



City & Environmental Services  
Hazel Court  
James Street  
York  
YO10 3DS

[Name of resident]

Address here

XXX

XXX

YOX XXX

[www.york.gov.uk/parking](http://www.york.gov.uk/parking)

Tel: 01904 551551

Our Ref: XXXX

Date: XX XX XX

Dear [Name of resident]

### **Parking on verges and footpaths:**

We are asking for your help so that we can reduce the amount of money the council is spending on repairing grass verges each year.

We have sent you this letter because we've recently carried out an inspection of the roads and verges near your property. This happened because we've either received a complaint about vehicles parking on and consequently damaging grass verges, or this is part of our annual inspection of the highway.

Whilst on this inspection, a vehicle(s) near your address was parked on the grass verge which was blocking the highway/footway or damaging part of the verge.

It may be that the vehicle is not owned by you or anyone in your household, in which case please disregard this letter.

If, however, this was the case, please can we ask that as this is public highway, and not part of your property, that you park off the verge and on the highway itself. Please encourage your neighbours, visitors or family members to do the same.

Doing this will help save the council thousands a year in repairs, with each repair costing upwards of £30 per square metre. In times of severe national funding cuts, we hope you agree that this money could be better spent elsewhere on protecting York's key frontline services.

If your vehicle needs to gain access to your property over verges or footways, please contact Stuart Partington on 01904 551361 to apply for permission to do this.

With thanks,

[Full name of member of staff here]

[job title e.g. Highway Inspector – Highway Maintenance Services]

Director of Economy and Place: Neil Ferris