are creating safety and obstruction issues parked in contravention of a restriction.
- The increased turnover of short-stay spaces and encouragement of the appropriate use of long-stay spaces through better enforcement resulting in less circulating traffic and helping to support the vitality and vibrancy of town centres.
- Residents' parking schemes can be introduced in the knowledge that they will be effectively enforced allowing residents a fair opportunity to park in the streets in which they live.
- Improved enforcement helps 'Blue Badge' holders by ensuring that dedicated spaces are not used inappropriately.
- More reliable access to designated loading bays and facilities for deliveries.

However, it is recognised that, with improved enforcement, parking patterns tend to change as previously illegally parked vehicles as well as commuters move to unrestricted areas. We will therefore review parking schemes post implementation and take any additional action as necessary.





The Council employs teams of enforcement officers to patrol the streets and off-car parks who have the responsibility for issuing Penalty Charge Notices (PCNs). They do not have quotas or targets or any other incentives but instead they work to clear guidelines targeted at achieving the council's objectives. Income from the payment of PCNs and from ticket sales is used to finance the operational costs of the Council's parking service. In the event that any surplus income is achieved then this will be used to enhance parking services and provision or support essential core highways services.

As part of the development of the Council's Approach to Parking, the Council will investigate the use of technology to maintain effective enforcement and ensure that Traffic Regulation Orders are reviewed on a regular basis. This type of technology and investment in such technology will depend on future potential income from parking and how the authority is affected by budget cuts in light of Central Government Spending Reviews.

## 2.7 Residents' Parking Zones

It is recognised that seeking to reduce car use through the use of higher parking charges or reduced time limits may prompt drivers to park in residential streets. In addition to preventing residents from parking their own cars, the ability for drivers to make use of unrestricted spaces in residential streets does not encourage them to switch to more sustainable transport modes.

### Policy P9 - Residents' Parking Zones

**In those residential areas which suffer from the significant effects of on-street commuter and/or shopper parking, the Council will, subject to available resources, investigate and where appropriate, introduce residents' parking zones. Such a proposal will not be brought forward unless there is a robust business case which demonstrates that the costs of implementing such schemes will be recuperated within a reasonable time scale. This will be undertaken in full consultation with local residents and businesses. The decision to proceed with a Residents Parking Zone will be on the consensus of opinion and robust business case following consultation.**

The investigation and implementation of any residents' parking zones will not be made in a piecemeal manner as this could result in drivers simply relocating to areas where restrictions are not in place.

Further details of the policy on the main principles under which the council will investigate, implement and operate residents' parking zones are provided in section 3.

## 2.8 Visitor Attraction Parking

Given the attraction of Central Bedfordshire's built and natural environment to tourists, the provision of adequate parking for visitors and coaches at attractions is an important consideration. However, the typically seasonal nature of tourism can sometimes present problems in dealing with the associated increase in parking demand.

The Council will manage the demand for visitor attraction parking through Policy P2 'Managing the Council's Parking Stock' and Policy P4 'Private Non-Residential Parking Standard'. As part of this approach, the Council will work with tourist attractions to develop and implement transport assessments, green travel plans and other 'key' measures to





reduce the demand for visitor parking.

The provision of adequate facilities for coaches to park and set-down/pick-up also needs to be included as part of the council's approach to visitor attraction parking (HGV parking will be considered as part of the review of the LTP Freight Strategy). In doing so, it is acknowledged that there can be a number of difficulties and tensions related to the operation of coaches as experienced by drivers (e.g. a lack of adequate parking facilities), other road users (e.g. traffic disruption caused by inappropriate parking) and local residents and businesses (e.g. noise disturbance).

#### **Policy P10 - Visitor Attraction Parking**

**The Council will work with visitor attractions to manage the demand for parking.**

**The availability of coach parking and set-down/pick-up spaces will be periodically evaluated considering the needs of coach operators, other road users, residents and local businesses.**

## **2.9 Parking at Railway Stations**

The provision of adequate car parking at railway stations can help to reduce the length of car journeys by attracting people onto rail for the major part of their journey. In addition, it can help avoid or alleviate 'overspill' parking around stations.

Increased car parking provision can, however, encourage people to use their car instead of more sustainable modes to travel to the station. Moreover, it can also influence peoples' location decisions: for example, a person may move from a market town location (where they used relatively good local public transport services) to a more rural location (where they now use their car to travel into the town's station).

Therefore, in looking at parking issues at railway stations, the Council will consider a number of factors to seek to gain a better understanding of the local context:

- the quantity of parking presently available at stations and in the surrounding area;
- the level of charges for those parking spaces, if any are in place, and charges at other nearby stations serving the same destinations;
- the number of stopping train services;
- the origin (catchment area) and journey mode of station users;
- the impacts of station traffic and parking on the local highway network and community;
- the length and type of rail journeys; and
- the availability of sustainable transport modes to and from the station.

If appropriate, the Council will then work with Network Rail, station operators and public transport providers to evaluate the situation further and investigate possible solutions that take account of the needs of both rail users and the local community. In line with LTP objectives, the Council will ensure that any solutions also promote modal shift by encouraging the use of walking, cycling and public transport, and the implementation of



station travel plans.

### **Policy P11 - Parking at Railway Stations**

**Increased parking provision at railway stations will only be supported if it is included as part of a station travel plan. The Council will consider the provision of on street restrictions to prevent on street commuter parking adjacent to rail stations.**

A similar approach will be followed when considering increased parking provision at other public transport interchanges.

## **2.10 Improving Access and Use**

Good signing can be an effective tool in managing parking; clear signs to car parks and on-street parking can reduce unnecessary driving thereby reducing congestion and other traffic impacts. Signing, particularly interactive signing which can respond to changing circumstances can also encourage or discourage the use of particular car parks and roads.

In today's mobile society, cash is no longer the common currency and often motorists do not have the coinage available for payment at the ticket machine. The Council will therefore introduce facilities to pay by debit/credit card at ticket machines and where this is not possible payment can be made by telephone or text message. This service coupled with ANPR car park management will allow the Council, in the fullness of time, to offer our customers greater flexibility of use of our car parks by registering their details on our web site. This will allow them to use Council car parks without worrying about payment at the time of entry as they will automatically be billed for their time spent in Council car parks and have the added advantage that they will never incur a PCN for an overstay.

With an ageing population, more careful consideration needs to be given to the access and use of parking facilities. Interactive signing is expensive and balanced decisions will be made by the Council, in terms of how future growth in Central Bedfordshire dictates supply and demand.

### **Policy P12 - Improving Access and Use**

**The Council will promote the convenient access to parking facilities in Central Bedfordshire by:**

- **providing mobility impaired parking in line with recognised national guidance and good practise;**
- **ensuring that parking facilities are clearly signed and that good levels of information on the location and availability of parking is provided;**
- **provide payment by debit/credit card either over the phone, via text or on line,**
- **ensuring that parking facilities are 'safer by design'; and**
- **ensuring that facilities for service vehicles or those delivering goods are, as far as possible, segregated to avoid conflict and their use as overflow car parking areas.**



## 2.11 Workplace Parking Levy

A Workplace Parking Levy (WPL) is a charge on employers that provide free or relatively cheap workplace parking. The workplace levy may become an important and necessary tool in reducing traffic growth and encouraging the use of sustainable transport modes over the timeframe of the LTP3. However, given the predominantly rural nature of Central Bedfordshire, it is unlikely that it would have a significant impact on traffic levels outside of the main urban areas. At this time the implementation of a Workplace Parking Levy would be detrimental to the future growth and economy of Central Bedfordshire.

### **Policy P13 - Workplace Parking Levy**

**Opportunities for introducing the workplace parking levy will be kept under review.**

## 2.12 Residents' Overspill Parking

The overflow of residential parking onto local highways has been raised as a significant issue by residents in a number of areas, especially in some of the more congested historic market towns. It can also cause problems in terms of highway safety, traffic management and streetscape. Residents have suggested that the council should convert green space (including verges) close to these areas into additional residential parking.

However, there is presently no obligation on local highway authorities to provide parking for residential premises and there is no automatic right for residents to park on the highway.

### **Policy P14 - Residents' Overspill Parking**

**Requests for residents' overspill parking will be considered by the council on a case-by-case basis where there is a clear requirement and demand. In providing residents over flow parking the council will charge resident for the use of such facilities.**

**Where over flow parking schemes are promoted by Town & Parish Councils or other such body (for example residents / housing association) all assessment and implementation costs would be charged to the scheme sponsor.**

## 2.13 Park and Ride

The term "Park & Ride" (P&R) refers to remotely located car parking linked by an attractive public transport service with the key urban or other high demand centre(s) it is designed for. Services are usually provided by a dedicated bus, or by a rail or tram service, providing a high quality and usually, high frequency, transport link between the car park and the relevant town/city centre for which the service has been established. The overall package is of a standard commensurate with attracting car drivers to use the facility.

Bus based P&R services usually run non-stop between a peripheral car park and the urban centre. P&R associated with rail and tram usually provides a car parking facility for use with existing rail services at key stations, although a new station may be created where the P&R facility is predicted to be on a large enough scale. Successful P&R achieves the following key benefits:



- Effectively increasing central area parking without increasing central area land take;
- Reducing car journeys and levels of traffic congestion downstream of the facility, usually on key corridors;
- Reducing accidents downstream of the facility;
- Reducing air and noise pollution downstream of the facility;
- Reducing demand for urban road construction downstream of the facility;
- Reducing long stay car parking in relevant centre;
- Improving the accessibility of town and district centres;
- Freeing central area space for other uses;
- Generating new opportunities at the site.

The most successful P&R should not significantly worsen any of the above upstream of the facility.

The purpose of this policy is to determine where P&R can make a valuable contribution to Central Bedfordshire and/or its close neighbours and ensure that the P&R facilities and services are optimised to successfully realise the benefits shown above and make an effective contribution towards achieving LTP targets.

### **Policy P15 - Park and Ride**

**The Council will consider the implementation of Park and Ride sites, subject to funding and robust business case, at locations where they naturally promote modal transfer from car to public transport and where environmental disbenefits can be mitigated or removed entirely.**

**The Council will not charge for vehicle parking provided that the onward journey is completed by bus car share or other Council approved form of sustainable transport.**

The purpose of this policy is to determine where P&R can make a valuable contribution to Central Bedfordshire and/or its close neighbours and ensure that the P&R facilities and services are optimised to successfully realise the benefits shown above and make an effective contribution towards achieving LTP targets.

## **2.14 Other Policy Context**

The DfT's Planning Policy Guidance 13 – Transport (PPG13) document recognises that car parking has a major influence on people's choice of transport mode. One of its objectives is for local authorities to "use parking policies, alongside other planning and transport measures, to promote sustainable transport choices and reduce reliance on the car for work and other journeys" (Paragraph 6, bullet point 7).

The relevant paragraphs (49 to 57) from PPG13 advise local highway authorities to coordinate parking policies with proportionate parking controls and charging and should complement planning policies on development. Our Urban Development and Town Centre Master Plans feature parking as a key element in delivering sustainable, vibrant and viable regeneration and new development. We balance a wide range of transport measures along with parking controls to ensure the promotion of more sustainable travel choices.

The Council will not require developers to provide more parking space than is absolutely necessary. However, in delivering development, we must ensure realistic levels of parking are provided network. For example, over the past 10 to 15 years we have restricted the amount of car park spaces within residential developments in the hope that this would suppress car ownership and usage. This approach has been relatively unsuccessful, even



where other transport modes have been provided, and has resulted in the authority adopting roads with already severe parking problems.

Where mixed use development is planned, particularly within our town centres we will ensure parking is shared particularly where the peak levels of parking demand between the individual developments does not coincide such as between offices and leisure uses. In developing our policies we will not create a situation where there are perverse incentives for development to relocate away from our town centres or threaten the future of our town centres. Our town centre car parks in Leighton Buzzard and Dunstable offer good quality and 'regionally' competitively priced car parking that takes into account their leisure, retail and employment offers against neighbouring town centres.

Council car parks provide designated parking spaces for disabled people and we require new developments to afford appropriate levels of disabled parking in line with current best practise. Disabled parking in all of Central Bedfordshire's off street car parks is free for three hours, even with the multi-storey car park in Leighton Buzzard.

When determining new development and regeneration we are mindful of the potential adverse effects of parking on the existing road network. In this respect we will look to introduce appropriate on-street parking controls to minimise the displacement of parking where on-site parking has been limited.

We are currently examining the levels of disabled, motorcycle and cycle parking within our own car parks. Where provision does not exist or is limited we will seek to improve provision in line with current best practise. In dealing with regeneration and new development we will ensure that full consideration is given to the provision of safe and secure cycle parking along with adequate disabled and motorcycling parking provision where appropriate.

The parking standards given in Annex D of PPG13 will be applied as a maximum for major developments. Whilst Annex D does not apply to smaller developments, we will consider all developments on their own merits. This means that we will apply parking standards that are appropriate and take into account local circumstances and therefore will not necessarily agree to a maximum provision. Along with other highways and transport related measures this will ensure that new development supports sustainable transport and efficient land use. Only in exceptional circumstances and where it can be demonstrated that parking provision would support and enhance the wider local economy (i.e. within town centres with limited parking) will a greater than maximum provision be agreed.

The Councils off street parking charges are one of the lowest in the region and this reflects the retail, leisure and employment offerings of both Dunstable and Leighton Buzzard town centres. Substantially higher charges might undermine the vitality of both town centres and with this in mind; care will be taken in determining future any increases. This situation may change in the future following regeneration / development of both town centres when charges will need to increase to avoid any disparity between neighbouring competing town centres of similar retail, leisure and employment offerings.

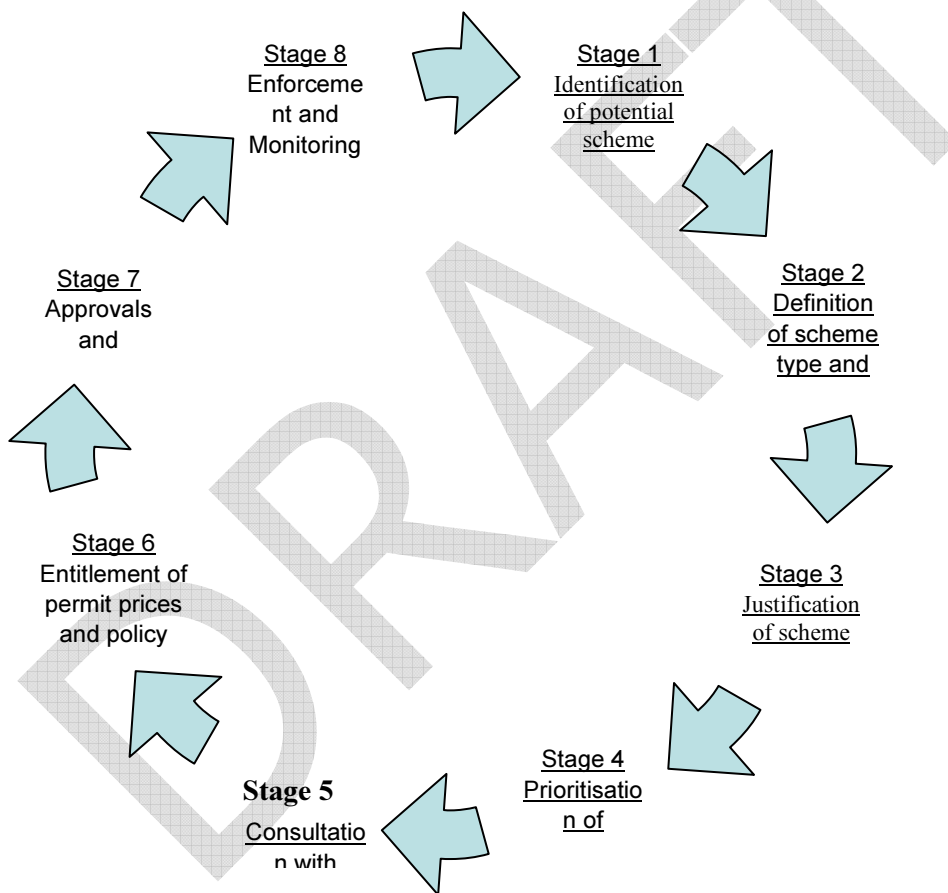
The Council will refuse planning applications that do not accord with our guidance and policies on car parks set out in our development plans. Council development plans encourage utilisation and/or redevelopment of existing off street car parks.



# 3. Residents' Parking Zones

At present, there are only a limited number of residents' parking zones in operation in Central Bedfordshire (Flitwick, Dunstable, Leighton Buzzard and Biggleswade). It is recognised that in some locations there is increasing demand from the local community to control the negative effects of non-residential on-street parking.

Given this, a process has been developed that sets out how Central Bedfordshire Council intends to investigate, implement and operate residents' parking zones across the authority's area. The council will use the following steps in determining the creation of a new parking zone:-



## Stage 1: Identification of Potential Scheme

Stage 1 of the process will be based on evidence from a significant proportion of the local community, Town or Parish Council or by the council itself. The council encourages residents to register requests for consideration of a residents' parking scheme through its highways help desk or via the web site.





Before the Council proceeds with any formal investigation it will seek the opinion of the town or parish council who cover the area of the request in question. If the relevant Town or Parish Council does not support the request then the Council will take no further action unless there are extenuating circumstances. Following on from this request, it is at the Council's discretion where and when to conduct surveys to analyse the presence or severity of the problem. The council has set the following as the standard criteria for the level at which local community consultation may take place.

### **Criteria which Provides Evidence of a Residential Parking Problems**

**Daytime problem** - 60% of available kerb space is occupied by non-residents vehicles for more than 6 hrs during which 85 % of the available kerb space is occupied by all parked vehicles.

**Nighttime problem** - 40% of available kerb space is occupied by non-residents' vehicles for more than 4 hrs during which 85% of the available kerb space is occupied by all parked vehicles.

The cost of developing residents' parking scheme is high and in some cases schemes do not justify the cost of further development if there is not a readily identified problem. There is also significant risk to the council of promoting schemes which may not be self supporting. No schemes will be implemented unless there is a sound financial case which will justify the expense of the scheme and its enforcement.

## **Stage 2: Definition of Scheme Type and Limits**

Stage 2 of the process follows on from the site observation and an approval that the criteria for a Residents Parking Scheme have been met. It is at this stage that the type and limit of the scheme needs to be agreed. The scheme could address a long stay or short stay problem.

### *Residents owning too many cars – No Scheme*

If it is found that problems exist due to residents owning too many cars, a residents parking scheme will not normally be pursued.

### *Long stay problem – Shared Use*

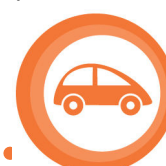
A 'Type 1' scheme is one in which existing or proposed parking restrictions are believed to place a disadvantage on the residents. In this case, residents' parking permits could be allocated, and restrict parking to two hours for example, in order to allow access to local facilities but prevent all day parking in the area.

### *Short Stay Problem – Exclusive Use*

A 'Type 2' scheme would arise where the demand for parking by residents and visitors is currently greater than the existing number of parking spaces. In this case, restrictions are required to provide an equal advantage to residents and visitors to park.

## **Stage 3: Justification of Scheme**

This stage involves gathering the evidence from Stages 1 and 2 to assess the feasibility of promoting a scheme. From the evidence of a problem at Stage 1 and identification of the possible type of scheme at Stage 2, an assessment can be carried out as to the scope and





impact of implementing a scheme. From this, the possible capital and revenue implications can be calculated. These must be set out in a report showing the conclusions of the findings to date. This will support the consultation and marketing process. The report should provide justification for the scheme or the need for support from the Highways Dept to progress.

## **Stage 4: Prioritisation of Measures**

If there are a number of requests for schemes then the council must prioritise these. The promotion of schemes is costly and with only a finite amount of funding to implement, it is likely that requests will be prioritised. Rankings will be completed against common criteria such as scale of parking problem assessed in Stage 1, the likely cost of implementing a scheme and local community support for the scheme. This will provide a ranked list of requests that can be progressed as funding becomes available.

## **Stage 5: Consultation with the Local Community**

Stage 5 is a key and significant stage within the whole process. Developing an approach to parking which reflects the views of residents needs careful preparation. The Council needs to identify the area which will be consulted, a methodology and also set a budget. The streets adjacent to those under investigation can also be considered in the consultation process. The views of surrounding local businesses and any within the proposed area are also important in the potential implementation of a scheme.

One further key point is the level at which responses will be considered. It has been identified that local authorities generally take a majority result from the people that respond although in some places only a minimal response rate is required which has been proven too low in certain cases. It appears that the majority response is the most suitable criterion to use. However, it must be emphasised to the local community that in the event that they do not vote, the majority response will prevail. It is therefore important to ensure each and every household/property/business within the proposed zone has a fair opportunity to make their views known to the authority through the consultation process.

The council will therefore not adopt a minimum consultation response rate for schemes and will use a majority of 51% or above to carry the vote.

## **Stage 6: Permit Allocation and Pricing**

Stage 6 of this process is another significant stage involving setting permit entitlements and charging. In terms of residential entitlement, this may be based upon a maximum number of permits per household, e.g. one, two or in some cases three or more. In other cases, permits have been allocated based on the availability of parking spaces e.g. 75-100% – allow two permits/household and visitors' permits. Visitor permits may be awarded by the number of people aged over 18 in a household, at set amounts per year or as above based on space availability. The number of business permits also needs to be considered.

In terms of charging, current annual permit costs are reviewed each financial year and will normally increase by the percentage Gross Domestic Product (GDP) relevant at that time. A review of neighboring authority charges will also be undertaken every 5 years and charges adjusted in line with neighboring averages. The cost of permits will increase for each and every vehicle registered to an address within the proposed zone. This is to give



fair opportunity to all to park within streets with limited kerb side space.

## Stage 7: Approvals and Implementation

Stage 7 of this process is the approvals and implementation stage. At this point there needs to be a reflection made on the consultation process. New or amended Traffic Regulation Orders need to be drafted as part of the implementation process. This stage provides an opportunity to invite formal objections to the scheme. These must be resolved or overridden by the appropriate elected member committee before the scheme can be implemented.

## Stage 8: Enforcement and Monitoring

Stage 8, the final stage of the process is applied when the scheme is in effect. The council will decide the level at which to monitor or enforce the scheme. In most cases a residential parking scheme is defined as a low priority within the council's overall traffic management issues. If the council receives a significant number of complaints from residents and compliance is low, it may then be necessary to enforce the scheme further.

### Current Resident Parking Permit Areas

#### 1. Prince Regent area, Dunstable

- Albion Street (from Princes Street to its junction with Edward Street/Matthew Street)
- Edward Street (whole)
- Matthew Street (whole)
- Princes Street (whole)
- Regent Street (whole)
- Union Street (south-east side from High Street North to Princes Street)
- Victoria Street (from West Street to Union Street)
- Winfield Street (whole)

#### 2. Icknield Street, Dunstable

- Icknield Street (anyone with a postal address in that road)

#### 3. Springfield Road, Linslade

- Springfield Road (anyone with a postal address in that road) excluding Springfield Court.

#### 4. Central Linslade area

- Church Road (whole)
- New Road (whole)
- Old Road (whole excluding the north side between Stoke Road and Soulbury Road)
- Ship Road (whole)
- Soulbury Road (south side from Old Road to Station Road)
- Station Road (whole)
- Vicarage Road (whole)
- Victoria Road (whole)
- Waterloo Road (whole)
- Wing Road (west side from Old Road to the south side of no. 120, but excluding Ivester Court)

#### 5. Saffron Road Biggleswade

- From 1a to 17 and including Sandbrook and No 20 Saffron Road.

#### 6. Grassmere Close Flitwick



- Grassmere Close (whole)

DRAFT



## 4. Parking Standards (Section under review)

---

A review of parking standards has been undertaken as part of the process to develop this document, including reviewing existing standards within Central Bedfordshire and those in neighbouring authority areas. A review has also been undertaken of best practice in parking standards across the country.

In areas of good accessibility it is proposed that standards will be more restrictive because of the higher accessibility to public transport. It is also recommended that Travel Plans should be required to cover staff and visitors to hotels, hostels and older peoples' housing. Travel Plans will also be required for large residential developments that exceed the indicative thresholds.

Where planned parking provision is below the parking standards, any potential for on-street parking spill from residential dwellings will be weighed in relation to the potential harm to environmental amenity and road safety. In the case of communal parking areas, it is recommended that a percentage of all parking spaces within a development must be unassigned for visitor use.

The Council has a concern that garages are often not used for car parking, resulting in additional demand for on-street parking. Available research does show that in some developments less than half of garages are used for parking cars, and that many garages are used primarily as storage or have been converted to living accommodation. Garages will be deemed to be part of the parking provision in residential development but the following factors will also be taken into account:

- The availability of alternative parking, including on-street parking - where this is carefully controlled through the layout or by parking restrictions, residents are more likely to use their garages;
- The size of the garages - larger garages can be used for both storage and for car parking (minimum single garage size to be no less than 3.2m x 7.0m);
- Whether separate cycle parking is provided, as garages are often used for this purpose; and
- The scope and impact of residents using front gardens for parking.

Where there could be a significant potential impact on highway safety and/or traffic flow if garages are not used for parking, increased parking provision may be required within a development site.

### 4.1 Minimum Residential Parking Standards

In the past, there has been a trend for local authorities to either have maximum parking standards for new residential developments or to have no such standards at all. Following this, the council believes it to be appropriate to implement a set of **minimum** parking standards for residential development across Central Bedfordshire. These standards should ensure that sufficient parking is provided in new developments to cater for demand, while providing flexibility to allow for a lower level of provision where the existence of lower demand can be robustly demonstrated.



The following minimum parking standards are proposed, based on allocated parking (that is, parking allocated to individual dwellings). Note that these do not include garages.

**Minimum Parking Standards (Allocated Parking)**

- 1 bedroom - 1 space
- 2 to 3 bedrooms - 2 spaces
- 4+ bedrooms - 3 spaces
- Visitor Parking - 0.2 spaces per dwelling (unallocated)

## 4.2 Maximum Private Non-Residential Parking Standards

Overall, the existing maximum parking standards for private non-residential developments in Central Bedfordshire have been found to be appropriate and the council intends to maintain the use of these standards for the LTP3 period. The relevant standards are provided in Appendix B.

### 4.2.1 Discounting Maximum Parking Standards

The use of accessibility levels as a basis for the discounting of maximum parking standards is now an established policy among many local authorities. The council has identified a process, following best practice, to apply such an approach to private non-residential developments in Central Bedfordshire.

The discounting process has two broad stages:

- Assess the broad development location in terms of the spatial band in which it is located and apply a primary discount.
- Assess the actual site in terms of local accessibility to non-car modes of transport and apply a secondary discount based on the resulting score.

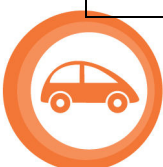
### 4.2.2 Broad Development Location

For the first stage of the approach, according to the spatial band in which a development is located, the following primary discount would be applied to the parking standard.

**Primary Discount Based on Broad Development Location**

- Band 1 and 2 Town Centres - 10%
- All other areas in Bands 1, 2, 3 and 4 - 0%

Spatial Area	Initial Discount	Location
--------------	------------------	----------



Band 1 & 2 Town Centres	10%	Dunstable, Houghton Regis Leighton Linlade
Market Towns	0%	Flitwick Amphill Biggleswade Sandy Shefford, Arlesey, Potten
Villages	0%	All Remaining
Rural Areas	0%	All Other

#### 4.2.3 Local Accessibility

For the second stage of the process is an assessment of the local levels of accessibility for the development site.

The assessment will result in a development being scored on the basis of the current level of accessibility it has to non-car modes of transport. The score will enable the site to be assessed as having low, moderate, high or very high local accessibility. This score will be translated in the secondary discount using the percentages identified in the table below.

#### **Secondary Discount Based on Local Accessibility of the Development Site**

Low (0 to 14) - 0%

Moderate (15 to 22) - 5 to 10%

High (23 to 30) - 10 to 25%

Very High (30 to 36) - At least 25%

It should be noted that the discounts identified above would not be applied to mobility impaired spaces.

#### 4.2.4 Discounting Process

The key steps in the overall accessibility-based discounting process are as follows:

- Assess the development location in relation to the spatial areas and identify primary discount (if applicable).
- Complete local accessibility assessment from information gathered from site visits and other sources and calculate score.
- Identify appropriate secondary discount based on assessment score.
- Add the primary and secondary discounts together to calculate the overall discount.
- Identify the basic parking standards for the land use from the parking standards table and apply to the size of the development to calculate basic parking provision.
- Apply the overall discount to calculate the proposed level of parking provision at the site.





## 4.3 Vehicle Parking Standards for Land Use Classes

The maximum parking standards detailed in this section are based on the advice contained in the revisions to PPG13 and the Regional Spatial Strategy for Central Bedfordshire. They provide a guide to the standards considered appropriate for new developments as well as proposals for redevelopment of existing buildings including change of use. So far as possible these standards relate to the classification of land use specified in the Town and Country Planning Use Classes Order 1987 (as amended). It is recognised that the information provided is not exhaustive nor is it possible to cover all eventualities. Any proposed land use or built development not specifically mentioned will be considered on a site specific basis on its individual merits. The standards aim to provide developers with a clear statement of the level of car parking provision that will be acceptable to the Council with any proposed use and in any specific location within the Central Bedfordshire.

In all cases, the developers will be expected to demonstrate that adequate arrangements for vehicle parking, including loading and servicing are provided with any proposal to ensure that it will not result in road safety, amenity or traffic management problems. Proper account will need to be given, in particular, to the servicing requirements for non-residential development in relation to on-site loading, unloading, maneuvering and waiting space to accommodate the largest vehicles most likely to serve the development, such that all vehicles can enter and leave the site in a forward gear.

The following sections set out the Council's parking policies and parking standards that will be applied to various classifications of development.

### **General Commercial Development**

More restrictive parking standards will apply to commercial development within Central Bedfordshire. In addition, commercial development in areas of good public transport accessibility will have more restrictive maximum parking standards. In larger developments, the developer and occupier of the commercial site will have responsibilities for restricting staff parking through implementation of a Travel Plan. Parking facilities will be expected to include appropriate provision of disabled parking spaces and secure parking for powered two wheelers and cycles.

### **Retail Development**

Parking requirements for retail development will vary depending on size, nature and location of the development. For most retail developments, cycle, motorcycle and disabled driver parking will also be required where visitor parking is being provided as part of the development. In centres where parking is being provided as part of a retail development, it should be available for shared public use by visitors to the wider centre.

### **Educational Establishments**

Standards for parking at schools have been set to limit the amount of space within the school grounds dedicated to parking provision. The parking allocation covers staff, visitors and parents. The allocation does not include the potential for Pupil Parking. Only in exceptional circumstances, including school buses, where road safety is the prime consideration, should pupil drop off and pick up points be within school premises (a full justification must be



submitted to the Council along with a Travel Plan and arrangements for managing the on-site parking).

All new or expanded educational establishments that are likely to generate more traffic movement or parking requirements will be required to implement a Travel Plan. The school Travel Plan will make provision for the appropriate management of overspill parking and the enforcement of any provisions relating thereto.

Bus/coach loading and waiting areas either on the premises or on the highway will be required for most new schools and tertiary education facilities. Sufficient space should be reserved to allow buses to enter and leave the site safely. Secure cycle parking at all schools and higher education establishments must be provided.

### **Health and Medical Establishments**

All new health establishments or major expansions of more than 1,000m<sup>2</sup> will require a Transport Assessment and a Travel Plan. The level of parking below the maximum standard will be based on the transport assessment and the Travel Plan.

### **Leisure Facilities and Conference Centres**

This is a broad category that includes a wide range of uses. Not all forms of leisure facility are covered by the parking standards and individual assessments will be required. However, the categories listed here provide an indication of the level of parking the Council would expect to see associated with similar developments. Transport Assessments will be required for larger leisure and conference developments to establish parking levels and access. Where developments are mixed, for instance incorporating a café, the parking standards for this use will apply alongside those required for the primary use.

The following provides maximum standards for non-operational parking for different classes of development. The application of the parking standards with worked examples is set out in the Appendix 1

## ***Operational Parking for Land Use Classes***

4.3.1 Attention will need to be given to the servicing arrangements for the development concerned. This will usually require the provision of on-site loading and maneuvering space to allow the largest vehicle most likely to serve the development to be able to enter and leave in a forward gear. Maneuvering requirements for service vehicles will be assessed by reference to accepted standards such as 'TRACK' or 'Designing for Deliveries' (both Savoy Computing). Operational Parking requirements are detailed in **Table 4.3.1** below.

**TABLE 4.3.1 VEHICLE PARKING STANDARDS (Operational)**

<b>Land Use Class</b>	<b>Operational Parking Requirement</b>
-----------------------	--



**TABLE 4.3.1 VEHICLE PARKING STANDARDS (Operational)**

<b>Land Use Class</b>	<b>Operational Parking Requirement</b>	
A1 Retail/	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>
	500sq.m	50 sq. m
	1000sq.m	100 sq. m
	2000sq.m	150 sq. m
	Service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.	
A2 Financial and Professional Services/	Banks, Building Societies and other financial services used by the public – No operational parking required.	
A3, A4 & A5  Restaurants & Cafes,  Drinking Establishments - pubs and bars,  Hot food Takeaways.	50sq.m for loading and unloading  For new public houses and fast food takeaways, service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.	
Car Sales	100sq.m loading and unloading area.	
B1 Offices	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>
	Under 100sq.m	30 sq. m
	100sq.m – 250sq.m	60 sq. m
	Over 250sq.m	75 sq. m
B1 Non-office/  B2 industry	1 lorry space (45sq.m) up to 280sq.m gross after which 1 additional lorry space per 500sq.m gross.	
B8 Warehousing	2 lorry spaces (45sq.m) up to 280sq.m gross after which 1 additional lorry space per 500sq.m gross.	
C1 Hotels	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>



**TABLE 4.3.1 VEHICLE PARKING STANDARDS (Operational)**

Land Use Class	Operational Parking Requirement	
	500sq.m	100 sq. m
	1000sq.m	150 sq. m
	2000sq.m	170 sq. m
C2 Residential Institutions and Student accommodation	Space for ambulance, minibus or van.  Space for one pick-up and drop off point	
C3 dwellings	Adequate provision for refuse collecting vehicles which should normally be separate from car parking spaces, will need to be demonstrated.	
D1 Non-Residential Institutions/		
Medical Facilities	For Hospitals: Space shall be reserved for ambulances adjacent to main entrance.  Space shall be allocated for large delivery or refuse lorries which shall be accessed in a manner which avoids conflict with access ways required by ambulance.  For Surgeries and Clinics: Space for one pick-up and drop off point.	
Primary Schools and Nurseries  Secondary Schools  Further Education	Adequate space should be allocated for coaches which may be used either to bring children to school or for school trips. For large schools, an on-site traffic flow system should be provided to accommodate a larger number of vehicles.  Where on-site provision cannot be made, it must be clearly shown that on-street parking of coaches will not detrimentally affect the free flow of traffic on the highway.	



**TABLE 4.3.1 VEHICLE PARKING STANDARDS (Operational)**

Land Use Class	Operational Parking Requirement
	For special schools, space shall be allocated for mini buses/ambulances adjacent to the entrance of the school building.
Places of Worship	Adequate spaces for wedding and funeral vehicles either within the site or on-street.
Museums, galleries and libraries	Minimum loading and unloading 50sq.m
D2 Leisure uses	
Cinemas, Bingo Halls, Conference Facilities etc	50sq.m for a loading and unloading area.  Space for 1 pick-up and drop off point.
Sports halls, bowling alleys and health and fitness facilities etc	50sq.m loading and unloading area.
Sports Stadia	To be determined on a case by case basis having regard to the type of activity proposed.
Outdoor sports facilities	50sq.m loading and unloading area.

**Revised Maximum Parking Standards**

Use Class	Land Use	Standard
A1: Retail	Food Retail	1 per 14m <sup>2</sup> (>1000m <sup>2</sup> ), 1 per 35 m <sup>2</sup> (<1000m <sup>2</sup> )
	Non-Food Retail	1 per 20m <sup>2</sup> (>1000m <sup>2</sup> ), 1 per 35 m <sup>2</sup> (<1000m <sup>2</sup> )
A2: Financial and Professional Services		1 per 30m <sup>2</sup>
A3: Food and Drink	Restaurant	1 per 25m <sup>2</sup>
	Fast Food & Drive Through	1 per 25m <sup>2</sup>
B1: Business	Stand Alone Offices	1 per 30m <sup>2</sup>
	Business Parks	1 per 35m <sup>2</sup> (above 2500m <sup>2</sup> )
B2: General Industry	General Industry	1 per 30m <sup>2</sup> (less than 235m <sup>2</sup> ), 1 per 50m <sup>2</sup> (min. 8 above 235m <sup>2</sup> )
B8: Storage and	Storage and Distribution	1 per 30m <sup>2</sup> less than 235m <sup>2</sup> , 1 per 200 m <sup>2</sup> (min. 8 more than



Distribution		235m <sup>2</sup> )
C1: Hotels and Hostels	Hotels and Hostels	1 per bedroom (+ req. for public facilities)
C2: Residential Institutions	Hospitals	1 per 4 members of staff + 1 per 3 visitors
	Nursing Homes	1 per 4 beds + 1 per 2 members of staff
	Residential Schools and Colleges	1 per bed (including staff bed spaces) + 1 per 2 non-residential and ancillary staff
C3: Dwelling Houses	5+ beds	3 per unit + 1 space per 5 units
	up to 4 beds (incl. flats)	2 per unit + 1 space per 5 units
	Sheltered Accommodation	1 per 2 units + 1 space per 5 units
	Other 'Retirement' Homes	1 per unit + 1 space per 5 units
D1 Non Residential Institutions	Places of Worship, Church Halls, Public Halls	1 per 5m <sup>2</sup>
	Clinics, Health Centres, Surgeries	5 per consulting room
	Libraries	1 per 50m <sup>2</sup>
	Art Galleries and Museums	1 per 40m <sup>2</sup>
Education Centres:	Staff	2 per 3 staff
	Visitors	1 per 7 staff
	Pupils	1 per 10 2nd yr 6th formers
	College Students	1 per 4 students
	Parent – Infants	1 per 12 pupils
	Parents – Primary	1 per 20 pupils
	Parents Secondary	1 per 30 pupils.
Higher and Further Education	Staff: 1 per 2 staff + 1 per 15 students <sup>1</sup>	





D2 Assembly and Leisure	Cinemas, Music, Concert Halls and conference facilities	1 per 5 seats
	Dance Halls, Bingo Halls, Casinos	1 per 5 seats (<1000m <sup>2</sup> ) 1 space per 22m <sup>2</sup> (>1000m <sup>2</sup> )
	Music & Entertainment	1 space per 5 seats (<1000m <sup>2</sup> ) 1 space per 22 m <sup>2</sup> (>1000m <sup>2</sup> )
	Sports Facilities	1 space per 22m <sup>2</sup> (>1000m <sup>2</sup> ) 1 per 2 players + 1 per 5m <sup>2</sup> (<1000m <sup>2</sup> )
	Field Sports	Max. no. participants
	Stadia (over 1,500 seats)	1 per 15 seats
Other land uses	Vehicle Service Stations	1 per 1.5 employees
	Tyre & Exhaust Centres	1 per 1.5 employees
	Petrol Filling Stations	1 per 2 employees
1. Relates to total number of students attending an educational establishment rather than the full-time equivalent.		



# 5. Design of Car Park Provision

---

Parking Provision (public and private) must be appropriately landscaped, surfaced and secure for both vehicles and individuals and appropriately accessed to ensure that highway safety and amenity issues do not arise. All car-parking spaces are to be accessible at all times. Areas for circulation and turning are to be kept clear at all times. Parking areas should not be prominent in views from the street or elsewhere in the public realm. There should be convenient and safe pedestrian routes between car parks and the main entrances to buildings.

Car parking provision associated with any development should be adequately defined with surface materials sympathetic to the surroundings of the site. Car parks should not be surfaced with loose granular materials where these could deposit onto the highway. Traditionally, car parks have been hardsurfaced, sealed and independently drained within the curtilage of the site with surface water outfalls to public sewers, not to highway drainage systems. However, it is recognised that there are material benefits to be gained from seeking to attenuate the run-off and applicants should look to complementary sustainable drainage systems.

Access and circulation arrangements must accommodate the needs of pedestrians as well as vehicles. The recommended size of car parking spaces are:-

- Private cars: 5.0m x 2.5m, but smaller parking bays may be acceptable in private parking areas around residential and commercial development where little turnover of spaces is expected. Parking spaces within residential curtilages should be a minimum of 6m in length in front of garage doors/access to the dwelling.
- Commercial vehicles: Varying between 9m and 19m x 3.1m depending upon the type of vehicle most likely to serve the development.
- Parking for the mobility impaired: Parking spaces should be 3.6 m wide or have a transfer area 1.2 m to one side of a standard space. 3.2m wide spaces maybe acceptable where space is limited. Alternatively, two standard 2.4m wide spaces with a shared space of 1.2 m between maybe considered.
- Parking for people with children: Parking spaces for people needing to transfer children to and from the car should be provided at a minimum width of 3.2m. These should be marked with a suitable symbol.

Traditionally new housing layouts have often been designed around the needs of the car, which has resulted in street scenes that do not cater for pedestrians or other vulnerable road users. Likewise, adequate provision for buses and pedestrian access to bus stops is not always provided. Government guidance in the companion guide to PPG3, Better Places to Live by Design contains valuable advice on how to accommodate parking within a housing development and achieve a balance between the needs of other users of the street and the requirements of car owners. Developers are expected to refer to this document and also Places, Streets and Movement (1998), the companion guide to Design Bulletin 32 when seeking to accommodate motor vehicles within new housing developments.

PPS6 is supported by 'Planning for Town Centres: Guidance on Design and Implementation Tools'. Regarding parking, the guidance advises:

- Large amounts of surface level parking are likely to detract from the overall appearance of a development and its surrounding area and are unlikely to maximise the development potential of available land.



- Parking and servicing should be carefully located within developments to minimise visual impact. Parking should normally be at the rear, underneath or above new development.
- Surface parking should be conceived as part of the overall landscape proposals for the development and should link into the wider area. Multi-storey parking should be carefully designed and be well integrated with its surroundings.

Pedestrian access, security, lighting, signing and publicity, management and maintenance are all important design considerations. Where rooftop parking is proposed, lighting should be designed sensitively to minimise the level of light pollution.

The Council, in assessing car parking proposals in new developments in main centres, will have regard to the above PPS6 aims and the more specific guidance on parking in its supporting document.

DRAFT



# Appendix A: Car Parks in Central Bedfordshire

---

## Amphill

Alameda, Woburn Street.	25
Market Place, Church Street	14
Waitrose, Bedford Street	180

## Arlesey

Rail Station	91
Memorial Hall	22
Brook Street	12

## Biggleswade

St Andrews Street	39
Market Place	57
Mill Lane	21
Budgens	67
Bonds Lane	79

## Dunstable

Regents Street	59
Matthew Street	72
St Mary's Gate	58
Ashton Square	387
Grove Park	437
Priory Gardens	67
West Street	27
Westfield Road	48
Sainsbury Boscombe Road	684
Asda Court Drive	

## Flitwick

Rail Station	257
Russell Centre	51
Station Road	52
Tesco's Coniston Road	401

## Harlington

Rail Station	127
--------------	-----



### **Houghton Regis**

Tithe Farm Road	53
Bedford Square	32
Coop High Street	

### **Leighton Buzzard**

MSCP West Street	266
Duncombe Drive	139
Hockliffe Street	126
Baker Street	42
New Road	8
Waitrose Vimy Road	383
Rail Station	68

### **Sandy**

Rail Station	142
High Street	114
High Street	72
Market Square	39
Budgens High Street	70

### **Shefford**

Somerfield	166
------------	-----

### **Stotfold**

Brook Street	12
--------------	----

### **Woburn**

Park Street	150
-------------	-----



# Appendix B: Maximum Parking Standards

Use Class	Land Use	Standard
A1: Retail	Food Retail	1 per 14m <sup>2</sup> (>1000m <sup>2</sup> ), 1 per 35 m <sup>2</sup> (<1000m <sup>2</sup> )
	Non-Food Retail	1 per 20m <sup>2</sup> (>1000m <sup>2</sup> ), 1 per 35 m <sup>2</sup> (<1000m <sup>2</sup> )
A2: Financial and Professional Services		1 per 30m <sup>2</sup>
A3: Food and Drink	Restaurant	1 per 25m <sup>2</sup>
	Fast Food & Drive Through	1 per 25m <sup>2</sup>
B1: Business	Stand Alone Offices	1 per 30m <sup>2</sup>
	Business Parks	1 per 35m <sup>2</sup> (above 2500m <sup>2</sup> )
B2: General Industry	General Industry	1 per 30m <sup>2</sup> (less than 235m <sup>2</sup> ), 1 per 50m <sup>2</sup> (min. 8 above 235m <sup>2</sup> )
B8: Storage and Distribution	Storage and Distribution	1 per 30m <sup>2</sup> less than 235m <sup>2</sup> , 1 per 200 m <sup>2</sup> (min. 8 more than 235m <sup>2</sup> )
C1: Hotels and Hostels	Hotels and Hostels	1 per bedroom (+ req. for public facilities)
C2: Residential Institutions	Hospitals	1 per 4 members of staff + 1 per 3 visitors
	Nursing Homes	1 per 4 beds + 1 per 2 members of staff
	Residential Schools and Colleges	1 per bed (including staff bed spaces) + 1 per 2 non-residential and ancillary staff
C3: Dwelling Houses	5+ beds	3 per unit + 1 space per 5 units
	up to 4 beds (incl. flats)	2 per unit + 1 space per 5 units
	Sheltered Accommodation	1 per 2 units + 1 space per 5 units





	Other 'Retirement' Homes	1 per unit +1 space per 5 units
D1 Non Residential Institutions	Places of Worship, Church Halls, Public Halls	1 per 5m <sup>2</sup>
	Clinics, Health Centres, Surgeries	5 per consulting room
	Libraries	1 per 50m <sup>2</sup>
	Art Galleries and Museums	1 per 40m <sup>2</sup>
Education Centres:	Staff	2 per 3 staff
	Visitors	1 per 7 staff
	Pupils	1 per 10 2nd yr 6th formers
	College Students	1 per 4 students
	Parent – Infants	1 per 12 pupils
	Parents – Primary	1 per 20 pupils
	Parents Secondary	1 per 30 pupils.
	Higher and Further Education	Staff: 1 per 2 staff + 1 per 15 students <sup>1</sup>
D2 Assembly and Leisure	Cinemas, Music, Concert Halls and conference facilities	1 per 5 seats
	Dance Halls, Bingo Halls, Casinos	1 per 5 seats (<1000m <sup>2</sup> ) 1 space per 22m <sup>2</sup> (>1000m <sup>2</sup> )
	Music & Entertainment	1 space per 5 seats (<1000m <sup>2</sup> ) 1 space per 22 m <sup>2</sup> (>1000m <sup>2</sup> )
	Sports Facilities	1 space per 22m <sup>2</sup> (>1000m <sup>2</sup> ) 1 per 2 players + 1 per 5m <sup>2</sup> (<1000m <sup>2</sup> )
	Field Sports	Max. no. participants
	Stadia (over 1,500 seats)	1 per 15 seats
	Other land uses	Vehicle Service Stations



	Tyre & Exhaust Centres	1 per 1.5 employees
	Petrol Filling Stations	1 per 2 employees
1. Relates to total number of students attending an educational establishment rather than the full-time equivalent.		

DRAFT



# Appendix C: Operational Parking Standards

VEHICLE PARKING STANDARDS (Operational)		
Land Use Class	Operational Parking Requirement	
A1 Retail/	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>
	500sq.m	50 sq. m
	1000sq.m	100 sq. m
	2000sq.m	150 sq. m
	Service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.	
A2 Financial and Professional Services/	Banks, Building Societies and other financial services used by the public – No operational parking required.	
A3, A4 & A5  Restaurants & Cafes,  Drinking Establishments - pubs and bars,  Hot food Takeaways.	50sq.m for loading and unloading  For new public houses and fast food takeaways, service areas for loading and unloading must be laid out to allow lorries to enter and exit the site in forward gear.	
Car Sales	100sq.m loading and unloading area.	
B1 Offices	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>
	Under 100sq.m	30 sq. m
	100sq.m – 250sq.m	60 sq. m
	Over 250sq.m	75 sq. m
B1 Non-office/	1 lorry space (45sq.m) up to 280sq.m gross after which 1 additional lorry space per 500sq.m gross.	



## VEHICLE PARKING STANDARDS (Operational)

Land Use Class	Operational Parking Requirement	
B2 industry		
B8 Warehousing	2 lorry spaces (45sq.m) up to 280sq.m gross after which 1 additional lorry space per 500sq.m gross.	
C1 Hotels	<u>Gross Floorspace</u>	<u>Minimum load &amp; unload space</u>
	500sq.m	100 sq. m
	1000sq.m	150 sq. m
	2000sq.m	170 sq. m
C2 Residential Institutions and Student accommodation	Space for ambulance, minibus or van.  Space for one pick-up and drop off point	
C3 dwellings	Adequate provision for refuse collecting vehicles which should normally be separate from car parking spaces, will need to be demonstrated.	
D1 Non- Residential Institutions/		
Medical Facilities	For Hospitals: Space shall be reserved for ambulances adjacent to main entrance.	
	Space shall be allocated for large delivery or refuse lorries which shall be accessed in a manner which avoids conflict with access ways required by ambulance.	
	For Surgeries and Clinics: Space for one pick-up and drop off point.	
Primary Schools and Nurseries	Adequate space should be allocated for coaches which may be used either to bring children to school or for school trips. For large schools, an on-site traffic flow system should be provided to accommodate a larger number of vehicles.	
Secondary Schools		



## VEHICLE PARKING STANDARDS (Operational)

Land Use Class	Operational Parking Requirement
Further Education	<p>Where on-site provision cannot be made, it must be clearly shown that on-street parking of coaches will not detrimentally affect the free flow of traffic on the highway.</p> <p>For special schools, space shall be allocated for mini buses/ambulances adjacent to the entrance of the school building.</p>
Places of Worship	Adequate spaces for wedding and funeral vehicles either within the site or on-street.
Museums, galleries and libraries	Minimum loading and unloading 50sq.m
D2 Leisure uses	
Cinemas, Bingo Halls, Conference Facilities etc	<p>50sq.m for a loading and unloading area.</p> <p>Space for 1 pick-up and drop off point.</p>
Sports halls, bowling alleys and health and fitness facilities etc	50sq.m loading and unloading area.
Sports Stadia	To be determined on a case by case basis having regard to the type of activity proposed.
Outdoor sports facilities	50sq.m loading and unloading area.



# Central Bedfordshire in contact



on the telephone...

**0300 300 8000**



by email...

**customer.services@centralbedfordshire.gov.uk**



on the web...

**www.centralbedfordshire.gov.uk**



Alternatively, you can write to:

**Central Bedfordshire Council** Priory House, Monks Walk,  
Chicksands, Shefford, Bedfordshire, SG17 5TQ.

**Serving our communities**

## Find out more...

Get in touch if you would like further copies, a large-print edition or more information about this publication

## More information

Për Informacion

للمعلومات

ਜਾਣਕਾਰੀ ਲਈ

برای اطلاع

Per Informazione

معلومات کے لئی

Informacja

Za Informacije

তথ্যের জন্য

## Please recycle me!

When you have finished, please put me in your recycling bin or bag

**Central  
Bedfordshire**