

## **Appendix D - Advice on the preparation of a Transport Assessment to support a planning application.**

### **Context:**

1. The Local planning Authority has prepared a policy to support long stay car parking for temporary period.
2. A transport assessment is required to support a planning application for long stay car parking for temporary period of 5 years in accordance with the policy.
3. In preparing the policy, a cap was placed on the number of commuter spaces acceptable within the City Centre Core and Fringe; therefore the analysis of the impact of a car park across the wider highway network is not of critical interest.
4. The purpose of the assessment will be to demonstrate that the impact of the proposal is acceptable locally to the site.

### **Basic Information**

All transport assessments should contain the following information:

1. Location of the site
2. Baseline traffic data (observed traffic less traffic associated with unauthorised use of the site)
3. Number of car parking spaces proposed
4. Access / Egress arrangements, including plans demonstrating compliance with highway geometry.
5. Traffic generation: am peak 7:00 – 9:30 and pm peak 16:00 – 18:00.
6. Distribution of generated traffic on radial routes approaching the city, including the Motorway network.
7. Distribution of generated traffic on the primary and local network adjacent to the site, i.e. how traffic arrives at the site from the radial routes approaching the city.
8. Capacity calculations at the site access/egress and at the point of connection to the primary road network, if different.
9. Positive or negative impacts on sustainable means of travel.
10. Positive or negative impacts on road safety.

### **Further information for larger sites**

If a proposal seeks to concentrate more than 300 spaces in one area, a more extensive analysis of the impact of the proposal will be required than described above. In such cases the applicant should discuss the proposals with the Local Planning Authority before submission of the application.

### **Future Development of the site.**

In any future planning application for a permanent use on the site a more extensive transport assessment will be required. In terms of methodology, the level of car park generated movement should not be included within the baseline traffic flow for the assessment supporting an application for permanent use.

## **Advice on the preparation of a Flood Risk Assessment to support a planning application.**

All Applications should be supported by a Flood Risk Assessment - that examines the risk of flooding to the site, the means of drainage and outlines mitigation of flood risk both on site and from the discharge of surface water off site. If a site is in a location where there is unlikely to be any flood risk to the site and no possibility of impact on others, then a simple statement to that effect may be all that is required.

However some parts of Leeds City Centre and adjacent areas are classified as areas of high risk of flood including zones 2 (1 in 1000 chance of flood), 3ai (1 in 100) and 3aai (1 in 20) – these areas will require a more detailed FRA. Car parking can be acceptable in areas of flood risk, but it is necessary for dangers to be properly considered as part of the planning application process. This is the role of the Flood Risk Assessment (FRA) which is required to accompany planning applications for temporary car parking in flood zones 2, 3ai and 3aai. FRAs need to be structured to address the following of matters of safety and environmental protection:

- i) Surface rainwater run-off. How will run-off be handled to avoid pollution of watercourses but also absorb water from downpours?
- ii) Evacuation routes. Have appropriate routes been identified for cars to leave a car park in an emergency flood situation
- iii) Where there might be a danger of cars being swept away (flooding to a depth in excess of 300mm), include physical measures to prevent cars being swept off site
- iv) Include signage warning that the car park may be liable to flood and any instructions

Areas of flood risk can be identified in Leeds' Strategic Flood Risk Assessment. This is available for download on Leeds City Council's website. Map 24 covers the area of Leeds City Centre. It will also be necessary to consult national planning advice, PPS25 and the associated practice guidance available on the Communities and Local Government website..