

Devon County Council Traffic Management Policy

Residents' Parking TMP32/20

REVISIONS

C December 2020

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1. Preamble

The primary function of the highway is for the movement of traffic. There is not a right to park on the highway or to use a particular parking space on a section of the highway where parking is permitted. However, parking is allowed where this does not impinge on the movement of traffic or where it does not create a safety hazard, or obstruct access to property or for emergency vehicles, or is likely to cause damage to the fabric of the highway.

Residents parking schemes provide formal parking arrangements and can be a useful tool in appropriate circumstances for managing the demand for parking.

Residents' Parking schemes can provide improved access to parking for residents who do not have alternative off-street parking.

Residents' parking schemes are designed to give relief to residential areas from non-residential parking.

The principles for residents' parking schemes in Devon are:

- (i) The area covered by the scheme should normally be sufficiently large to accommodate the anticipated demand, within the eligibility rules, from residents for permits.
- (ii) It should be clear that displaced parking would or could be accommodated. (For example, in off-street car parks or by a modal shift to park and ride or by car sharing journey savings).
- (iii) Schemes should provide a mix of residents' only spaces and limited waiting spaces, including pay and display or pay by phone where appropriate, for short-term visitors.
- (iv) The costs listed below should be covered by the charge for the permit together with any other income generated by related on-street parking schemes or from third party costs. The costs are:
 - scheme administration,
 - traffic order costs,
 - scheme implementation costs,
 - maintenance of the scheme,
 - enforcement of the scheme.
- (v) A scheme does not provide a space outside the permit holders' house and does not guarantee a parking space.

2. Policy

2.1 Residents Parking Schemes.

- (i) Where appropriate, residents' parking schemes shall be introduced as part of a joint on-street/off-street authority Traffic and Parking Strategy,
- (ii) In the absence of a joint Traffic and Parking Strategy, Residents' Parking schemes may be developed in appropriate circumstances as part of a community parking management plan that considers the needs of all users and delivers the objectives of the Devon Local Transport Plan. Such schemes would therefore need to:
 - Support one of the Congestion Action Plans for Exeter, Newton Abbot, Barnstaple and Totnes,
 - Support a Park and Ride Scheme which provides a sustainable public transport alternative to car travel to a town,
- (iii) Residents' Parking schemes shall not be introduced in towns and villages where there is a problem due to high residential car ownership and high visitor numbers and where there is no alternative for visitors that would be displaced by a Residents' Parking scheme.
- (iv) Where schools are affected by a new residents parking scheme, consideration should be given to provision for essential vehicles where these cannot be accommodated within the school site. Consideration would be conditional on a live School Travel Plan, including staff travel, being in place (<https://www.devon.gov.uk/roadsandtransport/safe-travel/road-safety/schools/school-travel-plans/>)
- (v) Schemes should be designed with an exemption for Co Cars (and other recognised car clubs)

2.2 General Assessment Criteria.

- (i) The operation of Residents Parking schemes within a community must be substantially self-financing as far as the County Council is concerned, by receipts from the issue of permits and allied on-street pay and display/pay by phone schemes.
- (ii) The majority of residents should not have privately available off-street parking either within the curtilage of, or close to, their property. As a guide, 75% of the properties in a Residents' Parking Zone should have no alternative off-street parking. Also, sufficient off-street public parking (free or at a reasonable annual price) should not be available within the immediate vicinity.
- (iii) The level of demand for residential parking within the area must be considered.
- (iv) Parking spaces must not be introduced that would compromise road safety or obstruct the flow of traffic.
- (v) Specific parking spaces are not allocated for parking within a zone.
- (vi) Valid permit holders can park without charge in pay and display/pay by phone spaces if included in the particular scheme.

2.3 Eligibility for Permits

- (i) Permits are issued annually and the council reserves the right to request and check for evidence of eligibility as part of the application process or at any point whilst a permit is valid, including proof of residence, vehicle ownership, CO2 emissions / engine size.
- (ii) Residents within the zone at the time of scheme implementation shall be eligible for permits. The eligibility for permits is restricted to those qualifying residents on the date of implementation of the scheme. The residents of any subsequent new development or redevelopment within the area covered by the zone are not automatically eligible for permits in line with the following considerations:

The Planning Authority/process may make certain requirements in regard to on-street parking and as part of the planning process the Highway Authority, as statutory consultee, may also make comments relating to parking. Although the Highway Authority has no power of direction. These comments will be considered along with the following;

For Conversions / Change of Use

Consider the number of permits currently available for the property.

If the total number of permits at the eligible address before redevelopment, exceeds or is equal to the number of addresses after redevelopment, then allow one permit per new address.

e.g. one house eligible for two permits converted into two flats means each flat will be eligible for one permit.

If the total number of permits, at the eligible address before redevelopment, is less than the number of addresses after redevelopment, then no permits would be allowed. Unless enough addresses are designated ineligible for permits to allow the total number of permits before redevelopment, to be allocated to the remaining addresses.

e.g. one house eligible for two permits converted into three or more flats means all flats will be ineligible for permits unless one or more are designated car free.”

For other developments

If the property / address is not eligible for permits prior to redevelopment, developments expected to provide sufficient spaces off-street within their developments boundaries or clearly designate each address as car free.

- (i) Where a single property is developed into a number of separate dwellings, the developer should designate which properties are eligible for permits. If this is not confirmed by the developer with DCC the IT system used to issue permits cannot identify particular residents' eligibility for permits over others. Therefore a first come, first served system will be used. I.E. it is likely that the whole development would be subject to the original 2 permit limit as per the original property, and it may be that a single dwelling is assigned these two permits having requested prior to other occupants. At this time there is no scope or resources to adjust the system to be more equitable.
- (ii) Provision may be made in some schemes for residents permits to be issued for use in nominated company vehicles.
- (iii) Second homeowners shall be treated as permanent residents.

- (iv) Landlords are not eligible for residents permits but are eligible for a Landlord permit.
- (v) Businesses which require on-street parking for essential business purposes and not just to provide convenient commuter parking for employees of the business shall be eligible for business permits. These will be reviewed at point of issue and renewal to ensure the reasons for issue still apply and that they are being utilised correctly.
- (vi) Residential visitor permits shall be available to all eligible addresses in the zone. Such permits shall be issued in a book of 30 day permits and shall be limited to two issues per year. Where provision of “virtual” permits is possible, visitor permits will be available to be used in hourly sessions allowing greater flexibility to residents.
- (vii) Essential visitor permits shall be available to all residents (at eligible addresses) who provide evidence of a need for regular visitor support to care for an ailing or disabled resident in the zone. These will be reviewed at point of issue and renewal to ensure the reasons for issue still apply and that they are being utilised correctly.
- (viii) Social workers, occupational therapists and voluntary workers delivering essential services to residents within the zone shall be allowed to park in a Residents Parking Zone whilst performing home visits and will be eligible for Care and Health Workers Permit.
- (ix) A Registered Charity shall be treated as a business, but permits shall be supplied at a reduced fee. Supporting Living Properties should be eligible for up to 3 permits for use where vehicles will be required for journeys with clients or errands to support clients. These permits would be aligned with Charity Business Permits.
- (x) A school where eligible shall be treated as a business. Permits shall be supplied at the Registered Charity fee.

Guest House/Holiday Let/Hotel Permits

- (i) Guest Houses and Hotels located at an eligible address that require on-street parking for guests, shall be eligible for guest house/hotel permits. This is only applicable if there is inadequate off-street parking in the area e.g. no Park & Ride and no district council or private car parks.
- (ii) The guest house/hotel must advise guests of the limited availability of parking and promote the use of public transport.
- (iii) Such permits shall be issued in a book of 20 permits (each permit valid for one day) and may only be used by guests staying at the guest house/hotel and not staff.
- (iv) New guest houses/hotels within existing residents parking schemes will be considered new developments.
- (v) Permits are only valid whilst the guest house/hotel operates from the address. When these circumstances change, permits will be cancelled and must be returned to DCC.

2.4 Rationing of Permits:

- (i) The number of Residential Permits shall be limited to a maximum of 2 per residential address, which is an address that is registered with the Post Office and City / District and therefore is paying Council Tax.
- (ii) Where the provision of “virtual” permits is possible, it will be a requirement that residents purchase permits for any motorcycle they wish to park within their zone. Permits provided to motorcycles would not count against the household allocation described in (i)
- (iii) A reduction in permits issued per eligible address may be appropriate in some schemes to provide a better match between the availability of permits and the on-street supply of parking places.
- (iv) The number of Business permits shall be limited to a maximum of 3 per business.

2.5 Cost of Permits

- (i) For residents permits, differential charging will be implemented in order to provide a nudge to discourage multiple car ownership. Differential charge will be designed to encourage uptake of EV.
- (ii) Motorcycles should be subject to same base residents permit charge as cars.
- (iii) Essential Visitor Permits should be subject to the same base charge as cars.
- (iv) Any new charge should ensure that the cost of transfer to virtual permits is sustainable (including any additional document checks)
- (v) An administration charge should be applied in respect of changes of registration details of a vehicle linked to a permit to ensure the service remains sustainable.
- (vi) Charges will be as described in the Fees and Charges and Appendix B of the County-wide On Street Parking Traffic Order*. The charges will be subject to periodic review.

Tier 1	Tier 2	Tier 3
Vehicles band A	Vehicles Band B-K	Vehicles Band L-M
Motorcycles		Company vehicle Permits
Scooters		

2.6 Enforcement

- (i) Adequate enforcement is of paramount importance and resource for enforcement of new schemes should be considered before launch.
- (ii) Continued investment in technology will be made to ensure effective efficient enforcement, and improved customer experience.
- (iii) An appropriate proportion of the funds derived from Residents Parking scheme permit charges and allied Pay and Display/Pay by Phone charges shall be used to finance enforcement of schemes.

3. Further Advice Notes on Design and Implementation

Prior to introduction scheme extensive planning is required and advice on detailed arrangements and factors that need to be considered for Residents' Parking Schemes is given in DTA 32A/05, DTA 32B/05 and DTA 32C/05. For associated Pay and Display schemes advice is given in DTA 32D/05.

4. Devon Local Transport Plan Objectives

1. Integrated transport,
4. Economy,
5. Environment

Revisions

Dec 04	A	Approved by Executive Committee
July 05	B	Essential visitors permit cost reduced to zero, approved by Exec Member
Dec 20	C	Updated based on Member Working Group