



North Kesteven
DISTRICT COUNCIL

Residents' Parking Scheme Operating Conditions

(A service administered by City of Lincoln Council)

December 2016

Reviewed February 2020

Residents' Parking Scheme

Operating Conditions

The Residents' Parking Scheme is available to residents and business operators located inside the designated residents parking zones.

Permits for residents' parking schemes will be issued as follows:

- Permits will be issued annually (April – March)
- Pro-rata permits will be charged for full months up to the end of the current financial year.
- Permit charges will be reviewed and set annually.
- The permit charge will be set at a level designed to cover the cost of the local scheme.
- Permits will be issued for use within each defined scheme area.
- Permits will be issued to residents located in the defined scheme area.
- Residents must pay the relevant annual permit fee and prove residency before being issued with a permit.
- Permits will be issued for a nominated vehicle(s) for use within the defined scheme area.
- Permits shall be prominently displayed in the vehicle.
- Resident parking zones will normally apply 08.00 – 18.00 Monday to Saturday.
- Blue badge holders will not be exempt from scheme requirements.

Permits are issued to residents who own or keep and use a car, light van (light goods vehicle with a gross weight of 3.5 tonnes or less) or motorcycle on a full time basis. Where the car is not owned by the resident but is available primarily for their use a permit may be issued.

A resident is a person living within a property which has a frontage onto, or vehicle access to the street named in that part of the order which defines the scheme area (controlled zone).

- A person may be deemed a resident of a scheme area (controlled zone) at the discretion of the Head of Service with delegated authority. Each resident is entitled to a single permit for either of two specified vehicles. Only one resident per household may hold a permit.
- The permits will display the registration number of up to two vehicles.

Residents' Visitors Permits

One visitor permit will be available to each eligible property within the scheme area. Only one visitor and one resident permit will be issued per eligible property.

Visitor permits do not display a vehicle registration and allow vehicles to park within permit holder only areas.

It is the responsibility of household members to ensure that the permit is retrieved from a visitor vehicle at the end of the visit. There is no time limit on length of stay.

Houses in multiple occupation

Houses in multiple occupation are eligible for a maximum of three permits per year. Permits can either be vehicle specific (resident) or visitor. Each resident may only apply for one permit.

Business permits

A business within a defined scheme area may apply for one business permit if they have no off street parking available. The permit can have up to four vehicle registrations displayed on it. Alternatively one business visitor permit may be issued if a business permit is not issued. These permits allow businesses and visitors to businesses to park within a resident parking bay within the defined scheme area in which the business is located.

Life of Permits

All permits will be valid for a maximum period of 12 months to ensure that abuse of permits is limited, especially in areas where there is a high turnover of residents and/or vehicle ownership. This ensures that only valid users of permits occupy the kerb space within a scheme and maximises the opportunity for genuine permit holders to park.

Parking

A permit allows parking in any space reserved for permit holders but does not reserve specific spaces and does not guarantee a space will be available. Permit holders do not have priority over non-permit holders to park in non-permit spaces and any time restrictions apply equally to permit holders and non-permit holders.

Changes of Vehicle

Where a vehicle for which a permit has been issued is no longer owned or kept by a resident the old permit must be returned to NKDC. The balance of a permit may be transferred to another vehicle or surrendered for a refund of whole months remaining subject to an administration charge.

Withdrawal of a Permit

A permit may be withdrawn or invalidated if it is found that a permit is not being used in accordance with the guidelines or it is found that a person is no longer eligible to hold a permit.

Where the size of a vehicle causes problems of poor visibility for motorists or pedestrians or creates a degree of visual obstruction detrimental to the visual amenity of an area, a permit may be refused or withdrawn at the discretion of the Head of Service with delegated authority.

General

A charge will be made for permits issued for use in residents' permit defined scheme areas. It is not a charge to park and as indicated above does not guarantee a parking space at any particular location or time due to high levels of demand on finite kerb space. A charge of £25 per permit issued will be applicable to all permits.

Details of charges for 2020/2021

Type of permit	Detail	Charge
Private Residents' Permit	<p>Maximum of 1 resident permit per household.</p> <p>Permit may display the registration number of up to two vehicles.</p>	£25
Residents' Visitor Permit	<p>Maximum of 1 visitor permit per eligible property</p> <p>Visitor permit will not display a vehicle registration.</p>	£25
Business Permit	<p>Maximum of 1 business permit per business within the defined scheme area.</p> <p>Business permit may display the registration number of up to four vehicles.</p>	£25
Business Visitor Permit <i>(May only be issued if a business permit is not issued)</i>	<p>Maximum of 1 business visitor permit per business with the defined scheme area.</p> <p>Business visitor permit will not display a vehicle registration.</p>	£25
Permit refunds	Administration charge	£ 5
Replacement Permit	Administration charge	£ 5