AGENDA
Committee on Public Safety
Thursday, April 11, 2019 @ 3:30 p.m.
City Council Conference Room, 10th Floor

Council Member Wood, Chair
Council Member Spitzley, Vice Chair
Council Member Hussain, Member

1. Call to Order
2. Roll Call
3. Minutes
   - March 21, 2019
4. Public Comment on Agenda Items
5. Discussion:
   A. City Attorney Updates:
      - Future of a Police Sub Station at Walnut Park
      - 3801 Walton
      - Trash/Recycle Bin Enforcement
      - Draft Ordinance Amendment for Parking
6. Other
7. Adjourn
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<th>Name</th>
<th>Address</th>
<th>Purpose for Attending</th>
<th>Email Address</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Elaine Womboldt</td>
<td>4815 Truax</td>
<td>Agenda</td>
<td><a href="mailto:amwomboldt@comcast.net">amwomboldt@comcast.net</a></td>
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<td>Lansing 48910</td>
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<td>Mangela Purifoot</td>
<td>FPCA</td>
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Please print
CALL TO ORDER
The meeting was called to order at 3:31 p.m.

ROLL CALL
Council Member Carol Wood, Chair
Council Member Patricia Spitzley, Vice Chair
Council Member Adam Hussain, Member

OTHERS PRESENT
Sherrie Boak, Council Staff
Council Member Spadafore
Jim Smiertka, City Attorney
Joseph Abood, Chief City Attorney
Lisa Hagen, Assistant City Attorney
Dale Schrader
Mary Ellen Purificato

MINUTES
Ms. Boak clarified the changes in the February 21, 2019 minutes noting Law asked for the minutes to be changed to state “Public Service Department” not “Parking Manger” for the parking ordinance, however Ms. Boak distributed a copy of the ordinance on record which states it is the parking manager as the administrator “permitting for the residential parking program shall be under the supervision and administrative control of the office of the parking manager.” Mr. Abood stated at the meeting on February 21, 2019 he would have stated Public Service Director who is charge of the parking department not the parking manager. Committee consensus was to have the explanation noted in the February 21, 2019 minutes.

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE MINUTES FROM MARCH 14, 2019. MOTION CARRIED 2-0.

Public Comment
No public comment at this time.
DISCUSSION/ACTION
City Attorney Updates:
Future of a Police Sub Station at Walnut Park
Council Member Wood recapped the last meeting and discussion on the plan for a LPD Sub-Station at the property, with the question at that time being if there anything the City can do to have a sub-station at the property.

Mr. Schrader, with Walnut Neighborhood, stated they were concerned and were told during the approval process that there would be a LPD sub-station. In his opinion the neighborhood does need it, and after an incident he witnessed he met with Walnut Hill Property Management. Lastly he stated his opinion that the cost would not be much for a security door, cameras, card swiping, etc.

Council Member Spitzley concurred that the structure is there, but not built to LPD specifications. Therefore is there an estimate from LPD to make it retro fit. Council Member Wood stated to the Committee that at this time there is no cost. The management company is saying it is a LPD issue not theirs. Council Member Spitzley then asked if there are City funds, and what would the City liability be if the City constructed it on private property. Mr. Schrader added to the conversation that according to the management company, the LPD Chief has not told them the specifications that they want.

Mr. Abood confirmed that when the developer was proposing a PILOT, there was a draft agreement done, however they went with a 10% PILOT which did not need Council approval, so the agreement was never used. The Administration at the time did write a letter of support for them, however Mr. Abood confirmed it was not addressing the sub-station but timelines for the purpose of the housing portion. There is an understanding they did make representation with the neighborhood and set aside space, but the configuration does not work with LPD now. The LPD would have to determine whether it can be retro fitted and make a determination on what is required, so the understanding is that it is still in the investigative process. Council Member Spitzley reiterated that they committed and so should stick to the commitment. Council Member Wood informed the Committee that for the next discussion, the LPD Chief and the TWG Management group could be invited. Council Member Spitzley again asked Law what liability the City would have. Mr. Abood stated it would depend on the how the agreement is drafted, and the OCA will draft it to protect the City. For the Committee consideration, once they get items from the LPD Chief they will contact the owners directly. Council Member Wood stated she would forward all the emails on the discussion to the OCA.

3801 Walton
A letter was referenced the Committee received at the meeting from the City Attorney dated March 18, 2019 to Mr. Bruce Kruger. She then asked OCA to have it signed by Mr. Kruger as well. Mr. Abood confirmed it was sent out to Mr. Kruger and thus far he has been responsive to the CPO, Law and Mr. Garza so they anticipate the signed letter to come back before the next meeting. Regarding a previous request by the Committee, Mr. Abood stated that the City Attorney wanted a hard cap on the timeline for submittal of a tenant list, so instead of every time it changes it was requested to be submitted every 6 months. Council Member Spitzley asked Law what was enforceable in the letter if he signs but in two (2) months there is no change. Council Member Wood stated that Mr. Smiertka in the past has said it would fall under a nuisance action, and Mr. Abood added it would depend on the facts.

Trash/Recycle Bin Enforcement (Ordinance 2018-1237)
Mr. Kilpatrick acknowledged that there have been eight (8) employees trained to write tickets and provided the ticket books, and Code Enforcement (Scott Sanford) will send lists on Mondays for the ones tagged or complaints have been filed on. Until Lansing Connect has
been updated to address the complaints, they can call Code Enforcement, they will post the
warning and then send that list to Public Service. They anticipate within 2 weeks from this
meeting Lansing Connect will be able to address it. Council Member Wood asked about
repeat offenders. Mr. Kilpatrick stated once it is in Lansing Connect they will know if a warning
or ticket has been issued before and if this is a repeat violation. She then asked Mr. Kilpatrick
who else can write tickets, and he noted ROW inspectors, Code Enforcement does the initial
visit.

Council Member Wood asked if the recycling bins have numbers on them connect them to
who uses them. Mr. Kilpatrick said they do, however it is logged with the owner, and with
landlords they could be multiple properties or switched between properties. He added that
they can check to see where it is supposed to be and with any Granger cart they will have to
call them. Mr. Kilpatrick was then asked if tickets were left on site or mailed, and he stated
they will be mailed to the property owner, but could be left on the door for the tenant. They will
leave the discretion up to the employees issuing the tickets. Council Member Wood agreed
she did not support having an employee leave a ticket on a door, and the consensus of the
Committee was that it was efficient to put in the mail. Mr. Smiertka confirmed mailing was
more effective with a post mark.

Ms. Purificato acknowledged everyone for their work.

**Ordinance Amendment for Parking (Ordinance 2018-1235)**

Council Member Wood confirmed she spoke to Council Member Spadafore about the
proposed amendments and he stated to her that he would request that they consider not doing
the amendments until the Committee has the ordinance to address the 2am – 5am parking
this way to do them at the same time. The Committee agreed. The Committee then
highlighted topics they wanted to see or be addressed in the ordinance on 2am – 5am parking:

- Permit process
- Base it on need; need being if they have adequate parking on their property for the
  number of vehicles they would not get a permit.
- Annual permit
- Has to correspond with traffic control orders and parking restrictions already
  established on the street.
- Limit the number a particular property can have.

The Committee discussed the need based on number of licensed drivers, but based on
potential congestion on the streets, it should be limited. Council Member Wood and Spitzley
agreed it would be best for one (1) permit per house, and Council Member Hussain wanted to
look at other areas that do parking permits. Mr. Kilpatrick noted that some streets might be
too narrow and they will not be able to permit parking at all on the street.

Ms. Purificato asked what happens when it snows. Council Member Wood stated that during
snow removal they have to find another location and could be ticketed and/or towed.

- One permit per house.

Council Member Hussain asked what would determine the need, and Council Member Wood
stated if they have a garage for a car, space in the back yard for a parking pad, and this will
require educating residents.

- After 72 hours on the street and not moving ticketed.
- No trailers, boats or recreational vehicles.
- No commercial vehicles
Temporary permits for visitors or college students on a limited time basis.
Register the license plates.
Register and purchase online.
Require all contact information including name, email, license plate, and multiple phone numbers.

The Committee also asked for a cost breakdown to determine the cost of the permits, and discussed how to address if not parked where your permit allows you to park, the process for condos, associations, etc. Mr. Kilpatrick suggested starting with the single family neighborhoods, and Council Member Hussain asked Law to review other communities.

Ms. Boak referenced a document from the Committee in 2018 on parking and provided that to the City Attorney’s office via email.

ADJOURN
Adjourned at 4:35 p.m.
Submitted by Sherrie Boak,
Recording Secretary
Lansing City Council
Approved as presented: _____________________
President Wood and Chair of Public Safety Committee,

I am sorry that I am not able to attend today's meeting but wanted to send you my concerns regarding items on today's agenda

- The information that was shared at last week's Public Safety meeting was concerning regarding the set up for a Police Sub Station at Walnut Park. Once again there is verbal discussions and then confusion later because it has not been documented. I know you were working on this issue and I appreciate your efforts. I would support whatever is necessary to get this sub station up and running if it means bringing in the developers to discuss the problem at a Public Safety meeting.

- 3801 Walton has been a problem property for a number of years. It has been discussed at several Public Safety Meetings and I hope immediate action is taking place to get this mess cleaned up and made safe not only for the people living in this apartment building but also for the members of the surrounding neighborhoods.

- I was very disappointed to hear the conversation at last week's meeting that no tickets have been written in regard to the Trash/Recycle Bin Enforcement Ordinance. This again is an ordinance that has been dragged on and on and finally passed but has not been enforced.

- I requested my concerns for the Ax Throwing Business that wants to open on S. Washington at last week's meeting. I am hoping the City Attorney looked into some of the questions I raised and also Chair Wood asked him to check into.

- I am hopeful that further information and discussion will be taking place regarding my request to create an ordinance governing Social Clubs in Lansing. Our Meds had their own private medical marijuana club before they even had a Medical Marijuana License and we know the issues that caused great concerns for the immediate area. I believe we must be proactive regarding what all can occur in and near these social clubs.

Thank you for your time and considering my suggestions. Again I am sorry I will not be at the meeting this week.

Elaine Womboldt, South Lansing Resident and Neighborhood Coordinator
March 18, 2019

Bruce Kruger
7721 Williams Rd.
Lansing, MI 48911

RE: 3801 Walton

Dear Mr. Kruger,

The purpose of this letter is to summarize the remedial steps you have agreed to take with respect to 3801 Walton, as committed to at our March 6, 2019 meeting held in the City Attorney conference room. You agreed that the following will occur by March 31, 2019:

- A walk-through of the premises with Councilmember Garza and Chief Building Inspector Steve Swan including an inspection by Mr. Swan.
- Provide LPD Officer Jillian Colby a tenant list and update it every six months.
- Continue the eviction process for the two tenants you mentioned during the meeting.
- Install functioning lights on all four corners of the building and arrange for the back light to be repaired.
- Connect three operational surveillance cameras and work with LPD Officer Jillian Colby on placement and to get them registered with SCRAM.
- Arrange for pest control on a monthly basis and ensure access to tenant apartments.
- Continue contact with LPD Officer Jillian Colby.
- Update and file with LPD all No Trespass letters.
- LPD Officer Jillian Colby will arrange for a risk assessment and you will cooperate with her.

Thank you for your cooperation. Please indicate acceptance and agreement below and return in the enclosed self-addressed stamped envelope.

Sincerely,

James D. Smiertka
City Attorney

Accepted and agreed:

Bruce Kruger
Material Not Available at the time the packet was published. Please continue to check back for updates on this document.
March 18, 2019

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Sincerely,

James D. Smiertka
City Attorney

Accepted and agreed:

Bruce Kruger
All: James Smicha

#1 Walk thru Steve Swann
Just cosmetic repairs, smoke detectors, smoke detector done immediately

#2 Leases to Jillian

#3 Liquidation done.
Done April 4th

#4 5 cameras installed
Free total surveillance

#5 Oil level goes every month
Get all tenants to let them in.

#6 Updated, all no trespass with LPO

#7 Called three times to Kasita, as been to arrange risk assessments, but no call back.

These Have all Been Done
But #7

[Signature]
Plymouth Residential Street Parking Zones

$25.00 fee

Temporary overnight parking limited to no more than 14 days in a calendar month
Overnight On-Street Parking Ordinance Information

SECTION 70-93

Parking on any public street court, or alley within the city limits is hereby prohibited between the hours of 3:00 am and 6:00 am with the exception of Sundays and holidays.

INTENT:

It is the intent of the City of Plymouth to keep streets as clear as possible between the hours of 3:00 am and 6:00 am. Fewer vehicles on the street during these times provides for better street maintenance in the form of cleaning and snow removal. In addition, clear streets promote crime deterrence and offer the police department better visibility while conducting neighborhood patrols.

POLICY:

Parking on any public street court, or alley within the city limits is prohibited between the hours of 3:00 am and 6:00 am with the exception of Sundays and holidays (70-93).

Tickets paid with 48 hours (including weekends and holidays) are reduced by $15. Tickets may be paid in person at City Hall located at 201 S. Main St, at the drop box in the Lobby of City Hall, at the drive through drop box at the Library, or online at Pay and Print, use jurisdiction code 3275. Tickets are subject to $10 late fee if not paid within 14 days. Early Pay and Late Fees are NON-Negotiable.

Permit Information - Permanent On-Street Parking

The City Manager is authorized to establish procedures for the issuance of permits for parking overnight on city streets and municipal parking lots (70-95).
The City Manager has designated that the Police Department shall have charge of the application for overnight on-street and residential parking permits. Further, the Police Department shall conduct all necessary investigations to determine need for overnight on-street residential parking permits.

Applications for Overnight Parking Permits are available at the Police Department front counter within City Hall or online parking permit application.

Applications must be completed in their entirety and submitted with all required documentation. Completed applications will then be turned over to the Police Department’s Ordinance Officer to review and investigate the need for a permit per this policy.

It shall be the policy of the City and required that the vehicles shall fill all available parking spaces, as determined by the building code for vehicles including the garage and driveways. A parking space shall be considered available if the original construction was for the parking of a vehicle. This includes garage space that is being used for storage and not available for vehicle parking. If garage space is being used for parking, it shall be included in the available parking spaces for that residence. Be advised that driveway space, garage space, the number of vehicles and the size of vehicles are all taken into consideration during the permit process.

In order to receive a parking permit, all vehicles must be registered to the residence address requesting the permit. Further, the driver’s license of the person requesting the permit must show a valid City of Plymouth address for the location in question.

There shall be a $25.00 fee paid to the City of Plymouth for Overnight Parking Permits. This fee shall be used to cover the cost of the permit as well as processing the permit and the necessary Ordinance Officer investigation related to the permit. Permits for on-street parking are valid from July 1 through June 30. (Prorated by application date).

When a parking permit is approved, the permit must be properly attached to the bottom left side of the rear bumper. (Make sure the bumper is clean and then wiped with rubbing alcohol before placing the permit on the bumper.) Be advised, this permit does not allow for parking in undesignated areas and does not guarantee an on-street parking space during special events (i.e.; Fall Festival, Art in the Park, etc).

Permits are renewed annually in June for those residents that have had a permit in the past year, however, documentation for the permit will still be checked during the renewal process, by checking the same information that is needed for the application process.

Allowances to Parking on Street-TEMPORARY On-Street Parking

It is understood that specific situations arise from time to time in which overnight on-street parking may be necessary. Such situations are considered temporary and infrequent. They may include emergencies, home or driveway construction, and out-of-town guests. To facilitate this need, the Temporary Overnight Parking List has been established to provide authorization for such temporary and infrequent situations.

Temporary overnight parking authorization will be limited to no more than 14 days in a calendar month. In extreme cases, additional days may be permitted at the discretion of the Chief of Police or his designee.

There is now a new online portal to enter your information into the Temporary Overnight Parking List. This information is automatically sent to the Plymouth Community Communications Center (PCCC). The website is available at: Online Overnight Parking System
BE ADVISED that this is a temporary list and cannot circumvent the application process listed above. This list is monitored and those found abusing the list will be ticketed. Please direct any questions to (734) 453-1234 x 219.

Administrative Dismissal
If you feel that a parking ticket has been issued in error, an appeal for an administrative dismissal is possible. The Administrative Dismissal Form must be completed in full, and it will be evaluated by the Chief of Police for its possible dismissal. If the Chief deems that the parking ticket is a question of fact and he cannot administratively dismiss same, a Court hearing in front of a Magistrate or Judge will have to be applied for. Contact the 35th District Court at 734-459-4740 to set up a hearing date.

Handicap parking violations that have been issued where a valid Handicap Permit is available (possibly due to improperly displayed or expired) will be administratively dismissed if the documentation is presented with the violation at the Police Department.
Ann Arbor Residential Street Parking Zones

Fee:

$50 annual fee per resident vehicle
$15 replacement permit
10:66. - Residential parking districts.

If a residential area has excessive parking of vehicles not owned by residents of the area, the Administrator may, after notice to City Council, issue a traffic control order designating a residential parking district. The city shall install signs in a residential parking district indicating that parking time limits do not apply to vehicles with permits. After receiving evidence of residency within a parking district, the city shall issue permits for the vehicles of residents of the district. If a permit is displayed on a vehicle in accordance with the rules of the Transportation Department, it shall not be a violation to park it in excess of the time limits in the residential district named on the permit. The City Council may establish permit fees by resolution.

(Ord. No. 33-89, § 1, 6-5-89)
Ages 18-40, 847-847-4000.

The Residential Parking Permit Program (RPP) operates parallel to the City's carpooling program. The RPP allows employees who park in RPP-reserved spaces to avoid paying the regular parking rates. Employees who participate in the RPP must register their vehicles with the City's Office of Transportation and Parking Management.

To apply for a RPP permit, employees must complete an application form available online or at the Office of Transportation and Parking Management. The application form requires personal information, vehicle registration details, and a paid registration fee.

Permits are issued for a one-year period, and employees must renew them annually. Employees who do not renew their permits will be subject to fines.

For more information, contact the Office of Transportation and Parking Management at 847-847-4000.
EXEMPT RESIDENTIAL PERMIT

Public Service Area

City of Ann Arbor

2474-794-5630

Call the Customer Service Unit

STILL HAVE QUESTIONS?

...
Ypsilanti Residential Street Parking Zones

Fee:
New permits = $33
Permit renewal = $17
Additional visitor pass = $17
Downtown permits = Annual - $300
&
Quarterly - $115
Parking Permits

Residential Parking Permits

Parking Permit Fees as of July 1, 2017

New Permits: $33
Permit Renewal: $17
Additional Visitor Pass (only 2 allowed per address): $17
Downtown Permits: Annual - $300 & Quarterly - $115

If you reside within one of the residential areas and do not own a car you may apply for a "Location Only Permit". LOP may be used as visitor passes, and are subject to the same rules and regulations.

Non-resident property owners and their employees and contractors are eligible for Service Vehicle Passes within RPP areas.

Residential Parking Permits are available from the City Treasurer and must be renewed annually. Permits run annually from September 1 - August 31 and are not prorated.

To determine whether you are eligible for a Residential Parking Permit, please refer to the map of program areas and the list of addresses included in the program:

- Residential Parking Map and Street List.pdf
- Residential Permit Parking Application (PDF)
Apply
To apply for a residential parking permit, print the application form or pick one up from the Clerk/Treasurer's office on the first floor of City Hall.

Acceptable Forms of Payment
- Cash
- Check
- Money Order
- Credit Card

Pay via Credit Card
Accepted credit cards include:
- Mastercard
- American Express
- Discover
- VISA

A 3.15% fee applies to use a credit card with a minimum fee of $1.05.

Hours of Enforcement & Application Requirements
The Residential Permit Parking Program limits on-street parking to neighborhood residents and property manager service vehicles during certain times. Streets included in the Residential Permit Parking program are marked with signs stating the hours of enforcement. Vehicles that violate the posted restrictions are subject to a $60 ticket and towing.

Application Requirements
- Proof of residency within the RPP area (by means of utility bills, lease or valid state driver's license)
- Current vehicle registration
- Current driver's license or state ID
- An annual fee of $33 must be paid for each new permit, or $17 for each renewal at the same location as the previous year
- Completed application form
- All existing parking citations must be paid before permit can be issued

Visitor Permit
The first permit holder per household will also receive a Visitor Permit which may be placed in a visitor's vehicle. Contact the City Treasurer with questions at (734) 483-1103.
Changes Made Annually
Changes to the RPP program are made on an annual basis by the City Manager upon recommendation of the Traffic Review Committee. Contact the City Manager's Office at 734-483-1810 for more information on being included in this program.

The Residential Permit Program is established in Chapter 102, Sections 102-101 to 102-107 of the City Code of Ordinances.

Contact Us

City Clerk / Treasury

Physical Address
1 S Huron Street
Ypsilanti, MI 48197

Phone: 734-483-1100

Hours

Clerk
Monday - Friday
8 a.m. - 5 p.m.

Treasury
Monday - Friday
8 a.m. - 4 p.m.

Payments only accepted until 4 p.m.

Other Contact

Treasurer Phone: 734-483-1103
Clerk Fax: 734-487-8742
Treasurer Fax: 734-482-5790
Milwaukee Residential Street Parking Zones

Fee: $15 per year
Special disabled permit = no cost
Night shift worker parking permit = no cost
Parking Services

Parking Permits

**Overnight Parking Permit**

- Needed to park on City streets between the hours of 2:00 a.m. and 6:00 a.m. Monday through Saturday.
- $15/year or $234/monthly
- Purchase an overnight parking permit online, at Milwaukee Police District Stations, Parking Violations Bureau or the City of Milwaukee Tow Lot.
- Must follow alternate side overnight parking regulations, unless parked on an exception street.
- More information on Overnight Parking Permits.

**Commuter Impacted Residential Area Day Parking Permit**

- Applies to specific locations designated as "Commuter Impacted" by the Common Council. These areas are generally located near factories, schools, hospitals or large employment centers - listing of all eligible areas (MCO 101-27.7.1-c.19).
- Available at Police District Station in which the vehicle will be parked.
- More information on Commuter Impacted Residential Area Day Parking Permits.

**Temporary Overnight Parking Permission**

- Needed to park on City streets between the hours of 2:00 a.m. and 6:00 a.m. Monday through Saturday for special situations or circumstances (i.e., out-of-town visitors, street or alley construction project).
- No Cost.
- Call (414) 286-8300 or request Temporary Overnight Parking Permission Online between the hours of 7:00 a.m. and 1:00 a.m. Sunday through Friday.
- Must follow alternate side overnight parking regulations, unless parked on an exception street.
- More information on Temporary Night Parking Permission.

**Residential Preferred Parking Permits**

- For residents in the UWM Commuter Impacted Area to park on RPP Permit Parking streets.
- Available at: MPO District One
  749 W State St.
- More information on Residential Preferred Parking Permits.

**Night Shift Worker Parking Permit**

- For night workers who are not provided off-street parking by their employers.
- Available at Police District Station in which the vehicle will be parked.

**Residential Nonconforming Use Day Parking Permit**

- Residents living in houses built prior to October 27, 1970 and a minimum of one parking space per dwelling unit is not provided.
- Residents living in a building over three stories, and at least 2 parking spaces per 3 dwelling units is not provided.
- $15 per year.
- Available at Police District Station in which the vehicle will be parked.
- More information on Residential Nonconforming Use Day Parking Permits.

**Certificate to Sell Vehicles on Public Property**

- Certificate to sell vehicle on public property.
- $40 Certificate Cost.
- Available at City of Milwaukee Tow Lot, 3811 W Lincoln Ave.
- More information on Certificate to Sell Vehicles on Public Property.

**Disabled Parking Identification Card**

- Issued by the State of Wisconsin Department of Motor Vehicles.
- A no cost Special Disabled Night Permit is required in addition to the state issued disabled parking identification card to park on City streets between the hours of 2:00 a.m. and 6:00 a.m. Monday through Saturday. This permit is available only at Police District Stations.
East Lansing
Residential Street
Parking Zones

Permit programs for different streets and neighborhoods listed in ordinance

Rates depending on street/neighborhood

Permit year differs based on street/neighborhood
Secs. 44-305—44-330. - Reserved.

Subdivision II. - Resident Permit Parking Code

Sec. 44-331. - Title. (8.32)

This section [sections 44-331 through 44-340] and section 8.33 [sections 44-341 through 44-343] shall be cited and referred to as the "Resident Permit Parking Code of the City of East Lansing."

(Code 1994, ch. 126, § 8.32)

Sec. 44-332. - Permit program establishment. (8.32.1)

There is hereby declared the necessity to establish, as hereinafter provided, a permit system whereby vehicles bearing a valid parking permit issued pursuant to this code may park on specifically designated streets within certain designated areas.

(Code 1994, ch. 126, § 8.32.1)

Sec. 44-333. - Purpose. (8.32.2)

The purpose of this section is to establish a program whereby area residents may be afforded more frequent opportunities for parking of vehicles on public streets. It is intended that this resident permit parking code will deter the excessive and burdensome practice of nonresidents in certain areas and neighborhoods parking their motor vehicles for extended periods of time therein, leading to unnecessary driving, traffic congestion, illegal parking, noise, pollution, and strains on interpersonal relationships which lead to a deterioration of air quality, safety, tranquility, and other values normally ascribed to residential areas.

(Code 1994, ch. 126, § 8.32.2)

Sec. 44-334. - Definitions. (8.32.3)

For the purposes of this resident permit parking code, the following words and phrases shall have the meaning as set forth below.

1. **Address** is the street number and, if applicable, apartment number for each dwelling unit, residence, business, or other use. Each apartment unit shall be regarded as a unique address.

2. **Affected property(ies)** shall be those properties upon which businesses or dwellings have their front, side, or rear lot line directly abutting that section of any street designated for permit parking and those non-abutting properties which have all of the following features:
   a. They abut a street which intersects with a city block designated for permit parking.
   b. They lie within one city block of a street designated for permit parking.
   c. They lie entirely within the smallest area enclosed by two or more streets, one of which shall be a city block designated for permit parking.
   d. The intersecting street does not provide any on-street parking within one city block of that section of a street designated for permit parking.

3. **Area business** is any legal organization or establishment with an address and ongoing activities within a permit area. For purposes of this resident permit parking code, schools, nonprofit organizations, and governmental offices shall be considered as businesses.

4. **Area parking committee** shall be a group of not less than three, and no more than seven, residents (excluding alternates) appointed by a neighborhood association to assist with the implementation and development of a resident permit parking program and who represent, to the extent possible, the full range of interests of residents who live in the various types of dwellings in the permit area.
(5) **City block** is that section of a street located between the intersection of two public streets or alleys. For dead-end street it shall be that street section from its terminus to its first intersection with a public street or alley.

(6) **Dwelling** is any house, building, structure, shelter, or portion thereof, which is designed for, or occupied exclusively as, the home, residence, living, or sleeping place of one or more human beings, either permanently or transiently. Specific types of dwellings are as follows:
   a. A "one-family" dwelling is a detached building designed for, or occupied exclusively by, one family.
   b. A "two-family" dwelling is a detached building designed for, or occupied exclusively by, two families living independently of each other.
   c. A class A multiple dwelling is a dwelling which is occupied for residence purposes and in which the rooms are occupied in apartments, suites, or groups, in which each combination of rooms is so arranged and designed as to provide a separate room for cooking and kitchen sink accommodations or a kitchenette, and a toilet room within each of the separate units. This class includes tenement houses, flats, apartment houses, and all other dwellings similarly occupied.
   d. A class B multiple dwelling is a dwelling which is occupied by individuals who are lodged, with or without meals, and in which as a rule the rooms are occupied singly and without any provisions therein or therewith for cooking or kitchen accommodations for the individual occupants. This class includes fraternities, sororities, hotels, lodging- houses, boardinghouses, rooming- houses, and all other dwellings similarly occupied.

(7) **Effective hours** are the days and hours during which the permit parking is in effect and shall be determined for each resident permit parking area.

(8) **Family** shall have the meaning ascribed to it by section 50-6 of the East Lansing City Code.

(9) **Improper use** is a violation of the provisions and obligations described in this resident permit parking code regarding the use of parking permits.

(10) **Neighborhood association** is any group recognized by the city as representatives of residents within a geographic area within the city.

(11) **Nonpermitted vehicle** is any vehicle which does not display a valid permit for the resident permit parking area in which it is parked.

(12) **Parking permit** in general shall mean the business, guest, or resident permits issued by the city treasurer to businesses and residents for use in permit parking areas. Specific types of permits are as follows:
   a. **Business permit** is the permit issued to an "area business" for use on vehicles under the legal control of owners and employees of such businesses.
   b. **Guest permit** is the permit issued to qualifying residents to identify any vehicle(s) under the legal control of guests who are visiting at the resident's home.
   c. **Resident permit** is the permit issued to qualified residents to identify a vehicle or vehicles under the resident's legal control.
   d. **Temporary permit** is a permit issued to residents, businesses, landlords and duly authorized agents of landlords for use by residents and nonresidents for specific periods of time to accommodate special events or unique situations.

(13) **Permit area** is a geographic area encompassing properties which abut streets designated for permit parking.

(14) **Permit program** is any area resident permit parking program created and administered under this resident permit parking code.

(15) **Permitted vehicle** is any vehicle which properly displays the correct permit issued for use on a particular vehicle.

(16) **Permit year** is the 12-month period established by the city treasurer during which time parking permits issued for said period are valid.

(17) **Program administrator** shall be a city employee designated by the city manager to assist in the establishment and administration of a resident permit parking program.
Property shall be any land parcel for which the city assessor has issued a specific identification number for taxation purposes.

Property owner shall mean the person or legal entity recorded on the city assessor’s records as the owner of a parcel.

Resident is any person who legally resides within a dwelling on an "affected property."

Residential area is any area in which 75 percent or more of the addresses are used as residential dwelling units.

RPP is the acronym for resident permit parking.

Supplemental neighborhood permit parking plan shall be a plan developed by the area parking committee and the program administrator describing those unique policies and procedures which apply to specific RPP areas.

Vehicle of record shall be a vehicle for which the city treasurer has issued a parking permit.

(Code 1994, ch. 126, § 8.32.3; Ord. No. 968, 3-20-2001; Ord. No. 1007, 3-19-2002)

Cross reference— Definitions generally, §1-7.

Sec. 44-335. - Eligibility.(8.32.4)

The following eligibility criteria must be met before a permit parking program is established.

1. The requesting area must be a residential area, as defined by this resident permit parking code and not part of MSU.

2. The total contiguous street length along affected properties shall be at least 2,500 feet as measured along the street center line.

3. Residents support establishment of a RPP program in the manner described in section 8.32.5 (section 44-336).

4. A shortage of reasonably available and convenient on-street parking spaces exists for residents in the proposed RPP area as defined by at least 75 percent of legal parking spaces being occupied in at least 75 percent of the vehicle counts taken during the parking study described in section 44-336 (8.32.5).

(Code 1994, ch. 126, § 8.32.4; Ord. No. 968, 3-20-2001; Ord. No. 1007, 3-19-2002; Ord. No. 1370, 5-10-2016)

Sec. 44-336. - Process.(8.32.5)

The following process shall be followed to establish a resident permit parking program except for the two permit parking areas currently established by Traffic Control Order No. 246 and No. 264, where it shall be presumed that the criteria relating to eligibility, engineering study, and resident support of the permit program required by section 8.32.4 [section 44-335] and section 8.32.5(1), (2), (3), and (4) [section 44-336] have been fulfilled and that more than 25 percent of the addresses support the proposed RPP program, as required by subsection 8.32.5(5) [section 44-336]. All other provisions specified herein shall apply to existing permit parking areas.

1. Residents of an area who feel that they are or a neighborhood association which determines that a particular area within the neighborhood is adversely affected by a shortage of reasonably available on-street parking may request permit parking by submitting a petition, as described in this section, signed by 30 percent of the property owners in the proposed permit parking area.

2. The petition shall include:
   a. A map with a designation of the specific streets proposed for permit parking.
   b. The printed name, signature, date signed and street address of each property owner who signed the petition.
   c. The specific problem the permit parking area will address.
   d. The proposed permit parking restrictions including the hours, days, dates or events, or any combination thereof, that the petitioners desire to see restricted to residential permit parking.
   e. The rules that residents in the residential parking permit area will be required to follow, including the fees they will pay for resident parking permits, the number of guest permits available, and the process for obtaining
resident parking permits and guest permits.

f) A list of other available parking restrictions that residents could pursue as an alternative to a residential permit parking system.

g) The name and address of the person who is circulating the petition.

Petition forms shall be available in the city clerk’s office, which illustrate the types of restrictions available for residential permit parking and the required information for a valid petition.

(3) The petitions shall be submitted to the clerk for verification of the form and the sufficiency of the number of signatures. Any signatures dated six months before submission shall not be counted. If there are an insufficient number of signatures or other impropriety in the form, the petitions shall be returned to the person that submitted them. If the petitions are in proper form and have sufficient signatures, they shall be forwarded to the city engineer who shall study the request to assess the nature and extent of the parking problem as well as determine the ramifications of implementing a RPP program. At a minimum, the city engineer's parking study shall include:

a) The total number of legal parking spaces in the proposed residential parking permit area. The number of spaces will be determined using an average parking space length of 20 feet, ensuring one foot buffers on either side of driveway curb cuts are maintained and that other necessary space is provided in order to maintain sufficient line of sight for drivers.

b) The names of individual streets and the number of households making up the proposed residential permit parking area as a whole.

c) At least 15 counts of the number of vehicles parked in the area as a whole and on the individual streets making it up. The vehicle counts shall be taken at a representative mix of days and times during MSU events, other community events or other times that were identified in the petition that were identified in the petition as causing a lack of available residential parking in the petition for a neighborhood parking permit area.

(4) If the city engineer determines that the study results meet the eligibility requirements established in section 8.32.4 [section 44-335], the city engineer shall develop a draft "supplemental neighborhood permit parking plan," and provide the completed study parking and the draft parking plan to the transportation commission, the petitioners and an applicable neighborhood association, if any. This plan shall describe those unique obligations, conditions, and requirements specific to the proposed permit parking area. It will also address such issues as the maximum number of permits which could be issued to businesses and residents and delineate the specific boundaries of the permit area and streets contained therein. The plan shall be reviewed by the city treasurer, chief of police, and city attorney. Insofar as possible, comments provided by such offices shall be incorporated into the plan prior to its submittal for a public hearing. However, in any case, the plan shall not establish conditions or requirements which are in conflict with this resident permit parking code.

(5) The city engineer shall establish a date for a transportation commission public hearing on the proposed residential parking permit. The city engineer shall mail the draft supplemental plan to all properties in the residential neighborhood in which the plan would take effect, and its neighborhood association, if any, with notice of the public hearing at least 14 days before the hearing. At the hearing, the transportation commission shall review all aspects and implications of the proposed RPP program.

The transportation commission may then refine and modify the supplemental neighborhood permit parking plan based on information provided at the public hearing and on comments received from city departments, individual citizens, the neighborhood association, if any, and the city attorney. During formulation of the supplemental neighborhood permit parking plan, the transportation commission shall take reasonable steps to assure itself that the interest of all neighborhood residents have been adequately represented.

(6) At the completion of such a review hearing, if the commission determines that there is a sufficient basis to proceed based on the criteria established in section 8.32.4 [section 44-335], it shall direct the city engineer to prepare a voting ballot describing, in general terms, the RPP program and the supplemental neighborhood permit parking plan. The ballot shall clearly indicate that a majority of the returned ballots must indicate support for the proposed
plan and that the city council retains authority to further alter the plan during its review of it. One ballot shall be mailed to each address on affected properties. Eligible voters and the number of votes which can be cast on behalf of the "affected properties" shall be determined as follows:

a) Each affected property, whether abutting or non-abutting to the permit parking street, shall receive one vote for each parcel of property.

b) Votes for one-family or two-family dwellings and class A and B multiple dwelling properties shall be cast by the property owner.

c) Votes for business properties shall be cast by the owner, or owner's representative, of the property on which the business is located.

(7) Ballots shall be signed by the voter and returned to the city engineer within 30 days after mailing. In order to continue with the process of establishing a RPP program, a majority of the ballots returned must indicate support for the RPP program.

(8) If the conditions established in subsection (7) above are fulfilled, the city engineer shall forward the supplemental neighborhood permit parking plan to city council for consideration.

(9) The city engineer shall prepare a proposed ordinance which, if adopted, would establish a permit parking area in accordance with the supplemental neighborhood permit parking plan and submit that, with the entire record of the process, to city council. City council shall hold a public hearing on the proposed ordinance. All residents of affected properties and those within one block of affected properties and all owners of affected properties and the applicable neighborhood association, if any, shall be mailed a notice of the public hearing at least 14 days before the date of the public hearing. If at the conclusion of the public hearing, based on the record of the process and the information provided at the public hearing, city council determines that the eligibility requirements of section 8.32.4 [section 44-335] have been met and a permit parking area and permit parking plan would benefit the residents of all or a portion of the proposed permit parking area, city council may: (a) approve a permit parking area for all or that portion of the proposed permit parking area that the city council determines would benefit the residents; and (b) based upon the record provided and the information provided at the public hearing, make any other modifications to the proposed ordinance concerning the issuance of permits and the particular permit parking restrictions that it deems appropriate. If approved by city council, this code shall be amended to establish permit parking for the area. Such area shall be designated by name and those streets along which permit parking is to be established shall be listed in section 8.33.2 [section 44-343]. The supplemental neighborhood permit parking plan, as approved by city council, shall also be contained within section 8.33.2 [section 44-343].

(10) Once established, upon petition signed by an owner of a majority of the properties of any portion of an established permit parking area at least one block in length or an entire established permit parking area, residents of that area or an applicable neighborhood association, if any, may request an amendment to the permit parking plan. Upon certification of the petitions by the city clerk, the transportation commission shall hold a public hearing on the request. All residents of the area proposed for an amendment to a permit parking area shall be mailed a notice of the public hearing at least 14 days before the date of the public hearing. The transportation commission shall make a determination whether current parking plan restrictions no longer are justified for a significant portion of the residents and that a plan change or area change will not adversely affect other residents or the intent and purpose of the permit parking area. The transportation commission shall then convey a recommendation to city council with its finding and specific recommendations for or against changes to the permit parking plan.

Upon receipt of the recommendation of the transportation commission regarding change(s) to a permit parking plan, the city council shall hold a public hearing on the request. All residents of the area proposed for permit parking shall be mailed a notice of the public hearing at least 14 days before the date of the public hearing. If the city council finds that current permit parking plan restrictions no longer are justified for a significant portion of the residents and a plan change does not adversely affect other residents or the intent and purpose of the permit parking area, city council may make any changes to the permit parking plan, the permit parking restrictions, or the permit parking area it deems appropriate.
(11) All affected properties shall be eligible to participate in the permit program in accordance with the provisions of this supplemental neighborhood permit parking plan.

(12) Annual renewal of a permit program shall be automatic unless:
   a) A petition requesting termination is received from at least two-thirds of the affected properties; or
   b) The transportation commission finds that resident participation in the RPP program is inadequate to justify its continuation; or
   c) The transportation commission finds that the eligibility criteria established in section 8.32.4 [section 44.335] no longer apply to the permit area.

(13) If the transportation commission makes a recommendation to city council regarding termination of the RPP program for an area, the city council shall schedule a public hearing on the matter and notify residents and neighborhood associations in the same manner utilized to establish a supplemental neighborhood permit parking plan (section 44.336). At the hearing the city council may (a) approve a termination or (b) modify the current parking plan.

This amendatory ordinance shall take effect upon its adoption and publication as required by Charter and shall be effective as to all circulated petitions which have been submitted to the program administrator on or after October 1, 1996.

(Code 1994, ch. 126, § 8.32.5; Ord. No. 968, 3-20-2001; Ord. No. 1370, 5-10-2016)

Sec. 44.337. - Area addition and/or modifications to the supplemental neighborhood permit parking plan.(8.32.6)

Expansions to boundaries of existing permit areas shall be made according to the procedures outlined in section 8.32.5 [section 44.336], provided that the area being added meets all eligibility requirements specified in section 8.32.4 [section 44.335], except for criteria specified in section 8.32.4(2) [section 44.335]. Modifications to the supplemental neighborhood permit parking plan shall be made according to the procedures outlined in section 8.32.5 [section 44.336], beginning with section 8.32.5(6) [section 44.336].

(Code 1994, ch. 126, § 8.32.6)

Sec. 44.338. - Program administration.(8.32.7)

(1) All parking permits shall expire annually and shall be renewed each permit year.

(2) Subject to the advice of the transportation commission and approval by the city manager, the police department and city treasurer shall develop administrative policies and procedures governing the manner in which permit applications will be accepted, processed, approved, and maintained. Such administrative policies and procedures shall also establish the type of documentation required to verify residency and vehicle ownership or control. Provisions governing the use and display of permits, including temporary permits, which are not inconsistent with this code shall also be established as part of said administrative policies and procedures.

(3) The city treasurer shall require applicants to present proof of residence, employment, or ongoing business activities and vehicle control, as defined in the administrative policies established by the city treasurer and police department in section 8.32.7(2) [section 44.338].

(4) The permit holder shall notify the city treasurer of loss or theft of their permit(s) within three business days after discovery of the loss or theft. The permit holder may purchase a replacement, unless the city treasurer has disallowed such purchase under the provision of section 8.32.8(6) and (7) [section 44.339].

(Code 1994, ch. 126, § 8.32.7)

Sec. 44.339. - Violation and enforcement.(8.32.8)

(1) A parking permit is valid only when visibly and properly displayed on the vehicle in accordance with the administrative policies established by the city treasurer and police department and when parked in the area for which the permit has been issued. A parking permit shall not guarantee or reserve to the holder a parking space on streets designated for
permit parking.

(2) Any permitted vehicle which is parked in accordance with posted resident permit parking program signing and in accordance with parking regulations shall be permitted to be parked in areas restricted to permit parking or in excess of the posted time limit.

(3) Nonpermitted vehicles which are parked in areas restricted to resident permit parking in excess of the posted time limit shall be subject to a fine as established by subsection 8.32.8(9) [this section].

(4) Display of a parking permit shall not authorize parking in no parking zones, or other restricted parking zone other than the expressed resident permit parking area, nor exempt the holder from observance of any traffic regulation, other than the specified hourly parking. In all instances, however, there shall be no parking permitted on any residential city street between the hours of 2:00 a.m. to 5:00 a.m.

(5) Unless having previously reported that their permit(s) have been lost or stolen, permit holders whose permit(s) have been observed on a nonpermitted vehicle shall be responsible for a civil infraction and subject to a civil fine of $50.00 for each violation.

(6) No permits shall be issued to any resident, employee, or business, until all unpaid parking fines assessed under this Code, chapter 50 of the City Code, or chapter 44 of the City Code have been paid.

(7) Improper use of parking permits which occurs two or more times within a 12-month period by a permit holder shall additionally result in cancellation of all permit(s) issued to the permit holder for that permit year. Vehicles bearing such canceled permit(s) shall be considered improperly permitted and shall be subject to the penalty described in subsection 8.32.8(9) [this section].

(8) It shall be unlawful for any person to copy, reproduce, assign, give away, or resell a permit. Receipt of a resident permit, other than from the city treasurer, shall also be unlawful. A violation of the provisions of this subsection shall be punished as provided by section 1-12 of the City Code.

(9) Unless otherwise indicated, the penalty for violations of parking restrictions established by this resident permit parking code shall be a civil fine in the amount provided in section 44-3/2 of this chapter.

(Code 1994, ch. 126, § 8.32.8; Ord. No. 1237, 12-15-2009)

Sec. 44-340. - Permit fee schedule.(8.32.9)

The initial fee for parking permits for each "permit year" shall be as follows:

Resident permit, each (includes not more than two guest permits per address) ..... $10.00

Guest permits only, each ..... 5.00

Temporary permit ..... No charge

Nonresident property owner guest permit, each ..... 5.00

Business permit, each ..... 10.00

Replacement of lost/stolen permit, each ..... 5.00

Reissuance of permit (upon sale of vehicle, proof of sale and old permit must be provided to city treasurer) ..... No charge

The renewal permit fee for each subsequent year will be 50 percent of the above rates.

Other than for replacement of lost or stolen permits, resident, guest, and business permits purchased after the first six months of a permit year shall be issued at a charge of 50 percent of the above specified fee.

(Code 1994, ch. 126, § 8.32.9)

Sec. 44-341. - Issuance of permits.(8.33)
(1) Each legal resident of an "affected property" within the permit area consisting of one-family or two-family dwellings shall be one resident permit for each vehicle under their legal control, except that the number of resident permits issued to any one shall not exceed a predetermined maximum which shall be established in the supplemental neighborhood permit parking plan.

(2) Each legal resident of dwellings located on "affected properties" shall be provided two guest permits per address.

(3) Each address of "affected properties" within a permit area consisting of class A multiple dwellings shall be provided one resident permit and one guest permit, provided that the resident permit is issued for a vehicle under legal control of a person who resides at the address.

(4) Each address of "affected properties" within a permit area consisting of class B multiple dwellings shall be provided a minimum of three resident permits, provided that such permits are issued for vehicles under the legal control of a person or persons who reside at the address. The maximum number of resident permits issued to class B multiple dwellings shall be established in the supplemental neighborhood permit parking plan.

(5) In order to accommodate special events or unique parking needs, the city treasurer may issue dated or undated temporary permits to residents of the RPP area to accommodate nonresident parking for period not to exceed 24 hours. The supplemental neighborhood permit parking plan may establish a daily limit on the number of temporary permits that may be issued by the city treasurer for special event or unique parking need. In order to accommodate home occupations, the city treasurer may issue up to 60 undated temporary permits per month to a resident of an RPP area that is operating a home occupation, as defined in the zoning code, in compliance with the city's zoning restrictions that has been registered as such with the zoning administrator. Any fees for those permits shall be established by the budget resolution. Those permits must be dated in large bold print by the resident to be valid and those permits are only valid for that specific date. Undated or altered permits are invalid. The city treasurer may refuse to issue temporary undated permits if the treasurer determines that the resident has sold permits or issued said permits for other than home occupation use. A resident that has been denied permits for selling the permits or issuing them for other than home occupation use may appeal that decision to the city manager.

(6) One guest permit shall be available to nonresident owners of "affected property" who reside outside the permit area.

(7) If appropriate, the number and circumstances under which business permits maybe issued shall be described in the supplemental neighborhood permit parking plan.

(8) In all instances where a limit is established on the maximum number of permits available to any one address, permits will be issued by the city treasurer on a first come, first served basis.

(9) Except for home occupation permits, all initial permits authorized by this section shall be provided without charge. The charge for any replacement permits shall be as established in the city's budget resolution.


Sec. 44-342. - Fund.(8.33.1)

All monies received from said permit fees shall be placed in the resident permit parking fund to be appropriated by the city council to defray the costs of administering this permit program. Any balance in the permit parking fund which has not been encumbered by the end of the fiscal year shall revert to the general fund.

(Code 1994, ch. 126, § 8.33.1)

Sec. 44-343. - Areas and streets designated for residential permit parking.(8.33.2)

Subject to the regulations of this section and specific supplemental neighborhood permit parking plan, the following areas and streets are designated for permit parking:

PERMIT PARKING AREA NO. 1 - CENTRAL NEIGHBORHOOD AREA - A

The following provisions and regulations shall comprise the supplemental neighborhood permit parking plan for the Central Neighborhood Permit Parking Area:
Permit Parking Area No. 1 - Central Neighborhood Area - A

A. Permit parking streets. Excluding those street sections where parking is prohibited by traffic control order or in accordance with the provisions of section 8.10 of the Uniform Traffic Code, parking by permit only is established along the following streets:

Cresenwood Road - from Chesterfield Parkway to University Drive.

Oak Street - from University Drive to Harrison Avenue.

Huntington Road - from University Drive to Harrison Avenue.

University Drive - from Chesterfield Parkway to Grand River Avenue, including the north-south roadway located between Michigan Avenue and University Drive.

B. Issuance of permits.

1) The maximum number of "resident" permits which may be issued to one- and two-family dwellings shall be three per dwelling unit.

2) The maximum number of "resident" permits which may be issued to class B dwellings shall be three.

3) Temporary permits. Temporary permits may be issued only to addresses in the permit parking area. Affected properties not on a permit parking street shall not be eligible to receive temporary permits.

4) Business permits. The property at 343 Harrison Avenue shall be eligible to receive five business permits provided that the current use of the property does not change.

C. Effective hours. Excluding the city-wide parking prohibition during the hours of 2:00 a.m. to 5:00 a.m., parking by permit only on the above designated streets shall be in effect on a 24-hour, seven-day per week basis.

D. Permit year. The permit year shall extend from September 1 to August 31.

PERMIT PARKING AREA NO. 2 - RED CEDAR NEIGHBORHOOD AREA

The following provisions and regulations shall comprise the supplemental neighborhood permit parking plan for the Red Cedar Neighborhood Permit Parking Area:

Red Cedar Neighborhood Permit Parking Area - A

A. Permit parking streets. Excluding those street sections where parking is prohibited by traffic control order or in accordance with the provisions of section 8.10 of the Uniform Traffic Code, parking by permit only is established along the following streets:

Daisy Lane - from Larkspur Drive to Lilac Avenue.

Lilac Avenue - from Larkspur Drive to Harrison Avenue.

Marigold Avenue - from Larkspur Drive to Harrison Avenue.

Narcissus Drive - from Marigold Avenue to its southerly terminus.

Sever Drive - from Narcissus Drive to Harrison Avenue.

B. Issuance of permits.

1) The maximum number of "resident" permits which may be issued to one- and two-family dwellings shall be three per dwelling unit.

2) The maximum number of "resident" permits which may be issued to class B dwellings shall be three.

3) Temporary permits. Temporary permits may be issued only to addresses in the permit parking area. Affected properties not on a permit parking street shall not be eligible to receive temporary permits.

4) Business permits. The Red Cedar Elementary School shall be eligible to receive six business permits.
C. **Effective hours.** Excluding the city-wide parking prohibition during the hours of 2:00 a.m. to 5:00 a.m., parking by permit above designated streets shall be in effect on a 24-hour, seven-day per week basis.

D. **Permit year.** The permit year shall extend from September 1 to August 31.

PERMIT PARKING AREA NO. 3 - BAILEY NEIGHBORHOOD AREA

The following provisions and regulations shall comprise the supplemental neighborhood permit parking plan for the Bailey Neighborhood Permit Parking Area:

**Bailey Neighborhood Permit Parking Area - A**

A. **Permit parking streets.** Excluding those street sections where parking is prohibited by traffic control order or in accordance with the provisions of section 8.10 of the Uniform Traffic Code, there shall be no parking except by permit from 12:00 a.m. to 2:00 a.m. on the following streets:

Library Lane.

Grove Street - from Burcham Drive to Library Lane.

Ridge Road.

All streets within that area bounded by Burcham Drive, Hagadorn Road, Grand River Avenue, and Abbott Road, excluding all on-street metered parking and loading zone areas therein.

B. **Issuance of permits.**

1) One- and two-family dwellings may be issued a maximum of four resident permits and two guest permits per dwelling unit.

2) Class B dwellings may be issued a maximum of four resident permits and two guest permits. In addition, such dwellings with regularly scheduled weekly meetings may be issued a maximum of 20 "special temporary" permits for recurrent use only on the day of the week the meeting occurs. The "special temporary" permit shall be provided at no cost to residents.

3) Class A dwellings may be issued a maximum of one resident permit and one guest permit per dwelling unit.

4) Temporary permits shall not exceed 15 permits per dwelling unit and shall be available to all residents in accordance with provisions of this resident permit parking code.

5) Business permits, not to exceed four permits per business, shall be available to area businesses in accordance with the provisions of this resident parking permit code.

6) Permits shall be issued on a “first come-first serve” basis.

7) Residents of properties which abut Burcham Drive, Hagadorn Road, Grand River Avenue, and Abbott Road, but which are not located within the area described in paragraph A above (excluding Library Lane, Grove Street, and Ridge Road) shall not be eligible to receive parking permits.

C. **Effective hours.** During the hours of 12:00 a.m. to 2:00 a.m., parking by permit only on the above designated streets and areas shall be in effect on a 24-hour, seven-day per week basis.

D. **Permit year.** The permit year shall extend from September 1 to August 31.

PERMIT PARKING AREA NO. 4 - COLLEGE GROVE AREA

The following provisions and regulations shall comprise the supplemental neighborhood permit parking plan for the College Grove Neighborhood Permit Parking Area:

**College Grove Neighborhood Permit Parking Area - A**

A. **Permit parking streets.** Excluding those street sections where parking is prohibited by traffic control order or in accordance with the provisions of section 8.10 of the Uniform Traffic Code, parking by permit only is established
along the following streets:
Grove Street from Linden Street to Burcham Drive.
Beech Street from Abbott Road to M.A.C. Avenue.
Elizabeth Street from Abbott Road to M.A.C. Avenue.
Linden Street from Grove Street to M.A.C. Avenue excluding metered parking areas.
Park Lane from 220 feet north of Linden to Beech Street.

B. Issuance of permits.
1) Resident/guest permits:
   a) Each address of "affected properties" within the permit area consisting of one- or two-family dwellings shall be eligible to receive a maximum of four resident and two guest permits.
   b) Each address of "affected properties" within the permit area consisting of class A dwellings shall be eligible to receive a maximum of one resident and one guest permit.
   c) Each address of "affected properties" within the permit area consisting of class B dwellings shall be eligible to receive a maximum of four resident permits.

2) Business permits:
   a) A maximum of 12 business permits shall be available for issuance to Martin Luther Chapel, 444 Abbott Road, East Lansing, Michigan.
   b) A maximum of five business permits shall be available for use by Uroan Options Inc., 405 Grove Street, East Lansing, Michigan.
   c) Business permits may be issued to a specific business, rather than to a specific vehicle.

3) Temporary permits:
   a) Landlords, or their duly authorized agents, of affected properties within the permit parking area will be eligible to receive not more than five temporary permits, irrespective of the number of affected properties owned.
   b) Fifteen temporary permits shall be available for use only by affected properties within the permit parking area.

C. Effective hours. Except as indicated below, parking by permit only on the streets designated in above section "A" shall be in effect on a seven-day per week basis.
1) The city-wide on-street parking prohibition from 2:00 a.m. to 5:00 a.m. shall remain in effect for all vehicles, irrespective of the permit parking program.
2) Permit parking restrictions shall not be in effect on Sundays from 5:00 a.m. to midnight.

D. Permit year. The permit year shall begin on August 15 and end on August 14 of the following year.

PERMIT PARKING AREA NO. 5 - CENTRAL NEIGHBORHOOD AREA ADDITION

The following provisions and regulations shall comprise the supplemental neighborhood permit parking plan for the Central Neighborhood Permit Parking Area Addition:

A. Permit parking streets. Excluding those street sections where parking is prohibited by traffic control order or in accordance with the provisions of section 8.10 of the Uniform Traffic Code, parking by permit only is established along the following streets:

   Permit Parking Area No. 1 - Central Neighborhood Area Addition

   Kensington Road from Oak Ridge Avenue to Michigan Avenue.
Chesterfield Parkway from Kensington Road to Crensenwood Road.

Crensenwood Road from Kensington Road to Chesterfield Parkway.

B. **Issuance of permits.**

1. The maximum number of "resident" permits which may be issued to one- and two-family dwellings shall be three per dwelling unit.

2. The maximum number of "resident" permits which may be issued to class B dwellings shall be three.

3. Temporary permits: Temporary permits may be issued only to addresses in the permit parking area. Affected properties not on a permit parking street shall not be eligible to receive temporary permits.

4. Business permits: The property at 343 Harrison Avenue shall be eligible to receive five business permits provided that the current use of the property does not change.

C. **Effective hours.** Excluding the city-wide parking prohibition during the hours of 2:00 a.m. to 5:00 a.m., parking by permit only on the above designated streets shall be in effect on a 24-hour, seven-day per week basis.

D. **Permit year.** The permit year shall extend from September 1 to August 31.

(Code 1994, ch. 126, § 8.33.2; Ord. No. 968, 3-20-2001; Ord. No. 1007, 3-19-2002; Ord. No. 1364, 1-5-2016)

Secs. 44-344—44-370. - Reserved.
Grand Rapids
Residential Street
Parking Zones

Fee:

Residential Permit = $30/year
Guest Permit = $2/24 hours
  - Limited to 30 guests per 6 months
Caregiver Permit = Free/6 months
  - Must be able to prove “special need”
Non-Resident Monthly = $48+/month
Non-Resident Daily = $4/24 hours
Sec. 10.50. - Residential Parking Permit Zones.

(1) Program Established. A Residential Parking Permit Program (RPP) is hereby established for the purpose of providing local residents with more frequent opportunities for on-street parking spaces in areas of the City where the demand for such parking is high, and availability limited, as demonstrated by a study of such conditions conducted at the direction of the Grand Rapids Parking Commission. The Proper Authority is authorized to administer and implement the RPP pursuant to the Rules and Regulations promulgated by the Grand Rapids Parking Commission under this section.

(2) Zones Established. The City Commission may establish one or more on-street RPP Zones that will require a valid permit to park issued by the Proper Authority pursuant to the Rules and Regulations.

(3) Rules and Regulations. The Grand Rapids Parking Commission is authorized to promulgate Rules and Regulations for the administration of the RPP.

(4) Violations. No person shall:
   (a) Park in a RPP Zone without properly displaying a valid permit.
   (b) Falsify information associated with the application for a permit.
   (c) Fail to report a change of residence or vehicle ownership upon which facts a permit is issued.
   (d) Alter or transfer the permit to another person or vehicle.

(Ord. No. 2013-84, § 1, 12-17-13)
Residential Parking Permit (RPP) Program

Each year we assess how much parking is available in neighborhoods near business districts. Has parking become difficult in your neighborhood? Our Residential Parking Permit (RPP) Program might be right for you. This program puts resident parking first.

Your neighborhood might qualify for establishing a new RPP Zone. Once a zone is established, residents pay a small permit fee that covers the cost of implementation and enforcement.

ESTABLISHING RESIDENTIAL PARKING PERMIT ZONE

Proactive Parking Survey and Analysis

We are always monitoring parking in neighborhoods. We do this by counting cars on streets at different times and days of the week. Using the data we gather, we put together a heat map showing what streets qualify for an RPP zone.

Neighborhood Communication

We work with the neighborhood association to communicate the proposed zone district. We host a neighborhood meeting and send a letter to residents and property owners.

Mobile GR and City Commission
The new zone would need approval from the City Commission. The Mobile GR Commission is an advisory body to the City Commission. They help City Commission review items related to parking and transportation. The members review the proposed zone, the parking survey results, and public comment. They then vote on whether or not they recommend the item to City Commission.

A public hearing will be scheduled in order to give the community an additional opportunity to comment on a new zone. All residents and businesses within three-hundred (300) feet will be notified of the time and date of the public hearing.

City Commission will review the new zone and hear public comment. Ultimately, City Commission casts a vote for or against the new zone.

**Implementation**

Once City Commission approves the new zone, we'll coordinate the implementation and communication of the program to neighbors affected.

**Rules and Regulations**


**TYPES OF PERMITS AND FEES**

**Residential Permit ($30/ year)**

You can get a permit if you're a resident, renter, or owner within an RPP Zone.

**Guest Permit ($2/24 hours)**

Current residential parking permit holders can apply for guest passes. Each permit holder is limited to 30 guest passes per 6 months. You can purchase guest permits in advance.

**Caregiver Permit (Free/6 months)**
The holder of a residential parking permit may apply for a caregiver permit. Must be able to prove a “special need” for the caregiver permit.

**Non-Resident Monthly ($48+/month)**

We don't currently offer these in our existing RPP Zone. When City Commission creates a new zone, we would review parking use in the area during the first year. If space is available, we would offer these.

**Non-Resident Daily ($4/24 hours)**

For short-term (24-hour) parking needs, a non-resident would be able to purchase a 24-hour permit.

We don't currently offer these in our existing RPP Zone. When City Commission creates a new zone, we would review parking use in the area during the first year. If space is available, we would offer these.

**Fee Waivers**

*Residential permit fees can be waived for six months if you are receiving any of the following needs based assistance:*

- Supplemental Security Income (SSI)
- Medicaid
- Supplemental Nutrition Assistance Program (SNAP)
- Temporary Aide for Needy Families (TANF)
- Subsidized housing vouchers
- Children's Health Insurance Program (CHIP)
- Women and Infant Children (WIC)
- Family Independence Program (FIP)
- Unemployment Benefits

**When applying for a caregiver permit you must present one of the following:**

- Doctor's note showing need for an in-home caregiver,
- Disability ID card, or
- Supplemental Security Income statement
RESIDENTIAL PERMIT

Apply for a Permit

To get a permit, you'll need to submit an application with required attachments. When you apply you'll need:

- Your vehicle’s license plate number
- A copy of the front and back of your driver’s license
- A copy of your vehicle registration*

*If you use a vehicle that is registered to someone else, attach a letter notarized by the owner. Be sure the letter includes your name and relationship to the owner. Also include the vehicle type and model and that you have exclusive use of it.

Apply Online (https://www.grandrapidsmi.gov/Services/Apply-for-a-Residential-Parking-Permit)

Enrollment Period

Residential Parking Permits cost $30 if you buy them in an open enrollment period; May and November. You'll make a prorated payment outside of open enrollment.

PARKING RULES AND ENFORCEMENT

Where You Can Park

You can park on any street within your permit zone. You still have to follow all standard residential parking rules.

Enforcement Times

We enforce the RPP program during permit parking hours. The time can vary by RPP Zone.
Standard Parking Rules

Look for any parking related signage and follow their directions, ex. Meters, No Parking sign or Loading Zone sign. We don't want you to get a ticket.

To protect others from harm, make sure to park:

- 3 feet from a driveway
- 15 feet from fire hydrants
- 15 feet from or within intersections
- 20 feet from marked Crosswalk
- 20 feet from railroad tracks
- 30 feet from a flashing signal, stop sign, or traffic signal, lamp posts, or benches rated payment outside of open enrollment

CONTACT US

Email
<mailto:lhcp@grcity.us>, <mobilegr@grcity.us>, mobilegr@grcity.us

Phone
616-456-3290

Address
50 Ottawa Ave NW
Grand Rapids, MI 49503
Toronto Residential Street Parking Zones

Fee:
Resident’s first vehicle permit = $15.85 (Canadian dollars)
Resident’s second vehicle permit and any subsequent permits = $39.70 (Canadian dollars)
Resident that has access to on-site parking = $55.57 (Canadian dollars)
Residential On-Street Parking

A residential on-street permit entitles permit holding residents to park their automobile on the street within a specified area exclusively during permit parking hours. This program generally services those residential areas where driveways and/or garages are not common.

Permit Parking Renewal is now closed until Spring 2019.
(https://secure.toronto.ca/pparking/main.do)

- Current Permit Holders
- Get a Permit
- 2019 Fees
- General Information

All fees are subject to an annual inflationary increase based on the City's User Fee Policy and change without prior notice.

If purchasing in person: cash, credit card (VISA, MasterCard, or American Express), debit card and personal cheque or money order, made payable to "Treasurer, City of Toronto."

If purchasing by mail: personal cheque or money order, made payable to "Treasurer, City of Toronto."
<table>
<thead>
<tr>
<th>Description</th>
<th>Fee Basis</th>
<th>User Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>No access to on-site parking for resident’s first vehicle permit</td>
<td>Per month</td>
<td>$15.85 + HST</td>
</tr>
<tr>
<td>No access to on-site parking for resident’s second and any subsequent vehicle permits</td>
<td>Per month</td>
<td>$39.70 + HST</td>
</tr>
<tr>
<td>Resident does have access to on-site parking (permit is for convenience)</td>
<td>Per month</td>
<td>$55.57 + HST</td>
</tr>
<tr>
<td>Re-Issues</td>
<td>Per month</td>
<td>$55.57 + HST</td>
</tr>
</tbody>
</table>

Residents applying for a parking permit after a permit term has already started will be charged the monthly fee from the date of purchase (permits cannot be purchased with future effective dates) to the end of the permit term. For example, a permit issued mid-month is still charged that month’s fee.

For further clarification on permit fees, contact the Permit Parking office.

### Contact Information

**Permit Parking**  
Toronto City Hall  
100 Queen Street West  
Main Floor, West Tower  
Toronto, ON M5H 2N2

Office Hours of Operation:
Monday to Friday 8:30 a.m. - 4:15 p.m.

**Telephone:** 416-392-7873  
**Fax:** 416-392-1911  
**Email:** pparking@toronto.ca (mailto:pparking@toronto.ca)
Related Information