

7/1/2009

INDIANA BOROUGH PARKING DEPARTMENT PERMIT PARKING RULES AND REGULATIONS

RESIDENTIAL PERMIT

1. APPLICATION PROCESS

Property Owners/Permanent Residents:

- a. Provide evidence of permanent residency (e.g., Driver's License)
- b. Provide owner's card for vehicle(s) being registered for permit.
- c. Fee for initial permit: Free
- d. Replacements/Transfers: \$5.00 with original tag; \$50.00 without original tag

Tenants/Non-permanent Residents:

- a. Provide authorization from property owner
- b. Provide owner's card for vehicle(s) being registered for permit.
- c. Fee for initial permit: \$120
- d. Replacements/Transfers: \$5.00 with original tag; \$50.00 without original tag

2. No more than two permits shall be issued to each parcel within the residential parking district, unless authorized by Borough Council.
3. The property owner may assign the permits only to tenants living at that property.
4. The residential permit allows the permit holder to park in any designated residential permit parking district from 7AM to 6PM, Monday through Friday. Permit parking is not in effect outside of that time period or on weekends and legal holidays.
5. There is a two (2) hour grace period given to any vehicle that does not have a residential parking permit. This grace period is given for the entire permit parking zone. Leaving and returning or moving to a different permitted street does not give an additional two hours.
6. Residential permits are valid until August 31 each year. Permits may be purchased as early as August 10 for the upcoming permit year.
7. Residential permits cannot be transferred to any other vehicle. They must be affixed to the driver's side rear bumper of the vehicle registered on the application.

(over)

8. It is illegal to sell or transfer a permit. The fine for this violation is \$300.00 per conviction. Each day shall constitute a separate offense.
9. If the registered vehicle is unavailable for use of the permit holder due to an accident or repair work, a temporary permit can be obtained weekly, free of charge, for a maximum of 4 weeks. After 4 weeks, the temporary permit fee must be paid.
10. To receive a replacement permit or to transfer the permit to another person or vehicle, the original permit must be presented at the Borough office or the permit holder must provide adequate evidence of the removal or disposal of the original permit at the time of re-application. The fee for a replacement or transfer permit under these conditions is \$5.00.
11. If the original permit is not presented and the permit holder does not provide adequate evidence that the original was removed or disposed of, the fee for a replacement or transfer permit is \$50.00.
12. Any special requests concerning permit parking must be directed in writing to the Indiana Borough Parking Department, Borough of Indiana, 80 N. 8th Street, Indiana, PA 15701.

All Residential or Tenants/Non-permanent Residents permits can be obtained at the Indiana Borough Office Monday through Friday between the hours of 8:00 am and 4:30pm not including holidays. You must appear in person with all your required documentation and fees in order for your application to be approved. Applications will be available at the time of your appearance.