



St Albans
CITY AND DISTRICT

**REVISED PARKING POLICIES
AND
STANDARDS**

JANUARY 2002

City and District of St Albans
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The Revised Parking Policies and Standards in this document were approved by St Albans City and District Council's Cabinet, on 8th January 2002. Planning applications submitted from 9th January 2002 onwards will be assessed against the Revised Parking Policies and Standards.

REVISED PARKING POLICIES AND STANDARDS

Introduction

1. The Council's existing parking policies and standards are as set out in Policies 39-50 of the District Local Plan Review 1994. In addition, in 1994, the Council resolved that the parking standards recommended by the Hertfordshire Technical Chief Officers' Association (HTCOA) should be used for development control decisions for land uses not covered by the Local Plan policies. However, it is now necessary for the Council to review its parking policies and standards to take account of:
 - (i) Hertfordshire County Council's "Supplementary Planning Guidance: Parking Provision at New Development" document (December 2000);
 - (ii) Government guidance in Planning Policy Guidance Note PPG13 on Transport (March 2001);
 - (iii) the "Developing a Green Travel Plan, a Guidance Note" document issued in March 2001 by HTCOA; and
 - (iv) local circumstances in St Albans District.

Maximum Standards and the Zonal Approach

2. In accordance with PPG13, parking standards for non-residential development will be regarded as maximum standards that should not be exceeded, rather than minimum standards which should be met. However, as per the PPG guidance, the parking standards for disabled motorists will be treated as minimum standards (which should be achieved irrespective of the location) and should be additional to the maximum parking standards.
3. The operation of the maximum parking standards (which are set out towards the end of this document) will be based on a zonal approach as set out in Table 1 (see over). The zonal approach involves a degree of parking restraint in the Zone 2 areas, which have good access to means of travel other than the private car.
4. In St Albans District, car ownership and usage levels are very high and accessibility by non-car modes of transport in most of the District is insufficient to justify a significant level of parking restraint. If an unrealistic degree of restraint is imposed, it is likely to result in over-full car parks and increased on-street parking and may render some development schemes unviable. Taking account of circumstances in the District, it is concluded provisionally that the approach, shown in Table 1 (see over), would be appropriate:

Table 1

Zone	Location	Land Use	Amount of Parking to be Provided
1	All St Albans District except Zone 2	(i) Residential	See footnote
		(ii) Foodstores	90-100% of maximum parking standard
		(iii) Other non-residential uses	75-100% of maximum parking standard
2	St Albans city centre and adjoining areas, including part of Fleetville; Harpenden town centre	(i) Residential	See footnote
		(ii) Foodstores	90-100% of maximum parking standards
		(iii) Other non-residential uses	50-75% of maximum parking standard

Footnote

Further consideration will be given to residential parking standards when Hertfordshire County Council has completed its current review of the standards. In the interim, the following approach will be applied:

Zone 1: Encourage applicants to meet current standards, but the Council may accept schemes slightly below the standards.

Zone 2: The Council may accept schemes below standards, but will still seek sufficient spaces to meet likely parking demand.

5. Map 1 and Map 2 at the end of this document give a preliminary idea of approximately where the boundaries between Zones 1 and 2 are likely to be drawn. Further detailed work will be carried out prior to the Deposit Draft stage of the Local Plan Second Review and might result in changes to the boundaries. In addition, it may be concluded that a Zone 3 should be defined in the St Albans central core, where a greater degree of parking restraint would be imposed. Further Zone 2 areas may also be justified, with parts of London Colney and Southdown being possible locations.
6. Applicants will be given flexibility to propose a level of parking anywhere within the relevant range in the table in paragraph 4. In exceptional cases, less parking provision than implied by the lower percentage may be accepted, but only where it can be demonstrated that projected travel demands can be met satisfactorily. Parking provision in excess of the maximum standards will not be permitted unless:
 - (i) the applicant has demonstrated (where appropriate through a Transport Assessment) that a higher level of parking is needed. In such cases, the applicant should show the measures they are taking (for instance in the design, location and implementation of the scheme) to minimise the need for parking); or
 - (ii) a higher level can be justified for a major town centre development (see paragraph 8 (ii)).

7. An example of how the zonal approach would work in practice is given below. This example is for a B1(a) office development of 6,000 sq metres gross floorspace in Zone 2.
- (i) maximum parking standard for B1(a) = 1 space per 30 sq metres;
 - (ii) the maximum standard implies up to 200 spaces for a 6,000 sq metre office development;
 - (iii) however, in Zone 2, parking is restricted to 50-75% of the maximum standard;
 - (iv) therefore, the actual parking requirement for the development is between 100 and 150 spaces.

Town, Neighbourhood and Local Centres

8. In locations within 300 metres walking distance of public car parks in St Albans city centre and Harpenden town centre, and in the neighbourhood centres listed in District Plan Review Policy 51 and in the local centres (see Policy 55), the need for developments to provide on-site parking will be assessed as follows:

- (i) developments of up to 500 sq metres gross floorspace within Use Classes A1 (shops), A2 (financial and professional services), A3 (food and drink), B1 (business use), C1 (hotels only), D1 (non-residential institutions) and D2 (assembly and leisure) - on-site parking provision will not be required, but a commuted payment may be sought (see paragraph 9 below);
- (ii) developments of over 500 sq metres gross floorspace within Use Classes A1, A2, A3, B1, C1 (hotels only), D1 and D2 including mixed use schemes - on-site parking may be required depending on the circumstances. If on-site parking is not considered appropriate, a commuted parking payment will be sought. Where on-site parking is appropriate, shared use of car parks will be encouraged. In major town centre developments, parking provision in excess of the relevant maximum standards may be required if there is a shortfall in short-stay public parking in the centre. Car parks in such developments should be available for general public use.

Commuted Parking (or Accessibility Charges)

9. The 1994 version of PPG13 states that:

“Where parking cannot be provided on site, it has been customary for ‘commuted payments’ to be made to local authorities for the supply of off-site parking. Local authorities should consider whether it would be more appropriate, as part of the strategic approach set out in this guidance, to meet requirements for access to sites by seeking contributions to measures to assist public transport or walking and cycling instead of funding parking.”

However, the revised PPG13 (2001) does not make any reference to commuted parking.

10. Hertfordshire County Council's Supplementary Planning Guidance (SPG) on parking (see paragraph 1 above) maintains the principle of commuted payments, but under a new name ("accessibility charges"). The SPG states that the aim will no longer be to provide additional public car parking, but to invest in public transport, walking and cycling. The resulting improvements to non-car modes should help to achieve the level of non-car accessibility necessary for the viability of new development. However, the SPG advises that exceptionally, additional shared car parking (in accordance with PPG6 principles) may be funded by commuted sums if this is compatible with the parking strategy.
11. St Albans District Council has, therefore, decided to re-introduce a commuted parking policy. The Council will seek commuted payments, where appropriate, if applications for non-residential development propose less parking than the maximum allowed for the zone in which the site is located. It is envisaged that a policy on commuted payments will be included in the Local Plan Second Review.
12. Hertfordshire County Council is in the process of preparing more detailed guidance on how to operate an accessibility charges policy. This will include advice on the scale of charges, which will be based on the cost of providing 'sustainable transport' measures, such as improved bus services and footpaths/cycleways. In the interim until the County Council's guidance is available, the initial charge per space will be £7,000, but this will rise or fall in line with the Retail Prices Index from January 2002 onwards. An example of how the policy will work in practice is given below, using the same proposed development as in paragraph 7 (i.e. a B1(a) office development of 6,000 sq metres gross floorspace in Zone 2). In the example in paragraph 7, the parking requirement is between 100 and 150 spaces. Therefore:

(i) if 150 parking spaces are proposed (i.e. the maximum acceptable), then no commuted payment will be sought;

(ii) if 100 parking spaces are proposed (i.e. 50 spaces less than the maximum acceptable), then the commuted payment sought will be:

$$50 \times £7,000 \text{ (or whatever the figure is, depending on the Retail Prices Index)} \\ = £350,000.$$

Green Travel Plans

13. PPG13 states that Green Travel Plans (GTPs) should be submitted alongside planning applications which are likely to have significant transport implications. In March 2001, the Hertfordshire Technical Chief Officers' Association (HTCOA) produced a document called "Developing a Green Travel Plan, a Guidance Note". HTCOA has recommended that the Guidance be adopted by the Hertfordshire Districts as a basis for development control decisions. St Albans District Council has decided to use the HTCOA document for development control purposes, but the Council recognises that policy amendments may need to be made in the light of experience gained in operating GTPs.
14. Key aspects of the HTCOA Guidance are summarised overleaf:

- (i) GTPs should include the provision of physical and promotional measures to encourage the use of sustainable transport. Such measures should include on-site facilities (e.g. cycle parking and showers), off-site facilities (e.g. pedestrian crossings, cycle routes and public transport improvements) and the promotion of non-car modes (e.g. through a car sharing database or giving public transport subsidies);
- (ii) GTPs should set targets and actual performance should be measured and monitored on a regular basis. The favoured approach is to set modal split targets (i.e. the percentage of trips by different modes of transport such as car, bus, walking and cycling) for journeys to and from the site. Penalties may be imposed if the modal split targets are not achieved;
- (iii) GTPs should be required for planning applications exceeding the following thresholds:

Use	Threshold
Food retail	1,000 sq metres
Non-food retail	“ “
Cinemas and conference facilities	“ “
D2 including leisure	“ “
B1 business use including offices	2,500 sq metres
Hospitals	“ “
Higher and further education	“ “
B2 industrial	5,000 sq metres
B8 warehouse	“ “
Stadia	1,500 seats

District Plan Review Policy 39

15. Policy 39 in the District Plan Review provides guidance on “parking standards, general requirements”. In certain respects, the criteria in Policy 39 should be amended, as explained below:

- criteria (i) and (ii) - revised parking standards (covering a wider range of land uses than the District Plan Review) are set out in this document;
- criterion (vi) - some of the revised parking standards refer to employee or staff numbers. This means estimated peak period staffing unless otherwise stated;
- criterion (viii) - cycle parking standards are included in this document (see paragraphs 16 & 17). In addition, secure parking for motor cycles, motor scooters and mopeds should be required in larger developments, particularly at places of work and leisure and in the town and neighbourhood centres;
- criterion (x) - revised standards for disabled people are included on pages 17 & 18 of this document. In accordance with PPG13, parking for disabled people should be expressed as minimum standards (which should be achieved irrespective of the location) and should be additional to the maximum parking standards.

Cycle Parking

16. The District Council wishes to encourage an increase in cycling and is, therefore, introducing cycle parking standards. The cycle parking standards in this document are as recommended in the County Council's SPG document. These standards reflect a target of 10% of employees cycling and also include short-stay cycle parking for visitors. The standards are set at a level well above current demand, in order to encourage increased cycling. It is appropriate for cycle parking standards to exceed current demand, but the level of cycling usage implied in the SPG standards may not be achieved. Therefore, the District Council will require that developers should provide at least 50% of the cycle parking spaces stated in the standards. If cycle usage increases significantly, the position will be reviewed.
17. For A1, A2, A3, B1, C1 hotel, D1 and D2 schemes in the town, neighbourhood and local centres, it will often be preferable for cycle parking to be provided in public areas (available for general public use), instead of being located within individual developments. In such cases, a commuted payment (see paragraphs 9-12 above) may be sought.

Revised Car Parking Standards and Cycle Parking Standards

18. The parking standards in the following schedule will be used by the District Council for development control purposes. In considering how many spaces should be provided on a particular site, the Council will take account of all the guidance in this document. It is particularly important to remember that:
 - the parking standards for non-residential development will be regarded as maximum standards that should not be exceeded, rather than minimum standards which should be met;
 - the operation of the maximum parking standards will be based on a zonal approach, with a degree of parking restraint imposed in the Zone 2 areas (i.e. St Albans city centre and adjoining areas including part of Fleetville; Harpenden town centre);
 - on-site parking provision will not be required for some developments in the town, neighbourhood and local centres, but a commuted payment towards the cost of 'sustainable transport' measures may be sought;
 - Green Travel Plans will be required for certain substantial developments;
 - some aspects of District Plan Review Policy 39, "parking standards general requirements" should be amended. For example, the car parking standards for disabled people are minimum standards (which should be achieved irrespective of the location) and are additional to the maximum standards.
 - at least 50% of the cycle parking spaces required by the standards should be provided.

MAXIMUM DEMAND-BASED CAR PARKING STANDARDS AND CYCLE PARKING STANDARDS

Car parking note

- gfa = gross floor area

Cycle parking notes

- space = space to park 1 bicycle
- 1/t = long term
- s/t = short term
- f/t staff = full-time staff equivalents
- 1/t cycle parking provision at a ratio of 1 space per 10 f/t staff is equivalent to a modal split of 10% by bicycle provision of shower and changing facilities is also important if staff cycling is to be encouraged.

Use Class	Description	Maximum car parking standards	Cycle parking standards
A1 Retail foodstores	a) Shops up to 500 m ² gfa	1 space per 30m ² gfa	1 s/t space per 150 m ² gfa plus 1 1/t space per 10 maximum staff on site at any one time
	b) Supermarkets exceeding 500 m ² gfa, superstores and hypermarkets	1 space per 14m ² gfa (including some spaces for parents and infants, near the store entrance)	1 s/t space per 250 m ² gfa plus 1 1/t space per 10 maximum staff on site at any one time.
A1 Non-food retail	Non-food retail, including retail warehouses and garden centres	1 space per 30m ² gfa	1 s/t space per 350 m ² gfa plus 1 1/t space per 10 maximum staff on site at any one time.

Use Class	Description	Maximum car parking standards	Cycle parking standards
A2 Financial & professional services	Banks, building societies, estate agencies, betting shops	1 space per 30 m ² gfa	1 s/t space per 200 m ² gfa plus 1 1/t space per 10 f/t staff. Note: A2 offices should be treated as B1 offices
A3 Food and drink	a) Restaurants/cafes	1 space per 5m ² of floorspace of dining area	1 s/t space per 350 m ² gfa plus 1 1/t space per 10 maximums staff on site at any one time.
	b) Public houses/bars	1 space per 3m ² of floorspace of bar area	
	c) Hot food takeaways (excluding fast food drive through restaurants)	1 space per 3m ² of floorspace of public area	
	d) Fast food drive through restaurants	1 space per 8m ² gfa	
	e) Roadside restaurants	1 space per 4m ² of floorspace of dining area	
	f) Transport café	1 lorry space per 3.5m ² gfa	
B1 Business	B1 (a) offices B1 (b) research & development and B1 (c) light industry	1 space per 30m ² gfa	1 1/t space per 500m ² gfa plus 1 1/t space per 10 f/t staff
B2 General industry	General industry	1 space per 50m ² gfa (lorry provision to be checked against benchmark standards)	

Use Class	Description	Maximum car parking standards	Cycle parking standards
B8 Storage & Distribution	Wholesale distribution, builders merchants, storage	1 space per 75 m ² gfa (lorry provision to be checked against benchmark standards)	1 1/4 space per 10 f/t staff
C1 Hotels & hostels	<p>a) Hotels</p> <p>(i) Bedrooms</p> <p>(ii) Staff</p> <p>(iii) Restaurants and bars open to the public</p> <p>(iv) Conference facilities</p> <p>(v) Leisure facilities</p> <p>(vi) Exhibition halls</p> <p>(vii) Coach parking</p> <p>b) Hostels</p> <p>(i) Small (single parent or couple with no children)</p> <p>(ii) Family (2 adults with children)</p>	<p>1 space per bedroom (including staff accommodation).</p> <p>1 space per manager, plus 2 spaces per 3 other staff, minus spaces related to staff bedrooms.</p> <p>Policy 47 applies for any restaurant and bar space over and above that needed to serve hotel residents.</p> <p>1 space per 5 seats.</p> <p>Applicants must demonstrate that sufficient parking is provided.</p> <p>1 space per 6m² of public area.</p> <p>Minimum of 1 space per 100 bedrooms.</p> <p>3 spaces per 4 units</p> <p>1 space per unit</p>	<p>1 1/4 space per 10 beds plus</p> <p>1 1/4 space per 10 maximum staff on site at any one time</p> <p>1 1/4 space per 3 units</p>

Use Class	Description	Maximum car parking standards	Cycle parking standards
C2 Residential institutions	a) Residential home/hostel with care staff working on premises (includes elderly persons homes and nursing homes)	Residents: 1 space per 5 bedspaces. Staff living on premises: Policy 40 standards apply. Staff living elsewhere: 1 space per 2 staff.	1 s/t space per 20 beds plus 1 l/t space per 10 staff on duty at any one time
	b) Hospitals	1 space per 0.5 beds or to be decided on individual merits (including a full transport assessment and proposals in a green travel plan); special hospitals must be considered individually.	
	c) Education - halls of residence	Staff: 1 space per 2 full-time staff. Students: 1 space per 3 students (but with linkage to student transport plans where appropriate).	1 l/t space per 10 f/t staff plus 1 l/t space per 3 students

Use Class	Description	Maximum car parking standards	Cycle parking standards
C3 Residential	a) General housing	<p>Until further advice (currently awaited) from Hertfordshire County Council has been considered, Policy 40 applies subject to the following:</p> <p>Zone 1 (i.e. all St Albans District except Zone 2): applicants will be encouraged to meet existing standards, but schemes slightly below the standards may be accepted;</p> <p>Zone 2 (i.e. St Albans city centre and adjoining areas, including part of Fleetville; Harpenden town centre): schemes below the standards may be accepted, but sufficient spaces to meet likely parking demand will be sought.</p> <p>Maps showing the provisional zone boundaries can be found at the end of this paper.</p>	1 1/2 space per unit if no garage or shed provided.
	b) Houses in multiple occupation (i.e. separate households sharing facilities)	0.5 spaces per tenancy unit	
	c) Elderly persons accommodation <ul style="list-style-type: none"> i) retirement dwellings - no warden control, 1 or 2 bedroom (Category 1) ii) sheltered dwellings - warden control (Category 2) 	As a) above, but Policy 43 applies, rather than Policy 40	1 s/t space per 3 units plus 1 1/2 space per 5 units

Use Class	Description	Maximum car parking standards	Cycle parking standards
D1 Non-residential institutions	a) Public halls/places of assembly (excluding D2)	1 space per 9m ² gfa or 1 space per 3 fixed seats plus 3 spaces per 4 staff members	1 s/t space per 200 m ² gfa plus 1 l/t space per 10 staff on duty at any one time
	b) Community/family centres	1 space per 9m ² gfa plus 1 space per full-time staff member or equivalent	
	c) Day centres	1 space per 2 staff members plus 1 space per 3 persons attending or 1 space per 9m ² gfa	
	d) Places of worship	1 space per 10m ² gfa	
	e) Surgeries & clinics	3 spaces per consulting room plus 1 space per employee other than consulting doctors/dentists/vets	1 s/t space per consulting room plus 1 l/t space per 10 staff on duty at any one time
	f) Libraries, miscellaneous cultural buildings	1 space per 30m ² gfa of freestanding development (otherwise assessed on merits)	1 s/t space per 100m ² gfa plus 1 l/t space per 10 f/t staff
	g) Miscellaneous cultural buildings	2 spaces plus 1 space per 30m ² of public floorspace	

Use Class	Description	Maximum car parking standards	Cycle parking standards
<p>D1 Non-residential institutions (continued)</p>	<p>h) Educational establishments (including residential)</p> <p>(i) schools and higher and further education</p> <p>(ii) nursery schools/playgroups</p> <p>Note: overspill parking for community purposes (outside school day) should be catered for by use of dual purpose surfaces such as school play areas.</p>	<p>1 space per 2 staff plus 1 space per 15 students (i.e. total number of students attending an educational establishment, rather than full-time equivalent figures)</p> <p>1 space per 4 pupils</p>	<p>1 1/2 space per 10 f/t staff plus primary school: 1 1/2 space per 15 students secondary school: 1 1/2 space per 5 students</p> <p>higher and further education: 1 1/2 space per 5 students</p> <p>nursery schools/playgroups: non additional</p>

Use Class	Description	Maximum car parking standards	Cycle parking standards
<p>D2 Assembly & leisure</p>	<p>a) Indoor uses (except cinemas and conference centres) - includes entertainment/leisure uses and indoor sports uses</p>	<p>1 space per 22m² gfa</p>	<p>Entertainment uses: on merit, depending on mix of uses.</p> <p>Swimming pools, indoor tennis, badminton, squash courts, ice rinks, fitness centres/sports clubs: 1 s/t space per 25m² gfa plus 1 1/t space per 10 f/t staff</p> <p>Ten pin bowling, indoor bowls: 1 s/t space per 3 lanes or rink plus 1 1/t space per 10 f/t staff</p> <p>Other uses: on merit depending on use</p>
	<p>b) Cinemas (including multiplexes) and conference centres</p>	<p>1 space per 5 seats</p>	<p>Cinemas up to 500 seats: 1 s/t space per 20 seats plus 1 1/t space per 10 staff on duty at any one time</p> <p>Cinemas over 500 seats: 25 s/t spaces plus 1 s/t space per 100 seats in excess of 500 plus 1 1/t space per 10 staff on duty at any one time</p>
	<p>c) Stadia</p>	<p>Cars: 1 space per 15 seats and standing spaces Coaches: To meet likely demand</p>	<p>1 s/t space per 20 seats and standing spaces 1 1/t space per 10 staff on duty at any one time.</p>

Use Class	Description	Maximum car parking standards	Cycle parking standards	
D2 Assembly & leisure (continued)	d) Outdoor tennis	4 spaces per court	1 s/t space per 10 players/participants at busiest period	
	e) Outdoor sports grounds (i) with football pitches (ii) without football pitches	20 spaces per pitch 50 spaces per hectare		
	f) Golf (i) 18 hole golf course * (ii) 9 hole golf course (iii) golf driving range (iv) golf courses larger than 18 holes and/or for more than local use	100 spaces 60 spaces 1.5 spaces per tee to be decided in each case on individual merits		10 l/t spaces per 18 holes 5 l/t spaces per 9 holes 5 s/t space per 20/30 tee driving range pro rata to above

Use Class	Description	Maximum car parking standards	Cycle parking standards	
Motor trade related	a) Employees	3 spaces per 4 employees	1 1/2 space per 10 f/t staff	
	b) Showroom car sales	1 space per 10 cars displayed		
	c) Vehicle storage	2 spaces per showroom space or provision at rate of 10% annual turnover		
	d) Hire cars	1 space per 2 hire cars based at site		
	e) Ancillary vehicle storage	3 spaces or 75% of total if more than 3 vehicles		
	f) Workshops	3 spaces per bay (for waiting & finished vehicles) in addition to repair bays		
	g) Tyre & Exhaust	2 spaces per bay		
	h) Parts stores/sales	3 spaces for customers		
	i) Car wash/petrol filling station	3 waiting spaces per bay or run in to row of bays (additional parking is required where a shop is provided)		1 1/2 space per 10 f/t staff plus 5 s/t spaces if shop included

Use Class	Description	Maximum car parking standards	Cycle parking standards
Public transport facilities	a) Rail stations	to be decided in each case on individual merits	5 1/4 spaces per peak period train
	b) Bus stations	to be decided in each case on individual merits	2 1/4 spaces per 100 peak period passengers
Parking for disabled motorists Notes: 1. The parking needs of disabled motorists shall be met in full irrespective of location i.e. where the zonal procedure results in on-site parking restraint, there shall be no corresponding reduction in disabled spaces. 2. The number of disabled spaces specified are additional to any spaces provided through operation of the maximum parking standards	a) Employment generating development (i) up to 200 space car park (demand-based as calculated from above standards) (ii) more than 200 space car park (demand-based as calculated from above standards) b) Shops/premises to which the public have access/recreation (i) up to 200 space car park (demand-based as calculated from above standards) (ii) more than 200 space car park (demand-based as calculated from above standards)	individual spaces for each disabled employee plus 2 spaces or 5% of total capacity, whichever is greater 6 spaces plus 2% of total capacity 3 spaces or 6% of total capacity, whichever is greater 4 spaces plus 4% of total capacity	

Use Class	Description	Maximum car parking standards	Cycle parking standards
Parking for disabled motorists (continued)	c) Residential (i) General (ii) Elderly persons dwellings Up to 10 spaces (demand-based as calculated from above standards) More than 10 spaces (demand-based as calculated from above standards)	1 space for every dwelling built to mobility standards 3 spaces 1 space per 4 spaces	



ZONE 1

ZONE 2

ZONE 1

LOCATION: ST ALBANS
 CAR PARKING ZONES

NOTES: MAP 1

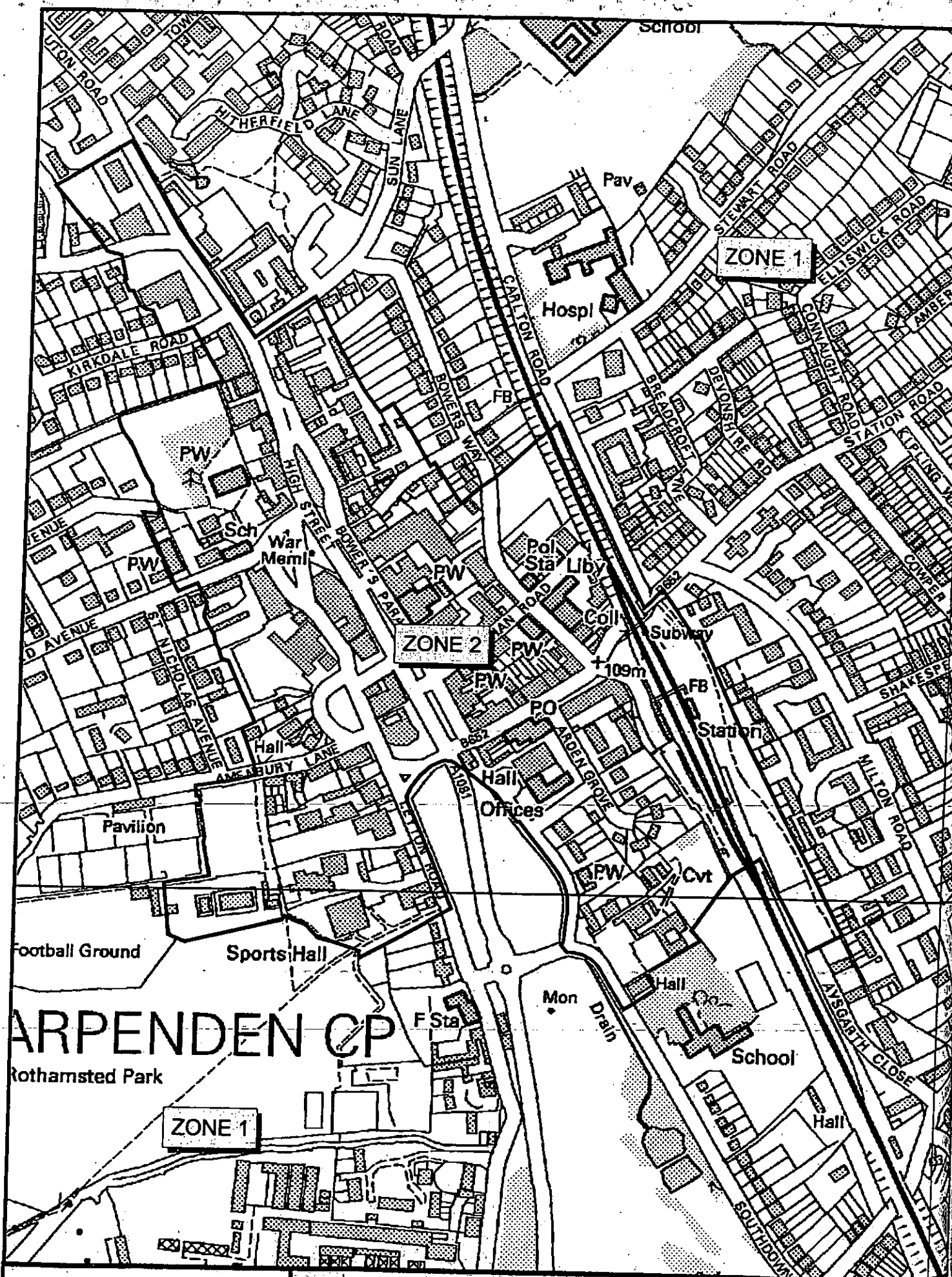
SCALE 1:12500

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St Albans
 CITY AND DISTRICT




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St Albans
 CITY AND DISTRICT

LOCATION: HARPENDEN
 CAR PARKING ZONES

NOTES: MAP 2