

Typical Consultation Letter

Plan relevant to the location reproduced on back.[Type text]

APPENDIX C

Southend-on-Sea Borough Council

Enterprise Tourism and the Environment

Andy Lewis – Corporate Director

Date: Direct Dial: **01702 215293**
Our ref: TH/P/3000JF Fax No: 01702 339607
Contact: James Freeman E-mail: jamesfreeman@southend.gov.uk



Dear Sir/Madam

Parking Problems in your Area - *location*

Following the investigation of the severe parking problems that exist in your area the Council is considering the *provision OR alteration OR extension of the existing* yellow lines at the above location and at other locations in the area.

The plan on the back of this letter shows what we are considering near your house to deal with the obstructive, sometimes dangerous, parking.

A notice has been published in the *date edition of the local paper* and displayed on all affected streets.

Copies of the proposed Order and plans of all of the proposals may be viewed at the Council offices.

If you wish to informally discuss the proposals or express any concerns that you might have please contact me on the above contact details.

Should you wish to comment formally you should follow the instructions on the published notice or that displayed on your street. If you require any clarifications please contact me and I will be pleased to assist as necessary.

Whilst writing I will take this opportunity to inform you that these proposals represent the next stage in an ongoing investigation of the on-street parking problems around the RBS building and that the Council will be consulting you on further measures, to relieve the area of parking stress, later this year.

Yours faithfully

James Freeman
Project Engineer
Transport Programmes