

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

Our Ref: 2245\_L\_10/19\_Royals IMP

4 October 2019

Dear Owner / Occupier

### **The 'Royals' Area / East Sheen CPZ Extension - IMPLEMENTATION NOTICE**

We wrote to you in August enclosing the final design of the new East Sheen Controlled Parking Zone (CPZ) extension into King's Road, Lewin Road, Lodge Avenue, Prince's Road, Queen's Road and the adjacent sections of South Worple Way and Upper Richmond Road West. The ES Zone operates 10am to Noon, Monday to Friday. 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 will be in marked parking bays. However, Lewin Road will not be in marked bays. There will be a sign at the entrance of the road saying 'Permit parking beyond this point', and lines and signage will be kept to a minimum. Some yellow lines will be required in certain locations to maintain access. The final design is still available to view on the council's web site here:

[https://www.richmond.gov.uk/east\\_sheen\\_the\\_royals\\_parking\\_study](https://www.richmond.gov.uk/east_sheen_the_royals_parking_study)

#### Implementation works

Lining and signing works are mostly complete. There may be a need to apply some parking suspensions to facilitate the lining works. However, we will endeavour to keep these, along with the amount of signage required, to a minimum.

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 ES** as stated on the permit. All permits obtained will be charged for and displayed from **1<sup>st</sup> 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](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](mailto: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 18<sup>th</sup> November**, Penalty Charge Notices could be issued.

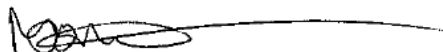
This CPZ will be implemented by way of Experimental Traffic Management Orders to provide a period of operational experience of the scheme and will be monitored during the first six months of operation. We would invite you to tell us how the scheme has worked for you during this period. Representations 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](mailto: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/east\\_sheen\\_the\\_royals\\_parking\\_study](https://www.richmond.gov.uk/east_sheen_the_royals_parking_study)

Yours faithfully



Michael Potter  
Parking Policy Manager