

SCHEDULE 11.B: CAR PARKING

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CALCULATION OF STANDARDS

GENERAL INTRODUCTION

1. The council will apply maximum restraint-based car parking standards by location based on public transport accessibility levels (PTAL):

- Sutton Town Centre relates to PTALs 5-6
- Other Town Centres relates to PTALs 3-4
- Rest of the Borough relates to PTALs 0-2.

This means that developers should not exceed the level of car parking indicated in the standards but may provide less subject to the council's agreement. However, in the rest of the borough in areas with PTAL of 0-1, and in some parts of PTAL 2 assessed on a case by case basis, the maximum standards will generally be expected to be met in full.

2. In applying these standards, the council will consider all developments against its planning policies to ensure that the level of parking being proposed does not give rise to road safety and environmental problems. Where no specific standard is identified, the council will consider the appropriate parking requirement at the time of the planning application.
3. In those cases where the council considers very limited or no on-site parking is acceptable, it will require measures to support the greater use of sustainable modes, in particular the provision of car clubs and cycle provision in excess of minimum standards.
4. The following indicates how parking standards will be both calculated and provided.

CALCULATION

5. Car parking standards will be calculated as one space for each complete unit quantity of floorspace. Any remaining fraction should be rounded up or down in the conventional manner.
6. All car parking spaces which are calculated in relation to floorspace of a building are based on the gross floorspace of that building (i.e. measurement is taken from the external faces of the walls).

NEW DEVELOPMENT

7. Where a proposal would result in the replacement of buildings, the calculation of car parking requirements shall be as follows:
 - where buildings are substantially or totally redeveloped the new development shall satisfy the adopted car parking standards for the new land use;
 - where additional floorspace is proposed, the additional floorspace only shall be subject to the appropriate car parking standards for the land use;
 - for mixed uses the car parking standards shall be apportioned accordingly.

CHANGE OF USE

8. Where a change of use only is proposed, the car parking standard to be applied will be that for the proposed use

RESIDENTIAL CONVERSIONS

9. Car parking provision for house conversions to flats will be considered on their merits, taking into account the standard for flats but also the existing level of off and on-street parking, the location and likely parking demand.

OPERATIONAL PARKING/DISABLED PARKING

10. For certain non-residential land uses, the council may require the provision of off-street parking for operational purposes including spaces for disabled people. These spaces will form part of the maximum provision allowed on-site.
11. In developments with 20 or more planned spaces, a minimum of 5% of spaces should be reserved for disabled people and should be of an appropriate size and carefully located in relation to the development.

DELIVERIES

12. The council will apply the recommendations of the Freight Transport Association as contained in 'Designing for Deliveries' (1998) when considering the need for turning circles, loading bays, parking for lorries and service areas in commercial development.

COACH AND MINIBUS PARKING

13. For hotels, leisure centres, secondary schools and certain other uses, spaces may also be required for coach/minibus parking

ELECTRIC VEHICLE CHARGING POINTS

14. Residential developments providing 10 or more units, or with 10 or more parking spaces should provide electric vehicle charging points for 20% of those parking spaces (active provision) and make provision for a further 20% of those spaces to be readily converted in the future (passive provision). In this respect passive provision means that all the required infrastructure is in place on completion of the development to allow the installation of the additional charging points at a future date. All houses with parking on curtilage would be expected to include provision for the charging of electric vehicles. Non-residential developments providing 10 or more spaces should provide active and passive electric vehicle charging points at the following rates: retail uses (A1 uses) 10% active provision and 10% passive and for employment uses (B1) 20% active and 10% passive provision.

CAR CLUBS

15. Residential developments providing 35 or more units or more than 50 spaces should seek to enter into an agreement with a car club operator to provide car club cars in accordance with the council's Car Clubs SPD. In such cases, a number of bays should be allocated to car club cars.
16. Additional parking standards apply for cycles and motorcycles (see Appendix 11.C).

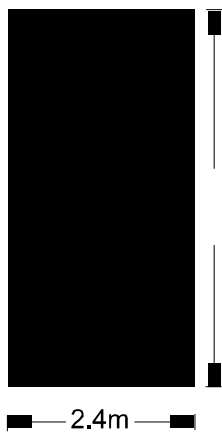
DIMENSIONS/LAYOUT

17. The minimum dimensions of car parking spaces and garages shall be as shown in Diagram 11.1.
18. A minimum of 6 metres will be required between parallel rows of parking bays or in front of a car parking bay. Rows of garages will need to be 7.3 metres apart. The size of spaces in car ports shall not be less than the minimum garage space.

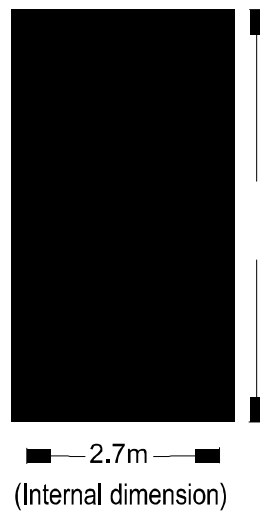
19. Parking standards and layout for residential development are also subject to the council's design guidance set out in its 'Urban Design Guide' SPD (2008) or any successor document.

Diagram 11.1 Minimum Dimensions of Car Spaces and Garages

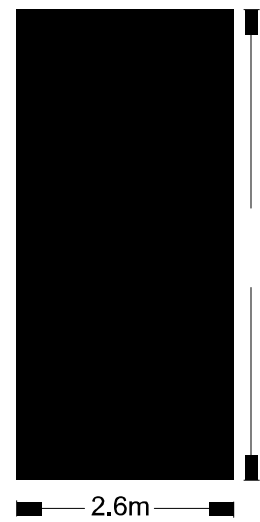
a) Basic Dimensions



Standard parking space

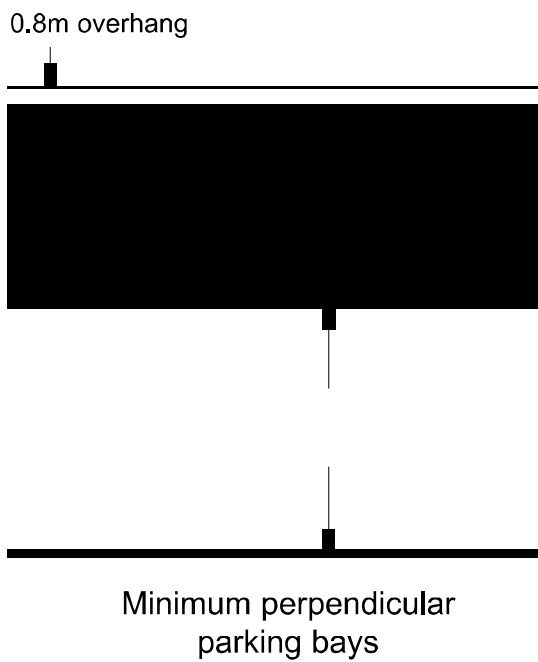


Minimum single garage space

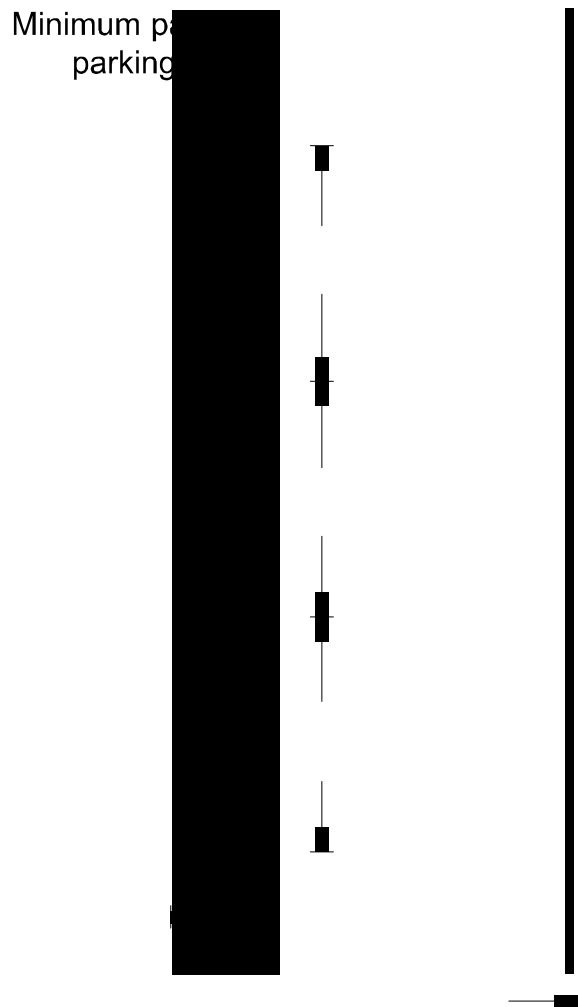


Minimum garage forecourt space

b) Parking Bays

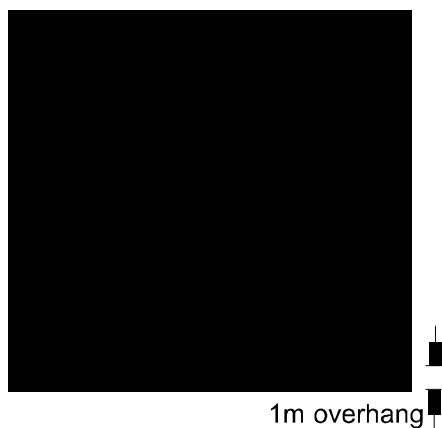


Minimum perpendicular parking bays

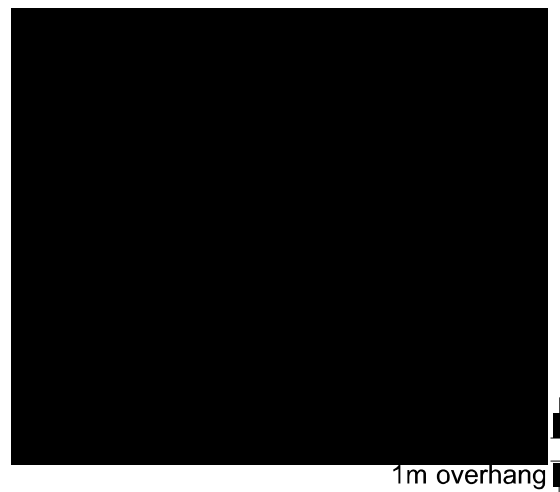


Minimum parallel parking

c) Distances within Car Parks



Minimum parking forecourt space

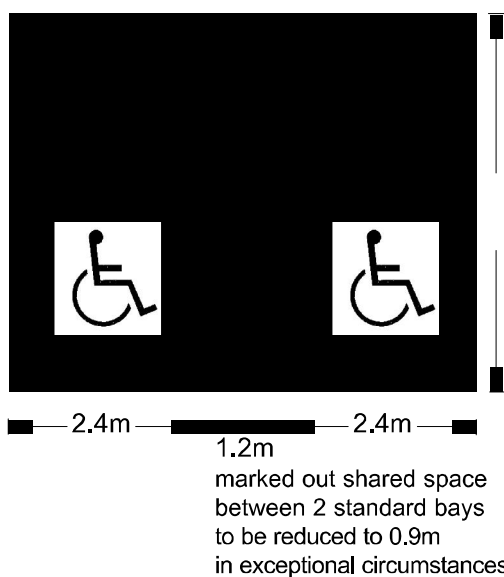


Minimum garage forecourt space

d) Parking Spaces for Persons with Disabilities



Single space



Double space



Bays in line

CAR PARKING STANDARDS

All standards are maxima

**TABLE 11.1: RETAIL, FINANCIAL & PROFESSIONAL SERVICES AND FOOD AND DRINK
(USE CLASSES A1 – A5)**

Category		Standards (spaces per m ² of GFA)		
		Sutton Town Centre	Other Town Centres	Rest of Borough
Retail (A1)	Smaller shops (<500m² GFA)	1/75m ²	1/40m ²	1/30m ²
	Intermediate shops (500m² to 2500m² RFA)	1/40m ²	1/25m ²	1/20m ²
	Food superstore (>2500m² sales area / RFA)	1/35m ²	1/20m ²	1/15m ²
	Non-food stores (>2500m² RFA)	1/50m ²	1/40m ²	1/30m ²
	Town Centre/ malls/other	1/60m ²	1/40m ²	1/30m ²
	Garden centres	1/55m ²	1/35m ²	1/25m ²
Financial & Professional Services (A2)	Banks, building societies, estate & other agencies, betting shops	No additional parking	No additional parking	1/30m ²
Food & Drink (A3-A5)	Restaurants, cafes, public houses	No additional parking	1/5m ² dining or bar area	1/5m ² dining or bar area
	Takeaways	No additional parking	No additional parking	To be assessed individually

Notes

1. The parking standards relate to gross floor area (GFA). The categories of shops are based on sales area/retail floor area (RFA) except for smaller shops and stores less than 500m² which are based on GFA. For example, a food superstore with a sales area of over 2500m² in Sutton town centre would have a standard of 1 space per 35m² of gross floor area.
2. The proposed standards are within the ranges advocated in the London Plan for different public transport accessibility levels. Sutton town centre is linked to PTAL 5/6, other town centres to PTAL 3-4 and rest of borough to PTAL 0-2.
3. In determining the appropriate level of on-site provision required, the council will have regard to public transport accessibility, the existing availability of parking spaces and the extent of on-street parking controls.
4. Where appropriate, S106 contributions towards provision/enhancement of sustainable modes will be sought from applicants to encourage a higher proportion of trips to be made by public transport, cycling and on foot.
5. Any large areas of car parking (over 50 spaces) should be made available as public parking.
6. In Sutton town centre, no additional provision will be necessary for bars, cafes, restaurants or takeaways. In other town centres there will be a presumption that no additional parking will be required for restaurants, cafes and public houses unless the council considers that there is insufficient public or on-street parking available within the town centre.
7. For retail developments (A1) with more than 10 parking spaces, 10% of all spaces should be provided with electrical charging points, with passive provision for an additional 10%.

**TABLE 11.2: BUSINESS, INDUSTRIAL AND STORAGE
(USES CLASSES B1, B2 AND B8)**

Category		Standards (spaces per m ² of GFA)		
		Sutton Town Centre	Other Town Centres	Rest of Borough
Business & Industry (B1-B8)	Offices, Light Industry (B1)	1/350m ² (Note 3)	1/100 m ²	1/100 m ²
	General Industrial (B2)	1/500 m ²	1/100 m ²	1/100 m ² (Note 4)
	Storage and Distribution (B8)	1/700 m ²	1/150 m ²	1/100 m ² (Note 4)

Notes

1. Where appropriate, S106 contributions towards provision/enhancement of sustainable modes will be sought from applicants to encourage a higher proportion of trips to be made by public transport, cycling and on foot.
2. The council will generally require the production of a Travel Plan for businesses of over 20 employees/2500m².
3. The council will consider relaxing this standard, on a case by case basis, where there is a proven demand and a strong regeneration and employment case to allow more parking to attract new office development, provided there would be no adverse impact on congestion or air quality and a long term commitment to encourage the use of sustainable modes secured through a S106 agreement.
4. The council will consider applications, on a case by case basis, proposing additional parking up to a maximum 1:50m² in Strategic Industrial Locations to reflect lower public transport accessibility and the need to reduce on-street parking levels.
5. For B1 use developments with 10 or more parking spaces, 20% of spaces should be provided with electrical charging points, with passive provision for an additional 10%.

**TABLE 11.3: HOTELS AND RESIDENTIAL INSTITUTIONS
(USE CLASSES C1 AND C2)**

	Category	Maximum Standards
Hotels (C1)	Hotels, Motels and Guest Houses	1 space per bedroom (also see note 4)
Residential Institutions (C2)	Rest Homes / Old Peoples' Homes	1 space per 4 staff & 1 visitor space per 10 units or beds
	Nursing Homes	1 space per 4 staff & 1 doctor space & 1 visitor space per 10 beds
	Children's Homes	1 space per 4 staff & 2 spaces for visitors
	Other Residential Homes / Hostels	To be assessed individually

Notes

1. No differentiation is made according to location in the borough for these uses, although in town centres there will be a presumption that lower levels of parking will be provided.
2. Within Sutton town centre, the council will encourage applicants to contribute towards provision/enhancement of sustainable modes to encourage a higher proportion of trips to be made by public transport, cycling or on foot, in lieu of providing off-street parking.
3. Within other town centres, the council will encourage applicants to provide off-street parking below the maximum standard unless it considers this would lead to an increase in on-street parking which would adversely affect traffic flows, road safety, or the local environment.
4. Parking space for coaches may also be required for larger hotels/motels, generally those providing more than 50 bedrooms.
5. For rest homes and old peoples' homes secure sheltered parking and charging facilities should be provided for mobility scooters.

TABLE 11.4: DWELLING HOUSES (USE CLASS C3)

Size of Dwelling	Sutton Town Centre and its Area of Potential Intensification Up to maximum	Other Town Centres and their Areas of Potential Intensification Up to maximum	Rest of the Borough See Note 3
1-2 beds	1	1	1
3 beds	1.5	1.5	2
4+ beds	1.5	1.5	2

Notes

1. Within town centres, the council will expect parking spaces not to be allocated to individual dwellings in order to make the most efficient use of the parking provision and maximise residential density. Applications proposing less than the maximum standard in town centres will be favourably considered, including car free developments in appropriate locations, so long as the council is satisfied that this will not cause adverse problems arising from overspill parking and adequate measures are in place to encourage use of sustainable transport, including good quality cycle parking in excess of the minimum standards. Larger developments would be expected to make provision for, or a contribution towards, a car club and sustainable transport improvements.
2. Within Areas of Potential Intensification, applications proposing less than the maximum standard will be favourably considered in order to maximise housing density, so long as the council is satisfied that this will not cause adverse problems arising from overspill and adequate measures are in place to encourage the use of sustainable transport, including sufficient good quality cycle parking. Larger developments would be expected to make provision for or a contribution towards a car club and sustainable transport improvements.
3. In areas with PTAL levels 0 and 1 the council will normally require developments to provide the maximum standards in full. The same approach may also be taken to developments in areas with PTAL level 2 on a case by case basis. Elsewhere provision will be required up to the maximum provision.
4. In 'Rest of the Borough' locations, the council may permit more parking than the maximum standard where it can be proven that there is a demand and a lower provision would give rise to on-street parking problems. In such circumstances, up to an additional 0.5 spaces per dwellings should be allocated for visitor/general use. For 3 and 4+ bedroom houses in these locations, driveways which can accommodate more than the maximum standard will generally be permitted.
5. For 3-4 bedroom houses, where parking is provided by a garage within the curtilage of the property, the driveway should be of sufficient length to accommodate parked car and, therefore, in these cases, the maximum standard of 1.5 may be exceeded to allow for 2 off-street spaces.
6. In developments of 10 or more parking spaces, 20% of spaces should be provided with electric vehicle charging points, with passive provision for an additional 20%.
7. Developments of 35 or more units or 50 or more parking spaces should make provision for one or more car club parking bays, subject to negotiation with a car club operator to occupy them. Alternatively, developers will be expected to fund memberships/usage for an existing nearby car club, in accordance with the council's Car Clubs SPD or any subsequent updating document.
8. Parking spaces/garages should be designed according to the dimensions set out in Diagram 11.1 and parking and new street layouts should be designed so as only to allow parking in designated bays.
9. Parking for disabled drivers, motorcycles and bicycles should also be provided in accordance with the council's standards set out elsewhere in this appendix.

TABLE 11.5: NON-RESIDENTIAL INSTITUTIONS (USE CLASS D1)

	Category	Maximum Standards
Non-residential Institutions (D1)	Places of Worship	1 space per 15m ² GFA
	Public Halls	1 space per 12m ² public space
	Schools	4 spaces per 5 employees
	Further Education	To be assessed individually
	Playgroups and day nurseries	1 space per 4 staff
	Hospitals	To be assessed individually
	Medical Centres (purpose-built)	4 spaces per consulting room
	Doctors' Surgeries/ Dentists	To be assessed individually
	Conference Centres	1 space per 3 seats
	Exhibition Halls	1 space per 6m ² GFA
	Libraries, Museums, Art Galleries etc.	1 space per 30m ² GFA

Notes

1. No differentiation is made according to location in the borough for these uses, although in town centres there will be a presumption that lower levels of parking will be provided. For small scale uses, particularly involving house conversions (e.g. dentists), it may be deemed inappropriate for there to be additional dedicated parking in these locations, but applications will be assessed individually.
2. For schools, parking provision may be required for school transport e.g. coaches, minibuses. Consideration will also be given to the need for adequate setting-down areas and visitor spaces where appropriate.
3. Within Sutton town centre, the council will encourage applicants to contribute towards provision/ enhancement of sustainable modes to encourage a higher proportion of trips to be made by public transport, cycling or on foot, in lieu of providing off-street parking.
4. Within other town centres, the council will encourage applicants to provide off-street parking below the maximum standard unless it considers this would lead to an increase in on-street parking which would adversely affect traffic flows, road safety, or the local environment.
5. In the case of playgroups/day nurseries, the council will take into account local traffic conditions and the parking capacity in the street.
6. In the case of medical centres, disabled car parking may be required in excess of general standards.

TABLE 11.6: ASSEMBLY AND LEISURE USES (USE CLASS D2)

	Category	Maximum Standards
Assembly and Leisure (D2)	Multi-activity leisure site	To be assessed individually
	Cinema, Bingo Clubs & Theatres	1 space per 5 persons as licensed
	Dance Halls and Clubs	1 space per 3 persons as licensed
	Leisure Centres and Swimming Pools	1 space per 10m ² of public activity area plus 1 space per 2 staff
	Tennis and Badminton Courts	4 spaces per court
	Squash Clubs	2 spaces per court
	Sports clubs/ pitches	1 space per 2 playing participants
	Equestrian Uses	1 space per stable box
	Ten pin bowling, indoor bowls	4 spaces per lane
	Golf courses	To be assessed individually
	Golf driving ranges	1.5 spaces per tee

Notes

1. No differentiation is made according to location in the borough for these uses.
2. Within Sutton town centre, the council will encourage applicants to contribute towards provision/ enhancement of sustainable modes to encourage a higher proportion of trips to be made by public transport, cycling or on foot, in lieu of providing off-street parking.
3. Within other town centres, the council will encourage applicants to provide off-street parking below the maximum standard unless it considers this would lead to an increase in on-street parking which would adversely affect traffic flows, road safety, or the local environment.
4. Any large areas of car parking should be made available as public parking.
5. Coach/minibus parking may also be required for larger developments.

SCHEDULE 11.C: CYCLE AND MOTORCYCLE PARKING

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CYCLE PARKING STANDARDS

1. The council's cycle parking standards, as set out in Table 11.7 below, are those used by Transport for London and recommended in the London Plan for inclusion in borough Local Plans with minor amendments, where appropriate, to reflect local circumstances. All the standards are minima and developers are encouraged to exceed them particularly where there is a development threshold below which cycle parking standards are not required by these standards. Furthermore, in those instances where very limited car parking provision is considered acceptable, the council will expect cycle provision in excess of these minimum standards to be provided. In exceptional circumstances, a lower provision on-site than the standard may be agreed where it is considered inappropriate or impractical to provide the full standard. In these cases, a commuted sum may be required towards the provision of public cycle parking or other facilities to assist and encourage cycling.
2. The standard to be provided for each land use is the sum of both long stay and short stay provision. However for all land uses, with the exception of Use Classes A1 to A5 and C3, new developments should provide a minimum of two long-stay and two short stay spaces. For A1 to A5 uses this minimum requirement only applies to developments in excess of 100 m².

TABLE 11.7: MINIMUM CYCLE PARKING STANDARDS (ALL LAND USES)

To be read in conjunction with paragraphs 1 and 2 above.

Land Use	Standard (Long Stay Provision) <i>(see also paragraph 2 above)</i>	Standard (Short Stay Provision/Visitor provision) <i>(see also paragraph 2 above)</i>	Comments
A1 Food Retail	For developments in excess of 100 m ² : 1 space per 175 m ² .	For developments in excess of 100 m ² : 1 space per 40 m ² for the first 750 m ² and 1 space per 300 m ² thereafter.	Where it is not possible / practical to provide parking within the curtilage of the shop, the developer will be required to make provision for or fund public cycle parking outside the premises, although ideally there should be some secure parking for staff within the premises.
A1 Non-Food Retail	For developments in excess of 100 m ² : 1 space per 250 m ² for the first 1,000 m ² and 1 space per 1,000 m ² thereafter.	For developments in excess of 100 m ² : 1 space per 125 m ² for the first 1,000 m ² and 1 space per 1,000 m ² thereafter.	
A2-A5 Financial / professional services Cafes and restaurants Drinking establishment Take-aways	For developments in excess of 100 m ² : 1 space per 175 m ²	For developments in excess of 100 m ² : 1 space per 40 m ²	Where it is not possible /practical to provide parking within the curtilage of the premises, the developer will be required to make provision for or fund public cycle parking outside the premises.

Land Use	Standard (Long Stay Provision) <i>(see also paragraph 2 above)</i>	Standard (Short Stay Provision/Visitor provision) <i>(see also paragraph 2 above)</i>	Comments
B1 Offices	Within town centres 1 space per 90 m ² . Elsewhere 1 space per 150 m ²	1 space per 500 m ² for first 5,000 m ² and 1 space per 5,000 m ² thereafter	
B1 Light Industry and research and development	1 space per 250 m ²	1 space per 1,000 m ²	
B2-B8 General industrial, storage or distribution	1 space per 500 m ²	1 space per 1,000 m ²	
C1 Hotels. Bars, restaurants, gyms etc that are open to the public should be considered individually under the relevant standards.	1 space per 20 bedrooms	1 space per 50 bedrooms	
C2 Hospitals	1 space per 5 staff	1 space per 30 staff	
C2 Care homes / secure accommodation	1 space per 5 staff	1 space per 20 bedroom	
C2 Student accommodation	1 space per 2 beds	1 space per 40 beds	
C3-C4 Dwellings	1 space per studio and 1 bedroom unit. 2 spaces per all other dwellings (except sheltered housing where 1 space per 5 units will be acceptable)	1 space 40 dwellings	All new dwellings should have space to store bicycles securely, preferably undercover/indoors. For houses, this can be in a garage, utility room, garden shed etc. and in these cases there need not be specific provision for cycles. In flats or communal accommodation, a secure, covered cycle parking/storage area should be provided inside or outside each block.

Land Use	Standard (Long Stay Provision) <i>(see also paragraph 2 above)</i>	Standard (Short Stay Provision/Visitor provision) <i>(see also paragraph 2 above)</i>	Comments
D1 Nurseries and Schools - (primary and secondary)	1 space per 8 staff plus 1 space per 8 pupils	1 space per 100 pupils	
D1 Universities and colleges	1 space per 4 staff plus 1 space per 20 FTE students	1 space per 7 FTE students	
D1 Health centres, including dentists	1 space per 5 staff	1 space per 3 staff	
D1 Other (e.g. library, church etc.)	1 space per 8 staff	1 space per 100 m ²	
D2 Assembly activities – (e.g. cinema, bingo, etc)	1 space per 8 staff	1 per 30 seats	
D2 Sports (e.g. sports hall, swimming, gymnasium etc.)	1 space per 8 staff	1 space per 100 m ²	
All stations	To be considered on a case by case basis.		

Notes

1. Land uses not mentioned in the table above will be considered on their merits, with the presumption that all new developments should make provision for cycle parking. Existing developments which are currently deficient in or have no cycle parking are encouraged to meet these standards. As a rule of thumb, cycle parking provision should aim to cater for a 10% modal share for trips to the development.
2. In the above standards a space refers to space for one cycle. For the purposes of provision a 'Sheffield' type stand can be taken to accommodate two cycles, although ideally they are best used by only one cycle. For guidance on the design of cycle provision, please see 'The London Cycle Design Standards' (TfL 2015) or any subsequent revisions.
3. Parking for staff should be suitable for long stay parking ideally be separated from and in a more secure and covered location than visitor parking.
4. Provision for short stay cycle parking should be available for shoppers, customers, messengers and other visitors to a site and should be conveniently located close (normally within 15 metres) to the main entrance .
5. Where it is not possible to provide visitor cycle parking within the curtilage of a development the council may accept, at its discretion, contributions to provide public cycle parking in an appropriate location in the vicinity of the site.
6. Staff should always be taken as the full-time equivalent, unless otherwise stated.
7. References to building floorspace are gross external floorspace.

APPROPRIATE TYPES AND LOCATION OF CYCLE PARKING PROVISION

1. There is an increasingly diverse range of cycle parking racks available, and therefore the council does not wish to be too prescriptive. However, 'butterfly' type racks, or concrete blocks, which simply grip one or both wheels and do not allow the frame to be locked, are inadequate from a practical and security point of view and will not be acceptable. The

preferred type is the 'Sheffield' stand or a variation of it, which supports the bicycle and allows the frame and both wheels to be locked to a fixed bar. Such racks/stands should be securely fixed to the ground, but ultimately the level of security provided depends on the strength of the cycle lock(s) used. For longer term cycle parking, and where security is particular issue, a range of cycle lockers, sheds and shelters are available which offer a greater level of security.

2. Cycle parking should be located as close as possible to the entrance(s) to the building it is serving without obstructing pedestrian flow, and easily accessible from the highway/site entrance, by dropped kerb where necessary. Visitor/short stay parking should be within 15 metres of the entrance. It should be clearly signed, in a prominent position visible from the building and/or a security lodge, well lit and preferably covered by a CCTV camera. Cycle parking should ideally be undercover, particularly that used for longer periods such as school/college/workplace and station parking. For new build developments, cycle parking should be incorporated into the design of the building from the outset and not be seen as an 'add-on' at the end.
3. In addition, employers and educational establishments are encouraged to provide showers, lockers, changing and drying room facilities for staff cyclists, and any other appropriate support to encourage employees/students to cycle to work.
4. Developers should refer to guidance provided by Transport for London or the London Cycling Campaign for the range of cycle parking provision on the market and manufacturers/ suppliers. In addition, council officers can provide site-specific advice to developers on cycle parking provision. Where a Transport Assessment and Travel Plan are required, these should include full details of the proposed cycle parking provision.

MOTORCYCLE PARKING

An appropriate level of motorcycle parking space should be provided for staff/ visitors. The number of spaces will depend on the nature of the development but as a general rule 1 motorcycle space should be provided for every 20 car-parking spaces, subject to a minimum of 1 space for developments providing 10 car parking spaces or more. A minimum area of 2 metres x 1 metre should be allowed per motorcycle. The same principles regarding location apply as those for cycle parking, namely that it should be as close to the entrance as possible (without causing an obstruction); highly visible from a security point of view - preferably visible from the building, and covered by CCTV; well lit; well signed; and ideally undercover (but not fully enclosed). In addition, ideally there should be a secure metal bar/railing to lock motorcycles to.