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PARKING ALLOCATION PLAN

HPH3, MILLINGTON ROAD, HAYES, MIDDLESEX, UB3 4AZ (CONDITION 6)

Prepared on behalf of Shaviram Hyde Ltd

September 2023

Reference: P23107 CPMP/PC

Introduction

- 1** This Parking Allocation Plan ('PAP') is prepared on behalf of Shaviram Hyde Ltd (the 'Client') in respect of their approved residential development at HPH3, Millington Road, Hayes, Middlesex UB3 4AZ, located within the London Borough of Hillingdon ('LB Hillingdon').

- 2** In September 2021, LB Hillingdon confirmed that prior approval (planning reference 72360/APP/2021/1709) was required and granted for "*change of use from offices (Class B1a) to 113 flats (88 x 1 person; 20 x 1 bed, 2 person and 5 x 2 bed, 3 person units) (Class C3) (Application for Prior Approval under Schedule 2, Part 3, Class O of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).*"

- 3** The planning permission was granted subject to the imposition of nine conditions, of which Condition 6 states:

"Prior to occupation of the development, a Parking Allocation Plan relating to the 68 car parking spaces shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the 68 car parking spaces shall be for residential use of the flats hereby approved and as agreed within the Parking Allocation Plan approved by the Local Planning Authority.

REASON To ensure availability and management of parking, in accordance with policies DMT1, DMT 2 and DMT 6 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020), policies T6.1 of the London Plan (March 2021)

- 4 The proposed site layout plan is appended to the rear of this report for ease of reference (**Appendix A**).
- 5 The key objectives of this PAP are to meet the requirements of the imposed condition and will include ensuring that:
 - a. access to the car parking spaces is maintained at all times for all authorised users; and
 - b. appropriate measures are in place to ensure that car parking spaces are used as intended.
- 6 There will be an appointed building management company whose responsibilities will include the management of the car park and who will follow the British Parking Association (BPA) Code of Conduct for the control and enforcement of parking land and unregulated public car parks in order to meet the key objectives of the PAP.
- 7 The allocation of the parking spaces is described below.

Residents' Parking Spaces

- 8 A total of 58no. car parking spaces on site will be unallocated and available for use by occupants with parking permits. 14no of the spaces will have access to active EV charging points and so these spaces are intended for parking electric vehicles as a priority.

9 The management company will control parking permits to tenants or occupiers on occupation of a flat as follows:

- I. Occupants will be offered the opportunity to apply for permits for their vehicles, subject to availability;
- II. Applications will be accompanied by a proof of residence, appropriate fee and details of vehicle, including fuel-type;
- III. Parking permits will be issued on an annual basis. The car park operator will reserve the right to withdraw a parking permit if necessary;
- IV. The registration number of the vehicle benefiting from a permit would be logged on an online system;
- V. The management company will be able to access the online system via an app to check whether a vehicle has a permit;
- VI. There is no requirement for residents to display their permit on vehicle windscreens.

Disabled Spaces

10 Vehicles parked within the 6no. disabled spaces will be required to show a blue badge at all times. Failure to show a blue badge will result in a fine which will be advertised appropriately on signage.

Visitor Spaces

11 Visitors will be able to park in any visitor space (10no.) but must display a temporary visitor permit when parked. Temporary visitor permits will be available from the building management company/caretaker and distributed as necessary and on request.

12 Signage/markings clearly stating that the parking spaces are for use by visitors only to the development will be located within the proximity of the parking spaces.

Signage and Enforcement

13 The BPA Approved Operator Scheme Code of Practice (latest version #8 – January 2020) states *“The aim of the Code is to describe ‘best practice’ for people and organisations that carry out parking control and enforcement on private land....Compliance with the Code should be part of the culture of the organisation.”*

14 To accord with the BPA Code of Practice, the parking area will have car parking signage which will:

- a) Advise motorists that unauthorised parking is not permitted.
- b) Specify the conditions of use of the site and associated enforcement measures.
- c) Be placed at the entrance to the site, with sufficient additional signs placed in other locations throughout the site so that drivers are given the chance to be aware of the risk involved at the time of parking or leaving the vehicle.
- d) Be at least 450x450mm in size.
- e) Say that land is private property and is managed by the operator.
- f) Provide a phone number where enquiries may be made.
- g) Provide the registered company name of the operator.

15 Signage will be provided throughout the site at clearly visible locations to inform all users of the parking restrictions in place.

16 The level of enforcement and associated actions are set out below. A fine will be issued to:

- Any vehicle parking in a space that is identified as not having a valid permit.

- Any vehicle parked outside of a marked parking space or parking across two spaces.
- Any vehicle blocking the access to the site or blocking access to cycle stores or pedestrian accesses.

Summary

17 This PAP has been prepared and tailored for the approved residential development and will be reviewed regularly by the Client and/or appointed building management company to ensure that the key objectives of the plan continue to be met.



Appendix A:

Site Layout Plan

