

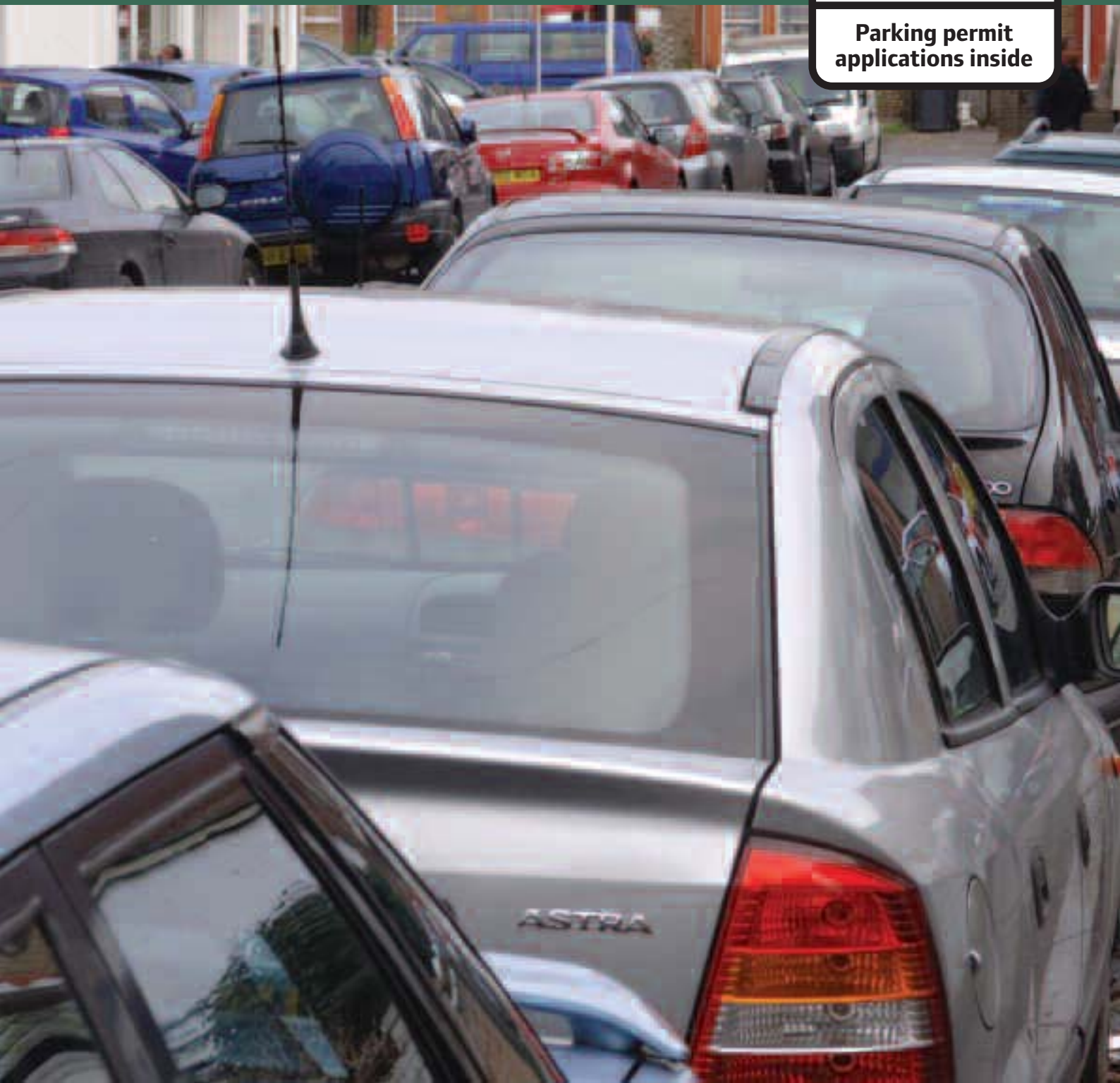


improving your streets

Hither Green East
Controlled Parking Zone (CPZ)



**Parking permit
applications inside**



The Hither Green East Controlled Parking Zone (CPZ) – how the scheme works

This leaflet explains how the scheme will work and includes application forms for parking permits.

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The CPZ will operate Monday to Friday between 9am and 7pm

How the Hither Green East CPZ works

There will be three main types of parking bays:

- 1 The first are resident-only bays, for vehicles of residents and their visitors displaying a valid resident's permit or visitor's permit.
- 2 The second are shared-use bays for vehicles with resident, visitor or business permits or for pay-and-display parking.
- 3 Pay and display

During the hours of operation of the CPZ, vehicles parked on yellow lines or in a parking bay without displaying the correct permit or valid pay-and-display ticket are likely to be issued with a penalty charge notice. Outside the hours of operation of the CPZ, parking is not restricted in parking bays or single yellow lines unless specifically indicated by time plates. However, parking should not take place where it would cause an obstruction or inconvenience to pedestrians or other road-users.

How to get your permit

Please fill out the appropriate application form and either take it or send it to:

Lewisham Parking Shop
2 Rennell Street
Lewisham
London SE13 7HD

You can also apply for a permit at Catford AccessPoint (Ground Floor, Laurence House, Catford Road). We will then pass your application to the Lewisham Parking Shop and they will post your permit to you.

Please ensure you supply good photocopies of the relevant documents required for verification and the correct payment (see application forms pages 7 to 11 for details). Cheques should be made payable to 'The London Borough of Lewisham'. Please do not send cash in the post.

If you require further information please phone:
0845 218 5248.



Types of permit available

Residents' parking permits

These are vehicle-specific (cars, light vans etc.) and are available to residents living within the CPZ area. The current cost is £60 per vehicle per year. Resident blue badge holders who have the use of a car registered at their address within the CPZ area will be issued with a free resident's permit. To obtain a resident's permit, certain documentation must be provided (see application form enclosed). The permit allows the resident to park in resident-only and shared-use bays but does not guarantee space availability. Resident's parking permits will not be valid in other CPZs in the borough. These permits are not issued for vehicles larger than a Ford Transit type vehicle. An application form for a resident's permit is included in the leaflet. The form may be photocopied.

Business parking permits

These are vehicle specific and currently cost £300 per vehicle for one year and are available to any business located within the CPZ area. The permit allows the holder to park in any shared-use bay within the Hither Green East CPZ but will not be valid in any other CPZs in the borough. An application form for the business permit is enclosed. The form may be photocopied.

Carers' parking permits

These are for residents who are non-permit holders, live alone and require constant help and care. To be eligible for this permit a letter from the resident's doctor is required stating that the resident regularly receives help in their home. These permits currently cost £60 per year and can be used for parking in resident-only bays or permit-holder bays for a period of 4 hours maximum stay. These permits are not vehicle specific and can be transferred between carers' vehicles as required. They can also be used by any carer whether professional, family or friend. If they are lost or stolen they will not be replaced.

Visitors' parking permits

These allow visitors to park in the designated residents' permit-holder bays and shared-use parking bays.

These can be obtained in person or by post from:

Lewisham Parking Shop
2 Rennell Street
Lewisham
London SE13 7HD

or by phoning **0845 218 5248**

or in person from **Catford AccessPoint**
(Ground Floor, Laurence House, Catford Road).

Visitors' permits are only sold to residents and can be purchased in advance – they come in 'scratch card' format for use when required. They are currently available as follows:

Half-day/five-hour permits

Cost £1.70. Visitors can park for up to 5 hours. You can display two of these permits for a full day of parking. There is no limit to the number of these that can be purchased.

Daily permits

Cost £2.80. Visitors can park for the whole day during the operational hours of the CPZ. There is no limit to the number of these that can be purchased.

Weekly permits

Cost £8. These allow parking for seven consecutive days. The maximum allowance of weekly visitor permits is 12 per household per year.

Pay-and-display parking (permit holders or pay-and-display)

These bays will be provided for either permit holders or pay-and-display parking at a cost of £1 per hour, and where allowed, £5 for all-day parking. Please refer to the plan on page 5 for locations of these bays.

Disabled people's parking

Lewisham issues blue badges for disabled people and applies the national criteria for their use. Disabled drivers parking within a CPZ require a resident's permit (or visitor's permit) to park in a resident-only parking bay. If you are a blue badge holder you are entitled to a free resident's permit for the zone in which you live, and normal rules for using that permit will apply.

Blue badge holders can park in shared-use bays or in pay-and-display bays for an unlimited time at no charge. Blue badge holders are not allowed to park in resident-only bays without displaying a valid resident's permit or visitor permit. In certain safe circumstances, blue badge holders can park on yellow lines for up to three hours, providing that they are not causing an obstruction.

Motorcycle parking

Motorcyclists can park free of charge in most parking bays, as long as they park at a right angle to the kerb.



Enforcement

To ensure that the scheme works properly, the area will be patrolled by parking attendants. At present the Council employs National Car Parks (NCP) to undertake this work. Where abuse of parking places or yellow lines occurs, the parking attendant will issue a penalty charge notice.

Enforcement of the zone will not apply on bank holidays.

Suspension of parking bays

In certain circumstances a parking bay may be suspended by the Council to allow for building operations, domestic removals or other special events. Charges will normally be made for the suspension of bays. Vehicles should not park in a suspended bay or a penalty charge notice will be issued.

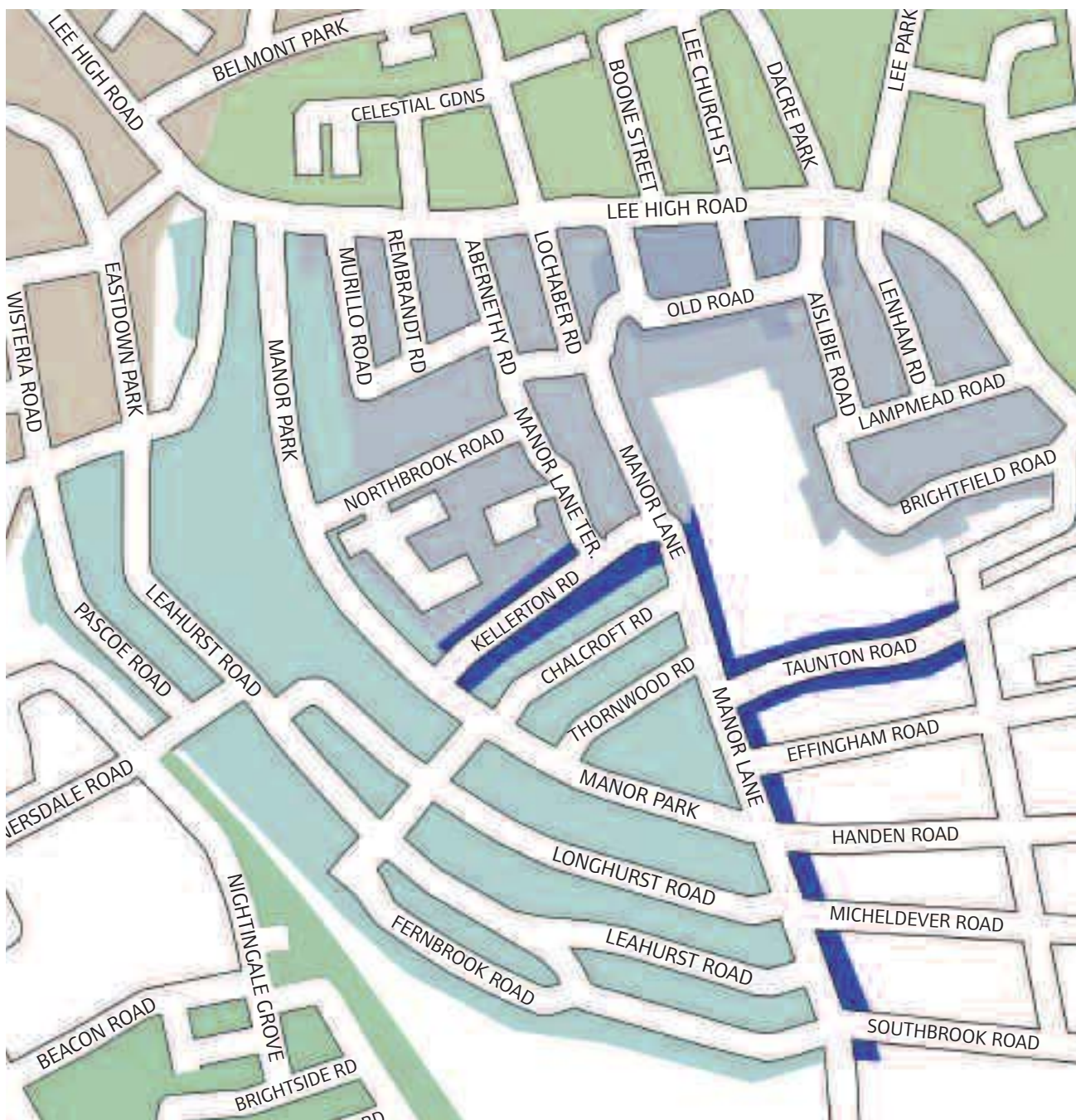
Loading and unloading

You may load/unload your vehicle for a maximum period of 20 minutes from any parking bay or yellow line within the CPZ when delivering or collecting goods, unless the bay is suspended or loading restrictions apply. No vehicle should be parked in a dangerous or obstructive manner. Loading/unloading must be observed to be taking place. A vehicle left unattended is not considered to be loading/unloading.

CPZ review

Once the CPZ has been operating for about one year a review will be carried out to gauge its success. At this time any problems found will be investigated and where possible improvements carried out.

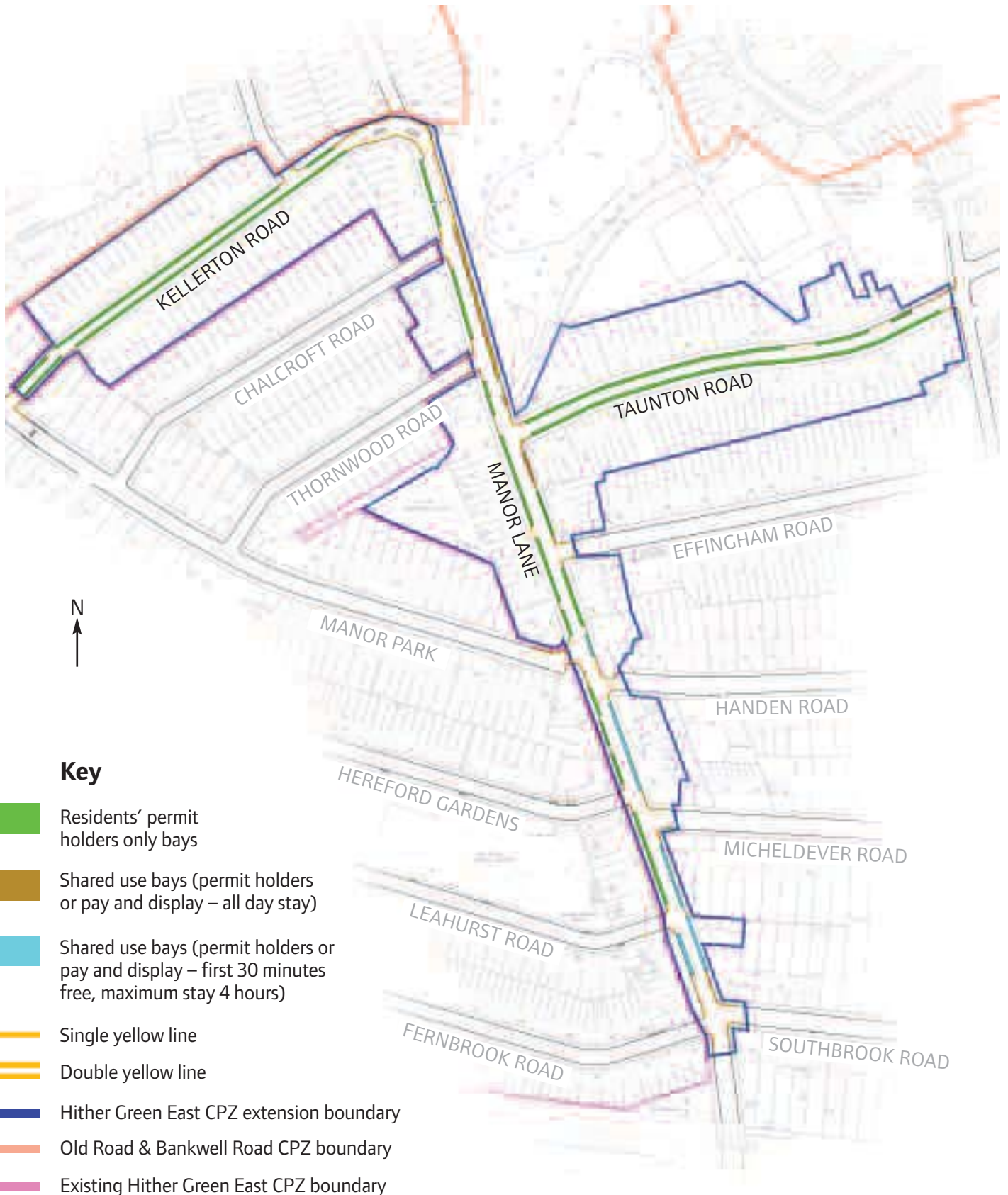
Location of the Hither Green East Controlled Parking Zone (CPZ) extension



- Hither Green East CPZ extension
- Old Road and Bankwell Road CPZ extension
- Old Road and Bankwell Road CPZ
- Hither Green East CPZ
- Hither Green West CPZ
- Blackheath CPZ
- Lewisham CPZ



Hither Green East Controlled Parking Zone (CPZ) extension





Application for resident's parking permit Page 7

Application for business parking permit Page 9

Application for carer's parking permit Page 11

Please note that permits will not be issued unless accompanied by the correct documentation.

You can also pay for your permit and have the relevant documents checked at Catford AccessPoint (Laurence House, Catford Road). The permit is then posted to you within a few days. Visitors' parking permits can also be bought directly from Catford AccessPoint.

Hither Green East CPZ (Zone P)

Application for resident's parking permit



Please write clearly and in BLOCK CAPITALS

Your details

Surname	First name(s)
Address	
	Post code
Daytime telephone number	

Vehicle registration number

Blue badge holder

If you are a blue badge holder, are you registered at the above address? Yes No

Please note that the information you supply will be verified by the relevant authority.

Name of blue badge holder	Serial number
Issuing authority	Expiry date

Documentary evidence required

1. A photocopy of your current council tax bill or payment book.
2. A photocopy of the registration document (V5) – registered at the current address and in the applicant's name.
3. **If a company car:** a letter from the company and proof of vehicle ownership or hire/lease agreement.
4. **If a blue badge holder:** a photocopy of the valid blue badge.

If your landlord pays council tax, please supply a letter from landlord and photocopies of your landlord's council tax bill, tenancy agreement and applicant's vehicle registration document.

Rates (please tick box as appropriate)

	Standard	Disabled
3 months	£24 <input type="checkbox"/>	N/A
12 months	£60 <input type="checkbox"/>	Free <input type="checkbox"/>

Method of payment (please tick box as appropriate)

Cash Cheque Credit/debit card Postal order

Credit/Debit card details

Card holder name	Issue no.
Card number	Expiry date
Signature	Date

Please fill out and either take it or send it to:

Lewisham Parking Shop
2 Rennell Street
Lewisham, London SE13 7HD

Please ensure you supply good photocopies of the relevant documents required for verification and the correct payment details. Cheques should be made payable to 'The London Borough of Lewisham'. Please do not send cash in the post.

Parking Shop opening times: Mon-Wed and Fri 7am-7pm. Thursday 7am-8pm. Saturday 8.30am-6.30pm.

Hither Green East CPZ (Zone P)

Application for business parking permit



Please write clearly and in BLOCK CAPITALS

Your details

Surname _____ First name(s) _____

Address _____

Post code _____

Daytime telephone number _____

Vehicle registration number

Documentary evidence required

1. Letter on company headed paper confirming that the applicant works for the company.

Rates (please tick box as appropriate)

6 months £165

12 months £300

Method of payment (please tick box as appropriate)

Cash Cheque Credit/debit card Postal order

Credit/Debit card details

Card holder name _____ Issue no. _____

Card number _____ Expiry date _____

Signature _____ Date _____

Please fill out and either take it or send it to:

Lewisham Parking Shop
2 Rennell Street
Lewisham, London SE13 7HD

Please ensure you supply good photocopies of the relevant documents required for verification and the correct payment details. Cheques should be made payable to 'The London Borough of Lewisham'. Please do not send cash in the post.

Parking Shop opening times: Mon-Wed and Fri 7am-7pm. Thursday 7am-8pm. Saturday 8.30am-6.30pm.

Hither Green East CPZ (Zone P)

Application for carer's parking permit



Please write clearly and in BLOCK CAPITALS

Your details

Surname	First name(s)
Address	
	Post code
Daytime telephone number	

Documentary evidence required

1. Current council tax bill or payment book.
2. Letter from doctor confirming your dependency on carer.

Rates (please tick box as appropriate)

3 months	£24	<input type="checkbox"/>
12 months	£60	<input type="checkbox"/>

Method of payment (please tick box as appropriate)

Cash Cheque Credit/debit card Postal order

Credit/Debit card details

Card holder name	Issue no.
Card number	Expiry date
Signature	Date

Please fill out and either take it or send it to:

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2 Rennell Street
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