



Parking Management Plan

Otterfield Road, Yiewsley, UB7 8PX

Prepared for Bugler Developments Limited

By YES Engineering Group Limited

June 2026



Revision History

Revision N°	Prepared By	Description	Date

Document Acceptance

Action	Name	Signed	Date
Prepared by	K Backhouse		June 2026
Reviewed by	P Willis		June 2026
Approved by	J Willis		June 2026
on behalf of	YES Engineering Group Ltd		

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Table of Contents

1 Introduction..... 1

1.1 Context 1

1.2 Approved Development..... 1

2 Management and Operation of the On-Site Car Park 3

2.1 Management Role and Responsibilities 3

2.2 Maintenance and Operation 3

2.3 Parking Allocation..... 3

2.4 Parking Dimensions..... 4

2.5 Signage..... 4

2.6 Enforcement Process 4

3 Ongoing Updates and Revisions 5

Appendices 6

Appendix A – Approved Site Plan..... 7

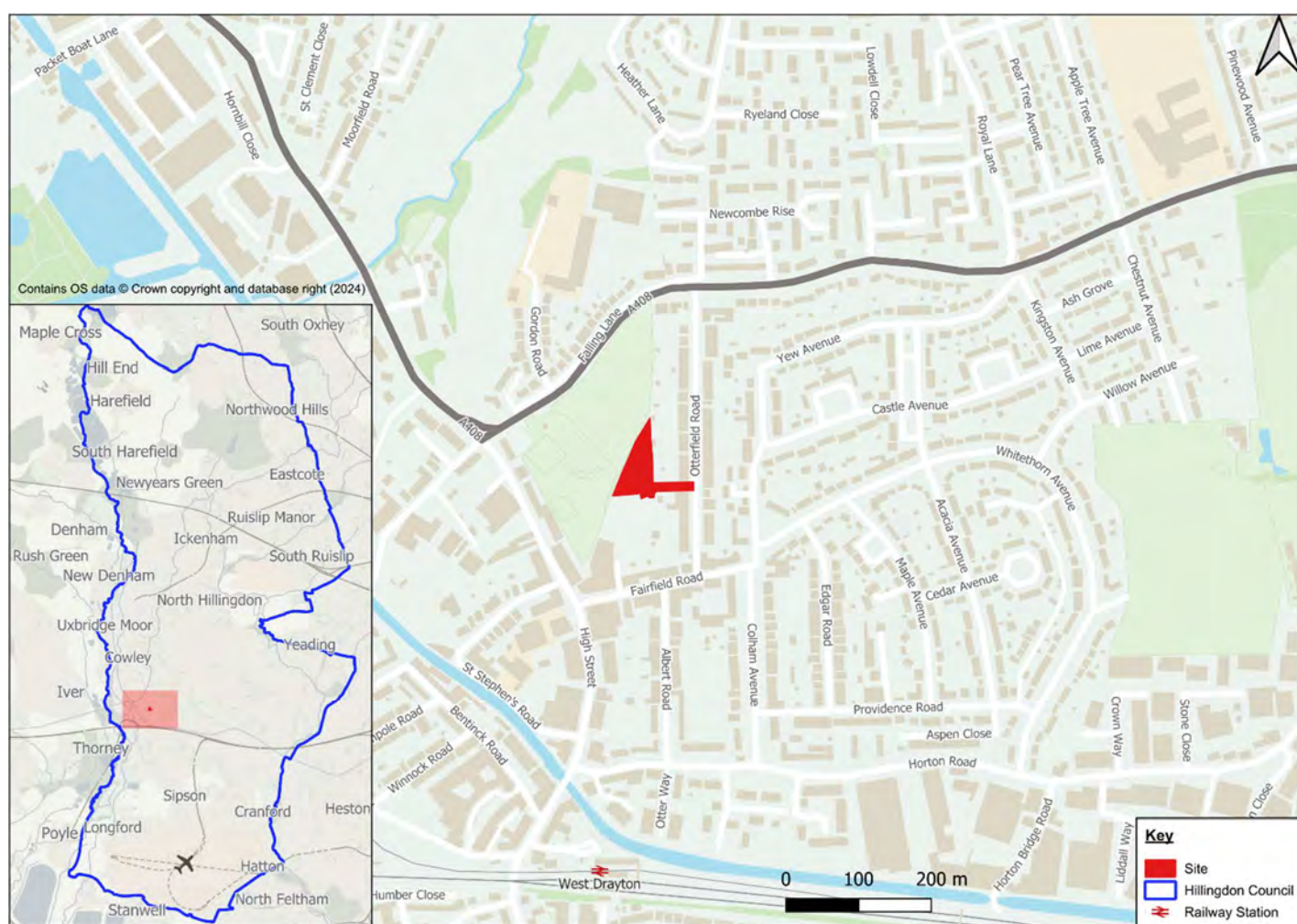
1 Introduction

1.1 Context

1.1.1 YES Engineering Group Ltd has been instructed by Bugler Developments Limited to prepare a Parking Management Plan (PMP) to discharge Planning Condition 21 of the planning consent (planning application reference 76795/APP/2023/2503) in relation to the proposed residential development at the Otterfield Road Site in Yiewsley.

1.1.2 As shown at **Figure 1.1**, the development Site is located to the west of Otterfield Road, immediately north of the Fairfield Road public car park and adjacent to the Yiewsley Recreation Ground to the west. The Site lies within the administrative area of the London Borough of Hillingdon (LBH) and the Greater London Authority (GLA).

Figure 1.1 – Location Plan



1.2 Approved Development

1.2.1 The approved development comprises 45 new apartments (23 x 1-bed, 11 x 2-bed and 11 x 3-bed units), a public library and new community space, with associated access, servicing, landscaping and parking, on the former site of the Yiewsley Swimming Pool. A total of 25 car parking spaces will be provided on-site. The architects' approved layout plan is attached as **Appendix A**.

2 Management and Operation of the On-Site Car Park

2.1 Management Role and Responsibilities

- 2.1.1 Management of the car park will be the responsibility of the Management Company. Details of the Management Company and contact details will be provided to all residents upon occupation.
- 2.1.2 The Management Company will be responsible for monitoring the use of the car park and any potential enforcement measures which may be required as follows. Residents who park in any inappropriate location on-site, such as a space not allocated to them, may be subject to enforcement action and/or a fine.

2.2 Maintenance and Operation

- 2.2.1 Maintenance of the car park will be the responsibility of the Management Company. The Management Company will be the residents' contact for any issues relating to the maintenance or operation of the car park and will be responsible for addressing identified issues reported.
- 2.2.2 Residents will be provided with a permit to display in their windscreen to identify that they can legitimately park on-site.

2.3 Parking Allocation

- 2.3.1 The Site provides a total of 25 car parking spaces, with 23 spaces for the residential units (of which 5 are allocated for the mobility impaired) and 2 disabled bays for staff and visitors to the library, in accordance with the car-lite approach of the London Plan for well-connected locations. Additional car parking for any primary car-based visitor trips to the library is available in the adjacent Fairfield Road public car park.
- 2.3.2 The residential parking spaces will be numbered and allocated to individual residents living in the development by the Management Company for a surcharge.
- 2.3.3 In accordance with London Plan Policy T6.1 (Residential Parking), all residential car parking spaces will be leased to residents of the development and will not be sold. No parking space will be tied to, or sold with, any individual dwelling. The right to use a space will be granted by the Management Company under a lease/licence arrangement for the duration of a resident's occupation only, and the space will revert to the Management Company for re-allocation when that occupation ends. This leasing arrangement is offered exclusively to residents of the approved development; residential spaces shall not be leased, sub-let or otherwise made available to non-residents or the general public. It is acknowledged that this leasing regime will be secured by planning condition.
- 2.3.4 The Blue Badge parking spaces will be allocated as demand arises, and this allocation will be reviewed if the household circumstances change.
- 2.3.5 Each of the standard parking spaces will be allocated to specific individuals who will be given a parking permit to put on their windscreen. The seven Blue Badge spaces will be allocated to residents/staff who hold a Blue Badge parking permit and require the use of a space for mobility reasons.
- 2.3.6 All residents and staff at the site will be informed of the parking arrangements in person, via notice boards and email/newsletters and only residents with a valid parking permit are authorised to park in the car park.

2.4 Parking Dimensions

- 2.4.1 The car parking spaces will be marked out to ensure parking is done suitably and in an organised manner. The standard spaces will be 2.4m x 4.8m, however, the seven Blue Badge spaces will have an extra 1.2m in width to enable easy access/egress of the vehicle. These spaces are based upon the standards suggested in the Department of Transport's Inclusive Mobility document (2005).

2.5 Signage

- 2.5.1 A sign will be erected on or by the security gates stating the car park is for authorised users only to prevent unauthorised vehicles driving into the parking area.
- 2.5.2 Signage within the car park will also be provided in a clear and visible manner informing car park users of the applicable control measures, who is operating enforcement of those rules, the party to contact for further information, and how to appeal a penalty that has been incurred.

2.6 Enforcement Process

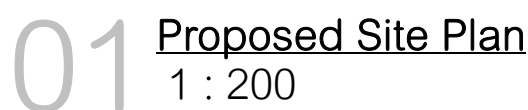
- 2.6.1 In order to ensure that the use of the car park is operated correctly and efficiently, it must be monitored and enforced appropriately. This will be undertaken by the Management Company.
- 2.6.2 The following activities will be considered non-compliant, these being:
- Vehicles not parked in the correct parking space (other designated bay)
 - Vehicles not parked within a demarcated space, but otherwise authorised
 - Vehicles parked inappropriately such as in delivery vehicle turning area and causing (or liable to cause) obstruction
 - Unauthorised vehicle parking on-site, within a demarcated space or not in demarcated space
 - Parking spaces shall be used solely by residents/staff of the approved development and shall not be sold, nor leased, sub-let or otherwise made available to any person who is not a part of the approved development.
- 2.6.3 The Management Company will be responsible for taking the appropriate enforcement action in the event that any non-compliance is observed and recorded.

3 Ongoing Updates and Revisions

- 3.1.1 The Management Company will be responsible for maintaining the PMP and any changes to the car parking arrangements including management and enforcement.
- 3.1.2 The PMP will remain a live document and measures set out in the PMP may evolve to best suit the residents of the proposed development. The management company will be responsible for any subsequent updates or revisions to the PMP.
- 3.1.3 Any significant changes which may arise, i.e. change of residents or enforcement, will be documented.

Appendices

Appendix A – Approved Site Plan



Use figured dimensions only. All levels and dimensions to be checked on site. This drawing is to be read in conjunction with all other relevant drawings and specifications. Hunters is a trading name of Hunter & Partners Limited. © Hunter & Partners Limited. All rights reserved.