

**Arun District Council**

**Draft Parking Standards Supplementary  
Planning Document**

**June 2019**



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## 1. Introduction

1.1 In October 2018, West Sussex County Council consulted upon the draft updated guidance on parking for new developments 'West Sussex County Council Guidance on Parking at New Developments May 2019' (WSCC GPND). The purpose of this document was to provide guidance across the County on parking standards and to update the standards that were adopted in 2010.

1.2 Arun District Council is using this document and the data behind it to progress a draft Supplementary Planning Document (SPD) for Arun District which will be used in the determination of planning applications. This SPD takes the WSCC GPND approach to parking standards with the exception that:-

- standards for Electric Vehicle provision is based on Arun's own Electric Vehicle Infrastructure Study November 2017 (see Table 2.4); takes a hybrid approach using both the Arun Electric Vehicle Infrastructure Study (2017) requirements alongside the WSCC GPND approach
- rounded figures are given in table 3.1 'Expected level of provision for new residential developments';
- lower stepped percentage Electrical Vehicle Charging Points requirements are required from 2018 to 2030 and but include 100% provision of active EV charging facilities target by 2033;
- cycle provision rounded from 0.5 to 1 space for Flats with up to 3 rooms (1 & 2 bed).

4.21.3 The National Planning Policy Framework 2018 (NPPF) highlights the need to consider transport in plan making and in the determination of planning applications.

1.4 Further, the Arun Local Plan has policies on parking provision. Policy T SP1 'Transport & Development' requires appropriate levels of car parking and in particular states: -

"d. Incorporates appropriate levels of parking in line with West Sussex County Council guidance on parking provision and the forthcoming Arun Design Guide taking into consideration the impact of development upon on-street parking and;..."

4.31.5 ~~and~~ This draft SPD seeks to define and formalise these standards in order to give them greater weight when considering planning applications. A forthcoming Arun Design Guide will provide guidance on the design of parking within schemes.

4.41.6 The County Council, in its role as the local highway authority, is a statutory consultee on planning applications that affect the highway and provides advice to local planning authorities on the transport implications of developments to inform planning decisions.

~~4.5~~1.7 This SPD is intended to outline Arun District Council's approach to parking at new developments (residential/commercial). It should be used to help determine the level of parking at new developments and provide the basis for the County Council's advice to local planning authorities on planning applications.

~~4.6~~1.8 1.7 In preparing their draft guidance, the County Council has taken a strongly evidence-led approach to parking in new developments, to ensure that the number of parking spaces provided is appropriate to the location and the characteristics of the development. The evidence base includes a range of primary and secondary data sources that are intended to provide a robust and credible evidence base. The following data sources have been reviewed and used to support the development of new guidance, including:

- Census Data;
- The National Highways and Transport Network Public Satisfaction Survey 2017;
- TRICS Database (where surveys exist within West Sussex or relates to the region);
- National research and studies on demand for commercial parking; and
- Parking based surveys at a sample of recent developments undertaken in 2018.
- WSCC Parking Standards Review, May 2018

## **2. Guiding Principles of the Approach**

2.1 Paragraph 105 of the National Planning Policy ~~Guidance~~ Framework identifies that parking standards should take into account:

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

2.2 The NPPF (2019) includes a new paragraph (106) which limits the use of maximum parking standards. It states that they should "only be set where there is a clear and compelling justification that they are necessary for managing the local road network or for optimizing the density of development in city and town centres". This SPD has been prepared to formalise the evidence base used to support the creation of WSCC parking standards. The evidence shows that there is a requirement to set parking standards across West Sussex.

2.3 Where reduced parking provision is being proposed to optimise the density of development within Arun's town centres, robust evidence must be provided to

show that the proposed development would comply with the Guiding Principles for Development set out below.

#### **Electric Vehicle Charging**

- 2.4 Arun District Council's Electric Vehicle Infrastructure Study ([November 2017](#)) ~~which~~ was agreed at Full Council on 10<sup>th</sup> January 2018. Policy QE DM3 of the Arun Local Plan seeks to encourage the use of electric vehicle charging points. For completeness, Section 4 of the ADC Vehicle Infrastructure Study (2017) ~~in is included below and replaces the WSCC GPND 2019 provided in Appendix 2.~~
- 2.5 [The WSCC GPND approach to Electric Vehicle Space Allocations differs to that set out in the ADC Vehicle Infrastructure Study. In particular, the WSCC GPND requires that a % of parking spaces on a new development must provide active Electric Vehicle \(EV\) charging facilities. This percentage increases annually until 2030 when 70% of spaces on a site should have EV charging facilities.](#)
- 2.6 However, ~~the~~ [the ADC Electric Vehicle Infrastructure Study \(November 2017\) requires that all houses with a garage and a driveway must have a charging point but that for new flatted and all other types of development, provision should be made for provide dedicated EV charging bays in 2% of the parking spaces provided.](#)
- 2.7 [The Council has reviewed both the WSCC GPND and Electric Vehicle Infrastructure Study \(2017\) and has taken forward a hybrid approach for the future requirement for EV charging points in new development. The minimum requirements are set out in Table 2.2 below. Where a development includes the delivery of parking spaces which are on street \(eg e.g. estate renewal schemes\), Electric Vehicle charge points should be delivered to the same standard as those set out in Table 2.1 above.](#)
- 2.8 [The proposed standards will mean that all new houses with a driveway and garage will be required to provide active EV charging points \(in accordance with current ADC Vehicle Infrastructure Study \(2017\). All other development will need to provide EV charging points in 20% of parking spaces from the date of adoption of this SPD. This % figure will increase every 5 years until 2033 when 100% of all parking spaces on a new development will be required to have active EV charging points. This approach reflects that taken by the WSCC GPND and It is proposed to update the standards within the Table 1 above in order to responds to the Government's declaration of a 'Climate Emergency' and future regulations on decarbonising the transport sector.-](#)
- 2.9 [It should be noted that In June 2019 the Government announced that it will introduce into law a net zero greenhouse gases target to be achieved by 2050 \(amending the Climate Change Act 2008\) in order to meet obligations set out in the UN Paris Climate agreement 2016 in July 2018, the Government also](#)

launched 'The Road to Zero' (setting out measures to reduce the climate impact of transport through zero emission road vehicles - achieving zero emissions by 2040). Draft Technical Guidance for Building Regulations specifying requirements for EV charging chargepoints in residential and non-residential buildings are currently out for consultation closing 7 October 2019. If introduced, then these will supersede the guidance in this PS SPD. The Council will therefore, keep these standards under review in order to respond appropriately, including in terms of future plan making.

2.7 The increasing popularity of electric vehicle types has seen the Department for Transport forecast that plug in vehicles will make up between 3% and 7% of all new car sales in 2020. As a result of evidence gathered by WSCC through their review of their draft Parking Standards, it is proposed to adopt the following minimum standards in this SPD. There should be one EV charging point per house with a drive way or garage; and in accordance with table 2.2 below. For example, in 2018 provision of 20% of parking spaces should be for active EV charging spaces in new development applicable incrementally each year until the next increment applies (e.g. at 2033 all parking spaces will require active EV charging spaces).

**Table 2.2 – Electric Vehicle Charging Points Minimum Requirements**

Year	% <u>Number of Parking Spaces with Active EV Charging Points</u>	% <u>of Parking Spaces with Active EV Charging Points</u>
	<u>Houses with a driveway and garage</u>	<u>All other developments</u>
2018	<u>20</u>	<u>20</u>
2023	<u>30</u>	<u>30</u>
2028	<u>50</u>	<u>50</u>
2033	<u>100</u>	<u>100</u>

*Note: these percentages are lower trajectory than shown in the WSCC GPND 2019, but aim to ensure that 100% of new parking spaces associated with new development have active EV charging points by 2033. Unlike the WSCC GPND, the % requirement and represent an increase every 5 years instead of incrementally every year. Also, the percentage figures are rounded to the nearest 10, for ease of implementation.*

### Guiding Principles for Developments

- 2.10 The following principles set out the District Council's approach to parking in new residential developments and Commercial developments and should be used as a starting point in the design of new developments.
- 2.11 In the preparation of the 'West Sussex County Council Guidance on Parking at New Developments May 2019', an iterative review of mapped census statistics across the whole of West Sussex was

undertaken using iGIS (WSP Geographical Information System interface). The county wide review identified 9 key statistical interest values that informed the identification of Parking Behaviour Zones. For Arun only three zones are identified (these zones are shown ~~on the Draft Regional Parking Zone Allocation. Arun District Map which is found~~ in Appendix 1 to this document<sup>1</sup>:

- Zone 1** - Rural (village locations, e.g. Walberton);
- Zone 2** - Peri-rural (large villages or small settlements close to towns e.g. Angmering, Barnham);
- Zone 4** - Urban (within towns but not in a central location); and

#### Principle 1

- 2.12 Parking provision should be sufficient to accommodate demand whilst exploiting the potential for sustainable travel, minimising adverse effects on road safety and avoiding increased on-street parking demand.
- 2.13 If parking could reasonably be expected to take place in existing streets, then it will be necessary to demonstrate through a parking capacity survey that there is sufficient capacity to accommodate the expected parking demand.

#### Principle 2

- 2.14 Expected levels of vehicle ownership should be determined taking account of dwelling size (rooms); unit type (houses or flats); unit tenure (private/affordable), parking provision (allocated or unallocated), control/enforcement (charges etc.).
- 2.15 Calculation of expected levels of vehicle ownership should normally be based on local or comparable data taking account of forecast changes in demand for the Local Plan period. Where electric vehicle charging points are provided, these will be included in the "total demand" as a percentage of the allocated spaces.

#### Principle 3

- 2.16 'Active' charging points for electric vehicles shall be provided at ~~a minimum of~~ 20% (at 2019 levels of provision) of all parking spaces with ducting provided at all remaining spaces where appropriate to provide 'passive' provision for these spaces to be upgraded in future. This applies to residential, retail (supermarkets), Office/industrial, and other Commercial land uses. Passive provision involves the inclusions of the necessary infrastructure underground in order to enable connection to a charging point at a later date.

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<sup>1</sup>. It should be noted that this zone map is from the ~~West Sussex County Council Guidance on Parking at New Developments May 2019'. West Sussex County Council Parking Standards Review (WSPWSCC GPND, 20198) which is currently in draft format subject to approval by West Sussex County Council. The final map will be added to this document once approved.~~



#### Principle 4

- 2.17 In some locations, limiting parking provision will form part of a strategy to exploit the potential for sustainable transport. In order to realistically promote lower levels of car ownership and use whilst avoiding unacceptable consequences, all of the following must be available or provided:
- Travel plan measures, targeted at reducing car use and thereby reduce ownership levels;
  - High levels of accessibility to non-car modes of travel and to local amenities and facilities; and
  - Comprehensive parking controls; i.e. Controlled Parking Zone.

#### Principle 5

- 2.18 In some circumstances it may be necessary to regulate on-street parking to manage or mitigate the impact of development. If Traffic Regulation Orders (TRO) are required then developers will be expected to fund administration and works costs. However, the starting point is that each development site provides sufficient parking to meet its own demands within the application site.

#### Principle 6

- 2.19 To ensure that developments function efficiently and as intended, detailed consideration needs to be given to the following:
- a) Providing garages of sufficient size - If garages are provided they must be at least 6m x 3m internally. If garages meet this requirement, they will be regarded as an allocated parking space of ~~4-0.5~~ but a car port or parking space of this dimension would count as 1 parking space and calculations of parking demand will take account of this. Where garages do not meet this minimum size, they will not be counted towards meeting parking demand.
  - b) Providing adequate visitor parking - Adequate visitor parking is required and this will be influenced by the level of unallocated parking.
  - c) Likely cycle ownership and storage - Good cycle storage facilities are important, but requirements should take account of dwelling size and type. The minimum standard of cycle provision is set out in Table 2.3.
  - d) Where accessible or wheelchair friendly accommodation is proposed or required, parking spacing and garaging should be provided in accordance with the requirements for increased parking space proportions.
  - d) Impact on "total demand" where electric vehicle charging points are provided.

- e) Spaces for disabled people – Provision should be consistent with guidance in “Manual for Streets”.
- f) Motorcycle parking - Provision should be consistent with guidance in “Manual for Streets”.
- g) Space for storage bins – Part H of the Building Regulations suggests storage areas dimensions which are suitable for refuse and recycling bin storage. Development may be required to demonstrate suitable storage to ensure parking provision is available at all times.

**Table 2.3: Recommended levels of cycle provision.**

Type	Dwelling Size	Cycle Provision (per unit)
Houses	Up to 4 rooms (1 & 2 bed)	1 space
Houses	5+ rooms (3+ bed)	2 spaces
Flats	Up to 3 rooms (1 & 2 bed)	1 space (if communal storage otherwise same as 1 & 2 bed house)
Flats	4+ rooms (3+ bed)	1 space

#### Principle 7

2.20 The varying characteristics across the District means that the amount of commercial vehicle parking will vary greatly between one site and another. The amount of car parking should be based on:

- a) The development's land-use,
- b) Trip rate associated with the development (including base and forecast mode share), and
- c) The user group of staff/visitors of the site (including shift patterns).

### 3. Residential Parking Guidance

- 3.1 The values of parking demand presented in Table 3.1 will be used as expected levels of demand for the design and master planning of new residential developments. These include provision of EV spaces as set out in Principle 3. As part of the Design & Access Statement applicants will be expected to schedule the parking provision, detailing the number of allocated and unallocated spaces including garages and electric vehicle charging spaces (active and passive). The Design & Access Statement should explain how the provision of parking will meet the needs of the development including how these needs are expected to change in the future.
- 3.2 To satisfy the promotion of sustainable travel modes and choices it is considered that a 10% variation below the target parking demand value be allowed where appropriate travel option provision is provided including travel plans, public transport contributions (e.g. through section 106 contributions involving Strategic Allocations and Community Infrastructure Levy once adopted, for other non-strategic sized developments for offsite infrastructure of a strategic nature) and other sustainable travel initiatives. This is also as a result of increasing affordability issues resulting in young people staying with parents for longer.

**Table 3.1 – Expected level of provision for new residential developments**

Number of bedrooms	Number of habitable rooms	Parking Behaviour Zone				
		1	2	3	4	5
1	1 to 3	2	2	4	1	0.6
2	4	2	2	4	1	4.4
3	5 to 6	2	2	2	2	4.6
4+	7 or more	3	3	3	2	2.2

Figures have been rounded to whole numbers compared to the 'West Sussex County Council Guidance on Parking at New Developments May 2019' for ease of interpretation and implementation.

- 3.3 In addition to the above, visitor parking will be required to be provided at a ratio of 20% of the total number of residential units. For example, if there were 100 dwellings proposed, in addition to the allocated residents parking, 20 visitor spaces should be provided. A more flexible approach will be taken with schemes that incorporate flats and on sites close to urban centres.

### 4. Non-residential Parking Guidance

- 4.1 Parking for non-residential uses needs to consider the accessibility of the site, the likely demand for parking and the viability of the site. In determining the amount of parking that should be provided at non-residential developments, developers should seek to balance operational needs, space requirements,

efficient use of land and cost attributed to providing parking and where relevant, attracting / retaining staff.

- 4.2 Businesses are obliged to minimise their effect on the environment. In support of this obligation and in line with the West Sussex Transport Plan, businesses should promote sustainable travel behaviour by encouraging employees to travel by non-car modes and reducing the number of single occupancy car journeys. To support sustainable travel measures the availability of car parking or cost of use should be carefully controlled.
- 4.3 Since the publication of the previous West Sussex Parking Standards for Commercial Vehicle noted in the SPD of November 2003, there has been a shift in government policy as more flexible working practices have been established. The move to a new planning system during 2006 further shifted the responsibility for determining parking standards to individual local planning authorities and indicates that local circumstances should be taken into account when setting such standards.
- 4.4 The 2003 Standards are based on the maximum parking standards provision, which were removed by Central Government in 2011.
- 4.5 The amount of parking in commercial developments should be based on:
- the developments land-use,
  - trip rate associated with the development (including base and forecast mode share) and
  - the user group of staff/visitors of the site (including shift patterns).
- 4.6 It is the responsibility of the developer to provide evidence that adequate facilities are provided on site for the proposed use, including cycle parking, changing and storage facilities. Due regard should be paid to unique characteristics of each land use. This may include providing details of the proposed operation of the site once in use such as whether the site will need to store vehicles not in use or on layover periods, the frequency of vehicles visiting the site for deliveries or the type and size of vehicles using the site.
- 4.7 In addition the following should be taken into account:
- The volume of staff/visitor parking should be demonstrated through survey or business data to ascertain the peak parking periods and demand;
  - The geographically location of the site along with the levels of accessibility for non-car mode users; and
  - Local mode share data, baseline or forecast mode shares detailed in supporting travel plans.
- 4.8 Table 4.1 sets out the overall vehicular and cycle parking standards by land use. Whilst the requirements were based on maximum standards for car parking and minimum cycle parking standards in 2003, they should now be

used as a guide for developers and justified on the above criteria through a site-specific assessment.

**Table 4.1 - Vehicular and Cycle Parking Provision in Non-Residential Developments**

Use Class	Vehicular	Cycle
A1 Shops	1 space per 14sqm	1 space per 100sqm for staff and 1 space per 100sqm for customers
A2 Financial and Professional Services	1 space per 30sqm	1 space per 100sqm for staff and 1 space per 200sqm for customers
A3 Restaurant and Café	1 space per 5sqm of public area and 2 spaces per bar (or 5m length of bar for large bars) for staff parking to be clearly designated	1 space per 4 staff and 1 space per 25sqm for customers
A4 Drinking Establishments	As A3 although not defined in 2003 Standards	As A3
A5 Hot Food Takeaways	As A3 although not defined in 2003 Standards	As A3
B1 Business	1 space per 30sqm Up to threshold of 500sqm in less accessible areas	1 space per 150sqm for staff and 1 space per 500sqm for visitors
B2 General Industrial	1 space per 40sqm	1 space per 200sqm for staff and 1 space per 500sqm for visitors
B8 Storage	1 space per 100sqm	1 space per 500sqm for staff and 1 space per 1000sqm for visitors
D1 Non-Residential Institutions	Site specific assessment based on travel plan and needs	Site specific assessment based on travel plan and needs

D2 Assembly & Leisure	<p><del>As these are D2 uses, these standards should be applied (Part A)</del></p> <p>1 space per 22sqm for large scale places of assembly serving more than a local catchment 1 space per 15sqm.</p>	1 space per 4 staff plus visitor / customer cycle parking
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Note: C1, C2, C2A and C4 uses parking provision will be determined on a case by case basis on travel plan and needs.

Appendix 1 – Arun District Council's Electric Vehicle Infrastructure Study (November 2017)

<u>Provision of Parking Bays &amp; Charging Points for Ultra-low emission vehicles (ULEV) in New Development (including Conversions)</u>	
<u>Houses<sup>2</sup></u>	<u>One charging point per house with garage or driveway</u>
<u>Flats (&lt;50 units)<sup>3</sup></u>	<u>One parking bay marked out for use by electric vehicles only, together with charging infrastructure and cabling.</u>
<u>Flats (&gt;50 units)<sup>2</sup></u>	<u>Further dedicated charging bays totaling 2% of the total provision.</u>
<u>Other Development (&lt;50 Bays)</u>	<u>One parking bay marked out for use by electric vehicles only, together with charging infrastructure and cabling.</u>
<u>Other Development (&gt;50 Bays)</u>	<u>Further dedicated charging bays totaling 2% of the total provision.</u>
<u>Phasing</u>	<u>Standard provision (as set out above) could be supplemented by the installation of groundwork / passive wiring at the commencement of development in order to enable further installation to match demand.</u>

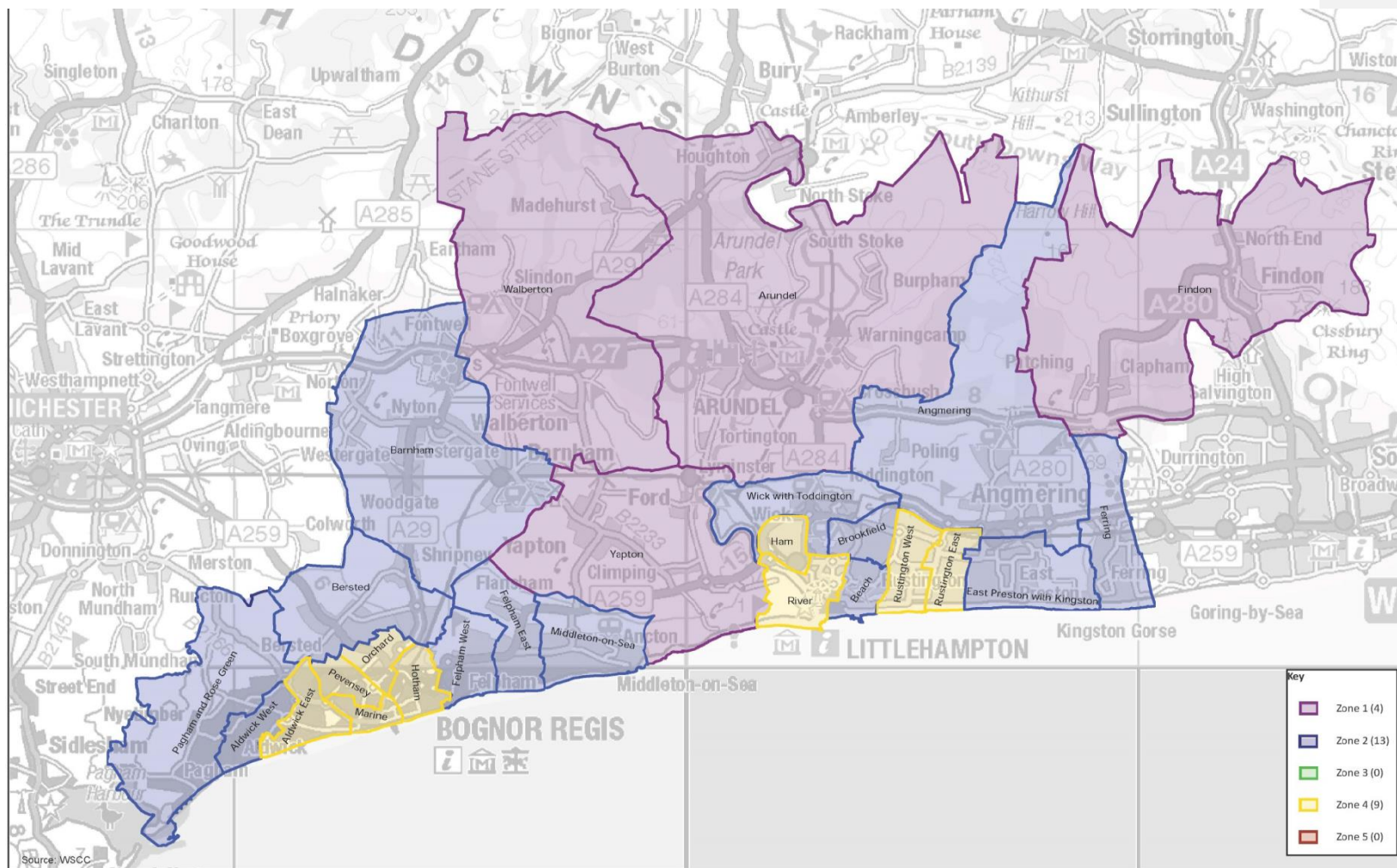
<sup>2</sup> Recommended installation of 16A or higher Type 2 charger (minimum requirement standard 3 pin 13A charger)

<sup>3</sup> Dedicated free standing weatherproof chargers  
Source Arun District Council Electric Vehicle Infrastructure Study November 2017

Appendix 42 - ~~Draft Regional Parking Behaviour Zone Allocation~~ - Arun District (~~Draft Source: 'West Sussex County Council Guidance on Parking at New Developments May 2019'. West Sussex County Council Parking Standards Review (WSCC GPNDWSP, 20198)~~)

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Parking Behaviour Zones: Arun District

WSP 1:80,000

