

# Road Layout and Design and Parking Standards

## Planning Guidance Note

### Introduction

This Guidance Note supports and expands upon Policy TRANS 2 'Road Design Guidance and Parking Standards' of the East Dunbartonshire Local Plan 2 and is intended to inform developers and transportation professionals of the standards used in the production of road schemes and the parking standards that relate to new developments.

### Format of Guidance

All planning guidance notes are material considerations in the assessment of planning applications and shall be afforded significant weight in the decision making process. Failure to comply with Guidance Notes may be a reason for refusal of consent.

### Planning Framework

#### *Road Layout and Design*

The Scottish Government has clearly established that a new approach towards road layout and street design is needed if we are to realise our ambitions of creating better quality, more attractive and safer built environments. National guidance for road layout and design is set out in the policy document *Designing Streets* (2010), which is a material planning consideration in assessing planning applications.

The document represents a move away from a prescriptive, standards-based approach towards one which better enables designers and local authorities to unlock the full potential of streets to become vibrant, safe and attractive places. The full provisions of *Designing Streets* will not be repeated here, but key aspects will be applied when considering development proposals. These include:

- pedestrian friendly street hierarchies;
- layouts which reduce vehicle speed and encourage walking and cycling;
- incorporation of public transport needs; and,
- integrated and varied parking to reduce visual impact.

In addition, the Transport section of Scottish Planning Policy (2010) states in paragraph 169 that:

*“Accessibility issues and street layout and design should be part of the design and planning processes from the outset”*

#### *Parking Standards*

The Scottish Government's general planning policy for car parking, including parking standards, is set out in the Transport section of the Scottish Planning Policy. This makes it clear that it is important to consider a design led approach to the provision of car parking space that is well integrated with a high quality public realm.

The SPP acknowledges that the availability of parking can have an important influence in reducing reliance on the car, and requires planning authorities to apply maximum car parking standards to on-site parking at a selection of new development types and should apply

maximum car parking standards to all developments that attract a significant level of traffic to encourage modal shift. This Guidance Note sets out maximum car parking standards for all types of development except residential development, and retains minimum car parking standards for residential developments in order to encourage residents to leave cars at home.

Planning authorities are also required to promote the availability of high quality public transport services, park and ride schemes on commuter routes and appropriate car and cycle parking at rail stations to encourage onward travel by rail.

SPP indicates that there should be cycle access to all buildings and facilities. It is the Council's view that this requires the ability to be able to adequately park bicycles at all buildings and facilities.

## Policy Guidance

### *Roads Development Guidelines*

East Dunbartonshire Council has adopted in full the Scottish Government document Designing Streets (2010). This supersedes, where relevant, the existing adopted standards of East Dunbartonshire Council which are set out in the Strathclyde Roads Development Guide (1995).

### *Parking Guidelines*

Below are the East Dunbartonshire Council guideline parking standards, which support Policy TRANS 2. East Dunbartonshire Council will require developments to accommodate the standards set out in Tables 1 to 15. If a developer proposes to vary these provisions it will be necessary to demonstrate to the satisfaction of the planning authority why this should be necessary.

Developers should note that these standards are intended to allow developers to make some initial estimates about the number of parking spaces required. However, for any specific proposal the planning service may require a level of parking provision which may be greater or less than these standards, as a result of local circumstances (e.g. the likelihood of unacceptable on-street parking).

The standards are split into two sections the first section are the Residential guideline standards which are based on a **minimum** provision of car parking spaces. The second section shows the non-residential guideline standards which are based on providing a **maximum** number of car parking spaces.

In order to be assessed as a parking space, the minimum size dimensions for perpendicular car parking spaces and garages are set out below, along with the minimum specification of cycle spaces:

- Perpendicular parking spaces should be a minimum width of 2.5 metres and a minimum length of 5 metres. The absolute minimum width as allowable by Designing Streets would be a width of 2.4 metres and a length of 4.8 metres;
- Angled spaces will in most cases require to be wider as set out in Designing Streets;
- Parallel parking spaces must be a minimum of 6m long and 2m wide; and
- Garages should have a minimum internal width of 2.9 metres and minimum internal length of 6 metres.
- For cycle spaces provided outwith the development building, unless otherwise specified the cycle space must allow the bicycle frame to be locked to some form of sturdy closed hoop such as a 'Sheffield Stand'. This closed hoop must be attached to

the ground securely. Should the spaces be provided in individual lockable enclosures then there will be no requirement for such a sturdy closed hoop. The cycle space must be covered in order to protect parked bicycles from rain, and the spaces must be overlooked or have a lockable enclosure to discourage theft and vandalism. Note that lockable enclosures are only suitable for staff and resident spaces.

- Alternatively, cycle spaces may be provided within the development building. In these cases the spaces must be on the ground floor. Furthermore, a form of locking system should be provided to minimise the risk of theft
- If bicycles are to be kept overnight then a facility must be provided so that they can be stored inside the building or in a lockable enclosure.

The defined town envelopes are identified in the local plan. The areas considered as defined towns are as follows:

- Kirkintilloch/ Lenzie
- Bishopbriggs
- Milngavie
- Bearsden

## Residential Guideline Standards

Table 1: Residential Parking Standards

Land Use	<u>EDC Minimum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Number of bedrooms	Allocated spaces	Unallocated spaces	
Flats	1	1 0	0.25 1.25	1 per unit in enclosed bicycle shelters with lockable doors unless garage or individual fenced off gardens conforming to at least the flats area standards are provided.
	2	1 0	0.65 1.65	
	3 or more	2 0	0.25 2.25	
Detached, semi-detached and terraced Houses	1	1 or 1 + garage	0.25 0.25	-
	2 or 3	2 or 1 + garage	0.1 0.25	
	4 or more	3 or 2 + garage	0.1 0.25	
Special Needs	1.0 per Warden + 1.25 per Unit			0.5 Per Warden
Sheltered Housing	1.0 per Warden + 0.5 per unit + 0.25 disabled per unit			0.5 Per Warden
A) Grouped dwelling with resident warden and communal facilities	1.0 per warden + 0.9 per unit + 0.1 disabled per unit			
B) Self-contained with a warden facility and no communal facilities				
Student Accommodation	1.0 per Warden + 1.0 per 5 Beds (1.0 per 10 Beds if no out of term conferences is part of planning condition)			1 per 2 staff and residents in enclosed bicycle shelters with lockable doors

## Non-Residential Guideline Standards

Table 2: Retail Parking Standards

Land Use	EDC Maximum Car Spaces			EDC Minimum Cycle Spaces
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Food Retail Outlets (>1000m <sup>2</sup> GFA)	2 loading bays 1000m <sup>2</sup> - 2,000m <sup>2</sup> then 1 loading bay per additional 2,000m <sup>2</sup> GFA	6.5 spaces per 100m <sup>2</sup> (Includes Staff)	7.0 spaces per 100m <sup>2</sup> (Includes Staff)	1 + 1 per 20 staff (Staff), 2 + 1 per 350m <sup>2</sup> (Visitor)
Non-Food Retail Outlets (>1000m <sup>2</sup> GFA)	1 loading bay per 1,000m <sup>2</sup> GFA	4.5 per 100m <sup>2</sup> GFA (Includes Staff)	5.0 per 100m <sup>2</sup> GFA (Includes Staff)	1 + 1 per 20 staff (Staff), 2 + 1 per 500m <sup>2</sup> (Visitor)
Food/Non-Food Retail (<1000m <sup>2</sup> GFA)	Assessed on Merit	6.5 per 100m <sup>2</sup> GFA (Includes Staff)	7.0 per 100m <sup>2</sup> GFA (Includes Staff)	1 + 1 per 20 staff (Staff), 2 (Visitor)
<b>Motor Trade</b>				
— Vehicle Display Area	-	2.0 per 100m <sup>2</sup> + 1 per Staff	3.0 per 100m <sup>2</sup> + 1 per Staff	1 + 1 per 20 staff (Staff), 2 (Visitor)
— Spares	-	4.0 per 100m <sup>2</sup> + Staff	4.0 per 100m <sup>2</sup> + Staff	
— Servicing	-	4.0 per bay + 1 per 3 Staff	4.0 per bay + 1 per 2 Staff	
— Tyre Exhaust Centres	5 Queue Spaces	2.0 per bay + 1 per 3 Staff	2.0 per bay + 1 per 2 Staff	
— Manual Car Wash - Automatic Car Wash		5.0 Queue Spaces + 1 per 3 Staff  5.0 Queue Spaces + 1 per 3 Staff	5.0 Queue Spaces + 1 per 2 Staff  5.0 Queue Spaces + 1 per 3 Staff	1 + 1 per 20 staff (Staff).
— Scrapyards	-	2.0 spaces + 1 per 3 Staff	2.0 spaces + 1 per 2 Staff	1 + 1 per 20 staff (Staff), 2 (Visitor)
Petrol Filling Stations (Shop Assessed Separately)	-	1.0 per 3 peak staff	1.0 per 2 peak staff	-
Shops in Established Centres	-	4.0 per 100m <sup>2</sup> GFA	5.0 per 100m <sup>2</sup> GFA	1 + 1 per 20 staff (Staff), 2 + 1 per 500m <sup>2</sup> (Visitor)
Car Auction Rooms	-	5.0 per 100m <sup>2</sup> Display Area + 1 per 3 Staff	5.0 per 100m <sup>2</sup> Display Area + 1 per 2 Staff	1 + 1 per 20 staff (Staff), 2 (Visitor)

**Table 3: Financial, Professional & Other Services Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Banks, Building Societies, etc.		5.0 per 100m2 GFA (Includes Staff)	7.0 per 100m2 GFA (Includes Staff)	1 + 1 per 20 staff (Staff), 1 + 1 per 400m2 (Visitor)

**Table 4: Food and Drink Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Restaurants	1 loading bay	5.0 per 100m2 + 1 per 3 Staff	8.0 per 100m2 + 1 per 2 Staff	1 + 1 per 20 staff (Staff), 1 + 1 per 100m2 public floor area (Visitor)
Pubs/Bars	1 loading bay	3.0 per 100m2 + 1 per 3 Staff	5.0 per 100m2 + 1 per 2 Staff	
Clubs	1 loading bay	2.0 per 100m2 + 1 per 3 Staff	5.0 per 100m2 + 1 per 2 Staff	
Bowling Alleys	-	2.0 per Bowling Lane + 1 per 3 Staff	2.0 per Bowling Lane + 1 per 2 Staff	1 + 1 per 20 staff (Staff), 1 per 4 lanes (Visitor)
Take-Aways	Assessed Individually	2.0 per 100m2 + 1 per 3 Staff	3.0 per 100m2 + 1 per 2 Staff	1 + 1 per 20 staff (staff) + 2 (visitor)
Drive-Through Restaurants	1 loading bay	7.0 per 100m2 + 1 per 3 Staff	10.0 per 100m2 + 1 per 2 Staff	1 + 1 per 20 staff (staff) + 2 (visitor)

**Table 5: Business Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Offices	1 off street loading bay	2.75 per 100m2 (Includes Staff)	3.33 per 100m2 (Includes Staff)	1 + 1 per 400m2 (Staff), 1 + 1 per 1000m2 (Visitor)
>2500m2 GFA		3.33 per 100m2 (Includes Staff)	4.0 per 100m2 (Includes Staff)	
<2500m2 GFA		5.0 per 100m2 (Includes Staff)	7.0 per 100m2 (Includes Staff)	
<200m2 GFA				

**Table 6: General Industrial Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Industrial Premises	1 loading bay up to 500m2 GFA	2.0 per 100m2 (Includes Staff)	2.0 per 100m2 (Includes Staff)	1 + 1 per 700m2 (Staff), 1 + 1 per 2000m2 (Visitor)
>200m2 GFA	2 loading bays between 500m2 - 2,500m2 GFA			
<200m2 GFA	1 loading bay for each additional 2,000m2 GFA	3.0 per 100m2 (Includes Staff)	4.0 per 100m2 (Includes Staff)	

**Table 7: Storage and Distribution Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Warehousing (Storage & Distribution)	1 loading bay up to 500m2 GFA	1.0 per 100m2 (Includes Staff)	1.4 per 100m2 (Includes Staff)	1 + 1 per 1600m2 (Staff), 1 + 1 per 6000m2 (Visitor)
Warehousing (Wholesale Trading)	2 loading bays between 500m2 - 2,500m2 GFA	Refer to Values in Retail Section	Refer to Values in Retail Section	1 + 1 per 1000m2 (Staff), 1 + 1 per 2000m2 (Visitor)
	1 loading bay for each additional 2,000m2 GFA			

**Table 8: Hotels and Hostels Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Hotel, Boarding House, Bed & Breakfast, Motel, Guest House	<i>Coach spaces required for Hotels with function facilities</i> Proprietor spaces based on normal housing requirements 1 loading bay	1.0 per bedroom + 1 per 3 Staff <i>function facilities assessed separately</i>	1.0 per bedroom + 1 per 2 Staff <i>function facilities assessed separately</i>	1 + 1 per 20 staff (Staff), 1 + 1 per 10 bedrooms (visitor). Each Visitor space to be in an individually lockable enclosed shelter or an internal shelter with an acceptable bicycle locking system.

**Table 9: Residential Institutions Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Old Peoples Homes / Nursing Homes	Provision for Ambulances and minibus	0.3 per room + 1 per 3 Staff	0.3 per room + 1 per 2 Staff	1 + 1 per 20 staff (Staff), 1+ 1 per 20 beds (Visitor)
Hospitals		Assess on Merit. Recommended: 1.0 per 3 staff 1.0 per 2 beds	Assess on Merit. Recommended: 1.0 per 2 staff 1.0 per 2 beds	



**Table 10: Non-Residential Institutions Part 1 Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	<b>Operational Parking (Required)</b>	<b>Defined Towns</b>	<b>Elsewhere</b>	<b>Authority</b>
Day Nursery	Pick up/Set Down facilities for Parents	0.75 space per peak staff member + Visitor Parking assessed on Merit	1.0 space per peak staff member + Visitor Parking assessed on Merit	1 + 1 per 20 staff (Staff)
Primary School	Pick Up/Set Down facilities for Buses Loading Bay assessed on Merit <i>School Travel Plan Required</i>	0.75 space per peak staff member + Visitor Parking assessed on Merit	1.0 space per peak staff member + Visitor Parking assessed on Merit	1 + 1 per 20 staff (Staff) 1 + 1 per 10 pupils (pupil)
Secondary School	Pick Up/Set Down facilities for Buses Loading Bay assessed on Merit <i>School Travel Plan Required</i>	0.75 space per peak staff member + Visitor Parking assessed on Merit	1.0 space per peak staff member + Visitor Parking assessed on Merit	
College / University	Loading Bay assessed on Merit <i>Travel Plan Required</i>	0.5 space per peak staff member +1.0 space per 15 students	0.5 space per peak staff member +1.0 space per 15 students	1 + 1 per 20 staff (Staff) 1 + 1 per 5 students (student)

NB Consideration to be given to parking requirements for other public uses of school and college buildings.

**Table 11: Non-Residential Institutions Part 2 Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
<u>Sports Centres</u>				
— Swimming Baths	-	5.0 per 100m2 Pool Space + 1 per 3 Staff	7.0 per 100m2 Pool Space + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 80m2 pool area (visitor)
— Snooker Hall	-	0.75 per table + 1 per 3 Staff	1.0 per table + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 10 players (visitor)
— Other Facilities	-	1.0 per 2 player at peak + 1 per 3 Staff	1.0 per 2 player at peak + 1 per 2 Staff	
— Spectators	-	1.0 per 10 seats + 1 per 3 Staff	1.0 per 10 seats + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 per 50 spectators (visitor)
— Marinas	-	1.0 per berth + 1 per 3 Staff	1.0 per berth + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 10 berths (visitor)
— Stadia	-	1.0 per 15 seats	1.0 per 15 seats	1 + 1 per 20 staff (Staff) 1 + 1 per 10 players or 100sqm public floor area which ever is grater (visitor)
— Leisure	-	1.0 per 22m2	1.0 per 22m2	
Museums/Public Art Gallery	-	2.0 per 100m2 public display + 1 per 3 Staff	3 per 100m2 public display + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 200m2 of display space (visitor)

**Table 12: Non-Residential Institutions Part 3 Parking Standards**

Land Use	<u>EDC Maximum Car Spaces</u>			<u>EDC Minimum Cycle Spaces</u>
	Operational Parking (Required)	Defined Towns	Elsewhere	Authority
Public Library	Space for Mobile Library as Appropriate	3.0 per 100m <sup>2</sup> + 1 per 3 Staff	3.0 per 100m <sup>2</sup> + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 400m <sup>2</sup> of display space (visitor)
Public Hall/Function Room	Provision for Coaches	5.0 per 100m <sup>2</sup> + 1 per 3 Staff	5.0 per 100m <sup>2</sup> + 1 per 2 Staff	1 + 1 per 20 staff (Staff) 1 + 1 per 100m <sup>2</sup> of public floor area (visitor)
Community Centre	-	5.0 per 100m <sup>2</sup> + 1 per 3 Staff	5.0 per 100m <sup>2</sup> + 1 per 2 Staff	
Theatres/Concert Halls	-	1.0 per 5 seats + 1.0 per 3 peak staff/performers	1.0 per 5 seats + 1.0 per 2 peak staff/performers	1 + 1 per 20 staff (Staff) 1 + 1 per 100m <sup>2</sup> of public floor area or 50 seats which ever is grater (visitor)
Cinemas/Bingo Halls	-	1.0 per 5 seats	1.0 per 5 seats	
Conference Facilities	-	1.0 per 5 seats	1.0 per 5 seats	
Religious Institutions	-	5.0 per 100m <sup>2</sup> + 1 per 3 Staff	5.0 per 100m <sup>2</sup> + 1 per 2 Staff	1 + 1 per 80 seats
Crematoria	Provision for Coaches	1.0 per 5 seats + 1 per 3 Staff	1.0 per 3 seats + 1 per 2 Staff	1 + 1 per 20 staff (Staff)
Health Centre / Doctors	Assess on Merit	3.0 per Consulting Room	3.0 per Consulting Room	1 + 1 per 20 staff (Staff) 1+ 0.5 per consulting room (visitor)
Vets / Dentists	-	3.0 per Consulting Room	3.0 per Consulting Room	

**Table 14: Disabled Parking Standards**

<p>Disabled Parking is required to be provided in line with the current guidance. At time of publication this is contained within SPP (Scottish Government, 2010). This parking is additional to the above requirement</p>		
Land Use	<u>Minimum</u>	
	Car Park up to 200 Spaces	Car Park over 200 spaces
Employment Uses	1 space per disabled employee plus 2 spaces or 5% of maximum standard size whichever is greater	6 spaces plus 2% of Maximum Standard Size
Retail, Leisure and Recreation Uses	3 spaces or 6% of maximum standard size whichever is greater	4 spaces plus 4% of Maximum Standard Size
<p>N.B. "Maximum standard size" means the maximum car parking allowed for the development under the standards contained within this document. In cases where a larger car park is required than indicated in this document then that should be treated as the "Maximum standard size".</p>		

**Table 15: Parent and Child Parking Standards**

<p>Parent and child parking may be required at some retail developments such as supermarkets. This parking should be provided as part of the standard parking requirement and not additional to it.</p>		
Land Use	<u>Minimum</u>	
	Car Park up to 200 Spaces	Car Park over 200 spaces
Retail, Leisure and Recreation Uses	3 spaces or 6% whichever is greater	4 spaces plus 4%