



RESIDENT AND VISITOR ON-STREET PARKING PERMIT INFORMATION

Please keep this section for reference

This section contains information about parking with your permits and what to do when your details change or you need to renew or apply for further permits. **Please keep this section for reference.**

PERMITS PER HOUSEHOLD

Within Winchester, each permit zone is classified as either **Inner Area** or **Outer Area**. If a property has full permit entitlement with no restrictions on the number of permits that can be issued, residents may apply for the following permits per household within a 12 month period: -

<u>Inner Area</u>	<u>Outer Area</u>
One Annual Resident Permit One Annual Visitor Permit Two sets of 10 one-day visitor scratchcard permits	Two Annual Resident Permits Two Annual Visitor Permits Two sets of 10 one-day visitor scratchcard permits

If you are unsure whether your property is one that has full entitlement, further information about properties with permit restrictions can be found online at www.winchester.gov.uk. If you are unsure as to the property entitlement or availability of permits for your property, please contact Parking Services with your address details so this can be checked.

USE OF PERMITS

Resident and Visitor permits must be displayed on, or adjacent to the near side of the front windscreen of the vehicle so that all the necessary details are visible: vehicle registration mark or the permit address for which the permit has been issued; the permit zone letter; the permit expiry date; the permit hologram.

Failure to correctly display any permit may result in the issue of a Penalty Charge Notice (PCN).

If it is found that a permit has been sold or given to someone to use while not either resident at the property, or visiting the resident, the appropriate action will be taken. This may result in the cancellation of permits; refusal of any future permit application for the resident; and a penalty charge issued, where appropriate, to the vehicle in question.

HOW TO PROVE ELIGIBILITY

When applying for a permit, a permit renewal, duplicate for a lost permit or for change of address for a permit, at least one Proof of Residency will need to be provided. When applying for a new resident permit, or a change of vehicle for a resident permit, proof of vehicle ownership will need to be provided. If you are applying for the discount offered for a low-emission vehicle resident permit, please supply the Vehicle Registration Document to show the vehicle's CO₂ g/km.

Please see below for acceptable documents.

<u>Proof of Residency</u>	<u>Proof of Vehicle Ownership</u>
<ul style="list-style-type: none"> Council Tax Demand (most recent) Household Utility Bill – Water / Gas / Electric (issued within the last 3 months) <p>If applying for permits at the time of initial occupation of property:</p> <ul style="list-style-type: none"> Signed Formal Tenancy Agreement A letter from an instructed Solicitor or Licenced Conveyancer confirming completion of house purchase 	<ul style="list-style-type: none"> Vehicle Registration Document Insurance Certificate (most recent) Hiring/Leasing Agreement <p>If you have purchased the vehicle within the last month:</p> <ul style="list-style-type: none"> Garage bill of sale or insurance cover note <p>If the vehicle is a company car:</p> <ul style="list-style-type: none"> A letter from employer confirming that the vehicle is owned/leased by the company and that you are the sole keeper and user

WHERE TO PARK

Permit parking places are marked out on the streets in white lines in the form of parking bays. The details and times of permit parking restrictions are given on signs.

Your permit will allow parking within the marked parking areas where the zone letter on the sign indicates your zone as shown on the permit. These may be permit holder only parking places, or limited waiting areas, or pay and display areas that have permit holder exemption. If your permit has two zones letters, you may park within the parking bays that indicate either of these permit zones. Vehicles must be parked wholly within the marked areas and not overlapping the lines, on the pavement, or blocking access to other people's homes. Due to some areas having limited space for parking, it is requested that drivers try to park as considerately as possible, using the edge of the parking bay area to allow maximum number of vehicles to use the space.

Yellow lines show where you are **not** allowed to park.

As there may be more cars than places where permit holders' parking bays can be provided, **the issue of a permit cannot guarantee you a parking space.**

PERMIT ZONES

The city is divided into inner and outer areas. These areas are split into mini zones, each identified by a letter. Your permit will allow you to park within your mini zone(s) only, which is the zone in which your property is situated. Use the lists below to identify the zone in which you live. Some roads stretch across more than one zone and across the Inner and Outer Areas.

INNER AREA ZONE IDENTIFICATION LIST

Abbey Passage	S	Dummer Mews	C	Magdalen Hill*	B	St Cross Road*	C	Sutton Gardens	M
Andover Road**	P	Durngate Terrace	B	Manor Close	B	St Georges Street*	M	Swan Lane	P
Beggars Lane	B	Eastgate Street	B/N	Marston Gate	P	St Johns Hospital (Nth)	N	Symonds Street	S
Blue Ball Hill	B	Ebden Road	B	Merchants Place	M	St Johns Hospital (Sth)	S	The Square	S
Bridge Street	B	Gladstone Street*	Q	Middle Brook Street	N	St Johns Street	B	Tower Road	Q/R
Canon Street	C	Great Minster Street	S	Moss Road	B	St Martins Close	B	Tower Street	R
Chester Road	B	High Street*	B/M/N/R/S	Newburgh Street**	Q	St Michaels Gardens	C	Trafalgar Street	S
City Road*	P/Q/R	Hyde Close	P	North Walls*	M/N	St Michaels Road	C	Trinity Gardens	N
Colebrook Place	S	Hyde Street	P	Parchment Street	M	St Peter Street	M	Union Street	N
Colebrook Street	S	Jewry Street*	M/R	Paternoster Road	S	St Swithun Street	S	Upper Brook Street**	M
College Street	C	Kings Head Yard	S	Printers Row	R	St Swithun's Villas	C	Upper High Street*	Q
Colson Close	B	Kingsgate Road	C	Romans Road	C	St Swithun's Terrace	C	Victoria Road	P
Colson Road	B	Kingsgate Street	C	Romsey Road*	Q	St Thomas Passage	S	Wales Street*	B
Cross Keys Passage	N	Lankhills Road	P	Rosemary Close	B	St Thomas Street	S	Water Lane	B
Cross Street	R	Lawn Street	N	Silchester Place	P	Staple Gardens	R	Worthy Lane*	P
Culver Road	C	Little Minster Street	S	Southgate Street*	S	Stockbridge Road**	Q	Worthy Road**	P
Culverwell Gardens	C	Lower Brook Street	N	St Clement Street	S	Sussex Street*	Q		

OUTER AREA ZONE IDENTIFICATION LIST

Abbey Hill Close	O	Chilbolton Avenue	T	Grafton Road	A	Milland Road	X	Sparkford Close	U
Abbey Hill Road	O	Christchurch Gardens	F	Granville Place	W	Milner Place	2A	Sparkford Road	U
Abbotts Close	3B	Christchurch Road	A/F	Green Park Close	3A	Milverton Road	T	St Catherines Road	X
Abbotts Road	3B	Clausentum Road	V	Greenhill Avenue	T	Monks Road	I	St Cross Road*	A/V
Airlie Corner	2A	Clifton Hill	J	Greenhill Close	T	Norman Road	V	St Faiths Road	V
Airlie Road	U	Clifton Road	J	Greenhill Road	T	North View	J	St Giles Close	X
Alexandra Terrace	A	Clifton Terrace	J	Greenhill Terrace	T	North Walls	D	St James Lane	A/U
Alison Way	J	College Street	W	Grosvenor Drive	3A	Northlands Drive	O	St James Terrace	J
Alswitha Terrace	I	College Walk	W	Hatherley Road	L	Nuns Road	I	St James Villas	A
Andover Road**	L	Colley Close	3B	Highcliffe Road	X	Nursery Gardens	T	St Johns Road	2C
Arlington Place	D	Compton Road	A	Highfield Terrace	J	Oglander Road	3A	St Mary Street	2A
Arthur Road	I	Coney Green	3A	Hillier Way	3A	Old Gardens	3B	St Pauls Hill	J
Austen Close	3A	Conifer Close	H	Hussey Close	3A	Owens Road	L	Stanmore Lane (no's 5-71; 8-44 and 86-120 only)	2A
Avenue Road	K	Coram Close	3A	Hyde Abbey Road	D	Park Avenue	D	Step Terrace	J
Back Street	V	Cornes Close	T	Hyde Church Lane	I	Park Close	3B	Stockbridge Road*	K/L
Bar End Road*	X	Courtenay Road	3B	Hyde Church Path	I	Park Road	3B	Stoke Road	3B
Barnes Close	F	Cranworth Road	L	Hyde Gate	I	Paulet Place	2A	Stoney Lane (13A-17 only)	E
Beaufort Road	A	Cripstead Lane	V	Hyde Street	I	Petersfield Road	X	Stuart Crescent	2A
Bereweke Avenue	E	Cromwell Road	2A	Kerrfield	Y	Pilgrims Gate	K	Thurmond Crescent (19-24)	2A
Bereweke Close	E	Crowder Terrace	J	King Alfred Place	I	Poets Way	G	Twiss Square	3B
Bereweke Road	E	Danes Road	I	King Alfred Terrace	D	Portal Road	X	Vale Road	X
Bereweke Way	E	Dawn Gardens	2B	Kings Avenue	2A	Princess Place	2A	Walnut Grove	K
Birinus Road	I	Dell Road	X	Kingsgate Road	V	Prinstead Close	X	Walton Place	2A
Boscobel Road	L	Denham Close	O	Kingsley Place	2A	Quarry Road	X	Warwick Close	O
Brassey Road	L	Dyson Drive	3A	Knight Close	3A	Queens Road	Y	Wentworth Grange	U
Browning Drive	G	East Hill	X	Langton Close	L	Ranelagh Road*	F	West End Close	J
Byron Avenue	G	Edgar Road	A/F	Lansdowne Avenue	F	Romsey Road*	J/T/U	West End Terrace	J
Canute Road	X	Edgar Villas	A	Links Road	K	Rosewarne Court	I	West Hill Park	T
Cathedral View	X	Egbert Road	I	Lisle Court	2A	Salcot Road	O	Western Road	K
Cavendish Grove	3A	Elm Road	K	Lower Stanmore Lane	F	Sarum Road	T	Wharf Hill	W
Cedar Walk	U	Everlsey Place	2A	Lynford Avenue	E	Saxon Road	I	Whiteshute Lane	F
Charles Close	3A	Fairfield Road	H	Lynford Way	E	Shelley Close	G	Wolvesey Terrace	W
Chandler Road	3A	Fordington Avenue	T	Manningford Close	3B	Silwood Close	E	Woodlea Close	E
Cheriton Road	J/K	Fordington Road	K	Mead Road	F	Sleepers Delle Gardens	U	Wordsworth Close	G
Chesil Street*	W/X	Francis Gardens	3A	Mews Lane	J	Southgate Villas	A	Worthy Road**	O
Chesil Terrace*	X	Gordon Road	D	Middle Road	J	South View	J		

Roads marked with an asterisk* indicate that properties in that road will be entitled to two parking zones. Roads marked with two asterisks** indicate that only some of the properties in that road will be entitled to two parking zones. In these cases, residents will be given the zone in which their property is situated and one other adjacent zone.

If you are unsure which zone your property falls within, please contact Parking Services for clarification. Any permit issued will only allow parking within the zone(s) shown on the permit.

PERMIT PARKING AREAS

The information below shows the roads that contain parking bays for each zone.

<p>Zone A Beaufort Road Christchurch Road Compton Road Edgar Road Grafton Road St James Lane St James Villas</p> <p>Zone B Beggars Lane Blue Ball Hill Chester Road Colson Road Durngate Terrace Ebden Road Manor Close Moss Road St Johns Street St Martins Close Wales Street Water Lane</p> <p>Zone C Canon Street College Street Culver Road Kingsgate Road Kingsgate Street Romans Road St Michaels Road</p> <p>Zone D Hyde Abbey Road Gordon Road King Alfred Terrace North Walls Park Avenue</p> <p>Zone E Bereweke Avenue Bereweke Close Bereweke Road Bereweke Way Lynford Avenue Lynford Way Silwood Close Woodlea Close</p>	<p>Zone F Barnes Close Christchurch Road Edgar Road Lansdowne Avenue Mead Road Ranelagh Road Whiteshute Lane</p> <p>Zone G Browning Drive Byron Avenue Poets Way Shelley Close Wordsworth Close</p> <p>Zone H Conifer Close Fairfield Road</p> <p>Zone I Arthur Road Birinus Road Danes Road Egbert Road Hyde Gate Hyde Street King Alfred Place Monks Road Nuns Road Saxon Road</p> <p>Zone J Clifton Hill Clifton Road Clifton Terrace Mews Lane St Pauls Hill West End Terrace</p> <p>Zone K Avenue Road Cheriton Road Elm Road Fordington Road Links Road Pilgrims Gate Stockbridge Road Walnut Grove Western Road</p>	<p>Zone L Andover Road Boscobel Road Brassey Road Cranworth Road Hatherley Road Langton Close Owens Road Stockbridge Road</p> <p>Zone M Parchment Street St Peter Street Upper Brook Street Park Avenue (<i>east side</i>)</p> <p>Zone N Busket Lane Lawn Street Lower Brook Street Middle Brook Street North Walls St Johns Hospital (Nth)</p> <p>Zone O Abbey Hill Close Abbey Hill Road Denham Close Northlands Drive Salcot Road Warwick Close</p> <p>Zone P Andover Road Hyde Close Lankhills Road Swan Lane Victoria Road</p> <p>Zone Q Newburgh Street Tower Road Sussex Street Upper High Street</p> <p>Zone R Tower Street Tower Road</p>	<p>Zone S Colebrook Street Paternoster Row St Swithun Street St Thomas Street Symonds Street</p> <p>Zone T Cornes Close Fordington Avenue Greenhill Avenue Greenhill Close Greenhill Road Milverton Road Nursery Gardens Sarum Road West Hill Park</p> <p>Zone U Sleepers Delle Gardens Sparkford Close Wentworth Grange</p> <p>Zone V Clausentum Road Cripstead Lane Kingsgate Road Norman Road St Cross Road St Faiths Road</p> <p>Zone W College Walk Wharf Hill</p> <p>Zone X Barfield Close Canute Road Cathedral View Dell Road Highcliffe Road Milland Road Petersfield Road Portal Road Quarry Road St Catherines Road St Giles Close Vale Road</p>	<p>Zone Y Kerrfield Queens Road</p> <p>Zone 2A Airlie Corner Cromwell Road Eversley Place Kings Avenue Kingsley Place Milner Place Paulet Place Princes Place St Mary Street Stanmore Lane Stuart Crescent Walton Place</p> <p>Zone 2B Dawn Gardens</p> <p>Zone 2C St Johns Road</p> <p>Zone 3A Austen Close Charles Close Chandler Road Coram Close Dyson Drive Francis Gardens Grosvenor Drive Hillier Way Hussey Close Knights Close Oglander Road Russell Road</p> <p>Zone 3B Abbotts Road Colley Close Courtenay Road Manningford Close Old Gardens Park Close Stoke Road</p>
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CONCESSIONS FOR INNER AREA RESIDENTS

Holders of **Inner Area Resident** parking permits (for Zones B, C, M, N, P, Q, R and S) may, **on Saturdays only**, park free in the following Winchester City Council operated car parks: Cattle Market, Chesil Multi-Storey, Coach Park, Durngate, Gladstone Street, St Peter's, Tower Street and Worthy Lane.

This concession is not available while displaying a Visitor permit, or any permit for the Outer Area zones.

SUSPENSION OF PERMIT HOLDERS' BAYS

Winchester City Council will occasionally need to suspend or partially suspend permit holders' parking bays for road works or other reasons.

Advance warning notices will normally be placed a few days before the suspension starts, but if it is for emergency works this cannot be guaranteed.

It is the permit holders' responsibility to ensure that the bay in which their vehicle is parked is not suspended at anytime. It is recommended that permit holders check the status of the relevant parking place once in every 24 hour period to establish if there is any scheduled suspension or problem with their parking.

If your vehicle is parked or left in a suspended parking bay it may result in the issue of a Penalty Charge Notice (PCN).

RENEWING YOUR PERMIT

When your permit is close to its expiry, if you wish to renew the permit, you should complete the permit application form and submit with the correct document(s) and payment. Winchester City Council aims to send renewal forms approximately three weeks before a permit expires, however this cannot be guaranteed. Parking permit forms can be downloaded online at www.winchester.gov.uk or requested by contacting Parking Services.

To allow time to process your permit renewal and for you to receive it, please ensure your application is made two weeks before the permit is due to expire.

CHANGE OF VEHICLE (RESIDENT PERMITS ONLY)

If you change your vehicle, your resident permit will need to be updated to show the new vehicle registration mark. You will need to return the permit to Parking Services and provide proof of ownership of your new vehicle and the replacement permit will be issued free of charge. Documents that can be accepted as proof of vehicle ownership are detailed on page 1 of this information leaflet.

If unable to apply for an immediate replacement permit you may make the following changes to your permit:

- Scratch off the panel "CHANGE OF VEHICLE"
- Enter the registration mark of your new vehicle in black or blue ink in the box "NEW REG. NO."
- Enter the date of this action in black or blue ink in the box "DATE".

This will validate the permit for a period of **ten days** to allow an application to be made. If you have a Visitor permit you can use, this can also ensure compliance while your resident permit is updated.

CHANGE OF ADDRESS / PERMIT NO LONGER REQUIRED

If you move from your permit registered address, you should return your permits to Winchester City Council. Continued use of parking permits while no longer resident at the permit address may result in the issue of a Penalty Charge Notice.

If you move to another permit qualifying address, your permits should be returned to be transferred to your new address and parking zone. Proof of residency for your new address will be required. Replacement permits are issued free of charge.

If you move out of Winchester's permit parking area, you must return all your permits to Winchester City Council so they can be cancelled and the new residents of the address can apply for their own permits. You will receive a refund of the value for the unexpired period remaining on your permit(s) if the total value is £10 or more. Refunds are not available for unused scratchcard permits.

Refunds are made by way of cheque within 14 days of receipt of returned permit(s) and request for refund. Refunds will not be processed if the permit(s) is not returned.

LOST PERMIT

If your annual resident or visitor permit becomes lost or damaged, you can apply for a duplicate to be issued. The existing permit will be made invalid upon issue of the duplicate. Any vehicle observed displaying an incorrect permit may be issued with a Penalty Charge Notice.

The fee for a duplicate permit is £10, however, a stolen permit may be duplicated free of charge if a valid police crime reference number is provided at the time of request for duplication. The duplicate permit declaration form can be downloaded online at www.winchester.gov.uk or requested by contacting Parking Services.

The issue of a duplicate permit is at the discretion of Winchester City Council. Duplicates are not issued for lost or damaged visitor scratchcard permits.

OTHER RESIDENTS PARKING OPTIONS

The following car park season tickets are available to residents of qualifying properties as follows:-

• **Inner Area Residents Season Ticket**

Available to: Residents of a qualifying property for an on-street residents parking permit that is situated within one of the Inner Zones (Zones B, C, M, N, P, Q, R, S).

To park within car parks: Cattle Market, Chesil Multi-Storey, Crowder Terrace, Durngate, The Lido, Worthy Lane and the Barfield Close area marked "Season Ticket Group E" only.

Price: £240.00 per year

• **Residents 30% Discount Season Ticket**

Available to: Residents of a qualifying property for on-street parking permits

To park within car parks: depending on the season ticket group opted for, car parks included: Gladstone Street, St Peters, Tower Street, Cattle Market, Coach Park, Crowder Terrace, The Lido, Durngate, Worthy Lane, Chesil Multi-Storey and the Barfield Close area marked "Season Ticket E".

Price: from £901.30 (Group D) – £1932.00 (Group B) per year

• **Off-Street, Off-Peak Season Ticket**

Available to: Any resident within Winchester's permit parking zones

To park within car parks: Cattle Market, Chesil Multi-Storey, St Peters, Worthy Lane

Valid Times: Monday to Friday 8am-10am and 4pm – 6pm and Saturday 8am – 6pm

Price: £100 per year

Further information and application forms for the above can be found online at www.winchester.gov.uk within the Parking Services pages.