SECC Transport Scoping Note – Appendix E

Parking Survey Report for Sawbridgeworth Evangelical and Congregational Church Building Project

Prepared by: E M Kimber MIET CEng

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3D visualization of proposed development

Contents

1 Introduction

Sawbridgeworth Evangelical and Congregational Church (SECC) is situated on London Road in Sawbridgeworth and was built in 1862. The address of the property is:

Sawbridgeworth Evangelical and Congregational Church, London Road, Sawbridgeworth, Herts., CM21 9EH.

In 1911, a School Block was built alongside the church on the north side. A Kitchen and Toilet block was built behind the School Block in 1972. A storeroom was added in 1993 as an infill building between the Church Hall and the Kitchen Block (connecting to both buildings)

The members of the church along with the Trustees of the church are now seeking to make a significant refurbishment of the church sanctuary and church hall area as well as demolishing the School Block and Kitchen Toilet Block to make way for a new annex for the church as it moves forward in its ministries and outreach into the community.

The East Herts Highways response to the Traffic Scoping Note suggested that a parking survey should be carried out. This report summarises the parking survey undertaken.

2 Parking Survey Methodology

The parking survey methodology follows that recommended by Dacorum Borough Council (November 2020) and follows the Lambeth methodology. The details of the methodology are reproduced in Appendix A.

As this is being undertaken for a place of worship, there are some variations that are considered reasonable to cover the specific circumstances of a place of worship and the location of Sawbridgeworth Congregational Church. The variations are summarised as follows:

1. Maximum extent of walking limited to 300m due to families with children and older members of congregation not being likely to walk any further distance after parking, and
2. One survey taken mid-week and one survey taken early on Sunday morning as the Sunday morning service represents the largest parking stress event that the church holds on a regular basis.

Surveys were taken outside school holiday periods including the week either side, away from public holidays and not when local events are taking place in accordance with the Lambeth methodology.

According to the Travel and Parking survey carried out in December 2023, the parking requirements can be summarized as 20 to 25 car spaces. The details are summarized in the Traffic Scoping Note. As the church car park can accommodate a minimum of 3 cars, the parking load on the surrounding neighbourhood can taken as an upper limit of 22 cars. None of this takes into account the option of using Bell Street Public Car park so represents a worst case scenario.

With the proposed building project, the church is not seeking to intensify use of the site therefore the parking load is not expected to increase as a result of the proposals.

3 Parking Area Survey Area

A map showing the location of the SECC church within the town of Sawbridgeworth is shown below for reference.

Figure 1 Location of SECC on London Road, Sawbridgeworth. Map data from OpenStreetMap 2023-12-03.

The area surveyed for the parking stress survey was kept to within 300 m walking distance from the church. The area around the church is residential with only one business within the survey area which is located on the corner of London Road and Hoestock Road. A survey of the area was made on Sunday 18th February and no unusual conditions or parking obstructions or restrictions were noted. The survey covered the following streets which are within the 300 m walking distance:

- East end of Burnside (as far as the first entrance to Brook Lane)
- London Road (A1184) from Burnside to Hoestock Road junctions)
- Springhall Lane
- Willow Mead
- Hoestock Road (as far as Winborne Close)
- South end of Sayesbury Road
- Maylins Drive

Of these streets, the following are excluded:

- The east end of Burnside is predominately restricted with double yellow lines. There are potentially spaces for about 4 cars at the very end of the 300 m walking distance limit but this makes it a very unlikely choice for parking when visiting the church,

- Sayesbury Road has some of the road restricted with single yellow lines (no parking Monday to Saturday 6.30am to 8.30pm). The road is generally fully parked and spaces are unlikely to be available when church activities are being run (evening and weekends) and,
- Maylins Drive is a narrow private road restricted to residents only.

Springhall Road and Willow Mead is included in the survey, but they are not a favoured parking area due to limited parking availability and having to cross London Road which can be very busy.

By local custom, the southbound lane of London Road (eastern side of road) is not used for parking to allow free flow of traffic in both directions. Only the northbound lane (western side of road) is included in the parking survey.

Figures 2 and 3 show detailed maps of the streets and estimated parking capacity (based on 5 m spaces). The maps are taken from the government planning data website https://www.planning.data.gov.uk/map/. The maps have been annotated with additional information relevant to the parking survey. The legend for the additional information on these maps is as follows:

- Blue shaded area details the survey area
- Dark red – SECC site
- Single yellow line represents single yellow line road marking
- Double yellow line represents double yellow line road marking
- Red line represents zigzag lines for keep clear area of pedestrian crossing
- Blue line represents area not used for parking by local custom
- Green line represents a length of kerb available for parking
- Black represents areas not available for parking due to dropped kerbs, bus stops, etc.

The parking spaces are calculated based on the Lambeth method which is a length of kerb in metres (omitting bus stops, dropped kerbs, parking restrictions, etc) divided by 5 metres (a parking space is assumed to be 5 m) and rounded down to the nearest integer.

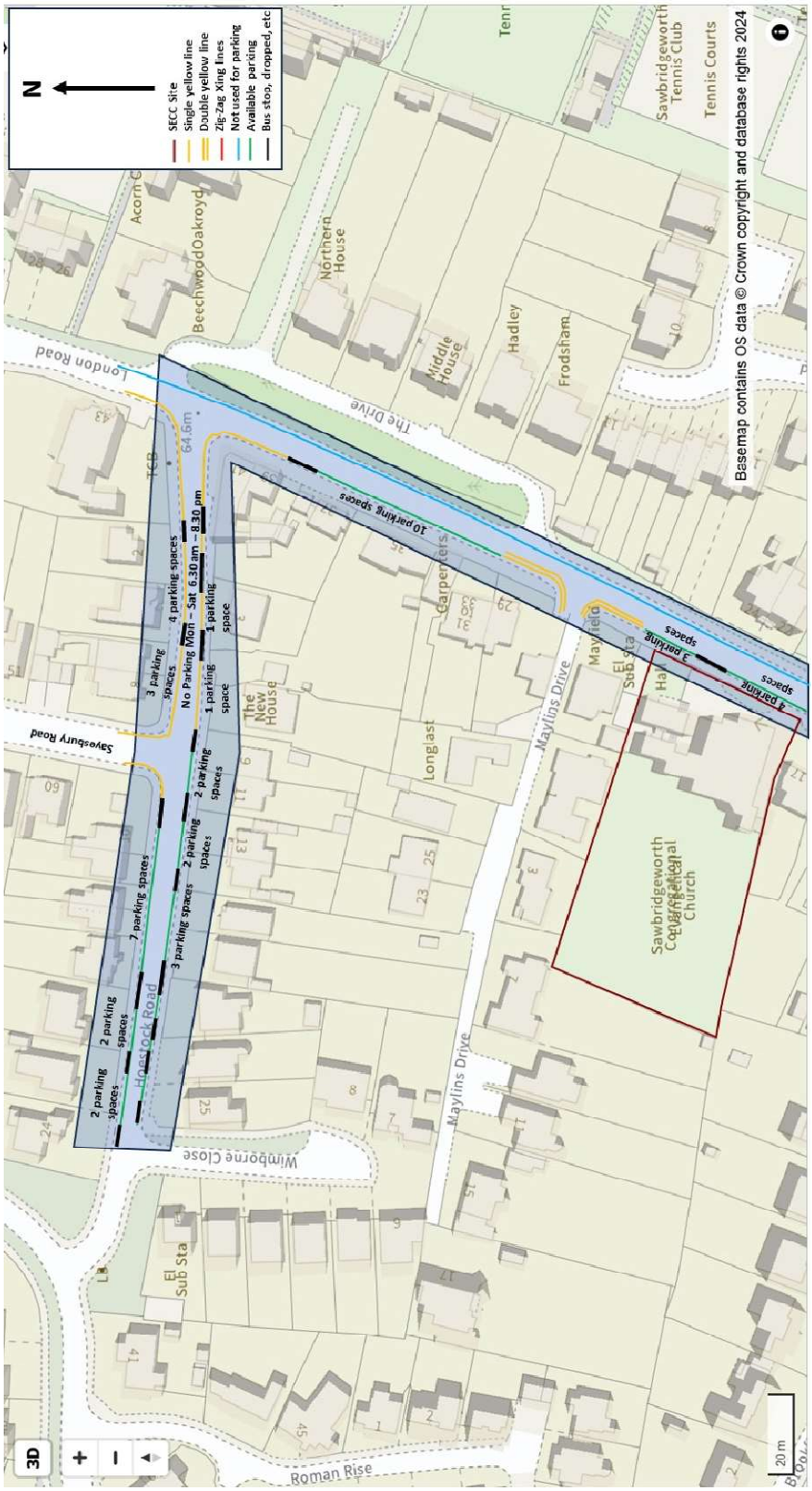

Figure 2 Map showing parking survey area north of SECC. Note that north is oriented 90 degrees anticlockwise.

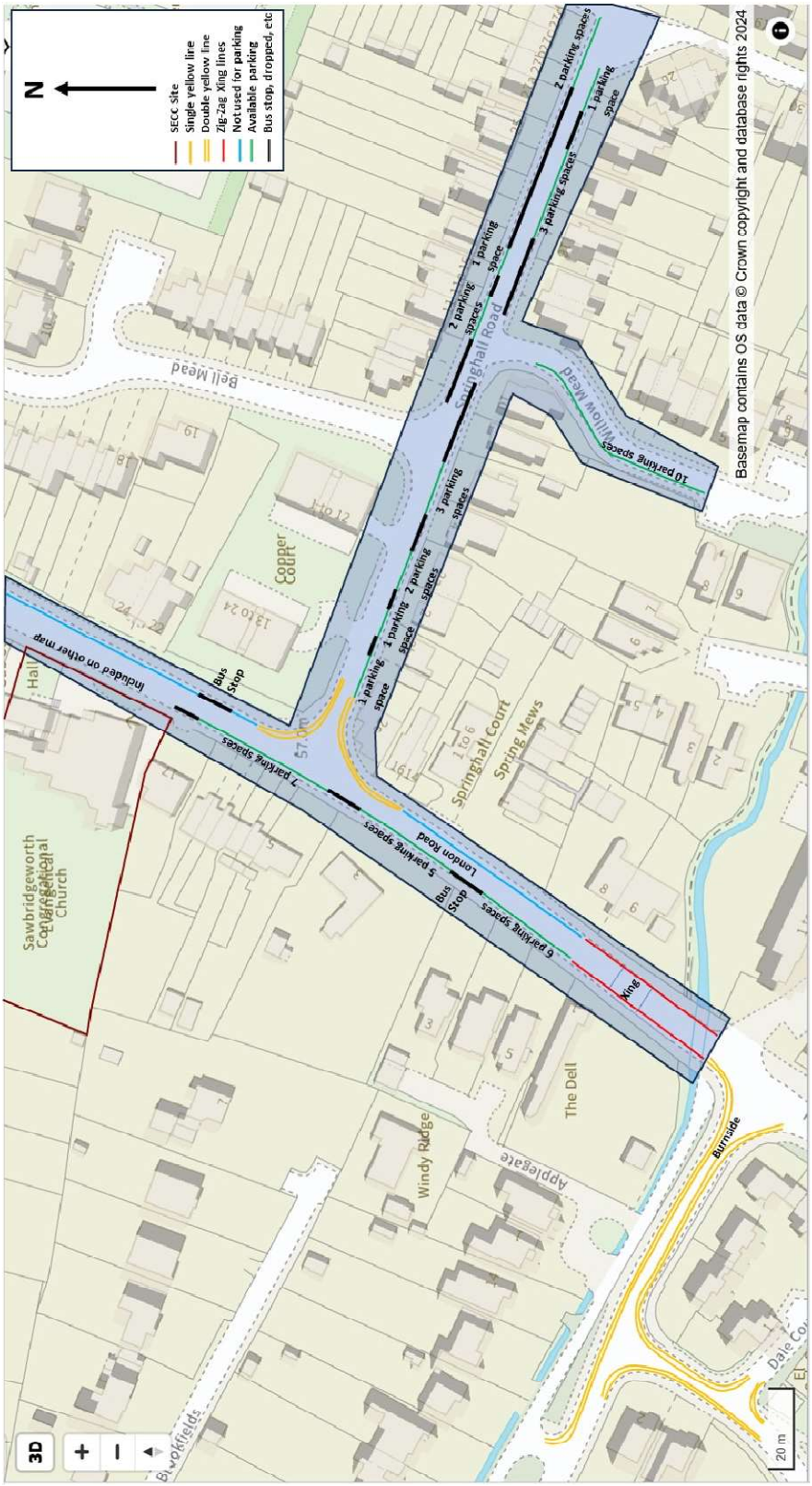

Figure 3 Map showing parking survey area south of SECC. Note that north is oriented 90 degrees anticlockwise.

4 Parking Survey Results

4.1 Parking Survey 1

The first parking survey was carried out on Thursday, 7 March 2024 at between 12:25am and 12:50am. There were no obstructions or reduction in the unrestricted parking noted during the survey.

The table below summarizes the data collected and shown in figures 4-1 and 4-2

Street Name	Total Length of kerb space (m)	Length of unrestricted parking (m)	No. of parking spaces	No. of cars parked on unrestricted length of road	Unrestricted Parking Stress (%)
London Road	221	183	35	8	22.9
Hoestock Road (unrestricted)	181	102	18	10	55.6
Hoestock Road (restricted)	138	53	9	0	0.0
Springhall Road	227	95	16	20	125.0
Willow Mead	52	52	10	1	10.0
Total	819	485	88	39	44.3

As can be seen from this table, the parking stress in Springhall Road is very high at over 100%. It was also noted that some cars were parked over driveway entrances which is most likely house owners with multiple vehicles blocking their own driveways.

The parking stress for the unrestricted park of Hoestock Road is moderate.

The parking stress on London Road and Willow Mead is very low and the restricted area of Hoestock Road has no parked vehicles (as expected due to the parking restrictions).

If Springhall Road and Willow Mead are excluded (as being less desirable due to having to cross London Road), then 27 spaces are available on London Road and 8 spaces are available in Hoestock Road (and an additional 9 spaces in the restricted area of Hoestock Road on Sunday) which significantly exceeds the upper requirement of 22 spaces indicated in Section 2. This indicates that sufficient parking is available in the vicinity (<300 m) of the SECC site without causing undue parking stress.

Photographs were taken where lighting conditions allowed. The west end of Hoestock Road and Springhall Road were too dark to take useful photographs.

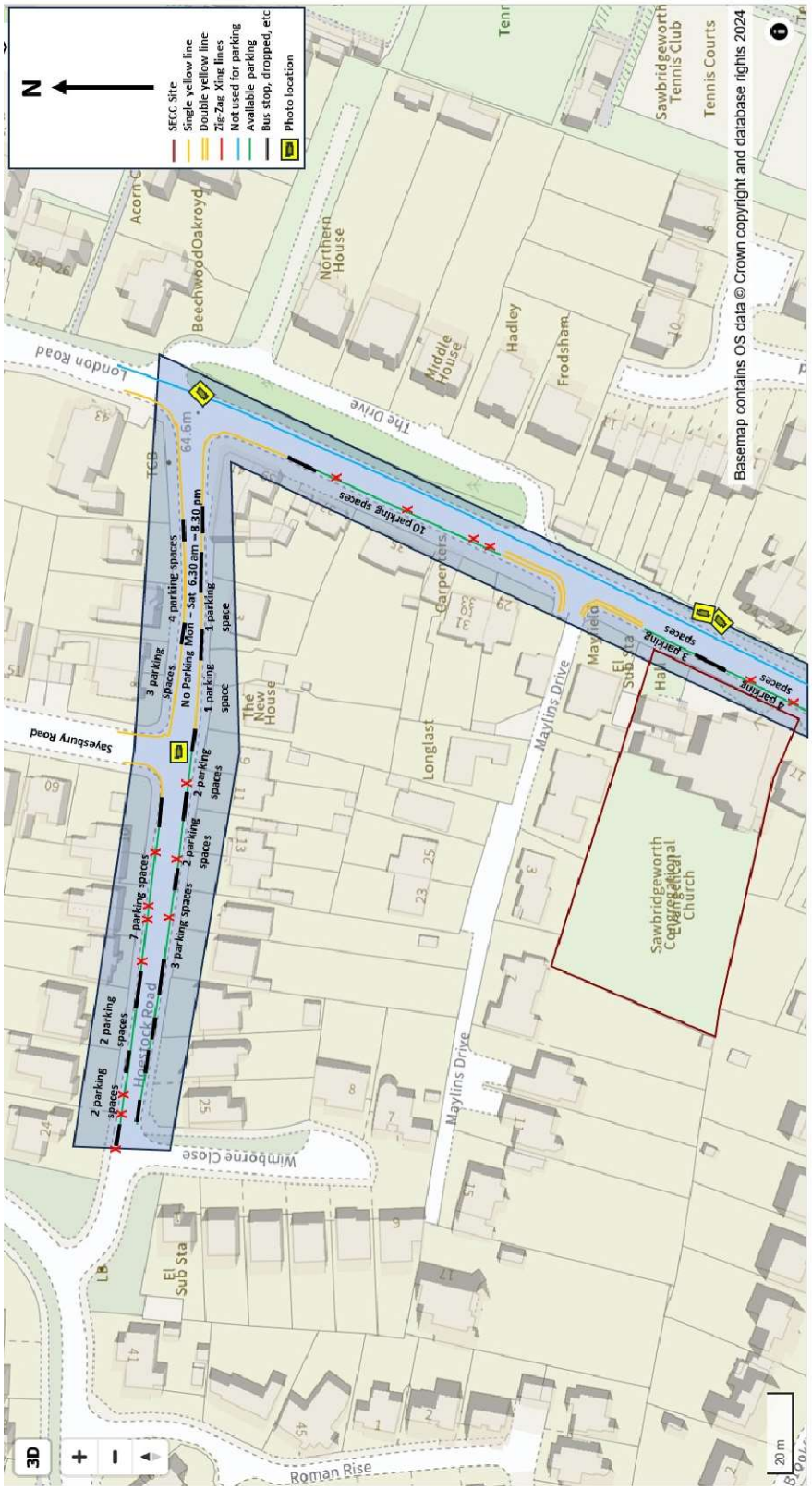

Figure 4-1 Map showing parking survey 1 results north of SECC (X=vehicle). Note that north is oriented 90 degrees anticlockwise.

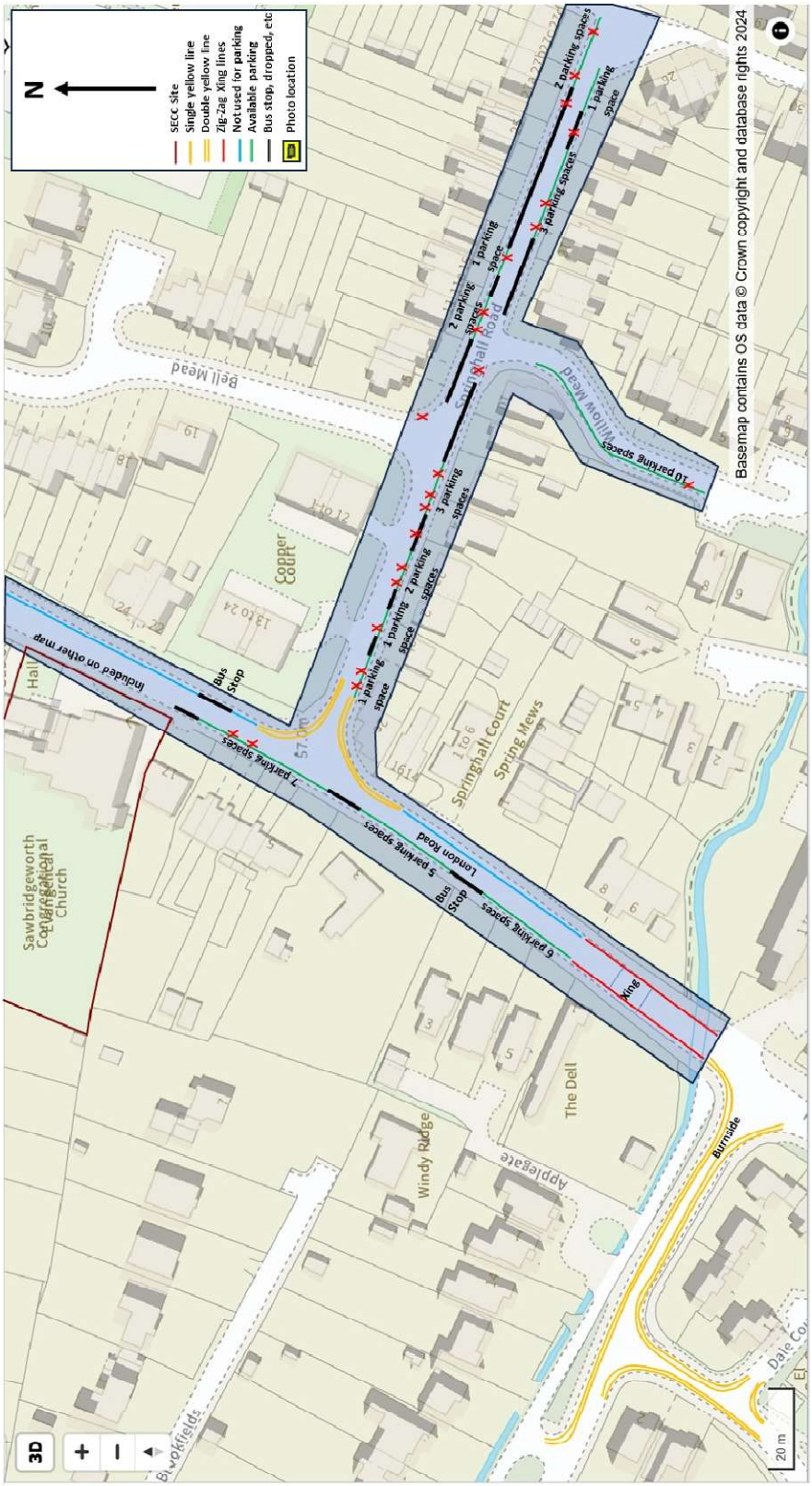

Figure 4-2 Map showing parking survey 1 results south of SECC (X=vehicle). Note that north is oriented 90 degrees anticlockwise.

Figure 4-3 Hoestock Road facing east from Sayesbury Road.

Figure 4-4 London Road facing south from Hoestock Road.

Figure 4-5 London Road facing north from SECC.

Figure 4-6 London Road facing south from SECC.

4.2 Parking Survey 2

The second parking survey was carried out on Sunday, 10 March 2024 at between 05:45am and 06:15am. There were no obstructions or reduction in the unrestricted parking noted during the survey. It was also noted that the traffic movements on the road were no more than those observed during survey 1 taken at 12.30am in the morning. This would indicate that the survey 2 data is still representative of the parking situation.

The table below summarizes the data collected and shown in figures 4-7 and 4-8.

Street Name	Total Length of kerb space (m)	Length of unrestricted parking (m)	No. of parking spaces	No. of cars parked on unrestricted length of road	Unrestricted Parking Stress (%)
London Road	221	183	35	10	28.6
Hoestock Road (unrestricted)	181	102	18	9	50.0
Hoestock Road (restricted)	138	53	9	0	0.0
Springhall Road	227	95	16	17	106.3
Willow Mead	52	52	10	2	20.0
Total	819	485	88	38	43.2

As can be seen from this table, the parking stress in Springhall Road is again very high at over 100%. It was also noted that one car was parked over a driveway entrance which is most likely a house owner with multiple vehicles blocking their own driveway.

The parking stress for the unrestricted park of Hoestock Road is moderate at 50%.

The parking stress on London Road and Willow Mead is very low and the restricted area of Hoestock Road has no parked vehicles (as expected due to the parking restrictions).

Again, if Springhall Road and Willow Mead are excluded (as being less desirable due to having to cross London Road), then 25 spaces are available on London Road and 9 spaces are available in Hoestock Road (and an additional 9 spaces in the restricted area of Hoestock Road on Sunday) which significantly exceeds the upper requirement of 22 spaces indicated in Section 2. This indicates that sufficient parking is available in the vicinity (<300 m) of the SECC site without causing undue parking stress.

Photographs were taken at various locations as indicated on the map.

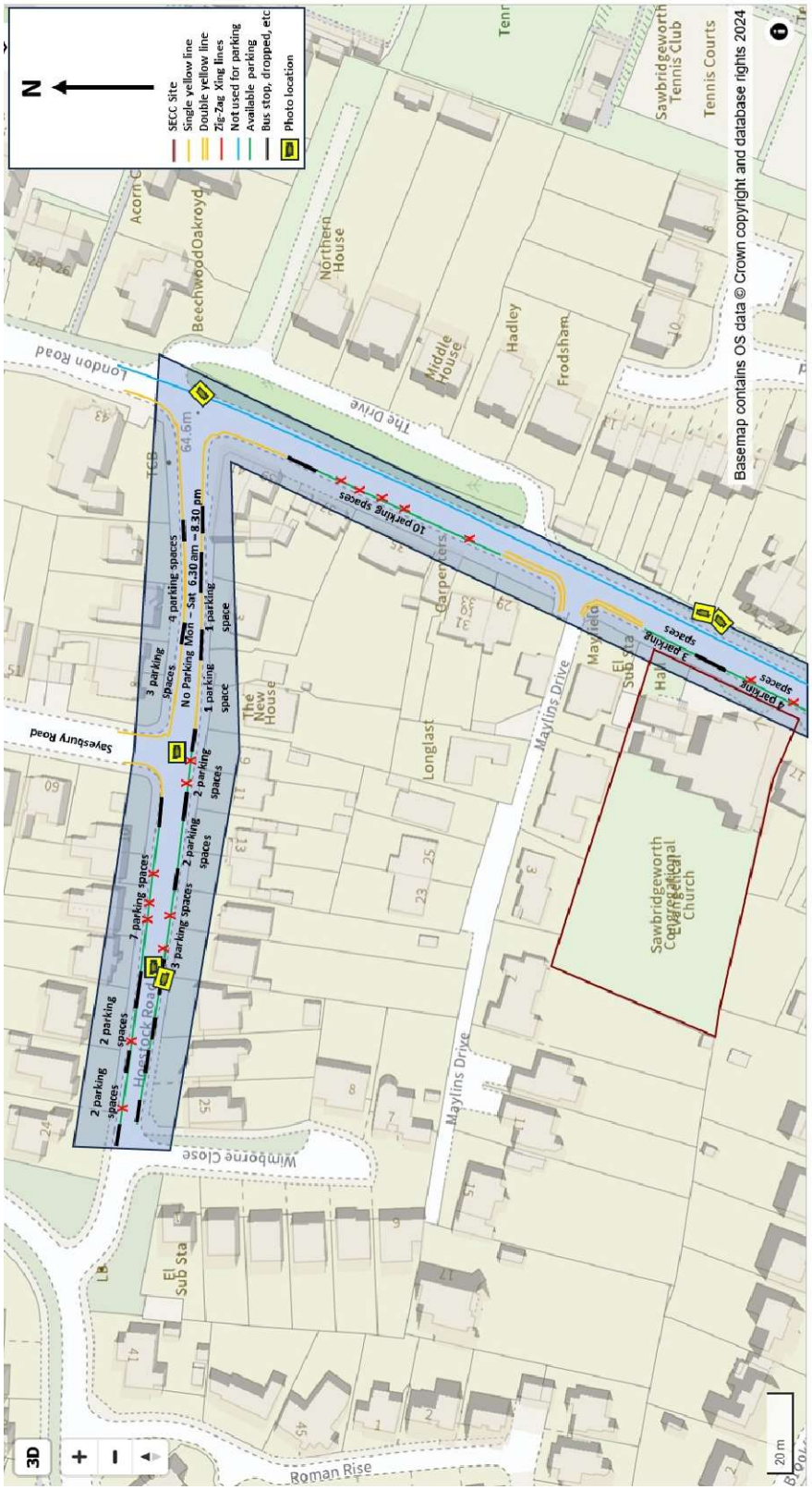

Figure 4-7 Map showing parking survey 1 results north of SECC (X=vehicle). Note that north is oriented 90 degrees anticlockwise.

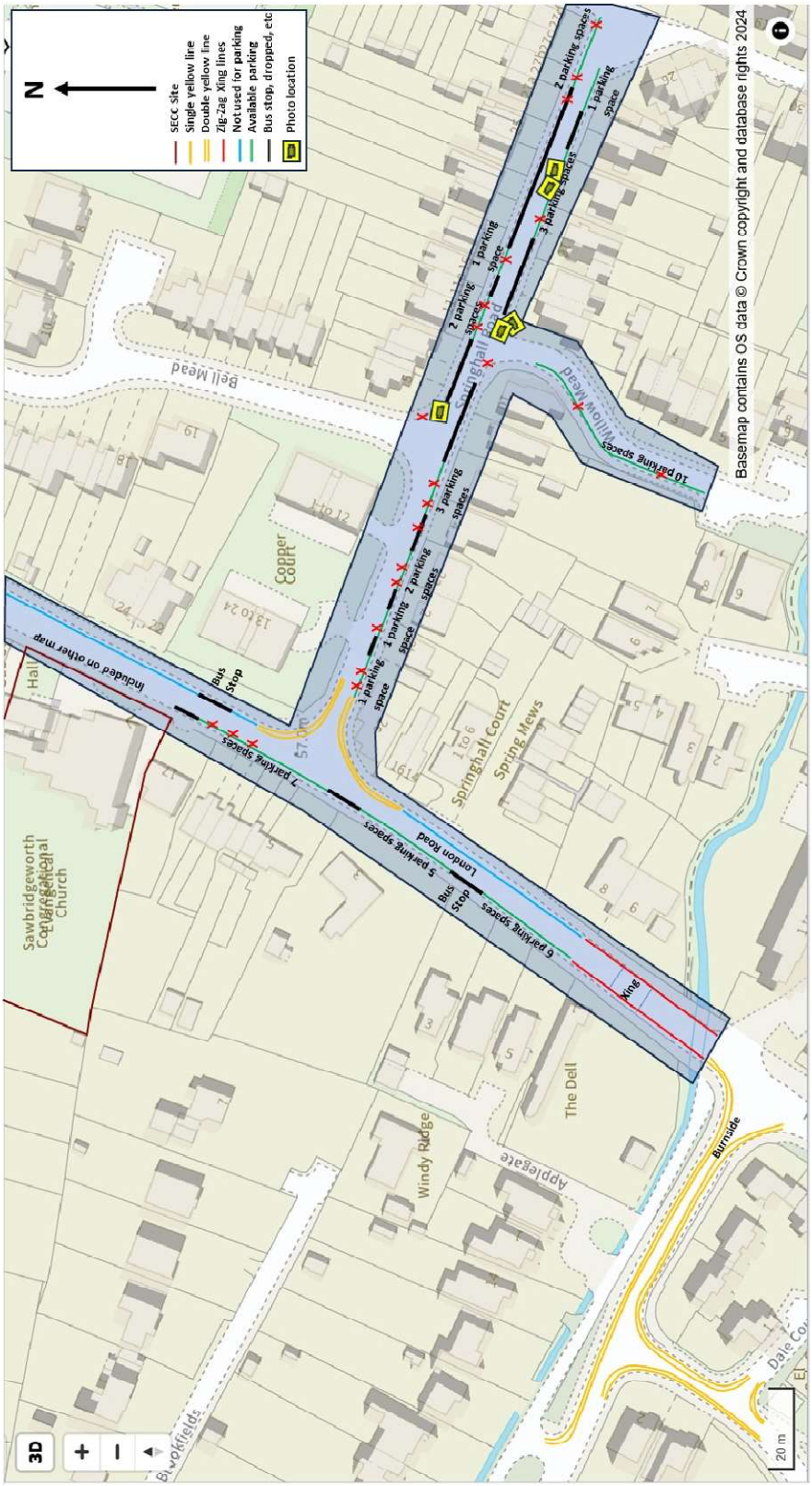

Figure 4-8 Map showing parking survey 2 results south of SECC (X=vehicle). Note that north is oriented 90 degrees anticlockwise.

Figure 4-9 Hoestock Road facing west from No. 19

Figure 4-10 Hoestock Road facing east from No 19.

Figure 4-11 Hoestock Road facing east from Sayesbury Road.

Figure 4-12 London Road facing south from Hoestock Road.

Figure 4-13 London Road facing north from SECC.

Figure 4-14 London Road facing south from SECC.

Figure 4-15 Springhall Road facing west from Bell Mead.

Figure 4-16 Springhall Road facing west from Willow Mead.

Figure 4-17 Willow Mead from Springhall Road

Figure 4-18 Springhall Road facing west from No. 20.

Figure 4-19 Springhall Road facing east from No. 20.

5 Conclusion

Two parking surveys using the Lambeth method have been carried to determine the level of parking stress within a 300 m walking distance of SECC. The surveys were carried out on Thursday morning and Sunday morning (as Sunday is when the largest parking load occurs due the main Sunday service).

The estimated upper parking load caused by church activities is 22 cars. The conclusion of the surveys is that the available parking is in excess of this with 25 spaces available on London Road, and additional space in Hoestock Road. The Public Carpark in Bell Street has not been included in this survey and would allow for a significant increase in parking capacity if this is required in the future.

However, with the proposed building project, the church is not seeking to intensify use of the site so that parking load is not expected to increase due to the building project.

SECC wants to work with neighbours to avoid causing problems and will proactively promote sustainable transport and promote use of car parking that avoids inconveniencing neighbours.

6 Appendix A: On-Street Parking Survey Stress Specification

This parking survey stress specification is taken from Appendix C of the Dacorum Borough Council "Parking Standards Supplementary Planning Document" dated November 2020. The methodology is based upon the Lambeth method.

6.1 Undertaking a Survey

1. The following guidelines should be followed when undertaking a survey.

Residential Developments

2. The Council requires a parking survey to cover the area where residents of a proposed development may want to park. This generally covers an area of 200m (or an approximate 2-minute walk) around a site. For further detail see 'Extent of survey' below.
3. The survey should be undertaken when the highest number of residents are at home; generally late at night during the week. A snapshot survey between the hours of 00:30-05:30 should be undertaken on two separate 'neutral' weekday nights (Tuesday, Wednesday or Thursday).

Commercial Developments

4. Surveys for commercial developments should cover an area within 500m walking distance (or an approximate 5-minute walk) of a site. For further detail, see 'Extent of survey' below. Surveys should generally be done during proposed opening hours of the commercial development on an hourly beat basis.
5. Excluding the extent and time of the surveys the same principles apply as a survey for a residential development as set out above.

Survey times

6. For sites close to any of the following land uses, additional survey times may be necessary:
    a. Town centre locations: surveys should be undertaken Monday-Wednesday only.
    b. Regular specific evening uses close to the site (e.g. church, etc): additional surveys should be undertaken when these uses are in operation.
    c. Commercial uses close to the site: morning and early evening surveys may also be required due to conflict with commuter parking. In these cases, surveys between the hours of 07:00-08:30 and 18:00-19:00 may be required, noting the amount of parking on a 15-minute basis over this time.
    d. Railway stations/areas of commuter parking: additional morning and evening peak hour surveys will be required in order to assess the impact of commuter parking. These should be done between 07:00-08:00 and 17:30-18:30.

7. Surveys ***should not*** be undertaken:
    a. in weeks that include Public Holidays and school holidays and it is advised that weeks preceding, and following holidays should also be avoided;
    b. on or close to a date when a local event is taking place locally since this may impact the results of the survey.

8. In some cases, the hours of the survey may need to be extended or amended. Applicants should contact the Council prior to undertaking a survey if there is any doubt.

Extent of survey

9. All roads within 200 metres (or 500m for commercial uses) walking distance of the site. Note this area is **NOT** a circle with a 200m/500m radius but a 200m/500m walking distance as measured along all roads up to a point 200/500m from the site.
10. Since people are unlikely to stop half way along a road at an imaginary 200m/500m line so the survey should be extended to the next junction or shortened to the previous one or taken to a suitable location along a road.
11. The following areas should be *excluded* from surveys:
    a. If the site is in a Controlled Parking Zone (CPZ) any parking bays in an adjoining CPZ (where permit holders of the surveyed CPZ cannot park) should be excluded.
    b. If the site lies adjacent to, but not in, a CPZ then all roads in that CPZ should be excluded.
    c. Areas that fall outside of the borough but are available for parking should be included but noted separately,
    d. Places where drivers are unlikely to want to park, for example:
    e. If there is no possibility of parking somewhere within the 200m boundary
    f. If drivers would not wish to park in an area, due to perceived safety issues, or difficulty in accessing the parking for example.

12. Common sense should be applied in all cases and the extent of the survey area and justification for any amendments should be included in the survey. If inadequate justification is provided for a survey area, then amendments may be required, or a recommendation made accordingly.

Required Information

13. The following information should be included in the survey results, to be submitted to the Council:
    a. The date and time of the survey.
    b. A description of the area noting any significant land uses in the vicinity of the site that may affect parking within the survey area (e.g. churches, restaurants, bars and clubs, train stations, hospitals, large offices, town centres etc).
    c. Any unusual observations, e.g. suspended parking bays, spaces out of use because of road works or presence of skips, etc.
    d. A drawing (preferably scaled at 1:1,250) showing the site location and extent of the survey area. All other parking and waiting restrictions such as Double Yellow Lines and Double Red Lines, bus lay-bys, kerb build-outs, and crossovers (vehicular accesses) etc should also be shown on the plan.
    e. The number of cars parked on each road within the survey area on each night should be counted and recorded in a table as shown below. It would be helpful to note the approximate location of each car on the plan (marked with an X).
    f. Photographs of the parking conditions in the survey area can be provided to back-up the results. If submitted, the location of each photograph should be clearly marked.

Areas Within A Controlled Parking Zone (CPZ)

14. Only Resident Permit Holder Bays and Shared Bays which allow residents parking (these may be shared with Pay-and-Display parking and/or Business Permit Holders) should be counted.

15. Any committed development in the area that has not yet been implemented should also be taken into account by estimating the on-street demand and adding this to the survey results, describing the adjustments made.
16. To calculate parking capacity each length of parking bay must be measured and then converted into parking spaces by dividing the length by 5 (each vehicle is assumed to measure 5m) and rounding down to the nearest whole number. For example, a parking bay measuring 47m in length would provide 9 parking bays (47/5=9.4=9). The capacity of each separate parking bay must be calculated separately and then added together to give a total number of parking spaces for each road in the survey area.
17. The results should generally be presented in the following format (figures given as an example):

Street Name	Total Length (m) of parking spaces	No. of Resident Permit Holder parking spaces	No. of cars parked in R Resident Permit Holder PH bays	Resident Permit Holder Parking Stress (%)
A Street	350	70	70	100
B Street	250	50	40	80
C Street	150	30	10	33
Total	750	150	120	80

18. A separate note should be made of any areas where cars can legally park overnight. These are generally Single Yellow Lines or short-term parking or Pay-and-Display bays. The number of cars parked in these areas should be counted and presented separately.

Areas Not In A Controlled Parking Zone (CPZ)

19. All areas of unrestricted parking should be counted. To calculate parking capacity each length of road between obstructions (such as crossovers, kerb build-outs, yellow lines, etc) must be measured and then converted into parking spaces by dividing the length by 5 and rounding down to the nearest whole number. For example, a length of road measuring 47m in length would provide 9 parking bays (47/5=9.4=9). The capacity of each section of road must be calculated separately and then added together to give a total number of parking spaces for each road in the survey area.

20. The distance between crossovers should be measured in units of 5m. For example, if the distance between 2 crossovers or a crossover and a junction is 12m then only 10m should be counted in the survey, and any space between crossovers measuring less than 5m should be discounted from the calculation. For reasons of highway safety, the first 5m from a junction should also be omitted from the calculation.
21. A map or plan showing the measurements used in calculating parking capacity should be supplied so that this can be verified by the Council. The parking survey may not be accepted if this is not supplied.
22. The results should generally be presented in the following format (figures given as an example):

Street Name	Total Length (m) of kerb space	Length of unrestricted parking (m)	No. of parking spaces	No. of cars parked on unrestricted length of road	Unrestricted Parking Stress (%)
A Street	400	350	70	70	100
B Street	300	250	50	40	80
C Street	200	150	30	10	33
Total	900	750	150	120	80

Understanding the Results

23. The results of the parking survey will be analysed by the Council in accordance the Council's Local Plan, any Supplementary Planning Documents produced by the Council in relation to parking, and any other Transport policy guidance produced by the Council, Hertfordshire County Council or nationally.
24. The Council will also take into consideration the impact of any recently permitted schemes in determining the acceptability or not of each proposed development.
25. Note that stress levels of over 100% stress (or 100% occupancy level) are possible. This is because small cars may need less space than 5 metres to park, meaning that additional cars can be accommodated.