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Document Title	Transport Infrastructure in New Developments

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Additional information:

Report and Appendix 1 attached. Appendix 2 is published separately (ref 54/23)

Authorised By	Douglas Proudfoot
Designation	Executive Director for Place
Date	06/06/23

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East Lothian Council

REPORT TO: Members' Library Service

MEETING DATE:

BY: Executive Director of Place

SUBJECT: Transport Infrastructure in New Developments

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1 PURPOSE

1.1 This Report advises members of the update of *Standards for Development Roads 2008* to a new, more accessible, online version to be called Transport Infrastructure in New Developments.

2 RECOMMENDATIONS

2.1 That Members note the content of the report.

3 BACKGROUND

3.1 The Council's Standards for Development Roads document was published in 2008 to accompany the then newly-issued *Design Standards for New Housing Areas* and provided technical guidance on construction of roads which subsequently may fall within the Council's responsibility (become 'adopted' and formally added to the Council's list of roads).

3.2 The Design Standards for New Housing Areas was updated in 2020, and we are now following suit.

3.3 Our replacement document is called Transport Infrastructure in New Developments and will be published in July 2023. It makes the following changes:

- Presentation as a collection of webpages, rather than pdfs in accordance with accessibility criteria. This not only makes it compatible with accessibility software such as screen-readers, but also makes it easier to read on a mobile phone or tablet. It is also much easier to direct references to specific items via a hyperlink.
- A re-working of the content to place greater emphasis on requirements which will support sustainable and active travel
- Removal of repetition, and updating links to national references where these have been re-issued

- Referencing new national documents such as the National Transport Strategy (2020), Cycling by Design (2020), and Roads for All (2013)
- Inclusion of requirements for provision of vehicle charging infrastructure in parking spaces to align with revised domestic and non-domestic Building Standards.
- Update to processes and procedures, as well as a new section on implementation of the newly approved structure for Charging for Road Construction Consents

3.4 The new *Transport Infrastructure in New Developments* webpages reproduced in APPENDICES 1 and 2 supersede all previous *Standards for Development Roads* documents.

3.5 It is envisaged that the document will apply to all planning applications approved after 1st July 2023.

4 POLICY IMPLICATIONS

4.1 These proposals will contribute towards fulfilling the East Lothian Plan 2017-2027, in particular:

- Outcome 2.1: "East Lothian has strong resilient communities where people respect and support each other" and
- action (k) "we will make our roads safer, including a focus on making journeys safer for cyclists and pedestrians of all ages and abilities

5 INTEGRATED IMPACT ASSESSMENT

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

6.1 Financial – All costs involved in connection with consultation, advertising, and implementation of this update can be accommodated within agreed budgets.

6.2 Personnel - None

6.3 Other – None

AUTHOR'S NAME	Ian Lennock
DESIGNATION	Roads Asset and Regulatory Manager
CONTACT INFO	01620 827297
DATE	6/6/2023

APPENDIX 1: Transport Infrastructure in New Developments PARTS 1-3 (ATTACHED)

APPENDIX 2: Transport Infrastructure in New Developments PARTS 4-6 (SEPARATE DOCUMENT)

Appendix 1

East Lothian Council

Transport infrastructure in new developments

Print-out from of East Lothian Council webpages comprising the new Transport Infrastructure in New Developments document

These webpages are for reference by developers of housing and employment sites in East Lothian. They provide guidance on transport infrastructure against which Planning Applications will be assessed and evaluated, and set out East Lothian Council's procedures regarding the construction and adoption of new roads in accordance with current legislation. These pages supersede all previous versions of our *Standards for Development Roads* document.

Any comments concerning this document should be submitted to transportplanning@eastlothian.gov.uk

1. Process and authority

1.1 Planning for new roads

1.2 Authority to construct new roads

1.3 The Road Construction Consent process

1.4 Apply for Road Construction Consent

1.5 Inspection procedures during construction

1.6 Applying for adoption of new roads and paths

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2.7 Travel Plans and Travel Packs

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4. Construction details

4.1 Road construction

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5. Road lighting and structures

5.1 Lighting specification

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5.3 Our role as Technical Approval Authority

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6. Landscape specification for adoptable areas

6.1 Shrub planting

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East Lothian Council Road Services

1 July 2023

East Lothian Council

Transport infrastructure in new developments

PART 1: PROCESS AND AUTHORITY

1.1 Planning for new roads

1.2 Authority to construct new roads

1.3 The Road Construction Consent Process

1.4 Apply for Road Construction Consent

1.5 Inspection procedures during construction

1.6 Applying for adoption of new roads and paths

In this section

East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

1.1 Planning for new roads

1.1.1 Consents required

A development including new public roads will require a number of permissions including at least Planning Permission and Road Construction Consent (RCC); each deals with different aspects and the granting of Planning Permission does not imply an RCC will be issued, nor vice versa. Other permissions such as Structures Approval, permits for working on the road, and permissions from third parties such as Scottish Water and SEPA are also likely to be required.

1.1.2 Planning Permission

Planning Permission may form a single application to include all the details, or may be split into two parts known as (a) Planning Permission in Principle, followed by (b) Approval of Matters Specified in the Conditions. It is more common to use the two-stage process for larger housing applications.

Guidance on applying for Planning Permission.

The Council in its role as Roads Authority will advise:

- whether the location is suitable for the type of development in relation to the local transport network infrastructure, and existing or proposed community facilities, such as shops and schools;
- whether the proposed layout is acceptable and conforms with relevant local design guidance, including the location of car and cycle parking provision, including vehicle charging infrastructure and accessible parking bays;
- whether the development is appropriate in the context of relevant national transport policy;
- which elements should be included in the Travel Plan;

- if there are significant features for consideration in the Quality Audit, such as desire-lines for pedestrian and cycle movements;
- if there are significant features for consideration in the Road Safety Audits;
- appropriate contributions towards mitigation on the strategic transport network;
- whether any local mitigation is required, external to the development site.

1.1.3 Road Construction Consent

The Road Construction Consent process considers more technical aspects such as:

- specifications, alignments, geometry and junction arrangements of the roads and paths;
- proposed speed limits, and traffic calming measures required to keep traffic speeds at an appropriate level;
- form of any structures required to support or protect the roads and paths;
- provision of road drainage, including location and types of Sustainable Drainage Systems (SuDS);
- proposals for future maintenance of new roads, paths, open space and SuDS features;
- provision of road lighting;
- location of underground services.

1.1.4 Audits and Assessments

For developments that are likely to have a significant impact on the local transport network, a Transport Assessment following the Scottish Government's Transport Assessment Guidelines will be required at the earliest possible opportunity.

The Transport Assessment should include both a Travel Plan framework and a Quality Audit, as defined by the Designing Streets guidance. The Quality Audit may use the standard template provided by Designing Streets, but in any case will assess the routes and spaces within the site, and ensure they connect smoothly and safely with the wider walking, cycling and public transport networks. A Road Safety Audit will normally form part of the Quality Audit.

Quality Audits, Road Safety Audits and Travel Plans may also be required for developments that do not require a Transport Assessment.

1.1.5 Mitigation of impacts on the transport network

As part of the preliminary consultations, we may identify required changes to the transport network. If these cannot be resolved through the Planning process, it may be necessary for

Planning Conditions to be imposed.

Furthermore, a financial contribution may be established by means of a Section 75 agreement under the Town and Country Planning (Scotland) Act 1997 or by a separate legal agreement with the Council.

Additionally there may be a requirement to make a contribution towards the upgrade of the strategic transport network under the Developer Contributions Framework.

Note: *These webpages are for reference by developers of housing and employment sites in East*
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and evaluated, and set out East Lothian Council's procedures regarding the construction and a
of new roads in accordance with current legislation.
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Revisions
01/07/2023 Document release

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East Lothian Council

Transport infrastructure in new developments

1.2 Authority to construct new roads

1.2.1 Road Construction Consent

Under the terms of Section 21 of the Roads (Scotland) Act 1984, any person other than a Roads Authority who wishes to construct a new road or extend an existing road must obtain Road Construction Consent (RCC). This may be granted by the Council as Roads Authority and road construction works may only be undertaken while the Road Construction Consent remains valid.

In East Lothian, Road Construction Consent will be granted only where proposals for the layout and construction of roads, structures, road drainage, streetlighting and vehicle chargers meet the standards detailed on these webpages. Since economy of maintenance will be a major consideration in the assessment of applications for Road Construction Consent, the use of structures to support roads (i.e. retaining walls and bridges) should be avoided wherever possible.

Road Construction Consent is normally required where a new public road will serve three or more dwellings.

1.2.2 Private accesses

Where fewer than three dwellings are proposed, an access (rather than a road) may be permitted.

An access is defined as any way over which the public does not have right of passage. In residential developments, an access may serve up to two dwellings.

Access to steading developments should make reference to the Council's
Farm Steading Design Supplementary Planning Guidance

1.2.3 Road Bonds

For a residential development of more than two houses, under the terms of Section 17 of the Roads (Scotland) Act 1984, the
Security for Private Road Works (Scotland) Regulation 1985 (S.I. 2080) and

The Security for Private Road Works (Scotland) Amendment Regulations 1998, developers are required to make financial provision in order to safeguard the completion of housing development roads which are the subject of a Road Construction Consent.

Such provision, which may take the form of a "Road Bond" or deposit, protects prospective house purchasers from having to bring incomplete roads up to adoptable standards. No building works may commence until such securities have been lodged. The value of the security will be indicated on application for Road Construction Consent and will be calculated using current rates for construction of drainage, carriageways, footways and street lighting.

The road bond will be released in three stages:

1. When the road has been completed to binder course and other major features such as drainage infrastructure has been installed
2. When an application for inspection (on substantial completion) of the road and other related works has been approved
3. On expiry of the maintenance period or addition to the list of public roads.

We will, pending adoption of the road, hold a minimum of 10% of the original value of the Road Bond.

We will require as-built drawings to be submitted on completion of the construction work.

1.2.4 Other consents

Road Construction Consent does not exempt the applicant from obtaining any other permissions that may be required such as Planning Permission, Building Warrants, or approval for connection to a sewer.

Where a development which affects the stability of adjacent public roads or footways is proposed (for example, by deep basement excavations, ground anchoring systems, wall footings and so on), the consent of the Roads Authority is required, even although this may not involve the construction of new roads.

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East Lothian Council

Transport infrastructure in new developments

1.3 The Road Construction Consent process

1.3.1 Procedures

These pages are intended for guidance and assistance only and should not be regarded in any way as an authoritative statement of the law. The relevant statutory provisions relating to the consent for the construction of a new road or the extension of an existing road and the Roads Authority's powers in connection with this are set out in
Sections 21, 22 and 23 of the Roads (Scotland) Act 1984.

Developers are advised to consult us on any road proposals prior to making a formal application for a Road Construction Consent (RCC).

We will waive the need for Road Construction Consent where a Developer can prove satisfactorily that there is no public right of passage along the access way and there is none intended. The developer will nevertheless require agreement from the Roads Authority for any access from a development onto a road.

This page describes the process and timescales involved with obtaining a Road Construction Consent.

On completion of the roads, the developer should
apply for the road to be added to the list of public roads.

1.3.2 Notifications

The developer is required to notify any person who owns land which fronts, abuts or is comprehended in the new roads, or which lies within 50m of the road for which Road Construction Consent is being sought. Your RCC cannot be processed until you have confirmed that this has been done. You can use Form CC3 to issue the notifications.

Any person who has been notified in this way has 28 days to make written representation to us. We will consider any representations before Road Construction Consent is granted.

Other bodies which may require notification include statutory undertakers, cable companies, Transport Scotland, Scottish Environmental Protection Agency, and Fire and Rescue Services.

1.3.3 Examination of the application

On receipt of the documents, we will compile a list of comments detailing additional information / amendments required. Until this additional information is supplied the application cannot be processed further.

1.3.4 Draft Road Construction Consent

On receipt of satisfactory documentation, a draft Road Construction Consent will be prepared for approval along with the confirmed value of the Road Bond.

If the applicant does not accept the draft, minor amendments may be mutually agreed. If agreement cannot be reached it may be necessary to have the matter resolved by the appropriate Committee.

1.3.5 Issue of final consent

Once the developer has accepted the draft Road Construction Consent, and Planning Permission has been granted, the final Consent will be issued electronically, and roadworks can commence.

No new road construction can start until the appropriate Road Construction Consent has been granted.

No building works should commence until the Road Bond has been lodged.

Should the application for Road Construction Consent be considered for (i) refusal, or (ii) granting subject to special conditions, the application will be put before an appropriate Council Committee for such a decision.

If an application for Road Construction Consent is (i) refused or (ii) granted subject to special conditions, the applicant may within 28 days of the date of intimation, appeal to the Scottish Government.

The granting of Road Construction Consent does not imply that East Lothian Council accepts any responsibility for the accuracy or suitability of the design.

1.3.6 Construction period

It will be a standard condition of any Road Construction Consent that the construction be completed within the period specified, which will be not less than 3 years. If, as a result of a change in circumstances during construction, it is demonstrated that the specified period is no longer realistic we may, on application, grant an extension. In the absence of such an extension, a

new application for Road Construction Consent must be made. No roadworks can continue if the Road Construction Consent has expired and has not been extended.

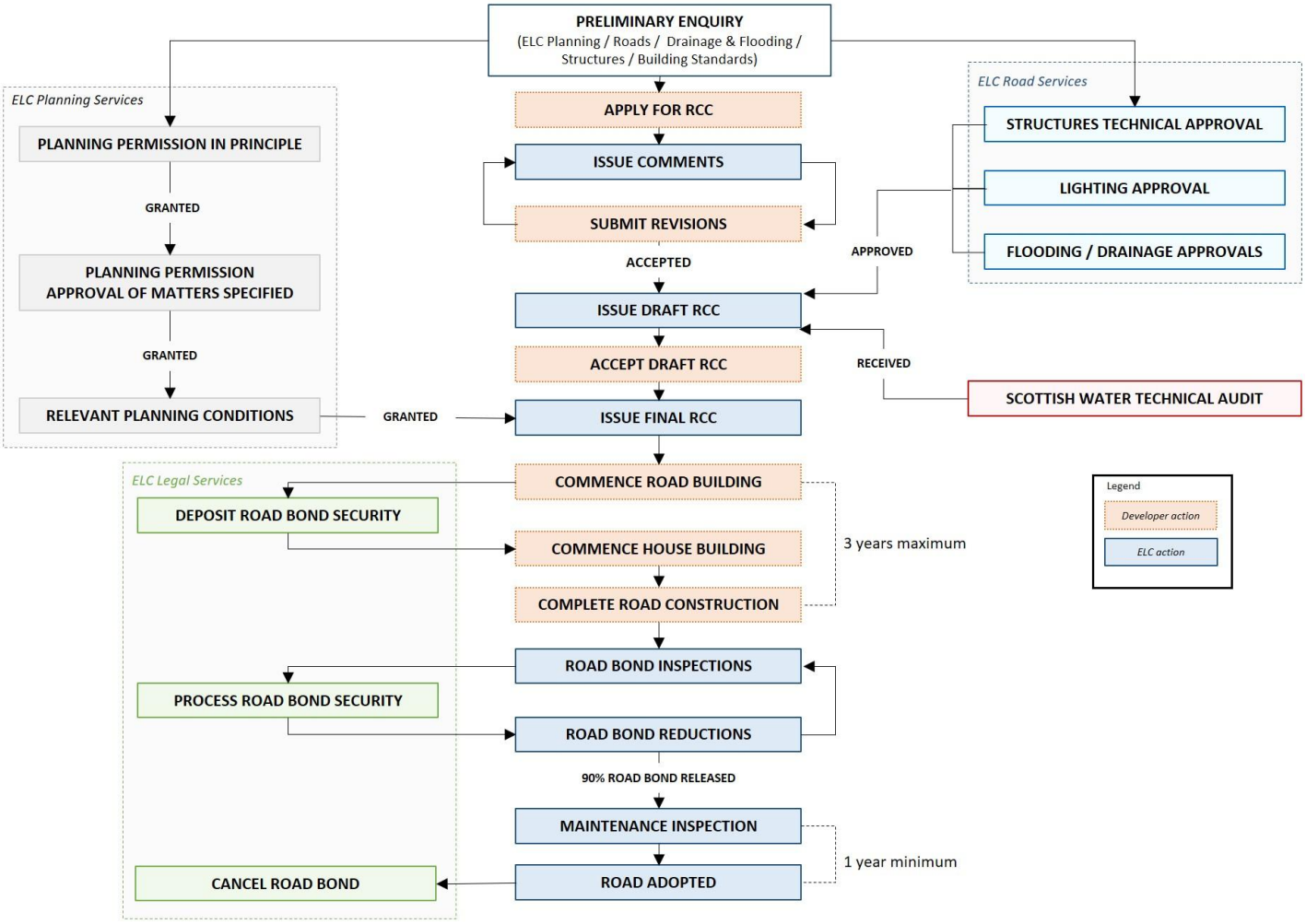
If no substantive construction has commenced on site by the end of the three-year period then the Developer must apply for a new Road Construction Consent.

1.3.7 Amendments to consent

Should the developer wish to depart from the construction or layout details for which Road Construction Consent has been granted, they must first seek our approval. Where the proposed changes are a major departure from the original or would have an effect on neighbouring property or affect the value of any Security then a new Road Construction Consent will be required. Where the proposed changes are of a minor nature and would have no effect of the value of any Security a nominated officer of the Roads Authority may approve the changes.

1.3.8 Road Construction Consent flowchart

To summarise the above, the following flowchart sets out the typical Road Construction Consent timeline:



The RCC process flowchart

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East Lothian Council

Transport infrastructure in new developments

1.4 Apply for Road Construction Consent

1.4.1 Apply for Road Construction Consent

From 1 June 2023, East Lothian Council will charge developers appropriate recovery costs for processing and issuing Road Construction Consents (RCC). The new charging scheme includes a fixed fee of £500 per application, £35 per metre for the first 100 metres then £20 per metre for each subsequent metre, and £5 for each metre of path.

The developer is required to notify any person who owns land which fronts, abuts or is comprehended in the new roads, or which lies within 50m of the road for which Road Construction Consent is being sought. You can use Form CC3 to issue the notifications.

Any comments or questions about this process should be submitted to transportplanning@eastlothian.gov.uk. You must apply for your RCC at least three months prior to the proposed commencement of construction.

In order to determine an application we require the following documents as a minimum:

- Location plan
- General arrangement plan (in the context of any surrounding development phasing)
- Road setting out and levels layout
- Road construction details (where different to our standard details)
- Road longitudinal sections
- Kerbing layout
- Drainage layout including Sustainable Drainage Systems (SuDS)
- Drainage construction details (where different to our standard details)
- Drainage longitudinal sections
- Finishes layout

- Vehicle swept path analysis (For residential areas, use the "Large Rigid Vehicle" as defined by the Freight Transport Association; for bus routes, use a 13.5m bus; for non-residential, use the longest likely vehicle.)
- Road adoption plan
- Land factoring plan
- Quality Audit – including Road Safety Audits together with the Designer's Responses
- Signs and lines drawing
- Traffic signals layout and operational details
- Street lighting layout and calculations
- Vehicle charging points and connections
- General arrangement and structural details for structures associated with the road network
- Any other details required to enable the assessment of the proposal

1.4.2 Supporting documents

The following third-party supporting documents are also required:

Scottish Water Approval

Evidence of Scottish Water's Technical Approval will be required.

Email flooding@eastlothian.gov.uk with any queries relating to drainage and flooding.

Drainage Assessment

Evidence that the Drainage Assessment, including a Surface Water Management Plan has been submitted to and approved by the Statutory Authorities.

Any questions about the Drainage Assessment requirements should be directed to flooding@eastlothian.gov.uk.

DNO comments on EV infrastructure

We require confirmation from the DNO (electrical Distribution Network Operator, currently SPEN for our area) regarding the suitability of the grid connection for vehicle chargers.

Structures Technical Approval

Where the submission includes structures associated with the road network (e.g. retaining walls, culverts or bridges) the application will be subject to Technical Approval Procedures as outlined

in CG 300 of the Design Manual for Roads & Bridges, and Technical Approval must be sought before the application for an RCC. If the need for an additional or amended structure arises after the granting of Road Construction Consent, the developer should seek the approval of the Council's Roads Authority before starting construction of it.

Any questions about Structures Technical Approval should be directed to bridges@eastlothian.gov.uk.

Lighting Calculations

Please note that you will be expected to ensure that lighting on existing roads is suitable for any new accesses. Email stlighting@eastlothian.gov.uk with any queries relating to lighting.

Mineral Working Report

In areas that are known to have been in-filled or have a history of mineral workings, we may require a mineral report together with supporting information on ground stability.

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3.1 Junction design and shared surfaces

3.2 Access and turning layouts

3.3 Parking provision

3.4 Utility Services

3.5 Non-residential developments

PART 4: CONSTRUCTION DETAILS

4.1 Road construction

4.2 Road drainage construction

4.3 Construction Method Statements

PART 5: ROAD LIGHTING AND STRUCTURES

5.1 Lighting specification

5.2 Lighting materials supplied by contractors

5.3 Our role as Technical Approval Authority

5.4 Structures Approval in Principle

5.5 Structures certification and inspection

PART 6: LANDSCAPE SPECIFICATION FOR ADOPTABLE AREAS

6.1 Shrub planting

6.2 Grassed areas

6.3 Tree planting

East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

1.5 Inspection procedures during construction

1.5.1 Notice of commencement

We must be given two weeks' notice of the start of roadworks together with names and contact details of responsible persons who may be contacted in connection with the construction of the works.

The developer shall submit for approval the names of proposed sub-contractors to be engaged on road works. Such approval, if given, shall not relieve the developer of other liabilities or obligations.

1.5.2 Inspection and testing

During the construction period, our inspection staff must be given access to the site to ensure that the works conform to the Road Construction Consent (RCC). The developer and/or their contractors shall enable such staff to examine the works and the materials. They shall supply, free of cost, samples of materials together with particulars as to the source of supply or manufacture. At our discretion, test certificates may be required indicating the suitability of the materials proposed for use.

Notwithstanding any use that the developer may make of the professional services of third parties, any certificate of inspection submitted by a third party will not be accepted. Our staff shall undertake all inspections.

Attention is drawn to Section 140 (6) of the Roads (Scotland) Act 1984 which entitles us to recover expenses reasonably incurred in inspecting sites for compliance with Road Construction Consents. We hereby give notice of our intention to recover expenses from the developer in accordance with the Act.

Our RCC inspection fees are charged at a rate of £72.60 per hour (2023).

1.5.3 Notice of operations

The developer or their contractor must give a minimum 2 working days' notice of the following operations:

Carriageways and footways or paths

- Intention to commence work
- Setting out
- Commencement of excavation (inspect sub-soil conditions)
- Commencement of laying sub-base
- Completion of kerbing
- Commencement of laying road-base
- Commencement of laying binder course to carriageway
- Commencement of laying surface course to carriageway
- Commencement of laying sub-base to footpaths/footway
- Commencement of laying binder course to footpaths/footway
- Commencement of laying surface course to footpaths/footway

Road drainage

- Setting out
- SuDS features
- Breaking into existing pipe runs – before installation of saddle connection or manhole
- Completion, bedding and haunching, but before concrete surrounding or haunching, and completion of manholes – before backfilling (tests where applicable)
- Completion of backfill (tests where applicable)

Road lighting and illuminated traffic signs

- Setting out of road lighting plant positions
- Commencement of column and sign erection
- Commencement of cable laying
- Commencement of electrical work
- Commencement of electrical testing and commissioning of installation (actual connection dates must be noted)

Traffic signs and road markings

- On completion

Outstanding works defined by the Council after formal inspections

- Commencement of each item of outstanding works.

These are minimum requirements and, in certain cases, the developer may be required to notify us of additional construction stages.

1.5.4 Temporary signage

If temporary local direction signing is to be provided to new housing developments, the signs must be in accordance with the Traffic Signs Regulations and General Directions 2016 (TSRGD) Schedule 16, Part 6, diagram 28.

Housing development signs not in accordance with the above will be removed and charged to the developer.

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Transport infrastructure in new developments

1.6 Applying for adoption of new roads and paths

1.6.1 What does it mean when roads are 'adopted'?

New roads and associated infrastructure constructed as part of new housing developments will normally go through a process to be formally added to the list of public roads. This is also known as road adoption by the Local Authority. Until such time that the roads are formally adopted, they are considered to be private, therefore liability for any incidents that occur on them lie with the developer. This includes issues relating to winter maintenance.

Following completion of the road construction, maintenance and rectification period, the developer will make a formal application for road adoption to East Lothian Council.

Once approved, the road will be added to our list of public roads.

1.6.2 Applying for adoption

Under the terms of Section 16 of the Roads (Scotland) Act 1984, East Lothian Council as Roads Authority will, if requested, adopt (that is, add to our List of Public Roads) any new road (including any associated footway or verge) constructed in accordance with a Road Construction Consent (RCC).

Upon completion of the roads, the holder of the Road Construction Consent must submit an application for adoption using form CC6 from the National Roads Development Guide. The submission should include:

- electronic ‘as-built’ drawings as requested for the Road Construction Consent
- adoption and factoring plans with the carriageways, footways, paths, service strips, parking areas, lighting etc. offered for adoption clearly indicated
- confirmation from Scottish Water which infrastructure will be vested in them
- certification that the streetlighting has been fully tested.

1.6.3 Roads

All roads proposed for adoption must form a continuous system with the existing public road network.

In general, we expect to adopt a road (and adjacent footways) which serve three or more dwellings (see treatment of private accesses).

In the case of a large development, adoption may be on a phased basis subject to:

- only lengths of road between junctions being adopted, as long as they are continuous with the existing public road; and
- carriageways, footways, and verges **not** being adopted separately.

1.6.4 Remote paths

New paths remote from the carriageway will be considered for adoption as long as they:

- form a suitable part of a general path network serving facilities such as shops, schools and public transport facilities where access to pedestrians and non-motorised vehicles is unrestricted; and,
- serve more than one dwelling if not forming a part of a link; and,
- allow access for maintenance purposes, by having at least one end abutting a public road.

Note that:

- surfaced areas surrounding buildings and intended essentially for maintenance purposes will **not** be adopted;
- where paths lead to both front and rear of a property, **only one** will be considered for adoption;
- in the case of multi-storey buildings, the path may be adopted up to the point where it is deemed to enter the curtilage (i.e. garden, landscaped or forecourt areas surrounding building).

1.6.5 Parking areas

Parking areas contiguous with the carriageway will normally be adopted provided that their use by the general public is not restricted in any manner. **Such parking should normally only be provided for visitors and not for the regular parking of residents' cars.**

New developments are required to provide parking spaces off the carriageway in accordance with our parking standards. Where this parking is provided for residents' cars in lieu of garages or

private drives, it will **not** normally be adopted and must be subject to private maintenance (factoring) agreements. Such areas must be clearly delineated from the public road, and will normally be behind a footway. It is not usually acceptable for a change in surfacing or kerbing to be the sole means of distinguishing between adopted and private areas.

Off-road parking areas, which have been identified as meeting a general public parking need and are constructed to an adoptable standard, may be adopted.

Service areas in industrial or commercial developments, which provide loading facilities for the premises, will **not** normally be considered for adoption even though these may take the form of hard-surfaced areas contiguous with the carriageway. Clear delineation between public and private areas is nevertheless required. The exception to this is where such an area is provided in the form of a lay-by to the adjacent carriageway.

1.6.6 Lighting

We have a duty under the Roads (Scotland) Act 1984 to maintain lighting on a public road and we have the power to maintain lighting on a private road, but have neither duty nor power to maintain lighting in private areas or accesses.

Therefore, a condition of the Road Construction Consent requires that the developer provides lighting to be adopted alongside the road or path it serves.

Lighting installed on adoptable roads, footways/paths and parking areas will be adopted for operation and maintenance from the date of their commissioning, subject to:

- accepting lighting units from the date of commissioning for the supply of energy and routine maintenance only;
- any work carried out or material supplied by the developer being maintained by them for a period of twelve months from the date of commissioning as certified in writing. The twelve-month maintenance period will include for the replacement of any faulty equipment supplied by the developer and the restoration of any faulty workmanship found during this period or at the final inspection prior to issuing the final acceptance certificate;
- any expense incurred during the maintenance period as a result of the developer's failure to carry out the requirements of (2) above being fully charged to them.

While it may be necessary to provide lighting in communal private areas for security and safety, we will not adopt this lighting and arrangements should be made for its maintenance through factoring agreements.

1.6.7 Structures

Where a Road Construction Consent provides for a road to be supported by a bridge we will normally enter into an agreement with the developer, in terms of
Section 79 of the Roads (Scotland) Act 1984, whereby the bridge will vest in East Lothian Council as Roads Authority. If, however, the solum has not been so acquired, the Local Roads Authority will be responsible only for maintaining the road surface.

1.6.8 Factoring agreements

Agreement must be secured for the maintenance of all features such as swales, verges, open spaces, parking courtyards, vehicle chargers and bus/bicycle shelters which are primarily for the use of new residents. This generally requires that developers put in place factoring arrangements for maintenance in perpetuity.

1.6.9 Addition to List of Public Roads

Within 12 months of the application for adoption of a new road, we will make an inspection to ensure that the road has not deteriorated below the required standard.

If significant deterioration has occurred, a list of remedial works will be forwarded to the applicant. These works must be undertaken as soon as possible or the date for adoption may be deferred.

Following a satisfactory adoption inspection, the road(s) shall be added to the List of Public Roads, under the terms of Sections 16 and 18 of the Roads (Scotland) Act 1984

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PART 2: DESIGN PRINCIPLES

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2.2 Functions of roads

2.3 Walking and wheeling

2.4 Cycling

2.5 Buses

2.6 Journey Hubs, rail and taxis

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Transport infrastructure in new developments

2.1 Policy and plans

2.1.1 National policy

Significant national reference documents include:

- National Transport Strategy (Scottish Government, 2020)
- Designing Streets (Scottish Government, 2010)
- National Roads Development Guide (SCOTS, 2017)
- Design Manual for Roads and Bridges (Highways England/Transport Scotland)
- Cycling by Design (Transport Scotland, 2020)
- Roads for All (Transport Scotland, 2013)
- Inclusive Mobility (Department for Transport, 2021)
- The SuDS Manual (Ciria, 2015)
- Traffic Signs Regulations and General Directions (2016)
- The Traffic Signs Manual
- Well-managed Highway Infrastructure (Department for Transport, 2016)

In all cases, refer to the most recent versions.

2.1.2 Local Development Plan

East Lothian Council's Local Development Plan 2018 sets out the following over-arching transport policies:

Policy T1: New developments shall be located on sites that are capable of being conveniently and safely accessed on foot and by cycle, by public transport as well as private vehicle, including adequate car parking provision in accordance with our standards.

Policy T2: New development must have no significant adverse impact on:

- Road safety;
- The convenience, safety and attractiveness of walking and cycling in the surrounding area;
- Public transport operations in the surrounding area, both existing and planned, including convenience of access to these and their travel times;
- The capacity of the surrounding road network to deal with traffic unrelated to the proposed development; and
- Residential amenity as a consequence of an increase in motorised traffic.

We have also published the following Supplementary Planning Guidance relevant to the design and layout of transport infrastructure:

- Development Briefs
- Design Standards for New Housing Areas
- Sustainable Drainage Systems (SuDS)

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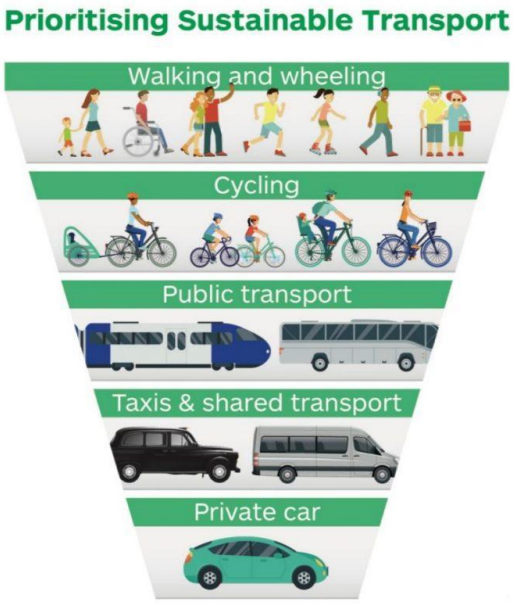
2.2 Functions of roads

2.2.1 Road user hierarchy

The road network should enable all road users to move safely for all trip purposes. It should provide access to and from individual premises and allow connections to services, employment opportunities and leisure destinations.

All premises should be fully accessible, with particular regard to the needs of people with mobility or sensory impairments. The road user hierarchy defined in the National Transport Strategy applies.



Sustainable transport hierarchy from the *National Transport Strategy* showing walking and wheeling as the highest priority mode of transport, followed by cycling, public transport, taxis & shared transport, then the private car, in that order.

Diagram from *Designing Streets* illustrating relative place and movement functions of streets

The national policy statement Designing Streets sets out the tensions between the 'movement function' and the 'place function' of different roads. While it is appropriate to design motorways for the efficient movement of cars and lorries, residential areas should be designed primarily as places where people live. Where streets (for example, shopping areas which are also through-roads) have both a place and a movement function, these should be balanced appropriately.

Quality Audits should be undertaken at an early stage in the design to ensure that sufficient weight has been placed on facilities for active travel in line with aspirations for sustainable communities.

It is important that higher density areas of development are concentrated around the bus routes and transport nodes as this will support local bus services and encourage sustainable transport choices.

2.2.2 Road categories

While recognising the above, it is accepted that for practical purposes it is necessary to segment the road network into broad categories:

- **Main Distributor Roads**, referred to as *Primary Roads* in Designing Streets, and *Category 2 (Main Distributors)* in Well-Managed Highway Infrastructure
- **General Access Streets** - *Secondary Roads / Category 3 (Secondary Distributors)*
- **Residential Streets** - *Tertiary Roads / Category 5 (Local Access Roads)*
- **Non-residential Streets -** *Tertiary Roads / Category 2/3*
- **Rural roads and steading accesses** - *Category 5 (Minor Roads)*
- **Footways and shared-use paths**

There is a general assumption that most roads and streets will be adopted by the Roads Authority i.e. become 'public roads', and therefore they must be suitable for access by everyone, including people with visual or mobility impairments, in accordance with Roads for All guidance.

Full consideration should always be given to Designing Streets guidelines with reference to the National Transport Strategy road user hierarchy. It will usually only be cases where the development is served by or is close to higher speed roads, that the Design Manual for Roads and Bridges will be referenced.

Main Distributor Roads e.g. roads between towns

Main Distributor Roads are thoroughfares which link urban centres or strategic routes. Such roads regularly accommodate heavy vehicles and are potential bus routes and so must have with suitable widths and corner radii for these purposes. Consideration must given to the location of bus stops, for which laybys may be required.

Any road serving more than three hundred dwellings or giving access to non-residential development would generally be designed to Main Distributor Road standards.

If Main Distributor Roads also have streetlighting or house frontages or shops/schools with pedestrian activity, they will be subject to lower speed limits in accordance with our Speed Limit Policy. Additional traffic calming may also be required.

The location of accesses will be subject to junction spacing requirements, and driveways should incorporate turning facilities such that vehicles are able to enter and leave premises in a forward gear.

General Access Streets e.g high streets and local link roads

General Access Streets are mulit-modal corridors with significant pedestrian, cycle, bus and vehicle activity, as well as having direct frontage access to dwellings. Each General Access Street may typically serve no more than three hundred dwellings from a single access point.

Although they may be classified, General Access Streets have a significant 'place' function, as they include high streets and roads around schools and other community facilities, and therefore physical traffic calming measures will often be required. Bus operators should be consulted for advice on the location and the design of traffic calming features and bus stops.

Layouts of private developments should be designed to ensure that all vehicles entering a General Access Street can do so in forward gear.

Residential Streets

In Residential Streets, non-motorised vehicles and varied community uses are encouraged. Traffic speeds should be physically constrained by localised narrowing of the carriageway, raised tables and chicanes. Long straight sections of road will be avoided through the adoption of tight bends to restrict vehicle speeds, and a flowing alignment of gentle curves must be used on slopes to reduce gradients to 5% or shallower for accessibility.

Forward visibility for drivers should be limited. However, reduced visibility should not be the sole means of reducing vehicle speed.

The maximum driving distance from a dwelling on a Residential Street to a General Access Street is normally around 400m.

Non-residential streets

Non-residential streets serve industrial, retail, educational, commercial, medical and other private premises. They are unlikely to be adopted, unless there is general public benefit, for example, to access civic amenity sites.

Rural roads and steadings accesses

Access to steading developments should be discussed in the first instance with the Council, and reference made to our Farm Steading Design Supplementary Planning Guidance.

Footways and shared-use paths

By definition, a footway runs adjacent to a carriageway, forming part of the public road, over which the public have a right of way on foot only.

The Land Reform Act 2003 confers a responsible right of access to most land for all non-motorised traffic, and therefore any path which is not a footway must be treated as shared-use for pedestrians, cyclists, horse-riders and so on.

While segregated pedestrian and cycle areas are preferred, we recognise that space is often limited and shared-use paths may be necessary.

2.2.3 Standards

	Main Distributor Road	**General Access Street**	**Residential Street**	**Non-residential Street**
Description	Road between strategic routes or linking urban centres. It would generally be classified	Multi-modal corridor with significant pedestrian, cycle, bus and vehicle activity, typically serves fewer than 300 dwellings. May be classified.	Road with primarily residential uses with emphasis on pedestrians and cyclists	Designed for commercial uses and will often need to accommodate frequent heavy goods vehicles
Accesses and frontage	Junction spacing requirements apply. Vehicles should be able to enter and	Frontages encouraged, but vehicles should be able to enter and	Multiple frontages and driveways by definition	No residential accesses. Frontage access

	leave premises in a forward gear	leave premises in a forward gear		to premises permitted
Speed Limits	20-60mph which may be supported by traffic calming features in appropriate areas	20-30 mph which should be supported by traffic calming features	20mph with traffic calming features every 30m	20-30mph
Typical carriageway width	5.5m - 7.3m or greater	5.5m – 6.5m	4.8m - 5.5m (3.7m minimum over short stretches)	5.5m - 7.3m
Sight distances	According to design speeds	Desirable minimum = 45m; Absolute minimum = 33m	Minimise straight sections of road	Desirable minimum = 45m
Footways, paths and verges	Where speed limit is 30mph or lower, footways should be provided on both sides. Where speed limit greater than 30mph, a parallel shared-use path is required on at least one side of the road, and this should be segregated from the carriageway by a 2m verge. Wherever a footway is not provided, a 2m	Footways required on both sides of the road, unless there is a segregated path system and it can be demonstrated that pedestrians are unlikely to walk along the road.	Footway required on at least one side of the road and on both sides where buildings are accessed.	Footway required on at least one side of the road and on both sides where buildings are accessed. Wherever a footway is not provided, a 2m wide verge is essential.

	wide verge is essential.			
Turning and cul-de-sacs	N/A	Loop roads and through-roads are preferred over culs-de-sac which create dead-mileage for deliveries. Culs-de-sac may serve up to 25 properties and require turning heads which can accommodate occasional large vehicles and refuse vehicles[1].		HGVs and refuse vehicles must be able to turn within the site. Loop roads are preferred to reduce reversing movements.
Maximum Gradient	5%[2]			
Minimum Gradient	0.8%			

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2.3 Walking and wheeling

2.3.1 Network

A comprehensive and accessible network of footways and paths should be provided within all developments to give access to all dwellings, and to allow permeability within and through the site. The network should reflect desire-lines to surrounding destinations and ideally be more direct than the equivalent vehicular route. There must be appropriate crossing points with raised tables / dropped kerbs.

Continuous footways are generally required on both sides of the road, but, if development is to one side of the road only, the requirement for a footway on the opposite side of the road may be relaxed.

2.3.2 Footway and path widths

Those destinations that will generate or attract substantial footfall such as shopping areas, schools, bus routes, train stations, clinics, parks and play areas should be identified at an early stage in the planning process. This will influence the layout of the active travel network, while the predicted level of use will dictate the width of the paths, and whether segregation of cyclists and pedestrians is necessary.

The minimum width of an adoptable footway is 2m to allow two wheelchairs to pass each other comfortably. This may be relaxed (to a minimum of 1.5m) for short obstructions but, where possible, cabinets, grit bins and lighting columns should be accommodated outside this 2m width. Much greater widths will be required in busy areas and on the spinal routes.

Shared-use paths must be a minimum of 3m in width, but 4m or greater is preferred, particularly on commuter cycle routes, in busy areas, and where there are vertical obstructions (such as fencing and buildings) at the side of paths. Cycling by Design is the relevant guidance document.

Where there is a possibility that parked vehicles will overhang the footway, the footway width should be correspondingly wider, or a verge provided.

2.3.3 Kerbs

Full-height (100mm) kerbs are generally required. This not only reduces the propensity for drivers to park on the footway, but also provides a level of protection for pedestrians and properties from storm water. Kerbs are an important navigational aid for people using long-canes, and where they are not present, additional guidance features such as a building line at the back of the footway, or upstands/tapboards should provide an alternative.

2.3.4 Surveillance

The layout should allow paths to have natural surveillance from surrounding buildings, particularly on routes to schools. High fences on both side of a path are discouraged as these can reduce the feeling of security. Lighting should eliminate any dark corners, and planting should be designed so as not to obscure light-sources.

2.3.5 Accessibility

All paths and footways must be accessible for people of all abilities, having regard to Roads for All and Inclusive Mobility guidance. These state that the maximum accessible gradient for a path is 5% therefore, where the road gradient is greater than this, the footway will require a different alignment in order to achieve the requirements. Path and footway gradients above the minimum 5% should be designed as ramps (see Roads for All, section 4.1.13)

Where active travel routes cross the carriageway, desire-lines should be carefully considered, and traffic speeds restricted by physical measures if possible. At junctions, for example, corner radii should be tight to slow vehicles and facilitate the shortest crossing distance for pedestrians. On the busiest desire-lines, tactile paving is required in line with Roads for All guidance.

Controlled crossing facilities are likely to be required at busy locations adjacent to shops, schools, community facilities and so on.

In limited circumstances, footbridges and underpasses may be appropriate to cross motorways, dual carriageways, watercourses and railway lines. These crossings should be designed to be obviously more convenient, pleasant and safe to use than any alternative pedestrian route. This will likely require elevating or depressing the carriageway to ensure that footways and paths have minimal changes in level.

Steps pose problems not only for prams and wheelchairs but also for maintenance vehicles and should never form the sole pedestrian route. However, since some people find walking on any sloping surface difficult or impossible, steps should be provided in addition to ramps wherever possible, designed in accordance with Roads for All.

2.3.6 Grit bins

Grit bins should be provided at a rate of 1 for every 50 dwellings, and should be sited on an area of hardstanding adjacent to a path or footway, particularly where there are steps or ramps.

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2.4 Cycling

2.4.1 Cycle facilities

On residential streets, cyclists will normally be expected to travel in the carriageway. Elsewhere they should be provided with dedicated or shared-use facilties, which should integrate with the surrounding network, and be designed in accordance with Transport Scotland's Cycling by Design guidance.

There are various types of facilites which may be considered:

Segregated cycleways

Segregated cycleways are separated from vehicle flows by a kerbed change in level or physical barrier, and from pedestrian movements with a change in surfacing, painted line or, in a limited number of cases, a change in level or other feature.

Shared-use paths

The Land Reform Act 2003 gives cyclists access to all off-road routes and therefore any new path remote from the carriageway will be open to pedestrians, wheelchair-users, cyclists and horseriders. These shared-use paths should be at least 3m wide (much more in busy places) and, in built-up areas, be provided with street lighting.

On-road cycle lanes

On-road cycle lanes are not normally considered to provide sufficient segregation, and are not permitted on new developments which should be designed with dedicated cycle facilities. However, in limited circumstances, sometimes the only option is to retrofit a cycle lane to an existing road, and two types can be considered:

- *Mandatory Cycle Lane* - this prohibits all vehicles except pedal cycles.
- *Advisory Cycle Lane* - vehicles are permitted to drive along the lane if absolutely necessary, for example, due to width restraints on the carriageway. These lanes are prone

to obstruction by cars parking.

Since 2016, neither Mandatory nor Advisory cycle lanes require a Traffic Regulation Order. However, additional waiting and loading restrictions should be considered to discourage obstruction.

Contra-flow cycle lanes

When retro-fitting existing streets to accommodate new cyclist flows, contra-flow cycle lanes should be provided on one-way streets. One-way streets are not expected on greenfield developments.

2.4.2 Cycle parking

Where a dwelling does not have a private garage/store or access to their garden from the road (for example flats or mid-terraces), then dedicated bike storage is required at a rate of one cycle space per dwelling. This should be provided inside a lockable room or store within 45m of a door of the dwellings which it serves.

In commercial developements, bike stands for customers and visitors should be placed in prominent positions visible to passers-by (that is, not hidden at the side or rear of buildings). There should be cycle parking at each of the main entrances to buildings, sited in a manner that will minimise conflict with motor vehicles and it should be covered if possible. It is preferable to have several locations rather than extensively long racks. The customer cycle parking must be closer to the most convenient entrance than all car parking except for accessible parking for people with disabilities.

Additional covered and secure bike parking should be provided for staff use.

Public cycle parking should generally consist of root-fixed 'Bracknall' type cycle racks which park 2 cycles each. Details can be seen on our Standard Drawings. Stands should be positioned a minimum of 0.9m apart and at least 0.7m from any wall. Cycle racks which only restrain the front wheel must not be used in any circumstances as these may result in damage to the wheel.

2.4.3 Restricting access to paths

Generally, it is desirable to have no access controls onto paths. However, experience has shown that there is a need at some locations to discourage unauthorised use by motor vehicles, particularly motor bikes. Refer to Cycling by Design for guidance.

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2.5 Buses

2.5.1 New or augmented local bus services

Major new developments must be served by new or augmented local bus services.

Roads which may be regularly used by buses should be suitable in width, alignment and construction. The minimum carriageway width for bus routes is generally 6m within a 20mph area. Gradients on raised tables and speed ramps on bus routes should be a maximum of 5%. Swept paths should be checked for a 13.5m bus.

For larger developments, the developer will be expected to contribute funding for bus services until a viable level of service can be established. Higher density developments are likely to reach viable levels of service at an earlier point.

Where an existing service is to be extended from its terminal point into the new development, a new layover site will be required. The developer should hold early discussions with relevant bus operators to agree the location and design of the layover. Where the new development links two existing roads, it may be possible to route existing bus services through the site; in this case, layover facilities may not be required.

Bus routes, in order to be practical, must be reasonably direct and connect the centres of residential, business and shopping areas. There should be ready access to buses for clinics, housing designed specifically for older people or those with special needs, schools, shopping centres and other areas of intense pedestrian activity.

It is critical that areas of development with higher density residential use are concentrated around the bus routes.

2.5.2 Bus stops

In line with Inclusive Mobility guidance, no house or workplace should generally be more than 400m walking distance from the nearest bus stop. In most circumstances, bus stops should be

provided on both sides of the road, so that buses stop 'tail-to-tail' and move away from each other and there should be a pedestrian crossing (drop kerbs or controlled crossing, as appropriate) between the stops.

Bus stops benefit from passive surveillance (overlooking) to reduce the risk of anti-social behaviour, and walking and cycling routes to the bus stops should be direct, attractive and well-lit.

An area of hardstanding will be required, along with a bus stop pole, flag and timetable case. Destinations such as town centres, schools and clinics should be provided with bus shelters and adjacent cycle parking.

Where bus shelters are to be provided, these should be sited so as not to obstruct footways or sight-lines, and the specification should be discussed with relevant council departments.

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2.6 Journey Hubs, rail and taxis

2.6.1 Journey Hubs

In East Lothian, sustainable transport is supported through a network of *Journey Hubs* (also known as *Mobility Hubs*). These are locations where people can interchange their mode of transport, for example from a bike to a bus, or a bus to a train. In larger developments, the Journey Hub locations should be identified at an early stage, and fully incorporated into designs. The most appropriate locations would be close to shops or other amenities to improve access and increase feelings of security.

Enhanced facilities will be required at Journey Hubs. These may include but are not limited to:

- improved shelters and seating
- attractive and direct walking and cycling links
- wayfinding information (both to and from the Journey Hub)
- bus timetable information
- bus real-time information
- public wi-fi
- bike parking
- on-street bike hire (and/or eBike hire)
- car club vehicles
- car parking (particularly for shared vehicles and including accessible parking bays)
- vehicle chargers
- taxi ranks/drop-off points.

The designs and facilities should be discussed with relevant Council departments, to ensure they complement the wider network.

Facilities which are primarily for the use of new residents shall be included within the factoring agreement.

2.6.2 Rail

Where there is a rail station near to the development, the developer shall ensure that pedestrian and cycle links are direct, attractive, well-lit, and segregated from traffic with new high quality infrastructure provided as necessary. There may also be a requirement to contribute to the provision of additional car and cycle parking spaces at the station to accommodate the additional demand from the development.

2.6.3 Taxis

Where appropriate, taxi ranks should be created to ensure easy access to facilities such as shops, clinics and community centres.

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2.7 Travel Plans and Travel Information Packs

2.7.1 Travel Plans

The Transport Assessment for any development should include a Travel Plan or Travel Plan Framework.

A **Travel Plan** sets out how alternatives to private car use will be supported by the developer, and includes targets for the reduction of (single occupancy) car trips and for the promotion of walking, cycling and public transport. It will propose timescales for monitoring the outcomes and adjusting the interventions where necessary as a result. On sensitive sites, the Travel Plans will be the subject of a Planning Condition in order that they may be adequately implemented and enforced.

Travel Plans will be site-specific and include a range of measures which will make a positive impact at that site. Measures considered could include:

- Distribution of a Travel Information Pack to residents/employees;
- Providing pedestrian and cycle facilities;
- Supporting improved bus services, and providing easy access to these;
- Providing bus timetables and real-time service information on-site;
- Having regard for bus timetables when setting shift patterns and activity schedules;
- Offering transport to and from nearby Journey Hubs such as rail stations;
- Setting up a journey-sharing scheme and/or offering priority or bookable parking spaces for car-sharers;
- Offering flexible working practices including working from home or satellite offices;
- Restricting and/or charging for car parking;
- Providing pool cars so that employees who need a car for work purposes, do not need to take their own car to the office in order to have access to a vehicle.

Where a Planning Application is made for a masterplan, or a 'development in principle', then a **Travel Plan Framework** will instead set overarching targets and timeframes, and Travel Plans for the subsequent individual developments will reference this and provide details the measures by which the targets will be achieved.

2.7.2 Travel Information Packs

For a residential housing site, it is essential to produce Travel Information Packs for new residents who are unfamiliar with the area. These will include

- plans showing attractive walking and cycling routes to popular destinations
- relevant and up-to-date local bus and train timetables
- pointers to local car club, journey-sharing, and bike hire schemes
- information on travel planning apps such as GoSEStran
- information on local car chargers - where they are and how to access them

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2.8 Vehicle chargers

2.8.1 Residential developments

Prior to the submission of a planning application, the provision of vehicle chargepoints should be fully considered and discussed with us.

On residential developments, the following is expected as a minimum:

- at least one dedicated car charger per dwelling; **and**
- for developments including community facilities, passive provision for the installation of vehicle chargers on the public road, at agreed locations. A contribution will be requested towards the purchase and installation by the Council, for chargers for which we will assume maintenance responsiblity. The passive provision will take the form of a cabinet for a TT Earthed, 100A 3-phase supply, together with an area of hardstanding for the charger adjacent to the carriageway and not on the footway, the position of which should ensure that charging cables will not create a trip hazard on pedestrian desire-lines. The parking bays associated with these chargers should be fully accessible.

On driveways, we expect 7kW rated Type 2 chargers to be provided, either socketed or tethered.

However, we also recognise that not all new dwellings will have driveways and indeed, this is not something that we are promoting as we move away from accepting developments which build in car-dependency. Therefore we expect developers to find creative ways of providing affordable and convenient access to charging for new residents of homes without driveways, and some examples of these can be found here. East Lothian Council do not intend to take responsibility for the ongoing maintenance or monitoring of any chargers in new residential areas; this must covered by either individuals or factors.

Even for houses without dedicated parking we expect a 1:1 ratio of dwellings to chargers. This provides sufficient capacity to allow for cars being parked up for weeks at a time, without it

impacting on the neighours' access to charging. Factoring arrangements should include provision for dealing with 'hogging' of charging spaces, should this become an issue.

We expect developers to engage with electricity providers to ensure that the entire electricity supply infrastructure will have sufficient capacity to enable all chargepoints to operate simultaneously, although not necessarily at full rated output, i.e. it would be acceptable for 7kW devices to be load-managed and output as low as 2kW when in synchronous use.

Further guidance and local examples of good practice are available here.

2.8.2 Residential developments – Council Housing

The requirement is still for one charger per dwelling, but East Lothian Council (rather than a private factor) will maintain the chargers in the communal parking areas.

2.8.3 Non-residential developments

Depending on the use of the car park, in some cases we would not seek any charging infrastructure other than for staff and fleet use.

However, on the majority of sites, we will require at least one 7kW vehicle charger in every new non-residential development and, where more than 10 parking spaces are provided, we expect developers to follow current Building Standards (Section 7.2.1) and install chargers in 10% of parking spaces as well as providing "no-dig" enabling infrastructure to an additional 40% of spaces. The same ratios should be applied to accessible parking spaces.

2.8.4 Electricity supply for chargers

Developers should engage with the Distribution Network Operator (DNO) to ensure that the entire electricity supply infrastructure will have sufficient capacity to enable all chargepoints to operate simultaneously. The developer will be required to meet the costs of any upgrades needed. Large developments with dedicated electricity sub-stations should specify the sub-station to a sufficient capacity to cater fully for all EV charging requirements.

2.8.5 Accessing chargers

Tariffs for electricity from private chargers should be set at an appropriate rate. Private chargers which are publicly available should be capable of pay-as-you-go transactions.

2.8.6 Planning policy on chargers for new developements

Police T31 of the Local Development Plan 2018 is clear that the Council *encourages and supports the principle of introducing electric vehicle charging points around both existing and proposed*

community facilities such as schools and retail areas, including from developers as part of new developments that contain such facilities or area.

Further, in 2019, the Council declared a Climate Emergency, committing us to working with our communities and partners towards making East Lothian a carbon neutral county as soon as reasonably practicable. As such, all subsequent relevant planning applications have been granted on the condition that they are accompanied by a report detailing how Carbon Emissions from the build will be reduced, where it is feasible and appropriate *in design terms*. This report shall include details of the provision charging infrastructure for each property (presented as both a table and a plan drawing).

The paragraphs 2.8.1 to 2.8.5 above set out what we expect to be feasible and appropriate for charging infrastructure for all developments granted planning permission since 2019.

Section 4.22 of the Supplementary Planning Guidance published in 2020, is clear that a 1:1 ratio of charging points to dwellings is expected, with addtional providion for developments with more than 49 dwellings.

Additionally, the Building Standards Handbook states in Section 7.2.1 that, from June 2023, "*Where parking ... is provided within the curtilage of a dwelling, a minimum of one electric vehicle charge point socket with an output rating of not less than 7 kW should be provided adjacent to the parking space*." Where parking is not provided in curtilage, then it uses the following example: "*A development of 25 flats in a single building with shared parking facilities which contain 35 parking spaces, two of which are accessible parking spaces. ... In this example, 26 parking spaces would require access to a charge point socket (one socket per dwelling plus one socket per 4 accessible parking spaces). The remaining 9 spaces would be provided only with enabling infrastructure*."

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These pages supersede all previous versions of our Standards for Development Roads *document.*

Revisions
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East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

2.9 Quality Audits

2.9.1 The Quality Audit Process

Quality Audits are a three-stage process, echoing the stages of the Road Safety Audits. They are required for all developments with 50 dwellings or more, and may be necessary for smaller developments if particular design issues are identified.

The Quality Audit process should include a review of the pedestrian and cycle facilities within the site and how they link into the wider network to provide access to employment, education, healthcare and leisure destinations. This is to ensure that developments are not designed in isolation, but are connected successfully with the local community. The desire-lines of pedestrians and cyclists from all parts of the development should be considered. Access to public transport should be appraised to ensure good connections to neighbouring towns and regional centres.

Each stage of the Quality Audit should include the appropriate Road Safety Audit, providing a detailed and impartial appraisal of the proposed road network, including any alterations to existing roads. It should consider the interaction between vehicles and all other road users with regard to balancing the potential risks against their likelihood, and fully considering all design aspects such as visibility, speed control, pedestrian and cycle crossing points. Particular attention should be paid to the experiences of people with mobility, visual and hearing impairments, and other disabilities.

A typical audit includes the following elements:

- audit of visual quality
- review of how the development will be used by the community
- Road Safety Audit
- inclusive access audit (walking and wheeling)
- cycling audit

- public transport audit

Stage 1 Quality Audit

The Stage 1 Quality Audit should be included in the Transport Assessment and submitted at an early stage in the Planning process. Reference should be made to the principles of Designing Streets and the SCOTS National Roads Development Guide.

Following submission of the initial Quality Audit we may require changes to the development layout and design before we are in a position to support the Planning Application. Alternatively or additionally, we may recommend additional Planning Conditions and, where necessary, S75 contributions.

Stage 2 Quality Audit

A Stage 2 review of the Quality Audit will take place when the RCC application is made and further changes to the layout and design features may be required.

Stage 3 Quality Audit

Prior to the Adoption of the roads, the Qualtiy Audit will be reviewed and the developer may be required to implement additional measures to resolve any issues which have become evident.

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East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

PART 3: ROAD LAYOUTS AND FACILITIES

3.1 Road geometry

3.2 Access and turning layouts

3.3 Parking provision

3.4 Utility services

3.5 Non-residential developments

In this section

East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

3.1 Junction design and shared surfaces

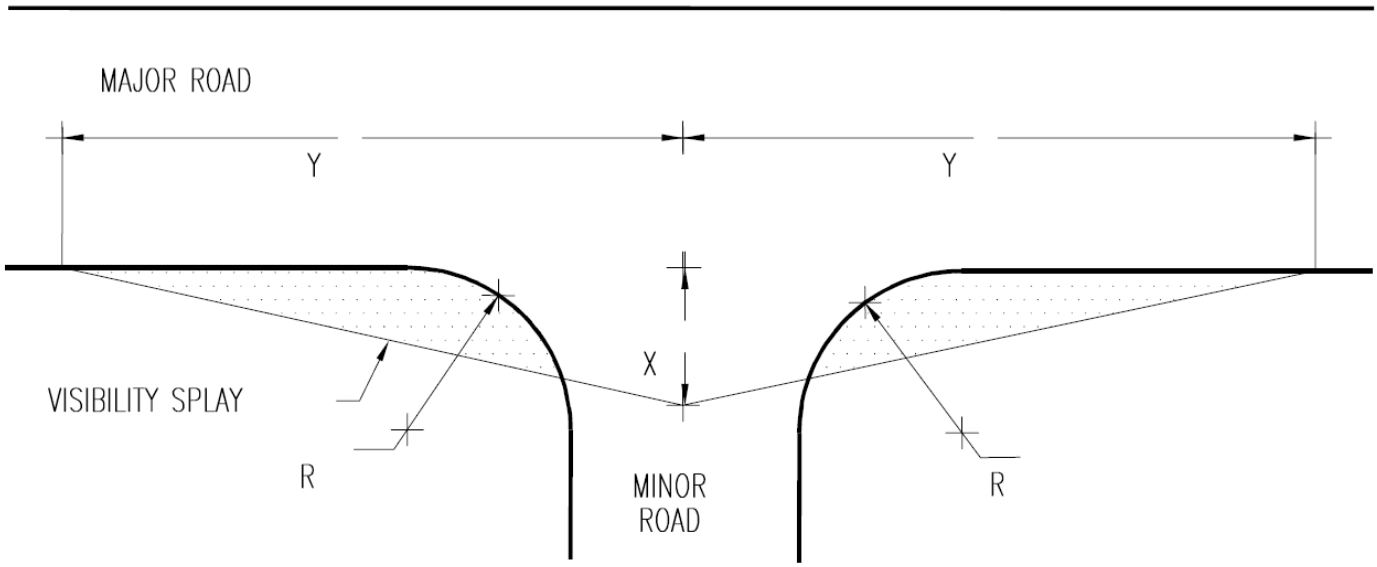
3.1.1 Residential Streets

Within residential areas, traffic speeds should be physically constrained by localised narrowing of the carriageway, raised tables and chicanes. Priorities at junctions in these traffic calmed areas may be ambiguous, as long as a raised table across the whole junction brings attention to the various roads converging there.

On other streets, and where Residential Streets meet General Access Streets more rigourous approach should be applied as detailed below.

3.1.2 Junction geometry

Where two roads intersect, a right angled T-junction should normally be formed with the major road, defined as that carrying the greater volume of traffic, continuous through the junction.



Generalised layout of a priority junction

In general the geometric layout should clearly establish the priority of the major road to approaching drivers. We may additionally require that the appropriate road signs and/or markings are provided to emphasise this priority.

Junctions should be sited on level ground or in sags rather than at or near the crests of hills. Gradients should level out as they approach the junction.

Where possible, T-junctions on curves should be sited so that the minor road is on the outside of the curve.

Where two minor roads approach a major road from opposite sides, a staggered junction should normally be used instead of a crossroads. Right/left staggers (where minor road traffic crossing the major road first turns right out of the minor road, proceeds along the major road and then turns left) are preferred to left/right staggers.

Junction spacing (see table below) is related to the likely volumes and speeds of traffic and the distance required by moving vehicles to take up position between junctions for particular turning movements. The need to maintain road safety dictates the spacing and location of major access points.

Provision should be made at all road junctions for pedestrians to continue along the major road with a minimum of inconvenience, and therefore corner radii should be kept to the minimum required by the swept paths. Raised tables should be provided on pedestrian desire-lines, or dropped kerbs if this not practical. Appropriate tactile paving on main pedestrian desire lines is necessary.

Depending on the expected volume and speed of traffic, a Road Safety Audit of the junction may be required.

3.1.3 Visibility splays

At priority junctions there should be full visibility between points 1.05m above carriageway over the area defined in Figure 6. The X and Y distances are determined by the major road type and will be applied on this basis to junctions not specifically listed in the table below. Where, a minor road forms an up-hill approach to the major road, care should be taken to ensure that objects within the visibility triangle do not interfere with sight-lines. Reference should be made to CD123 of the Design Manual for Roads and Bridges.

Table 1: Dimensions for priority junctions on roads with ***speed limit of 30mph or lower:***

Major road type	Minor road type	Minimum spacing on major road	Visibility splay	Corner radius

			X	Y	R
Main Distributor Road	Non-residential Street	Desirable = 100m Absolute = 40m	9m	90m	10.5m (*Seek advice of Roads Authority where long vehicles are anticipated)*
Main Distributor Road	General Access Street	Desirable = 100m Absolute = 40m	4.5m	90m	10.5m
Non-residential Street	Non-residential Street	40m	4.5m	70m	9.0m
General Access Street	General Access Street	40m	4.5m	70m	7.5m
General Access Street	Residential Street	40m	4.5m	70m	6.0m (or demonstrate using swept paths)
Residential Street	Residential Street or	40m	2m	20m	No minimum – check swept paths

	driveway				

The dimensions given in the table above, apply only where there is a speed limit of 30mph or less. Where speeds are higher, and particularly in rural areas, apply the advice from Design Manual for Roads and Bridges, Volume 6, TD 42/95. In all cases, specific details can be discused with the Roads Authority and exceptions agreed.

*Table 2: Visibility distances on roads with **speed limit greater than 30mph***

Design speed of major road	**Visibility splay from minor road**	
	X distance	**Y distance**
50kph	Desirable = 9m Absolute = 4.5m	70m
60kph	Desirable = 9m Absolute = 4.5m	90m
70kph	Desirable = 9m Absolute = 4.5m	120m
85kph	Desirable = 9m Absolute = 4.5m	160m

100kph	Desirable = 9m Absolute = 4.5m	215m

The radii for corners will be determined by which vehicles use the junction regularly. These should be able to turn without obstructing oncoming traffic although some larger vehicles may need to use the full width of road. Refer to DMRB as above.

No frontage access or lay-by parking will normally be permitted in the immediate vicinity of a road junction;or where parked vehicles would interfere with junction sightlines.

3.1.4 Shared surfaces

Shared surfaces and level footways are not encouraged in residential areas because, unless there is a high volume of pedestrian activity, traffic speeds may increase.

Shared surfaces may be adopted only where it can be demonstrated that

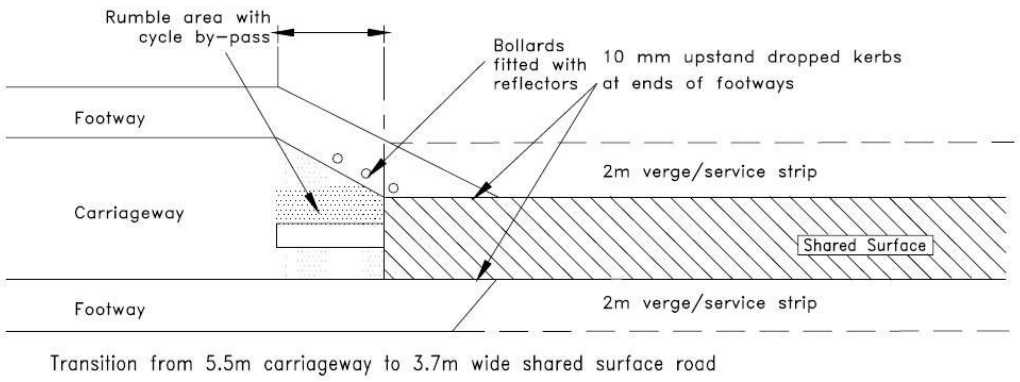
- traffic speeds will be physically constrained to less than 10mph, and;
- the space will not fill up with parked cars

Our guidance on shared surfaces is currently under review and may be updated shortly.

A further point to note if considering shared surfaces is that the Occupancy Certificate may not for issued for a dwelling unless the road surface is complete. This is to ensure accessiblity to the premises.

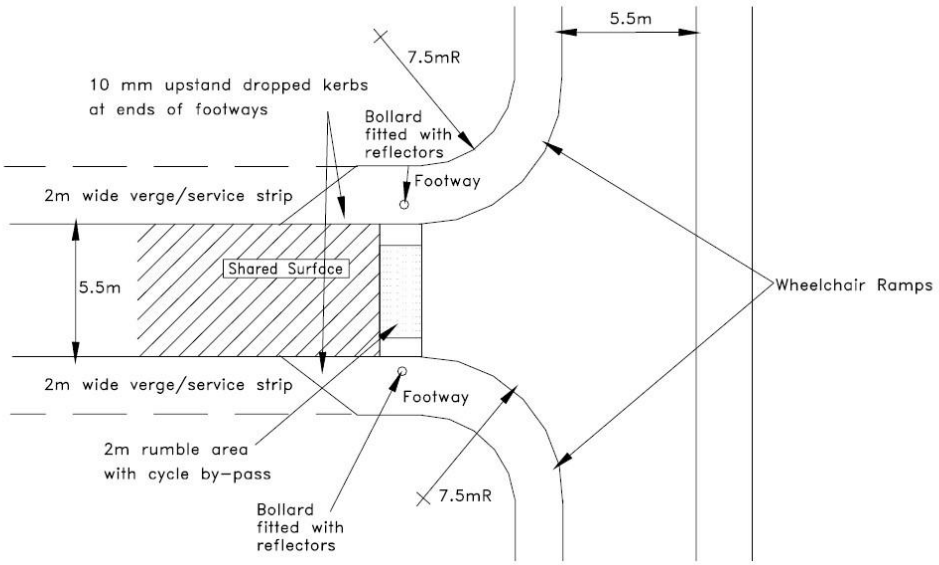
3.1.5 Transitions to shared surfaces

(A)



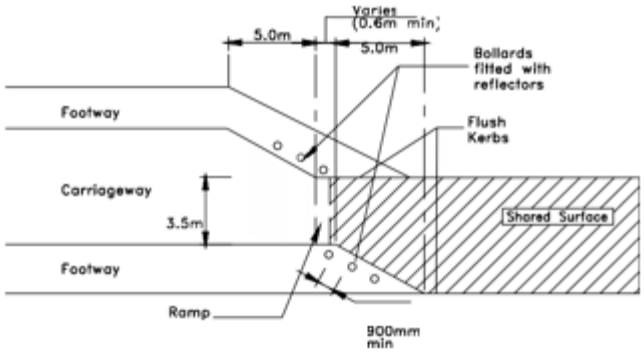
Transition from 5.5m carriageway to 3.7m wide shared surface

(B)



Transition from 5.5m wide carriageway to 5.5m wide shared surface

(C)



Transition with narrowing from 5.5m wide carriageway to 5.5m wide shared surface

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East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council

Transport infrastructure in new developments

3.2 Access and turning layouts

3.2.1 Turning areas

New road layouts should, where possible, be designed so that service and delivery vehicles do not need to reverse on the public road. This is best achieved by ensuring that premises are accessible from two directions. A cul-de-sac will only be accepted where traffic volumes are expected to be low, but the dangers of reversing vehicles should not be overlooked. Turning areas should be proved by means of swept-path analysis.

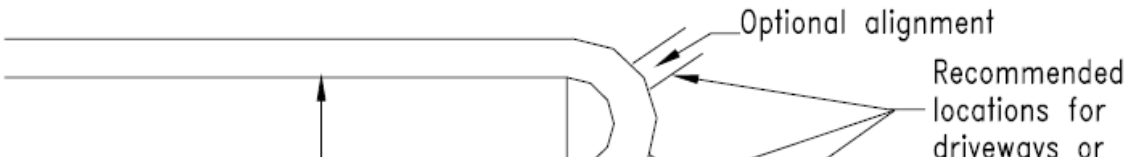
The dimensions of turning areas should suit the characteristics of the largest vehicles to use the facility regularly. In residential roads, this is taken to be the "Large Rigid Vehicle" defined in the Freight Transport Association's Designing for Deliveries; this vehicle is 2.5m wide with a 6.1m wheelbase within an overall vehicle length of 10m. For potential bus routes, use a 13.5m bus model.

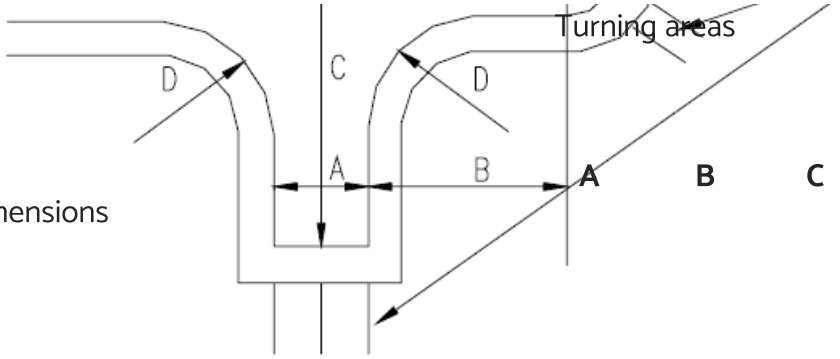
In non-residential developments, it may be necessary to cater for 15.5m long articulated vehicles or 18m long draw-bar trailers.

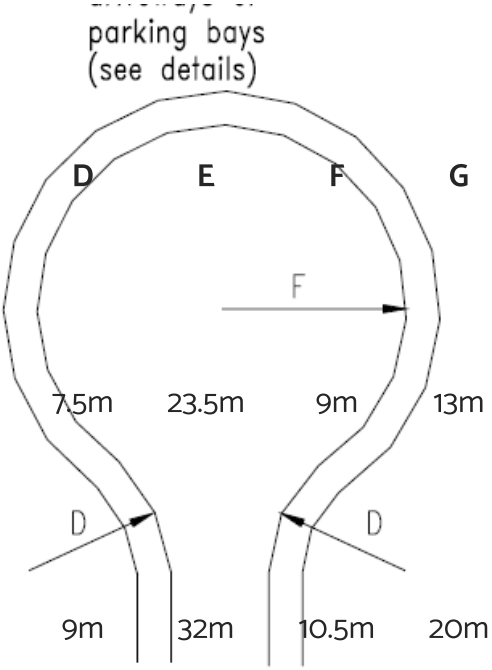
Where there is no adjacent footway, turning areas should be provided with a 2m wide verge or margin to allow for any overhang of vehicle bodies when manoeuvring.

The layout of a development should be designed to discourage casual parking in turning areas. This may be achieved by either locating turning circles well clear of frontage development or arranging that premises and designated parking bays take access via the turning area (see the figure below).

In residential areas the use of less formal shapes for turning heads may be acceptable, but the shape should still incorporate the basic turning head dimensions (see Figure 6).

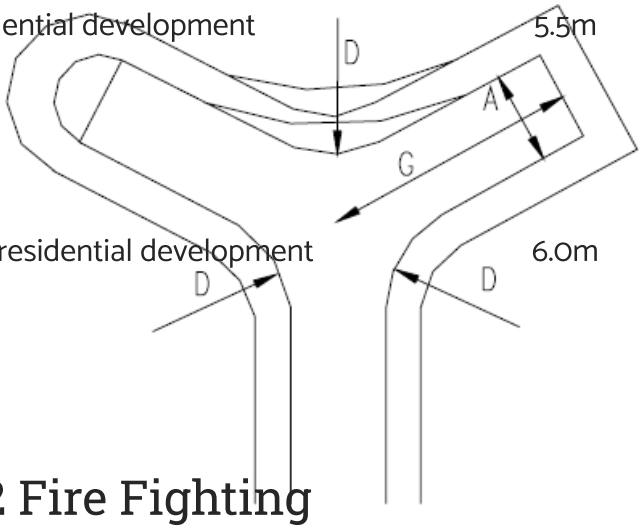


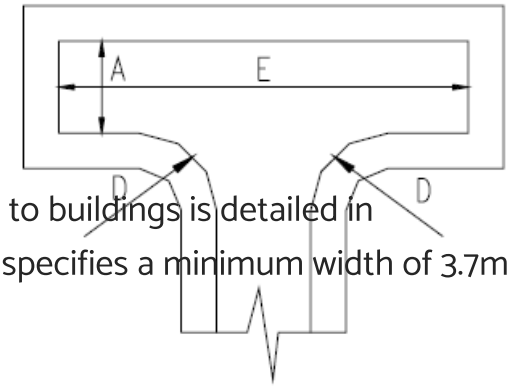




Dimensions

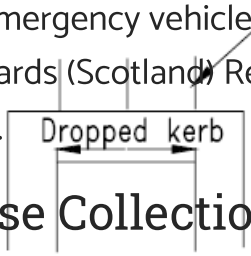
	A	B	C	D	E	F	G
Residential development	5.5m	11m	17m	7.5m	23.5m	9m	13m
Non-residential development	6.0m	25m	22m	9m	32m	10.5m	20m





3.2.2 Fire Fighting

The width of emergency vehicle routes and their proximity to buildings is detailed in Building Standards (Scotland) Regulations. This document specifies a minimum width of 3.7m between kerbs.



3.2.3 Refuse Collection

In accordance with Building Standards (Scotland) Regulations, it should be easy to take household waste containers to a collection point adjacent to the public road suitable for emptying or removal by the Waste Collection Authority i.e. there should be no steps along the route, and the distance should be reasonable. The Waste Collection Authority may designate a collection point which ensures that multiple waste containers are unlikely to be left clustered on the footway.

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East Lothian Council

Transport infrastructure in new developments

3.3 Parking provision

3.3.1 Parking policy and objectives

We aim to achieve the following:

- manage car parking provision to encourage modal shift;
- encourage and facilitate more public transport use in the development of an integrated transport strategy;
- ensure adequate parking spaces for those with disabilities;
- provide short term parking to encourage local shoppers to support local shops;
- encourage new developments to embrace green transport plans where appropriate; and
- work with developers to provide adequate levels of parking to achieve the right balance to serve the needs of the community.

3.3.2 Parking standards

Refer to our Parking Standards for the levels of parking required for different Planning Use Classes.

Where the Council is satisfied that the nature of a development is such that these standards would result in over or under provision of parking, standards based on expected numbers of employees or visitors may be used.

3.3.3 Residential developments

In residential developments, specific provision should be made for residents' and visitors' parking. However, walking, cycling and public transport infrastructure must feature more prominently than facilities for cars, in order to reinforce the transport hierarchy.

Residents' parking

Car parking should be considered at an early stage in the overall design to achieve a balanced distribution of spaces throughout the site, and layouts should ensure that it is more convenient to use the designated parking areas than to park casually on the road. Since parked vehicles can be visually intrusive, judicious landscaping should break up large areas and provide a level of screening.

Parking spaces reserved for the exclusive use of residents and/or their guests should be located off the carriageway to the side or rear of buildings to minimise the visual impact of vehicles on the streetscape. The location and surface treatment of off-road parking areas should emphasise their private nature. They should be clearly separated from the carriageway, usually by crossing a footway via a reinforced crossing and, in localities where there is a significant demand for public car parking, private spaces should be screened from public view.

Residents' parking spaces should generally be situated no more than 45m walking distance from the nearest entrance to the dwelling they serve.

See Chapter 4.21 of our Supplementary Planning Guidance
Design Standards to New Housing Areas for futher policy on parking layout in residential developments.

In line with current Building Stanrdard, car chargers are required
More guidance on car charger requirements.

Visitors' parking

Parking areas provided for communal use by casual visitors should be located so as to be obvious to strangers to the development. It will usually be appropriate for such public parking to be located in laybys, particularly since their presence can positively discourage indiscriminate kerbside parking elsewhere on the road. Visitor parking should be evenly distributed around the site.

Driveways

Private driveways should normally meet the road at right angles and extend at least 6m clear of the heel of the footway or service strip into the property. They should be 3.3m wide to allow a wheelchair to pass on either side. Double driveways should be 11m in length, or 6m in width. The maximum permitted gradient for driveways is 5%.

The first 2m measured from the heel of the footway or verge should be hard-surfaced to prevent loose material (e.g. chippings) being carried on to the road.

Pedestrian ramps to houses may encroach by up to 300mm on the width (but not the length) provided they are no greater than 150mm in height above the adjacent driveway surface.

Private driveways should serve no more than two properties – or else they should be factored. This is to ensure that the responsibility for future maintenance is clear.

Where the driveway is accessed from an A or B class road, or a road with a speed limit greater than 20mph, it will be need to incorporate a turning area to vehicles to exit onto the road in a forward gear.

Gates should open into the property in all circumstances. On roads with a speed limit of more than 30mph, particularly in more rural areas, and where the public road is restricted in width, gates to private drives should be set back by at least 6m from the heel of the footway or verge. This is to ensure that cars entering or leaving are not required to stand on the carriageway while the gates are opened or closed.

Garages

Individual garages or car ports must be set back by at least 6m from the heel of the footway or verge. This allows garage doors to be opened when the car is in the driveway and also facilitates adequate sightlines. Garages are not counted as parking spaces, though car ports measuring at least 3m x 6m may be.

3.3.4 Commercial and industrial car parks

A number of factors including the purpose and size of the development will establish the parking requirements for retail, commercial and industrial sites. For larger developments, a Transport Assessment will be required which should include an assessment of parking provision.

Commerical car parks should generally be provided to the rear or the side of the building, so minimising the distance that pedestrian, cyclists and public transport users have to walk from the street.

The minimum dimensions of a single parking space within a car park are 2.5m by 5m.

Car chargers are required in line with current Building Standards.
More guidance on car charger requirements.

Where it is proposed to control entry and exit by means of barriers, the layout must ensure that any queues do not extend onto the public road.

Large unbroken expanses of parking are visually unattractive and can be confusing to the driver trying to find their car. It is desirable for larger parking areas to be subdivided, with the use of appropriate landscaping, into units of between fifty and one hundred spaces. Detailed design guidance for multi-storey car parks can be obtained from the Roads Authority.

Parking management

Parking provision of 100 or more spaces must have a management plan agreed with the Roads Authority (this may also be required for car parks with fewer than 100 spaces, depending on the location).

The Roads Authority may seek availability for use as public parking by the general public during normal shopping hours and / or if the road authority considers it desirable, availability for overnight residents' parking, controlled through the management plan.

Employment sites and industrial development parking

Provision must be made in non-residential developments for the overnight parking of all associated vehicles off the public road. Where large numbers of servicing movements are expected, consideration should be given to the provision of parking bays for vehicles awaiting access to loading bays. The dimensions of the parking bays should be similar to those of the loading bays but references should be made to Designing for Deliveries published by the Freight Transport Association for layout details. Provision must also be made for car parking.

Taxi stands for offices and shops

For office or retail developments of over 2000m^2 , a taxi pick up/set down point should be provided as close as possible to the main entrance to the building(s). The internal road network should enable entry and exit without reversing

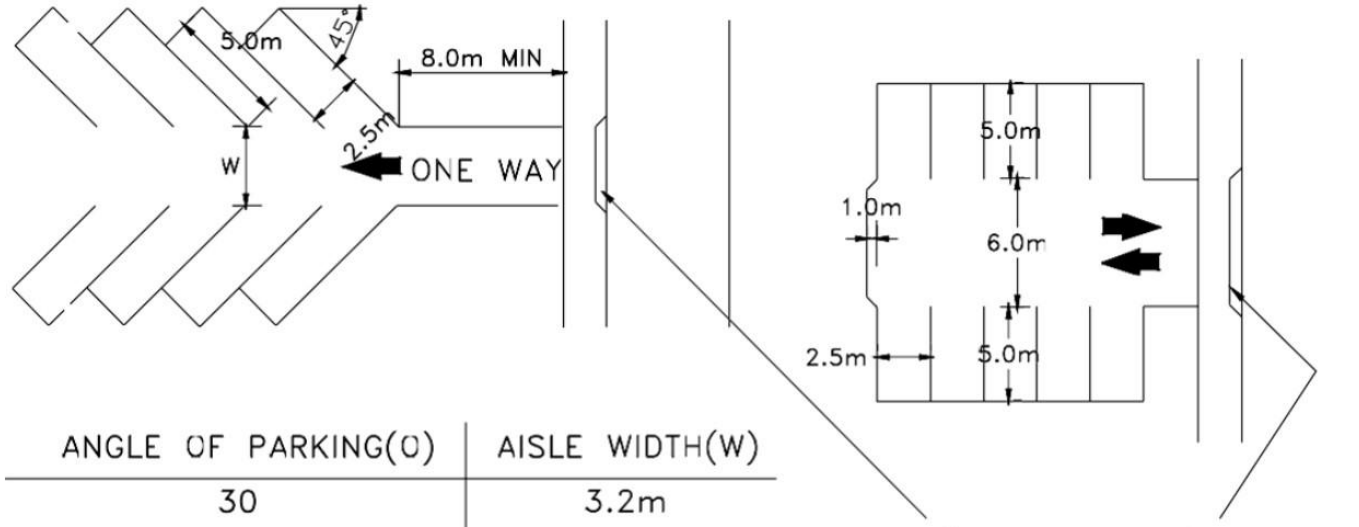
The taxi point should be appropriately marked and signed, and there should be facilities conforming to Roads for All standards to enable mobility impaired persons to reach the entrance from the pick up/set down point.

3.3.5 Redevelopment

Whenever existing buildings are rehabilitated or modernised, parking should be provided at the level required for the new use where this is over and above the level of parking historically required. In Conservation Areas, a reduced or zero parking provision may be acceptable in exceptional circumstances provided that there are demonstrable townscape and/or amenity benefits and that road safety in the locality is not compromised.

3.3.6 Car park layouts

Typical layouts for off-road parking areas are shown below. It should be noted that angled parking layouts tend to be less efficient in land-use than perpendicular parking even with the narrower aisle widths possible with single-way working.



ANGLE OF PARKING(O)	AISLE WIDTH(W)
30	3.2m
45	3.4m
60	4.0m
75	4.7m
90	6.0m*

Off-road parking areas (a) Echelon parking, one-way circulation only; (b) Perpendicular parking, two-way circulation permitted; *8.0m aisle width required for lock-ups

Parking bays provided specifically for disabled people should be in accordance with the Building Standards Technical Handbook with at least a 1.2m reserved strip on each side and at the rear to facilitate the passage of wheelchair users. This strip may be shared between two parking spaces, and may be part of a footway or path. Accessible spaces must be clearly marked for use by disabled people and must be located not more than 45m from the principal entrance to the building which they serve.

Within car parks with unallocated spaces (whether commericial or residential), at least one space (or 5%) must be fully accessible, and marked appropriately.

3.3.7 Lay-by parking

The layout of lay-by parking areas is dependent on the road type and the traffic flow. On General Access Streets lay-by parking should normally comprise bays located parallel to the carriageway, but on lightly-trafficked roads parking may be permitted at right angles to the road.

Parallel parking bays that will form part of the public road shall have minimum dimensions of 2.5m by 6m.

In residential areas, on street parking bays must be laid out to minimise their use of public space, and so as to not dominate the streetscene. They can be used to divert the route of vehicles to

complement traffic calming objectives.

3.3.8 Cycle parking

Standards for cycle parking are set out here.

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PART 6: LANDSCAPE SPECIFICATION FOR ADOPTABLE AREAS

6.1 Shrub planting

6.2 Grassed areas

6.3 Tree planting

East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

East Lothian Council Parking Standards

Use Class	Use	Scottish Maximum Parking Standards	East Lothian Council Local Parking Standards (GFA = Gross Floor Area, PFA = Public Floor Area)					
			Car parking spaces			Bike parking spaces (there are 2 spaces per hoop stand)		Vehicle chargers
			Town Centres	Public Transport Corridors	Rural Areas	Outside entrance (customers)	Secure under cover (employees)	
Class 1	Retail (Food) above 1000sqm GFA	1 per 14sqm GFA				1 per 300sqm GFA	1 per 300sqm GFA	Greater of 1 space or 10%. Where more than 10 parking spaces are provided, 10% should be supplied with chargers and an additional 40% should have 'no-dig' enabling infrastructure. The same ratios apply to accessible spaces.
	Retail (Non-Food) above 1000sqm GFA	1 per 20sqm GFA				1 per 600sqm GFA	1 per 600sqm GFA	
	Retail under 500sqm GFA		1 per 20sqm GFA			1 per 300sqm GFA (Retail warehouses: 1 per 600sqm GFA)	1 per 300sqm GFA (Retail warehouses: 1 per 600sqm GFA)	
	Retail above 500sqm GFA		25 spaces plus 1 space per 12sqm for all GFA over 500sqm					
Class 2	Financial, professional or other services (except medical centres)		1 per 50-100sqm GFA	1 per 40-50sqm GFA	At least 1 per 33sqm GFA	1 per 300sqm GFA	1 per 300sqm GFA	
Class 3	Food and drink for sale on the premises (pubs, cafes etc.)		1 per 7sqm PFA			On merit	1 per 150sqm PFA	
	Pubs/clubs/discos/bars		1 per 7sqm PFA			On merit	1 per 150sqm PFA	
	Take-away		1 per 7sqm PFA - if associated sit-in space			On merit	1 per 150sqm PFA	
	Drive-through (required adequate queing space)		1 per 7sqm PFA - if associated sit-in space			On merit	1 per 150sqm PFA	
Class 4	Business		1 per 50-100sqm GFA	1 per 40-50sqm GFA	At least 1 per 33sqm GFA	On merit	1 per 300sqm PFA	
	Business (above 2500sqm GFA)	1 per 30sqm GFA				On merit	1 per 300sqm PFA	
Class 5	General Industrial		1 per 100-200sqm GFA	1 per 80-100sqm GFA	At least 1 per 66sqm GFA	On merit	1 per 600sqm PFA	
Class 6	Storage or distribution		1 per 300-600sqm GFA	1 per 240-300sqm GFA	At least 1 per 200sqm GFA	On merit	1 per 1800sqm PFA	
	Wholesale trading					On merit	1 per 600sqm PFA	
Class 7	Hotels and hostels (including student accommodation)		1 per bedroom plus provision for bars etc.			On merit	1 per 20 bedrooms **plus** provision for bars	
	Student accommodation		1 per 10 students plus 1 per resident staff member			0.5 per student plus 0.5 per resident staff member		
Class 8	Residential Institutions/nursing homes (not sheltered housing)		1 per 3 beds			On merit	On merit	
Class 9	Housing (including flats)		1.5 per unit with 5 or fewer habitable rooms, else 2.25 per unit - each to have at least 1 private parking space			Require garage/garden and access. Otherwise bike store required		1 x Type 2 charger per dwelling.
	Housing - affordable		As "Housing (including flats)" - unless otherwise agreed			Require garage/garden and access. Otherwise bike store required		
	Housing - sheltered		0.25 to 1 space per dwelling **plus** 1 communal space per 3 dwellings for visitors **plus** 1 warden space			On merit	On merit	Greater of 1 space or 10%. Where more than 10 parking spaces are provided, 10% should be supplied with chargers and an additional 40% should have 'no-dig' enabling infrastructure. The same ratios apply to accessible spaces.
Class 10	Primary schools/nurseries		1 per 2 staff			1 per 15 pupils	1 per 10 staff	
	Secondary schools		1 per 2 staff			1 per 5 pupils	1 per 10 staff	
	Colleges		1 per 2 staff			1 per 3 students	1 per 10 staff	
	Higher and Further Education above 2500sqm GFA	1 per 2 staff **plus** 1 per 15 students				1 per 3 students	1 per 10 staff	
	Libraries		1 per 2 staff **plus** 1 per 33sqm PFA			1 per 100sqm PFA	1 per 15 staff **plus** 1	
Class 11	Function rooms		1 per 10sqm PFA			On merit	1 per 200sqm PFA	
	Church halls/community centres		1 per 20sqm PFA			1 per 100sqm PFA	1 per 400sqm PFA	
	Village Halls		1 per 10sqm PFA			On merit	On merit	
	Golf Courses		2 per hole plus provision for bars etc.			On merit	On merit	
	Golf Ranges		1 per bay or assessed on merits			On merit	On merit	
	Conference Facilities above 1000sqm GFA	1 space per 5 seats				On merit	On merit	
	Stadia above 1500 seats	1 space per 15 seats				On merit	On merit	
	Other Leisure Centres		1 per 2 players			1 per 40 players	1 per 15 staff	
Class 11a	Cinemas above 1000sqm GFA	1 per 5 seats				On merit	On merit	
	Cinemas		1 per 4 seats			1 per 20 seats	1 per 100 seats	
Class 11e	Swimming pools		1 per 10sqm pool area			1 per 100sqm pool area	1 per 200sqm pool area	
	Leisure (other than cinemas and stadia) above 1000sqm GFA	1 per 22sqm GFA				On merit	On merit	
	Medical Centres		4 per consulting room **plus** 1 per 2 staff			1 per 3 consult.	1 per 15 staff	
	Motor trade: Vehicle display area		1 per 50sqm			On merit	None	
	Motor trade: Spares		1 per 25sqm			On merit	None	
	Motor trade: Serivces/repairs		2 per bay			None	None	
	Motor trade: Staff		1 per 2 staff			None	1 per 15 staff	

East Lothian Council

Transport infrastructure in new developments

3.4 Utility Services

3.4.1 Location

In the interests of both the Utilities and their consumers, all mains and services serving more than one proprietor should be located in land which is both publicly maintained and readily accessible. It has been recognised that these criteria are best met by public roads and, as well as making provision for pedestrian and vehicular movement, it is therefore a function of most roads to provide routes for underground services.

Early consultation should be made with Scottish Water regarding that organisation's provision of surface water sewers for the drainage of roofs and paved areas within the curtilage of premises and the foul water drainage system. The Scottish Environmental Protection Agency must also be consulted with regard to the provision of Sustainable Drainage Systems (SuDS) in accordance with the SuDS Manual. All services other than sewers and occasionally water mains, should be grouped in "service strips" located within the limits of the adoptable space with a minimum of service connections across the carriageway.

The proposed location of all services within road boundaries, including those required under the New Roads and Street Works Act 1991, should be indicated on plans submitted for Construction Consent as detailed here.

The developer is responsible for contacting the utilities regarding the position of, and connection to, any existing underground plant. All necessary Road Opening Permits must be obtained before any excavation is undertaken in a public road. For sewer connections, permits must be obtained from Scottish Water.

3.4.2 Service strips

The width of a service strip will depend on the number and type of premises serviced. Normally, all domestic services (gas, electricity, lighting, water and internet) will be accommodated in a 2m wide reservation as indicated in our Standard Details, However, the diagram in those details is

only a guide and the position and method of laying cables and pipes should accord with the requirements of the utility companies. It should be ensured that each service runs at a constant depth.

Special arrangements will required where a service strip is less than 2m wide and local widening in excess of 2m may be necessary to accommodate access chambers or where roads have tight bends. Where service strips are not located adjacent to carriageways their width must allow for access by mechanical plant and/or vehicles for maintenance or repair. In all cases there must be a permanent and continuous demarcation of the boundary between the service strip and any adjacent private property (e.g. by a fence, wall or concrete edge kerbing).

The service strips are to be available to undertakers as part of the road for the location of their apparatus and the areas will be subject to control by the Roads Authority in the usual way as part of the road. The Developer is held to have agreed the Plan positions and widths of the strips with all relevant undertakers as being suitable for their service. The Developer is to ensure that a Clause is inserted in the formal Deeds of Conveyance of the lands on which the strip lies or fronts, making it clear that the Roads Authority and undertakers have a right of access to the strip at all times without notice and restraining all respective owners and their successors from erecting buildings, walls and fences, or planting trees or hedges, or altering surface levels, or doing anything within the strip, which would be likely to damage pipes, ducts, cables or other apparatus laid or to be laid within the strip or which would be likely to make access thereto more difficult.

Such service strips may not always be appropriate for shared surfaces. With a well-connected layout it may be possible to accommodate services under the vehicle track. This will only be acceptable if two or more routes for vehicles are available for reaching the same destination, and the siting of utilities and manhole covers does not prevent access to properties, driveways or any rear parking areas.

If a cul-de-sac is proposed, service strips must be accommodated off the vehicle running track, avoiding features such as trees and potential root disturbance. Services could be routed away from main streets through back streets or rear courtyards provided access is secured for, and agreement is obtained from, service / maintenance authorities.

The route of all services should avoid disruption to the use of on street parking bays.

3.4.3 Maintenance access

Ready access must be available at all times to all parts of service routes for both routine maintenance and emergency repairs. Manholes, electricity sub-stations, gas governor housing, internet junction boxes and SuDS infall/outfall should be accessible by large vehicles. The requirements for these utilities should be ascertained at an early stage and they should be

positioned so as to minimise disruptions to vehicle and pedestrian access when routine maintenance is being carried out. Special consideration in this respect will be necessary where services run beneath or adjacent to single lane carriageways and parking bays.

3.4.4 Carriageway crossings

Where service strips or branch connections cross the carriageway, cabled services should be individually ducted at increased depths in accordance with the requirements of the utilities. 900mm is the normal minimum cover, ducted crossings for road lighting cables are detailed in Section 5.1. Crossings of shared surface roads should be located at passing places to minimise disruption to traffic flow during maintenance/repair work.

3.4.5 Surface Treatment

The surface finish of all service strips must form an integral part of the environment and be acceptable for general maintenance by the Roads Authority. Services adjacent to carriageways and parking areas should normally be located under paved footways or be otherwise protected when there would be risks of damage from occasional overriding by vehicles.

3.4.6 Landscaping

It is essential that any trees adjacent to service strips are located so that their roots will not damage underground services or be damaged themselves during the maintenance of such services.

3.4.8 Road Furniture and Lighting

All road furniture should normally be located adjacent to, or recessed behind, paths and footways and no furniture or structures should obstruct any road junction sight line. Teh only services permitted within 0.5m of the rear of the footway are those associated with street lighting columns and joint pillars. Detailed guidance regarding the provision of road lighting is contained in Section 5.1.

3.4.9 Fire hydrants

The position of all hydrants should be agreed with the Scottish Water and preclude the possibility of vehicles being parked on top of them.

3.4.10 Grit bins

At least one permanent, 175-litre grit bin per site is required. For larger sites, we require 1 grit bin per 50 houses or 1 per 100 linear metres.They should be positioned so as not to obstruct the footway or carriageway.

3.4.11 Litter bins

Where remote paths are proposed, adoptable litter bins may be required at either end. The bins must be accessible from a road for servicing.

Adoptable litter bins may also be required at bus stops, and will defintely be required where there is a bus shelter. Litter bins which are not in adoptable areas, for example in private play parks, should be included in factoring plans.

Note: *These webpages are for reference by developers of housing and employment sites in East*
They provide guidance on transport infrastructure against which Planning Applications will be
and evaluated, and set out East Lothian Council's procedures regarding the construction and a
new roads in accordance with current legislation.
These pages supersede all previous versions of our Standards for Development Roads *document.*

Revisions
01/07/2023 Document release

In this section

5.2 Lighting materials supplied by contractors

5.3 Our role as Technical Approval Authority

5.4 Structures Approval in Principle

5.5 Structures certification and inspection

PART 6: LANDSCAPE SPECIFICATION FOR ADOPTABLE AREAS

6.1 Shrub planting

6.2 Grassed areas

6.3 Tree planting

East Lothian Council, John Muir House, Brewery Park, Haddington, East Lothian EH41 3HA.

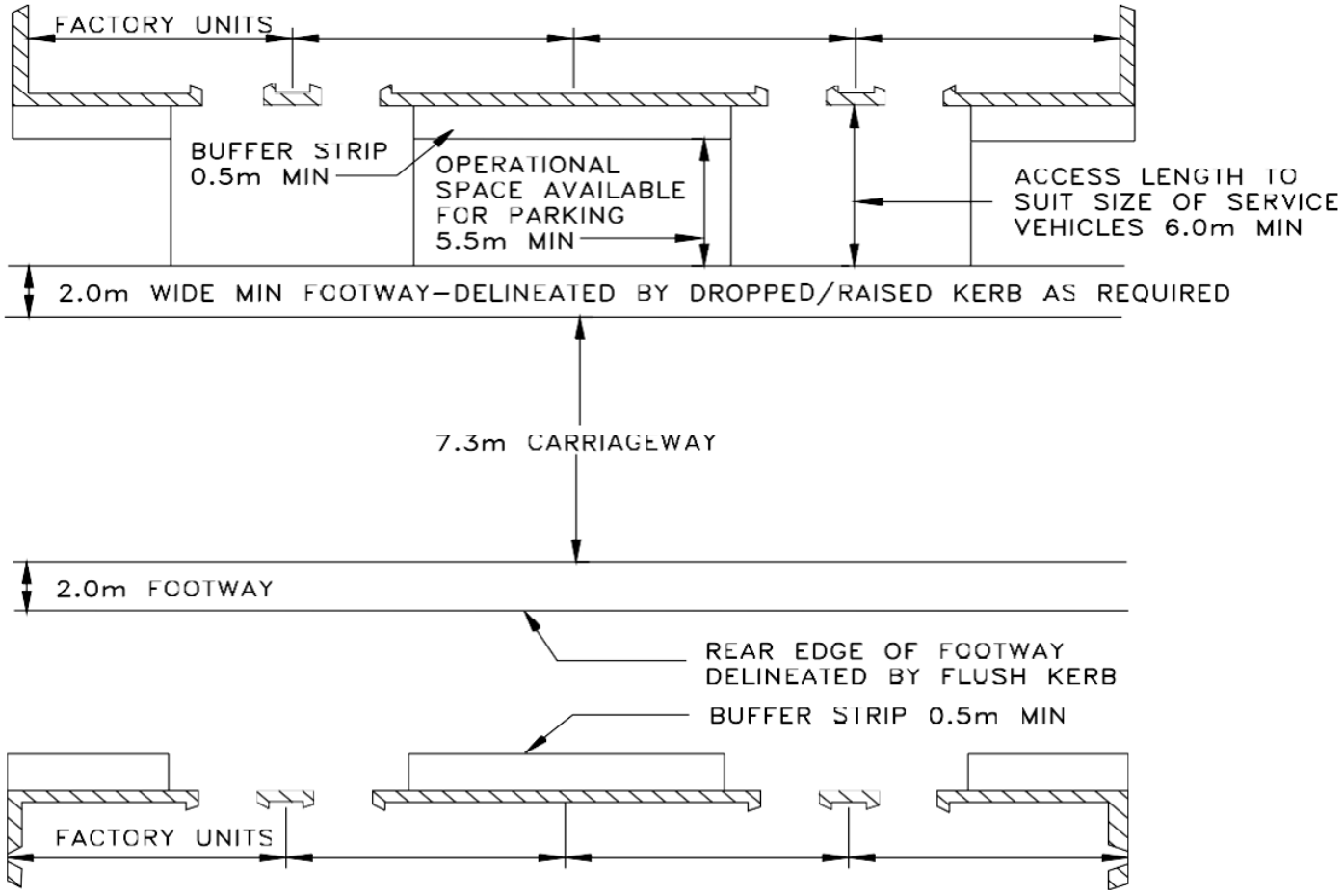
East Lothian Council

Transport infrastructure in new developments

3.5 Non-residential developments

3.5.1 Frontage loading

Where a Non-residential Street provides frontage access to small industrial units then there is a requirement for operational space between the rear of the footway and the front face of the buildings. This space is to ensure that loading/unloading operations, skip storage and so on, can take place without obstructing the carriageway. An element of this operational space may count towards the parking requirements of the development. A typical provision of such space is illustrated below.



Industrial sites - standard layout

In in-fill development it may not always be possible to achieve these standards for service areas. In these cases, we shuold be approached to discuss whether a relaxation of standards is appropriate.

For developments involving larger industrial premises the above layouts are inappropriate and a physical barrier should be provided between road or footway and operational space.

3.5.2 Access to premises

Vehicular access to commercial premises will normally be taken from the public road via a footway crossing designed to cater for the anticipated traffic volume and maximum weight of vehicle. For major industrial developments, access should be by means of a service road connecting to the main road network at a T-junction.

Alternatively, a raised table giving pedestrian priority may be appropriate.

Access roads and parking may be adopted if access by the public is not restricted. For example, in the centre of towns with high parking demand this may allow the Council to control indiscriminate parking. Contact us for guidance on this aspect.

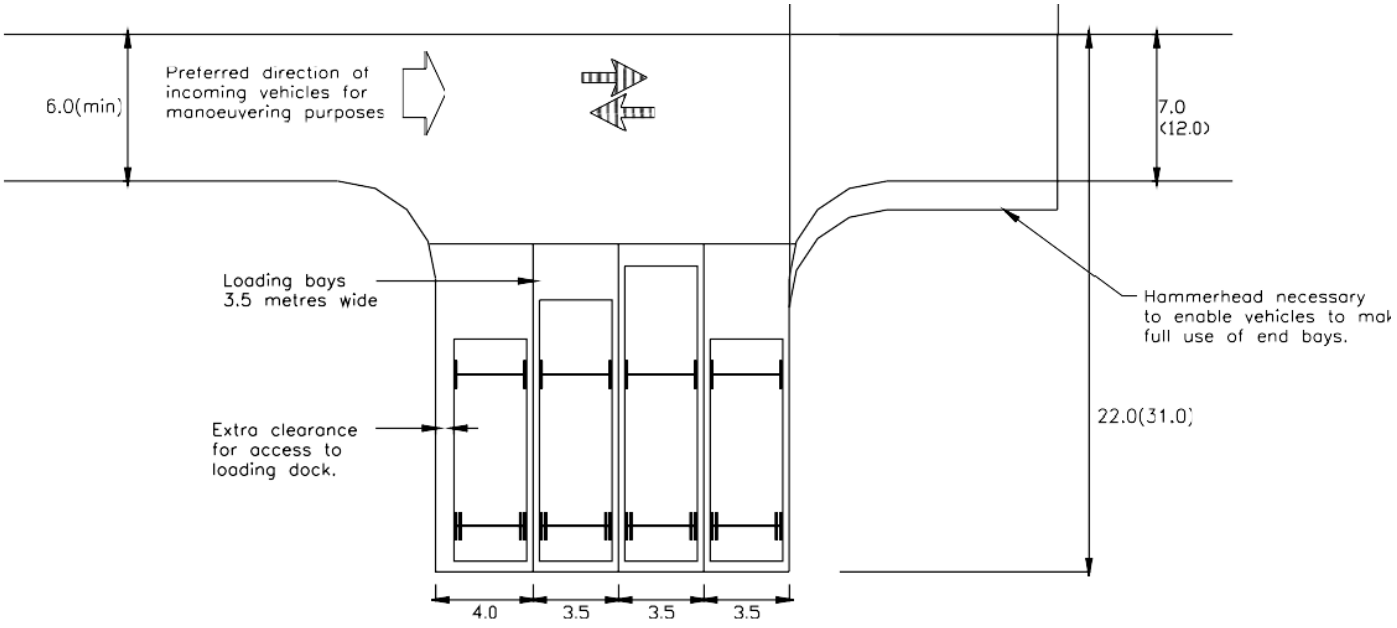
3.5.3 Servicing provision

All new development and redevelopment should, where possible, be designed so that premises can be serviced from vehicles parked off the public road.

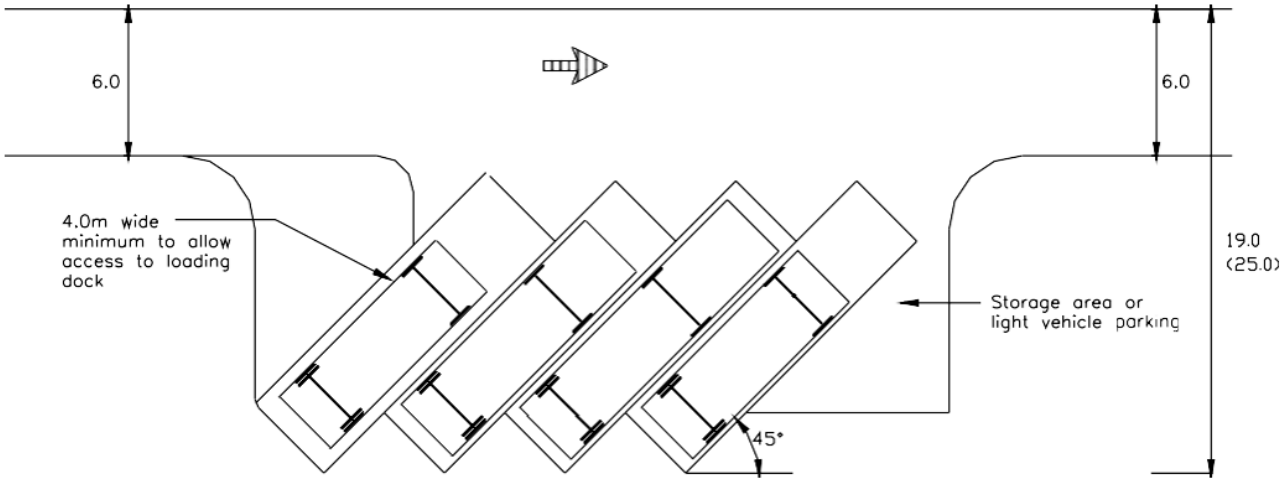
In the case of large retail developments, service access should be segregated from access to customer parking areas in the interests of safety and operational convenience.

Where buildings directly abut the public road at their frontage, as do many shops, servicing facilities should be provided at the rear of the premises or by means of grade separation.

The size and layout of all service areas should be such that whenever possible, all vehicles can enter and leave in a forward gear and do not need to reverse on to the public road.



(a) 90° Loading Bays



(b) 45° Loading Bays
(one-way operation only)

NOTES: (1) Dimensions (metres) should suit the majority of rigid vehicles
(2) For 15.5 metre long articulated vehicles the figures in brackets represent the absolute minimum dimensions.

End-loading service bays

3.5.4 Gradients

Gradients on ramps within service areas should not exceed 12 per cent on straight sections and should be less where there is significant horizontal curvature. At breaks of slope, a transitional grade not exceeding 5 per cent should be employed and care should be taken with headroom to allow for the bridging effect of long, high vehicles. A maximum gradient of 2.5 per cent is appropriate for areas where vehicles will be parked for loading/unloading, while the minimum gradient will be governed by drainage considerations.

3.5.5 Kerbside loading

Where vehicles are to be loaded or unloaded while parked parallel to the kerb in service roads, parking bays 3 metres wide and at least 3 metres longer than the vehicles using them should be clearly marked out and the width of the service road should be increased as detailed in Table 6.

Service road widths for kerbside loading

Description of service road	**Two-way working**	**One-way working**
Loading bays on one side only	9m	6.5m
Loading Bays on both sides	12m	9.5m

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