



## Corporation of the Municipality of Central Elgin

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### Policy Name: Residential Overnight Parking Permits

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#### **SECTION 1 – PURPOSE**

- 1.1 The purpose of the Residential Overnight Parking Permit Policy is to provide eligible residents and their out of town visitors in defined areas with special privileges related to parking on designated portions of specified streets in that area. In general, the Residential Overnight Parking Permit allows those eligible to be exempt from the overnight parking ban during winter months, subject to specified limitations and terms.

#### **SECTION 2 – COSTS**

- 2.1 The cost for a Category 1 Residential Overnight Parking Permit, effective for one year from date of issue, shall be \$100.00, plus applicable taxes; and
- 2.2 The cost for a Category 2 Residential Overnight Parking Permit, effective for one year from date of issue, shall be \$200.00, plus applicable taxes.

#### **SECTION 3 - APPLICATION FOR AND ISSUANCE OF PERMIT**

- 3.1 Written Application for a Residential Overnight Parking Permit, in the format specified by the Municipality, shall be prepared by the requesting owner of property to the Director of Infrastructure and Community Services for the Corporation of the Municipality of Central Elgin (hereinafter "Director"); and
- 3.2 The Director shall assess an Application for a Residential Overnight Parking Permit in a manner consistent with this Policy but at all times retains the unfettered discretion to issue any such Residential Overnight Parking Permit in keeping not only with the terms of this Policy and any other relevant circumstances, including but not limited to the number of Residential Overnight Parking Permits issued for and in the area of the property for which the owner has requested a Residential Overnight Parking Permit.

#### **Section 4 - Special Privileges & Conditions for Residential Overnight Parking Permits**

- 4.1 The following special privileges and conditions shall apply to permit holders with respect to parking on streets or portions of streets designated as Residential Overnight Parking Permits:
  - 4.1.1 Residential Overnight Parking Permit holders may park the vehicle in respect of which the Residential Overnight Parking Permit is issued, on a street in the defined permit parking zone as indicated on the Residential Overnight Parking Permit on any day between the dates that the said Permit is in effect;
  - 4.1.2 Permit holders are not granted and do not have any exclusive rights over any specific on-street parking spaces or blocks within the applicable zone or zones;
  - 4.1.3 Any Residential Overnight Parking Permit may be temporarily suspended,
    - a. during a Significant Weather Event declared by the Municipality of Central Elgin, notice of which will be provided by email to an email address provided by the owner of the property to which the Residential Overnight Parking Permit has been issued and in which circumstances the said suspension continues until the Municipality declares such event as over; and/or
    - b. when temporary “No Parking” signs are placed by the Municipality of Central Elgin adjacent to a street and in the zone as provided for in the Residential Overnight Parking Permit, including but not necessarily as required for snow removal purposes, in which circumstances the said suspension continues until the said temporary signs are removed.
- 4.2 Other than the special on-street parking privileges specified by the Residential Overnight Parking Permit, all other traffic and parking regulations will apply.

#### **SECTION 5 - ELIGIBILITY & VALIDITY PROVISIONS FOR RESIDENTIAL OVERNIGHT PARKING PERMIT ISSUANCE**

- 5.1 One (1) Category 1 Residential Overnight Parking Permit may be issued to the owner of eligible property for a specified vehicle if,
  - 5.1.1 the property in respect of which the Residential Overnight Parking Permit is requested has less than two (2) on-site parking spaces, including any spaces located within a garage;
  - 5.1.2 the property in respect of which the Residential Overnight Parking Permit is registered does not have the potential for creation of two (2) or more on-site parking spaces, including any spaces located within a garage; and
  - 5.1.3 the property in respect of which the Residential Overnight Parking Permit is requested is not located within two hundred fifty (250) meters, measured by the “most direct” or “straightest” walking route, of a municipal parking lot maintained between the dates for which the Residential Overnight Parking Permit will be issued; provided that the said distance requirement shall not apply in circumstances in

which the owner of the property in respect of which the Residential Overnight Parking Permit is requested possesses an accessible parking permit issued by the Ministry of Transportation for the discretion of the Director.

- 5.2 One (1) Category 2 Residential Overnight Parking Permit may be issued to the owner of property not eligible for a Category 1 Residential Overnight Parking Permit.
- 5.3 A Residential Overnight Parking Permit may be issued only to the owner of property and not to a tenant or other occupant of such property.
- 5.4 A Residential Overnight Parking Permit is valid only if the Permit is affixed in a conspicuous manner and location at or near the upper left corner of the rear window of the permitted vehicle; and provided that the specifications of the parked vehicle, including make, model, vehicle registration number, and license plate, is the same as the permitted vehicle filed with the Director.

### **Section 6 Required Documentation & Information**

- 6.1 The Owner of the Property in respect of which the Residential Overnight Parking Permit is requested may be required to provide the Director with a copy of a tax or utility bill in his or her name for the said Property and the make, model, vehicle registration number and license number for the vehicle to be permitted. If the Owner applying for the Residential Overnight Parking Permit is not the owner of the vehicle, then the Owner of the Property must submit a letter or leasing document from the owner of the vehicle specifying that that person authorizes use of the vehicle by the Property Owner.