APPENDIX 2: PARKING STANDARDS

The following standards have been taken from the adopted Local Plan 2011-2026, and updated to include census data on car and van ownership as well as taking into consideration the latest update to the National Planning Policy Framework (February 2019). They cover standards for car parking, disabled parking, cycle parking, electric vehicles, and parking for powered two-wheelers.

The standards for car parking may be adjusted according to which sustainability zone the proposed development is located in (zones are indicated in the map on page XX).

Zone Type	Car parking provision
Sustainability Zone 1	80% of indicative demand-based parking standard
Sustainability Zone 2	90% of indicative demand-based parking standard
Rest of District	Apply full indicative demand-based standard

The percentages of indicative demand-based standards identify the degree of restraint that will normally be applied to new development within each zone type. For example, a development requiring 10 parking spaces would be reduced to 8 parking spaces in Sustainability Zone 1, where 80% of the indicative demand-based standard would be acceptable. Similarly, this would be reduced to 9 parking spaces in Sustainability Zone 2 where 90% of the indicative demand-based standard would be acceptable.

Car Parking Standards

Use Class	Description	Car parking standards
A1 Retail and Foodstores	Retail and Small food shops up to 500sqm gross floor area	1 space per 30sqm gross floor area
	Food superstores/hypermarkets up to 2,500sqm retail floor area	1 space per 18sqm gross floor area
A1 Retail Foodstores	Food superstores/hypermarkets exceeding 2,500sqm retail floor area.	1 space per 15sqm gross floor area
	Food retail parks.	1 space per 14sqm (threshold 1000spm) below this figure to

		be decided in each case on individual merits (shared parking an overall reduction in provision, taking into account linked trips on site).
A1 Non-food retail	Non-food retail warehouses with garden centres.	1 space per 25sqm gross floor area
	Non-food retail warehouses without garden centres.	1 space per 35sqm gross floor area
Use Class	Description	Car parking standards
A1 Non-food retail (cont)	Garden centres up to 4,000sqm gross floor area.	1 space per 25sqm gross floor area
	Garden centres exceeding 4,000sqm gross floor area.	Decided in each case on individual merits.
	Non-food retail parks where individual land use components are known.	Decided in each case on individual merits (shared parking and an overall reduction in provision, taking into account linked to trips on site).
	Non-food retail parks where individual land use components are not known.	1 space per 40sqm gross floor space (shared parking).
A2 Financial and professional services	Banks, building societies, estate agencies, betting shops.	1 space per 30sqm gross floor area.
A3 Restaurants and Cafés	Restaurant/ cafés	1 space per 5sqm of floorspace of dining area plus 3 spaces per 4 employees.

A4 Drinking Establishments	Public houses/bars	1 space per 3sqm of floorspace of bar area plus 3 spaces per 4 employees.
A5 Hot Food Takeaways	Roadside restaurants	1 space per 5sqm of floorspace of dining area plus 3 squares per 4 employees.
	Transport café	1 lorry space per 3.5sqm gross floor area plus 3 spaces per 4 employees.
		1 space per 3sqm of floorspace of public area plus
	Hot food takeaway shops (excluding fast food drive thru restaurants)	3 spaces per 4 employees.
		1 space per 8sqm gross floor area.
	Fast food drive thru restaurants	
B1 Business	B1 (a) offices	1 space per 30sqm gross floor area
	B1 (b) research and development, high-tech/	1 space per 35sqm gross floor area
	B1 (c) light industry.	
B2 General Industry	General industry	1 space per 50sqm gross floor space (1 lorry space per 200sqm)
B8 Storage and distribution	Wholesale distribution, builders merchants, storage	1 space per 75sqm gross floor area (1 lorry space per 200sqm)
Use Class	Description	Car parking standards
Business Parks	Mixed B1/B2/B8 (unless heavily oriented to B8) for use where	1 space per 40sqm gross floor area (1 lorry space per 200sqm)

	individual land use components are	
	not known.	
C1 Hotels and Hostels	Hotels	1 space per bedroom (including staff accommodation) plus
		1 space per manager plus
		2 spaces per 3 staff minus spaces related to staff bedrooms plus
		1 space per 5sqm dining area plus
		1 space per 3sqm bar area plus
		1 space per 5sqm public area in conference facility plus
		1 space per 6sqm of public area in exhibition hall plus
		a minimum of 1 coach parking space per 100 bedrooms.
	Hostels	3 spaces per 4 units.
	Small (single parent or couple with no children)	1 space per units.
	Family (2 adults and 2 children)	

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C3 Residential	Elderly person's accommodation.	
	Retirement dwellings – no warden control, 1 or 2 bedroom (Category 1).	1.5 spaces per unit including 0.25 visitor space.
	Sheltered dwellings – warden control (Category 2)	0.75 spaces per unit including 0.25 visitor space.
C4 Residential	Houses in multiple occupation (i.e. separate households sharing facilities)	0.5 spaces per tenancy
D1 Non-residential Institutions	Public halls/places of assembly (excluding D2)	1 space per 9sqmgross floor area or 1 space per 3 fixed seats plus 3 spaces per 4 staff members
	Community/family centres	1 space per 9sqm gross floor area plus 1 space per full time staff member or equivalent
	Day centres	1 space per 2 staff members plus 1 space per 3 persons attending or 1 space per 9sqm gross floor area
		1 space per 10sqm gross floor area
	Places of worship	
D1 Non-residential Institutions	Surgeries and clinics	3 space per consulting room plus 1 space per employee other than consulting doctors/dentists/vets.
Use Class	Description	Car parking standards
D1 Non-residential Institutions	Libraries, miscellaneous cultural buildings.	1 space per 30sqm gross floor area of freestanding

(Cont)		development (otherwise assessed on merits).
	Miscellaneous cultural buildings.	2 spaces plus 1 space per 30sqm of public floorspace.
D1 Non-residential Institutions	Educational establishments (including residential). Schools	1 space per full-time member of staff plus 1 space per 8 pupils over 17 years old plus 1 space per 20 pupils under 17 years old.
D1 Non-residential Institutions	Further education	1 space per 2 staff plus 1 space per full-time 15 students (2500sqm threshold). The standard for students attending an educational establishment, rather than full-time equivalent.
D1 Non-residential Institutions	Nursery schools/Playgroups	1 space per 4 pupils.
D2 Assembly and Leisure	Places of entertainment/leisure parks for use when individual land use components are known.	 1 space per 22sqm (threshold 1000sqm) below threshold to be decided in each case on individual merits: parking for individual land use components should be based on the standards set out in this appendix, but with an overall reduction in provision to reflect linked trips on site (all parking should be shared and an overall reduction of 25% should form the starting point for discussion). 1 space per 22sqm (1000sqm threshold)

	Places of entertainment/leisure parks for use when individual land use components are not known.	
D2 Assembly and Leisure	Cinemas (including multiplexes)	1 space per 5 seats (1000sqm threshold)
Use Class	Description	Car parking standards
D2 Assembly and Leisure (Cont)	Swimming pools.	1 sp per 22 sq m (1000 sq m threshold)
	Tennis/badminton	4 spaces per court not to exceed 1 space per 22sqm (1000sqm threshold)
	Squash courts	3 spaces per court not to exceed 1 space per 22sqm (1000sqm threshold)
	Ice rinks	1 space per 12sqm gross floor area of rink not to exceed 1 space per 22sqm (1000sqm threshold)
		1 space per 22sqm (1000sqm threshold)
	Fitness centres/sports clubs	
D2 Assembly and Leisure	Ten pin bowling	4 space per lane not to exceed 1 space per 22sqm (1000sqm threshold)
	Indoor bowls	

		4 space per rink not to exceed 1 space per 22sqm (1000sqm threshold)
D2 Assembly and Leisure	Outdoor Sports Grounds	
	with football pitches	20 spaces per pitch
	without football pitches	50 spaces per hectare
D2 Assembly and Leisure	Golf	
	18 hole golf course	100 spaces
	9 hole golf course	60 spaces
	golf driving range	1.5 spaces per tee
	golf course larger than 18 holes and/or for more than local use	To be decided in each case on individual merits
Motor Trade Related	Showroom car sales	3 spaces per 4 employees plus 1 space per 10 cars displayed.
	Vehicle storage	3 spaces per 4 employees plus 2 spaces per showroom space or provision at rate of 10% annual turnover.
	Hire cars	3 spaces per 4 employees plus 1 space per 2 hire cars based at site.
		3 spaces or 75% of total if more than 3 vehicles.
	Ancillary vehicle storage	

Use Class	Description	Car parking standards
	Workshops	3 spaces per 4 employees plus 3 spaces per bay (for waiting and finished vehicles) in addition to repair bays.
	Tyre and Exhaust	3 spaces per 4 employee plus 3 spaces for customers.
		3 spaces per 4 employees plus 3 spaces for customers.
	Part stores/sales	
Motor trade related	Car wash/petrol filling station	3 spaces per 4 employees plus 3 waiting spaces per bay or run in to row of bays (additional parking is required where a shop is provided).
Passenger transport facilities	Rail Stations/bus Stations	To be decided in each case on individual merits.
Sui generis		To be decided in each case on individual merits

Parking for Disabled Motorists

The parking needs of disabled motorists shall be met in full irrespective of location i.e. where the zonal procedure results in on-site parking restraint, there shall be *no* corresponding reduction in disabled spaces. The minimum measurements of a disabled space provided off the highway should be 3.2m in width and 4.8m in length. Disabled spaces provided on the highway must comply with the requirements of Hertfordshire Highways Authority.

Employment generating development	
(1) Up to 200 space car park (demand- based as calculated from above standards).	Individual spaces for each disabled employee plus 2 spaces or 5% of total capacity, whichever is greater.
(2) More than 200 space car park (demand-based as calculated from above standards).	6 spaces plus 2% of total capacity.

Shops/premises to which the public have access/recreation.	
(1) Up to 200 space car park (demand- based as calculated from above standards).	3 spaces or 6% of total capacity whichever is greater.
(2) More than 200 space car park (demand-based as calculated from above standards)	4 spaces plus 4% of total capacity.
Residential	
General	1 space for every dwelling built to mobility standards (such as Lifetime Homes).
Elderly persons dwellings up to 10 spaces (demand-based as calculated from above standards)	3 spaces
More than 10 spaces (demand-based as calculated from above standards).	1 space per 4 spaces

Cycle Parking Standards

Cycle parking standards have been developed for each Use Class. It is recognised that cycle theft deters greater use and thus the type of cycle provision is important. The cycle parking standards differentiate between short and long term requirements. 'Sheffield' stands are satisfactory for short term cycle parking and supervised 'cycle parks' provide better weather and security protection for long term use.

'Full time staff equivalents' is the main parameter used to express long term cycle parking standards as this can be directly related to modal split targets. The long term standards relate to a modal split target of 10% by cycle, but should be adjusted (up or down) locally to accord with local targets and/or those set out in green transport plans. While it is questionable whether realistic estimates of employee numbers will always be possible at the planning application stage, available data on floorspace: worker ratios is inadequate for converting modal split targets to standards based on 'gross floor area' (an alternative parameter).

Use Class	Description	Cycle parking standards
A1 Retail Foodstores	Small food shops up to 500sqm gross floor area	1 short-term space per 150sqm gross floor area plus 1 long-term space per 10

	Food superstores/hypermarkets up to 2,500sqm retail floor area	maximum staff on site at any one time.
A1 Retail Foodstores	Food superstores/hypermarkets exceeding 2,500sqm retail floor area. Food retail parks	 1 short-term space per 250sqm gross floor area plus 1 long-term space per 10 maximum staff on site at any one time.
A1 Non-food retail	Non-food retail warehouses with garden centres. Non-food retail warehouses without garden centres.	1 short-term space per 350sqm gross floor area plus 1 long-term space per 10 maximum staff on site at any one time.
	Garden centres up to 4,000sqm gross floor area	
	Garden centres exceeding 4,000sqm gross floor area.	
	Non-food retail parks where individual land use components are known.	
	Non-food retail parks where individual land use components are not known.	
A2 Financial and professional services	Banks, building societies, estate agencies, betting shops.	1 short-term space per 200sqm gross floor area plus 1 long-term space per 10 full time staff. (Note: A2 offices should be treated as B1 offices).

Use Class	Description	Cycle parking standards
A3 Food and drink	Restaurant/cafes	1 short-term space per 100sqm gross floor area plus 1 long-term space per 10

		maximum staff on site at any one time.
A4 Drinking Establishments	Public houses/bars	1 short-term space per 100sqm gross floor area plus 1 long-term space per 10 maximum staff on site at any one time
A5 Hot Food Takeaways	Hot food takeaway shops (excluding fast food drive thru restaurants)	1 short-term space per 100sqm gross floor area plus 1 long-term space per 10 maximum staff on site at any one time
	Fast food drive thru restaurants	
A5 Hot Food Takeaways	Roadside restaurants	1 long-term space per 10 maximum staff on site at any one time.
	Transport café	
B1 Business	B1 (a) offices B1 (b) research and development,	1 short-term space per 500sqm gross floor area plus
	high-tech/ B1 (c) light industry.	1 long-term space per 10 full time staff
B2 General Industry	General industry	1 short-term space per 500sqm gross floor area plus
		1 long-term space per 10 full time staff
B8 Storage and Distribution	Wholesale distribution, builders merchants, storage	1 long-term space per 10 full time staff
Business Parks	Mixed B1/B2/B8 (unless heavily oriented to B8) for use where	1 short-term space per 500sqm gross floor area plus
	individual land use components are not known.	1 long-term space per 10 full time staff
C1 Hotels and Hostels	Hotels	1 long-term space per 10 beds plus
		1 long-term space per 10 maximum staff on site at any one time

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C3 Residential	Flats	1 space per 2 units
C3 Residential	Elderly person's accommodation.	1 short-term space per 3 units plus 1 long-term space per 5 units
	Retirement dwellings – no warden control, 1 or 2 bedroom (Category 1).	
	Sheltered dwellings – warden control (Category 2)	
D1 Non-residential Institutions	Public halls/places of assembly (excluding D2)	1 short-term space per 200sqm gross floor area plus
	Community/family centres	1 long-term space per 10 staff on duty
	Day centres	
	Places of worship	
D1 Non-residential Institutions	Surgeries and clinics	1 short-term space per consulting room plus 1 long- term space per 10 staff on duty at any one time.
D1 Non-residential Institutions	Libraries, miscellaneous cultural buildings.	1 short-term space per 100sqm gross floor area plus
		1 long-term space per 10 full time staff
D1 Non-residential Institutions	Educational establishments (including residential).	1 long-term space per 10 full time staff plus:
	Schools	a) Primary School:
		1 long-term space per 15 students.
		b) Secondary School:
		1 long-term space per 5 students.

Use Class	Description	Cycle parking standards
D1 Non-residential Institutions	Further education	1 long-term space per 10 full time staff plus 1 long-term space per 5 students
D1 Non-residential Institutions	Nursery schools/playgroups	1 long-term space per 10 full time staff.
D2 Assembly and Leisure	Places of entertainment/leisure parks for use when individual land use components are known.	On merit, depending upon mix of uses.
	Places of entertainment/leisure parks for use when individual land use components are not known.	
D2 Assembly and	Cinemas (including multiplexes)	Cinemas up to 500 seats:
Leisure		1 short-term space per 20 seats plus 1 long-term space per 10 staff on duty at any one time.
		Cinemas over 500 seats:
		25 short-term spaces plus 1 short-term space per 100 seats in excess of 500 plus 1 long-term space per 10 staff on duty at any one time.
D2 Assembly and Leisure	Swimming pools.	1 short-term space per 25sqm
	Tennis/badminton	
	Squash courts	
	Ice rinks	

	Fitness centres/sports clubs Fitness centres/ sports clubs	
D2 Assembly and Leisure	Ten pin bowling Indoor bowls	1 short-term space per 3 lanes or rink plus 1 short-term space per 25 spectator seats plus 1 long-term space per 10 full time staff.
D2 Assembly and Leisure	Outdoor sports grounds with football pitches without football pitches	1 short-term space per 10 players/participants at busiest period

Use Class	Description	Cycle parking standards
D2 Assembly and Leisure	Golf	
	18 hole golf course	10 long-term spaces
	9 hole golf course	5 long-term spaces
	golf driving range	5 short-term spaces per 20/30 tee driving range
	golf course larger than 18 holes and/or for more than local use	Pro rata to the above
Motor trade related	Showroom car sales	1 long-term space per 10 full time staff.
	Vehicle storage	time stan.
	Hire cars	
	Ancillary vehicle storage	
	Workshops	
	Tyre and Exhaust	

	Part stores/sales	
	Car wash/petrol filling station	1 long-term space per 10 full time staff plus
		5 short-term spaces if shop included
Passenger transport facilities	Rail Stations	5 long-term spaces per peak period train
	Bus Stations	2 l/t spaces per 100 peak period passengers

In addition to cycle parking provision it is also expected that shower and changing facilities are provided. If not built in as part of the normal facilities of a building (in schools and hospitals for example), commercial and institutional uses should consider providing a small room where people can change in privacy. Experience shows that such a facility will not only be used by cyclists, but other staff engaged in exercise activity during lunch breaks or after hours. It need not be looked on as a burden.

For commercial and institutional uses, shower and changing facilities should be provided at a minimum rate of 1 locker per 10 persons and 1 shower cubicle per 50 persons.

Proposals for a reasonable level of provision for fewer personnel will be assessed on their merits according to the location, use and travel needs of the personnel.

Electric Vehicle Standards

Electric vehicles are a sustainable mode of transport that contribute to a reduction in vehicle emissions. An electric vehicle is considered any road vehicle with a battery that is intended to be charged from mains electricity. National policy supports the provision of electric vehicle recharging infrastructure with new development. Electrical vehicle standards have been developed for each Use Class, with a distinction between active provision and passive provision.

Active provision: an actual socket connected to the electrical supply system that vehicle owners can plug their vehicle into.

Passive provision: the network of cables and power supply necessary so that at a future date a socket can be added easily.

Use Class	Description	Electric vehicle parking standards
A1 Retail Foodstores	Small food shops up to 500sqm gross floor area	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.

	Food superstores/hypermarkets up to 2,500sqm retail floor area	
A1 Retail Foodstores	Food superstores/hypermarkets exceeding 2,500sqm retail floor area.	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Food retail parks	
A1 Non-food retail	Non-food retail warehouses with garden centres.	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Non-food retail warehouses without garden centres.	
	Garden centres up to 4,000sqm gross floor area	
	Garden centres exceeding 4,000sqm gross floor area.	
	Non-food retail parks where individual land use components are known.	
	Non-food retail parks where individual land use components are not known.	
A2 Financial and professional services	Banks, building societies, estate agencies, betting shops.	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.

Use Class	Description	Electric vehicle parking standards
A3 Food and drink	Restaurant/cafes	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
A4 Drinking Establishments	Public houses/bars	20% of all spaces to be active provision, a further 20% of

		spaces to be passive provision.
A5 Hot Food Takeaways	Hot food takeaway shops (excluding fast food drive thru restaurants)	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Fast food drive thru restaurants	
A5 Hot Food Takeaways	Roadside restaurants	20% of all spaces to be active provision, a further 20% of spaces to be passive
	Transport café	provision.
B1 Business	B1 (a) offices B1 (b) research and development, high-tech/ B1 (c) light industry.	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
B2 General Industry	General industry	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
B8 Storage and Distribution	Wholesale distribution, builders merchants, storage	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
Business Parks	Mixed B1/B2/B8 (unless heavily oriented to B8) for use where individual land use components are not known.	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
C1 Hotels and Hostels	Hotels	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
C1 Hotels and hostels	Hostels Small (single parent or couple with no children)	20% of all spaces to be active provision, a further 30% of spaces to be passive provision.
	Family (2 adults and 2 children)	

C2 Residential institutions	Institutions/homes with care staff on premises at all times (excluding nursing homes, hospitals, residential schools, colleges or training centres). Elderly persons residential and nursing homes. Hospitals	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
Use Class	Description	Electric vehicle parking standards
C2 Residential institutions	Education – halls of residence.	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
C3 Residential	1 bedroom dwellings	20% of all spaces to be active provision, the remaining 80% to be passive provision; Houses to have 1 charging
	2 bedroom dwellings	point per house.
	3 bedroom dwellings	
	4 or more bedroom dwellings	
	Houses in multiple occupation (i.e. separate households sharing facilities)	
C3 Residential	Elderly person's accommodation.	20% of all spaces to be active provision, the remaining 80% to be passive provision.
	Retirement dwellings – no warden control, 1 or 2 bedroom (Category 1).	
	Sheltered dwellings – warden control (Category 2)	

D1 Non-residential Institutions	Public halls/places of assembly (excluding D2) Community/family centres Day centres	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Places of worship	
D1 Non-residential Institutions	Surgeries and clinics	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
D1 Non-residential Institutions	Libraries, miscellaneous cultural buildings.	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
D1 Non-residential Institutions	Educational establishments (including residential). Schools	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
Use Class	Description	Electric vehicle parking standards
D1 Non-residential Institutions	Further education	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
D1 Non-residential Institutions	Nursery schools/playgroups	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
D2 Assembly and Leisure	Places of entertainment/leisure parks for use when individual land use components are known. Places of entertainment/leisure	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	parks for use when individual land use components are not known.	

D2 Assembly and Leisure	Cinemas (including multiplexes)	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
D2 Assembly and Leisure	Swimming pools. Tennis/badminton	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Squash courts	
	Ice rinks	
	Fitness centres/sports clubs	
	Fitness centres/ sports clubs	
D2 Assembly and	Ten pin bowling	20% of all spaces to be active
Leisure	Indoor bowls	provision, a further 20% of spaces to be passive provision.
D2 Assembly and Leisure	Outdoor sports grounds with football pitches without football pitches	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.

Use Class	Description	Electric vehicle parking standards
D2 Assembly and Leisure	Golf	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
Motor trade related	Showroom car sales Vehicle storage Hire cars Ancillary vehicle storage	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Workshops	

	Tyre and Exhaust Part stores/sales	
	Car wash/petrol filling station	
Passenger transport facilities	Rail Stations	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.
	Bus Stations	20% of all spaces to be active provision, a further 20% of spaces to be passive provision.

Powered Two-Wheeler Parking Standards

Motorcycles comprise around 3% of all registered vehicles, and recent large increases in sales of mopeds and other commuter machines have resulted in further demand on existing motorcycle parking places, with indications that this trend will continue. As a guide, local authorities should set aside around 4% of the total stock of publicly accessible motor vehicle parking space for motorcycle use. Local authorities should also take steps to ensure that workplaces, new developments, and other parking not under their direct control, includes sufficient provision to ensure pressure is not simply concentrated on local authority provision. Powered two wheeler parking should therefore be provided at approximately five per cent of the amount of car parking to be provided on a site. Each use needs to be considered on its merits.