

# Residential Disabled Bay Application Form

## What are Residential Disabled Parking Bays?

Residential parking bays for people with disabilities are areas marked with a white box on the road outside, or as close as possible to, a property of a resident with disabilities that has difficulties in walking from a vehicle parked in the street to their home.

## Are they legally enforceable?

No - the white markings can help to highlight, to other road users, that a disabled resident requires this bay to park in as they have limited mobility. The markings may help to deter obstructive or hazardous parking although they are not legally enforceable.

## How much do they cost?

It costs £238 for each application for residential disabled parking bays. This includes the application, site survey and installation of the markings. If the lines fade over time and you want to refresh them, you will need to make a new application and pay the £238 fee.

## Who can apply?

The residential disabled parking bay may only be applied for by or on behalf of a current Blue Badge holder. Once the markings are in place at the designated site, the parking bay may be used legitimately by other residents in your neighbourhood or visitors that are Blue Badge holders. It is not reserved for a specific Blue Badge holder.

The applicant must own and drive a vehicle registered at the address or there must be a permanent resident at the address who owns a vehicle registered at the address and drives it on the applicants' behalf.

A copy of Vehicle Registration Document (V5C) or Mobility Vehicle Agreement document is required as proof.

The Blue Badge must be displayed in the vehicle at all times whilst parked in a disabled persons parking bay and the Council must be immediately notified if the bay is no longer required.

Please note: we only consider locations that are on the public (adopted) highway within the Milton Keynes City Council area. This does not include locations owned by other MKCC services such as Housing or privately owned roads.

## When will markings be installed?

Within 8 weeks after your payment being received, your markings will be installed. We will schedule these works in along with our routine road lining works.

If your markings become faded and you want the lines re-painting you will need to make another application and the same fee will apply.

## How do I apply?

To make an application, complete the following application form and return it with copies of relevant documents to the address shown at the end of the form. If you are unable to print the form, please contact the Highways Liaison Team on 01908 252353 or email [highways.liaison@milton-keynes.gov.uk](mailto:highways.liaison@milton-keynes.gov.uk) and we will post one to you.

## Our approval criteria:

- The parking bay is not reserved for a specific Blue Badge holder.
- Any applicant that has off street parking or a garage available will not be granted a disabled persons parking bay.
- A parking bay will not be provided within 10 metres of a junction.
- The applicant must own and drive a vehicle registered at that address or there must be a permanent resident at the address who owns and drives a vehicle registered at the address on your behalf.
- A copy of Vehicle Registration Document (V5C) or Mobility Vehicle Agreement document is required as proof.
- The Blue Badge must be displayed in the vehicle at all times whilst parked in a disabled persons parking bay.
- The Council must be immediately notified if the bay is no longer required.
- There is a charge of £238 to cover the full cost of the application.
- If markings require renewal, a re-application will be required, at the same cost.

# Applicant details

Name of the Blue Badge Holder

Address

Blue Badge expiry date

Contact Number/s

Email

Are you applying on behalf of someone else?

YES

NO

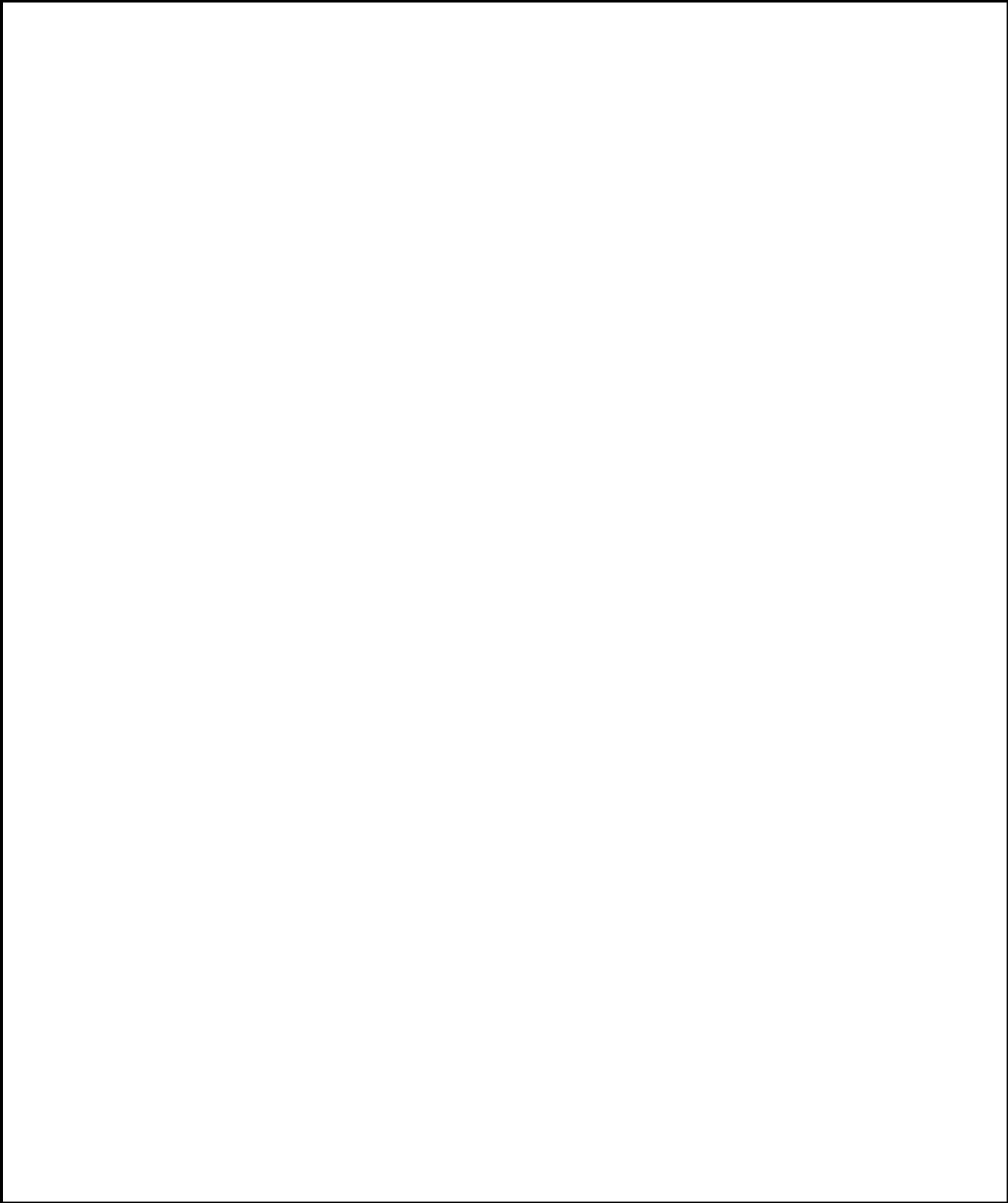
If Yes, what is your relationship to the Blue Badge holder?

YES

NO

Is the disabled parking bay required outside the above address?

Please give details/draw a plan (view from above) showing where the bay is required and explain why it is required.



## Application checklist - before sending it back to us, check that you have included...



The fully completed application form	<input type="checkbox"/>
A photocopy of Blue Badge serial number and expiry date	<input type="checkbox"/>
A photocopy of the Vehicle Registration Document (V5C) Or Mobility Vehicle Agreement	<input type="checkbox"/>

Return this application form, and supporting documentation to:

Highways Liaison Team,  
MK City Council (Highways),  
Synergy Park  
Chesney Wold  
Bleak Hall  
Milton Keynes  
MK6 1LY

If you have any questions or need help completing the form, call 01908 252353.

## What happens next...

We will contact you by phone to take the payment for the £238 fee. Once that has been processed we will carry out a site survey to see if your chosen site is suitable for a disabled persons parking bay. This can be done using a credit or debit card. Please note that we are unable to accept cheques.

I certify that I have read and understood the information on this form and wish to apply for the provision of a Disabled Persons Parking Bay. The information I have given on this form is correct. I understand that this type of parking bay is not legally enforceable and relies on other road users not using the bay.

**Signature of applicant:**

**Print name:**

**Date:**

## **How we store your data**

We collect and use information about you so that we can provide you with Highway services under the relevant legislation.

Full details about how we use this data and the rights you have around this can be found at [www.milton-keynes.gov.uk](http://www.milton-keynes.gov.uk)

If you have any data protection queries, please email the Data Protection Officer at: [data.protection@milton-keynes.gov.uk](mailto:data.protection@milton-keynes.gov.uk) or call 01908 252353.