



Parking Management Plan

Land at Stones Farm, The Street, Bapchild, Kent, ME9 9AD

To discharge condition 15 of approved planning permission
PP: 18/505151/REM

January 2022

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1.0 Introduction

- 1.1 This Parking Management Plan has been prepared by the Hyde Group in relation to the development known as Land at Stones Farm, The Street, Bapchild. The development was granted permission in May 2020 (application ref: 18/505151/REM).
- 1.2 The plan is intended to establish a strategy for the management of vehicle parking and to discharge Condition 15 of the planning permission decision notice 18/505151/REM.
- 1.3 Condition 15 states:

“Prior to the occupation of any dwellings hereby approved, a Parking Management Plan (which will include any details of parking restrictions and how these shall be enforced) shall be submitted to and approved in writing by the Local Planning Authority. The approved measures shall thereafter be implemented in perpetuity.”

- 1.4 A total of 538 resident parking spaces, 63 visitor parking spaces and 30 retail parking spaces are to be provided across the development in Phase 1 (RM1). Further car parking spaces will be agreed with the LPA for phase 2 (RM 2)
- 1.5 The primary objective through design development provides off-street car parking within the demise of dwellings and apartment blocks that are specifically assigned to owners and tenants. Houses are provided with 2:1 parking spaces per dwelling and apartments are provided with 1:1 parking space per dwelling.
- 1.6 Controls and enforcement measures are detailed within this plan in relation to visitor parking, retail parking areas, the access route to school parking and prevention of parking on main roads. This plan therefore applies to the relevant parking areas and roads in the managed land that are not conveyed to individual plots as demonstrated in the approved Management Company Plan.
- 1.7 There are likely to be sufficient convenient parking spaces available on the surrounding streets for visitors to the site and restrictions are such that indiscriminate on street parking will not prevail as a result of this development

2.0 Parking Provision

2.1 Residential Parking

- 2.1.1 Residential car parking spaces are located off-street and demised to individual dwellings to ensure spaces are clearly and specifically assigned to owners and tenants which enforces the use of parking spaces by only those eligible make use of these facilities, including preventing parking by non-site users.
- 2.1.2 Electric vehicle charging is provided where on-plot parking is provided within the curtilage dwellings.
- 2.1.2 Typical parking arrangements for houses are shown below in figures 2.1 and 2.2.



Figure 2.1 and 2.2 Typical parking arrangement to houses

- 2.1.3 Typical parking arrangements for apartment blocks are shown below in figures 2.3 and 2.4.



Figures 2.3 and 2.4 Typical parking arrangement to apartment blocks

2.2 Visitor Parking

2.2.1 Visitor parking has been strategically placed across the development using inset parking bays on roads and around open space at Orchard Square, Ridgeline Park and Brickfields Green.

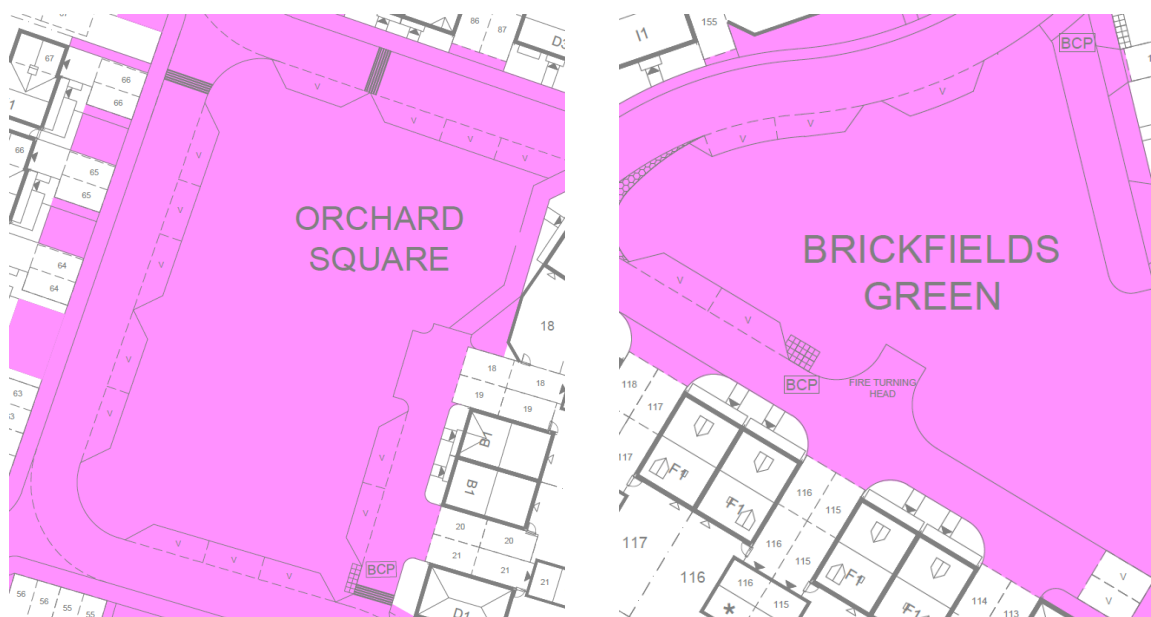
2.2.2 The positioning of inset visitor parking spaces close to apartment blocks and open spaces reduces the available roadside, clearly indicating areas for parking which will assist in preventing parking by non-users in undesigned areas.

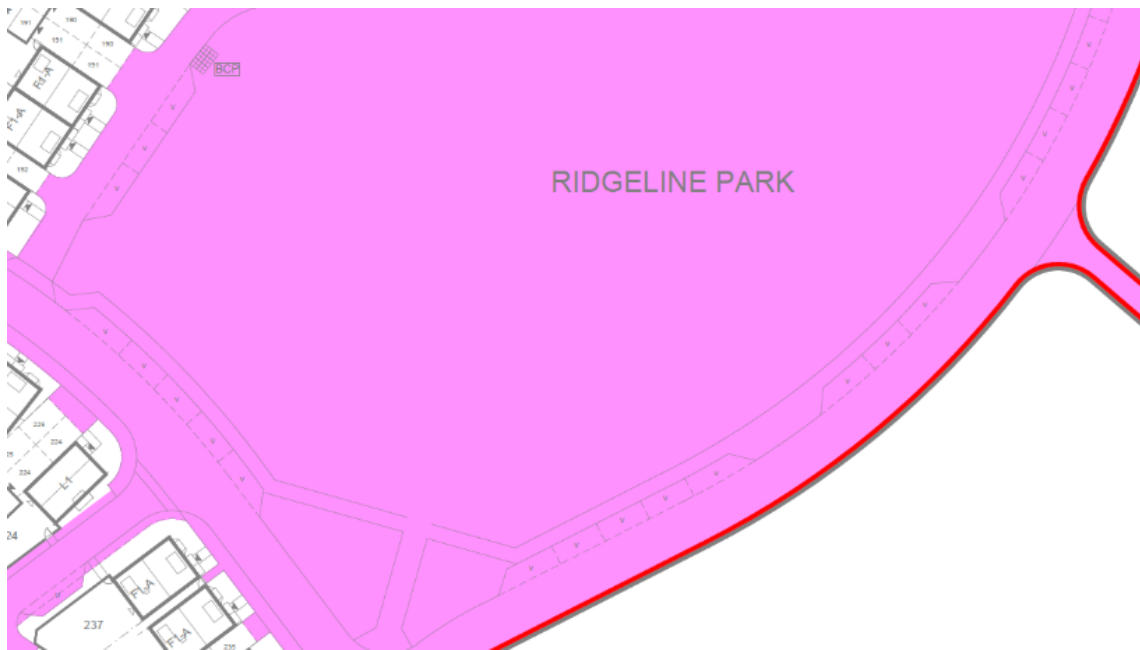
2.2.3 Typical roadside visitor parking arrangements are shown below in figures 2.5 and 2.6.



Figures 2.5 and 2.6 Typical visitor parking arrangement

2.2.4 Figures 2.7-2.9 below demonstrate the typical arrangement of visitor parking spaces around Orchard Square, Ridgeline Park and Brickfields Green.





Figures 2.7 - 2.9 Typical visitor parking arrangement around open spaces

2.3 Retail Parking

- 2.3.1 As detailed in the approved extract below, the retail area provides a total of 30 car parking spaces. Of which, one parking space will be designated for mobility impaired users.
- 2.3.2 Loading bays for the retail units are located within the car park outside of the Block E retail unit and on the roadside of the Block F retail unit.

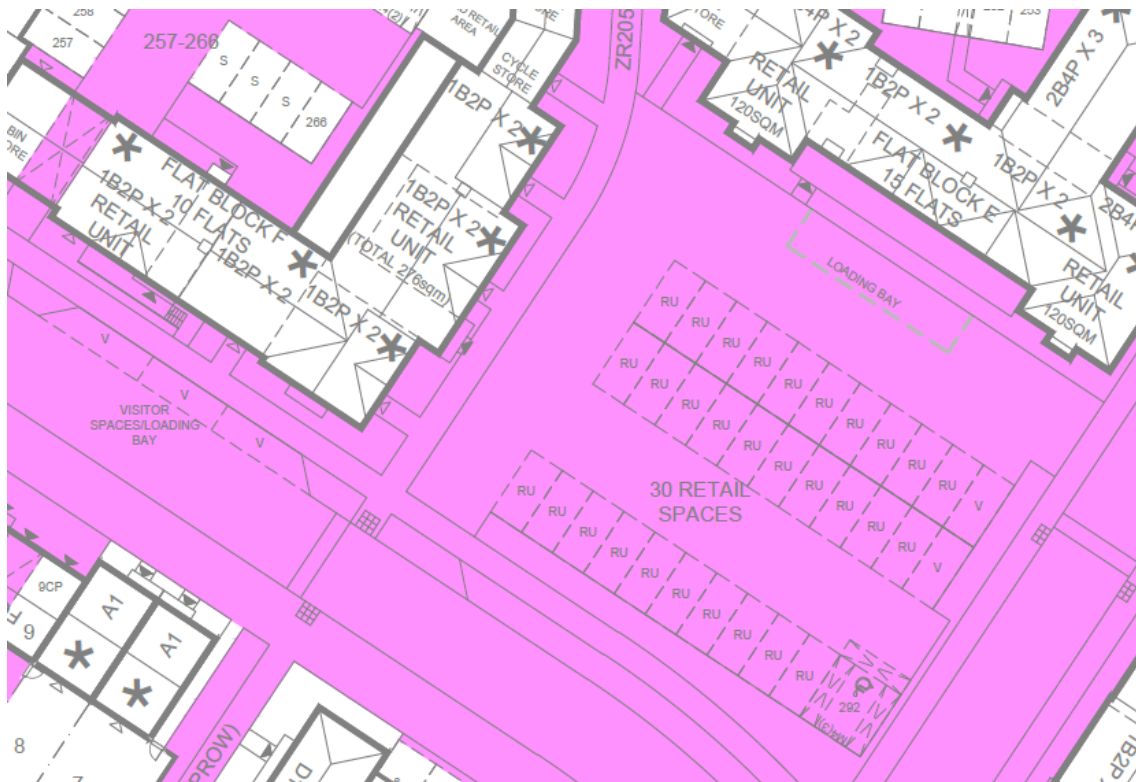


Figure 2.10 Retail parking and loading bays

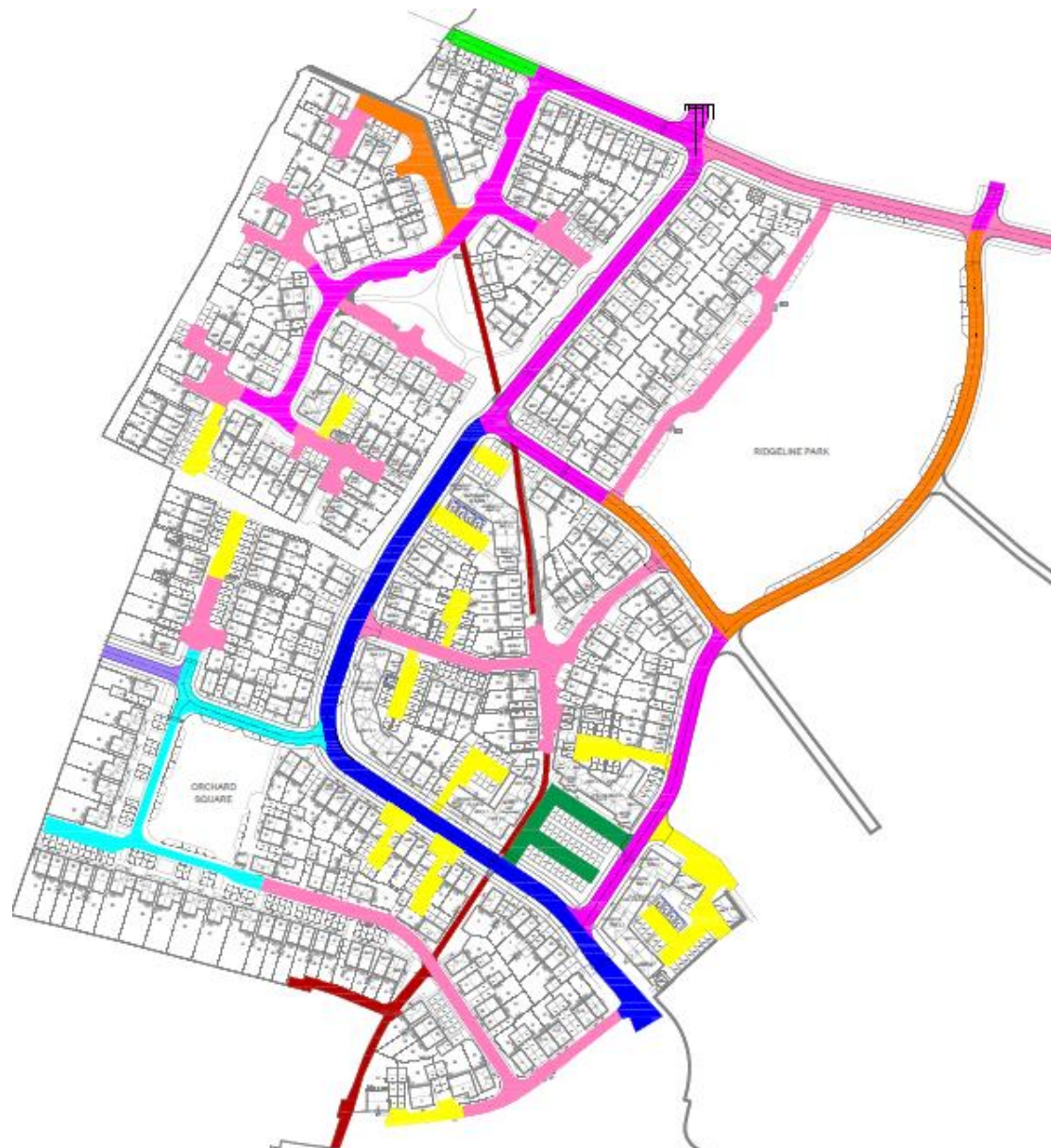
3.0 Parking Allocation and Controls

- 3.1 General: the parking spaces will be appropriately demarcated to differentiate their users and avoid mistaken use of spaces.
- 3.2 Houses are allocated with 2:1 parking spaces per dwelling and apartments are allocated with 1:1 parking space per dwelling. Given the nature of the site, this is considered to be an efficient allocation to enable the effective operation of the site.
- 3.3 Allocated spaces are to be demarcated with white lines and numbered or lettered, visitor bays will be marked with 'visitor'. Signage will be installed where appropriate indicating visitor bays that are grouped together. In addition, there will be signs indicating that violators risk fines and or towing.
- 3.4 Sizing: All car parking spaces will be 2.4m by 4.8m, with accessible bays designed to meet current standards and to be demarcated with yellow lines, a protected hatched area and appropriate road markings to identify the spaces.
- 3.5 Accessible Parking: accessible spaces have been specifically designed as part of the scheme in accordance with the planning approval. These are enhanced for the purposes of assisting disabled drivers / passengers entering or leaving the vehicles. Those residents will be specifically issued these spaces. It is anticipated that the proportion fulfilling the criteria will not exceed the available provision, although in the event that this occurs, other spaces will be issued if available.
- 3.6 This Parking Management Plan will facilitate the process of providing parking for specific residents. This will provide a clear indication to all residents as to the availability of car parking and allow decisions on living at the development and/or subsequent car ownership to be made.
- 3.7 It is not envisaged that any visitor parking permits will be issued. Should the need arise, residents will have the option of applying for a visitor permit via the management company. Visitor permits are likely to have multiple users and will utilise a paper solution.
- 3.8 A maximum time limit of 2 hours free parking will ensure turnover of spaces is achieved within the retail car park.
- 3.10 The controlled access route to school parking as will be controlled via the use of double yellow lines and bollards to prevent obstruction and unauthorised parking on the footpath.



Figure 3.1 and 3.2 Access to school parking and example bollards and double yellow lines

3.11 Double yellow lines will be placed on each of the carriageways 4.8m and above shown in the below planning approved road types drawing to prevent unauthorised parking in undesignated areas and clear access across the site for refuse and emergency vehicles.



KEY:	
	6.1m CARRIAGEWAY (MaAR*) & 2 x 1.8m FOOTWAYS
	5.5m CARRIAGEWAY (MaAR*) & 2 x 1.8m FOOTWAYS
	5.5m CARRIAGEWAY (MaAR*) & 1 x 1.8m FOOTWAY
	4.8m CARRIAGEWAY (MIAR*) & 2 x 1.8m FOOTWAY
	4.8m CARRIAGEWAY (MIAR*) & 1 x 1.8m FOOTWAY
	SHARED SURFACE (MAW*) - WIDTH VARIES, MIN. 4.1m CARRIAGEWAY & MARGIN/VERGE
	SHARED PRIVATE DRIVE - MIN WIDTH 3m (FOR ACCESS BY FIRE TENDER)
	FOOTPATH - MIN WIDTH 2m (3m FOR ACCESS BY FIRE TENDER)
	EMERGENCY ACCESS
	RETAIL PARKING
	SITE BOUNDARY

*NOTE (TERMINOLOGY AS KENT DESIGN GUIDE)
 MaAR - MAJOR ACCESS ROAD
 MIAR - MINOR ACCESS ROAD
 MAW - MINOR ACCESS WAY

Figure 3.3 Stones Farm Approved Road Types

4.0 Enforcement, Compliance and Management

- 4.1 Residents will be issued with guidance relating to parking as part of their lease or purchase. This will include details of permits and restrictions on use of the parking spaces. Furthermore, the guides will set out the process of enforcement to be taken against any activities defined as being detrimental to the operation of the facility, along with details of the appeals process.
- 4.2 Enforcement Process: In order for the site to operate effectively, it must be monitored and enforced appropriately. Hyde will undertake this enforcement process through the management of the community and appointment of a car park management contractor.
- 4.3 Maximum parking durations will be enforced by the car park management contractor who will be able to check the status of vehicles against exemption lists / permit exemptions, retrieve up to date site information and issue PCN's.
- 4.4 Certain activities within the car park will be seen to constitute a trigger for enforcement action, including as follows:
- Vehicles not authorized to park (In the first instance, without a permit);
 - Vehicle not parked in a correct space;
 - Vehicle not parking within a demarcated space, but otherwise authorized;
 - Vehicle parking inappropriately and liable to cause obstruction.
- 4.5 Unauthorised Parking: In the event that a vehicle is not authorised to park, the property management team will issue a fine. This will ensure that adequate space is made available for those who correctly have an expectation to be able to park. A notification will be made to vehicle owners with a fee payable.
- 4.6 Improper Parking, Wrong Space: Vehicles Not Parked in Correct Space: Where vehicles otherwise authorised to park in the development have not parked in the correct space, such as a disabled space, the property management team will in the first instance issue a ticket, with a commensurate fine. In the event that the vehicle remains in the space for an extended period of time or the offence is repeated, further tickets will be issued with the commensurate fine.
- 4.7 Improper Parking, Parking in No Parking Areas: Where vehicles displaying, a valid permit are parking informally, outside of demarcated spaces, the procedure set out above will be pursued. However, where the contractor judges that the location of a vehicle would prejudice any of the following, removal procedures will be enacted:
- Other parking spaces are wholly obstructed
 - The access is obstructed such that safe operation could no longer continue
 - Access by service vehicles could not be completed in a safe and suitable manner, including allowing turning on site that avoids the need to reverse to or from the highway.
- 4.8 The management company will be required to produce photographic evidence of the offence as committed.

- 4.9 Vehicle Parking Inappropriately: All vehicles will be required to park entirely within the defined demarcated car parking spaces. In the first instance, the management company will be required to make a judgement as to the severity of the situation. Where it is judged that the nature of parking is likely to obstruct other users, most noticeably service vehicles, or where the action constitutes a repeat or sustained occurrence, immediate removal procedures will be enforced.
- 4.10 In the event that no immediate impediment to access will result, the contractor should issue a ticket to the vehicle.
- 4.11 Exempt Vehicles: The following vehicles will be exempt from parking enforcement:
- Emergency vehicles
 - Doctors / Nurses on call displaying the relevant Health Emergency Badge
 - Any vehicle displaying a fire brigade notice
 - All utility vehicles (e.g. gas, electricity)
 - Funeral vehicles
 - Post office vehicles
- 4.12 Abandoned Vehicles: Wardens will patrol and provide Hyde with reports (with a photograph) of any vehicles they come across that are suspected of being Abandoned. The car park management contractor has set criteria it uses to guide wardens in this regard, e.g., state of the tyres, broken/cracked windscreen, windows or lights, excessive rust, vandalism, etc. Hyde has the legal right to arrange vehicles parked on Hyde land to be removed via a two-step process. Once a vehicle has been identified as 'abandoned' Hyde will complete and attach a 28-day TORT Notice to the vehicle. If after 28 days, the vehicle remains unmoved Hyde will arrange for the removal of the vehicle.
- 4.13 The warden operations are broken down into geographic regions. Wardens from each region will be assigned to the sites within their operating area. The same attendants regularly visit the same sites and so become familiar with the area, and the type of recurrent issues prevalent on each site. The wardens are not only responsible for enforcement and the issuance of PCNs, but also to assist all customers with any queries they may have. All Patrol Wardens are issued with identifiable branded uniforms. Body cameras are issued to wardens and are considered an essential safety item to be worn at all times whilst on duty. The hand-held devices provide real-time information to their manager on their location.
- 4.14 As well as regular patrols, the car park management contractor will, as a matter of course, report any event or incident which may impinge on safety to either staff, Contractors, residents, or the general public. The report will be presented as a written document, summarising the nature of the incident, the persons involved in the incident (anonymously), whether there are any outstanding claims or legal proceedings against any party, and any follow-up actions required to mitigate future occurrences.
- 4.15 Technology: The car park management contractor uses mobile applications and portable devices for patrol wardens to monitor, control and enforce parking. The mobile application communicates directly and securely with the back-office system in real time. The warden's mobile application is used to check the status of vehicles against exemption lists / permit exemptions, retrieve up-to-date site information and issue PCN's. A lightweight, rugged and portable printer is carried by the wardens so that PCN's can be printed in situ and left on the vehicle. In addition to carrying out enforcement, the mobile application also tracks and logs warden activity so that a complete audit trail of his location, routing, time on-site, and travelling time, is available for reference and analysis.

- 4.16 Electric Vehicle Parking: Further to the measures outlined in this plan relating to on-plot vehicle charging provision, the management company will monitor the demand level of EV spaces across the development and any necessary changes will be made over time in line with demand levels.
- 4.17 Maintenance: the maintenance of the managed parking areas will be the responsibility of the management company. Regular inspections will be undertaken to inspect the parking surfaces, road markings/signage and lighting to ensure areas of the managed land remain well maintained and free of defects.

5.0 On Going Updates and Revisions

- 5.1 The Parking Management Plan and the associated measures set out in this document have been developed to be appropriate for the development and the prevailing conditions in terms of car ownership.
- 5.2 Nonetheless the Plan itself remains a live document and it is anticipated that measures set out within it will evolve to best suit the needs of residents, the operators of the site and the wider users of the highway network.
- 5.3 Throughout the life of the development, the management team will continue to monitor the enforcement activities carried out by the management company and its subcontractors in order to ensure that it is conducted in accordance with the agreed approach.
- 5.4 It is not envisaged that a formal review process is needed for the Management Plan, rather key changes will arise through feedback from key stakeholders, including the residents and parking control subcontractors.
- 5.5 This plan can be reviewed, amended and altered at any time by the developer or by request of the retail tenant.
- 5.6 It is envisaged that the same measures contained within this plan will be applied to RM2 (Phase 2).