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Date:

Dear Resident/Business,

Important Information

Proposed Introduction of Controlled Parking Zone (CPZ)

You may recall the previous informal consultation in 2015 on proposals to introduce parking controls in your area. The results of this consultation were inconclusive so a decision was taken to re-consult at a later date on all roads north of the railway line.

The council did introduce the CPZ south of the railway line (Guildhall North) after successful consultation with local residents and businesses. The scheme has removed the long-term commuter and office-worker parking from residential roads within this area and has helped considerably to improve road safety by protecting sight lines and property accesses.

Officers have continued to receive many representations from residents north of the railway line about long-term parking problems and obstructive parking. To gauge the support for parking controls, the council's Cabinet Member for Transport has agreed to re-consult you on CPZ proposals for your street.

As a resident or business of this area, you are requested to indicate on the attached questionnaire whether you would like your road included in the proposed CPZ.

We would urge you to complete the enclosed questionnaire, even if you do not own a vehicle, as parking could affect your visitors and we would like the views of enough people to obtain an accurate and conclusive result. Please return the completed questionnaire by **20th April 2018**. The final decision rests with Cabinet Member for Transport.

Types of CPZs

All-Day Zones

This type of zone operates most of the day (usually between 8am and 6pm), generally Monday to Sunday. Bays are usually 'shared-use' which means both permit holders and non-permit holders can use them. Non-permit holders are restricted to a maximum stay, generally one or two hours. This type of control works well in busy areas with a high demand for parking throughout the day.

The Guildhall North scheme is an example of this type of CPZ.

Two-Hour Zones

These zones operate for two hours a day, usually between 9am and 11am, Monday to Friday. They are designed specifically to deter commuters. They allow others to park without restriction outside the two hours specified. Such controls have a limited effect in reducing parking in areas close to amenities where visitors park for varying periods throughout the day. Shared-use parking bays are not available for this type of zone, so residents and their visitors must have valid permits for their vehicles during the hours of control.

The Folkestone West CPZ is an example of a two-hour zone.

A brief summary of how the CPZ will operate in your road is provided below:

- All kerbside space will be controlled during the operational hours indicated on the signs. Please indicate your preferred CPZ when completing the questionnaire. The decision on this will be based on the responses received.
- Yellow lines will be introduced at junctions, bends and pinch points where parking is not allowed.
- The holder of a resident or business permit will be allowed to park in the 'shared use' and/or 'permit holder' areas during the operational hours with no time limit. Residents may purchase visitor permits for their visitors. Permit charges are shown in the table below.
- Permit holders will only be entitled to park in any of the streets within this zone as shown in the enclosed plan. Similarly, permit holders from other zones will not be entitled to park in this zone. The zoning helps to manage local demand for parking.
- The CPZ is intended to protect parking for local residents during the scheme's operational hours, but cannot guarantee a parking space close to your property.

How will the permits work?

If you own a car or a van and plan to park on the street during the operational hours of the proposed parking zone, you will need a permit. Similarly, you will need to buy visitor permits if people visit you by car and you want them to be able to park in a parking space near to your home. If you do not need to park on-street you will not need a permit.

Resident Permits - Permits will be issued only to residents whose vehicles are registered at the address within the proposed zone. Residents will be entitled to up to two permits per household.

Resident Visitor Permits - Residents will be able to purchase visitor permits for their visitors online. It is not necessary to hold a resident permit to purchase visitor permits. The number of visitor permits residents could purchase will be limited to 50 a year to prevent abuse such as sales to non-residents. However, this number can be increased in exceptional circumstances.

Business Permits - Businesses based within the CPZ may purchase permits for vehicles essential to the operation of the business (e.g. delivery vehicles). They will not be issued for the purpose of commuting to work.

Health and Care Workers Permits - Residents are eligible to apply for a Special Permit if they receive regular visits from care or other support service organisations, for example, home helps and carers. This permit is free.

Tradesperson's Permits - Builders and other tradespersons can use residents' visitor permits to allow vehicles to park close to their client's homes while work is being carried out. Tradesmen can also buy parking waivers directly from the council.

Blue Badge Holders - The normal exemptions for blue badge holders would apply on yellow lines. Vehicles displaying a disabled person's blue badge would be permitted to park on shared use and permit holder spaces without a permit.

Shared Permit - If you have off-street parking for one vehicle and your household/business has more than one vehicle, it may be possible to be issued with a shared permit that will cover other vehicles. The permit will cover the registration numbers of the vehicles but will allow only one vehicle to park on-street at any one time during the hours of control.

Controlled Parking Zone Permit Charge

<i>Type of permit</i>	<i>Cost</i>
Resident permit	£30 per year
Additional Resident permit	£30 per year
Shared Resident permit	£30 per year
Business permit	£60 per year
Replacement permit	£5.20
Special permit (Health and Care Workers)	Free
Resident Visitor permits (Maximum 50 permits)	£5.20 for 5 sessions

WHAT HAPPENS NEXT?

Whatever your views, we want to hear from you. Please complete the questionnaire and return it in the freepost envelope provided by **20th April 2018**. No stamp is needed.

The results of this consultation will be reported to the Cabinet Member for Transport. If there is support for a scheme and it is decided to go ahead, we will then design the details based around solving the issues you have told us about. Officers will then proceed with a statutory consultation on the detailed design of the scheme.

Answers to frequently asked questions are shown on the next page. However, if you require any further clarification, please email tro.consultation@shepway.gov.uk

Yours faithfully,

Frederick Miller
Transportation Manager

FREQUENTLY ASKED QUESTIONS

Q. Why must I buy a permit to park in my own road?

A. The new parking scheme will make it easier for you to park, but the scheme will cost money to set up, run and enforce. Therefore a small charge needs to be made to cover the running costs of the proposed system.

Q. I pay Council Tax and road tax, why do I have to pay for a parking permit as well?

A. Council tax and road tax contribute towards services that are available to the entire population such as education, social services and highway maintenance. Controlled parking schemes only affect a small area. By law, the costs need to be met by the scheme itself through sales of permits.

Q. I am a business owner. Are my staff allowed a business parking permit?

A. No. The business permit aims to make parking easier for rate-paying business owners who require a vehicle for operational reasons. It is not meant to provide subsidised parking for employees.

Q. Will owning a parking permit guarantee me a space outside my home?

A. No. A controlled parking scheme on the public highway cannot reserve specific spaces for individual users and therefore we cannot guarantee a particular parking space. However, by preventing long-stay parking by non-residents in your area, a CPZ makes it much more likely that residents are able to find parking spaces near to their homes.

Q. Will the scheme make it easier to park at night?

A. No. Problems at night occur in areas where some households own more than one vehicle, off-street parking is limited, and there is not enough space for the number of cars. What a CPZ will do is prevent commuter and long-stay parking and so increase the number of spaces for residents and businesses during the hours of operation.

Q. I have a crossover (a driveway crossing the pavement) and at the moment I park over it. Will I still be able to do this?

A. Yes. You can continue to do so with a valid parking permit.

Q. Can my visitors park in the controlled parking zone?

A. You will be able to buy resident's visitor permits online (or by other means) to enable your visitors to park in both the 'shared use' and 'permit only' spaces. Visitors will also be able to park without a permit in shared use bays for up to the maximum period indicated on the signs.

Q. What about tradesmen, engineers or builders working at my home?

A. A maintenance engineer or builder undertaking a call would be able to use a resident's visitor permit to park in a 'shared use' or 'permit only' space. Special arrangements may be possible when long-term building works are being undertaken.

Q. What about deliveries?

A. Provided no obstruction is caused, legitimate delivery vehicles will be able to park without a permit for as long as necessary in permit spaces or on yellow lines while

loading or unloading provided there are no loading restrictions in place at that location.

Q. We don't have a parking problem so why include my road?

A. If we introduced a parking scheme to a busy road, many people will park further out -perhaps in your road if they can park there for free. So it may be in your interest to be part of the zone rather than just sit outside it - but of course, this is a matter for you to consider.

Q. Yellow lines give us less room to park. Why have them?

A. We will only install yellow lines where parked vehicles would cause danger or obstruct other motorists or pedestrians using the highway. We put yellow lines only where they are absolutely necessary.

Q. Do we have to have signs, posts and lines?

A. To enable a CPZ to be enforced, it is necessary to install road markings and signs in some roads. However, we are very conscious of the appearance of the street scene so we try to keep signage to an absolute minimum. We also try to locate signs in places that minimise the visual impact from properties.

Q. What about outside the hours of operation?

A. Outside the operational hours of the zone, no restrictions apply and parking in permit areas is not controlled or restricted. The single yellow line controls will not apply either, so you may park your vehicle on them subject to the Highway Code. The only exception is where double yellow lines exist, which prevent parking at all times.

Q. Why is there a choice of type of CPZ in the consultation?

A. The idea is to have controls in place for the minimal amount of time (to cause least disruption for residents and their visitors) but for long enough to prevent commuters from using your road as a free car park. We are seeking your view on where the right balance lies.

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Controlled Parking Zone Questionnaire

Please complete the questionnaire and return it by post in the prepaid envelope (no stamp is required) to reach us by **20th April 2018**. Your views are important to us!

Address:.....

.....

..... Post Code:.....

Q1 Are you a:

Resident

☐

Business

☐

Q2 Would you like to see your road included in the proposed CPZ?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
No preference	<input type="checkbox"/>

Only answer Q3 if you said 'no' or 'no preference' to Q2

Q3 If parking controls were introduced in the road next to yours, would you then want your road to be included?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
No preference	<input type="checkbox"/>

Q4 If you support the introduction of parking controls, which type of CPZ do you feel would be most appropriate?

Two-hour controls	<input type="checkbox"/>
All- day controls	<input type="checkbox"/>

Q5 On which days do you think parking controls should operate?

Monday to Friday	<input type="checkbox"/>
Monday to Saturday	<input type="checkbox"/>
Monday to Sunday	<input type="checkbox"/>

Q6. Do you own or keep a vehicle at your residence?

Yes ☐

No ☐

If yes, how many are kept and used at your residence by you and any other occupants?

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Please add any further comments you wish to make regarding parking:

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Thank you for taking your time to complete this questionnaire. Please place in the enclosed pre-paid envelope and return no later than 20th April 2018.