



Disabled Parking Bay Application Watford Borough Council - April 2011

Watford Borough Council will consider applications to provide disabled parking bay markings close to properties where a resident's mobility is severely impaired so that they need to park their car immediately outside their home.

Any disabled bay provided under these circumstances is advisory only. Other motorists are not legally excluded from parking in the bay and no legal order will be created. Nevertheless, these markings are generally well respected by other road users due to the stringent criteria necessary to qualify for a disabled bay and the fact that neighbours are consulted.

The disabled bays are usually provided in residential roads where there is a heavy demand for parking and where there are no other formal waiting restrictions (yellow lines) in place. Advisory disabled bay markings cannot be provided where there are yellow lines.

A bay will not be provided for residents who have an off-street parking facility.

Advisory bays are marked in line with the traffic sign regulations and general directions. A box will be marked on the road in white paint to accommodate a car. The word 'DISABLED' will be written alongside the bay on the road. They do not have a restriction sign - showing the blue disabled symbol - accompanying them.

If a bay is provided in a Controlled Parking Zone (CPZ) then the vehicle using it must display a valid permit for the zone in which the bay is located. Failure to do so would result in a parking ticket (Penalty Charge Notice) being issued.

The detail of each part of the application process is provided below.

Here's what to do

New applicants: first check you meet the basic criteria before applying.

Basis requirements:

- You are a permanent resident in the Borough of Watford and the application address is your sole place of residence.
- You are on the electoral register (subject to age).
- You reside in the Borough for more than six months of the year.
- You hold a current Disabled Blue Badge.
- You are in receipt of Disability Living Allowance mobility component at the higher rate or Attendance Allowance.
- A vehicle is registered at the address where you are applying for the bay to be installed.
- The vehicle is taxed and insured.
- The owner of the vehicle permanently resides at the application address and is able to drive the vehicle.
- The driver holds a valid, current driving licence appropriate to the vehicle to be used.
- You **do not** have a driveway, garage or any other off street parking.

If you can answer 'yes' to all the above, then please go to stage 1 below for further details.

If you answered 'no' to any of the above, unfortunately it is unlikely we will be able to install a disabled bay and we would not advise you to continue. However you may do so if you wish although your application is unlikely to be successful.

How do I apply?

An application form can be downloaded from: www.watford.gov./disabled ,collected at the Town Hall Customer Service Centre or, posted to you on request.

Stage 1 – Application

Please fill in an application form ensuring all sections are fully completed;and all documentation is attached.

Please send your application form along with copies of the documentation requested on the form to the address indicated, ensuring the correct postage is used. Only send copies of your documents, not originals as we do not return documentation.

Stage 2

Following assessment of your application and if you are considered eligible, a highways location and safety check will be conducted to determine if a suitable location for a bay outside the application property can be identified.

Stage 3

If your application passes the stage 2 assessment:

- You will be notified informing you that your application has been provisionally approved.
- Notification with neighbours will be conducted followed by installation, subject to consideration of any formal objections raised as a result of notification.

The process of application and installation will take up to 12 weeks but could be delayed if all information requested is not supplied with the application. Installation will be dependent on weather conditions.

What consultation takes place?

As part of the assessment process it will be necessary to notify affected neighbours. This is usually in the form of a letter to the houses either side of the application property and the three properties immediately opposite although this may vary depending on the exact layout of the area. Occasionally an objection will be raised that requires the application to be reassessed. This could be because the bay location will cause access difficulties for neighbours or because a query regarding eligibility for the bay has been raised which needs to be investigated further.

Reasons why your request might be turned down?

In certain circumstances council approval to install an advisory disabled bay will not be granted. These circumstances include where:

- you fail to meet the criteria for a bay as detailed above
- existing yellow line parking restrictions are in place
- the site assessment shows the location to be unsuitable on the grounds of road safety or obstruction
- affected residents formally object and those objections are upheld by the council
- the area already has a large number of such bays and installation of an additional bay would severely restrict parking opportunity for other residents.

Request to remark current bay

If a current bay requires remarking due to fading or other reasons, then you can complete the remark request form.

