



## AGENDA

### LOCAL PLAN PANEL MEETING

Date: Thursday, 5 September 2019

Time: 7.00 pm

Venue: Council Chamber , Swale House, East Street, Sittingbourne, Kent, ME10 3HT

Membership:

Councillors Mike Baldock (Chairman), Monique Bonney (Vice-Chairman), Alastair Gould, James Hunt, Benjamin Martin, Richard Palmer, Eddie Thomas, Roger Truelove and Ghlin Whelan.

Quorum = 3

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Pages

#### **Recording Notice**

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The Chairman will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked.

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(a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park. Nobody must leave the assembly point until everybody can be accounted for and nobody must return to the building until the Chairman has informed them that it is safe to do so; and

(b) the lifts must not be used in the event of an evacuation.

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2. Apologies for Absence and Confirmation of Substitutes

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

## **Part A Reports for Recommendation to Cabinet**

4. Draft Vehicle Parking Standards Supplementary Planning Document

5. Suggestions for Future Work Plan

**Issued on: 23 August 2019**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Cabinet, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

Chief Executive, Swale Borough Council,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT

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<b>Local Plan Panel</b>	
<b>Meeting Date</b>	5 September 2019
<b>Report Title</b>	Draft Car Parking Standards SPD
<b>Cabinet Member</b>	Cllr Mike Baldock, Cabinet Member for Planning
<b>SMT Lead</b>	Emma Wiggins
<b>Head of Service</b>	James Freeman
<b>Lead Officer</b>	Andy Jeffers, Development Manager
<b>Key Decision</b>	Yes/No
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	<ol style="list-style-type: none"> <li>1. Members are invited to comment on the revised draft Vehicle Parking Supplementary Planning Document (SPD) produced following the Local Plan Panel meeting on 25 July 2019 at Appendix I;</li> <li>2. Consider any further comments received as a result of posting the draft on the Council's website;</li> <li>3. Indicate any appropriate amendments to the draft prior to formal public consultation;</li> <li>4. To agree the timetable for the eventual adoption of this document.</li> </ol>

## 1 Purpose of Report and Executive Summary

- 1.1 The purpose of this report is to invite Members to consider and comment on the revised draft version of the Vehicle Parking Supplementary Planning Document (SPD) , which has been amended in the light of Members comments at the Local Plan Panel meeting on 25 July 2019 and agree the way forward for formal public consultation.
- 1.2 Once formally adopted the SPD will provide bespoke parking standards for Swale and as it is pursuant to Policy DM7 of the Adopted Local Plan , the document will carry considerable weight in the determination of planning applications.

## 2 Background

- 2.1 Supplementary Planning Documents (SPDs) are defined in the National Planning Policy Framework as :

*“Documents which add further details to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan. “*

2.2 In this case the Vehicle Parking Standards SPD is pursuant to Policy DM7 of the Bearing Fruits Local Plan (Adopted 2017). This policy states the following:-

*“ Until such time as a local Swale Borough Supplementary Planning Document (SPD) can be adopted, the Council will continue to apply extant Kent County Council vehicle parking standards to new development proposals .When prepared ,the Swale Vehicle Parking SPD will provide guidelines for:*

1. *Car parking standards for residential development ,which will:*
  - a. *Take into account the type, size and mix of dwellings and the need for visitor parking ,and*
  - b. *Provide design advice to ensure efficient and attractive layout of development whilst ensuring that appropriate provision for vehicle parking is integrated within it.*
2. *Vehicle parking for non – residential uses , which will take into account:*
  - a. *The accessibility of the development and availability of public transport;*
  - b. *The type, mix and use of the development proposed.*
  - c. *The need to maintain an adequate level of car parking within town centres to ensure that viability of the centres is not compromised and*
  - d. *That development proposals do not exacerbate on street car parking to an unacceptable degree.*
3. *Cycle parking facilities on new developments of an appropriate design and in a convenient, safe, secure and sheltered location.”*

2.3 The draft SPD has been prepared by Consultants and has been the subject of a Member workshop on 21 February 2019, and issues raised then have been incorporated into the draft. At the workshop members requested that the Borough’s Controlled Parking Zones be reflected within the document and that parking standards within different types of locations should reflect the parking pressures associated with them such as within town centre, edge of centre, suburban and rural areas.

2.4 The original June 2019 version of the document reported to the 25 July Local Plan Panel meeting was published on the Council’s website on 24 June 2019 for informal comment. The document now needs to be revised for formal public consultation in line with the Statutory Regulations for production of SPD.

At their meeting of 25 July the Local Plan Panel members resolved :

***“(1) That the Consultants consider the comments raised at the meeting and present a revised document to a future meeting of the Local Plan Panel in September (date to be confirmed), prior to public consultation.”***

Members asked for the draft to be updated to reflect their comments (as outlined in the above minute) and the comments made by parish councils. The Chairman confirmed that the draft SPD would come back to a future meeting of the Panel, before going out to public consultation. Key areas for review included mixed use (business and residential use); electric charging points and/or infrastructure, and

consideration of phasing this in to reflect the increase in use of hybrid/electric vehicles in the future; and to review the proposed numbers of parking spaces required for residential development. The minutes from the July Panel meeting can be viewed at Appendix 2 of this report.

The consultants have responded to the Panel's comments and produced a revised draft of the SPD document for consultation. A copy of this document is attached at Appendix 1 to this report. Within this document more information is provided on EV charging and the required provision of passive charging points for residential and non residential uses has been increased from 10% to 100%. The minimum number of parking spaces for residential development in suburban and rural areas for 3 and 4 bed dwellings has been increased to reflect members concerns - see Appendix A – Residential Car Parking Standards of the revised draft SPD at Appendix 1 to this report.

There is also a new section on the Public Realm at paragraphs 30 to 44 of the revised SPD which encourages developers to introduce much more landscaping to developments which include the following - parking to the front of dwellings , tandem parking, on street parking facilities or for flatted developments. Furthermore the planting of trees should be designed in accordance with guidance contained within Manual for Streets and surface materials for parking should reflect the palette of materials suggested by KCC and the Kent Design Guide and not just black tarmacadam.

Finally at Appendix 3 to this report the consultants have provided a table of responses to the main issues (based on the minutes to the meeting) raised by members at the July local plan panel meeting.

### **Main Issues Covered By the SPD**

- 2.5 This draft document aligns with the current national approach to residential parking. The proposed standards require a minimum amount of car parking at origin, unless the development is deemed highly accessible by sustainable modes. For non- residential uses, recommended standards are provided and the actual parking provision should take account of the form and location of the development and the need to encourage the use of non-car travel.
- 2.6 The report looks at trends in car usage and ownership and the importance of considering the location of a new development in defining its parking provision. The report argues that residential parking is not just a “numbers game”. The parking provision should satisfy reasonable demand bearing in mind the location, be well designed with usable spaces and make the best use of the land available. It goes on to consider a range of parking options including: car barns, car ports, garages, parking courts, driveways, visitor parking, tandem parking, van parking, cycles, disabled parking and parking for electric vehicles.
- 2.7 For non residential parking standards the report notes that limiting the amount of parking provided at the end destination of a trip can discourage journeys by car. This is especially so where there are a range of alternative modes available in

sustainable locations. Therefore the parking standards for different use classes considered here are maximum standards and lower provision is considered to encourage travel by other modes where appropriate.

### **Comments Received to Date**

2.8 As a result of the informal consultation of the June 2019 draft version on the Council's webpages, comments were received from Bobbing, Borden, Iwade and Tunstall PCs which were circulated to Local Plan Panel members and tabled at the 25 July Panel meeting. The Parishes comments can be briefly summarised as follows:

- More EV charging (Tunstall and Borden) and EV charging for cycles (Borden)
- More visitor parking (Tunstall)
- Discourage use of garages for storage (Tunstall)
- More parking required (Iwade and Bobbing but interestingly not stated by Tunstall or Borden)
- Attention to details within this report – pattern of parking for elderly, use up to date reports, special needs schools, disabled parking provision, etc (Borden)

2.9 In addition, Jeff Kitson the Council's Parking Services Manager wanted to remind members where paragraph 2.3 of the draft SPD document mentions Controlled Parking Zones that Members have already formally agreed to exclude new/converted properties from the residents parking Scheme and the Traffic Regulation Order has since been updated.

2.10 No other comments have been received at publication deadline for this item – however a verbal update will be given at the meeting.

### **Summary of Key Issues - recommendations for inclusion in the Consultation draft SPD**

2.11 In terms of the layout of the report it could do with explaining at the start exactly what an SPD is (not all readers will have a planning background) and perhaps at the end have a "Next Steps" section to explain the consultation phase and adoption process that the document will need to go through.

2.12 In terms of air quality (AQ) the SPD needs to strike a difficult balance between providing adequate parking and discouraging people from using cars with the consequent AQ impacts. Perhaps the report could consider a zoned approach – i.e. within 250m of a bus stop or 500m/1km of a train station there should be lower limits for parking provision (0/1/2 spaces) whilst further away / in rural areas etc parking will be more generous? Clearly from an AQ perspective one would like to see lower parking standards but is this realistic in Swale?

2.13 The report could also include how developments could minimise the impact of parking on the public realm – location, screening, reducing scale of car parking areas by adding trees /planting. The surface finish of car parks is not discussed – the quality of these surfaces is important and there are opportunities for



encouragement of permeable surfaces. More consideration should also be given to integrating car parking with other forms of transport including cycle and pedestrian movement together with the lighting of such car parks – need to consider the issue of safety v excessive light.

### **Next Steps in the SPD Process**

2.14 Whilst Statutory Regulations require the SPD to be subject to formal public consultation for a minimum of four weeks from publication, the Council's Statement of Consultation Involvement (SCI) 2018 , requires a minimum consultation period of 6 weeks for such a document .The results of this consultation will then be reported back to a future Local Plan Panel together with recommendations for any appropriate changes to the SPD before Members adopt it. The anticipated timetable is the following:

- Formal consultation period starts 30 September for 6 weeks (in accordance with SCI) and therefore ends on 10 November 2019.
- Developers workshop - September / October
- Report back to Local Plan Panel on 30 January 2020 with consultation responses and suggested recommended amendments to SPD, in order that Local Plan Panel can then agree final version for adoption.

## **3 Proposals**

3.1 The recommendations are therefore:

- 1) Members are invited to comment on the revised draft Vehicle Parking Supplementary Planning Document at Appendix I;
- 2) Consider any further comments received as a result of posting the draft on the Council's website;
- 3) Indicate any appropriate amendments to the revised draft prior to formal public consultation;

## **4 Alternative Options**

4.1 Members could opt not to pursue this SPD and simply rely upon Policy DM7 and the existing KCC Parking Standards. However, these have proved unsatisfactory in some cases e.g.in terms of some appeal decisions that we have received and where planning committee members have raised frequent concerns about lack of car parking for infill residential schemes often in edge of centre locations. These issues and problems have led to Member requests to pursue such an SPD for the purposes of considering the determination of planning applications. Consequently, the alternative of not having one is not recommended.

## **5 Consultation Undertaken or Proposed**

- 5.1 It should be noted that the initial draft version of the SPD was published on the Council's webpages from 24 June 2019 for Members and Parish Council's to comment upon .Comments from Borden, Bobbing, Iwade and Tunstall Parish Councils have been received as a result .These comments have been circulated to Panel members and reported at the Panel meeting. The only other comments received have been from the Council's Parking Services Manager regarding controlled parking zones as Members had already formally agreed top exclude new/converted properties from the residents parking scheme.
- 5.2 Public consultation is a compulsory part of SPD production. In accordance with the Council's Statement of Community Involvement (SCI) the period for public consultation for such a SPD is proposed to be for a minimum 6 weeks (displayed on the Council's website) seeking the views of all town/parish councils, members of the public, Kent County Council Highways and Transportation Team and various other relevant parties, including developers.

## 6 Implications

Issue	Implications
Corporate Plan	In line with the current Corporate Plan the adoption of this SPD will help to deliver regeneration and to improve the quality of life for residents and businesses in the Borough.
Financial, Resource and Property	None identified at this stage
Legal, Statutory and Procurement	SPD is produced in line with Part 5 of the Town and Country Planning (Local Planning) (England) Regulations Statutory Instrument 767 (2012)
Crime and Disorder	None
Environment and Sustainability	None
Health and Wellbeing	None
Risk Management and Health and Safety	None
Equality and Diversity	None
Privacy and Data Protection	None

## 7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: - Swale Borough Council Draft Parking Standards SPD Revised August 2019 - See attached
  - Appendix 2 - Minutes for Local Plan Panel meeting 25 July 2019 – <http://10.201.65.162/documents/g2194/Printed%20minutes%2025th-Jul-2019%2019.00%20Local%20Plan%20Panel.pdf?T=1>
- Appendix 3 – Consultants response to Members comments raised at Local Plan Panel meeting 25 July 2019 – See attached

## **8 Background Papers**

Bearing Fruits 2031 : The Swale Borough Local Plan 2017 – see Policy DM7 (Page 229) -

<http://services.swale.gov.uk/media/files/localplan/adoptedlocalplanfinalwebversion.pdf>

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Swale Borough Council

# Parking Standards

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20-22	3 Parking for Non-Residential Uses <ul style="list-style-type: none"><li>Deliveries and Servicing</li><li>Mixed-Use Developments</li><li>Hotels</li><li>Retirement Communities and Continuing Care Facilities</li><li>Schools</li></ul>
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# Introduction

1

# 1 Introduction

## Background

1. This guidance sets out the parking standards for new developments within Swale Borough. It considers parking for all types of vehicles and seeks to balance the need to provide an appropriate parking provision, ensure the safe operation of the public highway and encourage travel by sustainable modes.
2. Swale is a diverse borough comprised of distinctive towns and villages set in downland, farmland and coast. Swale is the bridging point between north and east Kent, with some 140,800 residents who primarily live in its three main towns – Sittingbourne, Faversham and Sheerness.
3. These are the first set of parking standards specific to Swale Borough. The purpose of this guidance is to provide a holistic parking strategy for all new development within the Borough, which takes account of its local characteristics.
4. In the late 1990s and early 2000s, the concept of maximum parking standards was introduced with the aim of significantly lowering levels of off-street parking as a means of reducing car ownership and use. With the introduction of Manual for Streets in 2007, the emphasis for residential development switched to the promotion of some unallocated, on-street parking. More recently, national parking policy has sought to end 'unrealistic' restrictions on an individual's right to own and park cars. This shift acknowledges that restricting parking at origin does not necessarily discourage car ownership and can, in fact, have a number of negative consequences.
5. This guidance aligns with the current approach to residential parking. The residential parking standards require a 'minimum' amount of car parking at origin, unless the development is deemed highly accessible by sustainable modes. For non-residential uses, recommended standards are provided and the actual parking provision should take account of the form and location of the development and the need to encourage the use of non-car travel.



Image of Swale Borough (DHA Planning GIS)



# 1 Introduction

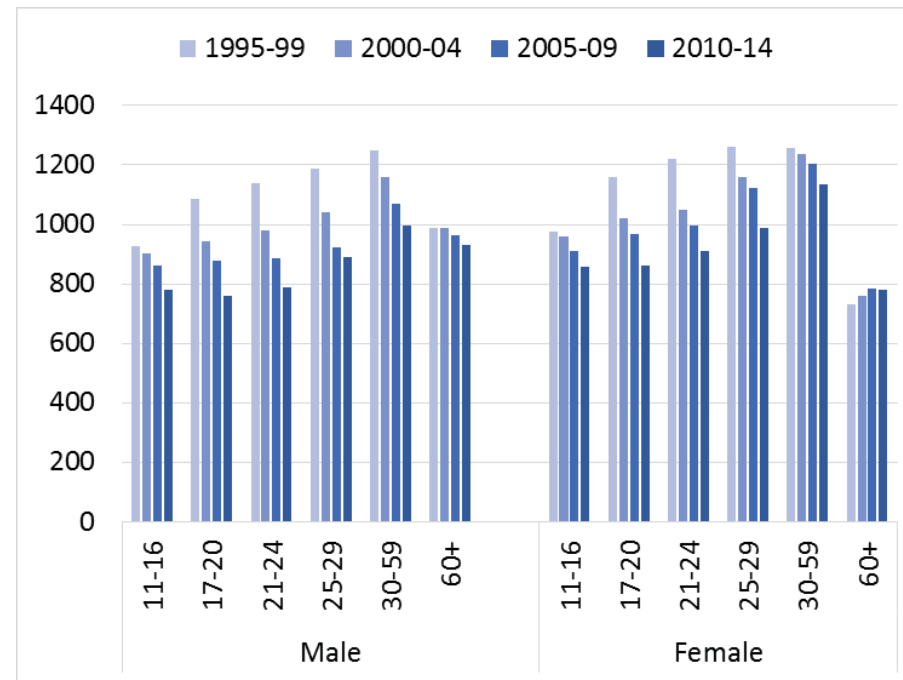
## Trends in Car Usage

6. The "Young People's Travel: What's Changed and Why?"<sup>1</sup> report commissioned by the Department for Transport (2018) analyses the changes in young people's travel behaviour since the 1990s. The report identifies a sustained decline in car use amongst young people aged 17-29 during this period. This is evidenced by:-

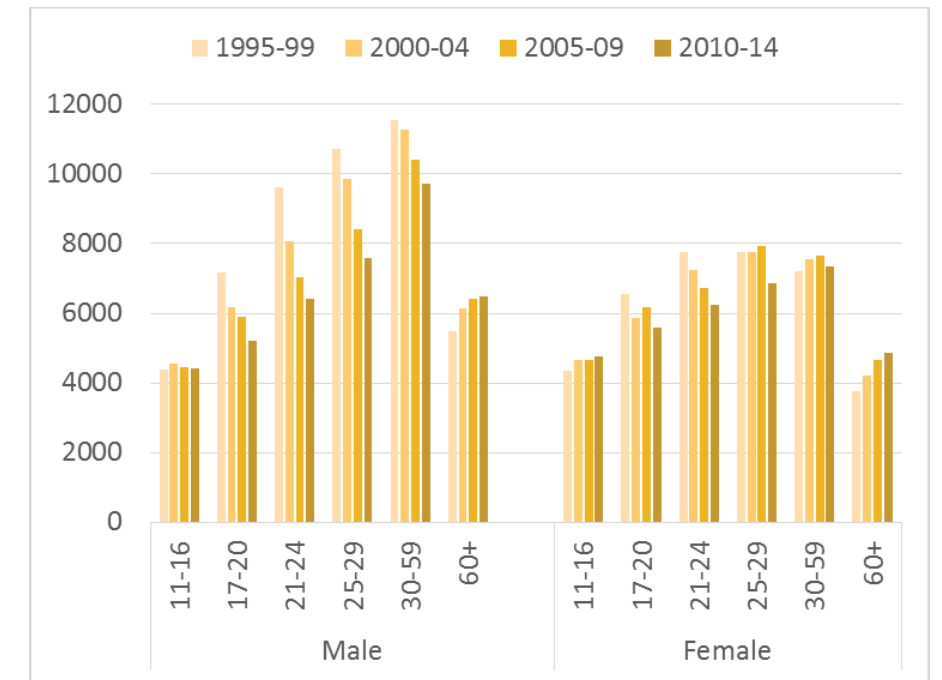
- A reduction in the percentage of young people with a driving licence from 48% of 17-20 year olds and 75% of 21-29 year olds in 1992 / 1994 to 29% of 17-20 year olds and 63% of 21-29 year olds in 2014.
- The total number of trips per person made by young men and women falling by 28% and 24% respectively over this period.

7. The general trend has been for each cohort of young people since the early 1990s to own and use cars less than the preceding cohort, and for the growth in car use with age to also be at a lower rate.

8. This has implications for parking policy, since young people are more likely to live in town centre locations where access to public transport and everyday facilities are within a walkable distance. Hence, it is important to consider the location of a new development in defining its parking provision.



Trips per Person per Year by Age Group in England 1995-99 to 2010-14 (source: study's analysis of NTS data)



Distance Travelled per Person per Year by Age Group in England 1995-99 to 2010-14 (source: study's analysis of NTS data)

<sup>1</sup> Chatterjee, K., Goodwin, P., Schwanen, T., Clark, B., Jain, J., Melia, S., Middleton, J., Plyushteva, A., Ricci, M., Santos, G. and Stokes, G. (2018). Young People's Travel - What's Changed and Why? Review and Analysis. Report to Department for Transport. UWE Bristol, UK.  
[www.gov.uk/government/publications/young-peoples-travel-whats-changed-andwhy](http://www.gov.uk/government/publications/young-peoples-travel-whats-changed-andwhy)

# 1 Introduction

## Policy Context

9. National planning policies are set out in the National Planning Policy Framework (NPPF) and the supporting Planning Practice Guidance (PPG).

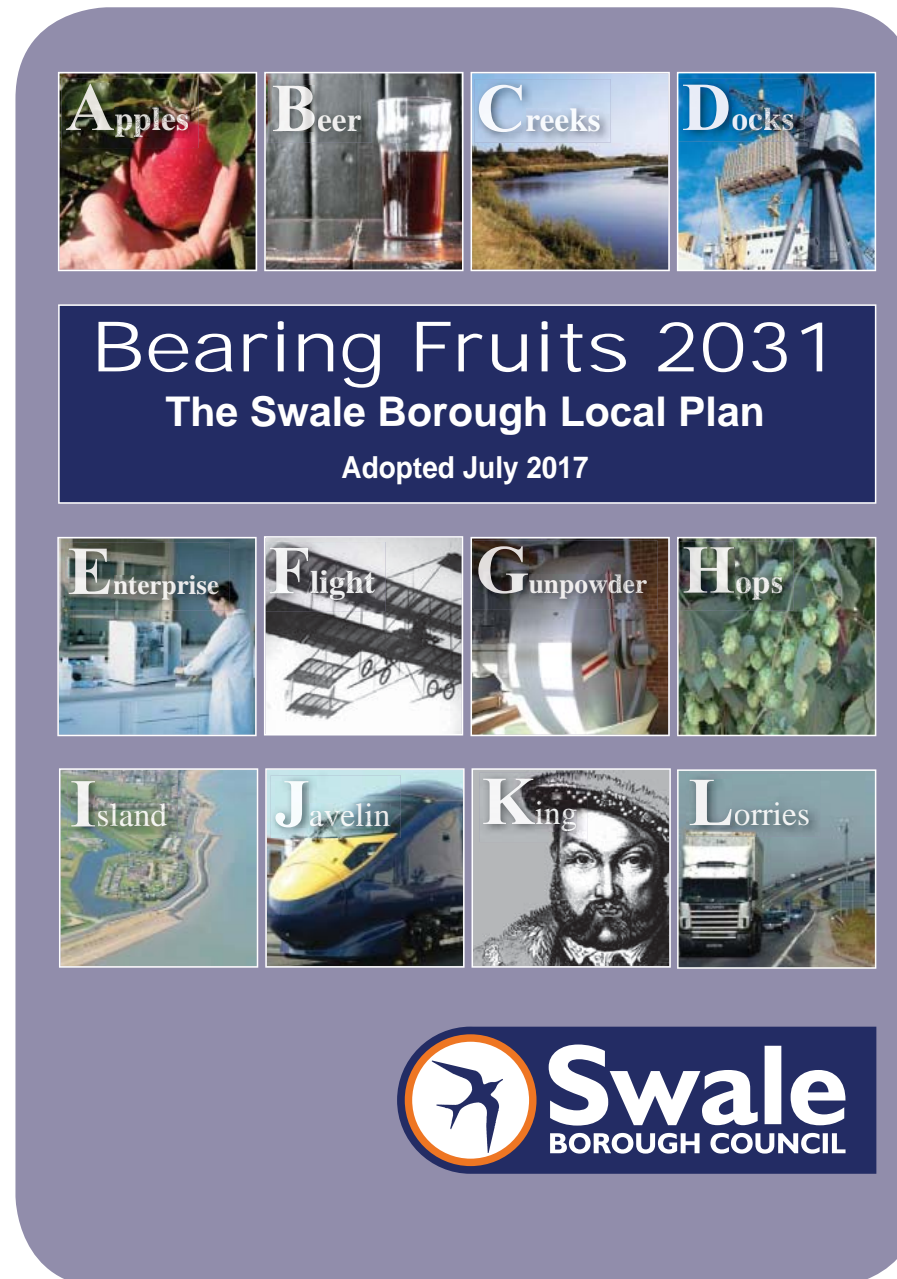
10. This guidance has been prepared in accordance with the policy context set out in paragraph 110 of the NPPF, which states that:

*"Applications for development should:*

- a. *give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- b. *address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- c. *create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- d. *allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- e. *be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations."*

11. The PPG states that: "Maximum parking standards can lead to poor quality development and congested streets, local planning authorities should seek to ensure parking provision is appropriate to the needs of the development and not reduced below a level that could be considered reasonable." The PPG also requires local planning authorities to "seek to ensure parking provision is appropriate to the needs of the development and not reduced below a level that could be considered reasonable."

12. At local level, <add regarding status and relationship to the Local Plan>



  
Ministry of Housing,  
Communities &  
Local Government

National Planning Policy Framework

February 2019  
Ministry of Housing, Communities and Local Government

# Parking for Residential Uses

# 2

# 2 Parking for Residential Uses

## Car Ownership

13. The existing levels of car ownership in an area are a useful factor to consider in determining the level of parking to be provided in a new residential development. The national Census collects data on car and van availability at Ward level. The 2011 Census results for the wards in the Swale Borough are shown in Table 1.
14. The 2011 Census data shows that there is a considerable variation in car ownership across the Borough. Lower levels of car ownership are found in the central parts of the urban areas of Faversham (Abbey, Davington Priory and St. Ann's wards), Sheerness (Sheerness East and Sheerness West wards) and Sittingbourne (Chalkwell, Murston and Roman wards). These locations are characterised by a greater proportion of flatted accommodation and on-street parking restrictions in town centres, with a greater mix of house types at the edge of town centres.
15. Unsurprisingly, the highest levels of car ownership are found in the most rural parts of the Borough where the choice of travel modes and accessibility to local services is reduced.
16. It is also worth noting that the levels of car ownership identified in the 2011 Census show an increase when compared to the 2001 Census, with the average for the Borough increasing from 1.21 in 2001 to 1.29 in 2011.
17. The evidence in respect of car ownership has informed the approach to the parking standards for residential uses in the Borough. New developments should consider the location and likely level of car ownership in justifying the proposed parking provision.

2011 Ward	No cars or vans in household	1 car or van in household	2 or more cars or vans in household	3 or more cars or vans in household	4 or more cars or vans in household	Car ownership
E05005056 : Abbey	797	1285	539	93	35	1.01
E05005057 : Borden	81	364	392	105	46	1.67
E05005058 : Boughton and Courtenay	229	870	850	226	113	1.62
E05005059 : Chalkwell	594	1075	472	100	26	1.07
E05005060 : Davington Priory	316	472	243	52	13	1.06
E05005061 : East Downs	76	378	463	145	61	1.77
E05005062 : Grove	385	1255	958	211	66	1.41
E05005063 : Hartlip, Newington and Upchurch	257	858	866	212	129	1.61
E05005064 : Iwade and Lower Halstow	114	585	731	143	57	1.66
E05005065 : Kemsley	369	1297	986	198	59	1.41
E05005066 : Leysdown and Warden	244	629	350	81	32	1.27
E05005067 : Milton Regis	492	861	471	123	29	1.16
E05005068 : Minster Cliffs	454	1224	1064	289	123	1.49
E05005069 : Murston	668	1121	554	96	30	1.07
E05005070 : Queenborough and Halfway	666	1419	795	201	58	1.22
E05005071 : Roman	673	929	440	106	23	1.02
E05005074 : Sheerness East	1031	983	337	77	13	0.79
E05005075 : Sheerness West	1071	1031	366	82	17	0.81
E05005076 : Sheppey Central	543	1572	1192	307	112	1.43
E05005072 : St Ann's	496	1074	590	82	28	1.15
E05005073 : St Michaels	511	1079	686	179	61	1.28
E05005077 : Teynham and Lynsted	350	917	675	212	81	1.44
E05005078 : Watling	397	1050	630	121	32	1.26
E05005079 : West Downs	74	357	425	129	72	1.78
E05005080 : Woodstock	296	860	669	166	60	1.43
SWALE TOTAL	11184	23545	15744	3736	1376	1.29

Table 1: Census 2011 Car Ownership Data for the Swale Borough

## 2 Parking for Residential Uses

### Layout and Design

18. Providing the right amount of infrastructure for parking relies upon robust and thoughtful design. Parking provision should be an integral part of the layout of the development, which is considered at an early stage in the design process. It is important that the amount, location, and critically, the form of residential parking is appropriate to the development, for the benefit of future residents.
19. Besides providing an appropriate number of parking spaces, parking design must consider how parking spaces will be used in practice. Parking spaces which are not well designed and convenient for residents to use will not be used as intended.
20. Car parking should be designed so that it is well-integrated with, and does not detract from the public realm, particularly in high density developments. The provision of parking should not dominate public spaces.
21. The recently completed residential development at Vellum Drive in Sittingbourne is an example of where the parking design is simple, logical and effective. Parking is mostly located on-plot and to the front of residential units, providing for good natural surveillance. Where tandem parking is provided, it is generally uncovered and as such it is well used. Inappropriate on-street parking is observed to be minimal, allowing for the internal road and footway network to function effectively.
22. At other recently completed developments within the Borough, there are examples where parking does not work as well and consequently residential parking has frequently been the greatest source of dissatisfaction among the residents of new developments. Otherwise good developments have been blighted by inconsiderate, and sometimes dangerous parking across footways and in turning areas.



Aerial view of Vellum Drive, Sittingbourne (Google Earth 2018)

# 2 Parking for Residential Uses

## Layout and Design

23. Common issues include:-

- Allocated parking located remote from dwellings;
- Rear parking courts feel unsafe and unattractive to use;
- Parking spaces located against a hard boundary are too small;
- Garages are too small and inaccessible;
- Driveways are too short or not used as intended, with vehicles overhanging the footway;
- Poor quality on-plot parking spaces leading to indiscriminate on-street parking as an alternative;
- The streetscape is dominated by cars.

24. Getting the parking layout right results in a well-functioning development and a better place to live.

25. Residential parking is not just a 'numbers game.' The parking provision should satisfy reasonable demand bearing in mind the location, be well-designed with usable spaces and make the best use of the land available.

26. Parking design should seek to meet the design criteria relevant to parking within the Building for Life tool (<http://www.builtforlifehomes.org/>).

27. Innovative parking solutions are encouraged within town centre locations, to ensure the efficient use of land and facilitate regeneration.

28. The recommended parking standards for residential uses are shown in **Appendix A**.

29. There are a range of parking options for residential uses, which are discussed in the following paragraphs. For a large residential development, a mix of different parking options should be used and the proportion of rear parking courts and tandem parking arrangements incorporating garages (i.e. one space in front of a garage) should be minimised.



# 2 Parking for Residential Uses

## Public Realm

30. In conjunction with good parking design, consideration of integrated landscaping should also be given, which complements and enhances the public realm.
31. In residential developments, to avoid continuous, unbroken stretches of frontage parking, it is recommended that a planting strip be provided between every four parking spaces. This can comprise of low level planting, or if sufficient space is available, trees may be planted provided they do not impinge on pedestrian and driver visibility (see below). Consideration of the requirement for enlarged parking spaces (as outlined in Table 6) must also be assessed where landscaping is provided.
32. For semi-detached dwellings, where frontage parking is provided, a planted area should be incorporated between the two dwellings' parking allocation to reduce the dominance of hard surfacing.
33. Planting can also be provided to the front of parking bays. A planted verge can be implemented between the parking space and footway to create visual interest. The verge will need to be provided with intermittent 'breaks' of hard surfacing to allow residents access to the footway beyond, without harming the integrity of the landscaping.
34. The provision of tandem parking naturally allows for the creation of planted property frontages, as parking is provided to the side of the dwelling. Opportunities for planted frontages should be fully utilised where tandem parking is developed.
35. On-street parking can also be disbursed with planting and/or trees between spaces. It is recommended that planted areas be provided intermittently between every three parking spaces, where provided in parallel, or every four, where provided perpendicular to the carriageway. The planting of verges should also be considered where appropriate.
36. Parking spaces should not directly abut building lines where windows are provided at ground floor level. If parking is to be provided adjacent to ground floor windows, a landscape buffer should be planted.
37. Where no management company is in place and where planting falls outside of the publicly maintainable highway, it is important to assign ownership within property deeds of the planted areas to ensure that they are maintained.
38. It is important to note that where trees are proposed, careful consideration of their location and how they are planted is required, in accordance with Manual for Streets (MfS) guidance. MfS notes that the use of trench planting, irrigation pipes and urban tree soils will assist with the establishment of the trees, helping to reduce maintenance costs and potential issues arising from replacement. If trees are proposed within the publicly maintainable highway, discussions should be undertaken with Kent County Council to avoid any potential issues resulting from damage caused by tree roots.



# 2 Parking for Residential Uses

## Public Realm

39. In accordance with MfS, where planting is provided, it should be located outside of vehicle and pedestrian visibility splays or maintained to a height so as not to impact the visibility splay.
40. In non-residential developments, where the overall scale and parking layout is likely to differ, landscaping should be optimised where possible, following the general principles outlined above.
41. Consideration should also be given to materials. As recommended in MfS, materials should meet the following criteria:-
  - Easy to maintain;
  - Safe for purpose;
  - Durable;
  - Sustainable (both for manufacture and energy use); and
  - Appropriate to the local character.
42. For adoptable highway, KCC has a materials palette in the Kent Design Guide that should be utilised.
43. Variation in the materials used within parking areas will help to create visual interest. It is important to note that options beyond simple tarmac are available, including block paving. The implementation of planting can further complement the material chosen to provide an integrated approach to the design of the public realm.
44. Finally, it is recommended that pre-application advice is sought with Swale Borough Council at an early stage, to ensure opportunities to maximise landscaping and provide innovative materials are identified from the outset.

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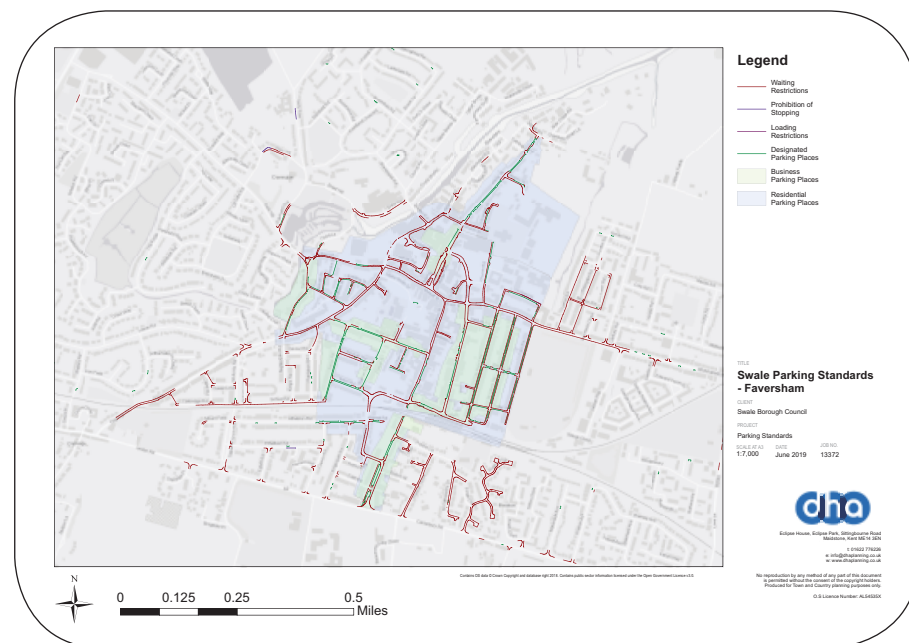
# 2 Parking for Residential Uses

## Edge of Town Centre Parking

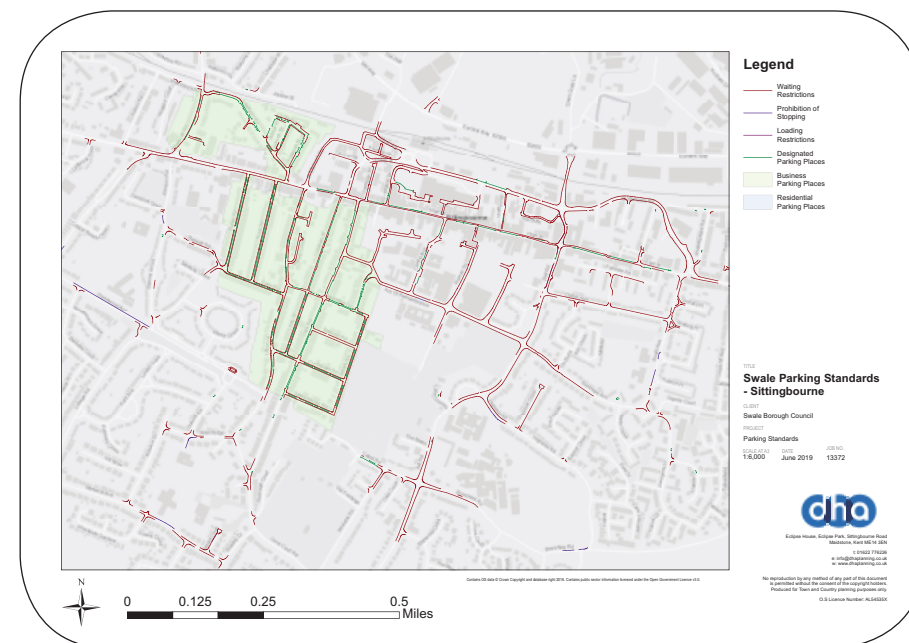
45. It is acknowledged that on street parking stress within Edge of Town Centre locations can arise as a result of factors such as:-
- Long stay commuter parking by those seeking to avoid town centre parking charges;
  - Historic high density terraced housing with little or no on plot parking provision; and
  - Overspill from town centre residential developments.
46. In response to this issue, local authorities have often installed Controlled Parking Zones (CPZ) within these areas, with preference given to residents who purchase permits. The CPZs within Swale Borough are shown opposite and included at **Appendix B** for reference. As shown, parking controls are provided within the centre of Sittingbourne, Faversham and Sheerness. Due consideration of these parking controls should be given when assessing the parking requirement for any development.

47. In order to manage this issue going forward, this SPD stipulates maximum parking standards in Edge of Town Centre locations where on-street parking controls are present within 200 metres of the site and minimum standards where such restrictions are absent and/or non-continuous.
48. In defining Edge of Town Centre locations within Swale's three principal towns, the following guidance should be considered as a starting point:-
- Faversham – as shown in Appendix B, there is a clear boundary to the Controlled Parking Zone covering the core town centre area. Within this area, Town Centre parking standards will be applied. On the periphery of this area, where continuous parking controls are provided for 200m, the maximum Edge of Town Centre standards will be applied. Where no or discontinuous on-street restrictions are provided, the minimum Edge of Town Centre standards will apply.

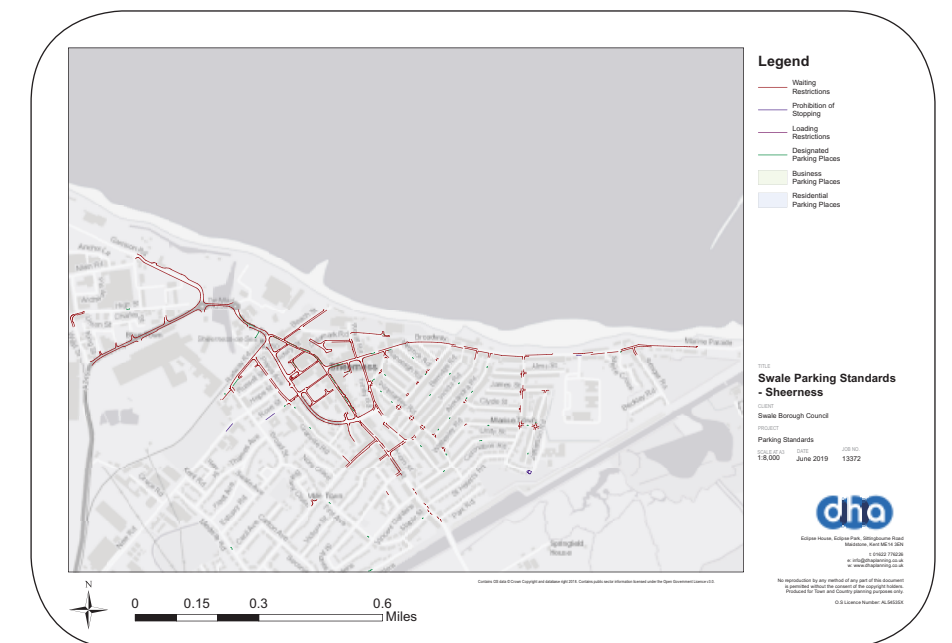
- Sittingbourne – as above, though a greater area will be considered as part of the maximum Edge of Town Centre provision due to the more extensive area of on-street controls outside of the core town centre area.
  - Sheerness – the Town Centre parking standards will not apply in Sheerness. The same criteria as outlined above should be used to isolate whether parking is provided in accordance with the maximum or minimum Edge of Town Centre parking standards.
49. Where applicants wish to deviate from these standards, robust justification will be required. For example, the provision of parking stress surveys to quantify the extent of existing overnight parking capacity, the restriction of on-street parking permits for residents of new developments or the provision of robust Travel Planning measures such as the provision of a Car Club.



Faversham Parking Controls



Sittingbourne Parking Controls



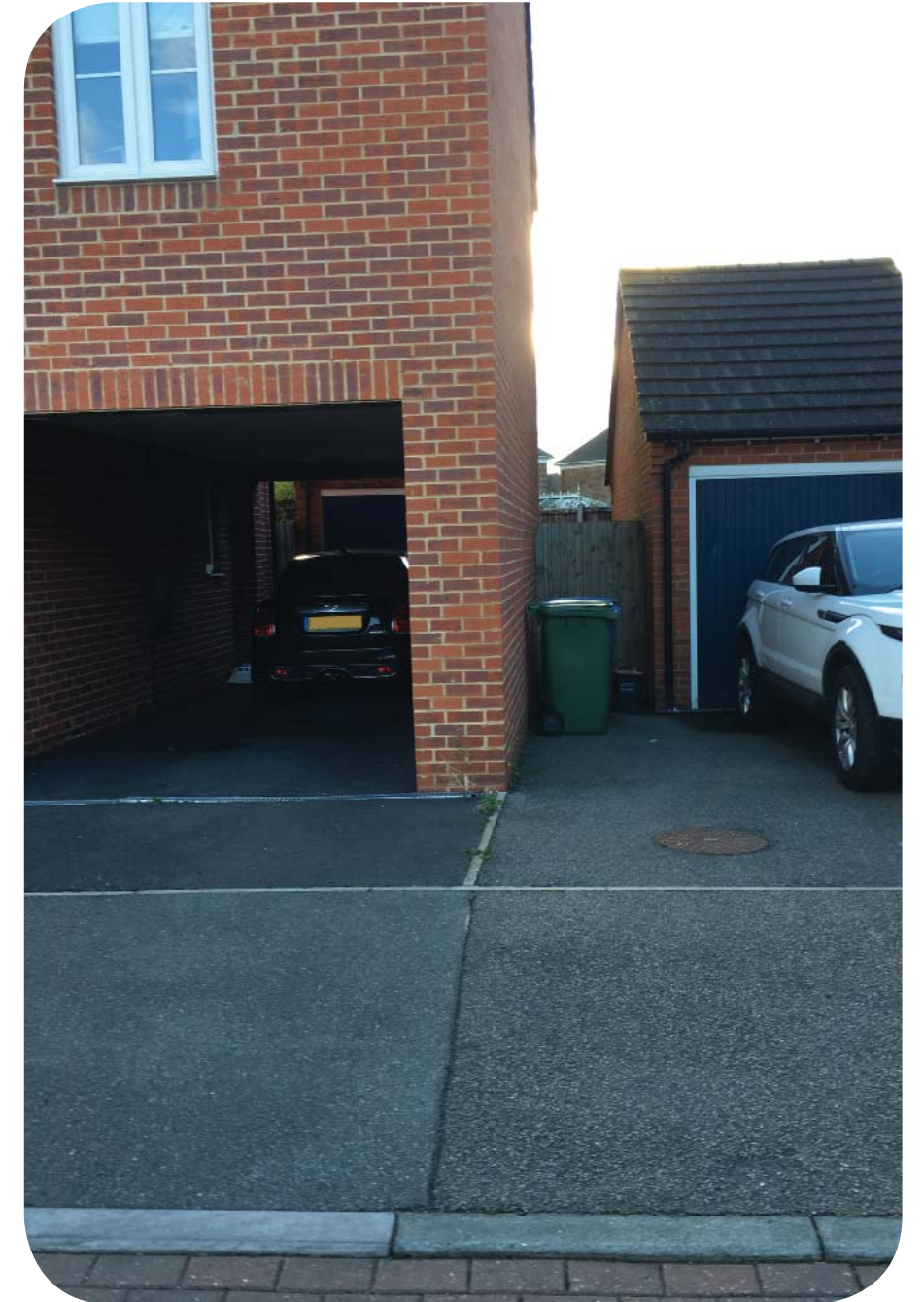
Sheerness Parking Controls

# 2 Parking for Residential Uses

## Car Barns, Car Ports and Garages

- 50. Where housing densities are lower, space for car parking can be provided on-plot, within the curtilage of the dwelling, such as in the form of a car port or private drive. The location of private parking spaces should relate well to dwellings, with good natural surveillance afforded.
- 51. Experience has shown that garages provided for individual residential dwellings are unlikely to be used for the parking of a vehicle unless sufficient space is also incorporated within the garage for storage. This may have less relevance for garages that are provided as a communal facility for residential accommodation.
- 52. The needs of the mobility impaired, either as a driver or as a passenger, should be considered in the design of garages and sufficient space should also be allowed to enable a garage to be used as a secure location for any cycle parking provision.
- 53. Garages also need to be large enough to accommodate the growth in size of a typical car. The recommended standard for the dimensions of garages is included in Table 6 of this SPD.
- 54. In areas without on-street controls, many residents do not use garages for parking, even if they have to park on-street as a result. This is often the case in suburban and rural locations and therefore garages should not be counted as part of the parking provision in these locations.
- 55. In other locations, namely town centres where on-street parking is more restricted, garages are more likely to be used for parking by residents. As such, a garage will be counted towards the overall parking standard, where the recommended dimensions outlined in Table 6 are adhered to.

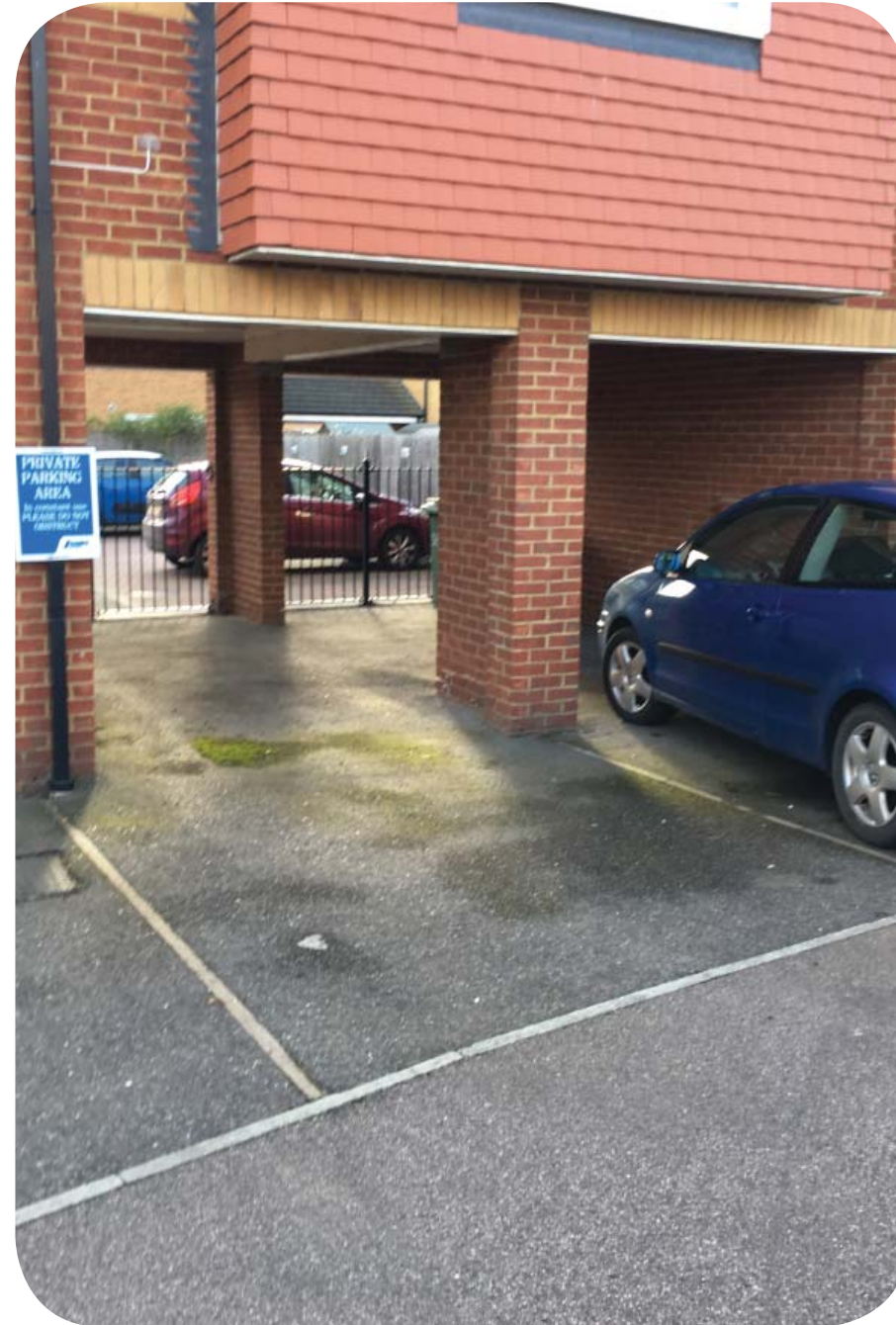
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# 2 Parking for Residential Uses

## Car Barns, Car Ports and Garages

- 56. To allow for ease of access, it is recommended that garages are provided with roller shutters where practicable. Additionally, where garages are provided for Disability Discrimination Act (DDA) compliant units, an enlarged width of 4.0 metres should be provided, with due consideration given to suitable garage-to-dwelling access.
- 57. Open car ports and car barns are typically well-used by residents for parking vehicles, subject to good design. Car ports and car barns should be overlooked by housing from at least one side of the street. Where a car port is located to the side of a house, any fence or wall provided to secure the rear garden should be at least 1.0 metre from the end of the car port.
- 58. Where they are of good design and meet the minimum standard, car ports and car barns will count towards the parking requirement in full. They should be designed to ensure that the upright supports do not prevent opening of car doors. If this is the case, a larger space will be required. The recommended standard for the dimensions of car ports is included in Table 6.
- 59. Parking space in front of a garage, car port or car barn should provide for the full length of the vehicle, plus an allowance for opening of the garage door. 6.0 metres should normally be provided in front of garages and 5.0 metres in front of car ports and car barns.
- 60. Consideration should also be given to the implementation of solar panels or green roofs on garage / car barn roofs to maximise renewable energy sources and biodiversity within new developments.

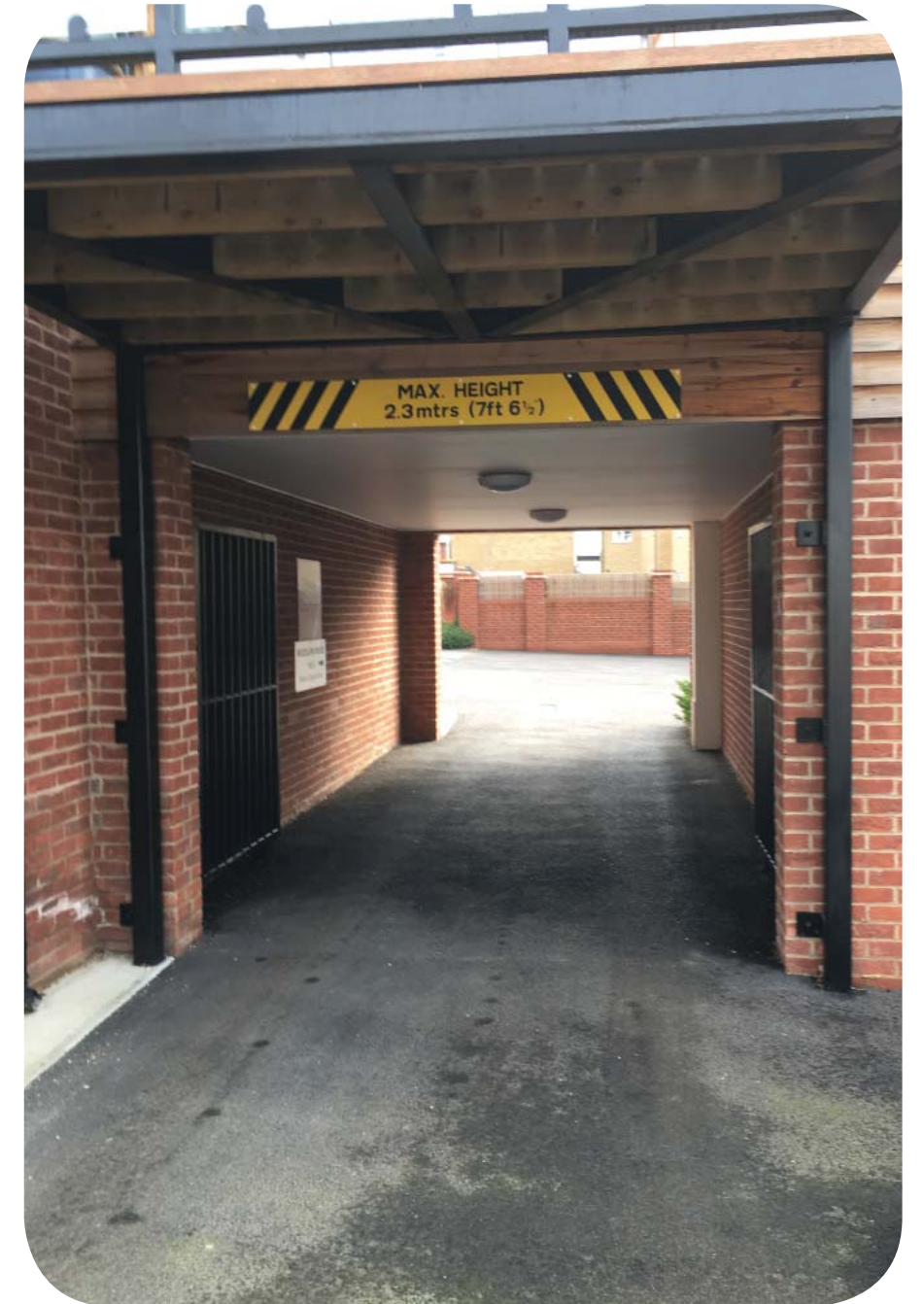
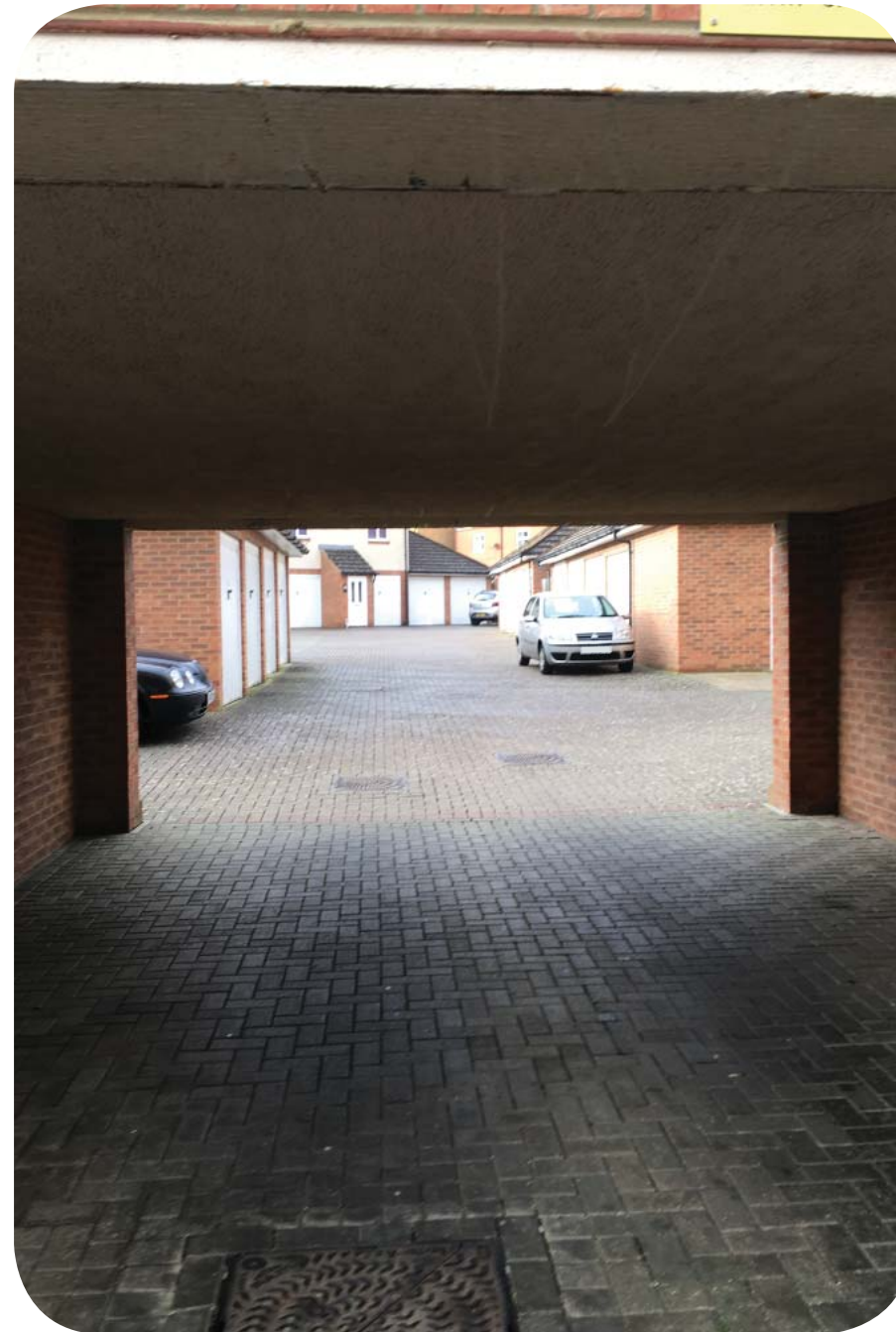


# 2 Parking for Residential Uses

## Parking Courts

61. Flatted and higher density residential developments often require communal parking areas. It is important that these are conveniently located in close proximity to, and not remote from, the residential units which they serve. Parking courts are off-street communal parking areas which can be located to the front or rear of dwellings.
62. Front parking courts are preferred since these are located where people like to park and where parking can be overlooked and be close to front doors.
63. Rear parking courts must be as secure as possible and designed in a way that encourages their use. They should be small in nature, serving no more than 8 dwellings. They should be designed as part of the public realm, overlooked, secure and with a sense of place in order to encourage ownership. They should have direct access to/from surrounding dwellings and have adequate lighting. They should also provide adequate manoeuvring space.
64. For larger residential developments, communal parking areas should be divided and distributed around the layout, with some spaces convenient for visitors where required.

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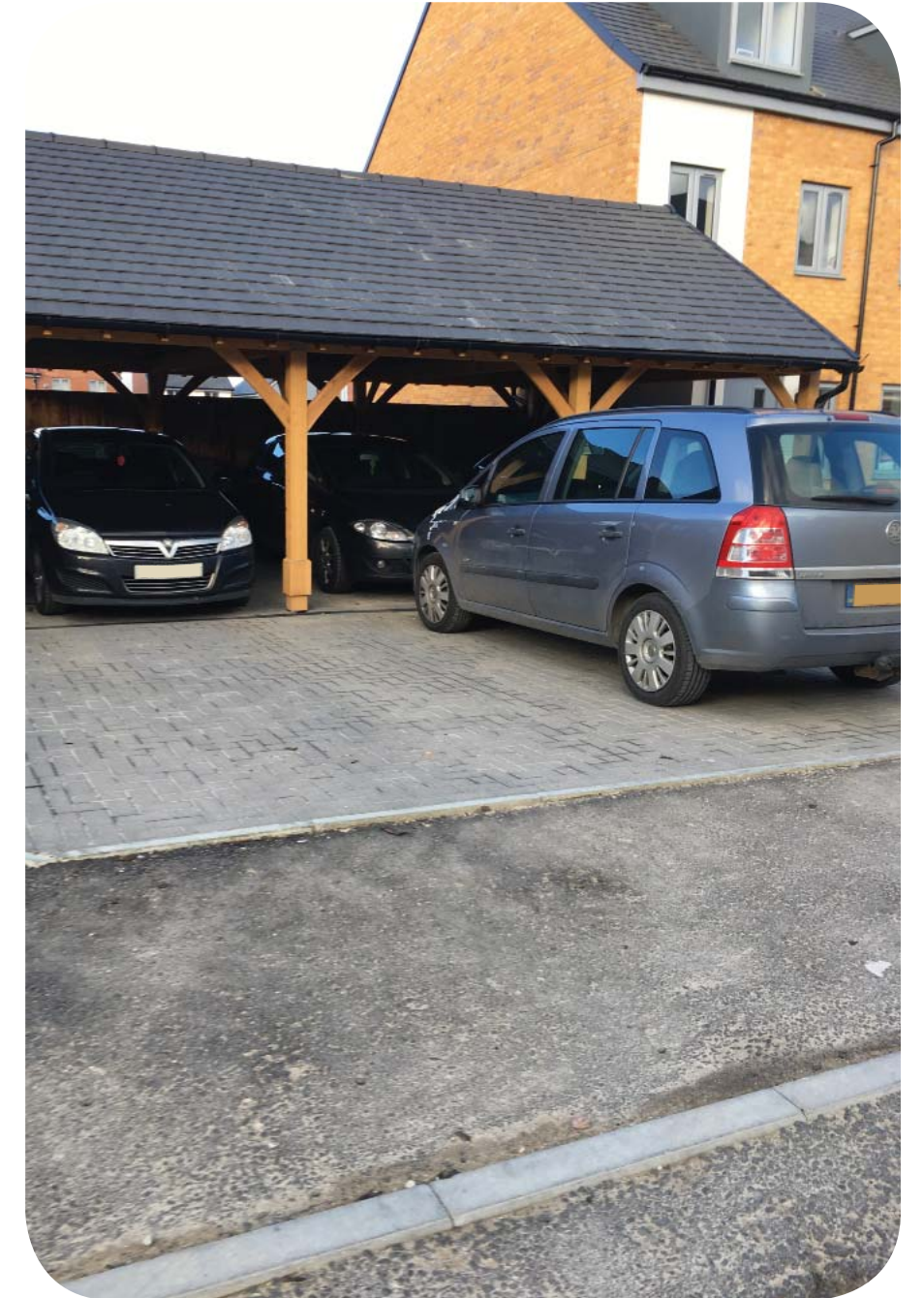
# 2 Parking for Residential Uses

## Tandem Parking

65. Tandem parking is where one car parking space is located behind another. Observations indicate that such arrangements are often poorly utilised where the rear space takes the form of a garage. However, utilisation is notably better where both spaces are uncovered or incorporated within car barns.
66. Whilst independently accessible on-plot parking is preferred, where it is necessary to provide tandem arrangements (e.g. higher density schemes), the use of garages should be avoided.
67. Tandem parking in communal parking areas, such as rear parking courts, is not acceptable and will not count towards the parking provision. Tandem parking bay dimensions are included in Table 6 of this SPD.

## Driveways

68. Driveways that are provided need to consider:-
  - The impact on the setting of the property;
  - Its relationship to any garage provision;
  - The impact of its use on the public highway.
69. Driveways that are provided as an alternative to a garage should have at least the same dimensions as the size of a car parking space. This should ensure that vehicles parked on driveways do not cause any obstructions to footways, verges or the carriageway. Where driveways are provided in front of garages these should be of sufficient length to allow a vehicle to be parked while the garage doors are opened or closed. Otherwise, during such manoeuvres, the vehicle may cause a temporary obstruction of the carriageway or any footway or verge situated between the road and the property.
70. Driveways associated with garages and parking areas for two cars should be double width.



# 2 Parking for Residential Uses

## Visitor Parking

- 71. Consideration should be given to visitor parking in new residential developments.
- 72. Unallocated parking allows for the flexible use of parking spaces and is the most efficient way to cater for visitor parking. Allocation of parking to individual units increases the amount of parking needed, whereas unallocated parking takes advantage of different levels of car ownership, including those without vehicles, to use the land given over to parking in the most efficient way. It can also satisfy the reasonable needs of visitor parking because of the varying occupancy patterns across the day.
- 73. A design-led allowance for on-street parking will normally be the best way to cater for visitor parking. This provision should be well distributed throughout residential developments, to maximise its utility and minimise the prospect of abuse.
- 74. Within town centre locations with good accessibility to public transport, it should be encouraged for visitors to use non-car modes or existing public car parks.
- 75. Visitor parking standards are included at **Appendix A** of this SPD.

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## Van Parking

- 76. It is noted that Dartford Borough Council has introduced the requirement for van parking within its own parking Supplementary Planning Document. Whilst this can be effective in better accommodating these vehicle types within the street scene, observations have indicated that if they are not well related to the properties in which their owners live, they may be used by other vehicle types. As such, the need for such provision will be assessed on a case-by-case basis.



# Parking for Non-Residential Uses

3

# 3 Parking for Non-Residential Uses

## Context

77. It is widely acknowledged that limiting the amount of parking provided at the end destination of a trip can discourage journeys by car. This is particularly evident where there are a range of alternative modes available in sustainable locations. Therefore, the parking standards for non-residential uses are maximum standards and lower provisions should be considered to encourage travel by other modes where appropriate. The optimum method of determining the parking provision for non-residential uses is often a first principles approach, taking into account the development's predicted parking requirements and local circumstances.
78. Parking standards for non-residential uses are shown in **Appendix C**. Where a development is not included in **Appendix C**, or where any deviation from these standards is proposed, an individual assessment is required. It should be demonstrated that demand for parking is either met on site or mitigated and managed as appropriate. The parking standards include staff, unless otherwise stated.

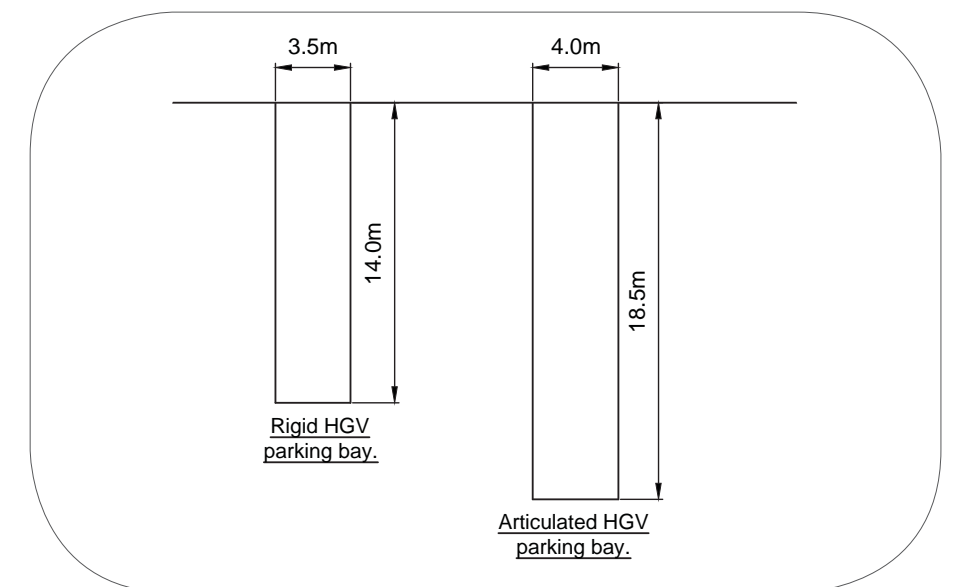
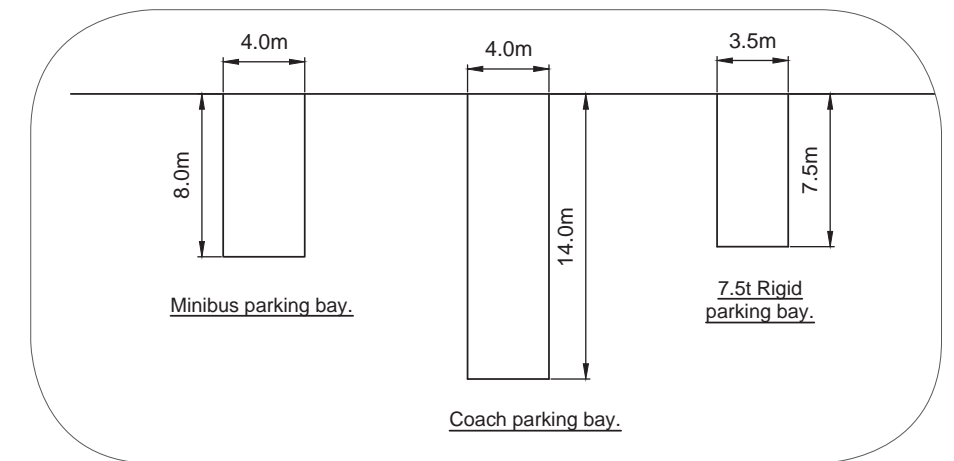
## Deliveries and Servicing

79. All developments should provide adequate facilities to enable servicing and delivery vehicles to park and manoeuvre clear of the public highway. Swept path analysis should be submitted to demonstrate that these manoeuvres can be accommodated within the proposed layout. The dimensions for parking spaces for light goods vehicles, minibuses, coaches, rigid goods vehicles and articulated goods vehicles are included in Table 7 with diagrams provided opposite.

## Mixed-Use Developments

80. For mixed-use developments, the parking provision should first be determined for each constituent land use or building, both with reference to the applicable standards in this document and potentially also through an accumulation assessment drawing on the TRICS database (or similar).
81. Where the exact land use is unknown, (e.g. planning permission is sought for flexible B1/B2/B8 uses, the 'worst case' land use should be considered to ensure the future proofing of the development proposals.
82. Maximum flexibility is encouraged where mixed use developments are proposed. It is therefore recommended that the on-site parking provision is left unallocated wherever possible. The sub-division of mixed-use car parks can lead to inadequate parking for certain units and overspill parking on surrounding streets.
83. It is acknowledged that in some instances, the allocation of on-site parking in mixed use developments may be unavoidable. In such circumstances, monitoring through the Travel Plan will be required to ensure that the on-site provision remains suitable for the uses. Additionally, the Local Planning Authority may add a condition to any grant of planning consent that requires pre- and post-occupation surveys of on-street parking to be undertaken within the vicinity of the site. Should it be found that overspill parking is taking place following the occupation of the development, the applicant will be required to either increase on-site provision where possible or provide a financial contribution to parking controls and/or provision locally.
84. If applicants wish to provide a reduced level of parking against the standards outlined in this document, the reduced provision should be justified using robust evidence

and discussed with the Local Planning and Highway Authorities at an early stage. If necessary, a Parking Management Plan can be submitted with the application, outlining any controls that will be implemented to manage on-site parking



Parking Standards for Deliveries and Servicing



# 3 Parking for Non-Residential Uses

## Hotels

85. For hotels exceeding 20 bedrooms, suitable provision should be made for coaches. This should take the form of either: -
- Facilities to drop-off and pick-up guests, which may consist of a lay-by adjacent to the public highway or utilisation of the car parking area (exact details to be agreed with the Local Planning and Highway Authorities); or
  - Coach parking provision of 1 space per 20 bedrooms contained within the allocated space for car parking.
86. An additional provision should be made where bars and restaurant facilities are open to the general public of one third of the appropriate standard contained under Class A3. For bars, this equates to 1 space per 12sqm and for restaurants this would be 1 space per 15sqm.

## Retirement Communities and Continuing Care Facilities

87. Recent research has highlighted that elderly people are travelling more than they did previously in the context of an ageing population. 'All Change? The Future of Travel Demand and the Implications for Policy and Planning' was published in May 2018<sup>2</sup>. This report cited data from the National Travel Survey which indicates that the miles driven per capita by the over-65s increased by 12% over the decade to 2014. It also observed that the 'baby boomers' now entering retirement age have higher car ownership levels than previous generations.

88. It is clear that older people are active for longer than they have historically been. As such, models of care are also changing, with a move towards retirement communities and continuing care facilities. Persons as young as 50 can move into such facilities and remain there for the duration of their life, with care afforded to them as and when required. For such facilities, the typical care home parking standard is often insufficient.
89. At the application stage, an understanding of the type and level of care being offered should be provided and an individual assessment of parking should be completed, potentially through the use of TRICS or through a 'first principles' approach using specific examples of similar sites. Parking should be discussed with the Local Planning and Highways Authorities to ensure suitability.

## Schools

90. New schools, or those where expansion is proposed, are expected to develop, update and monitor School Travel Plans. Further details can be found at [www.jambusterstpm.co.uk](http://www.jambusterstpm.co.uk)

## Cars

91. Operational requirements (broadly defined as staff and visitors) should be provided, together with overflow parking areas for community uses. Parent parking and pupil parking are discouraged as this is a disincentive to travelling by sustainable modes. However, appropriate provision should be made for the setting down and picking up of pupils in a safe environment and in a manner that does not unduly interfere with the operation and use of the public highway.

Exact details should be agreed with the Local Planning and Highway Authorities.

92. Measures to discourage parking should be considered and could include car sharing, parking restrictions, parking permits issued on the basis of need and other measures as appropriate.

## Coach/Bus/Minibus

93. On all new school sites where it is likely that pupils will travel to and from school in coaches, buses or minibuses, sufficient space should be reserved to allow for the drop-off and pick-up of pupils. Where appropriate, bus stops, bays, raised kerbs, seating and shelters shall be provided on the highway by the applicant.

## Cycles

94. Provision of cycle parking will be a condition of any new or expanded school. Whenever possible, improvements to local cycle routes and other appropriate safety measures should be provided by the applicant.

## Special Educational Needs (SEN) Schools

95. Provision should be made to accommodate ambulances, taxis, minibuses and coaches where appropriate. It is acknowledged that SEN pupils have the right to attend any school. As such, a proportional provision should be made available at all schools to ensure suitable access for emergency vehicles with the appropriate level of disabled parking to be designated.

<sup>2</sup> Marsden, G. et al. (2018) All Change? The future of travel demand and the implications for policy and planning, First Report of the Commission on Travel Demand, ISBN: 978-1-899650-83-5

# Parking for Electric Vehicles

4

# 4 Parking for Electric Vehicles

## Background

96. The popularity of Ultra Low Emission Vehicles (ULEVs) has increased in recent years. ULEVs include electric, plug-in hybrid and hydrogen fuel-cell vehicles. Between 2017 and 2018, according to Department for Transport statistics, there was a 40% increase in the number of ULEVs registered in the UK.
97. In July 2017, the Government announced that new diesel and petrol cars and vans will be banned in the UK from 2040 to help tackle air pollution. This will further encourage the uptake of ULEVs.
98. Planning policy supports the provision of infrastructure for ULEVs, with Paragraph 110 of the NPPF stating that local parking standards should “be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”
99. It is appropriate, therefore, that new developments provide the necessary infrastructure to cater for the future demand from ULEVs, by incorporating electric vehicle charging points into parking design.
100. The technology associated with ULEVs is rapidly evolving and the parking design should accord with the most relevant technical requirements and open standards. Currently, this comprises a wired connection between a vehicle and a charging point. There are different speeds available for the wired connection. Justification and discussion of the type of charger would need to be undertaken with officers at the application stage to ensure an appropriate provision. For example, it may be that a slow charger would be suitable for office and residential uses where vehicles are parked for longer, yet for retail uses a fast charger may be more appropriate.

## Designing for Electric Vehicles

101. Currently, most charging of ULEVs takes place at home, overnight. Therefore, each dwelling with on-plot parking should provide an electrical outlet within close proximity of the parking space.
102. For communal residential parking areas and other car parks for non-residential uses, it is important to provide a mix of ‘active’ and ‘passive’ charging spaces, which are defined as follows:-
- **‘Active’ Charging Spaces** – electricity supply and physical charging infrastructure is implemented from the outset; and
  - **‘Passive’ Charging Spaces** – the electricity supply is installed, however, the physical charging infrastructure is not, allowing the spaces to be converted into fully active spaces at a later date.
103. In situations where it is not possible to meet demand for ULEV parking on-site, a financial contribution towards the provision of on-street charging points may be sought.
104. ULEV parking spaces should be signed and marked for Electric Vehicle Charging Only. Charging points in public car parks, for example at retail parks or places of work, must be accessible to the general public and/or employees. Publicly available charging points should be uploaded to [www.zap-map.com](http://www.zap-map.com)
105. Details of how ULEV parking will be allocated and managed should be included within Transport Assessments. This should also set out how ULEV parking for visitors and disabled users will be accommodated.
106. The parking standards for ULEVs are shown in Table 2.

## Electric Vehicle Parking Standards

Residential Uses	
Dwellings with On-Plot Parking	1 Active Charging Point per dwelling
Dwellings with unallocated communal parking	10% Active Charging Spaces with all other spaces to be provided as Passive Charging Spaces
Visitor Parking	A minimum of two visitor spaces or 10% of the total visitor provision (which ever is greatest) should be provided with passive charging provisions suitable for future conversion
Non-Residential Uses	
All Uses with Off-Street Parking	10% Active Charging Spaces with all other spaces to be provided as Passive Charging Spaces

Table 2: Electric Vehicle Parking Standards

# Disabled Parking

5

# 5 Disabled Parking

## Background

107. Detailed guidance on the design and location of parking for disabled people can be found in the Department for Transport's 'Inclusive Mobility' guidance.
108. Parking provision for disabled persons must be considered as part of any proposal and it is the responsibility of the site occupier to make provision under the Equality Act 2010. New development must provide an adequate amount of disabled parking bays and ensure that the dimensions meet the minimum requirements set out within the table opposite.
109. Any new development which includes off-street parking, should have at least one parking space that is either designated for the mobility impaired or, if not specifically designated, is of sufficient size to be used by the mobility impaired. Where provision for the mobility impaired is not to be provided as part of the development, the Local Planning Authority may seek a contribution from the developer towards the provision, operation and maintenance of parking bays either on-street or in public off-street car parks.
110. Where the proposed disabled parking provision is less than the standards shown in Table 3, the reduced provision should be fully justified and controlled through a Travel Plan. In such circumstances, oversized parking spaces should normally be provided as an alternative to designated disabled parking spaces, on the proviso that should demand dictate additional supply, these will be demarcated at a future date.

## Design and Layout

111. Disabled parking should be conveniently located and clearly signed. Its location should take into consideration the distances that potential users may be capable of covering to reach the facilities they desire. The generally accepted guidelines of walking distances for different degrees of mobility are:-
- Visually impaired – 150 metres;
  - Wheelchair users – 150 metres;
  - Ambulatory impairment without walking aid – 100 metres;
  - Ambulatory impairment with walking aid – 50 metres.
112. Disabled parking should be designed so that drivers and passengers, either of whom may be disabled, can get in and out of the vehicle easily and safely. They need to be designed to encompass a wide range of mobility impairments. They should also ensure easy access to and from the side and rear of the vehicle and protect from moving traffic.
113. Typical layouts of disabled parking are shown opposite. Off-street parking bays that are parallel to the access aisle, making access available from the side, should be at least 6.6 metres long and 2.5 metres wide. The additional length will allow access to the rear of the vehicle where wheelchairs are often stored. Access from the side should be unencumbered by street furniture.
114. Off-street parking spaces that are perpendicular to the access aisle should be at least 5.5 metres long and 2.5 metres wide with an additional width of at least 1.2 metres along one side. This should allow sufficient width for wheelchair access between vehicles and enable vehicle doors to be fully opened. Where spaces are adjacent to each other, the 1.2 metre access area can be utilised to serve parking spaces on either side. Access to and from the parking spaces should also be free from steps, obstructions and steep slopes.
115. Where changes in level between the car park and the development have to be overcome, a ramp should be provided. Ramps should be short, preferably with a gradient of 5% (1 in 20) or less but not exceeding 8% (1 in 12). Where steps are provided, they should have edges with a strong colour contrast. Both ramps and steps should be provided with handrails on both sides and should be well lit.
116. Disabled parking should be clearly signed both within and at the entrance to the car park.
117. Disabled parking standards are shown in Table 3 overleaf.

# 5 Disabled Parking

## Mobility

118. Use of mobility aids, such as scooters and large wheelchairs, is increasing. It is therefore appropriate to make provision for parking mobility aids at new developments, including within communal parking areas. Mobility aid parking should be located as close to the buildings' pedestrian access points as possible.
119. The parking standards for mobility aids is shown in Table 4.

## Adaptive Bicycles

120. Adaptive bicycles are designed to accommodate the individual needs of a disabled cyclist. The majority of cycle parking and storage facilities fail to cater for the needs of disabled cyclists. This is often because the cycle parking space is not wide enough. Therefore, the following design standards apply when catering for adaptive bikes:-

- The minimum gap between cycle stands should be 1.0m;
- At least one bay for non-standard cycles should be allocated at the end of a row of standard cycle parking stands, with these bays a minimum of 1.5m wide in order to allow for dismounting.

121. The parking standards for mobility aids is shown in Table 4.

## Disabled Parking Standards

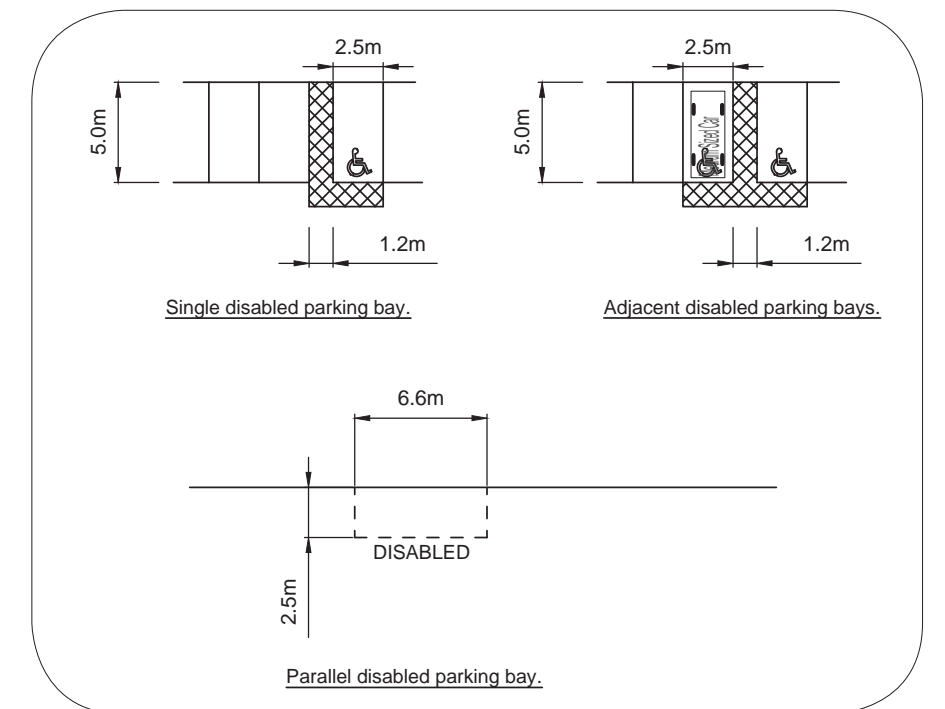
For Employees and Visitors to Business Premises (Land Use Classes A2, B1, B2 & B8)	
Car Parks up to 40 spaces	2 designated spaces + 1 space of sufficient size but not specifically designated.
Car Parks with 40 to 200 spaces	4 designated spaces or 5% of the total capacity, whichever is greater
Car Parks with greater than 200 spaces	6 designated spaces + 2% of the total capacity
For Shopping, Recreation and Leisure (Land Use Classes A1, A3, A4, A5, C1, D1, D2 and unclassified)	
Car Parks up to 50 spaces	1 designated space + 2 spaces of sufficient size but not specifically designated.
Car Parks with 50 to 200 spaces	3 designated spaces or 6% of the total capacity, whichever is greater
Car Parks with greater than 200 spaces	4 designated spaces + 4% of the total capacity

Table 3: Disabled Car Parking Standards

## Mobility Aid Parking Standards

	Mobility Aids	Adaptive Bicycle
All land uses	1 designated car parking space + 2% of all car parking spaces	5% of all cycle parking spaces designed for use by disabled cyclists

Table 4: Mobility Aid and Adaptive Bicycle Parking Standards



Disabled Parking Bay Dimensions

# Parking for Cycles & Powered Two Wheelers

# 6

# 6 Parking for Cycles and Powered Two Wheelers

## Cycles

122. The provision of secure and convenient cycle parking is essential to encourage people to cycle. It is essential that cycle parking is designed into a development at an early stage, prior to the granting of planning permission to ensure it relates well to the development.
123. The following locational requirements should be considered in the design of cycle parking:-
- Obvious and well signed;
  - Close to the entrance of the premises being visited;
  - Visible and attractive;
  - Well lit;
  - An appropriate level of surveillance and security;
  - Good weather protection;
  - Off-street location with good and safe access, separated from parking vehicles;
  - Situated close to well used thoroughfares;
  - Well maintained.
124. In addition to the provision of well-designed cycle parking, facilities for showering and storing of clothing and helmets in non-residential developments will be sought, as they are also important for encouraging cycle use.
125. Within residential developments, where garages are provided for dwellings, cycle parking should be accommodated within this facility, taking the form of wall mounted racks to allow for ease of access.

126. Where no garage facility is provided for dwellings, cycle parking should be provided within a secure facility within the rear garden of the unit. The cycle store should be located near to the rear garden access to ensure ease of access for residents when entering and exiting the bicycle store.
127. For flatted dwellings, cycle parking should be provided in a secure, communal facility, ensuring the design guidance detailed above is considered when locating and designing the store.
128. Cycle parking standards are included in **Appendix D**.

## Motorcycles

129. Provision should be made for motorcycle parking at all new developments in addition to vehicle and cycle parking.
130. Motorcycle parking areas should only be provided to the rear of footways in exceptional circumstances and under the condition that they would not compromise pedestrian safety.
131. Motorcycle parking standards are shown in Table 5.

Non-Residential Developments
1 motorcycle space + 1 space for every 20 car parking spaces provided

Table 5: Motorcycle Parking Standards



# Parking Design

7

# 7 Parking Dimensions and Layouts

## Parking Space Dimensions

132. The dimensions of a car vary considerably and the average car size has been increasing in recent years. In view of this, the car parking space dimensions provided in Table 6 and 7 are the minimum dimensions required. The provision of larger spaces would be supported and there are particular instances where it is necessary. This includes parking spaces which are located adjacent to a hard boundary, such as a wall at the end of a parking aisle. In these situations, the width of the parking space should be increased by a minimum of 0.2m for each restricted side to aid manoeuvrability into and out of the space. Larger parking spaces on private driveways can increase the attractiveness and ease of using the spaces, which can prevent inappropriate on-street parking.

## Minimum Car Parking Space Dimensions

	Length	Width
Car - Minimum <sup>1</sup>	5.0m (6.0m for parallel spaces) <sup>2</sup>	2.5m
Disabled Car Space	5.5m	3.7m
Cars - Abutting hard boundary on one side - Minimum	5.0m	2.7m
Cars - Abutting hard boundary on both sides - Minimum	5.0m	2.9m
Garage - One Car <sup>3,4</sup>	7.0m	3.6m
Garage - Two Cars <sup>3,4</sup>	7.0m	6.0m
Car Port/Car Barn - One Car <sup>5</sup>	5.0m	2.5m
Car Port/Car Barn - Two Cars <sup>5</sup>	5.0m	5.5m
Car Barn - One Car <sup>6</sup>	5.5m	2.9m
Car Barn - Two Cars <sup>6</sup>	5.5m	5.4m
Tandem Parking - First Car	6.0m	2.5m
Tandem Parking - Rear Car <sup>1</sup>	5.0m	2.5m

<sup>1</sup> Where space abuts a footway or carriageway, 0.5m setback should be provided  
<sup>2</sup> Applicable where car parking spaces are provided parallel to and abutting a carriageway, aisle or drive  
<sup>3</sup> These dimensions refer to internal dimensions  
<sup>4</sup> Dimensions where garage is to be included within the overall parking provision. Smaller garages can be justified where provided in addition to the overall parking provision  
<sup>5</sup> These refer to car barns/car ports that are open on all sides  
<sup>6</sup> These refer to car barns that are enclosed

Table 6: Minimum Car Parking Space Dimensions

## Parking Space Dimensions For Other Vehicles

	Length	Width
Powered Two Wheelers <sup>1</sup>	2.5m	1.5m
Light Goods Vehicles	7.5m	3.5m
Minibuses	8.0m	4.0m
Coaches	14.0m	4.0m
Rigid Goods Vehicles	14.0m	3.5m
Articulated Goods Vehicles	18.5m	4.0m

<sup>1</sup> A minimum space of 1.0m should be allowed between each motorcycle.

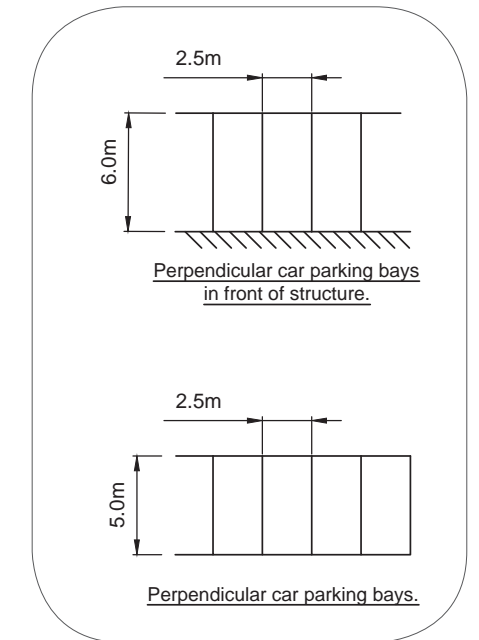
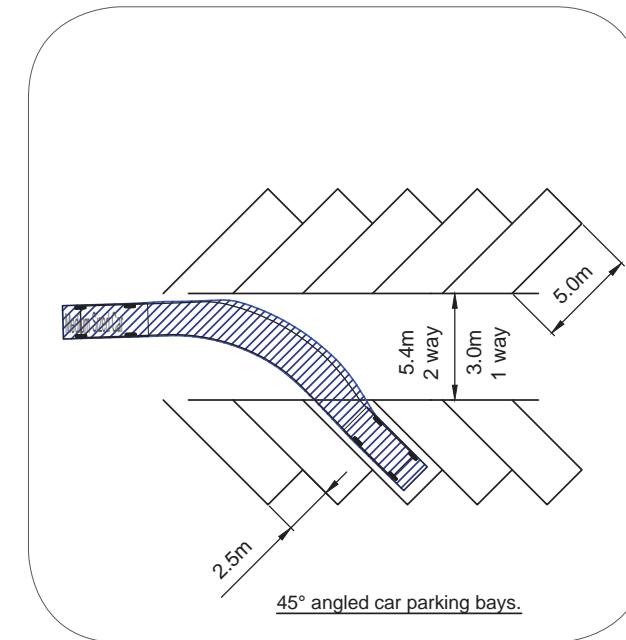
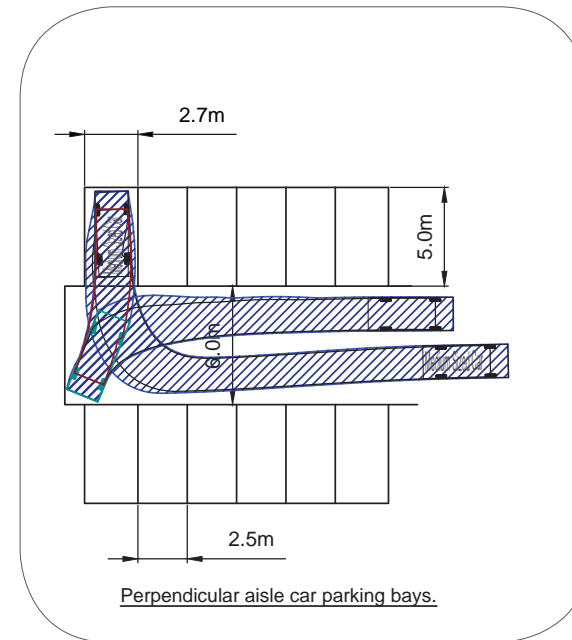
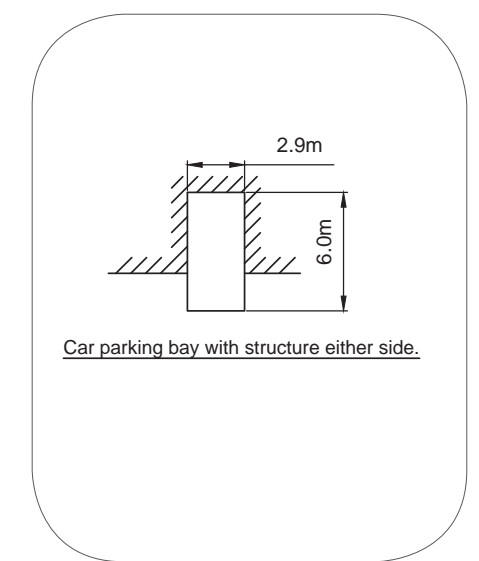
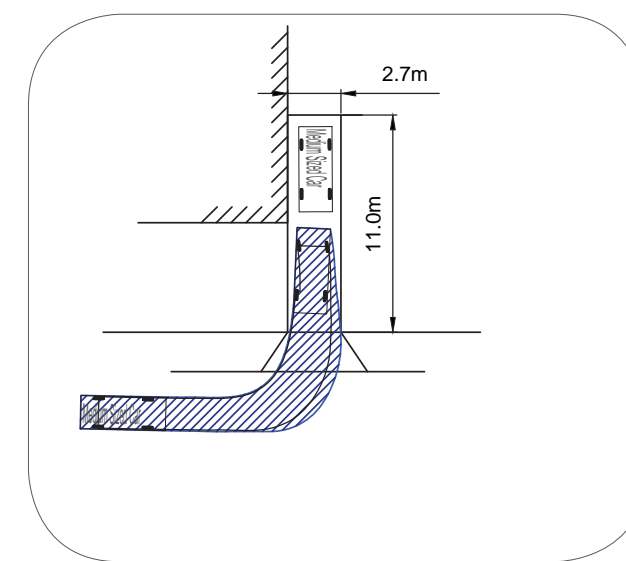
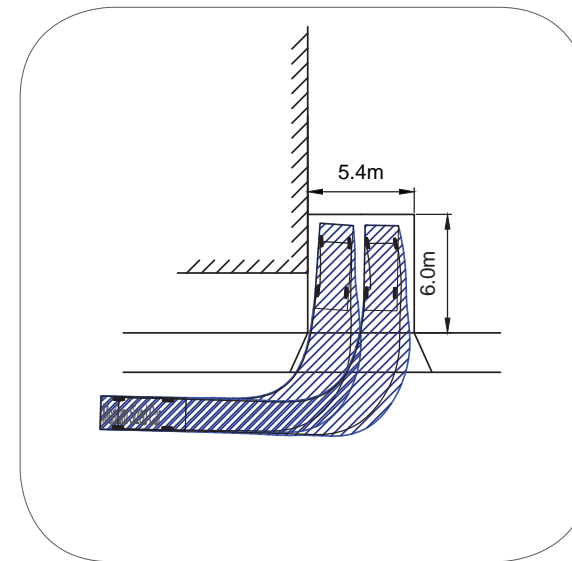
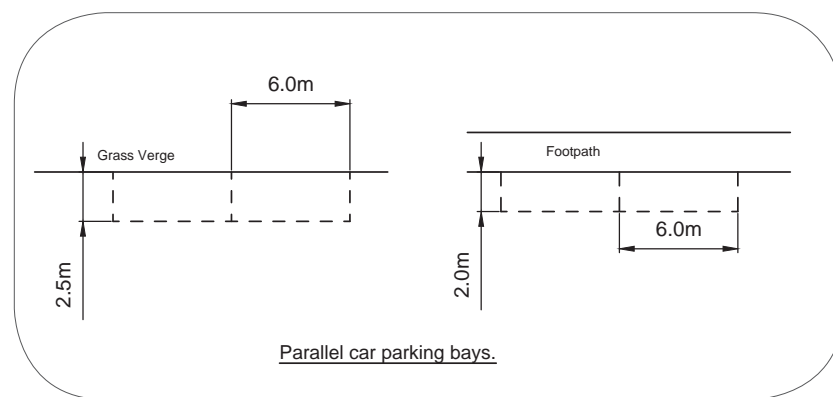
Table 7: Parking Space Dimensions For Other Vehicle Types

# 7 Parking Dimensions and Layouts

## Car Park Design

133. Car parks should be designed to provide good quality pedestrian routes in order to minimise conflict between those walking through the car park and manoeuvring vehicles.
134. Where multi-storey or underground car parks are provided, these should be designed in accordance with the usability specifications outlined in relevant industry guidance, such as the Institution of Structural Engineers 'Design Recommendations for Multi Storey and Underground Car Parks' (2011). This includes guidance on issues such as the positioning of columns which would affect the usability of a space.
135. A minimum 6.0 metre aisle width is required to allow for manoeuvring in to and out of car parking spaces orientated at 90 degrees.
136. The previous tables and associated plans shown provide the recommended minimum parking space dimensions for common vehicle types. Guidance is also provided with regards to general parking layouts and good practice.

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# Appendix

## Residential Car Parking Standards

# A

# A Appendix

## Residential Car Parking Standards

On-street parking controls	On-street controls prevent all parking	On-street controls prevent all parking	On-street controls absent or limited	None or very limited	None or very limited
Nature of Guidance	Maximum	Maximum	Minimum	Minimum	Minimum
Location	Town Centre <sup>1,2,3,4</sup>	Edge of Centre <sup>1</sup>	Edge of Centre <sup>1</sup>	Suburban <sup>1</sup>	Rural <sup>1</sup>
1 & 2 Bed Flats	1 space per unit	1 space per unit	1 space per unit	1 space per unit	1 space per unit
1 & 2 Bed Houses	1 space per unit	1 space per unit	1 to 2 spaces per unit	1 to 2 spaces per unit	2 spaces per unit
3 Bed Houses	1 space per unit	1 space per unit	2 to 3 spaces per unit	2 to 3 spaces per unit	3+ spaces per unit
4+ Bed Houses	1 space per unit	2 spaces per unit	2 to 3 spaces per unit	3+ spaces per unit	3+ spaces per unit
Visitor Parking	None	0.2 per unit	0.2 per unit	0.2 per unit	0.2 per unit

<sup>1</sup> Car parking standard is for guidance and a lower provision should be considered for areas with good accessibility by sustainable modes and/or where effective mitigation measures are in place or proposed, e.g.:-

- Car Clubs;
- Travel Plans;
- Controlled Parking Zones; and
- Availability of sustainable transport modes.

Supporting evidence is also likely to be required (e.g. local car ownership data, parking stress surveys, evidence from similar sites)

<sup>2</sup> The Borough Council encourages permit-free developments to discourage on-street parking in these locations

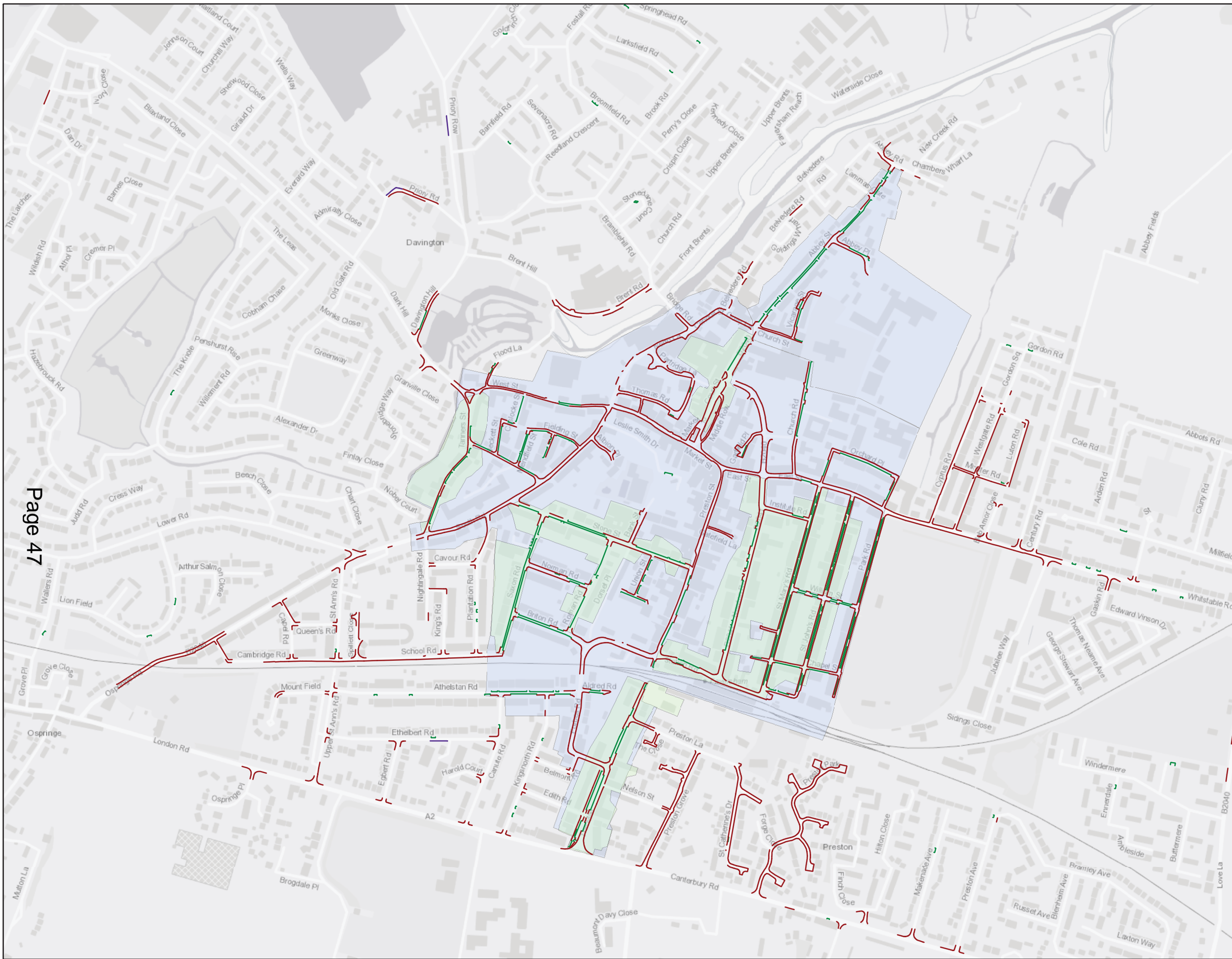
<sup>3</sup> Please note that the Town Centre parking standard is not applicable to Sheerness. For Sheerness, the parking standards from Edge of Town Centre (maximum) onwards should be applied

<sup>4</sup> Garages will be counted towards the Town Centre standard, where provided in accordance with the dimensions outlined within this SPD

# Appendix

## Swale Borough Control Parking Zones

# B



# Legend

- Waiting Restrictions
- Prohibition of Stopping
- Loading Restrictions
- Designated Parking Places
- Business Parking Places
- Residential Parking Places

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TITLE  
**Swale Parking Standards - Faversham**

CLIENT  
 Swale Borough Council

PROJECT  
 Parking Standards

SCALE AT A3      DATE      JOB NO.  
 1:7,000      June 2019      13372



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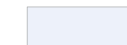
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# Legend

-  Waiting Restrictions
-  Prohibition of Stopping
-  Loading Restrictions
-  Designated Parking Places
-  Business Parking Places
-  Residential Parking Places



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## TITLE Swale Parking Standards - Sheerness

CLIENT  
Swale Borough Council

PROJECT  
Parking Standards

SCALE AT A3 1:8,000      DATE June 2019      JOB NO. 13372



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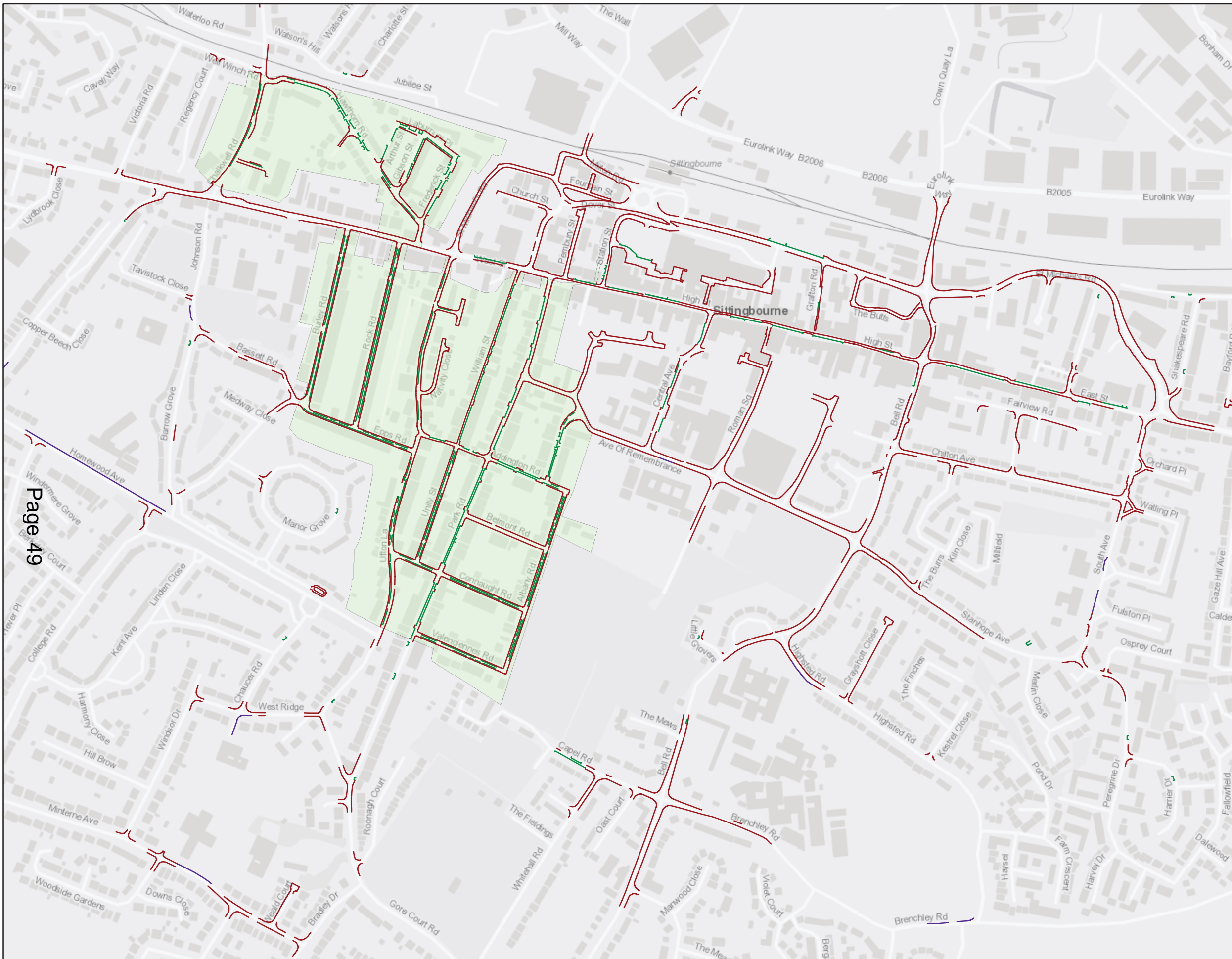
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# Legend

- Waiting Restrictions
- Prohibition of Stopping
- Loading Restrictions
- Designated Parking Places
- Business Parking Places
- Residential Parking Places

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## TITLE Swale Parking Standards - Sittingbourne

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Swale Borough Council

PROJECT  
Parking Standards

SCALE AT A3      DATE      JOB NO.  
1:6,000      June 2019      13372



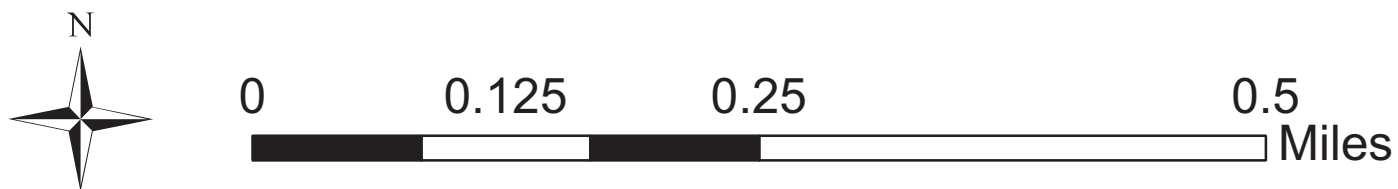
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# Appendix

## Non-Residential Car Parking Standards

# C

# C Appendix

## Non-Residential Car Parking Standards

A1 Retail	
Food Retail up to 1,000m <sup>2</sup>	1 space per 18m <sup>2</sup>
Food Retail over 1,000m <sup>2</sup>	1 space per 14m <sup>2</sup>
Non Food Retail	1 space per 25m <sup>2</sup>
Garden Centres	Garden Centre greenhouses that are used predominantly for growing and are not open to members of the public should not be included as part of the gross floor space for determining the level of car parking provision. Up to 50% of the car parking spaces required can be provided as overflow car parks.
A2 Retail	
Financial and professional Services	1 space per 20m <sup>2</sup>
A3 Food and Drink	
	Staff      Customers
Restaurants and Cafes	1 space per 2 staff      1 space per 6m <sup>2</sup>
Transport Cafes	1 space per 2 staff      1 space per 15m <sup>2</sup>

A4 Drinking Establishments		
	Staff	Customers
Public Houses, Licensed Bars & Banqueting Halls (Includes bars open to non-residents in hotels and non-diners in restaurants.)	1 space per 2 staff	1 space per 10m <sup>2</sup>
A5 Hot Food Takeaways		
	Staff	Customers
Takeaways, including Drive-Thru Restaurants	1 space per 2 staff	1 space per 8m <sup>2</sup>
B1 Uses		
Offices up to 500m <sup>2</sup>	1 space per 20m <sup>2</sup>	
Offices between 500-2,500m <sup>2</sup>	1 space per 25m <sup>2</sup>	
Offices over 2,500m <sup>2</sup>	1 space per 30m <sup>2</sup>	
Hi-tech/Research/Light Industrial	1 space per 35m <sup>2</sup>	
B2 Uses		
Up to 200m <sup>2</sup>	3 spaces	
Over 200m <sup>2</sup>	1 space per 50m <sup>2</sup>	

B8 Uses		
Storage and Distribution	1 space per 110m <sup>2</sup>	Parking provision for associated office space to be determined using the standards set out under Class B1
Wholesale Trade Distribution	1 space per 35m <sup>2</sup>	
C1 Uses		
	Staff	Guests
Hotels	1 space per 2 staff	1 space per bedroom
C2 Uses		
	Staff	Visitors
Nursing / Residential Care Homes	1 space per resident staff + 1 space per 2 other staff	1 space per 6 beds or residents
Hospitals & Hospices	1 space per 2 staff	2 spaces per 3 beds
Residential Schools or Colleges, Training Centres	1 space per 35m <sup>2</sup>	1 space per 15 students

# C Appendix

## Non-Residential Car Parking Standards

C3 Sheltered Accommodation		
Sheltered Accommodation	1 space per resident warden and 1 space per 2 units	
D1 Uses		
	Staff	Visitors/ Pupils/ Clients
Primary & Secondary Schools	1 space per staff +10%	
Further & Higher Education	1 space per 1 staff	1 space per 7 students
Libraries/Art Galleries/ Museums Public / Exhibition Hall	1 space per 60m <sup>2</sup>	
Places of Worship	1 space per 5 seats	
Medical Centres/ Clinics/Surgeries (including veterinary surgeries)	1 space per 2 staff	4 spaces per consulting/ treatment room
Nurseries/Crèches/ Pre Schools	1 space per 2 staff	1 space per 2 staff
Day Care Centres	1 space per 2 staff	1 space per 4 attendees

D2 Uses		
Cinemas, Concert Halls, Conference Centres, Bingo Halls	1 space per 5 seats	
Social Clubs, Discotheques, Dance Halls, Ballrooms,	1 space per 22m <sup>2</sup>	
Multi-Activity Sports & Leisure Centres, Swimming Pools, Ice Rinks, Health & Fitness Centres, Gymnasia	1 space per 22m <sup>2</sup> + 1 space per 15 seats where appropriate	
Marinas & Other Boating Facilities	1 space per mooring or berth`	
Stadia	1 space per 15 seats	Provision should also be made for coach parking with a maximum standard of 1 coach space per 300 seats. Such provision is to be provided as an alternative to car parking provision

D2 Uses		
Bowling Green/ Centres/Alleys, Snooker Halls, Tennis/Squash/ Badminton Clubs	3 spaces per lane/ court/table	Where provisions are made within the development to accommodate spectators then an additional parking provision of 1 space per 15 seats should be provided
Outdoor Sports Facilities, Playing Fields	1 space per 2 participants + 1 space per 15 spectators	
Golf Courses & Driving Ranges	3 spaces per hole/bay	
Equestrian Centres, Riding Stables	1 space per stable	
Historic House & Gardens, Country Parks	1 space per 400 visitors per annum	Provision should also be made for coach parking with a maximum standard of 1 coach space per 5,000 visitors per annum.
Theme Parks, Leisure Parks	1 space per 200 visitors per annum	
Other Uses	1 space per 22m <sup>2</sup>	

# C Appendix

## Non-Residential Car Parking Standards

Sui Generis Uses		
	Staff	Visitors
Car Sales (including auctions)	1 space per 2 staff	1 space per 50m <sup>2</sup>
Petrol Filling Stations	1 space per 20m <sup>2</sup>	Applies to retail areas only and not to forecourts.
Night Clubs/ Casinos	1 space per 22m <sup>2</sup>	
Theatres	1 space per 5 seats	
Retail Warehouse Clubs	1 space per 25m <sup>2</sup>	
Amusement Arcades	1 space per 22m <sup>2</sup>	
Residential Hostels	1 space per resident staff + 1 space per 2 other staff	1 space per 6 residents
Vehicle Servicing & Repair	1 space per 2 staff	4 spaces per service bay

Sui Generis Uses		
	Staff	Visitors
Taxi & Vehicle Hire, Coach & Bus Depots	1 space per 2 staff	1 space per 4 registered Vehicles
Open Commercial Use (e.g. Scrap Yards, Recycling Centres)	1 space per 2 staff	To be assessed individually
Law Courts	1 space per 2 staff	6 spaces per courtroom

# Appendix

## Minimum Cycle Parking Standards

# D

# D Appendix

## Minimum Cycle Parking Standards

	Short to Medium Term (collection/delivery/shopping)	Medium to Long Term (meetings/workplace)
<b>A1 Retail Uses</b>		
Up to 1,000m <sup>2</sup>	1 space per 200m <sup>2</sup>	1 space per 200m <sup>2</sup>
Up to 5,000m <sup>2</sup>	1 space per 400m <sup>2</sup>	1 space per 400m <sup>2</sup>
Over 5,000m <sup>2</sup>	Minimum of 12 spaces; Additional Spaces Negotiable	
<b>A2 Retail Uses</b>	1 space per 1,000m <sup>2</sup>	1 space per 200m <sup>2</sup>
<b>A3 / A4 / A5 Retail Uses</b>	1 space per 10 seats	1 space per 20 seats
<b>B1 / B2 / B8 Uses</b>	1 space per 5 seats	
<b>C1 Hotels</b>	1 space per 10 beds, units or pitches	
<b>C2 Uses</b>		
Hospitals & other residential institutions offering a level of care	1 space per 10 beds	
Residential schools, colleges & training centres	1 space per 5 students	
<b>C3 Residential Uses</b>		
Houses	1 space per bedroom	
Flats and Maisonettes	1 space per unit	
Sheltered Accommodation	1 space per 5 units	

	Short to Medium Term (collection/delivery/shopping)	Medium to Long Term (meetings/workplace)
<b>C3 Residential Uses</b>		
<ol style="list-style-type: none"> <li>Cycle parking provision should normally be provided within the curtilage of the residential dwelling. Where a garage is provided it should be of a suitable size to accommodate the required cycle parking provision.</li> <li>Parking provision should be provided as a secure communal facility where a suitable alternative is not available.</li> </ol>		
<b>D1 Non-Residential Institutions</b>		
Primary Schools	1 space per 50 pupils	
Secondary Schools, Higher Education	1 space per 5 pupils preferred or 1 space per 7 pupils minimum	
Medical Centres, Surgeries	1 space per 2 consulting/treatment rooms	
Other Non-Residential Institutions	1 space per 50 seats of 100m <sup>2</sup>	
<b>D2 Assembly &amp; Leisure Uses</b>		
Leisure and Entertainment Venues	1 space per 300 seats	1 space per 300 seats
Sports Facilities and Venues	1 space per 10 participants + 10%	1 space per 10 staff
<b>Sui Generis Uses</b>		
To be determined on a first principles basis		

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## LOCAL PLAN PANEL

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**MINUTES** of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Thursday, 25 July 2019 from 7.00pm - 9.14pm.

**PRESENT:** Councillors Mike Baldock (Chairman), Alastair Gould, James Hunt, Benjamin Martin, Richard Palmer, Roger Truelove and Ghlin Whelan.

**OFFICERS PRESENT:** Katherine Bescoby, Andrew Jeffers and Jill Peet and Alison Peters.

**ALSO IN ATTENDANCE:** Councillors Tim Gibson and Angela Harrison.

**APOLOGIES:** Councillors Monique Bonney and Eddie Thomas.

### 162 EMERGENCY EVACUATION PROCEDURE

The Chairman outlined the emergency evacuation procedure.

### 163 MINUTES

The Minutes of the Meeting held on 6 June 2019 (Minute Nos. 34 – 38) were taken as read, approved and signed by the Chairman as a correct record.

### 164 DECLARATIONS OF INTEREST

The Chairman declared a Disclosable Non-Pecuniary Interest as he sat on Borden Parish Council, who had submitted comments regarding the draft Car Parking Supplementary Planning Guidance.

### 165 DRAFT CAR PARKING SUPPLEMENTARY PLANNING GUIDANCE

The Development Manager introduced the item, explaining that the Panel was asked to consider and comment on an early draft of the Vehicle Parking Supplementary Document (SPD) and agree the way forward for public consultation. Once formally adopted, the SPD would provide bespoke parking standards for Swale. Pursuant to Policy DM7 of the Adopted Local Plan, the document would carry significant weight in the determination of planning applications. He drew attention to the comments submitted by Borden, Bobbing, Iwade and Tunstall Parish Councils, which had been circulated, and summarised the points they had made. He also drew attention to comments from the Council's Parking Services Manager regarding controlled parking zones as Members had already formally agreed to exclude new/converted properties from the residents parking scheme.

The SPD had been prepared by consultants, following a Member workshop in February 2019, and Hannah Atkins and Paul Lulham of DHA Consultancy gave a presentation to outline the key issues and the reasons behind their proposals in the draft version. This covered examples of what they considered worked well and not so well in Swale and from wider research; and how their findings had been input into the draft SPD presented.

Members were then invited to ask questions and give feedback on the draft SPD. A summary of the points made are set out below:

- The need to encourage use of bicycles in residential areas not just non-residential, and to ensure that bicycles would be easily accessible for use;
- The need to consider provision of charging points for electric vehicles;
- Why the suggested width of 2.5 metres was proposed, when an example of what worked well was 3 metres;
- How to encourage people to use their garages for parking and making them accessible when a car was parked on the drive, without overhanging on the pavement;
- The need to consider parking requirements where there was business and residential use;
- The need to provide solar panels on structures such as car ports/garages;
- The need to consider environmental damage and have greener walkways and encourage biodiversity;
- Appendix A - many Members considered that the number of spaces proposed per house was inadequate; there was some support for a ratio of one parking space per bedroom;
- The need to ensure that there was not a limit on maximum parking and to reconsider the proposed standards;
- The need for proper design rather than just a minimum standard;
- Levels of car ownership and how realistic the averages set out on page 18 of the report were, which had been compiled from census data;
- The need to increase provision for charging of electric vehicles and to future proof developments;
- Whilst on-street parking could be controlled by permits, the need to ensure that the number of permits issued was not more than the number of spaces;
- Developers should consider using roller-shutter garages to maximise space, and provide a disabled access pathway from the car to the building;
- The need to be realistic about how many car spaces were needed, given that children were staying at home for longer and were also likely to have a car;
- The need to consider the conflict between business and residential use and to set a standard for this;
- The need for a definition of edge of town centre;
- The need to consider coach commuter points and the consequences for local residents parking if commuters parked on the street;
- The need to consider innovative ideas particularly in town centres, such as car lifts;
- A separate design guide was needed for parking, for example more guidance should be given as to what was expected for barns and ports, including landscaping;
- The need to consider visitor parking which often caused conflict and whether it should be referred to as 'auxiliary parking';
- Larger and clearer maps should be provided (Appendix B);
- The need to consider how parking was enforced, for example, there were issues where commuters caused parking issues, and to consider the parking restrictions that could be applied; and

- Whether developers would consider widening roads to offer more on-street parking.

During the discussion on this item, Members asked for the draft to be updated to reflect their comments (as outlined in the above minute) and the comments made by parish councils. The Chairman confirmed that the draft SPD would come back to a future meeting of the Panel, before going out to public consultation. Key areas for review included mixed use (business and residential use); electric charging points and/or infrastructure, and consideration of phasing this in to reflect the increase in use of hybrid/electric vehicles in the future; and to review the proposed numbers of parking spaces required for residential development.

The Chairman thanked DHA consultants, officers and Members for their contributions.

**Resolved:**

***(1) That the Consultants consider the comments raised at the meeting and present a revised document to a future meeting of the Local Plan Panel in September (date to be confirmed), prior to public consultation.***

## **166 HOUSING DELIVERY TEST ACTION PLAN**

The Principal Planning Officer introduced her report, which explained why a Housing Delivery Action Plan was needed, and presented a draft plan for the Panel to consider. The Chairman drew attention to the covering report which had been circulated separately to the agenda.

There was some discussion regarding the recommendations, in terms of the process and timing of the item, given that the next scheduled Cabinet meeting was on 25 September 2019.

There was also discussion regarding the purpose of the report, and suggestions were made to make the document more robust and to make it clear that there was also a chronic social infrastructure deficit.

In response to questions, the Chairman confirmed that delivery of the SHLAA (Strategic Housing Land Availability Assessment) was still on target for consultation in the Autumn and that many documents which formed part of the LDS (Local Development Scheme) needed to be revisited.

In response to questions, the Principal Planning Officer advised that there were no sanctions if Members chose not to submit the plan; that there were no penalties if the document was submitted at a later date; and confirmed that a holding response could be sent.

Further discussion ensued during which Members made comments around the time lag between the building of houses and the provision of social infrastructure; the need to ensure that the sustainable development argument took account of issues such as air quality and landscape sensitivity; the constraints faced in the Borough in terms of limited land supply; and the need for provision of affordable housing.

The Chairman clarified that the purpose of the document was to explain why the Council had not met the Government's target on house building, and to outline the efforts that had been made.

In response to further comments, the Principal Planning Officer undertook to look at the self-build register and how that could be promoted/reviewed. She also clarified that the next set of results on the Housing Delivery Test would be available in November 2019 and there would be a further opportunity at that stage to submit another Action Plan in the light of those results.

Members agreed that a response should be submitted on time, and that the Cabinet Member should be given delegated authority to agree an updated plan for submission, but that this should not be normal practice. The Chairman advised that the individual Cabinet decision-making procedure would give Members the opportunity to comment on the updated version.

**Resolved:**

- (1) That the Action Plan be updated to reflect the comments made by the Panel.***
- (2) That the Cabinet Member for Planning be given delegated authority to agree a revised version of the Action Plan, prior to its submission.***

**(POST MEETING NOTE – an extraordinary meeting of the Cabinet has been convened to consider this item on Wednesday 7 August 2019).**

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel

Local Plan Panel – 25<sup>th</sup> July 2019

Swale Parking SPD Comments

No.	Comment	Response
1	The need to encourage use of bicycles in residential areas not just non-residential, and to ensure that bicycles would be easily accessible for use	Additional detail has been provided – please see paragraphs 125-127
2	The need to consider provision of charging points for electric vehicles	Table 2 outlines the EV provision which has been increased in light of discussions with Members. A visitor parking standard has also been outlined.
3	Why the suggested width of 2.5 metres was proposed, when an example of what worked well was 3 metres	An enhanced width should be provided where spaces are bound by walls/fences/hedges, to allow for ease of access to/from vehicles. The example of tandem parking shown was located between two walls, hence an enhanced width was recommended. The enhanced width for bays bound by walls etc. is universal and should be applied to all parking types, both residential and non-residential.
4	How to encourage people to use their garages for parking and making them accessible when a car was parked on the drive, without overhanging on the pavement	Garages are often underutilised in rural/suburban areas where no on-street controls are in place. As such, it is proposed that they will not count towards the parking provision in these areas. In town centre locations where parking controls are in place, garages will count but only when developed to the correct size. Guidance with regard to driveways and garages is provided in paragraphs 68-70 and 50-60, which encompasses the

		required dimensions. Further guidance with regard to dimensions is included in Table 6.
5	The need to consider parking requirements where there was business and residential use	Additional detail has been provided – please see paragraphs 80-84
6	The need to provide solar panels on structures such as car ports/garages	Additional detail has been provided – please see paragraph 60
7	The need to consider environmental damage and have greener walkways and encourage biodiversity	A section on public realm considerations has been added – please see page 12 and 13
8	Appendix A - many Members considered that the number of spaces proposed per house was inadequate; there was some support for a ratio of one parking space per bedroom	Appendix A has been updated to reflect the discussions
9	The need to ensure that there was not a limit on maximum parking and to reconsider the proposed standards	Appendix A has been updated to reflect the discussions
10	The need for proper design rather than just a minimum standard	Design principles have been outlined within the document
11	Levels of car ownership and how realistic the averages set out on page 18 of the report were, which had been compiled from census data	These figures have been derived from official 2011 Census data
12	The need to increase provision for charging of electric vehicles and to future proof developments	The EV standard has been updated – please see page 24
13	Whilst on-street parking could be controlled by permits, the need to ensure that the number of permits issued was not more than the number of spaces	It is understood from Swale Borough Council’s Parking Manager that parking permits for new developments within resident parking zones are excluded from the permit scheme. This will continue going forward and a footnote has been added in Appendix A which acknowledges this.
14	Developers should consider using roller-shutter garages to maximise space, and provide a disabled access pathway from the car to the building	Additional detail has been provided – please see paragraph 56
15	The need to be realistic about how many car spaces were needed, given that children were staying at home for longer and were also likely to have a car	Appendix A has been updated to reflect the discussions

16	The need to consider the conflict between business and residential use and to set a standard for this	Additional detail has been provided – please see paragraphs 80-84 for mixed-use developments
17	The need for a definition of edge of town centre	Additional detail has been provided – please see paragraph 48
18	The need to consider coach commuter points and the consequences for local residents parking if commuters parked on the street	Commuter coach parking and its related issues are an existing problem that should be reported to the Council’s Parking Department. It is considered that this falls outside of the scope of the SPD
19	The need to consider innovative ideas particularly in town centres, such as car lifts	Car lifts and underground parking are very costly and unlikely to be viable in the majority of cases. Innovative parking solutions in Town Centre locations are nevertheless encouraged within the SPD – please see paragraph 27
20	A separate design guide was needed for parking, for example more guidance should be given as to what was expected for barns and ports, including landscaping	Design principles have been outlined within the document, with an additional section provided on landscaping and the public realm – please see page 12 and 13
21	The need to consider visitor parking which often caused conflict and whether it should be referred to as ‘auxiliary parking’	On-street provision is generally provided for the needs of visitors with residents being provided with their own allocated parking. It is not proposed that the name of this be changed.
22	Larger and clearer maps should be provided (Appendix B)	The document has been provided at A3 size so the plans should be printable at A3
23	The need to consider how parking was enforced, for example, there were issues where commuters caused parking issues, and to consider the parking restrictions that could be applied	Commuter parking and its related issues are an existing problem that should be reviewed by the Council’s Parking Department. It is considered that this falls outside of the scope of the SPD.

24	Whether developers would consider widening roads to offer more on-street parking	KCC provide guidance with regard to highway design standards for new roads. It is considered that this falls outside of the scope of the SPD.
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**Parish Council Comments (which are not covered above)**

No.	Comment	Response
1	Parking bay dimensions	The recommended parking bay dimensions have been outlined in detail in the SPD
2	Increasing propensity of children to stay at home longer therefore requiring more parking	Appendix A has been updated to reflect these issues
3	Visitor parking	The provision of visitor parking has been retained at 0.2 spaces for areas outside of the Town Centre. The standards outlined in Appendix A will allow for appropriate on-plot provisions which should reduce the need for visitor parking to be utilised routinely by residents.
4	Garage dimensions and provision of sheds	Garages will only be counted in Town Centre locations where on-street controls are continuous. They will also only be counted when provided to the correct, enlarged standard to allow for ease of access to the vehicle and the potential for an element of storage to take place also. It is therefore not considered that a shed would be required in addition to this provision.
5	Insurance premiums and on-street parking	In the main, on-plot and communal parking areas are encouraged in the SPD.



		Therefore, the requirement for residents to house their vehicles on-street should be limited.
6	SEN provision at all schools	Additional detail has been provided – please see paragraph 95
7	Disabled parking	The disabled parking outlined is considered to be proportionate to the uses outlined. It is also noted that the generally accepted guidelines have been taken from the Government’s ‘Inclusive Mobility’ document.
8	Electric Bicycles	It is not proposed that charging facilities are provided for electric bicycles. These can easily be charged at home and are still usable without charge. Moreover, some electric bicycles can be recharged by pedalling.
9	Cycle parking – doctors and primary schools	<p>For doctors’ surgeries, given the nature of the use we would consider that the majority of people are unlikely to cycle. Looking at TRICS for all doctors’ surgeries only 0.9% mode share is found for cycling.</p> <p>For primary schools, by virtue of the age of pupils, they are less likely to cycle. In our experience, the cycle parking at primary schools it suitable for their needs an can be monitored through the Travel Plan should greater provision be required.</p>

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