MIDDLESBROUGH COUNCIL - RESIDENTS PARKING SCHEME

EXPLANATORY NOTES FOR RESIDENTS & FREQUENTLY ASKED QUESTIONS

Residents Parking Scheme

Residents Parking Schemes are in operation in most of the residential areas in and around Middlesbrough town centre. The schemes are designed to keep residential streets clear from commuter and shopper's vehicles to enable residents to park near their homes. If you live in a street or operate a business within the residents parking scheme you will be entitled to apply for a Residents Parking Scheme Permit. The residents parking scheme is divided into residents parking zones. There are currently eleven residents parking zones in Middlesbrough, zones AA, A, B, C, D, E, G, H, J, K, & U.

Streets within the residents parking scheme may have markings on the road and all have signs. The signs show which zone the street is included in and the zone's hours of operation. Any vehicle may be parked for any length of time outside of the hours of operation.

Residents parking permits have the registration number of the vehicle printed on the permit; you will therefore need to apply for a permit for each vehicle that you own/wish to park in the zone. Permits will also have printed on them the zone in which the permit is valid; permits are not transferable between zones. Permits are renewed each year before the permit expiry date (printed on the permit) and are sent out in the post.

How do I apply for a permit?

Complete a residents parking permit application form. Application forms are available from Parking Solutions, Middlesbrough House, 50 Corporation Road, Middlesbrough TS1 2YQ Tel. 01642 726003 or can be downloaded from the Councils web site www.middlesbrough.gov.uk. For personal callers the office hours are 8.30am to 4.30pm Monday, Tuesday and Thursday, 10:00am to 4.30pm Wednesday and 8:30am to 4pm Friday (excluding bank holidays).

You will need to provide proof of residence i.e. a utility bill, bank statement etc (less than 3 months old) and your vehicle registration document(s) or Insurance document(s). If the vehicle belongs to your employer and you are unable to obtain the registration/Insurance document, an official letter should be obtained from the employer stating that you use the vehicle(s) concerned.

Types of vehicle

You can obtain a permit for the following types of vehicles:

a) Cars or other passenger vehicles with seating for not more than 13 people
b) Goods vehicles with an unladen weight of not more than 30 cwt
c) Motorcycles

Where can I park with my residents parking permit?

If you display a valid permit on the windscreen of your vehicle, then you will be entitled to park in the residents parking scheme/zone during its hours of operation. There should be sufficient space for all residents, however, a permit does not guarantee that a particular space will be available nor does a residents parking permit enable a vehicle to be parked on yellow line waiting/loading restrictions, allow free parking at any pay and display area, business parking area or unlimited time in any loading bays which may be located within the residents parking scheme/zone.

In addition to residents vehicles displaying a permit the following vehicles can also be parked in resident parking places:

a) Vehicles displaying a visitors/business or all zone permit
b) Police, fire brigade, ambulance and other local authority vehicles
c) Doctors and nurses vehicles displaying an "on call" sign
d) Removal vans
e) Vehicles which are being used to deliver or collect goods from properties next to the parking place (these vehicles can only wait for 20 minutes)
f) Vehicles which are picking up or setting down passengers
g) Certain other vehicles in special circumstances

If any other vehicles are parked, in the residents parking spaces then the driver/owner of the vehicle will be liable to a Penalty Charge Notice.

What happens if I change my vehicle?
You should apply for a permit for your new vehicle and hand in your old permit. The old permit cannot be used on your new vehicle. Please make sure that your permit does not fall into the hands of a non-resident if you sell your vehicle.

What do I do if I move house?
If you change your address you must notify Parking Solutions immediately. Your permit must also be handed in if you move outside the Residents Parking Scheme.

What do I do if my permit is lost or stolen?
If your permit is lost or stolen you will need to reapply for a permit and produce your documentation again. If your permit becomes faded or defaced hand it in to Parking Solutions for a replacement.

Suspending a parking place
The Council and the Police can temporarily suspend the whole or part of a parking place for certain special reasons. Signs will be put up when a parking place is suspended. If on special occasions (e.g. a wedding or a funeral) you require additional parking space near to your house you should apply to Parking Solutions for the parking place to be suspended. Full details should be supplied and your application should be made as early as possible. Residents cannot park in a suspended parking place unless they have the permission of the Council or Police.

If people visit me regularly can they park in the residents parking place?
If someone visits you regularly and the Council considers that it is not reasonable for them to find a parking space outside of the scheme they may be entitled to a visitors permit. At the present time permanent visitors permits are available for visitors to Zones AA, A, B, C, D, E, G, H & J. To obtain a permit your visitors should complete an visitors application form, forms are available from Parking Solutions, Middlesbrough House, 50 Corporation Road, Middlesbrough TS1 2YQ Tel. 01642 726003 or can be downloaded from the Councils web site www.middlesbrough.gov.uk. For personal callers the office hours are 8.30am to 4.30pm Monday, Tuesday and Thursday, 10:00am to 4.30pm Wednesday and 8:30am to 4pm Friday (excluding bank holidays).

A visitor will need a supporting statement from the resident whom they visit and will need to produce their vehicle registration document or Insurance document. Visitors will be able to use a residents parking place if they are granted a permit and display it in their windscreen.

Visitors to Zone K must obtain a visitors permit upon arrival from the resident that they are visiting. The permit must be clearly displayed in the visitors vehicle and then handed back to the resident at the end of the visit.

Visitors to Zone U may park in the residents parking place without a permit for 45 minutes (2 hours at Park Vale Road) with no return within 2 hours. A visitor wishing to stay longer than this must obtain a visitors scratchcard permit from the resident they are visiting, scratch off the relevant panels and display it in their vehicle.

Who will enforce the residents parking scheme?
The Councils Civil Enforcement Officers will patrol the residents parking zones.

Penalty Charge Notices are issued for the following:

a) Parking in a residents parking place without displaying a valid permit
b) Parking in a residents parking place displaying an invalid permit
c) Parking in a suspended parking bay
d) Not parked correctly within the markings of the bay or space

Permit holders are required to comply with all the requirements of the scheme; the displaying of permits is absolutely necessary for the scheme to be successful.

If you require any further information on residents parking please telephone Parking Solutions on 01642 726003.

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