

# **Hampshire County Council Universal Services**

## **Operational Policy for Residential Parking Schemes**

Updated November 2024

## **Residents' parking schemes**

Residential Parking schemes reserve most on-street parking within a defined area for the use of residents. This is achieved by designating on-street parking places for permit holders. Schemes also have to make provision for visitors, deliveries and carers as well as building works, removals and services on the highway.

Schemes of this type are complex and resource intensive to design, implement, administer, enforce and maintain and therefore they must operate on a full cost recovery basis with income from the sale of permits needing to cover all associated operational costs.

Residents' parking schemes should only be provided if most residents have very little or no off-street parking space, typically in areas of terraced housing, and if residents' difficulty in finding space to park is caused by the parking of non-resident vehicles. In situations where a road is being used as long stay parking by commuters, for example, but most residents have off-street parking, a single yellow line restriction preventing parking for part of the day will be more appropriate. Usually this would only be in situations where parking is considered to compromise safety of the highway.

Specific details such as how many permits should be available to each household, the cost of permits and the times the parking restriction applies may vary in accordance with the local problem being addressed.

The objective of these schemes is to create parking opportunities for residents in areas with little or no off-street parking near busy town or village centres or other locations attracting commuters and visitors such as close to railway stations, Hospitals, Universities and colleges where there is a high demand for on-street parking. It should be noted, however, that it is important to strike a balance between residents' parking and the on-street parking necessary to assist the economic vitality of local centres and access to facilities.

The following criteria will apply when considering the need for a residents' parking scheme:

(a) Assessment of need:

1. Schemes shall not be considered where a resident has the ability to provide, at reasonable cost to themselves, parking within their own curtilage. This may be dependent upon local planning policy. Exceptions could be made in areas where the alteration of premises to accommodate parking may have an adverse impact on the appearance of a street;
2. Surveys should be undertaken to confirm that there is a shortage of on-street space for residents and/or their visitors due to parking by non-resident vehicles. The

survey should identify the amount of available kerb space and how long vehicles are parked on a typical day in order to determine the level of difficulty for residents;

3. Generally, not more than half of the residents should have sufficient parking available within the curtilage of their property or allocated to that property in the form of private garages or other parking space.

(b) Determination of feasibility and type of scheme:

1. The normal working day or peak demand for resident spaces needs to be identified. If this demand cannot be met it will need to be determined as to whether it would be better to leave the current parking situation as it is or to progress a permit scheme which would assist some but not all residents;

2. Consideration must be given to the overall parking needs for the area. Locations that are close to shopping and business areas where there is a lack of short stay on-street parking or convenient off-street parking may need to allow a proportion of short-stay parking for non-resident vehicles. Where such a need is identified, time limited parking should be provided. Such parking could include an exemption on the time limit for permit holders;

3. If the spaces are to be reserved exclusively for permit holders because it has been shown that parking of non-residential vehicles is not necessary to meet the needs of the area, consideration should be given to signing the scheme as a Permit Parking Area or Zone in order to minimise the requirement for signs and road markings and therefore reduce the visual impact of the scheme.

4. Careful consideration should be given to the impact of the signs and road markings of permit schemes in conservation areas;

5. The Highway Authority (the County Council) must be satisfied that a reasonable level of enforcement of the scheme can be maintained;

6. It must be shown that the introduction of the scheme will not cause unacceptable problems (such as displaced parking) in adjacent roads. It may be necessary to widen the potential area covered.

(c) Consulting and implementation:

1. The proposals should be acceptable to the greater proportion of residents prior to formal advertisement of the Traffic Regulation Order. The consultation should include details such as the cost of permits, how many permits residents will be entitled to and arrangements for visitors;

2. Local businesses and amenities located within and close to the area affected by the proposals should also be consulted.

Other important considerations:

- Eligibility for permits and the type of permits available may vary from scheme to scheme. The number of permits that can be issued to each household may differ according to the specific needs of the area affected. For instance, residents living in a permit scheme area who have some off-street parking space may be entitled to fewer or no permits;
- Charges must be made for permits at a level that will ensure the scheme is fully self-financing. The County Council will set a minimum annual permit charge that will be subject to annual review and inflation;
- Spaces cannot be allocated to specific properties and a permit does not guarantee a parking space;
- The formalisation of parking spaces through a residents' parking scheme may lead to a reduction in the amount of parking space available;
- An arrangement for short term permits for use by visitors and trades people should also be considered and these must also be charged at a level where full cost recovery is achieved.

### **Core Operational Policy**

- (i) Residential Parking Schemes must operate on a full cost recovery basis. The on-street parking account must not be used to subsidise the operational costs of Residential Parking schemes.
- (ii) Schemes must be self-financing with income from permits covering the full cost of scheme operation including permit administration, scheme management, enhanced enforcement time and the ongoing revenue costs associated with the maintenance of the associated signs and carriageway lining.
- (iii) A minimum first Permit charge of £60 is to be charged. Permit charges in smaller zones or where parking demand requires enhanced levels of enforcement, may need to be higher to cover increased operating costs. Permit charges must also be subject to inflation and annual charging reviews.
- (iv) Charges for second permits must be set at a level that will help ensure schemes are not oversubscribed with excessive permits issued in relation to the available parking within an area.
- (v) Charges for subsequent permits (subject to local policy and where sufficient kerb space exists) must also be charged at a level that will discourage an excessive proportion of the available on-street parking being taken by individual properties.
- (vi) Charges for visitor and trade permits also need to be set at a level to achieve full cost recovery and to manage demand.