

Parking management regulations

Controlled parking areas can be implemented using a mixture of the following kerb-space management regulations.

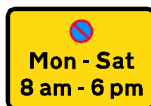
Double yellow lines (DYLs)

DYLs are installed only where it is inappropriate for vehicles to be left at any time day or night. This is typically at the corners of junctions or on bends where visibility is poor because of inappropriately parked vehicles or the manoeuvrability of larger vehicles is restricted or a way through is not possible.

Access for emergency service, waste collection and delivery vehicles has been a problem so DYLs can help to ensure a way through is clear.

Single yellow lines (SYLs)

SYLs are installed where streets are too narrow to accommodate vehicles parking on both sides of the road. Existing examples are observed where cars are left with at least two wheels on the pavement, which usually leaves the road clear for vehicles, but prevents pedestrians travelling freely on the pavement. Pavement parking is especially problematic for pedestrians with young children in push-chairs and disabled people such as blind people and wheel-chair users.

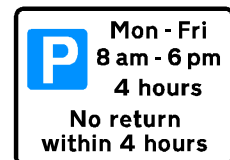


SYL timings vary, but the most commonly proposed are Mondays to Fridays 11 a.m. and noon and Mondays to Saturdays 8 a.m. to 6 p.m. Both types of SYLs prevent all day parking by non-residents, but provide parking options for on-street parking during the daytime and overnight by residents and their visitors with consideration to other highway users.

Limited waiting bays

Waiting bays allow drivers to park their cars free of charge in accordance with the times detailed on the signs.

Operation times can vary as can the duration of stay and these are installed predominantly for visitors to residents and local businesses.



Resident permit parking bays (RPPBs)



RPPBs prioritise on-street car parking for residents (without driveways) and their visitors. RPPBs may be used by Resident Permit holders, Visitor Permit holders (scratch-cards) and trades people with a Dispensation Certificate. There are different zone codes and so residents must ensure the bay parked in matches the zone code on their permit.

The proposed operation times vary and residents may not need a permit if their cars are not left on-street during these times e.g. the cars are driven to work.

How do permit schemes work?

General

- A permit is issued for use with one vehicle only and the permit displays the vehicle registration number it can be used for and the parking zone or road name in which it can be used.
- Permits may be obtained for passenger motor vehicles and goods vehicles having a gross weight not exceeding 3500kg. Permits are not required for motorcycles and scooters.
- Proof of vehicle ownership is required at the time of application for a permit. The vehicle's registration document (V5) is accepted as proof, and for Resident Permits the Registered Keeper must detail the resident's address.
- Council Tax addresses are required for some permit applications and the Council Tax statement for the application year must be provided.
- Valid permits must be displayed on the windscreen so that permit information is legible from outside the vehicle when parked in a designated parking bay in the permitted zone during the time of parking bay operation.
- Failure to display a permit as required during the time of parking bay operation will result in the issue of a penalty charge notice (PCN).
- Permits will be valid from the date of purchase, but charged from the 1st of the month and surrendered permits will be refunded on full months remaining minus a £15 administration fee.
- Permits will be sent to the applicants address by first class post, but the Council does not accept responsibility for permits or applications lost in the post. Therefore, residents may collect permits from the Civic Centre with proof of address or submit applications with the necessary documents in person.
- The Council will send permit holders renewal notices twenty-one days before the renewal date. It is the permit holder's responsibility to confirm that the renewal is required and the relevant information must be received by the Council at least five working days before the renewal date.
- Lost or stolen permits can be replaced upon receipt of a £15 administration fee.

Resident Permit

- Residents are entitled to apply for one parking permit for the zone in which they live, unless they have off-street parking provision. (Multiple permit issue per household may occur at a later date if there is sufficient on-street space to accommodate additional permit holder vehicles.)
- A charge of £50 is payable upon application and annually thereafter.
- Proof of residency is required at the time of application and the documents accepted as proof are:
 - the current year Council Tax address (automated verification); or
 - a tenancy or mortgage agreement.
- Proof of vehicle ownership is required at the time of application and the documents accepted as proof are:
 - the vehicle's registration document (V5) registered at the resident's address; or
 - a letter from the employer for company cars detailing the resident's address; or
 - the lease agreement detailing the resident's address for lease cars.
- Blue badge holder residents with disabled persons parking bays (DPPBs) within CPZs will need to purchase a Resident Permit. A parking bay with a unique code will be allocated.
- Resident Permits older than eight months are deemed to have no refund value.

Visitor Permit

- All residents within permit parking areas can obtain daily permits for their visitors. The permits are 'scratch-cards' validated by scratching out the relevant information and writing in the vehicle registration number and zone for which it is to be used. The Visitor Permit allows visitors to park in designated resident permit parking bays for up to one day.
- Visitor Permits can be purchased in books of five at £5 per book and residents may purchase up to five books per month.

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- Proof of residency is required at the time of application and the documents accepted as proof are:
 - the current year Council Tax address; or
 - a tenancy or mortgage agreement.

Temporary Permit

- Residents may apply for up to four Temporary Permits per year for the zone in which they live and each Temporary Permit may be valid for up to four weeks.
- The purpose of a Temporary Permit is to allow household vehicles without a Resident Permit to be left in designated permit parking bays whilst residents are away from home for a period of more than one day when it is not possible to replace expired visitor permits.
- A Temporary Permit may be purchased in lieu of Visitor Permit allocation at a cost of £1 per day plus a £5 administration fee.
- Residency must be proved to buy a Temporary Permit. This will be checked automatically if the applicant is a Resident Permit holder, otherwise residents without a Resident Permit will need to prove residency.
- Proof of residency is required at the time of application and the documents accepted as proof are:
 - the current year Council Tax address; or
 - a tenancy or mortgage agreement.
- Proof of vehicle ownership is required in the form of the vehicle's registration document (V5) which must detail the resident's address as the Registered Keeper.

Exemption permits

- Residents living in 'non-permit' parking zones are entitled to apply for one Exemption Permit for the zone in which they live.
- The purpose of an Exemption Permit is to allow a household vehicle to be left on a designated parking control such as a single yellow line at a designated point if no off-street parking provision is available at the property and there are no alternative reasonable on street options for a vehicle to be parked.
- A charge of £50 is payable upon application and annually thereafter.
- Proof of residency is required at the time of application and the documents accepted as proof are:
 - the current year Council Tax address; or
 - a tenancy or mortgage agreement.
- Proof of vehicle ownership is required at the time of application and the documents accepted as proof are:
 - the vehicle's registration document (V5) registered at the resident's address; or
 - a letter from the employer for company cars detailing the resident's address; or
 - the lease agreement detailing the resident's address for lease cars.
- Exemption Permits older than eight months are deemed to have no refund value.

Season Permit

- Non-zone residents (commuters) are entitled to apply for a Season Permit to enable parking in specific bays within a zone.
- There are a finite number of parking spaces for Season Permit holders and only one Season Permit per household will be issued
- Permit issue will be on a first come first served.
- Application forms must be completed and submitted Dartford Borough Council
- Season permits are valid for three and six months and a charge of £60 per month is payable upon application.
- Once a Season Permit is secured, permits may be renewed on an on-going basis. Permit renewals must be completed no later than fourteen days before the expiration date and once a

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Season Permit has expired, holders forfeit their right to renewal and must join the waiting list (if one exists) for the preferred area of parking.

- Season Permits with one complete month to run may be surrendered for refund, but a £15 administration fee will be deducted.

Dispensation Certificates (Trade service providers)

- Trades people may apply for a dispensation certificate for the zone or street in which work will be undertaken.
- The purpose of a Dispensation Certificate is to allow a trades persons' vehicle to be left on a designated parking control whilst completing work on a property.
- A Dispensation Certificate may be purchased at a cost of £10 per day *or* £20 per week.

Change of vehicle

- A temporary permit will be issued upon receipt of the Resident Permit with the old registration number on it and a 'Change of Vehicle' form. The two month validity covers the time it takes for the DVLA to re-issue the Vehicle Registration Document with the new keeper's details.
- It is the responsibility of the owner to ensure the submission of the new Vehicle Registration Document to the Council before the temporary permit expires and upon receipt by the Council, a new Resident Permit will be issued.
- Residents must ensure that a stock of Visitor Permits is available to cover any Change of Vehicle application process.
- Blue badge holders must display their blue badge alongside a validated Visitor Permit.

Who enforces the parking schemes?

Enforcement of parking regulations in the borough is undertaken by Dartford Borough Council's Civil Enforcement Officers (CEOs). All parking regulations are patrolled on a regular basis and vehicles found to be parking in contravention of parking regulations are issued with a Penalty Charge Notice (PCN). PCNs are £70 or £50 depending on the regulation being contravened, but 50% discounts apply if paid not later than the last day of 14 days beginning with the date on which the PCN was served.