

SOUTH CAMBRIDGESHIRE
DISTRICT COUNCIL

PLANNING
DEPARTMENT



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Our Ref: D/102/KW

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10th October 2002

Dear Sir / Madam

DRAFT CAMBOURNE SETTLEMENT CENTRE PARKING STRATEGY

I enclose a copy of the above for discussion at the DEG on 17th October 2002.

It has come about as a result of recognising that the Council's normally applied parking standards seem to reflect individual developments within existing settlement centres, whereas at Cambourne it can be assumed that members of the public will be likely to visit several units in the centre whilst of course only using one parking space. There is therefore an element of shared provision between units for the public. As the suggested standard would result in fewer parking spaces, a contingency / overflow provision is included in the strategy.

I shall expand on the principles of the strategy at the DEG before we discuss it fully.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D Husnell', written over a horizontal line.

On behalf of DAVID HUSSELL
Planning Director

Enc.

CAMBOURNE SETTLEMENT CENTRE PARKING STRATEGY (DRAFT)

Introduction

1. The settlement centre of Cambourne comprises retail, commercial, residential, community and service buildings in the area of High Street, Broad Street, Back Lane, Sackville Way and De La Warr Way. Three main car parks, available to the public, are planned within this settlement centre area, namely Car Park 1 (rear of the Exchange), Car Park 2 (the main central car park), and Car Park 3 (rear of the community centre). Additionally there is some informal on-street parking in the form of lay-by parking spaces along the High Street.
2. Whilst there are other public car parks provided or allocated in Great Cambourne (Eco-park, village green, sports centre, etc) these do not serve the needs of shoppers and similar users of the settlement centre, and are not considered in this strategy. Similarly, private car parks in the settlement centre (school, hotel, etc) are also not considered as they do not allocate parking for people other than their own visitors. Additionally, the school, hotel and joint services building have space within their sites for the expansion of their parking provision if required.
3. This strategy has two aims: firstly to confirm the provision of public parking in a phased manner. Secondly, it aims to provide realistic parking standards to new development in this area, resulting from the recognition that usual parking standards, requiring both employee and customer parking, are inappropriate where customer parking is already provided in public car parks in a shared way, i.e. customers will not always be visiting one unit, but may be expected to make linked trips, thereby effectively allowing the sharing of spaces otherwise provided separately by separate service / retail providers. Such standards also do not take account of shared use of parking spaces by separate daytime and night time users.
4. Green Travel Plans will be encouraged, to meet the sustainability objectives of the Cambourne Masterplan and current guidance outlined in PPG13. Smaller units will also be encouraged to participate in settlement centre-wide green travel initiatives. It is anticipated that the impact of Green Travel Plans over time will mainly affect employee parking.
5. The strategy also includes a standard for cycle parking.
6. This is a new strategy, making assumptions about people's behaviour. It results in the provision of less parking than would normally be provided. Consequently, it is necessary to include a contingency allocation for parking, should the reality be that insufficient parking is available, and a timetable as to when it can be accepted that this contingency will not be required.
7. The status of the strategy will be an approved amendment to the Masterplan, as a result of approval by the DEG and subsequent recommendation to the Council. It will supersede page 43 of the Cambourne Masterplan. It will be used as guidance. It will therefore be possible for developers of individual units in the settlement centre to reasonably assume that some of the parking associated with their use and floorspace

need not be provided by them on their sites, as the public car parks can be relied upon for use by, for example, their customers.

Phased Provision of Public Parking

8. Car Park 1 has already been provided, and Car Park 2 is under construction as part of the supermarket development, due for completion in October 2002. The remaining "phase" is the provision of Car Park 3. Part of this, namely 56 spaces (at a standard of 1 space per 8 sq.m.) is required by the Cambourne Section 106 Agreement to be constructed by the occupation of 1,000 homes. Public spaces additional to the required community centre spaces will be constructed at the same time, so the provision of Car Park 3 is essentially guaranteed, and will appropriately relate to the population of settlement centre users.

A New Parking Standard for Developments in the Settlement Centre

9. In calculating the standard to be applied to each type of development in the settlement centre, the starting point is the existing parking standard normally applied to each unit created. An element of some standards will be public parking rather than employees or residents, which can be calculated and removed from the standard on the assumption that these people will use the public car parks. Therefore, the standards set out in this strategy relate to what is required to be provided within the curtilage of each unit or building block. As a second step, the resultant employee (full time equivalent) parking can be assumed to be used mainly in daytime, such that residential users could use those spaces at night and weekends. Notwithstanding any spaces for disabled users in the public car parks, one mobility space per unit would seem reasonable to spread through the settlement centre in addition to the considerations below.

Consideration of employee element of each relevant SCDC parking standard

10. Shops (Class A1). Shops' current standard (up to 90 sq.m.) is 1 space per 18 sq.m. for food shops (i.e. up to 5 spaces), or for non-food shops up to 499 sq.m. the standard is 1+1 per 25 sq.m. (i.e. up to 21 spaces). Above 500 sq.m. the standard is 1 per 20 sq.m., then 1 per 10 sq.m. above 2,000 sq.m. of floorspace (100 spaces per 1000 sq.m.). PPG13 requires 1 space per 14 sq.m. over 1,000 sq.m. of floorspace (72 spaces per 1000 sq.m.).

11. It is not clear what the public element is, but it could be considered that there would be 2 to 5 employees on duty in the smaller sized shops. The remainder can be considered to be members of the public. One space per employee, however, may be unnecessary as some may walk to work. A scale of provision would therefore seem appropriate: a small shop could be expected to have 5 employees so 3 spaces would be appropriate, with more spaces added as a shop increases in size. However, over 500 sq.m. the 1 space per 20 sq.m. should remain.

12. It is therefore proposed that the standard for Cambourne should be:
Up to 199 sq.m. - 3 spaces

- 200-299 sq.m. 4 spaces
- 300-399 sq.m. – 5 spaces
- 400-499 sq.m. – 6 spaces
- Over 500 sq.m. – 1 space per 20 sq.m.

13. Financial and Professional Services (Class A2). The standard for A2 use is 1 space per 25 sq.m. to serve both staff and customers, no distinction being made between them. Bearing in mind what A2 uses are: banks, estate agents, etc, these are very similar to shops in the way that the public attend for short periods unannounced, and could be considered in a similar way as above, as employees likely to be on duty. Again, it is the smaller units which require attention. Potentially more employees would be on duty than in a shop though, so a similar standard as above, but with more spaces allocated may be realistic, or spaces for 70% of the workforce.

14. It is therefore proposed that the standard for Cambourne should be:
- Up to 199 sq.m. – 4 spaces
 - 200-299 sq.m. – 5 spaces
 - 300-399 sq.m. – 6 spaces
 - 400-499 sq.m. – 7 spaces
 - Over 500 sq.m. – 1 space per 25 sq.m. or 70% of the workforce.

15. Food and Drink (Class A3). Some A3 uses like pubs, cafes and restaurants attract customers for some time, where it can be expected that local people would walk, or the use of a public car park would be acceptable to customers. Short stay uses like takeaways demand a quick collection of hot food and therefore a few spaces very close to the entrance. Peak use can be lunchtimes or more often evenings – suggesting shared use with day time parking for both staff and customers. SCDC standards are based on drinking and dining areas (1 space per 3 sq.m. drinking area and 5 sq.m. dining area) and seem to relate more to customers. It could be assumed that half the customers would walk to such units and a standard of 1 space per 10 sq.m. would therefore seem appropriate, or a workforce standard as above, whichever is the greater, but with acknowledged on street parking or allocated customer parking for takeaways.

16. It is therefore proposed that the standard for Cambourne should be 1 space per 10 sq.m. or 70% of the workforce, whichever is the greater, plus two takeaway spaces where a takeaway service is proposed and there is no on-street lay-by parking close by.

17. Offices and Light Industrial (Class B1). The standard used for Cambourne Business Park is 1:24 sq.m. The Council's usual standard is also 1 per 24 sq.m. for traditional offices. PPG13 has a standard of 1 space per 30 sq.m. over a threshold of 2500 sq.m. of floorspace. Bearing in mind the relative sustainability of the town centre, the greater likelihood that employees may live in Cambourne, and encouragement to partake in travel for work initiatives, and that the Council is working towards this standard, a 30 sq.m. standard would seem appropriate. As B1 office uses tend not to attract customers, therefore a standard of 1 space per 30 sq.m. or 70% of the workforce would remain appropriate.

18. It is therefore proposed that the standard for Cambourne should be 1 space per 30 sq.m. or 70% of the workforce.
19. Hotels (Class C1). The Council's standard for hotels is 1.3 spaces per room, including staff, and associated restaurants, bars, etc open to the public. The Council is moving towards a stricter standard of 1 space per room, but the applicants for the hotel at Cambourne have expressed difficulty in meeting the 1.3 standard. Therefore no change is suggested.
20. It is therefore proposed that the standard for Cambourne should be 1.3 spaces per room.
21. Residential Institutions (Class C2). Nursing homes' standard is presently 1 space per 5 beds plus one per 2 staff at busiest times. Hospitals standard is 2 spaces per 3 beds / rooms plus 1 per doctor. The nursing home standard would be most appropriate and does not seem to account for any public parking so no change is suggested.
22. It is therefore proposed that the standard for Cambourne should be 1 space per 5 beds plus 1 per 2 staff at busiest times.
23. Dwellings (Class C3). The SCDC residential current standard is 2 spaces per dwelling of 2 bedrooms or 3 bedroom terraced dwelling; 3 spaces per dwelling of 3 or more bedrooms, including visitors; and 1.5 spaces for 1 bedroom dwellings, plus unspecified casual parking. Realistically, residential units in the settlement centre are likely to be flats, and casual parking can be considered to be provided by the public parking.
24. Therefore a standard of one space per one bedroom unit, 1-1½ spaces per two bedroom unit (depending upon numbers in a particular block), and 2 spaces per three or more bedroom unit is appropriate.
25. Non-residential institutions (Class D1). This use includes education, health, churches, libraries and day care. The current standard for education in PPG13 is one space per 2 staff plus 1 per 15 students above a threshold of 2500 sq.m. and in the Local Plan is one per member of staff plus one per 6 students, although the Council is moving towards one per 2 members of staff and 15 students. The most likely establishment in the settlement centre would be a training centre, for example for computer use where it can be expected that students will park in public car parks. Therefore one space per classroom / training room would be appropriate for staff.
26. The PPG13 standard for health facilities is 1 space per 22 sq.m. over 1000 sq.m., and the SCDC standard is 1 per GP, 6 per 10 additional staff and 3 public spaces per consulting room, although the Council is moving towards 1 space per 2 staff and 2 per consulting room. Patients or clients can be expected to park in the public car parks, bearing in mind there is disabled provision allocated separately, so one space per consulting room would be appropriate.
27. The PPG13 standard for churches is 1 space per 22 sq.m. over 1000 sq.m., and the SCDC standard is one per 6 seats, although the Council is moving towards 1 space

per 4 seats or 8 sq.m. For church use, the standard most likely relates to the proportionately high number of public visitors, and the way in which many will be on site at the same time. For this reason a good proportion of the public element of the parking standard should still be provided, whilst acknowledging that some parking will take place in the public car parks. Therefore, a standard similar to the PPG13 standard, but with a slightly higher floorspace calculation, i.e. 1 space per 30 sq.m. of net floorspace, would be appropriate.

28. Libraries simply fall within the 1 space per 22 sq.m. over 1,000 sq.m. under PPG13 general D1 standard, there is no SCDC standard. On the basis that visitors would use the public car parks, staff parking should be provided at 70% of employees.

29. Day care facilities include nurseries, centres for the disabled and centres for the elderly. Clearly, any specific need for mobility parking will be considered on merit of use and location, but generally visitors can be expected to be dropped off or use public car parks. Therefore, staff parking should be provided on the basis of one space per classroom, day room, activity room, etc.

30. Assembly and Leisure (Class D2). This use includes halls, sports facilities and cinemas. The SCDC parking standard for halls and sports facilities is 1 space per 2 sq.m. and for cinemas is 1 per 3 seats, but is moving towards a standard of 8 sq.m. and 4 seats. A good proportion of the parking will be by visiting public, and for cinemas this will be at the same time although during the evenings, and this can therefore be accommodated in the public car parks. The variety of types of use make it difficult to calculate an appropriate standard based on floorspace. Therefore, employee parking should be based on actual employees on site at any one time, i.e. 70% of employees.

31. Resulting from the above considerations, the suggested basic standard for the settlement centre can therefore be summarised as:

1 mobility space per unit (apart from residential), plus

<i>A1</i>	<i>Up to 199 sq.m. – 3 spaces 200-299 sq.m. – 4 spaces 300-399 sq.m. – 5 spaces 400-499 sq.m. – 6 spaces Over 500 sq.m. – 1 space per 20 sq.m.</i>
<i>A2</i>	<i>Up to 199 sq.m. – 4 spaces 200-299 sq.m. – 5 spaces 300-399 sq.m. – 6 spaces 400-499 sq.m. – 7 spaces Over 500 sq.m. – 1 space per 25 sq.m. or 70% of the workforce</i>
<i>A3: takeaway A3: non-takeaway</i>	<i>1 space per 10 sq.m. or 70% of employees plus 2 quick pick up 1 space per 10 sq.m. or 70% of employees</i>
<i>B1</i>	<i>1 space per 30 sq.m. or 70% of employees</i>
<i>C1: C2: C3: 1 bedroom</i>	<i>1.3 spaces per room 1 space per 5 beds plus 1 per 2 staff at busiest times 1 space per unit</i>

<i>C3: 2 bedrooms</i>	<i>1- ½ spaces per unit</i>
<i>C3: 3+ bedrooms</i>	<i>2 spaces per unit</i>
<i>D1: education</i>	<i>1 space per classroom / training room</i>
<i>D1: health</i>	<i>1 space per consulting room</i>
<i>D1: church</i>	<i>1 space per 30 sq.m. net</i>
<i>D1: library</i>	<i>Spaces for 70% of employees</i>
<i>D1: day care</i>	<i>1 space per classroom, day room, activity room</i>
<i>D2: halls, sport, cinema</i>	<i>Spaces for 70% of employees</i>

32. Consideration of Shared Parking through Daytime and Night Time Use

Beyond this standard, the development of buildings in blocks comprising a variety of units can be further assessed on shared use of on-site spaces, whilst still accepting some overlap between one use finishing and the other commencing or reaching its peak, bearing in mind late office working, late opening of shops, daytime residential use and daytime pub / restaurant use. (Some uses such as C2 are 24 hour uses, and D1 and D2 require both daytime and evening use, so no concession can be made which includes these). The second element of the new standard is therefore suggested as:

33. *Total spaces required for residential and A3 uses within a building block as shown on Appendix 1 may overlap with the total spaces required for A1, A2 and B1 uses by 50% of the smaller number. The management of such spaces shall be agreed as part of the associated planning application. Mobility spaces are additional to this calculation.*

Cycle Parking

34. The Cambourne Design Guide states that secure cycle parking facilities are to be provided throughout the settlement centre, covered where practical, and well supervised. Whilst in residential areas, cycle storage can be provided in garages, special provision is required for flats. It also requires cycle storage for business premises at a standard of 1 space per 500 sq.ft. (46sq.m.), and changing, shower and drying facilities for premises greater than 5,000 sq.ft. (464 sq.m.).

35. As with the car parking, which has been reconsidered above in terms of separating out public use to be accommodated in the main car parks, these car parks and the High Street itself will have allocated cycle parking spaces for public use. It is therefore necessary to calculate a provision for employees to be provided within each unit or building block.

Consideration of employee elements of SCDC and design guide cycle parking standards.

36. Use Classes A1, A2 and A3. The calculation above for car parking assumes a proportion of employees that will drive to work, for example 3 out of 5 employees. However, it should not be the case that cycle parking is only provided for the other 2

employees, as cycling is to be encouraged. Therefore the same standard should apply for cycle spaces as for car spaces.

37. Offices and Light Industrial (Class B1). The SCDC standard for cycle parking is 1 space per 30 sq.m., the same as for car parking. As considered for car parking above, and bearing in mind that such use tends not to attract customers, this standard, or for 70% of the workforce, should remain.

38. Hotels and Residential Institutions (Classes C1 and C2). The SCDC standard for cycle parking for both these uses is one space per 2 employees working at the same time. As this clearly relates to employees rather than the public, this standard should remain unchanged.

39. Residential (Class C3). Houses or flats without garages should have 2 cycle parking spaces incorporated in the building or an outbuilding.

40. Non-residential Institutions (Class D1). The SCDC standards relate to education (based on numbers and ages of students), health uses (2 per consulting room), and churches (1 per 7.5 sq.m.). In terms of education, the most likely establishment would be a training centre, for example for computer use. The SCDC standard for adults is 100% of the students, and is therefore calculated on visitors rather than employees. For staff, one space per training room / classroom would seem appropriate. Similarly, health uses at 2 per consulting room implies one practitioner and one patient, so one space per consulting room would seem appropriate as the employee standard. For churches, the standard results in a high level of cycle parking for both staff and worshippers. Whilst there may be few employees on site, the proportionately high number of public visitors, and the way in which many will be on site at the same time, means that some of the public element of the cycle parking standard should still be provided. Therefore a standard of 1 cycle space per 15 sq.m. of net floorspace would seem appropriate.

41. Assembly and Leisure (Class D2). Halls and sports facilities have a SCDC cycle parking standard of 1 cycle space per 25 sq.m. of net floorspace. As above, there is a high proportion of public on the premises, and the possibility of many being on site at the same time. Therefore half the public element should still be catered for on site and half accommodated in public cycle spaces, i.e. 1 cycle space per 50 sq.m. Similarly, cinemas at 1 space per 3 seats tend to attract use in off-peak hours and some sharing of other public cycle parking can be assumed. Therefore 1 cycle space per 5 seats would seem appropriate.

42. Resulting from the above considerations, the suggested basic cycle parking standard for the settlement centre can therefore be summarised as:

<i>A1</i>	<i>Up to 199 sq.m. – 3 spaces 200-299 sq.m. – 4 spaces 300-399 sq.m. – 5 spaces 400-499 sq.m. – 6 spaces Over 500 sq.m. – 1 space per 20 sq.m.</i>
<i>A2</i>	<i>Up to 199 sq.m. – 4 spaces 200-299 sq.m. – 5 spaces</i>

	<i>300-399 sq.m. – 6 spaces</i> <i>400-499 sq.m. – 7 spaces</i> <i>Over 500 sq.m. – 1 space per 25 sq.m. or 70% of the workforce</i>
<i>A3: takeaway</i>	<i>1 space per 10 sq.m. or 70% of employees plus 2 in a location to enable quick pick up</i>
<i>A3: non-takeaway</i>	<i>1 space per 10 sq.m. or 70% of employees</i>
<i>B1</i>	<i>1 space per 30 sq.m. or 70% of employees</i>
<i>C1:</i> <i>C2:</i> <i>C3: (houses and flats without garages)</i>	<i>1.3 spaces per room</i> <i>1 space per 5 beds plus 1 per 2 staff at busiest times</i> <i>2 spaces per unit</i>
<i>D1: education</i> <i>D1: health uses</i> <i>D1: churches</i> <i>D2: halls / sport</i> <i>D2: cinemas</i>	<i>1 space per training room / classroom</i> <i>1 space per consulting room</i> <i>1 space per 15 sq.m. net</i> <i>1 space per 50 sq.m. net</i> <i>1 space per 5 seats</i>

Other Issues to be Considered in relation to Parking

43. Security – The more a car park is open to the public gaze or overlooked by residential or office windows, the less is the risk of theft or vandalism to vehicles. Therefore a good mix of uses is essential. Conversely, hidden or dark spaces will exacerbate fear of crime if not crime itself, and result in such space becoming unpopular to use. Whilst not a substitute for natural surveillance, camera surveillance and good lighting do assist in reducing crime and should be located to ensure adequate coverage. Surveillance can also be improved by the choice of boundary treatment, such as railings rather than walls.

44. Signage – The Cambourne Design Guide states on page 65 that the primary aim for signage is “to reduce visual clutter”, and that “overstated corporate identity will not be acceptable.” Therefore signs should utilise existing structures and should be of a size and proliferation commensurate with their practical purpose.

45. Noise and Disturbance – Where parking areas back onto gardens, walls should be provided at the boundary to assist in noise reduction.

46. Future changes of use – Future changes of use may result in different parking requirements and there may be insufficient curtilage for additional spaces. Such applications will be considered against both this strategy and in the light of experience. All cases will be considered on merit. It is important to remember that this strategy is a guide. Transport assessments and travel plans will be required where necessary.

Contingency Allocations and Timescale

47. This strategy is experimental in nature and results in the provision of less parking than would normally be provided. There is a risk that the assumptions made about

people's behaviour may prove wrong, and that in reality insufficient parking is available. This is an unacceptable risk without a contingency allocation for parking to be implemented if necessary in the light of experience, as well as to reconsider the agreed parking standards which would then only affect future development. Areas of land are therefore temporarily allocated north of De La Warr Way and on the police station site (until the completion of the 2,300th dwelling) as contingency parking land, to be implemented if required (see Appendix 1).

48. Monitoring and review of the strategy as business occupation increases will indicate its success or otherwise. If successful, then at some later stages in the development of the settlement centre it may be safe to assume that the contingency parking is unlikely to be required, and therefore can be released for other development. At all stages, businesses in the settlement centre could rest assured that their customers would not suffer a shortage of parking.

49. Therefore, a review of the strategy and the standards within it should take place at appropriate intervals. The first review should take place at whichever is the sooner of:

- 60% occupation of the building blocks marked on Appendix 1, or
- two years from the approval of the strategy as an amendment to the Masterplan.

50. Subsequent reviews shall take place every two years, up until 90% of the buildings blocks marked on Appendix A have been occupied.

51. The review will be carried out by the DEG and involve an assessment of the success of the strategy in terms of take up of public parking spaces, and a review of the parking standards.

52. If, at 60% occupation of the building blocks marked on Appendix 1, it is agreed that the progress of development has not resulted in a shortage of public parking, then one site of the contingency allocations can be released for development, otherwise it will be retained for the time being. The review at 90% occupation will be sufficiently advanced in the development to enable agreement as to whether either or both of the contingency allocations can be released.

Kate Wood, October 2002

Appendix 1 – settlement centre plan showing locations of Car Parks 1, 2 and 3, contingency sites, building blocks.

Appendix 2 – running total of public parking spaces (to be updated upon each grant of planning permission).