



**RESIDENTIAL PARKING PERMIT APPLICATION AND RESIDENCE DECLARATION - 2016
ORDINANCE 818**

- NEW
- RENEWAL
- TEMPORARY

NAME _____

RESIDENCE ADDRESS _____

PHONE _____ CDL _____

CA VEHICLE LICENSE NO. _____ YR _____ MAKE _____ COLOR _____

CA VEHICLE LICENSE NO. _____ YR _____ MAKE _____ COLOR _____

CA VEHICLE LICENSE NO. _____ YR _____ MAKE _____ COLOR _____

LANDLORD _____ PHONE _____

By my signature on this Application for a Residential Parking Permit, I acknowledge that I reside at the address stated hereon, and I am the authorized owner or lessee using the motor vehicle(s) bearing the license plate number(s) on this application. I further acknowledge that the current California DMV Registration(s) **must be presented with this application and each year thereafter** for renewal of permit(s). "Motor vehicle" is defined as an automobile, truck, motorcycle, or other motor driven form of transportation not in excess of 8,000 pounds gross vehicle weight (Vehicle Code Section 22507).

I UNDERSTAND THAT THIS/THESE PERMIT(S) IS/ARE INTERCHANGED AMONG ALL MOTOR VEHICLE (WHICH IS/ARE CURRENTLY REGISTERED WITH DMV) ASSOCIATED WITH EACH RESIDENCE OR PERSON LISTED ON THE APPLICATION AND SHALL BE DISPLAYED PER THE INSTRUCTIONS RECEIVED WHEN PURCHASING THE PERMIT. I FURTHER UNDERSTAND THAT I am not guaranteed a parking space on the public street in front of my residence and/or neighborhood and that the parking privilege on the street is subject to a first come, first served basis subject to space available. The residential neighborhood in which I am approved to park is indicated by the color and label on my permit. I may park only on the streets where the signs are posted.

The Temporary Parking Permit exempts me from the posted time limit within the boundaries of my approved residential neighborhood only.

I declare that I have read and understand the "Residential Parking Application and Residence Declaration Ordinance 818," and the "Residential Permit Instructions" and that I have possession of the above licensed motor vehicle(s). I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

APPLICANT SIGNATURE DATE

FINANCE DEPARTMENT

RESIDENTIAL ZONE: _____ M SECTION

REQUIRED DOCUMENTATION: (REVIEWED & PHOTOCOPIED):

- Current CA Vehicle Registration
- CA Driver License
- Proof of Residence

Registration Expiration Date	Residential Permit Number	Date Permit Issued	Receipt #	Issued By

REQUIRED DOCUMENTS

1. COMPLETED RESIDENTIAL PARKING PERMIT APPLICATION

2. PROOF OF RESIDENCE (PROVIDE **ONE** OF THE FOLLOWING):
 - ✓ Copy of lease/rental agreement, or
 - ✓ Letter from owner of property verifying your residence, or
 - ✓ Copy of a current PG&E bill, Utility bill, or resident phone bill addressed to you at address for which the permit is being requested, or
 - ✓ Title/Escrow papers

3. VALID CALIFORNIA DMV VEHICLE REGISTRATION: A copy of the current registration for each motor vehicle needing a permit, maximum of three permits allowed. (If the registered owner is different from the resident, a letter is needed from the registered owner stating that you, the resident, have been authorized sole use of the motor vehicle.)

4. VALID CALIFORNIA DRIVERS LICENSE

5. PROCESSING FEE: \$20 fee per annual permit; \$5 fee per temporary permit; New permits will be prorated for the first year on a quarterly basis.

Request for Exemption of the Vehicle Ownership Requirement

I declare that I am the resident of the above listed address, and although I do not own a motor vehicle, I have need for a parking permit for use by (check all that apply):

Family Friends Caretakers Service Providers Other (please specify): _____

Signed: _____ Date: _____



RESIDENTIAL PERMIT INFORMATION

RETAIN FOR YOUR RECORDS

Display permit by hanging it from the rear-view mirror inside front windshield. The permit, block number facing out, must be visible to Rohnert Park Public Safety. Vehicles not displaying a permit are subject to the time restrictions posted on the streets.

- The permit may be issued to a resident who does not possess a motor vehicle if the resident submits a signed statement demonstrating that the resident need to provide a parking permit to a caretaker or service provider.
- No more than three parking permits shall be issued for each residence, and no more than one permit shall be issued per motor vehicle.
- The permit may be interchanged among all motor vehicles associated with each residence or person listed on the application. Parking permits may also be loaned to guests, visitors associated with the residence or person listed on the application.
- Any vehicle displaying a permit must be currently registered with the Department of Motor Vehicles. **The permit is not valid for use in vehicles that exceed 8,000 pounds gross vehicle weight (Vehicle Code Section 22507) or motor-homes and boats.**

I UNDERSTAND:

- I am not guaranteed a parking space on the public street in front of my residence and/or neighborhood and that the parking privilege on the street is subject to a first come, first served basis subject to space available.
- The residential neighborhood in which I am approved to park is indicated by the color and label on my permit. I may park only on the streets where the signs are posted.
- The Temporary Parking Permit exempts me from the posted time limit within the boundaries of my approved residential neighborhood only.
- Permits expire on December 31st, and must be renewed annually at City Hall, 130 Avram Avenue, Rohnert Park.

If the vehicle is sold or if the permit holder moves from the area, the permit(s) must be returned to City Hall. City Hall cannot issue a new permit until the old one is returned.

Residential permit(s) may be renewed by mail with proper documentation, (Residential Parking Permit Renewal form, proof of residency, current DMV registration) and fee.

Residential permit(s) will be revoked in any of the following situations:

- If any person falsely represents his or herself as eligible for a parking permit or furnished false information to City Hall in order to obtain a permit.
- If any person sells, transfers, exchanges, assigns, photocopies, produces or otherwise brings into existence a facsimile or counterfeit permit in order to evade parking regulations.

RESIDENTIAL PERMIT INFORMATION

Residential Permit Program – Frequently Asked Questions

Q1: How long is permit valid?

A: Permits are valid from January 1st through December 31st. Permits are renewed annually.

Q2: Will the \$20 fee be prorated if I get a permit mid-year?

A: New permits will be prorated for the first year on a quarterly basis.

Q3: How many permits may I purchase?

A: Up to three (3) permits may be purchased per residence, and no more than one permit shall be issued per motor vehicle (with valid DMV registration).

Q4: Is there a way for visitor to be exempt from the posted time limit?

A: To accommodate special events such as family gatherings and other temporary events, the City may issue “Temporary Parking Permits” to residents within a residential parking permit area. Any resident with a residential parking permit area can apply for a “Temporary Parking Permit at City Hall. A Temporary Parking Permit shall be valid for a maximum period of 14 calendar days and must include the following information:

- The residential parking permit area.
- The dates for which it is valid.
- The address of the residence associated with the temporary parking permit
- The printed name and signature of the issuing official.
- The fee is \$5.00

Q5: Can I get a bumper sticker instead of a hangtag?

A: No, the permit program only uses hangtags.

Q6: What are the limitations of the program?

A: A permit holder is not guaranteed a parking space and is not exempt from other traffic controls and regulations existing in the residential permit parking area. Permit holders must comply with all City and State vehicle code requirements. Citations may be issued for violations including, but not restricted to the following:

- Parked in excess of the time limit and permit is not properly displayed.
- Parked in a driveway and the back end (or front end) protrudes onto the sidewalk.
- Parked facing the wrong direction.
- Parked in front (blocking) a driveway.

Q7: Why am I cited for forgetting to display my permit – Public Safety Officer should know my car?

A: The rules of the residential permit program have been established for consistent and equitable use of the permits and parking in the area. In order to achieve the objective, the officers will follow the rules of the program and cite any vehicle not displaying a residential permit. Citations are eligible for review based on set criteria for permit holders. There is no guarantee citations will be dismissed because the contestant has purchased a permit.

Q8: How can I get my street added or removed from the residential permit zone?

A: A petition supporting the addition or removal needs to be signed by 65% of the residents and approval is then a matter of the City Council determination.