Property Address: __________________________ Date: __________________________

Name: (Property Owner or Authorized Representative): __________________________
(Property Owner’s Signature Required Below)

Phone Number: __________________________ Email Address: __________________________

Number of Living Units: ___________ Is the Property Grandfathered (if applicable): Y or N

Current Number of Parking Stalls on the Property: __________________________
(Parking stalls can be located in the garage, driveway, side-yard and rear-yard only, NO parking stall are allowed in the front yard or the park-strip areas)

Requested Number of Permits: ______ Additional Comments/Info: __________________________

(Use diagram below or backside if needed)

**Winter Parking Restriction**
10.52.170 (A) of the Municipal Code states: No person shall park a vehicle on any street or city owned parking lot between the hours of midnight (12:00) A.M. and six o’clock (6:00) A.M. of any day, beginning November 15 and ending March 15 of each year. Winter Parking Permits may be purchased by property owners of legally existing non-conforming residential properties built prior to 1968 if said properties cannot physically accommodate legal on-site parking. Permits shall be purchased and renewed annually and shall be limited to a maximum of two permits per legally existing unit. The actual number of permits per unit will be determined by considering, the number of existing off-street stalls and any physical space available for additional off-street parking stalls. Permit fees shall be set by council resolution. Other permit conditions may be required administratively if deemed necessary to minimize negative impacts (ORD# 16-33).

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**FOR STAFF USE ONLY**

Grandfathering Verification Y / N
Aerial Photo Property Review Y / N
Year Built ______
Number of Permits Justified ______
Initial / Date ________________

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Applicant acknowledges that Parking Permit(s) issued are non-refundable

(Initial)

**Property Owner’s Signature:**
(The property owner must sign this form to authorize any representative on her/his behalf)