

# Blue Badge Parking Space (BBPS) application form BBPS01



Please read the BBPS policy document before completing this application form.

Please complete this form electronically or online and once complete email us at [bbps@solihull.gov.uk](mailto:bbps@solihull.gov.uk)

## 1. Personal Details

Name of applicant(s):

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Address of applicant(s):

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Email address and daytime contact telephone number(s):

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## 2. Blue Badge Parking Space request

**2a)** Please tick the following criteria that apply to your request:

- My request is for a new BBPS (proceed to section **2b**).
- My request is for the repainting of an existing BBPS (proceed to section **2b**).
- My request is for the removal of a BBPS (proceed to section **4**).

**2b)** Please read the accompanying policy on Blue Badge Parking Spaces, specifically **Section 2** relating to locations. Please tick all the criteria that apply to your request:

- The location is on the adopted Public Highway;
- I **do not** have access to suitable off street parking or a garage.
- The space is **not** being requested for dial-a-ride, taxis, hospital drivers or others for the purposes of picking up or setting down passengers or for non-disabled visitors or carers.

**2c)** Please tick the appropriate box:

- The BBPS I am requesting is entirely in front of my own property.

The BBPS I am requesting is in front of another property\*1.

Please attach a photo with your application showing the location where you would like the space to be positioned/repainted.

Notes:

\*1: Please be aware that when the position of a proposed bay fronts another property, that property will be consulted and Ward Councilors views sought; the responses of which will be used to inform our determination of the application.

### 3. Assessment Criteria

Please read the attached policy on Blue Badge Parking Spaces, specifically **Section 5** relating to Assessment Criteria for BBPS Applications.

Please tick all the criteria that apply **and** attach proof of evidence (this can be by way of a photo or scanned copy of an original document which should be submitted with your application):

- I am a 'Blue Badge' holder.
- I live at the application address.
- I, or someone or someone else resident at the application address owns a vehicle registered at the application address.
- The requested location of the Blue Badge Parking Space complies with all the requirements set out in **Section 2** of the associated BBPS Policy.  
Less than 25% of the current available spaces on the road are not already used for Blue Badge Spaces.
- Please note; in instances where 25% or more capacity is allocated already, we will consult with Ward Councilors before referring the application to the Cabinet Member for Environment and Highways Prior to approval.

### 4. Confirmation

Once assessed, the applicant will be informed of a decision in writing, typically within 28 working days. Should a decision be made to provide or remove a BBPS, arrangements will be made for the work to be carried out, usually within 4-6 weeks, but dependent on weather conditions and the availability of a works team. Solihull MBC reserves the right to further delay the service.

Where I have applied for a new space or for an existing space to be repainted, I declare that I have read, understood and agree to the conditions outlined in this form and in the BBPS policy document. I also understand that whilst I have made this application, the space is for use by any 'Blue Badge' holder and is not provided for my exclusive use. All information I have provided is accurate to the best of my knowledge.

I have submitted all required supporting documents (see Section 5 of BBPS Policy) (Applications submitted without supporting documentation will be refused)

Signed:

Date:

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