

Reply To: address as below
Ref: MM/12125
Date: 7th February 2020
Direct Tel: 01707 357000
Email: contact-WHC@welhat.gov.uk

Dear Resident,

Notification of New Business/Resident Permit Scheme Link Drive Car Park, Hatfield B 04

This letter is to notify residents that the formal consultation period for the above scheme is now complete. Proposals to implement a business and resident parking permit scheme in Link Drive car park, as well as some changes to the Hatfield town centre car parks, were presented in an amended form to the Cabinet Planning and Parking Panel on 17th December 2019. Their recommendations were approved at the meeting of Cabinet on 6th January 2020.

Several amendments were made, and Link Drive car park will become B04 permit holders only car park Monday to Friday 9am to 5pm. From the start date, the car park will continue to stay open without a barrier as the new restrictions will stop commuters and non permit holders.

The B04 permit bays in Dog Kennel Lane will stay Monday to Saturday. Additional 3 hour spaces will be made available for visitors to use in Dog Kennel Lane car park, and 2 hour spaces in the Wellfield Road car park, both Monday to Friday 9am to 5pm. A minor change of parking bay layout will occur in Lemsford Road car park, still providing both 4 hour spaces Monday to Friday 9am to 5pm, as well as unlimited timed spaces there. Further 3 hour parking provision is due to be provided in a temporary car park adjacent to Kennelwood Lane car park once The Common car park building works plans progress.

Information around the changes will be displayed on our website www.welhat.gov.uk/parking. We will also have a drop-in session for any questions about parking and assisting in permit applications on Friday 21st February 2020 between 11am and 7pm in The Hub, located in the Hatfield Housing Office

The legal document relating to the parking proposals is being made. The public notice will be published in the Welwyn Hatfield Times on Wednesday 19th February 2020. Notice boards will also be erected in the car parks affected along with maps showing the changes.

The new restrictions will start on Monday 9th March 2020, and the installation of related signage will take place during late February/early March.

As we are expanding the permit zone provision, all residents now have the opportunity to apply for permits. Please bear in mind space is limited, and permits are limited to one per household. Other town centre parking restrictions will finish at 5pm meaning parking in a 3 hour bay from 2pm could allow parking overnight until midday the following enforcement day, and some free all day parking provision is also continuing in part of Lemsford Road car park.

The application process will reopen online from midday on Monday 24th February 2020. To create a permit account and then to apply for a parking permit please visit <https://welhat.nsl-apply.co.uk>. Guidance on how to apply can be found at: www.welhat.gov.uk/permitsandvouchers

Each household requiring a resident permit will need to create an account linked to an email address. Creation of account and upload of proofs can occur before 24th February, however, applications will not be open before that date. The correct proofs can either be uploaded as a scan or a digital photograph.

To get started, once you have logged into your account, simply click on "Apply for a permit". During this part of the application process, it will ask for the proofs to be uploaded, and once you get to the payment section, please ensure you click on "register new vehicle details" to be able to progress the application further.

The B04 permits will be valid in the permit bays in Link Drive car park AND the red permit bays in Dog Kennel Lane car park, but not in nearby on street resident permit areas.

If you have any questions about creating an application, please call or email using the details at the top of this letter and leave a message. A member of Parking Services will respond as soon as possible. Or pop along to the drop in session mentioned above.

For further details of price & required proofs please see below.

Sent on behalf of
Parking Services

Permit Parking Schemes

Permit Type	Cost
Resident Permit	£25 for 1 year (Limited to 1 per household)

Required proofs for permits:

Proof of residence – Copy of current council tax bill for residential property, utility bill issued in the last 3 months or statement from DWP showing pension entitlement at the property.

Proof of Vehicle: One of the following – V5C (The Log Book) or Insurance Schedule showing the vehicle is insured or registered to the applicant at the resident permit address.

Permits do not cover parking on grass verges, footways, out of bay markings or any yellow lines within the permit car parks. The permit also does not grant any additional time in time limited spaces in Hatfield car parks. Any vehicle parked in these areas may receive a Penalty Charge Notice.

Frequently Asked Questions:

Q. Do I have a permit to display in the windscreen?

A. The permit system is paperless so no permit is required to be displayed on the permit holders vehicle. The enforcement officers can check if a vehicle has a valid permit by carrying out a search of the registration. **Q.**

Does having a permit guarantee me a parking space within Dog Kennel Lane or Link Drive car parks

A. A permit does not guarantee a space to park in the zone. It is likely that more permits than spaces will be sold, as people will use the car park at different times which means more space will be available. The number of permits issued will be initially capped and monitored.

Q. How do I upload my proofs onto my account?

A. You can either scan or take a digital photo (using a smart phone or camera) of the required documents and when you click on the upload in the application process select the documents. If you are unable to do either of these you can also bring your documents to the drop in session we are holding and we will scan them for you.

Q. Are my details secure online?

A. Yes the system is secure via an encrypted server as shown on the website address bar by the padlock symbol.

Q. What happens if all the permits are sold?

A. The number of permits issued to residents and businesses will be initially capped and monitored. If space allows we will approve further applications. Unsuccessful applications will be held on a waiting list, so that if permits become available these will be allocated in date and time order of applications in the waiting list.

Q. I always park my car on a driveway or on private land – do I need to buy a permit?

A. You only need a permit if you plan to park in Link Drive or Dog Kennel Lane permit bays. Other areas may be subject to other permit parking provisions. If you park on private land then no permit is required.

Any further questions or require assistance with your online application? Please view the user guide at www.welhat.gov.uk/permitsandvouchers or contact us on 01707 357000