

# DISABLED PARKING BAY APPLICATION FORM

PART 1 – APPLICANT’S DETAILS	
Surname:	
Forenames:	
Title:	Mr / Mrs / Miss / Ms / Other .....
Address (including postcode):	
Telephone Number:	
Email:	
Blue Badge Number:	
Blue Badge Expiry Date:	
Where the driver of the vehicle is not the applicant please provide the drivers name:	<b>NB: The driver must live at the applicants address permanently</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

PART 2 – VEHICLE DETAILS	
Vehicle Registration:	
Vehicle Make:	
Vehicle Model:	

PART 3 – *PLEASE DELETE AS APPROPRIATE	
Is there a daily problem finding a suitable place to park?	YES/NO*
Is a wheelchair required to transfer to and from the vehicle?	YES/NO*
Is there any off-street parking available for use e.g garage or driveway?	YES/NO*
If you have answered yes to the above question please provide details as to why your off-street parking facility is unsuitable:	

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## PART 4 – APPLICANT’S DECLARATION (PLEASE TICK EACH STATEMENT)

I declare that all the information I have given in this application is correct.	
I have enclosed a copy of my Blue Badge (both sides, including number and photograph).	
I acknowledge that the bay is not solely for my use and that the marking is advisory. I acknowledge that the Council cannot become involved in any way should a dispute arise as the use of the bay.	
I agree to notify the Council immediately if any of my details stated in Parts 1 and 2 of this application form change and accept that the bay will be removed if I no longer meet the required criteria.	
I acknowledge that the Council may remove or suspend a disabled parking bay at any time. This may be necessary due to road works, or permanently due to changes in the layout of the road or for traffic management purposes. The bay may also be removed if it is not seen to be in regular use or if I no longer meet the criteria.	
I agree that the provision of the bay will be regularly reviewed and I agree to provide copies of documentation required by the Council for this purpose.	

**If you wish to submit any further information regarding your application please use the space provided below:**


Applicants Signature	Print Name	Date

**The completed form should be sent to the Traffic Team via one of the following methods:**  
**E-mail address: [trafficteam@easthants.gov.uk](mailto:trafficteam@easthants.gov.uk)**  
**Post: Parking & Traffic Management, PO Box 263, Petersfield, GU32 9FD**

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## Criteria for the provision of a Disabled Persons Parking Bay:

It is necessary to ensure that disabled persons parking bays are only provided where there is strong justification. This is to ensure that the scheme does not fall into disrepute.

**Each application is assessed individually and you will be informed in writing of our decision within 21 working days of receipt of your application.**

### 1. DISABLED APPLICANTS:

The applicant must hold a valid Blue Badge issued by Hampshire County Council or other issuing authority and the applicant must drive a vehicle that is registered and kept at their address.

**A photocopy of both sides of the Blue badge must be submitted with your application as evidence – if a copy is not provided this may delay your application.**

If the disabled person does not drive but relies on another family member or carer to transport them on a regular basis, a marking will only be provided where the driver permanently resides at the same address.

This is to prevent a parking space from remaining empty for long periods of the day when there may be a shortage of parking space for other residents.

### 2. PARKING DIFFICULTIES:

There must be an evident on-street parking problem close to the applicant's home.

### 3. EXISTING WAITING RESTRICTIONS:

Disabled persons parking bays will not be provided where existing single or double-yellow lines apply. In cases where waiting restrictions apply, a disabled person who is not the driver may be picked up or set down at the appropriate location. The driver should then move the vehicle to a suitable parking place.

### 4. PRIVATE PROPERTY:

It is not possible for the Council to provide a disabled persons parking bay on private property, such as Housing Association land. In these circumstances you will need to seek permission from the landowner and organise the marking of the bay.

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## 5. PARKING FACILITIES:

Applicants must not have any alternative off-street parking facilities (e.g. rented or owned garage or hard standing). Applicants are expected to take reasonable steps to render existing garages and off-street parking facilities, which may be presently used for storage of other vehicles or goods, usable as a parking place. If the off-street parking is deemed unsuitable, supporting information should be submitted with the application and if necessary the Council may request written medical evidence to confirm that the degree of disability prevents the use of the off-street facility. If the off-street parking facility is unsuitable (e.g. too narrow to accommodate a wheelchair) the marking may be provided where this can be demonstrated.

## 6. ROAD SAFETY:

Whatever the personal situation of the applicant, a disabled persons parking bay will not be provided in a position hazardous to road safety, where it could give rise to undue congestion, where parking is precluded by the Highway Code or on principal roads and main traffic routes. A disabled persons parking bay will not be provided on carriageways narrower than 5.5m (this is to allow for the passage of large, wide vehicles, including the emergency services and refuse collection vehicles etc), adjacent to, or opposite road junctions, traffic islands or traffic calming devices, or where it would disrupt or reduce the existing parking strategy of the street.

## 7. USE:

Disabled persons parking bays cannot be reserved for a particular person or vehicle and no guarantee can be given that a particular bay will always be available for any particular person. The marking will be advisory and this Council will not arbitrate or correspond in any dispute arising from its use.

## 8. PREFERRED LOCATION:

Wherever possible, markings will be placed outside the applicant's property. Where this is not possible or it is preferable for the bay to be marked in a different location then a sketch and short explanation should be submitted with the application. As disabled bays can be contentious and require courtesy from other residents we will notify your neighbour in writing if the marking is to be placed outside their property. It would be beneficial to seek agreement from your neighbour if you wish the marking to be placed outside their property prior to making this application.

## 9. FUNDING:

At the current time there is no charge made to the applicant for the provision of a disabled persons parking bay.

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