

TECHNICAL NOTE

SALES CENTRE, GRACE HOLLAND AVENUE, PEASE POTTAGE RESIDENTIAL DEVELOPMENT

Client: Thakeham Homes
Reference: 2025-08-13-6877-TN01

Date: August 2025

Author: SMO **Date:** 23/07/2025
Checked by: EJD **Date:** 23/07/2025
Approved by: ALB **Date:** 23/07/2025

Issue	Status	Date
01	Preliminary	24/07/2025
02	Final	11/08/2025
03	Final 02	13/08/2025

1 INTRODUCTION

- 1.1.1 This Technical Note (TN) has been prepared by Bright Plan on behalf of Thakeham Homes to demonstrate the suitability of parking arrangements serving a proposed 151sqm community building at Grace Holland Avenue, Pease Pottage.
- 1.1.2 The building currently serves as a sales centre served by 4 car parking spaces. Additional parking for the sales centre takes place informally on the local road network as shown in **Figure 1.1**.



Figure 1.1: Existing Parking

- 1.1.3 It is assumed that users of the proposed community hall are likely to be existing residents of the development, therefore not creating additional parking requirements.



- 1.1.4 The West Sussex County Council 'Guidance on Parking at New Developments' (September 2020) provides initial guidance on parking standards; with this only being used "as an initial guide for developers, who should undertake a site-specific assessment and seek to balance operational needs, space requirements, efficient use of land and cost attributed to providing parking". The initial guidance for a community hall is to provide parking at a ratio of 1 car parking space per 14sqm and 1 cycle parking space per 100sqm for staff and for customers.
- 1.1.5 The proposed site would therefore require a total of 11 car parking spaces and 4 cycle parking spaces under this initial guidance.
- 1.1.6 Car parking surveys have accordingly been undertaken to demonstrate that there is capacity on the local road network to accommodate the required parking. The site's existing provision of 4 spaces will be retained meaning there is a potential overspill of 7 spaces on the local road network.
- 1.1.7 The remainder of this report details the results of a car parking survey undertaken in the proximity of the proposed site.
- 1.1.8 Car parking plans are provided to demonstrate the locations of parked vehicles.

2025-6877-001	Car Parking Survey – Saturday 12 th July 2025 - 09:00
2025-6877-002	Car Parking Survey – Saturday 12 th July 2025 – 12:00
2025-6877-003	Car Parking Survey – Saturday 12 th July 2025 – 15:00
2025-6877-004	Car Parking Survey – Saturday 12 th July 2025 – 18:00
2025-6877-101	Car Parking Survey – Tuesday 15 th July 2025 – 09:00
2025-6877-102	Car Parking Survey – Tuesday 15 th July 2025 – 12:00
2025-6877-103	Car Parking Survey – Tuesday 15 th July 2025 – 15:00
2025-6877-104	Car Parking Survey – Tuesday 15 th July 2025 – 18:00

- 1.1.9 The remainder of this report comprises the following sections:
- Section 2** details the survey area and the survey methodology.
 - Section 3** sets out the results of the survey.



2 SURVEY METHODOLOGY

- 2.1.1 Parked vehicle counts were recorded at 09:00, 12:00, 15:00 and 18:00 on Saturday 12th July 2025 and Tuesday 15th of July 2025.
- 2.1.2 The parking counts were undertaken within all viable parking areas within a 200m walking distance of the development site. In addition to on-street parking.
- 2.1.3 The parking counts can be compared to the total capacity in the study area to determine the parking stress as a percentage. The maximum parking capacity for kerb side parking was established assuming standard passenger car unit (PCU) dimensions of 5.0m x 2.0m.
- 2.1.4 In calculating the maximum capacity, care was taken to exclude parking areas in front of dropped kerbs that serve private driveways and to take account of restricted parking areas. The study area and maximum parking capacities are demonstrated in **Figures 2.1** and **2.2**.

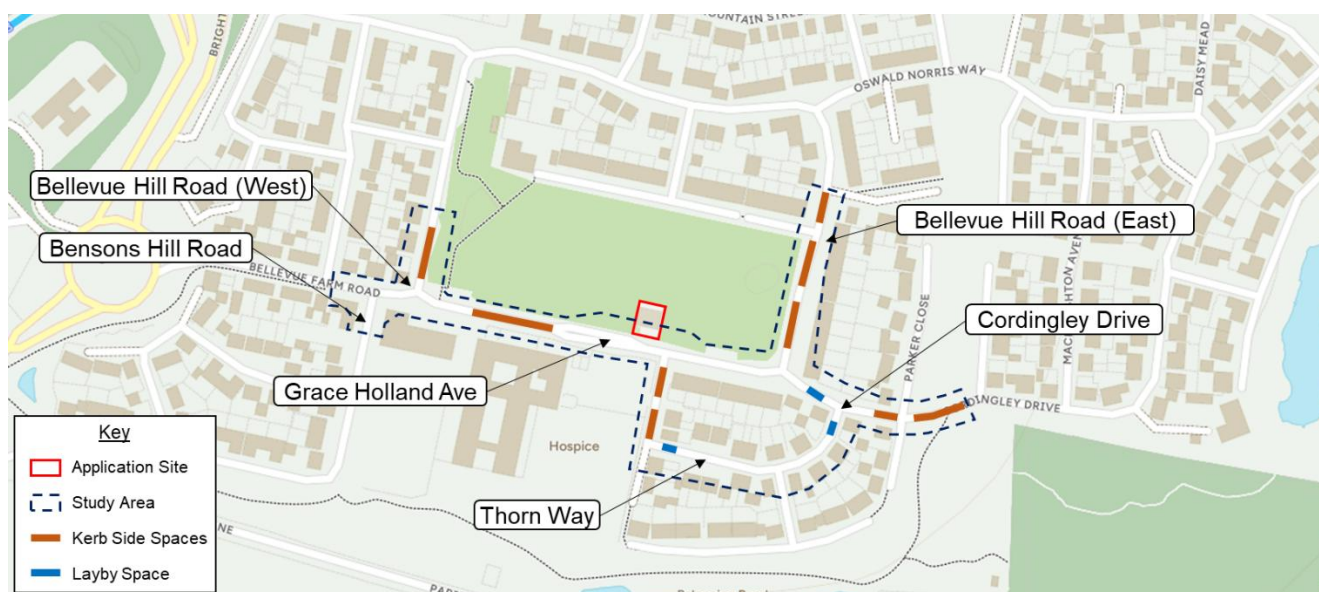


Figure 2.1: Survey Area

Location	Kerb Side	Layby	Total
Grace Holland Avenue	15	0	15
Thorne Way	6	2	8
Cordingley Drive	7	2	9
Bellevue Farm Road (East)	10	4	14
Bellevue Farm Road (West)	3	0	3
Bensons Hill Road	0	2	2
Total	41	10	51

Figure 2.2: and Maximum Parking Capacities



3 PARKING SURVEY RESULTS

3.1.1 The results of each survey are provided below;

Location / Capacity	Beat time				Average		Peak	
	09:00	12:00	15:00	18:00	Average Parked	Average Parking Stress	Peak Parked	Peak Parking Stress
Grace Holland Avenue (15 spaces)	0	3	1	1	1	6.6%	3	20%
Thorne Way (8 spaces)	0	2	2	2	2	25%	2	25%
Cordingley Drive (9 spaces)	0	3	0	0	1	11.1%	3	33.3%
Bellevue Farm Road (East) (14 spaces)	8	12	10	10	10	71.4%	12	85.7%
Bellevue Farm Road (West) (3 spaces)	2	3	2	2	2	66.6%	3	100%
Bensons Hill Road (2 spaces)	0	0	0	0	0	0%	0	0%

Figure 3.1: Saturday 12th July 2025 Parking Survey Results

Location / Capacity	Beat time				Average		Peak	
	09:00	12:00	15:00	18:00	Average Parked	Average Parking Stress	Peak Parked	Peak Parking Stress
Grace Holland Avenue (15 spaces)	0	5	5	0	3	16.6%	5	33.3%
Thorne Way (8 spaces)	0	0	0	1	0	0%	1	12.5%
Cordingley Drive (9 spaces)	1	0	1	1	1	8.3%	1	11.1%
Bellevue Farm Road (East) (14 spaces)	6	6	3	3	5	32.1%	6	42.8%
Bellevue Farm Road (West) (3 spaces)	3	3	3	3	3	100%	3	100%
Bensons Hill Road (2 spaces)	0	0	0	0	0	0%	0	0%

Figure 3.1: Tuesday 15th July 2025 Parking Survey Results



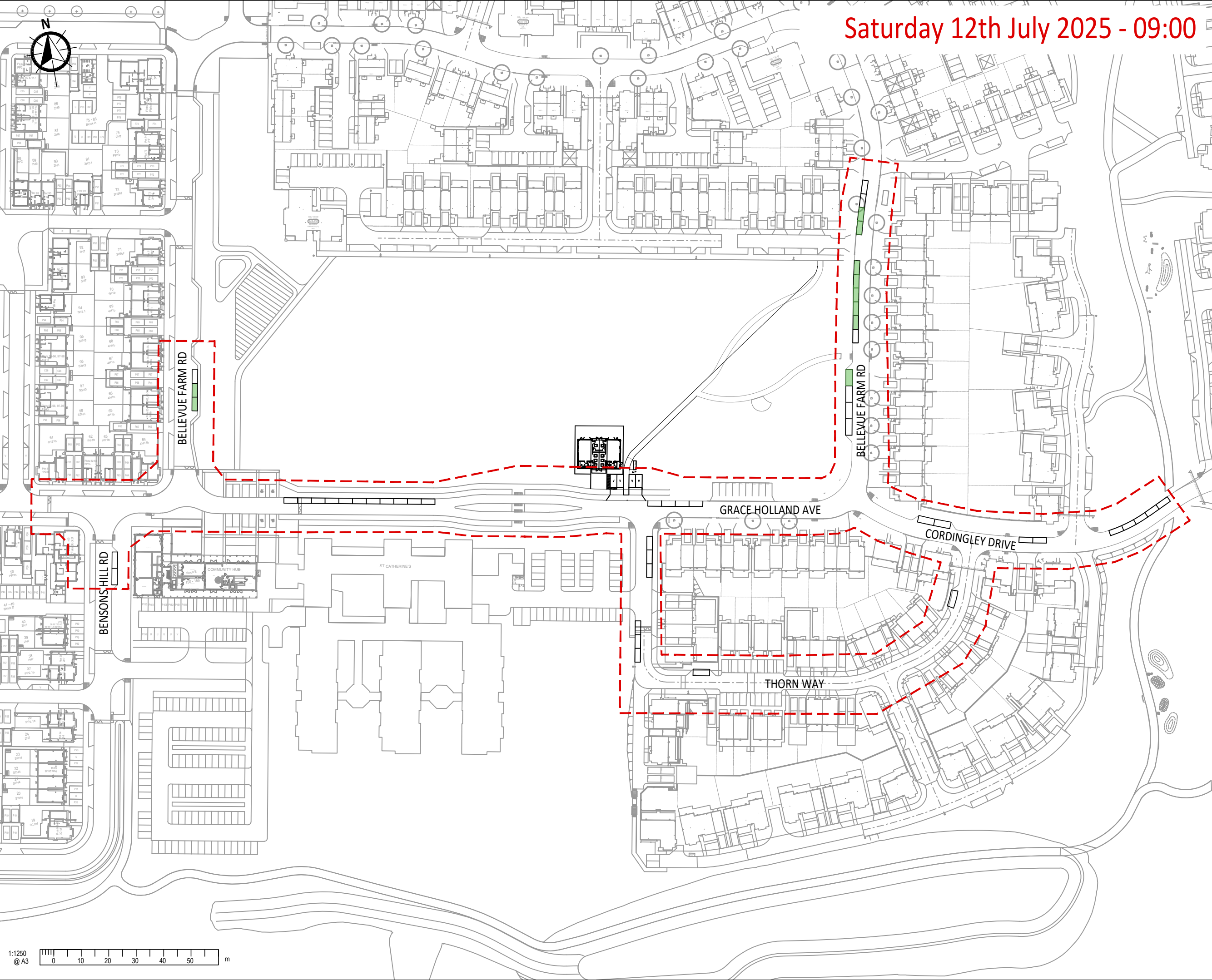
3.2 Summary and Conclusion

- 3.2.1 The survey identified an average parking stress of 20% on weekends and 33.3% on weekdays along Great Holland Avenue, equating to an average of 14 available spaces along Great Holland Avenue on Weekends and 12 available spaces on weekdays.
- 3.2.2 Further, the survey identified an average of 35 spaces on available on weekends and 39 spaces available on weekdays within the full survey area, which could therefore comfortably accommodate any overspill from the development site.
- 3.2.3 In addition, 2 cycle loops will be provided (4 cycle parking spaces) in accordance with WSCC's guidance.



DRAWINGS

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2025-6877-002	Car Parking Survey – Saturday 12th July 2025 – 12:00
2025-6877-003	Car Parking Survey – Saturday 12th July 2025 – 15:00
2025-6877-004	Car Parking Survey – Saturday 12th July 2025 – 18:00
2025-6877-101	Car Parking Survey – Tuesday 15th July 2025 – 09:00
2025-6877-102	Car Parking Survey – Tuesday 15th July 2025 – 12:00
2025-6877-103	Car Parking Survey – Tuesday 15th July 2025 – 15:00
2025-6877-104	Car Parking Survey – Tuesday 15th July 2025 – 18:00



Saturday 12th July 2025 - 09:00

- A3
1.

This drawing is to be read in conjunction with all other Bright Plan drawings, and with all relevant Architect's and Engineer's drawings and specification. Any discrepancies found are to be reported immediately to the Engineer.
2.

Bright Plan accepts no responsibility for inaccuracies in data provided by third parties such as topographic surveys or Ordnance Survey mapping.
3.

Road markings are indicative, based on aerial imagery when not provided within a topographical survey. Bright Plan accepts no responsibility for discrepancies in aerial imagery.
4.

Do not scale, work to figured dimensions only. All dimensions are in millimeters unless noted otherwise and all levels are in metres from the topographic survey datum.
5.

Any information given regarding existing underground services is given in good faith after consultation with the relevant authority, however accuracy is not certain.

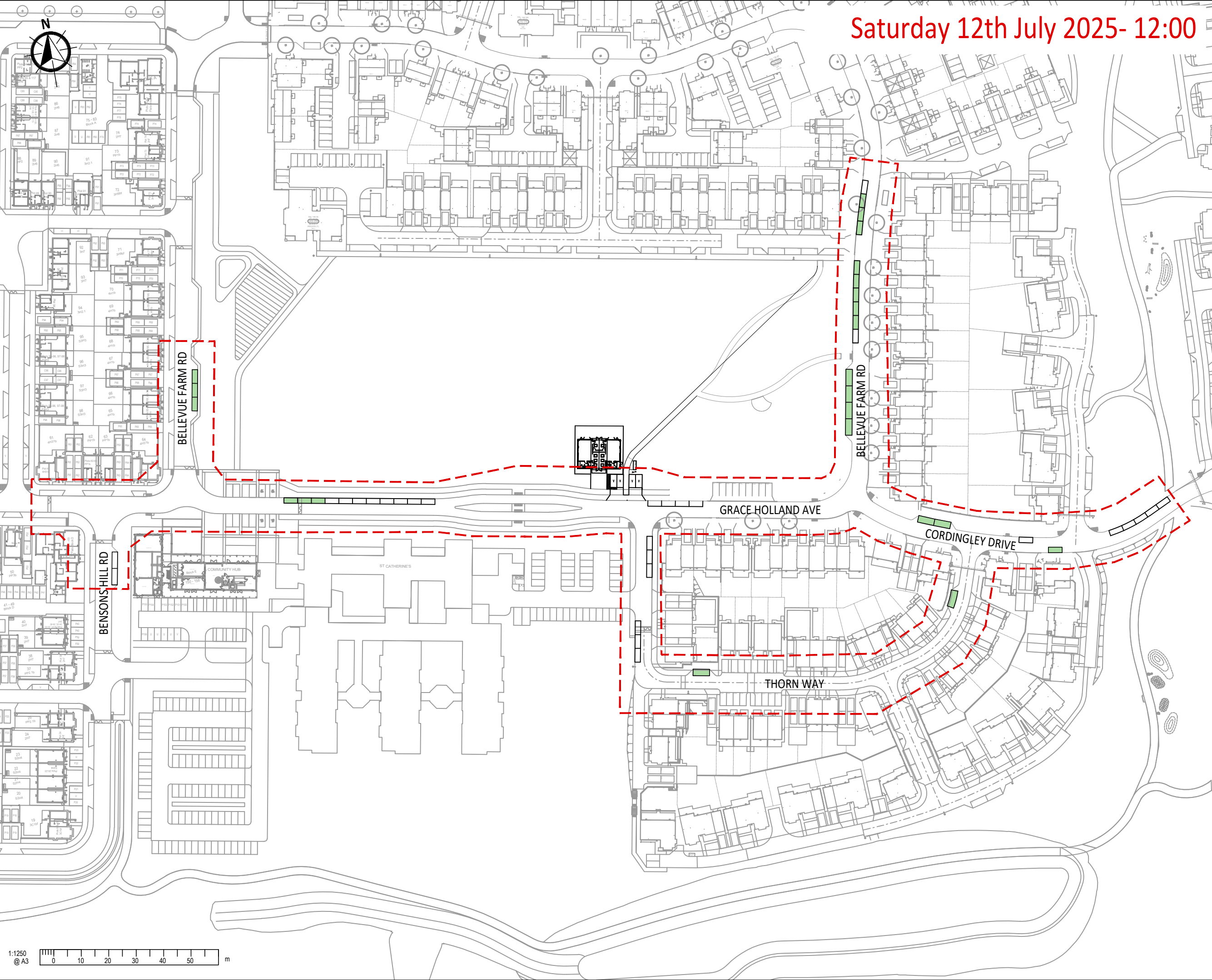
- Study Area
- Parked Vehicle

-	Original Issue	23/07/2025
Rev.	Amendments	Date



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Drawing Status	Draft		
Client	Thakeham Homes		
Project	Pease Pottage		
Drawing Title	Car Parking Survey Saturday 12th July 2025, 09:00		
Scale	1:1250	Date	June 25
Drawn by	SMO	Checked by	ALB
Drawing No.	2025-6877-001		Rev.
		-	



Saturday 12th July 2025- 12:00

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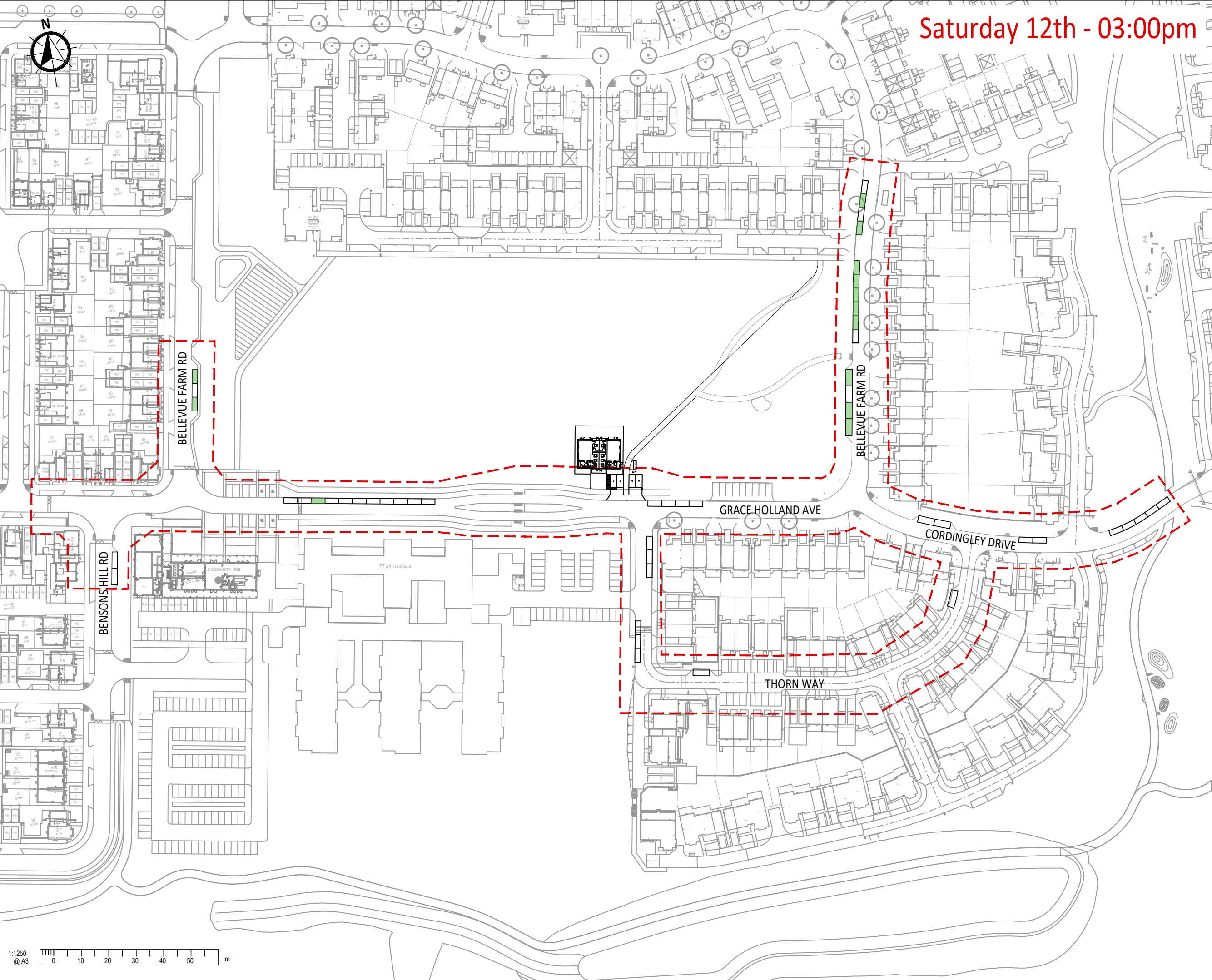
- Study Area
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Scale	1:1250	Date	June 25
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Saturday 12th - 03:00pm

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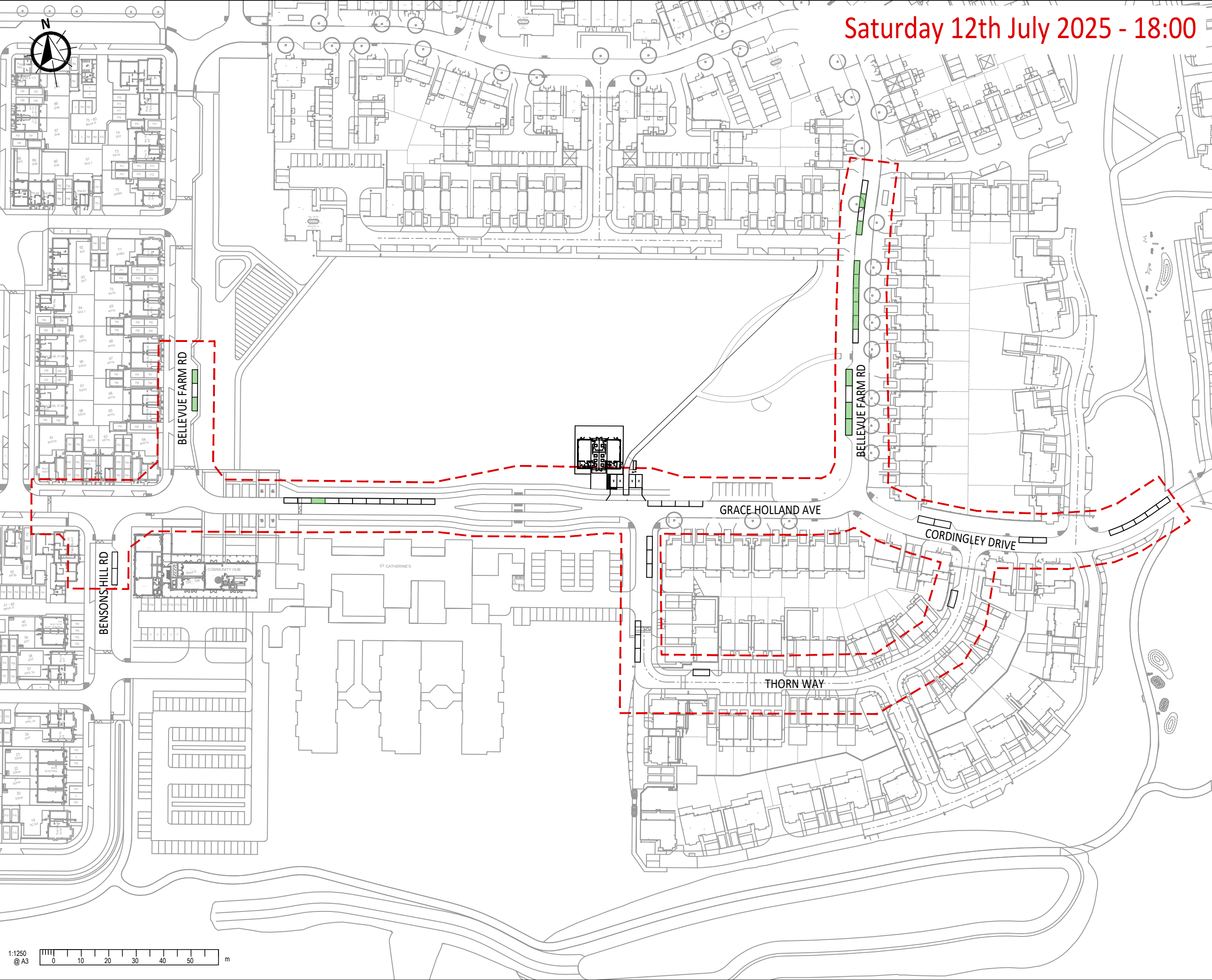
- Study Area
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Client	Thakeham Homes		
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Drawing Title	Car Parking Survey Saturday 12th July 2025, 15:00		
Scale	1:1250	Date	June 25
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Drawing No.	2025-6877-003		Rev.
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Saturday 12th July 2025 - 18:00

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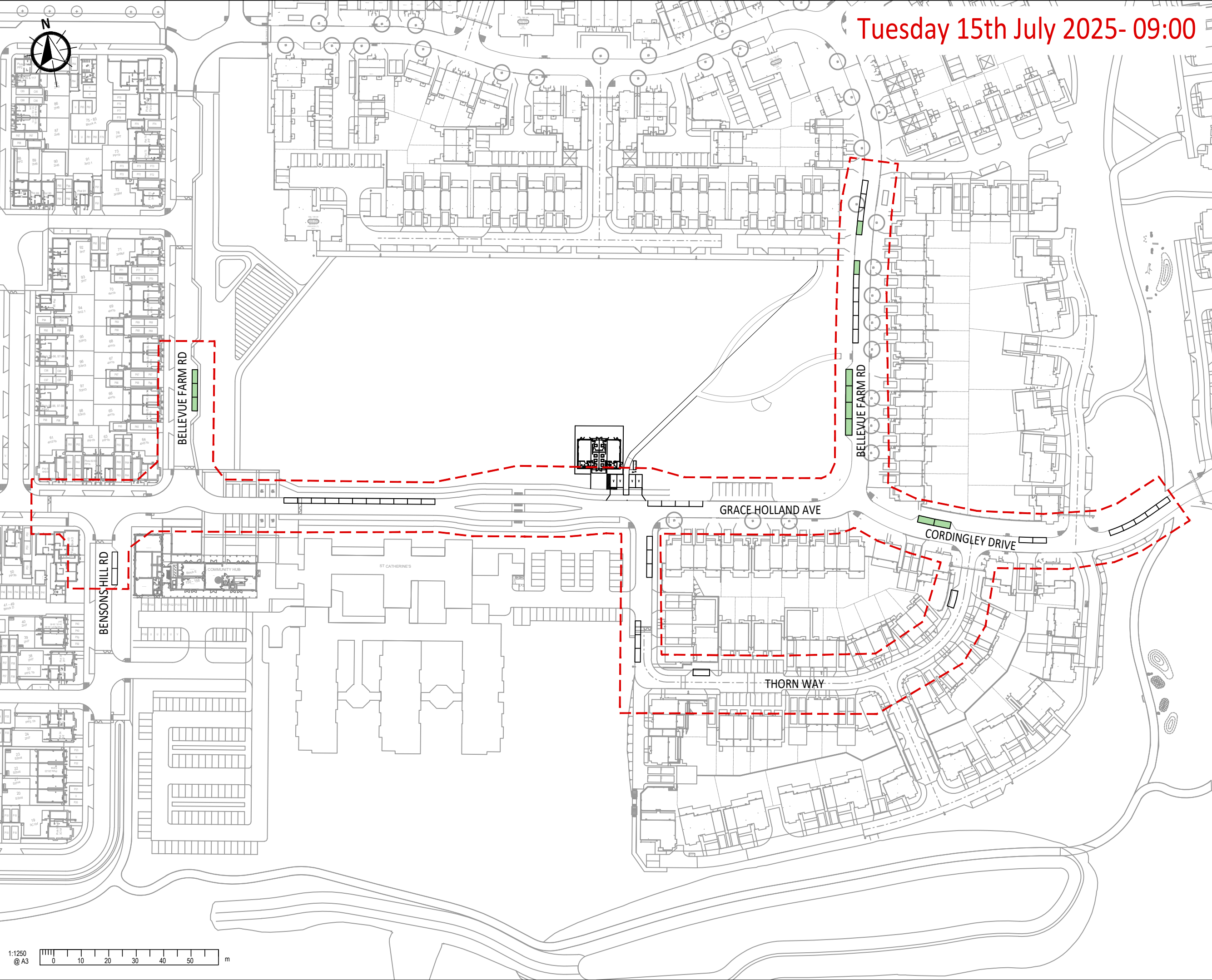
- Study Area
- Parked Vehicle

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Client	Thakeham Homes		
Project	Pease Pottage		
Drawing Title	Car Parking Survey Saturday 12th July 2025, 18:00		
Scale	1:1250	Date	June 25
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Tuesday 15th July 2025- 09:00

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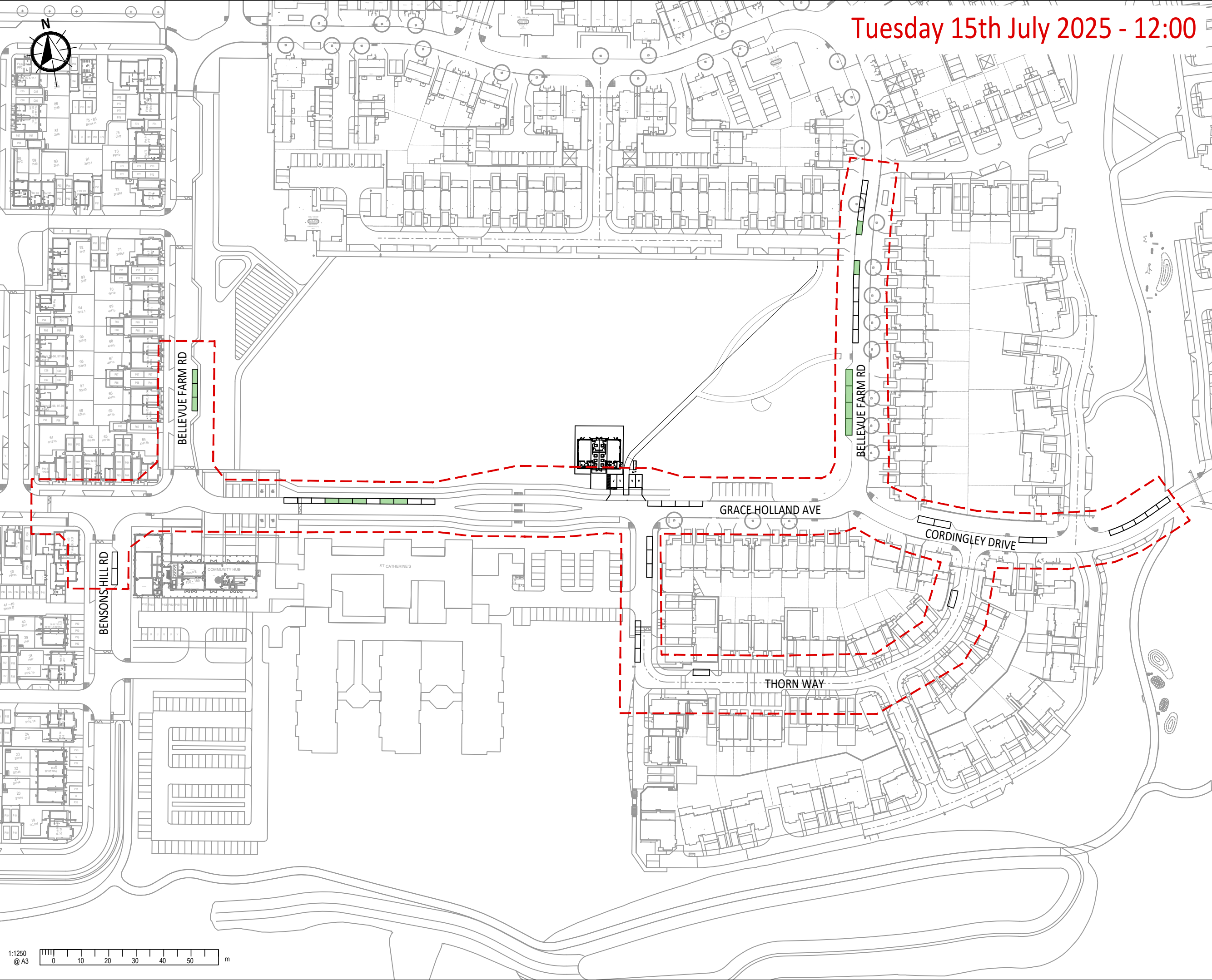
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Project	Pease Pottage		
Drawing Title	Car Parking Survey Tuesday 15th, 09:00		
Scale	1:1250	Date	June 25
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Tuesday 15th July 2025 - 12:00

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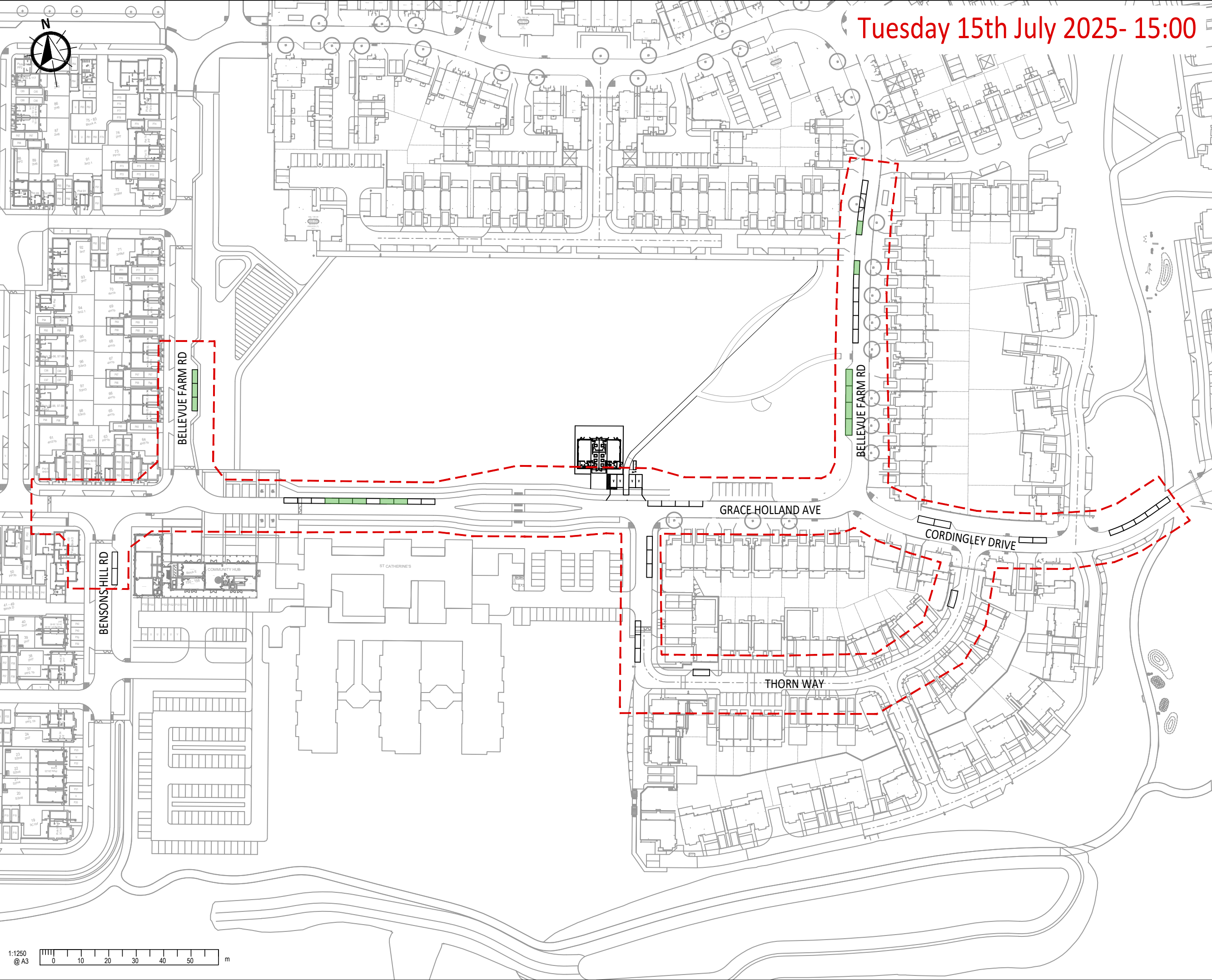
- Study Area
- Parked Vehicle

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Client	Thakeham Homes		
Project	Pease Pottage		
Drawing Title	Car Parking Survey Tuesday 15th July 2025, 12:00		
Scale	1:1250	Date	June 25
Drawn by	SMO	Checked by	ALB
Drawing No.	2025-6877-102		Rev.
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Tuesday 15th July 2025- 15:00

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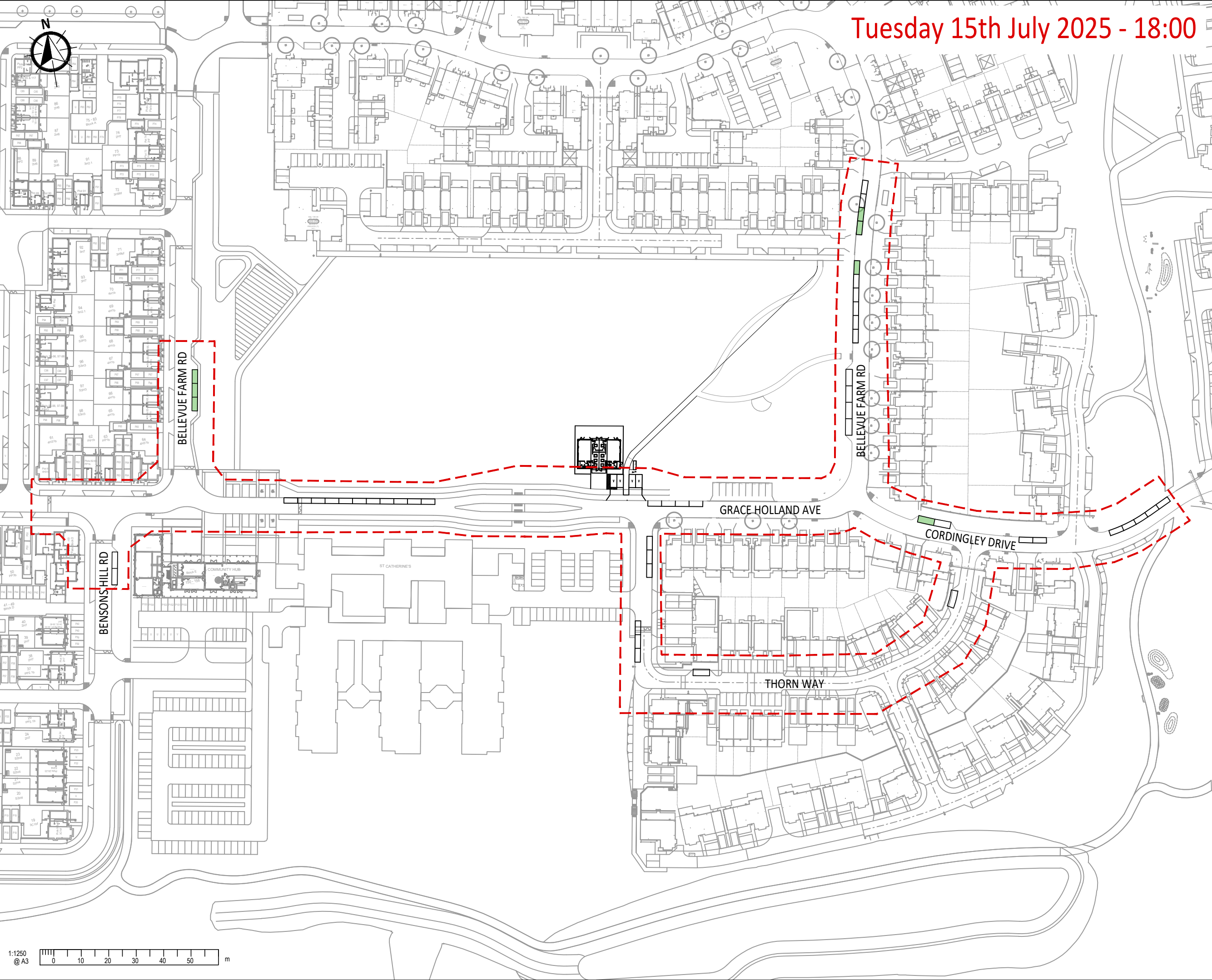
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Tuesday 15th July 2025 - 18:00

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Scale	1:1250	Date	June 25
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Drawing No.	2025-6877-104		Rev.
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