

DfI Roads Policy & Procedure Guide: RSPPG_E056

Title: Provision of Parking Places

Author : Darwin Burke
Owner : Director of Engineering
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Classification

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Level 2 : Engineering
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Level 4 : (Work Areas) Traffic

Notes

Certification

This document represents DfI Roads Policy, and is to be implemented with effect from the date of issue.

(Signed) PB Doherty, Director of Engineering

Certification Date: [date]

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1 Introduction

1.1 Purpose

1.1.1 This DfI Roads Policy & Procedure Guide (RSPPG):-

- a) Is aimed at all staff involved with providing parking places on the public road that require the making of an Order under Part IV of the Road Traffic Regulation (NI) Order 1997.
- b) Sets out the procedure to be followed when approving accessible parking bays. These procedures replace paragraph 2.5.1 – 2.5.6 of RSPPG_S016.

1.2 Definitions

1.2.1 Accessible parking bay – a parking bay that is designated for use by blue badge holders.

1.2.2 Blue badge – badge issued under Disabled Persons (Badges for Motor Vehicles) Regulations (NI) or equivalent which provides certain parking concessions <https://www.nidirect.gov.uk/articles/blue-badge-scheme-guide-badge-holders>.

1.2.3 Department – Department for Infrastructure.

1.2.4 "designated parking place" means a parking place designated by order under Article 15 for which a charge may be made.

1.2.5 Doctor – a person registered with a licence to practice with the General Medical Council (GMC) to practice medicine in the UK.

1.2.6 DfT – Department for Transport.

1.2.7 DSO – Departmental Solicitor's Office.

1.2.8 Hospital – a medical facility where sick or injured people are given direct emergency medical or surgical care.

1.2.9 IMTAC – The Inclusive Mobility and Transport Advisory Committee. <http://www.imtac.org.uk>

1.2.10 Parking place - place where vehicles or vehicles of any particular class may wait.

1.2.11 Parking bay - a road marking which indicates where a vehicle can be parked.

1.2.12 PPRO – Parking Places on Roads Order.

1.2.13 RTRO – The Road Traffic Regulation (Northern Ireland) Order 1997.

1.2.14 TRO – Traffic Regulation Order.

1.2.15 TSM – Traffic Signs Manual.

1.2.16 TSR – Traffic Signs Regulations (Northern Ireland) 1997.

1.3 **Background**

1.3.1 In the urban context on-street kerbside parking is generally considered to be the most convenient place to park. However, in many urban areas the demand for spaces exceeds the supply and the road-space needs to be managed in order to allocate it appropriately amongst the various categories of different users - this document is intended to help the decision making process.

1.3.2 The Road Traffic Regulation (Northern Ireland) Order 1997 (RTRO) provides the Department with the power to authorise, by order, any part of the road for use as a parking place. Orders can be made using either of two Articles of the RTRO, Article 10, *Power of Department to provide parking places* or, Article 15, *Designation of parking places on roads for which charges may be made*.

1.3.3 Article 10 is used to provide 'free' on-street parking provision where a charge or payment does not apply. For example, general limited waiting bays, accessible/blue badge bays, doctor's/medical practitioner's bays, ambulance bays, loading bays and coach bays. Any orders made under Article 10 are generally known as Parking Places on Roads Orders (PPRO).

1.3.4 Article 15 is used to provide any on-street parking provision for which there is charge e.g. controlled parking zones.

1.3.5 Article 27A of the RTRO provides the Department the power to provide on-street taxi ranks, through the making of a 'taxi regulation order'.

1.4 Costs and Benefits

1.4.1 The anticipated costs arising from the implementation of this RSPPG are:-

- Scheme design/option assessment;
- Scheme consultation, including advertising/public notices;
- Scheme implementation (traffic signs, road markings, ticket machines etc.); and,
- Enforcement.

1.4.2 The anticipated benefits deriving from the implementation of this RSPPG include:-

- A standard process for the allocation of kerbside space;
- Consistent criteria for the introduction of parking places orders and taxi regulation orders;
- A standard framework both for establishing need and designing solutions to ensure a more efficient and consistent approach to provision; and,
- The effective use of resources and a decision making process that is robust and defensible.

2 Dfl Roads Policy & Procedure

2.1 General Information

2.1.1 The regulation of on-street parking can achieve a number of goals, which include:

- Influencing parking behaviour and consequently the flow of traffic into an area as a form of traffic restraint;
- Managing traffic flow;
- Reducing the risk of collisions; and,
- Safeguarding the traffic carrying capacity of the carriageway.

2.1.2 Bays may be designated for different uses, and these include:

- General parking bays, usually time limited and sometimes charged for;
- Accessible/blue badge parking bays;
- Loading bays;
- Doctor's bays;
- Ambulance bays;
- Coach Stops;
- Motorcycle bays;
- Taxi ranks; and,
- Electric vehicle charge point bays.

2.1.3 Road space may also be designated for residents' parking purposes under the RTRO but this is covered in a separate policy document RSPPG E042.

2.2 The Strategic Context

2.2.1 Version 1 of this RSPPG indicated that the strategy context in terms of parking provision was set out in the Regional Transportation Strategy 2002-12 and its associated Transport Plans (Belfast Metropolitan Transport Plan 2015 and Sub-Regional Transportation Plan 2015). While each of these has expired since version 1, and to date have not been replaced or updated, this version confirms that there has been no shift in the Department's strategic context in terms of overarching parking policy in the intervening period.

2.2.2 The Regional Transportation Strategy 2002 – 2012 recognised that reduced availability of spaces for long-stay (commuter) parking, particularly in Belfast, could be used as a form of demand management in order to reduce the possible negative impact of additional private car use.

2.2.3 The Belfast Metropolitan Transport Plan 2015 went further stating that *“Demand management will initially be focused upon applying a parking policy that increases the level of parking restraint within central Belfast as a means of tackling peak car use, while still providing for car journeys outside peak periods as a means of maintaining the economic vitality of the city centre.”*

2.2.4 The future transportation needs for each of the other towns/cities outside the Belfast Metropolitan Area were outlined in the Sub-Regional Transport Plan 2015. Within the Plan it indicated that *“draft parking strategies have been devised to provide:*

- *convenient short stay parking close to the town or city centre;*
- *longer stay parking located further from the town or city centre;*
- *appropriate additional exclusive provision for loading vehicles, taxi stands and Blue Badge vehicles; and*
- *where practical, parking has also been proposed convenient to bus and rail stations to encourage public transport use by commuters.”*

2.2.5 The local parking strategies also indicated that short stay on-street parking close to town or city centres ideally should have been charged for.

2.2.6 In terms of specific provision, the revised Accessible Transport Strategy for Northern Ireland 2025 will contain an action for DfI Roads to update its policies on parking provision for people with disabilities which this document meets.

2.3 **The Legislative Context**

2.3.1 The Road Traffic Regulation (Northern Ireland) Order 1997 (RTRO) gives the Department with the power to provide, by order, any part of the road for use as a parking place. The procedures for making an order are outlined in RSPPG S016 'On & Off Street Parking Orders & Parking Concessions for the Disabled' <https://www.infrastructure-ni.gov.uk/publications/and-street-parking-orders-and-parking-concessions-disabled-rsppg-s016>.

2.4 **The Policy Context**

2.4.1 To meet its Strategic commitments (section 2.2) the Department may allocate road space for any of the uses listed in paragraph 2.1.2. While any such allocation will, whenever possible, be sympathetic to local need/demand, it must also complement DfI Road's responsibility to manage the road network for the benefit of the majority of road users and for the safe and efficient movement of traffic.

2.4.2 Local consultation should be integral to the decision making process. Were appropriate, this will involve liaison with local residents, community representatives and businesses, as well as local access groups, the police and IMTAC, the Department's primary adviser on issues that affect the mobility of older people and people with disabilities.

2.5 **Parking Places – General Provision**

2.5.1 An on-street parking place is that part of the highway allocated for stationary vehicles. A controlled parking place is indicated by a parking bay which is a defined area marked on the carriageway where vehicles can be parked.

2.5.2 On street parking places may be provided where parking needs to be controlled in line with a relevant local transport plan. This will usually be for the purposes of putting a time limit on the length of stay and the application of a charge for the parking provision but may occasionally be used to control the location/position of parking.

2.5.3 In terms of positioning/location, there is generally no need to control parking using bay markings unless there is a specific local reason to do so, for example, on wider roads where end-on (or echelon) parking would be appropriate. Bays may also be marked for traffic calming reasons.

2.5.4 Generally the introduction of time limitations on parking will be dictated by parking surveys. The survey data will indicate the streets where demand is greatest and where shorter time limits are necessary to create the optimum turnover of spaces for the benefit of the local businesses. Parking surveys will also give an indication of the possible 'share' of kerb space. The extent of any survey will depend on the complexity of the issue and the degree of existing knowledge of the location. There may, for example be locations where it is fairly evident that there are parking difficulties and that some form of control can be justified without resorting to elaborate and detailed surveys. Any evidence to confirm such knowledge, such as correspondence from traders or local representatives, may be referred to when any decision is taken.

2.5.5 Controlled parking places are introduced using PPROs and theoretically any time limit can be stipulated for the parking place under consideration. However, for uniformity of approach 1, 2 or 4 hour limits shall be generally applied, although there may be occasion when a 30 minute limit may be desirable in areas of very high demand.

2.5.6 Individual timings and the days of application will be largely dependent on local circumstances. Generally the days of application will either be Monday to Friday, or Monday to Saturday, but occasionally this may be extended to include Sunday – remembering that the primary purpose of introducing shorter time limits is to create a turnover of spaces for the benefit of the local businesses.

2.5.7 A 30 minute or 1 hour limit (*short term parking*) will be generally applied to the busiest commercial areas where demand for on street parking is greatest.

2.5.8 A 2 or 4 hour limit (*medium term parking*) will be applied in areas that are further away from the main commercial area or in less busy commercial areas. This limit is primarily intended to deter longer stay/commuter parking in the peripheral areas of cities and towns. It should be noted though that a 4 hour limit is more onerous to enforce.

2.5.9 Consultation with local businesses will inform the decision making process. This will ascertain their collective needs and identify the nature of the different commercial enterprises.

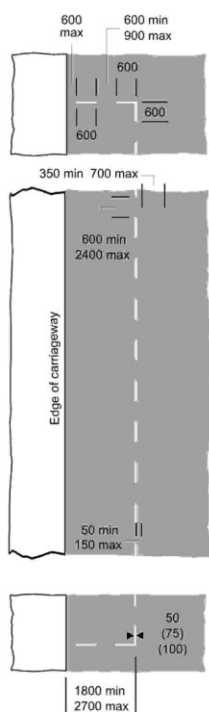
2.5.10 A 'no return' stipulation is generally required to prevent drivers from moving the car temporarily to enable longer term parking. This will generally be 1 hour although this can be varied to suit certain local situations.

2.5.11 It is preferable that the time of operation of any parking regime is uniform throughout the week. This not only makes the provision of signing easier but also helps the road user understanding of the specific local requirements.

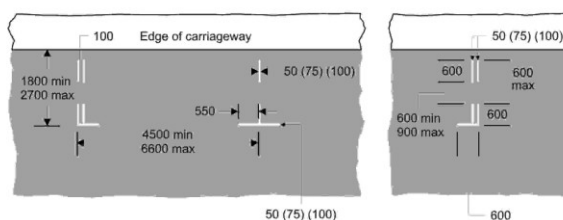
2.5.12 Two forms of controlled parking are generally be used, either 'limited waiting' or ticketed 'pay and display'.

2.5.13 Any decision on the choice of controlled parking will take account of the costs and practicalities of introducing either. In general, where there is wide ranging demand for different regimes in the area paid parking may be more flexible for management purposes.

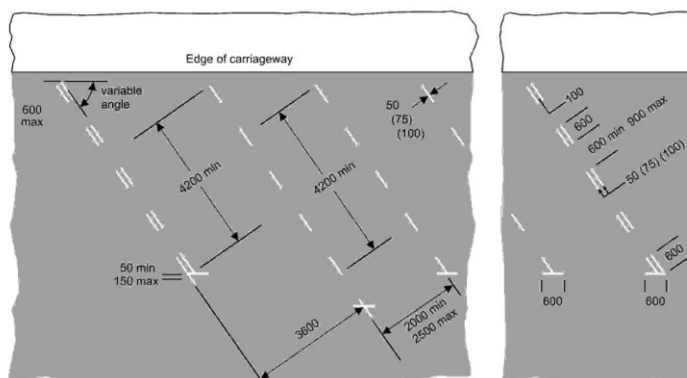
2.5.14 Limited waiting bays are free parking places where certain restrictions apply. The restrictions are indicated by the sign to diagram 661.1 of the TSR and must be used with a bay marking to diagram 1028.4, 1032 or 1033 of the TSR. Outside the times of operation there are no restrictions on parking unless there are signs and markings to indicate otherwise (TSM Chapter 3). The restrictions do not generally apply to vehicles displaying a valid blue badge. Exceptionally it is possible to restrict waiting for all users by making this provision in the individual TRO and indicating this on the adjacent signing, however this scenario will be rare and there must be a good underlying reason to do so, such as an ample provision of accessible bays in the vicinity.



Permitted variant of
Diag No 1028.4



Diag No 1032



Permitted variant of
Diag No 1033



Diag No 661.1

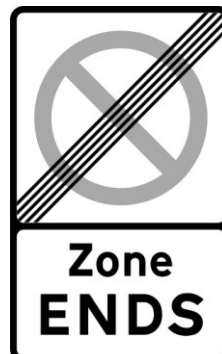
2.5.15 Management of limited waiting is time consuming and resource intensive with the traffic attendants needing to make more frequent patrols and note all parked vehicles.

2.5.16 Paid on-street parking is achieved using ticketed, or more commonly 'pay and display', parking schemes. The extent to which charged parking in an area applies is designated by a TRO called a controlled parking zone (or CPZ) (On-Street Parking Order).

2.5.17 On the ground the extent of a CPZ is bounded by entry and exit signing (diagrams 663 and 664 of the TSR).



Permitted variant of
Diag No 663



Diag No 664

2.5.18 Within the CPZ all roads are marked with bay markings, where parking places have been provided, or, single or double yellow line waiting restrictions. Bay markings need an adjacent sign to indicate the period over which ticketed parking operates and any restrictions that are applicable in terms of the length of stay and any 'no return' stipulation. Single yellow lines indicate areas where parking is prohibited during the hours of operation of the CPZ, outside of the hours of operation waiting is not prohibited. Double yellow lines mean that waiting is prohibited at any time. (TSM Chapter 3 Sections 6, 7 &12)

2.5.19 Individual orders may vary to suit specific locations, however drivers displaying a valid blue badge are generally allowed to park free of charge without time limit in the parking places provided within a CPZ.

2.5.20 A number of factors can influence the adoption of pay and display parking. The management/control of parking is an easier and more efficient operation with the ticket allowing the attendant to quickly see if a car is parked legitimately or not. This reduces the on-going resource requirement but has to be balanced against the higher initial capital cost for the purchase of the ticket machines.

2.6 Accessible Parking Bays – General Provision

2.6.1 Accessible/Blue Badge bays may be provided along with the provision of general controlled on-street provision.

2.6.2 The bays shall generally be placed as close as possible to shops or other establishments e.g. bank, post office, large store etc. The Department for Transport's Traffic Advisory Leaflet TAL 5/95 'Parking for Disabled People' provides further guidance.

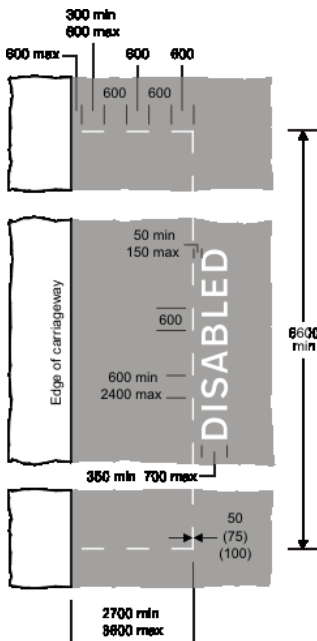
http://webarchive.nationalarchives.gov.uk/+http://www.dft.gov.uk/adobepdf/165240/244921/244924/TAL_5-951/

2.6.3 Accessible bays can be provided either with or without a time limit. In busy commercial areas consideration should be given to limiting the permitted parking time to 3 or 4 hours, with 3 hours typically being the lower limit, although this may by exception be reduced to suit local needs if agreed with the local access groups. This will result in turnover of these bays and ensure that the bays are available throughout the day for all blue badge holders who wish to use the area and not just those who work in the locality and who would have the tendency to park all of the working day. However, before restricting the time limit an assessment should be made of the availability of parking opportunities for those blue badge holders who need to park all day, bearing in mind that blue badge holders can park without limitation in either a standard limited waiting or 'pay and display' bay (and in this latter scenario without charge).

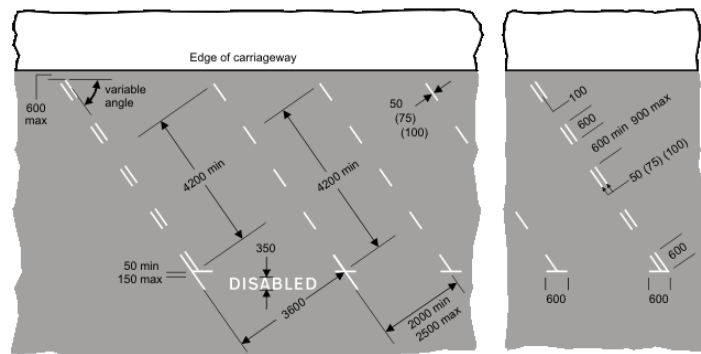
2.6.4 IMTAC and local access groups should be consulted during the development of any local parking plans for an area.

2.6.5 Accessible bays shall be marked on the ground with either diagram 1028.3 or diagram 1033. An upright sign is not legally required to ensure enforcement unless there are specific limitations on the length of stay i.e. diagram No 661A of the TSR. Upright signs may also be provided where it is considered that the information on adjacent parking signs may cause confusion to the road user.

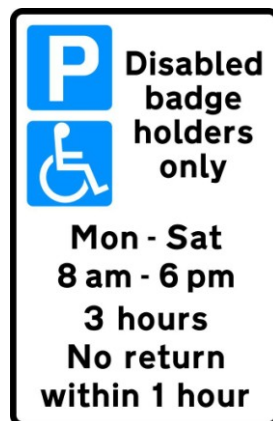
2.6.6 Where times of operation are included on the sign it should be noted that outside of these times any vehicle may park in the bay unless signs and markings indicate otherwise.



Diag No 1028.3



Diag No 1033



Permitted variant of Diag No 661A

2.6.7 General on-street provision shall be provided with dropped kerbs to the rear of the bay to facilitate wheelchair users.

2.7 Accessible/Blue Badge parking bays – Requests from Individuals

2.7.1 DfI Roads has powers to provide on-street parking places for people with disabilities outside or near their homes and / or their places of work (paragraph 2.8) where it can be established that a parking problem exists.

2.7.2 The application form (Appendix A) shall be completed either by or on behalf of the applicant.

2.7.3 A three stage survey shall be used to determine the eligibility of applicants based on the information supplied on their applications. The first stage is a desk top assessment (Appendix B), followed if necessary by, a survey (Appendix C) and, finally if approved, the marking out process. The first stage should help reduce the number of applications which require full site and parking surveys.

2.7.4 DfI Roads in considering applications for Accessible/Blue Badge bays shall be guided by the following:

a) the degree of difficulty in getting to and from the vehicle is a main consideration. The following criteria shall be used to confirm this:

- for applicants under 65 years of age – be a blue badge holder and meet ONE of the following criteria:
 - be in receipt of the higher rate of the mobility component of the Disability Living Allowance;
 - receive eight points or more under the ‘moving around’ activity for the mobility component of Personal Independence Payment;
 - receive a War Pension Mobility Supplement;
 - receive a benefit under the Armed Forces and Reserve Forces Compensation Scheme within tariff levels 1-8 inclusive and have been certified by the Service Personnel and Veterans Agency (SPVA) as having a permanent and substantial impairment which causes inability to walk or very considerable difficulty walking;
 - be registered blind.
- for applicants 65 years of age and over – Blue badge holder;

b) bays will not normally be provided where the applicant has use of a suitable driveway or garage. Suitability may be compromised if the area is difficult to access e.g. steps, steep incline etc which may necessitate an initial site visit to confirm.

c) bays will not be considered in locations where existing waiting restrictions are in place e.g. yellow lines, urban clearways, etc. A suitable alternative location close to the applicant's residence may be considered instead.

d) bays will not be considered at a location which may compromise road safety e.g. brow of a hill, within 15m of a junction. A suitable alternative location close to the applicant's residence may be considered instead.

e) bays will be provided on roads, however there may be occasions where consideration may be given to marking a bay partially on both the carriageway and footway. The footway needs to be sufficiently wide so that the parked vehicle does not cause an obstruction to pedestrians and the height of the kerb is such that cars are not damaged entering or leaving parking bays. The ability of the applicant to get into and out of the car also needs to be considered as this may be further compromised by the car being part on the footway and part on the road.

f) bays should normally only be provided for disabled drivers, however, they may be provided for disabled passengers where the following conditions are met:

- where the passenger cannot be left alone e.g. a child under 16; and,
- the driver must be a permanent resident at the applicant's address

When the passenger is over 16 the applicant shall provide evidence of the need for attendance in the form of a letter from a Consultant Doctor.

g) bays will not be provided for carers or other family members who do not live at the same address as the passenger as they are not entitled to avail of the concession provided unless the disabled passenger is with them;

h) consideration should be given to the number of existing bays in a street before providing any additional ones. Accessible/Blue Badge bays should generally not account for more than 10% of the available on-street parking in any particular street, e.g. if there are 40 spaces in a particular street, no more than 4 should be reserved for disabled parking, although there may be specific locations where this is not feasible, particularly where the nearest bay is some distance from the applicant's home;

i) a significant parking problem must be identified (paragraph 2.7.5) before the provision of a bay can be progressed;

j) the applicant should be made aware that in the event of a bay being approved it will be placed as close as possible to their frontage.

2.7.5 Parking surveys shall be undertaken and the pro-forma in Appendix D shall be used to record the findings of any survey. The pro-forma is provided as a guide and it is not necessary to replicate the exact times or numbers of surveys shown on it. For example, from local knowledge it may be quite evident that there is a parking problem in the area and an extensive number of surveys is not required. Other areas however may not be so clear cut. It is recommended that a minimum of 2 site visits and a maximum of 5 are undertaken. When surveys need to be undertaken at various times throughout the day these need not necessarily be on the same day. During each visit the number and location of available parking places should be noted and a photographic record taken. The presence and location of the applicant's car should be noted for record purposes although its presence or not should not impact on the assessment process. The name of the officer surveying the street should also be recorded. A significant parking problem shall be considered to exist if on two occasions there is difficulty finding a convenient parking place within a distance of 25m of the applicant's front door/main household access.

2.7.6 The continuing need for existing accessible/blue badge bays in the immediate vicinity shall be reviewed during the assessment of each new application to ensure any existing bays in the particular street are still required. A check with the Blue Badge Unit in Enniskillen (see 2.7.8) will indicate whether the Blue Badge, which was used during the initial bay assessment, is still valid for the address under consideration.

2.7.7 Periodic reviews of all bays shall also be carried out every 3 years and when carriageway resurfacing is planned for the street in question. Again the Blue Badge should be checked (see 2.7.8) to see if it is still valid and still registered to the address in question and if not the bay(s) shall be removed after carrying out a local consultation which confirms that it is no longer needed. Where it is found that another resident is now using the bay they will be required to complete an application form so that it can be confirmed that they meet the criteria as set out above.

2.7.8 The details of the Blue Badge, which must include the applicant's name, address and Blue Badge Number, should be sent to the Blue Badge Unit who will confirm whether or not the badge is still valid.

2.7.9 Divisions shall maintain a database recording:

- The recipient's name and Blue Badge Number;
- The address/location of the bay;
- The date of installation;
- The date of any review;
- The date of rejection;
- The reason for rejection;
- The date of removal; and,
- The reason for removal.

2.7.10 Application forms and any supporting information containing data personal to the applicant shall be stored securely during the assessment process and shall not be taken out of the office at any time. Application forms and supporting information should be disposed of as follows:

- Successful applications – immediately following installation of the bay;
- Rejected applications – after 3 months.

2.7.11 Applicants whose request for a facility has not been approved should be informed of the reasons for rejection. They should also be informed that if they wish to challenge any decision this should be done within 3 months otherwise they will have to reapply in full by completing a further application form. They should be informed that this is for data protection reasons. The applicant should also be informed that any challenge must state the basis of the challenge.

2.7.12 Accessible/Blue Badge bays shall be marked in accordance with diagrams 1028.3 or 1033 of the TSR (see 2.6.5 for diagrams). An upright sign is not legally required for enforcement purposes although a sign can be provided where it would be considered beneficial for making the bay more noticeable i.e. diagram No 661A of the TSR.



Diag No 661A

2.7.13 Accessible/Blue Badge bays will not be reserved for any particular individual and applicants should be made aware of this. Successful applicants should also be made aware that bays can only be provided following adherence with the appropriate legislative procedures and that others, in particular neighbours, can object, and if these objections remain unresolved a bay may not be provided.

2.7.14 Consideration shall be given to the provision of a dropped kerb in accordance with the requirements of RSPPG_E043 'Provision of Dropped Kerbs' <https://www.infrastructure-ni.gov.uk/publications/provision-dropped-kerbs-rsppg-e043>.

2.7.15 The procedures for amending a PPRO and the enforcement of accessible parking bays is detailed in RSPPG_S016 'On and Off Street Parking Orders and Parking Concessions for the Disabled' Paragraph 2.5.7 – 2.5.10. <https://www.infrastructure-ni.gov.uk/publications/and-street-parking-orders-and-parking-concessions-disabled-rsppg-s016>.

2.8 Accessible/Blue Badge parking bays – Requests from Businesses

2.8.1 It is considered that the general provision of accessible parking bays in off and on-street car parking places together with existing concessions regarding waiting restrictions, should minimise the need to provide an individual bay for a business.

2.8.2 When an application is received for an accessible/blue badge parking bay or set-down point on the public road to service the needs of a particular building, the following issues should be taken into consideration in determining what provision, if any, should be made within the public road:

- a) the availability of existing in-curtilage off-street parking facilities or space where such provision could reasonably be made by the premises owner. It is considered reasonable that individual premises with off-street parking provision should allocate this available space for accessible parking and any application will be rejected where there is any in-curtilage off-street parking facilities available;
- b) in the case of recently built or redeveloped buildings the planning approval should be checked to see if it had any requirement for in-curtilage accessible parking bays;
- c) the overall context of disabled parking bay provision within the urban area in relation to the particular request;
- d) the presence and extent of (or option to introduce) waiting restrictions where Blue Badge holders are permitted to wait for a limited period;
- e) the existence of or need for loading / unloading restrictions at which Blue Badge holders are not permitted to wait;
- f) where no disabled parking provision is currently made, the likelihood of future need in the immediate area, bearing in mind that it is unreasonable to expect a disabled person to propel a wheelchair for more than 75 metres and for a mobility impaired person using a walking stick to walk more than 50 metres without a rest. Local topography should also be borne in mind as these distances should be reduced where streets are steeper;
- g) the nature of the premises and any legislative requirement that disabled persons make use of the service provided in the premises concerned;
- h) physical constraints that would restrict the provision of dropped kerbs and ramped footway access to facilitate the movement of wheelchairs; and
- i) present and possible future traffic needs of the road in question.

2.8.3 When the provision of an on-street accessible bay is considered appropriate, the on-street accessible bay shall be provided with dropped kerbs to the rear of the bay.

2.8.4 To maximise usage of accessible bays, the days and times of permitted use of the bays may be restricted and the times of operation indicated by appropriate signs.

2.8.5 When accessible parking bays are provided, the usage and need should be reviewed periodically and bays removed when no longer required.

2.8.6 Where the provision of an accessible parking bay close to a building is not possible, consideration should be given to providing a set-down point for disabled passengers close to the main or most appropriate pedestrian entrance to the building. Dropped kerb provision should be made and the footway ramped to carriageway level.

2.8.7 In some cases it may be necessary to provide a set-down point in addition to accessible parking bays or in isolation depending on local traffic management considerations, with the use of each being controlled by traffic regulation order as considered appropriate. This could be a short time limited bay, say 10/15 minutes, to operate at specified times during the day to coincide with, for example, theatre showing times. It is recommended that surveys and observations of current picking up and dropping off arrangements be undertaken to confirm the optimum dropping off and picking up times.



Permitted variant of Diag No 639.1A

(bottom panel varied to permitted variant of Diag No 661A)

2.9 Doctors' Bays

2.9.1 Doctors' bays are intended to address difficulties encountered by doctors based in busier urban areas when they are required to attend to emergencies away from the surgery on a regular but ad hoc/unplanned basis.

2.9.2 Bays will not be provided for the sole purpose of facilitating all-day parking for doctors outside their surgery or for doctors returning from undertaking routine and planned house calls as it is considered reasonable to assume that doctors can make alternative arrangements for planned activities.

2.9.3 Bays will not be provided where a surgery has off-street parking within its curtilage or where there is convenient public off-street parking available.

2.9.4 In addition to the stated working practices in paragraph 2.9.1, bays will only be provided where there is a significant parking problem in the vicinity of the surgery.

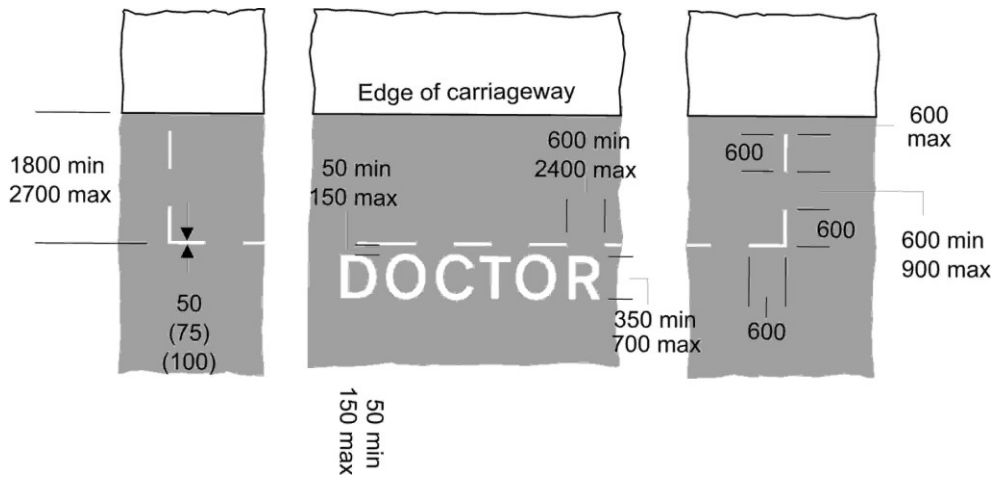
2.9.5 Surveys shall be undertaken to ascertain whether there is a need for the provision of a Doctors' bay. A similar approach to that detailed in paragraph 2.7.5 should be adopted, although in this case a significant parking problem shall be considered to exist if on two occasions there is difficulty finding a convenient parking place within a distance of 100m of the applicant's front door/main access. The timings of the surveys may also be varied to match the opening times of the surgery.

2.9.6 Physical carriageway restraints as outlined in paragraph 2.7.4 will also need to be considered.

2.9.7 The written request must be accompanied with original documentary evidence that the practice operates an emergency service during surgery hours. This may include sample rotas, office work practices etc. and should include details of relevant staff members needing to use the bay. Confirmation from the local health trust may also be sought to verify that the practice does indeed provide emergency cover.

2.9.8 When a request has been considered justifiable, bays shall be placed as near to the surgery as is possible, bearing in mind the purpose of the bay. Given that demand for parking in the area must be high for a bay to be justifiable, only one bay per surgery will be permitted.

2.9.9 Doctors' bays shall be marked in accordance with diagram 1028.4 of the TSR.



2.9.10 It is important to stress to the applicant that it will be extremely difficult for DfI Roads to enforce these bays as there is no way for a traffic attendant to tell whether a car belongs to a doctor or not. There is also nothing apart from goodwill to stop other doctors from other nearby health facilities, such as hospitals, from also using the bays.

2.10 **Loading bays**

2.10.1 It is preferable that the loading and unloading of goods for local businesses be undertaken off-street at loading docks, service yards or alleyways. However, loading bays may be provided in busier urban areas where a facility has been requested or where engineers have identified a traffic progression problem, and where there is a regular and frequent demand for kerb side space for servicing adjacent commercial premises or where there is little or no alternative kerb space to allow loading and unloading.

2.10.2 Surveys shall be used to ascertain whether reported/observed difficulties warrant the provision of such facilities, particularly in areas where demand for kerb space is high and the need for specific loading is infrequent and only for a limited period during the day. It should also be borne in mind that active loading and unloading is generally permitted on single and double yellow lines, as long as there is no other restriction in force (e.g. urban clearway) or within 15 metres of a junction.

2.10.3 On-street loading facilities shall not be provided where the business has access to suitable off-street provision but which is being used for staff parking or other purpose.

2.10.4 While surveys may be required throughout the day it should be borne in mind that preliminary observations may be sufficient to identify opportunities for loading times which would avoid the need to provide a dedicated facility, for example there may not be any difficulty accessing kerb space before say nine o'clock in the morning. It is considered reasonable to expect businesses to adjust their normal working practices/opening hours if there is an opportunity to accommodate deliveries in the period immediately before or after normal working hours.

2.10.5 The survey shall ascertain:

- the amount and composition of parking in the area;
- the nature of the existing loading activity;
- what businesses in the area require frequent loading opportunities;
- if the loading/unloading activity affects traffic progression e.g. are there frequent occurrences of double parking by delivery vehicles. It may also be necessary to check with the local traffic police to confirm whether deliveries are constantly causing local traffic congestion;
- possible opportunities for locating loading bays, if any, which could include the conversion of existing waiting restrictions that are regularly being used for picking up or dropping off.

2.10.6 Appropriate records and any photographic records should be kept of all surveys.

2.10.7 Requests may be refused where:

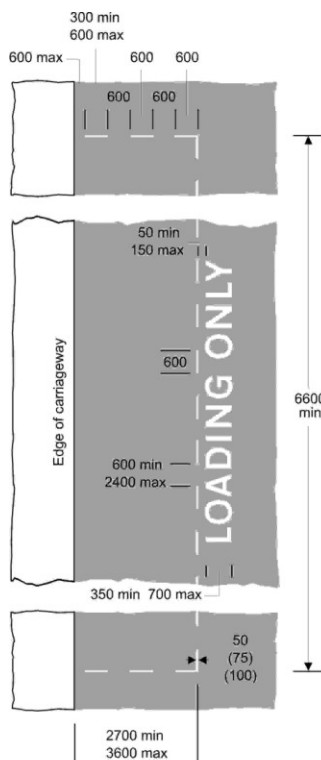
- the road space is already being used for another specific purpose;
- the nature of the businesses in the vicinity is such that it would be considered reasonable to carry the goods to/from nearby parking opportunities;
- the requirement for loading is low and/or of short duration;
- loading can be accommodated outside peak times or on existing waiting restrictions.

2.10.8 A loading bay can be used to provide space for deliveries or for customers collecting goods, or both. Where a loading bay is intended for use for loading by goods vehicles only, it should be signed accordingly. The TSR allows a degree of flexibility in terms of signing for loading bays and makes provision for the different use of the space at different times of the day and Chapter 3 of the TSM provides fuller details.

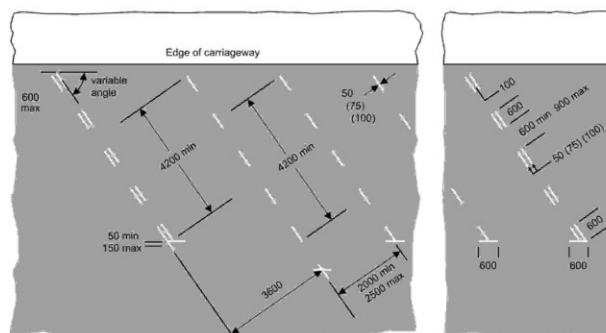
2.10.9 Loading bays should be marked in accordance with either;

- diagram 1028.3 with the legend “LOADING ONLY” and may be signed with diagram 660.4 or any permitted variant. While it is not legally necessary to provide a sign when the bay has no time restrictions, it is considered good practice to provide the extra information to the driver should the road marking be obscured or worn; or
- diagram 1033 with no legend and this must be accompanied with a sign to diagram 660.4 or any permitted variant.

Outside times of operation any vehicle may park in the bay unless signs and markings indicate otherwise.



Permitted variant of
Diag No 1028.3



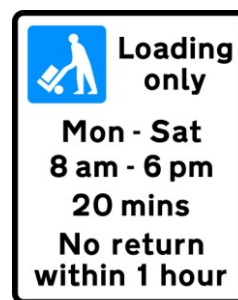
Permitted variant of
Diag No 1033



Diag No 660.4



Permitted variants of Diag No 660.4



2.11 **Ambulance bays**

2.11.1 Ambulance bays will only be provided outside hospitals.

2.11.2 Ambulance bays will also only be provided in response to a request where the applicant can justify the need for a facility and can show that alternative arrangements are not available within a reasonable distance of their service. Bays will only be provided where it can be demonstrated that there is a regular on-going daily need and where the essential access is constantly obstructed. The bays are only intended to facilitate essential health care emergency vehicles that carry patients i.e. ambulances. Other vehicles, such as liveried cars used by paramedics, may be prohibited from either waiting or stopping.

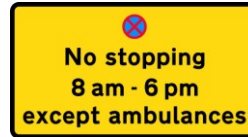
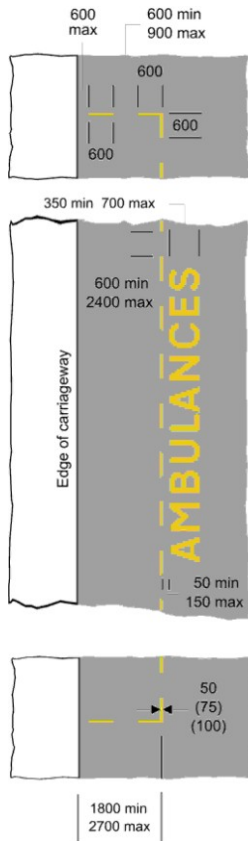
2.11.3 Surveys shall be undertaken to ascertain whether there is a need for the provision of a designated bay. A similar approach to that detailed in paragraph 2.7.5 should be adopted, although in this case the length of kerb line under consideration should be restricted to that immediately adjacent to the intended access. The timings of the surveys may also be varied to match the opening times of the facility.

2.11.4 As well as confirming, or not as the case may be, a parking problem, the survey should specifically monitor the movement/level of use by ambulances. The NI Ambulance Service should be consulted with in relation to frequency of use and operating times.

2.11.5 Bays will not be provided where suitable off-street facilities are available.

2.11.6 Ambulance bays shall be marked in accordance with diagram 1028.2 of the TSR with the legend "AMBULANCES". Any restrictions shall be signed in accordance with diagram 650.1 or 650.2.

Version : 2



Permitted variant of
Diag No 650.1



Permitted variant of
Diag No 650.2

Permitted variant of Diag No 1028.2

2.12 Coach Bays

2.12.1 Local councils are responsible for the promotion and accommodation of tourism in their area, and as such the provision of facilities such as coach bays falls under their remit. It is preferable that all such facilities are provided off-street whenever possible.

2.12.2 Coach bays can be provided either to allow coaches to set down or pick up passengers or, in exceptional cases, to allow them to park and wait.

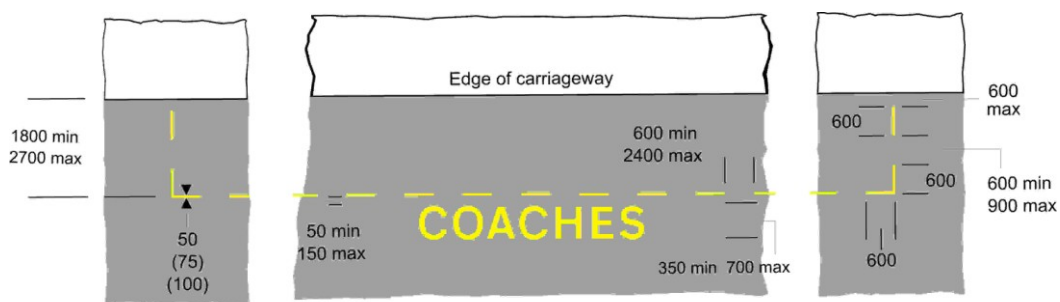
2.12.3 Coach bays shall only be provided in response to requests from Councils or NITB. Direct requests from coach operators or facility (hotels etc.) managers shall be directed to the relevant local council. Requests shall only be considered when the applicant provides documentary evidence that the bay is needed all year round, or for a significant part of a year, and that there are a number of coaches needing to use the bay on a daily basis.

2.12.4 Surveys shall be undertaken to confirm the existing parking/waiting arrangements and activity in the vicinity of the requested location. These shall be undertaken at various times during the day and shall note the different types of user bearing in mind that large facilities in busier urban areas have the potential to attract many different users (cars, taxis, coaches, delivery vehicles) and that there will probably be other commercial buildings in the area who may, in part, depend on general on street parking provision. The surveys shall also be used to confirm the activity of coaches at the site. Any data collection exercise shall also include confirmation of the seasonal variation of demand.

2.12.5 Bays requested for 'picking up'/'setting down' purposes (or 'coach stops') may be provided to allow access close to venues that attract significant numbers of visitors and where there is inadequate suitable off street parking. The operating times and maximum waiting times should reflect the local needs. These times will be indicated on the adjacent sign plate.

2.12.6 Coach bays will only be provided for coach parking ('coach stands') in exceptional circumstances. An on-street coach stand shall only be provided when the need can be substantiated through documentary evidence and where surveys indicate that an on-street coach park will not impact adversely on other on-street parking needs and the free flow of traffic in the general area. Stands will only be provided in areas where the existing demand for on street parking is low and will generally not be provided in residential areas.

2.12.7 Coach stops shall be marked in accordance with diagram 1028.2 of the TSR and if restrictions apply shall be signed to diag 661.1 of the TSR.

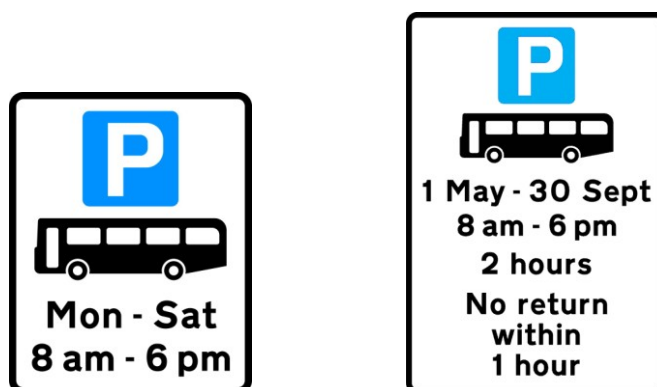


Permitted variant of Diagram No 1028.2 (colour may be varied to white)



Permitted variant of Diagram No 661.1

2.12.8 It is preferable the coach stops do not apply 24 hours a day so should be marked with diagram 1028.2 of the TSR (see 2.12.7 for diagram) and diag 661.1 to show what restrictions apply.



Permitted variants of Diagram No 661.1

2.13 **Motorcycle Parking**

2.13.1 The provision of dedicated on-street motorcycle parking should be considered where it is likely to be used frequently.

2.13.2 In an attempt to encourage more commuting by motorcycle and to help attract motorcyclists away from existing informal arrangements it is recommended that any on-street parking provision should be free of charge.

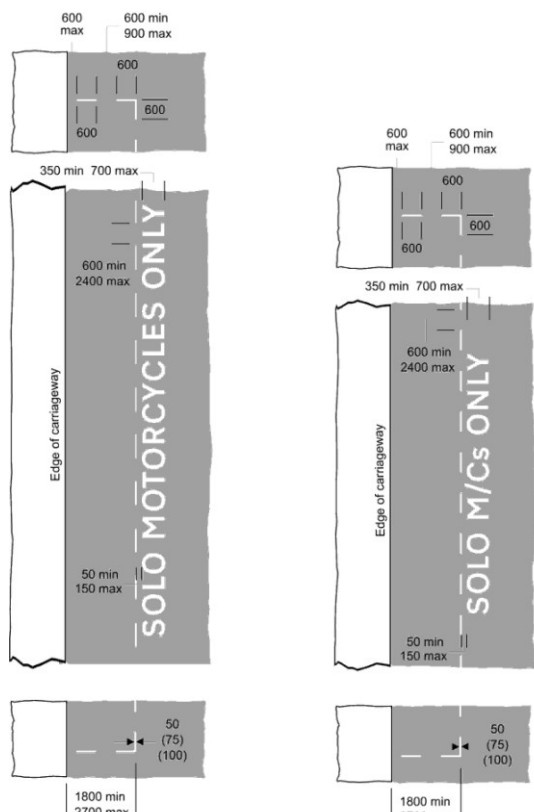
2.13.3 Divisional staff should satisfy themselves that a regular demand exists by carrying out appropriate surveys to identify both the number of spaces required and the best locations to site them.

2.13.4 DfI Roads does not have the legislative power to provide any form of specific anchorage to which a motorcycle can be secured. It is therefore important that any proposed on-street motorcycle parking spaces are located where they are likely to receive maximum casual observation by passing pedestrians and vehicular traffic so that the risk of theft is minimised.

2.13.5 If part of an existing parking place is to be used solely for motorcycle parking then an amendment to the PPRO or the On-Street Parking Order is required to re-designate the parking place into 2 or more separate parking places, i.e. one for use by Class 1 and Class 2 vehicles only and one for use by Class 2 vehicles (motorcycles) only.

2.13.6 The On-Street Parking Order would also need to be amended to allow free on-street motorcycle parking in areas where a charge already applies.

2.13.7 Motorcycle bays shall be marked in accordance with diagram 1028.4 of the TSR with either the legend “SOLO MOTORCYCLES ONLY” or “SOLO M/Cs ONLY”. If restrictions apply the bay shall be signed in accordance with the schedule of the Department’s ‘Motorcycle parking restricted waiting sign’ authorisation (dated 3.11.09). <https://www.infrastructure-ni.gov.uk/publications/motorcycle-parking-restricted-waiting-sign-0>. If no restrictions apply the bay may either be signed as the permitted variant shown below or left unsigned.



Permitted variant of Diag No 1028.4



Restrictions on length of waiting time and return period for solo motorcycles



Permitted variant of the authorised sign indicating no restrictions

2.14 **Taxi Ranks**

2.14.1 Taxi ranks are provided for the benefit and convenience of taxi users and as such should ideally be located adjacent to railway, bus and coach stations, tourist attractions, retail areas, places of employment and entertainment/leisure centres. The need for any provision, however, should be complementary the relevant local transport plan and its strategy for kerb side space allocation in town or city centres.

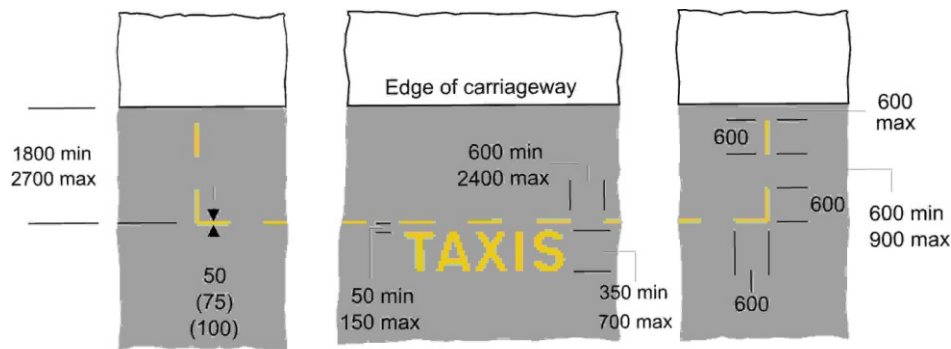
2.14.1 Taxi ranks will only be provided as part of an overall approach to allocating kerb side road space in an area which considers the needs of all the different road users likely to be using the area. Individual taxi ranks will not be provided outside taxi depots.

2.14.2 Taxi ranks are provided using a 'taxi regulation order' under Regulation 27A of the RTRO. <http://www.legislation.gov.uk/nisi/1997/276/contents>

2.14.3 Surveys may be undertaken to ascertain whether there is a need for the provision of a taxi rank, any survey should have particular emphasis on ascertaining the level of public demand for taxi use. A similar approach to that detailed in paragraph 2.7.5 should be adopted. The survey should identify the composition of local facilities such as doctor's surgeries, shopping centres etc as well as recording the potential to integrate with other modes of transport at bus or rail stations. The survey need not be limited to the length of kerb line under consideration and can encompass the general vicinity should it be felt that there are other opportunities for the reallocation of road space in the area. The timings of the surveys may also be varied to match the operating times of the taxis, for example the request may be for a working day facility or it may only be requested for evening or night use outside pubs or clubs etc. The survey shall be used to ascertain whether reported difficulties warrant the provision of such facilities, particularly in areas where demand for kerb space is high. It shall also be used to confirm the need for the facility throughout the day.

2.14.4 The survey should record any regular incidence of double parking or inappropriate behaviour by taxis in the area such as the stacking of taxis on waiting restrictions or within 15m of a junction.

2.14.5 When a taxi rank is deemed warranted the extent of the facility to be provided shall be indicated on the ground using the sign to diagram 1028.2 and signed to either diagram 650.1 or 650.2. A number of different accompanying signs are available which provide a certain amount of flexibility for the use of the road space in question, reference should be made to Chapter 3 of TSM for fuller details.



Diag No 1028.2



Diag No 650.1



Diag No 650.2

2.15 Electric Vehicle Charge Point bays

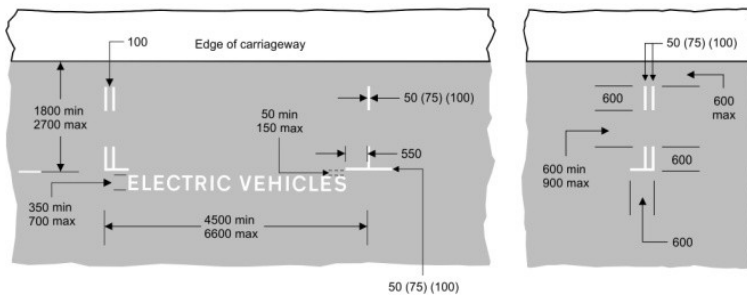
2.15.1 Electric Vehicle charge point bays are provided by the Department as part of its commitment to promote sustainable transport options. Provision of electric vehicle transport infrastructure is the responsibility of the ecar project team, Transport Projects Division, Clarence Court.

2.15.2 The number and location of bays are decided by the ecar project team in consultation with The Electricity Supply Board (ESB), who currently own and maintain the charge points.

2.15.3 Requests for new bays should be referred to the ecar project team in Clarence Court who in turn consult with ESB. The ecar project team will make the final decision in consultation with DfI Roads on whether a new bay will be approved taking account of current usage requirements and future infrastructure needs.

2.15.4 As the main purpose of the bays is to facilitate charging, a time limit of up to a max of 4 hours should be considered to control time spent at the charging point. These control measures should result in a greater turnover of vehicles in the bays maximising charge point availability.

2.15.5 Electric vehicle bays shall be marked and signed in accordance with the schedule of the Departments 'Electric Vehicle Charging Point Signs Authorisation' (dated 9.2.12) <https://www.infrastructure-ni.gov.uk/publications/electric-vehicle-charging-point-signs>.



Parking bay reserved for electric vehicles



Parking place and recharging point for electric vehicles

3 Equality Impact Assessment (EQIA)

3.1 Equality Impact Assessment Section 75 of the Northern Ireland Act 1998

3.1.1 This guidance document has undergone EQIA screening and it was considered that a full Equality Impact Assessment was not required.

3.1.2 A copy of the completed 'Equality Screening Analysis Form' has been signed off and forwarded to the DfI Equality Unit.

4 References

4.1 General References

4.1.1 Regional Transportation Strategy for Northern Ireland 2002-2012, Department for Regional Development, July 2002. <https://www.infrastructure-ni.gov.uk/articles/regional-transport-strategy-northern-ireland>

4.1.2 The Belfast Metropolitan Transport Plan 2015, Department for Regional Development, November 2004. <https://www.infrastructure-ni.gov.uk/publications/belfast-metropolitan-transport-plan>

4.1.3 The Sub-Regional Transport Plan 2015, Department for Regional Development, 2007. <https://www.infrastructure-ni.gov.uk/publications/sub-regional-transport-plan-2015-and-technical-supplements>

4.1.4 Ensuring a Sustainable Transport Future: A New Approach to Regional Transportation. (<https://www.infrastructure-ni.gov.uk/articles/new-approach-regional-transportation>)

4.1.5 Traffic Signs Manual Chapter 3 Regulatory Signs (2008). https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/223943/traffic-signs-manual-chapter-03.pdf

4.1.6 Traffic Signs Manual Chapter 5 Road Markings (2005). https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/223667/traffic-signs-manual-chapter-05.pdf

4.2 Endnote References

(Note: These only appear in Print Preview or on the printed document)

5 Appendices

5.1 Appendix A – Application Form



ACCESSIBLE / BLUE BADGE PARKING BAY APPLICATION

Notes for Applicants

(please read these notes carefully before completing the application)

- The applicant **MUST** be a valid Blue Badge Holder. This will be checked to ensure it is valid.
- If the applicant is under 65 then they **MUST** also provide evidence that they meet one of the following criteria:
 - ✓ *Receive 8 points or more under the 'moving around' activity for the mobility component of Personal Independence Payment (PIP); or*
 - ✓ *Receive the Higher Rate of the Mobility Component of the Disability Living Allowance (DLA); or*
 - ✓ *Receive a War Pension Mobility Supplement; or*
 - ✓ *Receive a benefit under the Armed Forces and Reserve Forces Compensation Scheme within tariff levels 1-8 inclusive and have been certified by the Service Personnel and Veterans Agency (SPVA) as having a permanent and substantial impairment which causes inability to walk or very considerable difficulty walking; or*
 - ✓ *Be registered blind.*
- Applicants 65 or over only need to be in possession of a Blue Badge.
- The applicant should be the driver. However applications can be made for disabled passengers where the following conditions are met:
 - ✓ Where the passenger cannot be left alone e.g. a child under 16; and
 - ✓ The driver is a permanent resident at the applicants address.
- If the passenger is over 16 the applicant must provide evidence of the need for attendance in the form of a letter from a Consultant Doctor.
- The applicant must not have a suitable off-street parking facility e.g. a driveway.
- The applicant should be regularly unable to park conveniently near their home.
- Applications will not be considered for carers or other family members who do not live at the same address as the applicant.
- Bays cannot be reserved for individuals and applicants should be aware that any Blue Badge holder can use the bay.

Section A – Assessment Criteria

1. Applicants Blue Badge No:

| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

2. If you are under 65 years of age please indicate the criteria you meet:

- 8 points or more under the 'moving around' activity for the mobility component of Personal Independence Payment (PIP); or
- the Higher Rate of the Mobility Component of the Disability Living Allowance (DLA); or
- a War Pension Mobility Supplement; or
- a benefit under the Armed Forces and Reserve Forces Compensation Scheme within tariff levels 1-8 inclusive and have been certified by the Service Personnel and Veterans Agency (SPVA) as having a permanent and substantial impairment which causes inability to walk or very considerable difficulty walking; or
- registered blind.

3. Is the applicant the driver? (if yes go to Q5) YES NO

4. Does the driver reside at the same address as the applicant? YES NO
*(If you have answered **NO** you are not eligible to apply)*

5. Is the applicant a wheelchair user? YES NO

6. Please indicate on the table below when the applicant /driver finds it most difficult finding a convenient parking place:

| | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
|-----------|-----|-----|-----|------|-----|-----|-----|
| Morning | | | | | | | |
| Afternoon | | | | | | | |
| Evening | | | | | | | |

Please use this space to provide any further information which you feel is relevant to your application:

Section B – Information about the applicant

Please complete the application in BLOCK CAPITALS

| | | | |
|------------------------------------|----------------------|----------------------|----------------------|
| Title (Mr/Mrs/Ms etc): | | | |
| Surname: | | | |
| Forename(s): | | | |
| Address: | | | |
| | | | |
| Post Code: | | | |
| Contact Tel No: | | | |
| E-Mail: | | | |
| Date of Birth: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| National Insurance No: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Driving Licence No: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Car Registration No: | | | |
| Car Make/Model/Colour: | | | |
| Location of requested parking bay: | | | |
| | | | |

Section C – Data Protection Statement and Declaration

Data Protection Statement

The Department for Infrastructure complies with the Data Protection Act 1998 and will use the information provided for the management of “On-street accessible parking bay” applications. The information provided will be shared with, and be checked by, government agencies, to confirm your eligibility for an “On-street Accessible / Blue Badge Parking Bay” and for the prevention and detection of crime. The Department will investigate all cases of fraud, the information you have provided may be used in carrying out these investigations.

Declaration

I consent to the collection and sharing of my personal information by the Department for Infrastructure (Data Controller) for the purpose of administering the accessible parking scheme and for the prevention and detection of crime.

Note: You must sign the declaration below to proceed with your application

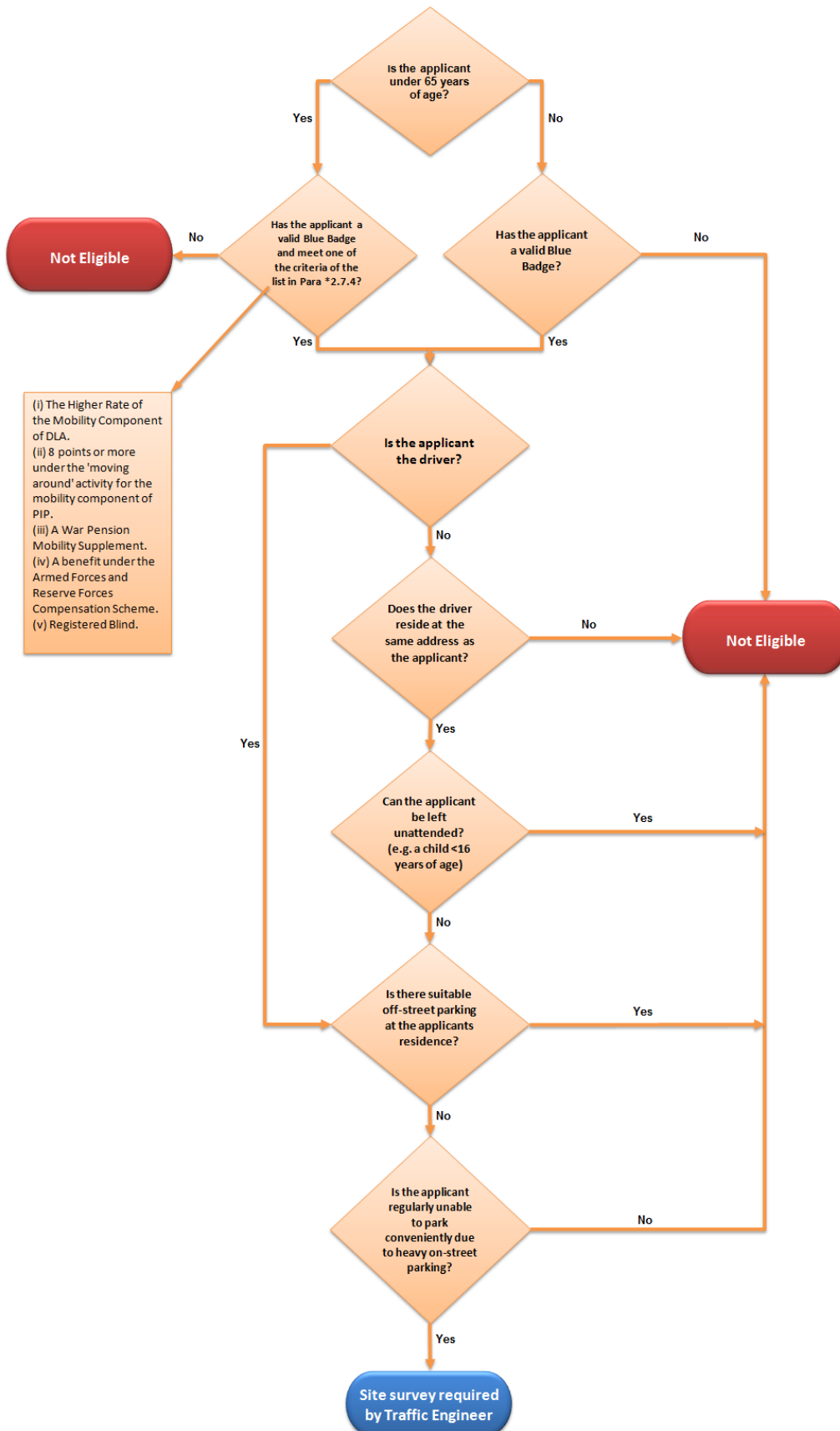
| | |
|---|--|
| Your Signature | |
| On behalf of (if applicable) | |
| Date | |

Please return this application along with any supporting evidence to:

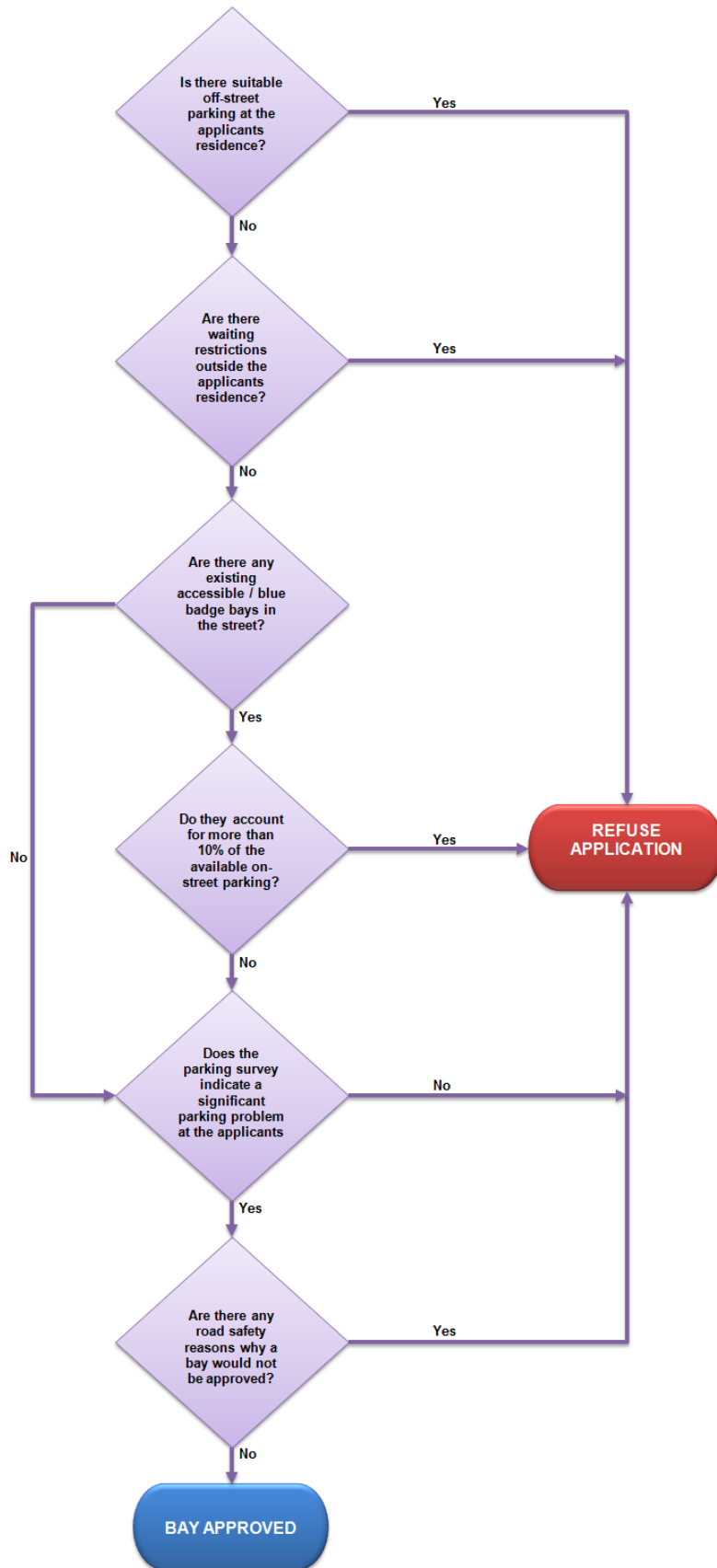
**DfI Roads - Eastern Division,
Traffic Management Section,
Hydebank,
4 Hospital Road,
Belfast, BT8 8JL**

| | |
|---------------------------------------|-----------------------|
| For Official Use Only: | |
| Application No: | MT No: |
| Date Received: | Response Date: |
| Application Approved: YES / NO | |

Appendix B – Accessible parking bay desktop assessment criteria



Appendix C – Accessible parking bay survey assessment criteria



Appendix D – Accessible bay parking survey

Accessible Bay Parking Survey (Initial Survey / Review)

Application No: _____

| No | Time of Survey | Date | Officers Name | Assesment | Parking problem identified |
|----|----------------|------|---------------|--|----------------------------|
| 1 | | | | (i) Is applicant's/driver's car on site? Yes/No (ii) If 'Yes' how far is it parked from the applicants residence? _____ (iii) If 'No' is there available parking within 25m of the applicants front door / main household entrance? Yes/No (iv) If 'Yes' how many spaces are available over the same length of kerbline? _____ (v) Has a photographic record been taken of the surveyed area? Yes / No | YES / NO |
| 2 | | | | (i) Is applicant's/driver's car on site? Yes/No (ii) If 'Yes' how far is it parked from the applicants residence? _____ (iii) If 'No' is there available parking within 25m of the applicants front door / main household entrance? Yes/No (iv) If 'Yes' how many spaces are available over the same length of kerbline? _____ (v) Has a photographic record been taken of the surveyed area? Yes / No | YES / NO |
| 3 | | | | (i) Is applicant's/driver's car on site? Yes/No (ii) If 'Yes' how far is it parked from the applicants residence? _____ (iii) If 'No' is there available parking within 25m of the applicants front door / main household entrance? Yes/No (iv) If 'Yes' how many spaces are available over the same length of kerbline? _____ (v) Has a photographic record been taken of the surveyed area? Yes / No | YES / NO |
| 4 | | | | (i) Is applicant's/driver's car on site? Yes/No (ii) If 'Yes' how far is it parked from the applicants residence? _____ (iii) If 'No' is there available parking within 25m of the applicants front door / main household entrance? Yes/No (iv) If 'Yes' how many spaces are available over the same length of kerbline? _____ (v) Has a photographic record been taken of the surveyed area? Yes / No | YES / NO |
| 5 | | | | (i) Is applicant's/driver's car on site? Yes/No (ii) If 'Yes' how far is it parked from the applicants residence? _____ (iii) If 'No' is there available parking within 25m of the applicants front door / main household entrance? Yes/No (iv) If 'Yes' how many spaces are available over the same length of kerbline? _____ (v) Has a photographic record been taken of the surveyed area? Yes / No | YES / NO |

NOTE: A significant parking problem shall be considered to exist if on two occasions there is difficulty finding a convenient parking place within a distance of 25m of the applicants front door / main household entrance.

| |
|---|
| 6 Control Sheet – DfI Roads Policy & Procedure Guide: E056 |
|---|

Title: RSPPG E056 Provision of Parking Places

6.1 Document History

| Version | Date | Author | Authorised by Document Control Panel Members |
|---------|-----------|----------|--|
| 1 | Dec 2010 | S Hughes | H Hamilton |
| | | | N Chambers |
| | | | R Nicholson |
| | | | D McFarlane |
| | | | T Fulton |
| 2 | June 2017 | D Burke | S Hughes |
| | | | A Keys |
| | | | P Robinson |
| | | | J Kelly |
| | | | H Gallagher |

6.2 Overall Reasons for this Version

| Version | Reasons |
|---------|--|
| 1 | First issue of RSPPG. |
| 2 | Second issue updates criteria for applicants to include PIP. |
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6.3 Revision Details

| Version | Amendments |
|---------|--|
| 2 | Updating of application criteria for under 65s to include PIP. |
| | Addition of Electric Vehicle Charge Point bays. |
| | Updating of logos etc. |
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