

Traffic & Parking Policy
London Borough of Richmond upon Thames
Customer Service Centre: 020 8891 1411
Email: ParkingPolicy@richmondandwandsworth.gov.uk

Our Ref: 2245_L_10/19_Kingsway IMP

3 October 2019

Dear Owner / Occupier

Kingsway Controlled Parking Zone - IMPLEMENTATION NOTICE

We wrote to you in July enclosing the final design of the new Kingsway Controlled Parking Zone (CPZ) (Zone KS) to be introduced in your area and operating 8am to 10pm, Monday to Sunday (Except Bank and Public holidays). The start date will be **Friday 1 November 2019**.

Only those vehicles displaying a valid permit (resident/business or visitor) will be entitled to park in the zone during the operational times. Residents are reminded that the vast majority of parking in Kingsway, Shalstone Road and Rutland Close will be designated for permit holders and will not have marked bays. There will be a sign at the entrance of the road saying 'Permit holders parking only past this point', and lines and signage will be kept to a minimum. Parking is permitted in front of dropped kerbs, yellow lines will be required in certain locations to maintain access.

There will be marked parking bays on Lower Richmond Road designated for permit holders only and others which allow permit holders and visitors to park for stays of up to 1 hour (via payment made by mobile phone). The final design is still available to view on the council's web site here:

https://www.richmond.gov.uk/kingsway_shalstone_road_parking_study

Implementation works

Lining works are almost complete. There are shared-use bays that require suspending to complete all lining works. The signing will commence over the following couple of weeks and will be completed by the end of October.

In the event of a vehicle being relocated, a Penalty Charge Notice will be issued for procedural purposes but this will not carry a charge. Your co-operation is appreciated whilst these works are carried out.

Applying for parking permits

Within the zone, residents / businesses can apply for parking permits for their vehicle(s) unless a Section 106 Planning Agreement applies which restricts or prohibits the issue of parking permits. Only residents may apply for resident visitor permits for their visitors' vehicles. These permits will be valid throughout **Zone KS** as stated on the permit. All permits obtained will be charged for and must be displayed from **1st November 2019**.

Please find enclosed the following:

Residents

- Two resident permit application forms and guidance notes
- One resident visitor application form and guidance notes
- One pay by phone resident visitor application form and guidance notes

You can only apply for EITHER 'scratchcard' resident visitor permits OR 'pay by phone' resident visitor permits, not both.

Businesses

If you are a business within the zone and need to purchase a business permit, please visit the website via the link below or contact 020 8891 1411 for an application form and guidance notes.

https://www.richmond.gov.uk/business_parking_apply

Details of the costs of parking permits are given in the guidance notes.

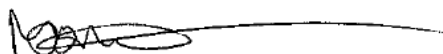
For any permit enquiries, please call 020 8891 1411 or email richmondparkingpermits@richmondandwandsworth.gov.uk

From **Friday 1 November to Friday 15 November 2019** any parking contraventions such as parking without a permit may result in warning notices being affixed to vehicles, but there will be no further action taken. Please be advised that, from **Monday 18th November**, Penalty Charge Notices could be issued.

This CPZ will be implemented by way of Experimental Traffic Management Orders to provide a period of operational experience of the scheme and will be monitored during the first six months of operation. We would invite you to tell us how the scheme has worked for you during this period. Representations may be made either by letter to the Head of Engineering (Traffic and Parking Policy), Civic Centre, 44 York Street, Twickenham, Middlesex, TW1 3BZ or by email to ParkingPolicy@richmondandwandsworth.gov.uk.

If you wish to discuss any aspects of the scheme please email the address at the top of this letter or telephone the number provided and ask for either Tim Shishodia or Chris Roberts-Wray. Further details are available via the link below:
https://www.richmond.gov.uk/kingsway_shalstone_road_parking_study

Yours faithfully



Michael Potter
Parking Policy Manager