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| South Gloucestershire Council logo  Email: [transportservices@southglos.gov.uk](mailto:transportservices@southglos.gov.uk)  Department for Place,  PO Box 1954, Bristol, BS37 0DD  Tel: (01454) 868000 |

# Proposed waiting restriction request form

* **Please note: due to resource issues we are prioritising locations where waste lorries are having issues accessing a road.**
* **To be able to install, remove or modify any waiting restrictions we have to follow a legal process and issue a**[**Traffic Regulation Order**](https://beta.southglos.gov.uk/traffic-regulation-orders/)**(TRO)**
* **Submit the completed highways request form to** [**transportservices@southglos.gov.uk**](mailto:transportservices@southglos.gov.uk)
* **We may contact you for further information.**

## Applicant details

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Postcode** |  |
| **Telephone** |  |
| **Email** |  |
| **Date** |  |

**Duration / frequency of the problem**

Please tell us:

1. the issue that is occurring
2. what time of day the issue is occurring
3. how long the issue has been going on for / happening

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## Details of proposed request

Please specify and explain the reasons why you think:

1. new waiting restrictions are needed;

OR

1. the existing waiting restrictions on the road should be removed or modified i.e. extended or reduced

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**Preferred solution**

What do you think would help solve or reduce the problem?

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| **Type of request:** | **Description** | **Please mark appropriate box(es).** |
| Double yellow lines | where waiting is prohibited at all times  24 hours a day, 7 days a week |  |
| Single yellow lines | where waiting is prohibited for less than the full 24-hour day, for example10am to 2pm, Mon to Fri |  |
| Limited waiting (parking) bays | white bay markings where parking is permitted for a limited period |  |
| Residents parking  permit scheme | normally only available to permit holders during working hours    For more information and to view the policy visit the [residents parking schemes page](https://beta.southglos.gov.uk/residents-parking-schemes/) on our website. |  |
| Removal | Remove the existing waiting restriction that is currently on the road |  |
| Modification | Modify the existing waiting restriction that is currently on the road |  |
| Other, please specify: |  |  |

**Location details of the request**

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| --- | --- |
| **Road name(s)** |  |
| **Area** |  |
| **Postcode** |  |
| **Exact location**  **within road** |  |
| Please describe where along the road you think the solution should be:  *Examples (please delete examples and enter details of your request below):*   * *From boundary line of no.12 and no.14 Albert Road for a distance of 5 metres in an easterly direction* * *From the junction of Albert Rd and Paxton Way to the boundary line of no.6 and no.8 Paxton Way on both sides of the road.* * *Outside no.18 Albert Rd to no.26 Albert Road.* | |

**Location plan**

Insert a screenshot below of a plan or drawing showing where your preferred solution should be located. Alternatively, attach it to your email when you submit this request form.

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## Checklist

Please select the appropriate box or boxes:

|  |  |
| --- | --- |
| The request is associated with the obstruction of waste lorries – **parked vehicles are regularly preventing waste or recycling being collected** |  |
| Photos attached of waste lorries being blocked due to parked vehicles |  |
| The request is a general request and is not associated with obstruction of waste lorries |  |

**Please note:**

**If your request is associated with the obstruction of waste lorries, we will contact the council’s Waste Management team for confirmation that collections are being missed or waste lorries are having issues accessing the road in question.**

**If there is no evidence of regular access issues for our waste collection crews, the request will then be treated as a general parking request.**