

## APPENDIX 3

### POLICY ON PARKING ZONES

<b>Parking Zones</b>	
<b>Policy</b>	<p>A Parking Zone is an area where all on-street parking is controlled during specified times (“zone hours”). This means that during zone hours all on-street parking will be controlled, normally via parking bays where parking is considered safe, or yellow lines where parking is considered dangerous or obstructive. This helps to:</p> <ol style="list-style-type: none"><li>Provide a consistent approach to parking within an area</li><li>Designate more parking space for residents and their visitors</li><li>Prevent commuter parking</li><li>Improve access for vehicles, especially emergency service and refuse vehicles</li><li>Improve highway safety and reduce inconsiderate and indiscriminate parking</li><li>Encourage walking, cycling and public transport use, and;</li><li>Generally improve parking conditions for the community.</li></ol> <p>Parking Zones will be introduced in support of the Council’s wider strategic transport objectives. Parking Zones are not used to remove parking for aesthetic reasons, where there is no underlying parking pressure or manage parking pressure from residents alone (including disputes over parking between residents of various streets or areas.)</p>
<b>Applications for Parking Zone Schemes</b>	<p><b><u>Criteria</u></b></p> <p>The Council may implement a Parking Zone subject to all the following conditions being satisfied:</p> <ol style="list-style-type: none"><li>The introduction of a zone supports the Council’s strategic transport objectives</li><li>Parking pressure within the area regularly exceeds 75% throughout the week</li><li>It is both possible and reasonably practical to control all road space in accordance with Traffic Signs Regulations and General Directions 2016</li><li>Parking can be accommodated in accordance with guidance and without unacceptable impact upon general traffic flow or buses; and</li><li>There is funding available to advertise and implement the measures</li></ol> <p><b><u>Parking Zone Requests</u></b></p> <p>Anyone requesting a Parking Zone is advised to engage with residents, businesses and other groups with a vested interest to demonstrate support, usually by way of compiling a petition.</p>

Applicants must demonstrate that more than 50% of residents and businesses of an area agree to the installation of the scheme (such as a signed petition), or 25% when the scheme is supported by the majority of Ward Councillors.

If applications are received without sufficient information, or the information does not meet the above criteria, then they will not be considered. Applicants will be informed if their request is not progressed, and this decision is final.

If funding is not available, any application meeting the above criteria will be retained on file for a suitable period should appropriate funding become available.

### **Surveys**

After receipt of a successful application for a zonal parking scheme parking level surveys will be carried out. Schemes will be assessed on the basis of typical parking conditions through the week and surveys will be carried out between the hours of 7am and 7pm. For a scheme to proceed, the average parking level observed over four visits must reach or exceed 75% of the available parking space.

### **Informal Consultation**

An informal public consultation will be undertaken, in addition to the statutory requirements as set out in regulations, normally by way of a letter drop although other methods of consultation will be considered in accordance with section 3.1 of this policy document (consultation methodologies).

Properties with postal addresses of roads on the boundary of a proposed area, who may be at risk of displacement if a Parking Zone is introduced, may also be consulted on proposals and offered the opportunity of inclusion in the zone.

The results of the first stage consultation will be considered on an area wide basis, with the collective response of the area determining whether a Parking Zone should be introduced. To ensure Parking Zones are coherent, they need to reflect resident and business views, but also reflect the local geography, including neighbouring Parking Zones, potential future development, nearby areas of parking pressures such as large venues and new housing and business development parking attractors, and the impact on main roads. An implementation area will be finalised following the consultation process taking account of these factors.

While an area may share the same parking problems, respondents of different roads may not share the same opinion of controlled parking. A Parking Zone will therefore be introduced based on the overall response

	<p>from the area consulted, or sub-areas of the consulted area, where at least 51% of respondents<sup>1</sup> are in favour of proposals (unless there are exceptional circumstances<sup>2</sup>, such as a major development planned for the area). These decisions will be taken in consultation with the relevant Ward Councillors.</p> <p>It is possible that some streets may vote against a Parking Zone, but if surrounding streets support controls, they will be included to ensure that the zone is workable. If there are streets on the periphery of a proposed Parking Zone area that are not in favour of parking restrictions being implemented, their roads may be removed from the proposed zone where practical.</p> <p>Schemes may be progressed where at least 51% of respondents<sup>3</sup> are in favour of proposals. There may be exceptional circumstances<sup>4</sup> where controls need to be implemented in situations where there is less than 51% in favour. These decisions will be taken in consultation with the relevant Ward Councillors.</p>
<p><b>Operational Guidance</b></p>	<p><b><u>Size of Zone</u></b></p> <p>The size of a Parking Zone should allow residents easy and safe access to park near their homes but deter short trips and “intra-zone” commuting which can create pressures at places of interest such as transport hubs and near retail facilities.</p> <p>Research has shown that it is unrealistic to expect drivers to remember the times of operation of the zone when they come to park a considerable distance after passing a zone entry sign<sup>5</sup>. Conversely, zones that are too small may lead to driver confusion due to the constant changing of parking rules. Zones will therefore not normally comprise of more than 30 roads or fewer than 5 roads.</p> <p>Every effort will be made to prevent roads being divided between zones, particularly within primarily residential areas.</p> <p><b><u>Zones within the Central Strategic Parking Area (CSPA)</u></b></p> <p>Zones within the CSPA will be designed as “City Centre”, “Inner”, “Bay” or “Outer” Zones. The designation of these zones will usually determine the types of permits available and the length of the operational times of the zone.</p>

<sup>1</sup> Based upon a statistically reliable response rate

<sup>2</sup> Such as to meet the Council’s wider transport and clean air strategies, or to meet the Council’s obligations under s.122 of the RTRA 1984

<sup>3</sup> Based upon a statistically reliable response rate

<sup>4</sup> Such as to meet the Council’s wider transport and clean air strategies, or to meet the Council’s obligations under s.122 of the RTRA 1984

<sup>5</sup> Traffic Signs Manual Chapter 3 (2019)

- The City Centre Zone designation is reserved for the city centre area where, parking and loading controls apply 24-hours a day, everyday.
- “Inner” zones will operate between 8am and 10pm daily.
- “Bay” zones will operate between 8am and 8pm daily.
- “Outer” zones will operate between 8am and 6pm daily. Further permit types will also be made available in these zones.

The designation of a Zone will be communicated during consultation.

The permits available to each type of zone will be in accordance with **Section XXX** of this policy document.

Parking restrictions within zones will then usually either apply during designated zone hours, or at all times (24 hours a day, everyday). However, this may be varied in the Traffic Regulation Order to address specific parking demands in an area. The proposed operation times will be established by the Council and communicated during consultation.

#### **Zones within the Peripheral Strategic Parking Area (PSPA)**

As part of the design consultation residents and other stakeholders will be consulted regarding the operational times and days in the form of a questionnaire. This will allow schemes to be tailored to local needs, however these hours need to be limited to a time range that is appropriate for the area and does not fail to take into consideration the effect of attractions such as transport hubs or retail facilities. The minimum operational hours that will be considered are four-hour zones. The operational times proposed will be agreed with Ward Councillors prior to consultation commencing.

Parking restrictions within zones will then usually consistent throughout the designated zone hours. However, this may be varied in the Traffic Regulation Order to address specific parking demands in an area. The proposed operation times will be established by the Council and communicated during consultation.

#### **Design**

To ensure consistency of approach across the city, parking in zones will be designed with consideration to published Design Standards.

These will have regard to:

- Managing the expeditious movement of traffic (including pedestrians)
- Improving the local environment
- Improving road safety
- Improving the quality and accessibility of public transport
- Meeting the needs of people with disabilities

- Managing and reconciling the competing demands for kerb-space

Additionally, transport is one of the main contributors to poor air quality, and as such Parking Zones will be designed not only to deter all day parking associated with commuters, but to discourage short trips and encourage walking and cycling and public transport use.

A detailed design will be made once a scheme has been approved. The final design is consulted on as part of the Traffic Regulation Order Process.

#### **New Developments**

New developments (including property conversions) receiving planning permission after the introduction of a Parking Zone will not be entitled to parking permits (of any type), on the presumption that parking has already been permitted, or not, in accordance with the Council's planning guidelines.

#### **Review**

The Council aims to review all Parking Zones every 5 years. This review will involve an assessment of the parking provision within existing zones to ensure each continues to work for residents, businesses and visitors, while also encouraging walking, cycling and sustainable forms of transport for those that need to travel across the city as required.