

Permit Parking in Zones 4, 6, 7, 8, and 9: What You Should Know (Permit year Sept. 1-August 31)

► Zone permits are necessary to park during the hours of 6 a.m. to 5 p.m. weekdays, in all blocks of streets that are signed “Permit Parking Only.”

► If you are not certain whether your address falls within one of these zones, please call (or visit) the treasurer’s office at 970-3146. A staff member will be able to give you details pertaining to your specific address.



► Permits are issued on a first-come, first-serve basis, and a limited number of permits are available for each residence, according to city ordinance. Permits are \$25.00 each, for both residential and guest. Certain households, upon survey by the city traffic engineer, may be eligible for up to 2 no-charge permits if they are determined not to have off-street parking spaces. To determine whether or not your residence is in a permit area, and if it is, how many permits are available, please call (or visit) the treasurer’s office at 970-3146 for assistance.

► To purchase a zone permit directly from the treasurer’s office, proof of residency and vehicle ownership is required. Renewal notices will be mailed to those who purchased zone permit(s) last year. However, if you have not received a renewal notice, or wish to have an application mailed to your residence, please call (or visit) the treasurer’s office at 970-3146 for assistance.

Copies of the full city ordinance regarding Residential Permit Parking Zones and Restricted Parking Blocks are available online or at the city treasurer’s office.

Zone Permit Parking: Questions & Answers

- old permits expire on *August 31*
- new permits will go on sale beginning *July 22, 2013* at the Treasurer’s Office on the first floor of City Hall

Why did the city enact the residential zone permit program?

“In order to reduce or prevent congestion and hazardous traffic conditions in residential areas, to protect these areas from polluted air, excessive noise, and other adverse environmental impacts of automobile commuting, to protect the residents of these areas from unreasonable burdens in gaining access to their property, and to preserve the residential character of such areas and the property value therein”. (§15-201)

Who may obtain residential zone permits?

Residents of most affected households may obtain permits by application through the city treasurer’s office (970-3146; City Hall, 605 East Main Street, 1st floor). Please call the treasurer’s office in order to determine the necessary proof of residency and vehicle ownership requirements. *However, certain specified multi-family households, such as apartment buildings, may have to apply for permits through an owner/ agent designated by the property owner.* Again, please call 970-3146 for details regarding specific addresses.

How many permits are available for each address?

For *most* single-family affected households, the number of permits available is 4 residential and 2 guests. However, please check with the Treasurer’s office (970-3146) for the number available for your specific address. For multi-family properties, the number of available permits is determined by several factors, including the number of units. *Permits are available on a first-come, first serve basis for affected households.* Again, please call for more information.

If I move away from a permit address, can I return my permit?

Yes, in fact, city code *requires* that residential permits be surrendered whenever the holder of such a permit moves from that address. *If you move away from a permit address and do not surrender your permit, you are “locking up” that space for any future residents or tenants of that property.*

Can I purchase a permit to park on a particular street in order to walk to work or class from that street?

No, permits are available only to residents of these areas, and are not for sale to commuters, students, or other non-residents.

Can I use a guest permit if all the available residential permits have been purchased for my address?

No; guest permits are for the use of bona-fide guests only, to be used by someone who visits the resident(s) at that household for a relatively short period of time and who needs a *temporary* place to park. Tickets will be issued to vehicles determined to be in violation.

Where does a residential permit allow its holder to park?

Vehicles to which a residential permit has been issued may park *only in the block and street designated on the permit itself, and may not park in any other zone, street, or block.* Zone permits do not guarantee the right to a space, but only the right to park in a particular block of a particular street should the space be available.

Where on a vehicle should residential permits be displayed?

Residential permits must be displayed in the lower left hand corner of the rear window (immediately behind the driver, at the bottom left). If, because of dark window tinting, a decal placed in the back window is not visible, please place the decal on the driver's side of the front windshield. This placement aides enforcement. Guest permits *must* be hung from the rear-view mirror, with the address side facing out. *Please note that tickets cannot be dismissed on the basis that a permit had been purchased but was not displayed properly in a guest's vehicle.*

What is the fine for parking in a residential zone permit area without a permit?

\$25.00 if the fine is paid within 4 business days of ticket issue. Fines double if not paid within this time period. Fines unpaid after a specified length of time will result in placement of a DMV registration withholding.

What should I do if I lose my permit or trade in my car for another?

If your residential permit is stolen from inside your vehicle, destroyed in an accident, or if you purchase another vehicle, you must complete an affidavit certifying that fact and apply for a replacement permit (cost: \$2.00). The treasurer's office may request accompanying certification such as a police report or insurance claim. *However, please note that guest permits may not be re-issued under any circumstances if lost, stolen, or destroyed.*

ZONE PARKING PERMITS

INFORMATION FOR RESIDENTS OF ZONES 4, 6, 7, 8 AND 9



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