

Our ref: 1039_L_240908_St Margarets South CPZ Extension Business App Form Letter

24 September 2008

Dear Manager / Proprietor

St Margarets South controlled parking zone extension (CPZ, Zone S)

I am writing to advise you that the St Margarets South CPZ is to be extended to Bridge Road and Winchester Road. The extension will be implemented by Friday 17 October 2008, weather permitting. The zone will operate **10am to 4.30pm, Monday to Friday**.

Parking areas will be designated in the CPZ for resident permit holders, business permit holders, and visitors (Pay & Display / parking voucher). If you park your vehicle(s) in the CPZ during the hours of operation, you will need to display a valid parking permit.

The zone will come into operation from Monday 20 October 2008 although full enforcement will not commence until Monday 3 November 2008. During the period Monday 20 October to Friday 31 October warning notices will be issued to illegally parked vehicles.

Businesses can apply for business parking permits for their vehicle(s). These permits will be valid in the following parking areas:

- "Permit Holders Only" parking areas (Resident/Business Permit Holders)
- "Permit Holders Only / Pay & Display / Voucher" parking areas

All business permits obtained as of October will be dated from 1 November 2008 **but will be valid for use** from 20 October 2008.

Where parking areas are not designated within the zone, yellow lines (waiting restrictions) will be in place. These comprise single and double yellow lines. Waiting is not permitted on the double yellow lines at any time. Waiting is not permitted on the single yellow lines between 10am and 4.30pm, Monday to Friday, unless otherwise indicated by signs on the footway.

As explained in the consultation document, the Council has continued the parking areas across dropped kerbs in front of driveways to individual residential properties. This enables the residents of these properties or any of their visitors to park in front of the driveway. Please note that to park in any parking areas in front of dropped kerbs requires permission from the owners / occupiers of those properties. If requiring to park in these areas during the controlled hours a valid parking permit is required to be on display.

Please find enclosed the following:

- One business permit application form, guidance notes and additional notes on parking charges

- A map showing the layout of parking areas and boundary of the St Margarets South CPZ.

From Monday 3 November 2008 any parking contraventions will result in the issue of a Penalty Charge Notice. Up until then only warning notices will be affixed to vehicles and no further action taken.

The purpose of the CPZ extension is to improve parking conditions for residents and businesses in the St Margarets area. The decision to extend the zone was made following consideration of the results of the recent consultation exercise which comprised returned questionnaires, comments and representations. If you took part in the consultation, I would like to thank you for taking the time to make your views known to the Council.

The Council will review the CPZ extension after approximately six months of operation.

Further details of the consultation and decision to implement the CPZ can be viewed via the Council's website at www.richmond.gov.uk or by contacting 0845 6122 660.

If you have any permit enquiries please call the Parking Shop on 020 8744 2131.

Yours sincerely

Brenda Skews
Senior Engineer - Parking
Transport Planning
Environment Directorate