Car Park Management Plan

Free Wharf Phase 2, Shoreham by Sea

Southern Housing Group

Building 800, Guillat Avenue, Kent Science Park, Sittingbourne, ME9 8GU

Prepared by:

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SLR Project No.: 425.066143.00001

4 April 2025

Revision: V3

Revision Record

Revision	Date	Prepared By	Checked By	Authorised By
V1	11 December 2024	Sophie Corney	Esha Shah	Asa Plant
V2	7 February 2025	Sophie Corney	Esha Shah	Mark Powers
V3	4 March 2025	Esha Shah	Dafydd Rees	Dafydd Rees

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Basis of Report

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Table of Contents

1.0 Introduction 1
2.0 Car Park Layout 4
3.0 Car Park Management 8
4.0 Summary and Conclusion 10

Figures in Text

Figure 1.1: Site Location 1
Figure 1.2 Site Location Plan 2
Figure 2.1: Proposed Phase 2 Development Layout (ground floor) 4
Figure 2.2: Proposed Phase 2 Development Layout (basement) 4
Figure 2.3 Car Club Signage 5
Figure 2.4 Local Parking Restrictions 6

Appendices

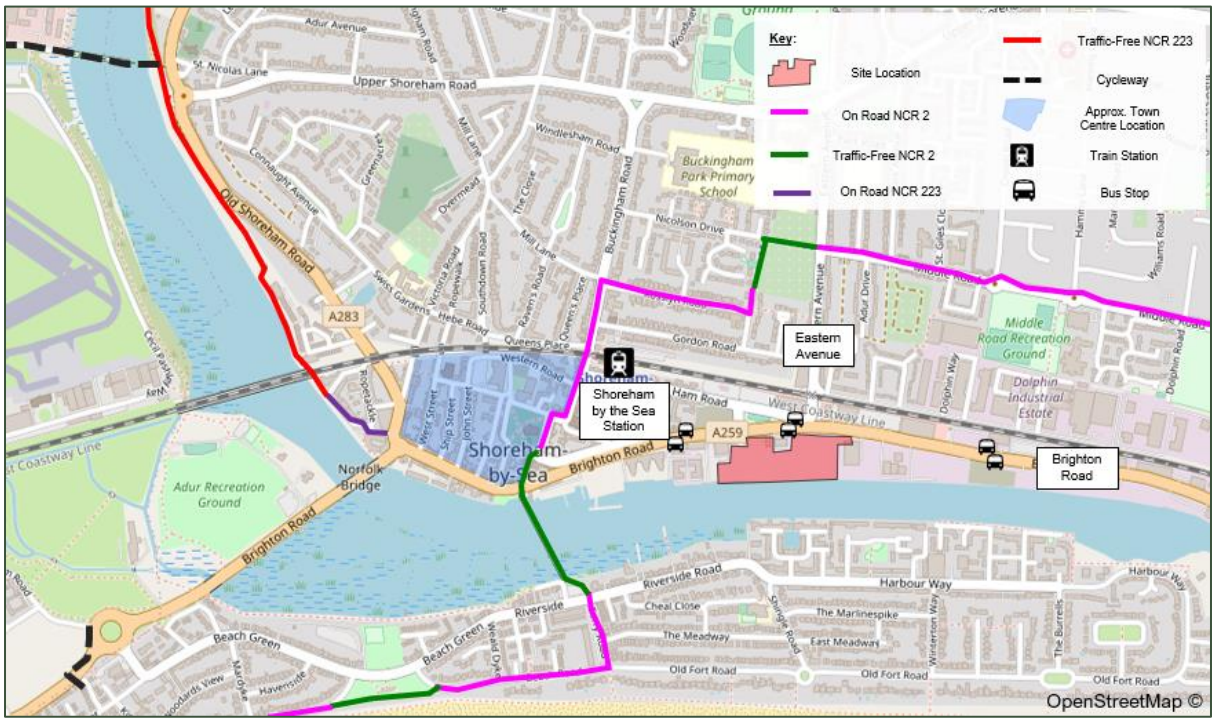
Appendix A Consented Site Layout

1.0 Introduction

1.1 SLR Consulting Ltd has been commissioned to provide traffic and transport advice in relation to the discharging of Condition 18 for the consented development site in Shoreham by Sea, known as Free Wharf Phase 2 (referred to as the site henceforth).

1.2 The site is located approximately 500m south east of Shoreham-by-Sea town centre in West Sussex, bounded by the A259 Brighton Road to the north, the River Adur to the south and by existing industrial units to the east and west. The site is highly accessible with Shoreham-by-Sea Rail Station approximately 600m north west of the site, providing frequent services, and a number of bus stops are located within walking distance along Brighton Road and Ham Road. The site location in the context of local sustainable travel provisions is shown in Error! Reference source not found..

Figure 1.1: Site Location



Consented Development

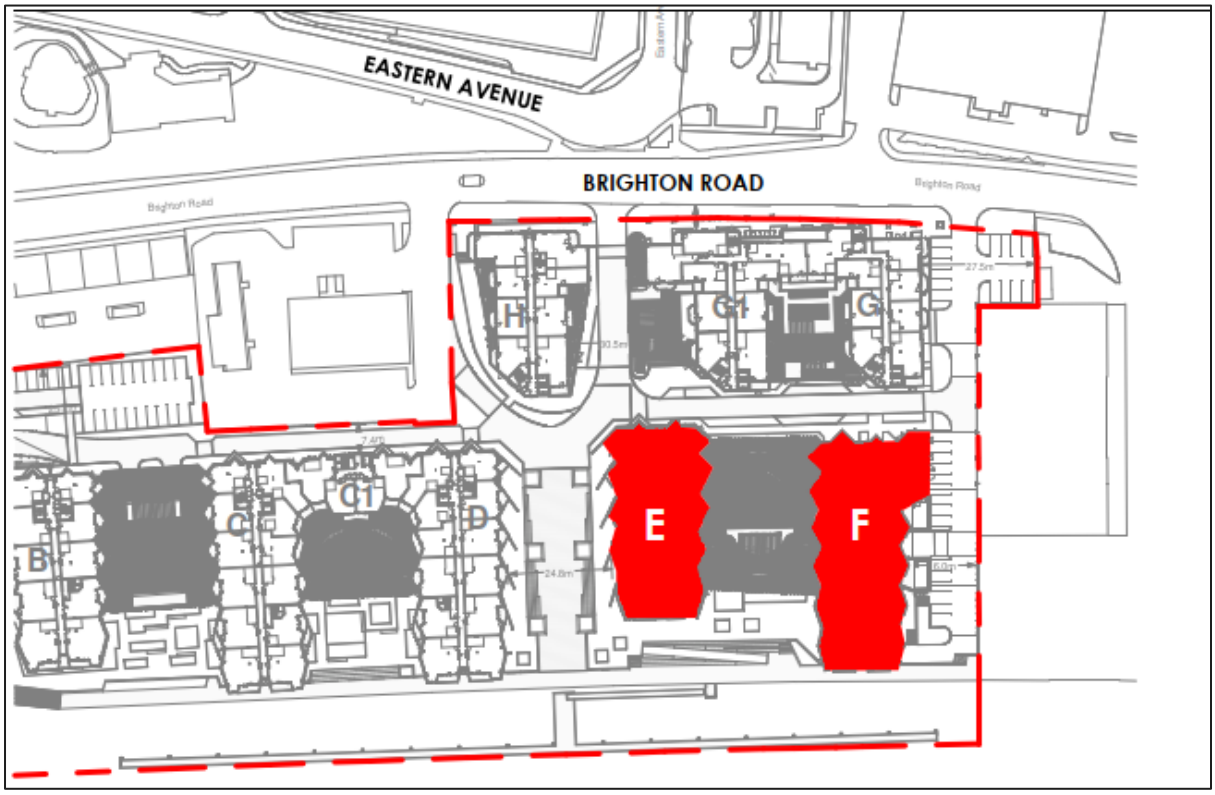
1.3 This Car Park Management Plan (CPMP) has been produced to support a residential development as outlined in the site description below:

'Application to vary condition 1, 23, 26 and 34 of previously approved AWDM/1497/17 (as amended by AWDM/1307/22) to incorporate: i) 39 additional homes (together with 8no subject of previous application AWDM/2037/20) to give a new total of 587 homes ii) associated changes to profiles of riverside blocks A-F (heights unchanged); iii) reduce commercial space (Class E a, b, c and g) to 2,163sqm; iv) reduce the level of car parking to 381 residential spaces and 24 commercial spaces, with provision of car club v) re-use of existing sheet piling to support riverside walkway (omitting need for approved posts) vi) revised energy strategy. Also, design amendments to blocks G and H, increasing overall

height of block G by 1.08m (previously subject of applications AWDM/2037/20 and AWDM/1952/20).'

1.4 A CPMP has previously been submitted for Phase 1 of the consented development which accounts for Blocks G and H only. This CPMP covers Phase 2 of the development, which comprises Bocks E and F only. Block E comprises commercial and residential uses, comprising 72 dwellings and 330.1sqm of commercial space. Block F comprises 73 dwellings, 67.2sqm of commercial spaces and 27.8sqm of office / retail space. The location of Blocks E and F in relation to the wider site is shown at **Figure 1.2**.

Figure 1.2 Site Location Plan



1.5 The consented site layout is provided at **Appendix A**.

1.6 This SMP has been produced to accompany the planning application for Phase 2 of the site and discharge condition 18 of the planning permission which states:

18. Parking and Serving

No phase of the development shall be first occupied until:

i) A Servicing Management Plan and;

ii) A Car Parks Management Plan

For that phase have been submitted and approved in writing by the Local Planning Authority. This shall set out the arrangements for the provision of residential and commercial parking to serve each respective development phase (including any temporary parking arrangements) access arrangements from each of the apartment and commercial

blocks and the management of car parking spaces, site servicing and loading and unloading of deliveries associated with the residential and commercial uses. The details thereby approved shall be adhered to in perpetuity.

Reason: To safeguard operation of the public highway and ensure the efficient use of on-site car and vehicle parking.

Report Structure

1.7 Following this introductory chapter, the report is structured as follows:

- **Section 2** – provides an overview of the parking layout
- **Section 3** – presents a series of potential mitigation measures that can be utilised in the event that the already design incorporated measures need further parking management support;
- **Section 4**- summarises this report.

2.0 Car Park Layout

2.1 The proposed Phase 2 development layout can be found in **Appendix A**, alongside **Figure 2.1** and **Figure 2.2** below**.**

Figure 2.1: Proposed Phase 2 Development Layout (ground floor)

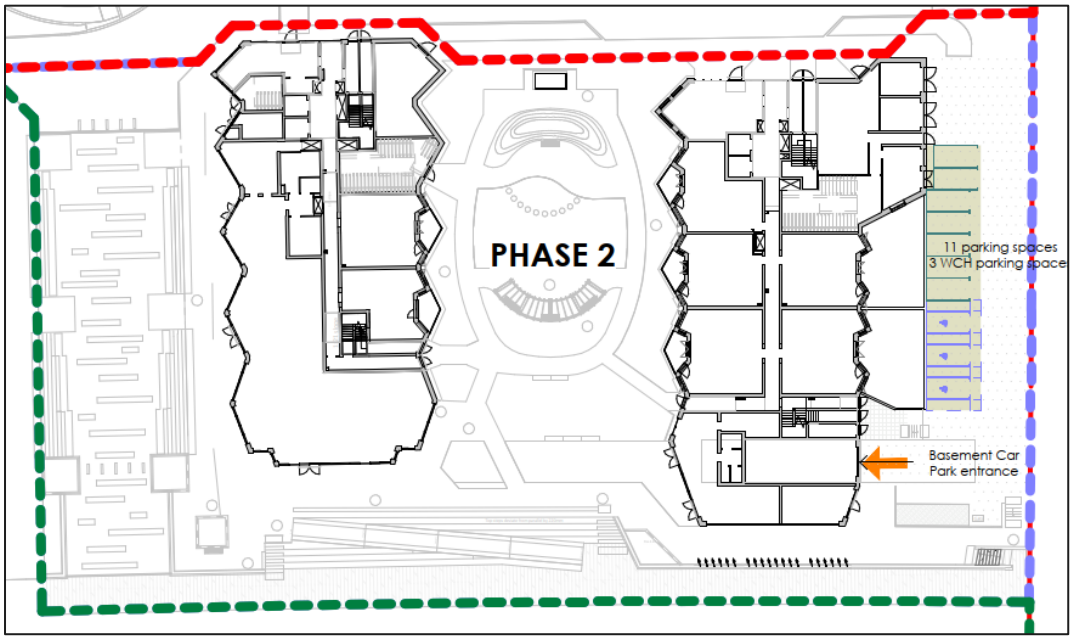
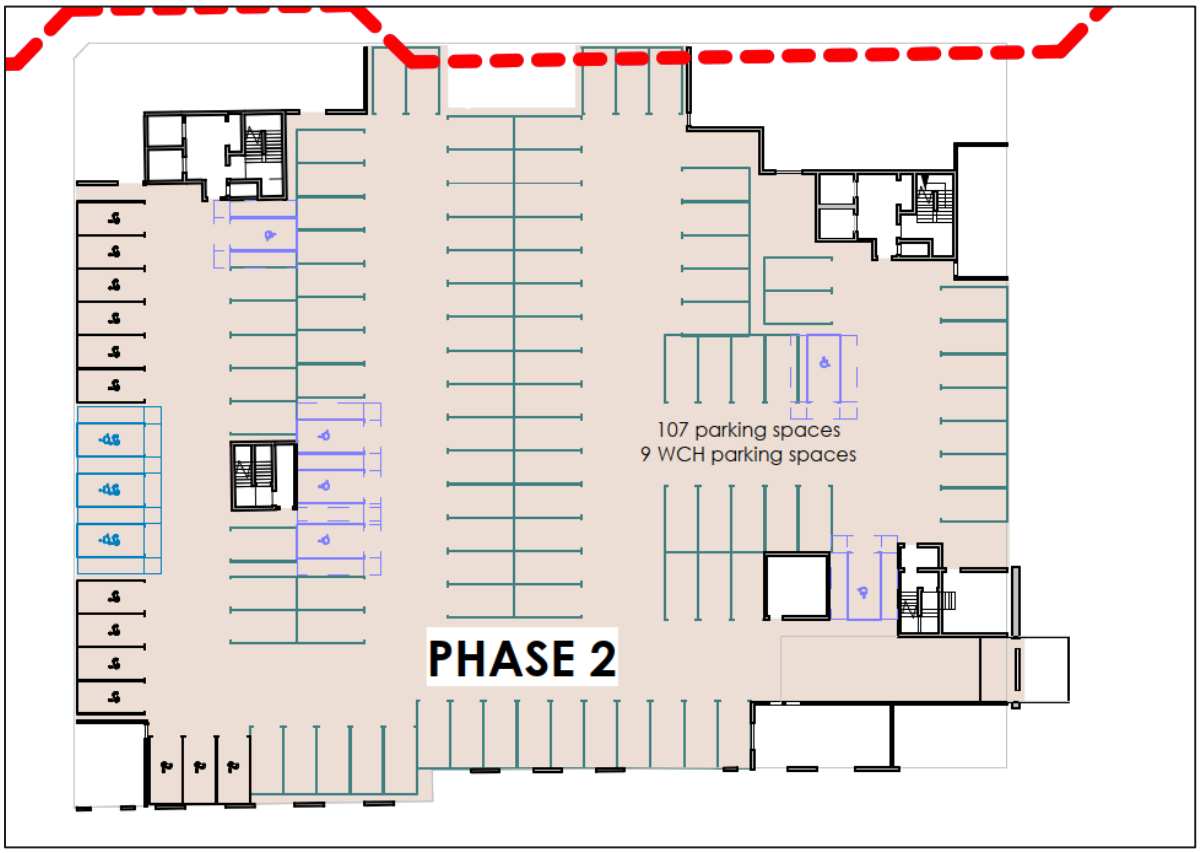


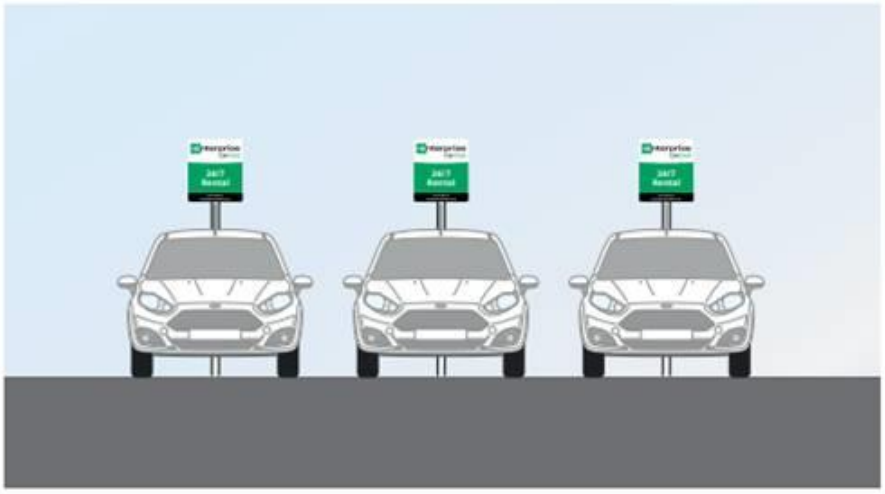
Figure 2.2: Proposed Phase 2 Development Layout (basement)



Parking Provision

2.2 It is noted that since the submission of the application, there are now 362 residential spaces provided for the wider site and 38 commercial spaces. These numbers include 12 car club spaces (proposed signage shown below). 59 EV charging spaces will be provided for the full development.

Figure 2.3 Car Club Signage



2.3 As shown in at **Figure 2.1**, for Phase 2 of the development, 14 car parking spaces including 3 disabled bays will be provided at the eastern boundary of the site for commercial use.

2.4 In addition to this, as shown at **Figure 2.2**, 116 car parking spaces including 9 disabled bays will be provided within the basement car park for residential use. The entrance to the basement car park will be located at the southeastern corner of the site. The residential car parking spaces will be allocated to individual dwellings. Residents will be informed of this when purchasing a property and mechanisms such as marked out bays to specific resident dwelling numbers will be deployed to manage parking allocation.

2.5 Overall, 130 car parking spaces will be provided as part of Phase 2.

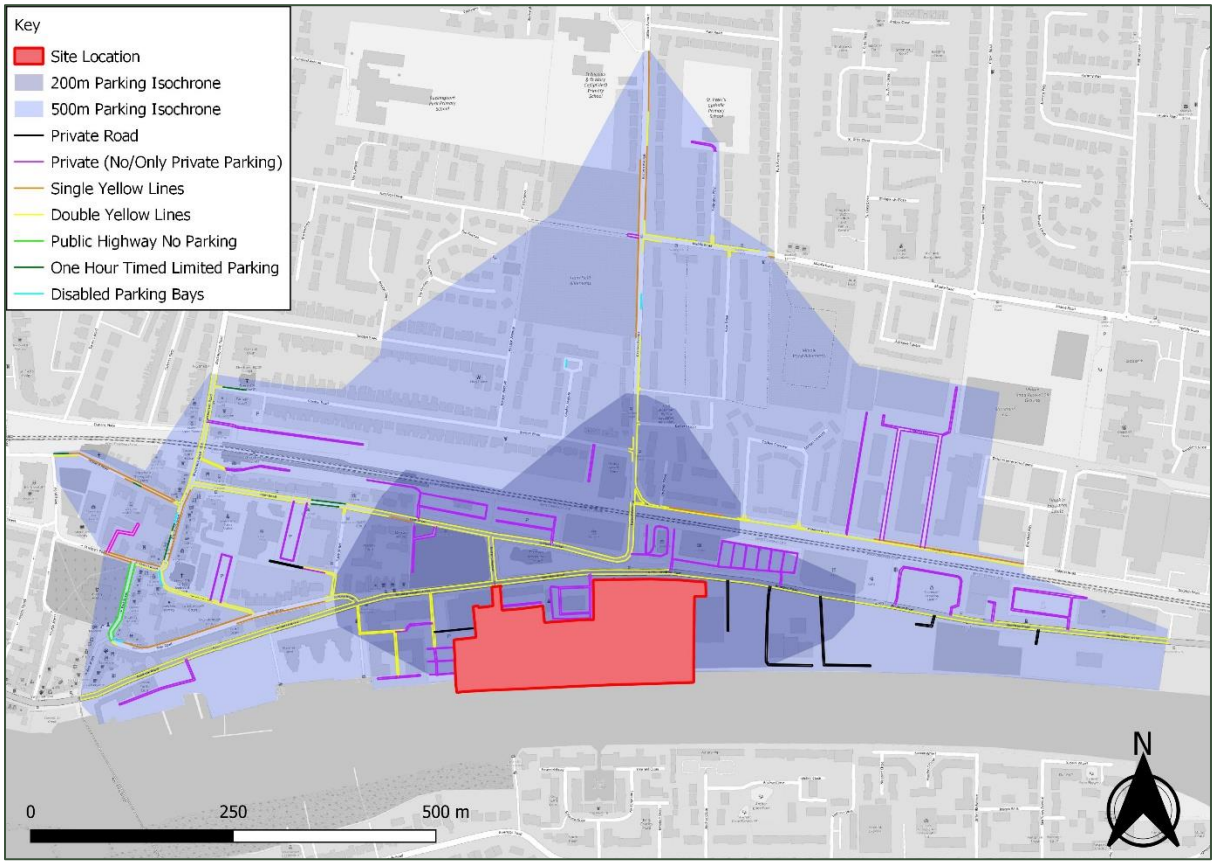
Local Car Parking Restrictions

2.6 Error! Reference source not found. shows a plan of the parking restrictions that are present within a 500m walk from any of the site accesses.

2.7 As shown within **Figure 2.3**, the roads within the vicinity of the site are typically subject to parking restrictions which would limit the opportunity for future residents to park their vehicles and therefore an overspill of parking is unlikely to occur.

2.8 Lambeth parking survey methodology indicates that residents living at the development would be willing to walk up to 200m from the site for parking purposes. The potential for on-street parking to occur within 200m is significantly limited, with the majority of spaces available for on-street parking located towards the extremities of the 500m walking isochrone. This suggests that limited overflow parking would occur on local roads as a result of the residential development.

Figure 2.4 Local Parking Restrictions



2.9 Furthermore, Lambeth parking survey methodology states that visitors to commercial land uses are willing to walk up to 500m from the site for parking purposes. The proposed commercial land uses are targeted primarily towards local residents and businesses, and as such it would potentially be quicker to walk to the site than it would be to drive to a location 500m from the site and walk.

2.10 Given the presence of parking restrictions on local roads, the provision of a car club and provision of residential and commercial parking provided on site it is deemed that on street overspill parking will not occur on the surrounding road network.

Vehicular Access

2.11 The overall consented development will deliver three access points for vehicles, all directly from the A259 to the north of the site. The central and eastern access are relevant to Blocks E and F.

2.12 The central access will be via a priority ghost island T-junction. This access point will provide access to the underground parking for Blocks E and F, and for Phase 1 and Phase 2 surface level car parking. This access point can only be used for inbound movements to the site.

2.13 The easternmost access will be via an existing priority T-junction. The access point will only be used for outbound movements from the site.

2.14 This access arrangement is shown within **Appendix A**.

Cycle Parking Arrangements

2.15 The wider consented development will provide 596 cycle parking spaces, which will be located in convenient locations within the development. This is in line with the level proposed as part of the full application.

2.16 In total 78 cycle parking spaces will be provided for the use of the commercial land uses, whilst the remaining 518 spaces will be provided for the use of the residential land uses.

2.17 Josta 2-tier cycle racks will be utilised for the cycle parking within the site, which will allow for an efficient use of space and to accommodate a higher level of cycle parking provision.

2.18 The residential cycle parking spaces will be unallocated and a provision of 518 spaces results in 0.869 spaces per residential unit. WSCC cycle parking standards indicate that 1&2 bedroom flats should provide 0.5 communal spaces per dwelling, and 3+ bedroom flats should provide 1 space per unit. Applying this to the development quantum there should be a total of 310 cycle parking spaces as a minimum at the proposed development.

2.19 The development considerably exceeds the minimum cycle parking requirement and this overprovision would encourage future residents to cycle for local journeys to and from the development.

3.0 Car Park Management

Commercial Vehicle Management

3.1 For the commercial element of the Site, no commercial vans above 15cwt will be permitted to park at the ground floor commercial car park.

Residential Vehicle Management

3.2 As noted in chapter 2, residential parking in the basement will be allocated. The parking bays measures 4.8m by 2.4m and an aisle width of 6m as well as any height restrictions. This layout will govern the type and size of vehicle that would be able to access the car parking bays. In reality, it may be possible for small vans to access a bay, however larger vans (in excess of 4.8m / 5m) would not fit within the bay and would protrude out into the aisle and potentially impact the circulation and manoeuvrability of vehicles within the car park.

3.3 Hence, residential van parking will self-manage based on vehicle size

Parking Management Company

3.4 The building management organisation will manage the site. They will ensure that the parking facilities provided on-site are being appropriately used and in accordance with this document. The responsible management organisation reserves the right to appoint a private parking enforcement company which will be responsible for monitoring the car park on a regular basis and issuing penalty tickets on the spot.

3.5 As part of this the following is proposed:

- Persons with access to an on-Site parking space will not be permitted to rent out, charge or sell parking facilities to a third party other than persons staying at or renting their property. This will be enforced through an appropriate clause within lease or tenancy agreements for each dwelling;
- Vehicles must not be parked in such a way that causes obstruction or inconvenience to other users;
- Any vehicles in breach of the parking regulations in force on Site will be reported to the management company responsible for the block, penalty notices may be issued;

3.6 As part of the management, the use of the parking spaces (car, cycle, electric and blue badge), will all be closely monitored. If it is found that one type of space is under or over utilised provision will be adapted accordingly, for example if the car parking spaces are not fully utilised more space could be made available for cycle parking or disabled parking.

3.7 Demand for blue badge parking will be monitored using records of tenants who are registered as blue badge holders. Residents should inform the management company if they require to use of one of these spaces.

Information to Employees

3.8 Prior to starting employment at the Site, employees will be informed of the car park management procedures and systems in place. As part of this information, details of which area of parking they should park in, according to their shift pattern will be included. During each employee's induction, the details of the car park management procedures and systems will be reiterated.

Mitigation Measures

3.9 If the car park management systems set out in this document do not achieve the desired operation of the car park, additional measures will be put in place. The measures decided upon will be dependent on which element of the car parking is not operating as efficiently as possible at that time. However, some areas which will be considered, if required are:

- Increased car park management through enforcement/ security;
- Increase information issued to employees; and
- Increased Travel Planning measures.

4.0 Summary and Conclusion

4.1 SLR Consulting Ltd has been appointed by Southern Housing Group to provide transport planning advice in relation to the consented proposals at Free Wharf Phase 2, Shoreham on Sea.

4.2 This CPMP has been provided to discharge condition 18 of the consented application.

4.3 The site is bordered by the A259 at its northern boundary. The development proposals for Phase 2 comprise the development of Blocks E and F which will provide 145 residential dwellings, 397.3sqm of commercial space (café and restaurant), and 27.8sqm of office / retail space.

4.4 Wider site parking provision has already been consented. 400 car parking spaces are provided including residential, car club and commercial uses. Phase 2 of the consented development will provide 130 of the cars parking spaces, including 9 disabled parking bays. Residential parking spaces will be allocated. Additionally, 596 cycle parking spaces will be provided in conveniently located areas throughout the consented development.

4.5 This Car Park Management Plan demonstrates how the car park will be managed throughout Phase 2 of the development, in line with the methods provided within the CPMP for Phase 1 of the development.

4.6 Based on the information contained within this report, it is clear that the layout is suitably designed to effectively negate any impacts on the local road network by providing set parking spaces to meet operational needs. A series of measures have been identified to ensure that the car park operates in as an efficient manner as possible. Moreover, mitigation measures have also been outlined that could be relied upon to reinforce the management of the car park if required.

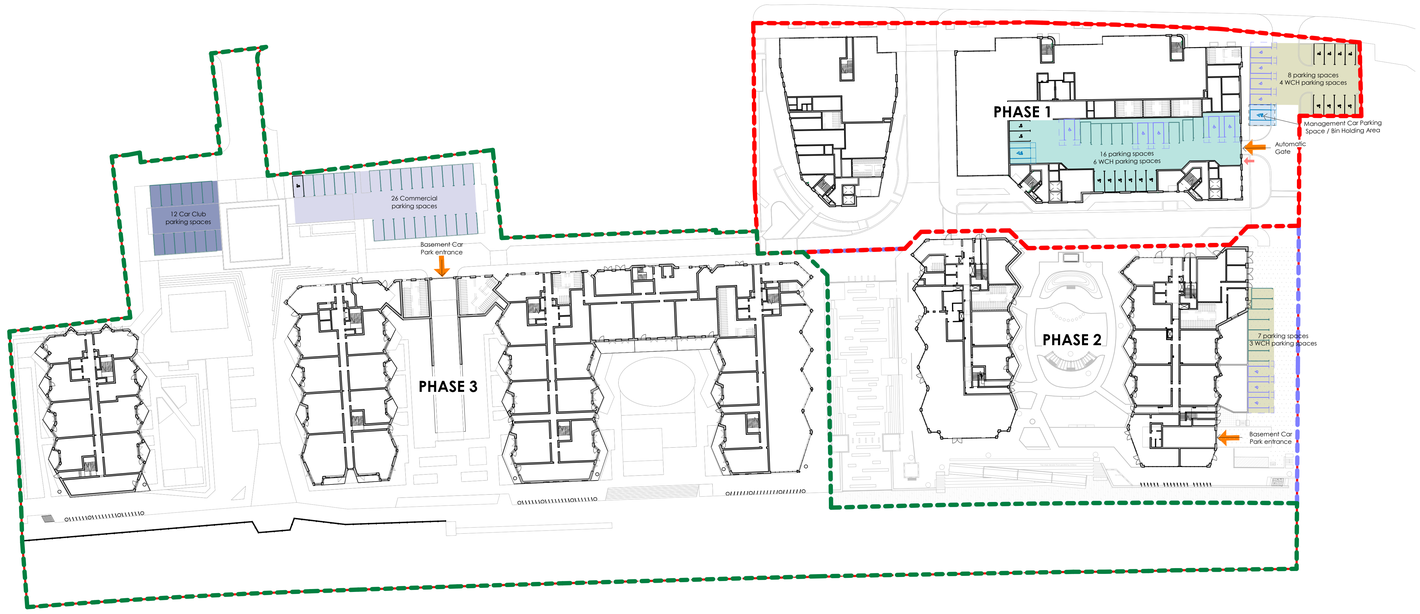
Appendix A Consented Site Layout

Car Park Management Plan

Free Wharf Phase 2, Shoreham by Sea

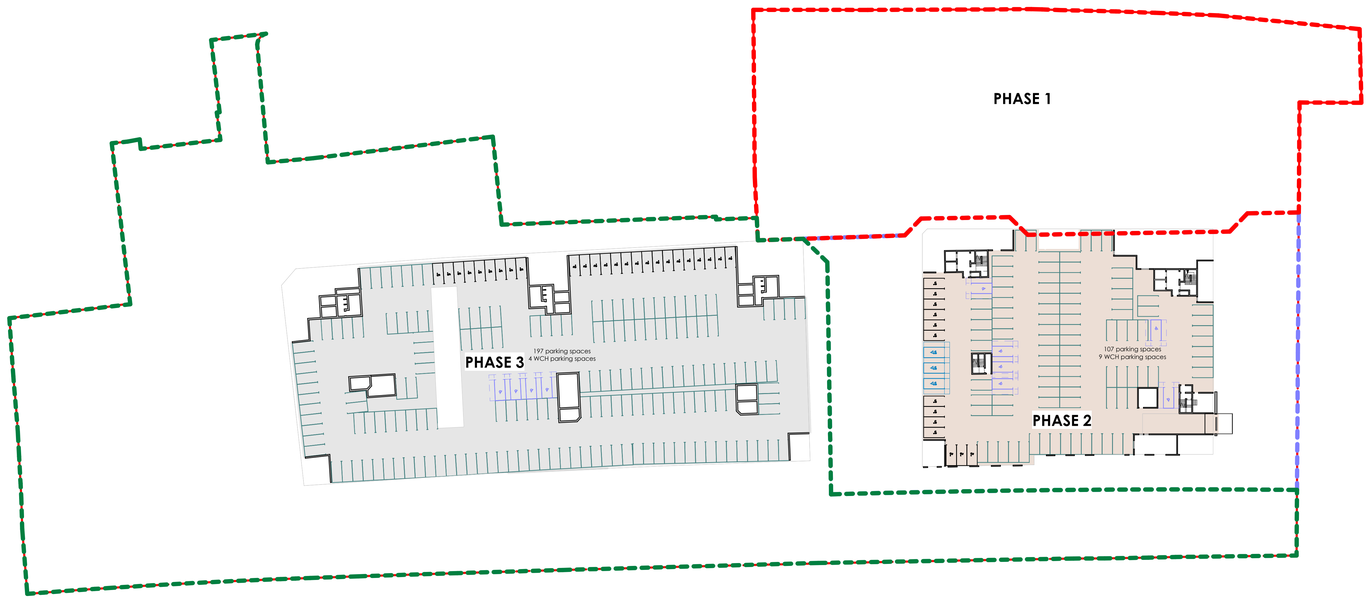
Southern Housing Group

SLR Project No.: 425.066143.00001



Car Parking - Site Wide Ground GA Plan

1 : 500



Car Parking - Site Wide Basement GA Plan

1 : 500

HG CONSTRUCTION

ALAN CAMP ARCHITECTS

address : 88 Union Street London SE1 0NW **phone :** 020 7593 1000
email : mail@alancamp.com **web :** www.alancamp.com

job: Free Wharf, Shoreham-by-Sea	**drawn:** HK	**date:** 01/24
drawing: General Arrangement Car Parking Schedule	**scale:** 1 : 100 @ A0 / 1 : 200 @ A2	**job number:** 3117

PRELIMINARY

drawing number: 3117-ACA-ZZ-ZZ-DR-A-6131 rev. P04

note: all dimensions to be checked on site before commencement of the work. If this drawing exceeds the quantities in any way the architects are to be informed before work is commenced. this drawing is copyright.

revisions (most recent listed below, refer to DIS for all revisions)

rev	date	description	drawn	check
04	13.12.24	1 no. commercial parking spaces changed to charging space in line with Building Control requirements, notes amended on plan	HK	DrB

Parking Schedule-1 Com & Car Club

Dwelling Block	Level	Type	Count
CAR CLUB	L00 Non Resi ToF	Parking Space Standard	12
			12
COMMERCIAL	L00 Non Resi ToF	Parking Space Charging	1
COMMERCIAL	L00 Non Resi ToF	Parking Space Standard	25
			26
Grand Total: 38			38

Parking Schedule-1 Resi

Dwelling Block	Level	Type	Count
BLOCK B,C & D BASEMENT	B01 ToF	Parking Space Charging	25
BLOCK B,C & D BASEMENT	B01 ToF	Parking Space Standard	172
BLOCK B,C & D BASEMENT	B01 ToF	Parking Space Wheelchair	4
			201
BLOCK E & F BASEMENT	B01 ToF	Parking Space Charging	13
BLOCK E & F BASEMENT	B01 ToF	Parking Space Standard	94
BLOCK E & F BASEMENT	B01 ToF	Parking Space Wheelchair	6
BLOCK E & F BASEMENT	B01 ToF	Parking Space Wheelchair Charging	3
			116
BLOCK G	L00 ToF	Parking Space Charging	8
BLOCK G	L00 ToF	Parking Space Standard	8
BLOCK G	L00 ToF	Parking Space Wheelchair	5
BLOCK G	L00 ToF	Parking Space Wheelchair Charging	1
			22
MANAGEMENT	00-SITE	Parking Space Wheelchair Charging	1
			1
PHASE 1 SITE	00-SITE	Parking Space Charging	8
PHASE 1 SITE	00-SITE	Parking Space Wheelchair	4
			12
PHASE 2 SITE	L00 Non Resi ToF	Parking Space Standard	7
PHASE 2 SITE	L00 Non Resi ToF	Parking Space Wheelchair	3
			10
Grand Total: 362			362

CAR PARKING STRATEGY

Based on
- ACA Planning approved scheme Ref: 20/AP/1383

Location

- Block G Car Park
- Phase 2 Basement Car Park
- Phase 3 Basement Car Park - TBC
- Residential Parking (External)
- Commercial Parking (External)
- Car Club Parking (External)
- Phase 1 Management Parking Space

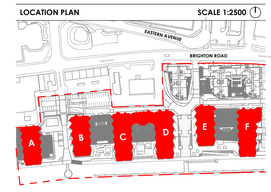
Parking Space Type

- Standard Parking Space
- Wheelchair Parking Space
- EVC Parking Space
- EVC Wheelchair Parking Space

Car Park Entrance

- Vehicular Entrance
- Pedestrian Entrance

LOCATION PLAN **SCALE 1:2500**





Car Parking Schedule

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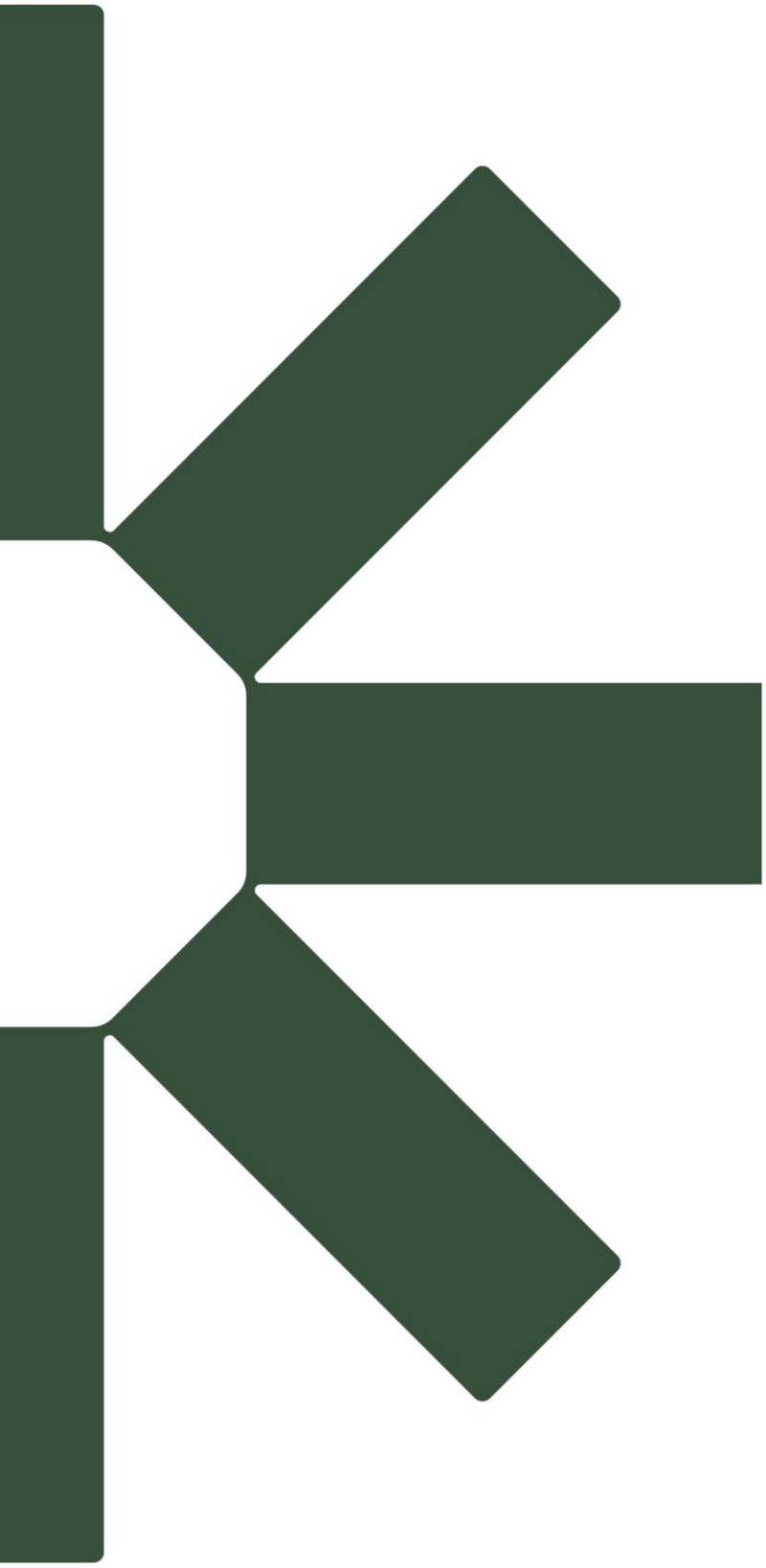

Making Sustainability Happen