

## Assessment / Eligibility Criteria

### Stage One – applicant conditions

The applicant must be:

- The blue badge holder.
- The driver of the vehicle (evidence of driver's licence and vehicle ownership will be required).
- Requesting a disabled parking bay for the same address as their blue badge has been issued.
- Unable or virtually unable to walk or propel a wheelchair for a comfortable distance outside the home – estimation of comfortable walking distance required.
- Unable to access suitable off-street parking, for example a driveway, garage or parking place provided by a housing association or social landlord.
- Unable to regularly park their vehicle on the public highway within a comfortable distance of their household.

If you do not meet all these criteria, but feel that your case is exceptional, please contact us. We will be able to assess your eligibility and advise you on whether to proceed with an application.

### Stage Two – Highway specific conditions

We will make our decision on the following highway specific conditions. The application may be denied if one or more of the following exist:

- We believe there is reasonable evidence to suggest that the driver can regularly park their vehicle within a comfortable distance of their household either off-street or on-street.
- The request is for a highway that is not maintainable at public expense.
- The driver has access to suitable off-street parking, for example a driveway or garage. The suitability of the off-street parking facility will be considered in line with government guidance, specifically:
  - Whether it is located on firm and level ground
  - Whether the gradient is reasonable
  - Whether there is space to enable the disabled driver to get into the car easily and safely
- Waiting restrictions (for example double/single yellow lines, clearways / bus stop clearways and school keep clear road markings) are already in place or have been proposed in the requested location.
- The request is within a Controlled Parking Zone.
- Access or visibility will be impaired by the parking bay.
- The road is not wide enough to allow the free flow of traffic when a vehicle is parked in the bay.
- The location is listed in the Highway Code as a place where vehicles should not be parked.
- The road has a speed limit over 30mph.
- The current number of disabled parking bays installed is higher than 10% of the total number of residential properties or 10% of the number of parking spaces in the street, whichever is higher i.e. 40 houses = maximum number of 4 Disabled Bays in that street.

If either the stage 1 or stage 2 criteria are not satisfied, then the request will be declined. The process includes the assessments above, and the preparation of a Traffic Regulation Order.