

## **Appendix 1:**

### **Shropshire Council On –Street Residents Parking Policy Framework:**

#### **Proposed Scheme Criteria**

1. Prior to any consideration for any Residents' Parking Scheme, the potential for the introduction of alternative prohibitions, restrictions and/or traffic management measures should first be considered.

##### Reasons

To ensure any appropriate alternative traffic management control measures such as yellow lines, limited waiting / disabled bays etc. cannot be used to help:

- i. maintain access, reduce traffic congestion and maintain highway safety
- ii. residents to park their vehicles where vehicles not belonging to residents are making things difficult.

The need for a residents parking scheme is demonstrated from the on-set.

Residents' parking schemes should not be introduced and should be avoided where the majority of residents have off-street parking or where there is sufficient on-street space to accommodate both residents' and non-residents' parking.

There is a need for presumption against small isolated areas remote from other areas of parking enforcement. Such schemes would have a disproportionate cost in terms of enforcement, may create expectations that the Council is unable to meet and have limited traffic or parking management value for the surrounding area.

2. Residents' Parking Scheme requests will not usually be considered within the process and prioritisation procedures as part of the programme of measures designed to promote road safety. Rather, scheme requests shall be prioritised based upon congestion and amenity.

##### Reason

A residents parking scheme is usually requested primarily as a means to help residents park their vehicles where vehicles not belonging to residents are making this difficult.

3. A feasibility proposal outlining the properties and streets for inclusion in any residents parking scheme shall be prepared and the views of the Local Member, Town /Parish Council and any local resident groups sought (when any local resident groups are not identified appropriate effort will be given to obtaining rounded views of residents in the area). From an equality perspective, this may usefully be carried out through community engagement that seeks to reach the community through channels such via the Voluntary Community Sector Assembly (VCSA) and via publicity in local schools, churches, community halls, leisure centres, etc. Appropriate funding for scheme development / consultation shall also be identified.

All outline feasibility proposals should be designed with a strategic holistic approach (offer all-encompassing solutions to traffic and parking congestion issues across town centres /urban areas rather than not individual streets) and should be expanded to include any adjacent and surrounding streets likely to be impacted by the scheme proposal.

#### Reasons

There is a history in Shropshire in operating small residents parking schemes, some on an individual street basis. Schemes of this nature can be difficult to enforce and can create further parking congestion in adjacent streets.

Development of residents parking schemes requires extensive consultation and resource to implement. All proposals must therefore be considered a viable priority proposal that is supported at a local level.

For any scheme to be considered there needs to be formal recognition of an observable and persistent problem. There should be a presumption against the introduction of schemes to manage minor sporting events or other occasional community events and major events must be frequent and cause significant disturbance, as judged by all parties involved.

4. When the number of vehicle parking spaces available in any proposed residents parking scheme is equal to or greater than the number of properties registered in the area, then resident parking schemes will only be considered if displacement of residents parking by commuter / non-residents is evident (or potential displacement of existing residents parking that may result from any proposed new development).

#### Reason

To ensure priority is maintained in scheme purpose; improving parking and traffic management, including potential displacement of existing residents parking availability that may result from proposed new development by discouraging commuter/shopper/non-residents parking in residential streets.

5. When the number of on-street parking spaces available in any proposed scheme is less than the number of properties registered in the area a resident only scheme should be considered;

#### Reason

Many requests for residents parking schemes are for areas with little or no off-street parking provision with demand for residents parking exceeding supply, priority must therefore be afforded to providing a minimum level of on-street parking provision to all those who have a legitimate need, reduce parking/traffic congestion hence maintaining scheme overriding scheme objective and purpose.

6. Provision of visitor parking permits within a scheme proposal shall only be considered if parking space capacity is considered sufficient

#### Reason

To ensure appropriate parking provision is made available to residents within a reasonable distance of their property as a priority. The overall number of permits allocated will be primarily dictated by the overall capacity of the road or street, with due regard given to the desirability of visitor parking in the area.

7. The number of vehicle parking spaces available shall be calculated after allowing for driveways and statutory prohibitions.

#### Reason

To maintain priority for access to properties / off street parking/ emergency vehicles and other safety issues

8. Within residents parking schemes no parking shall be permitted and prohibition of parking restrictions (double yellow lines) implemented:
  - a. Within 10m of a junction
  - b. Within turning heads.
  - c. Within 25m (80ft) of a traffic signal controlled junction or a round-about, (not mini roundabouts)
  - d. Within 20m (64ft) of a bend, hump backed bridge or similar obstruction to the driver's line of sight.
  - e. Outside of a school, hospital or similar establishment as and when appropriate.
  - f. On the approaches to zebra or signal controlled crossings.

This may result in restrictions being placed where some people normally park and a loss in the number of parking spaces available to residents.

Reason:

These rules are in accordance with the Highway Code, Traffic Signs and General Directions and the Traffic Signs Manuals. The Council as the Highway Authority cannot encourage parking in an unsafe location or anywhere vehicles may obstruct emergency vehicles.

9. Within a residents' parking scheme, individual properties on roads which are part of the scheme can be excluded from eligibility for residents' parking permits if that exclusion was a specific part of the planning consent for that property, such as part of a section 106 agreement.

Reasons

To provide the ability to safeguard existing on-street residents parking provision that may be impacted by new development proposals

To promote the use of residential parking schemes as a traffic / parking management tool for new inset development in the area, hence manage traffic congestion and in the interests of maintaining road safety.

10. Prior to going ahead with a scheme, a survey questionnaire shall be distributed to all properties proposed to be included in the scheme, detailing the outline scheme

feasibility proposals. If the results of the survey indicate 50% or more of returns support and less than 50% of returns oppose the scheme (survey returns expressing a view that are neither for or against a scheme proposal shall be discounted), detailed proposals may be further developed and taken forward.

If the overall response rate is less than 50% of all properties in the area the scheme may only proceed with the support of the Local Member.

**Reason**

An appropriate proportion of residents surveyed within the scheme boundary must support the scheme proposals for the scheme to go ahead.

11. Prior to commencement of any formal Traffic Regulation Order consultation for any residents' parking scheme proposal, a public exhibition outlining the detailed scheme proposals shall be undertaken and comments received.

**Reason**

To present the proposals to the public (not just the residents within a scheme proposal) and give opportunity for comments to be received and if appropriate adjust the scheme proposals in advance of formal consultation processes hence reduce the potential for delay and repeat expensive formal consultation with amendment.

12. After 12 months, have elapsed following the introduction of a residents parking scheme the effectiveness of the scheme shall be evaluated and reviewed and if necessary modifications considered.

**Reason**

To ensure ongoing effectiveness and appropriateness of the scheme.

## **Proposed Operational Details**

### Permit allocation

1. Permit allocation for each scheme including a definitive list of properties shall be laid down in an appropriate Traffic Regulation Order(TRO)

#### Reason

To ensure authority is maintained

2. The issue of a permit does not guarantee the availability of a parking space

#### Reason

Residents parking schemes are intended to give priority that will enable residents to park within a reasonable distance of their property most of the time

3. Only one vehicle registration may be registered on a permit

Note: Subject to compliance with allocation criteria there are no restrictions on change of vehicle.

#### Reason

To ensure appropriate scheme management and enforcement whilst offering flexibility

4. Permits will only be issued to a designated vehicle identified by a Vehicle Registration Mark (VRM).

#### Reason

To ensure appropriate scheme management and enforcement

5. Permits will only be issued to a vehicle, the length of which does not exceed 6.0 metres, and width does not exceed 1.8 metres

#### Reason

To ensure availability of parking space in the area and that road safety /quality of life/amenity in residential areas is maintained

6. When the number of on-street parking spaces available in any proposed residents parking scheme is less than the number of properties registered in the area, resident permit allocation shall be limited to a maximum of one per property.

#### Reason

In streets that were not designed for significant car ownership (areas of traditional housing), a significant factor in parking and congestion issues is that there simply is not enough space on-street to accommodate residents' vehicles. Limiting each property to 1 permit will ensure a minimum provision is made available to all properties whilst promoting the use of alternative parking arrangements for households with multiple vehicles hence giving scheme service and functionality.

7. When the number of vehicle parking spaces available in any proposed residents parking scheme is equal to or greater than the number of properties registered in the area, residents of properties designated within a residents parking scheme will be entitled to purchase a maximum of 2 residents' permits per property.

#### Reasons

To ensure that parking for all residents with a permit is made available within a reasonable distance of their residence hence maintain service provision and functionality.

8. Visitors permits will only be allocated to a scheme if laid down in the scheme Traffic Regulation Order(TRO), in which case each registered property in the area shall be entitled to receive a maximum allocation of up to 200 hours of visitors parking per annum.

#### Reason

To ensure authority, service provision and functionality is maintained with priority afforded to residents parking provision whilst maintaining a level of flexibility for bona fide visitors.

## **Permit Costs**

### **Residents Permits**

It is proposed to increase the cost of on-street resident's permits from £50 to £100 per annum.

The £100 cost of the permit comprises:

Administration and permit provision costs	£ 19
Enforcement Costs	£ 31
Scheme Implementation & maintenance	£ 50*

Permits are not transferable with change of occupancy.

\*Scheme implementation and maintenance is calculated by taking the average estimated set up cost of a typical scheme divided by the estimated number of properties in a typical scheme, with these costs spread over a 5-year period.

		Number of properties:	348
Project Management & Design	£38,000	Cost per property:	£252.87
Build	£50,000		
	<hr/>	Spread over 5 years:	
Total:	<u>£88,000</u>		£50.57

### **Visitors Permits**

Each property registered in a scheme who purchases an annual residents parking permit shall be entitled to receive an allocation of 200 hours' free visitors parking permits per annum.

Residents with a registered property in a scheme who do not take up the annual residents' parking permit allocation are entitled to receive an allocation of 200 hours' visitors parking permits per annum. Annual registration cost for this service is £5.

#### Change of vehicle

There is no charge for change of vehicle registered on permits.