

HOLLY LODGE ESTATE
PARKING REGULATIONS

1. Authorities

Under the scheme established by the original conveyances of the Estate, the roads, verges, steps and pathways are vested in the Estate Trustees and are privately maintained by the Committee. Vehicles are permitted to use the roads as a means of access to properties and, in law, are permitted to park only with the permission of the Trustees; those who park without permission are trespassers. This is the Holly Lodge Estate Committee's (HLE Committee) authority for establishing regulations and for taking sanctions against vehicles that infringe the regulations. These regulations have evolved over many years and reflect the results of a canvass of all residents and the detailed advice of leading Counsel.

2. Objectives

Residents and their guests should be able to park close to their houses or flats and, temporarily by the shops at the bottom of Hillway. Emergency and council vehicles should have adequate access.

Unauthorised parking by non-residents should be reduced to negligible levels.

3. Regulations

3.1. General

- 3.1.1. Vehicles must be parked as close as reasonably possible to the property they are associated with so as not to inconvenience other residents
- 3.1.2. Vehicles must not be parked in the turning bays in the various avenues, nor on any yellow or white lines or on a hatched area.
- 3.1.3. Vehicles must not be parked so as to project across or encroach upon any footpath nor should they park across any steps that are marked with a white line on the road.
- 3.1.4. Parking on the 'Crossover' (the tarmac between the road and the pavement giving access to a property) is strongly discouraged as it can hinder access for the less mobile and on aesthetical grounds. However it is recognised that on occasion such parking is necessary and, if short term, acceptable provided;
 - a) there is no free space on the forecourt the crossover accesses and the vehicle parked is associated with the property the crossover accesses as shown by the vehicle's parking permit or visitor's note, and
 - b) the vehicle does not encroach over the pavement or grass verge, nor project into the roadway.
- 3.1.5. Long term parking of vehicles not in frequent use is prohibited, minimum usage is considered to be at least fortnightly
- 3.1.6. Vehicles must not park in the Electric Vehicle charging bays unless being charged and not for more than 14 hours in any session.
- 3.1.7. HLE Committee does not recognise the National or Camden Blue Disabled Badges; only the HLE Committee Blue Badge is permitted to use a disabled bay.
- 3.1.8. The removal of a vehicle is a possible course of action in cases of:
 - a) obstruction of drives or likely obstruction of emergency vehicles
 - b) abandoned vehicles
 - c) overnight parking of unauthorised vehicles
 - d) persistent infringement

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3.1.9. In line with the London Borough of Camden policy the running of cables across Estate footpaths, verges and roads for charging of vehicles or other purposes is not permitted.

3.1.10. Vehicles must not be occupied overnight (i.e. no sleeping in camper vans, etc).

3.2. Residents

3.2.1. All residents must display a valid HLE Parking Badge in the windscreen of their vehicle(s) in order to park the vehicle on the roads of the Estate. A Badge is available on application from the Estate Office. Save as set out below, a Badge is not available to a non-resident.

3.2.2. A Badge may be applied for a DVLA category M1 vehicle (passenger vehicle of no more than 8 seats).

3.2.3. A maximum of one Badge per plot for a DVLA Category N1 vehicle (vehicle used for the carriage of goods and having a maximum mass not exceeding 3.5 tonnes).

3.2.4. In case of an application for a Badge relating to a vehicle that is not registered in the ownership of a resident, the application should be accompanied by a letter from the registered owner declaring that the vehicle is provided for the exclusive use of the resident.

3.2.5. Non-resident plot-holders may be issued a Parking Badge solely at the discretion of the HLE Committee

3.2.6. Motorcycles are required to be registered with the Estate Office, but currently do not need to display a parking badge

3.2.7. All vehicles must be fully licensed with DVLA, insured in compliance with applicable statutory requirements and in frequent use (SORN not recognised).

3.3 Visitors

3.3.1 Only Residents living on the Estate may authorise visitors, including tradesmen. Residents must place a Visitor's Note in the windscreen of the visitor's vehicle stating the

- i. address of the resident they are visiting,
- ii. date of visit
- iii. contact phone number for use by HLE staff in case of an emergency.

3.3.2 A Visitor's Note may be for a maximum duration of 2 weeks. Residents wishing a visitor's vehicle to stay for longer than 2 weeks must apply to the Estate Office for a temporary badge.

3.3.3 Any Visitor's vehicle not being vehicles in DVLA category M1 are only permitted to park during specific hours, solely for the purpose of visiting or working at an Estate property. Permitted times: Mon-Fri. 08:00-18:00; Sat. 09:00-13:00 and not at all on Sundays or Bank Holidays.

3.3.4 Emergency Vehicles are excluded from the need to display a Visitor's Note or to have an E-Permit and from restrictions applicable to non-DVLA Category M1 vehicles.

3.3.5 Additionally E-Permits may be required in some Zones at certain hours.

3.3.6 Any visitor's motorcycle must either display a Visitor's Note or have an E-Permit as described in section 6

4. Zones

The Estate is divided into 3 zones where additional regulations may apply,

Zone

1 Hillway Gates (ANPR managed 3 hour Zone before the gates on Hillway)

Parking of vehicles in the short-term parking area near the Swain's Lane entrance, south of the white railings, is restricted to periods of less than 3 hours and for vehicles displaying a valid HLE Parking Badge.

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It is planned that parking in this area is to be monitored by ANPR cameras

2 Above Oakeshott (ANPR managed Zone above Oakeshott Avenue)

Parking in this area is monitored by ANPR cameras. Any vehicle entering this zone between the hours of 20.00 and 06.00 each day and not leaving the zone within 20 minutes must either display a HLE valid Parking Badge or have an E-Permit. Such notice to be provided by a resident completing an entry on the HLE portal within 48 hours of the entry of the vehicle into Zone 2, they can also be set without an end date negating the need to raise E-Permits for each entry.

Instructions on how to authorise a visitor can be obtained from the HLE Manager.

3 Remainder

No additional rules apply.

See map in Appendix A.

5. Other

These regulations are subject to review by the HLE Committee should the need arise and may, from time to time, be revised to reflect the changing requirements of the estate and its residents.

All parking rights conferred on a resident are subject to the annual payment in full to the Estate Maintenance Fund.

Contravention of these regulations may result in the HLE Committee's Enforcement Agents issuing Parking Charge Notices to the registered keeper of the offending vehicle.

All revisions will need to be approved at a General Meeting.

6. Definitions

A resident is a free-holder / plot-owner / lease holder or tenant (under a written tenancy agreement for six months or more) of a dwelling on the Estate (which dwelling is his/her primary residence) or the spouse, partner, parent or child of such a person

Emergency vehicles are vehicles clearly marked as controlled by the Police, Ambulance Service, Fire Service, a Doctor or the Army and instrumental in dealing with an emergency situation relating to an immediate threat to human safety, animal safety or property on the Estate

An E-Permit is created on the HLE parking portal which is accessed through the website of the contractor employed by the HLE Committee (Capital Car Park Control) to enforce these regulations. For further details visit [hle.org.uk / residents / parking permits](http://hle.org.uk/residents/parking-permits)

Appendix A – Map of Zones

