

CITY OF FREDERICKSBURG

RESIDENTIAL PARKING PERMIT PROGRAM

RESIDENT & PUBLIC INFORMATION



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RESIDENTIAL PERMIT PROGRAM PURPOSE

The City of Fredericksburg's Residential Area Parking Permit Program has been established by City Code 1991, § 12-98; amended 1-23-2018 by Ord. No. 18-02.

PROCESS OVERVIEW

The Residential Permit Program is administered by the City of Fredericksburg's Transportation Division, which is led by the Director of Transportation. The goals of the program are outlined in City Code City Code 1991, § 12-98; amended 1-23-2018 by Ord. No. 18-02. The processes established permitting processes for residential restricted parking districts are further clarified and outlined in this program document in order to provide information to residents regarding the process for requesting an area designated as a zone for parking permits. Information in this document also includes information for residents who desire to obtain an individual residential parking permit.

PROCESS TO ESTABLISH A RESIDENTIAL PARKING DISTRICT OR STREET

1. An application to establish a Residential Parking District/Street must be completed by a resident, a neighborhood association or civic association for the establishment of a residential restricted parking.
2. The application for the establishment of a new residential restricted parking shall include all of the following information:
 - a. Outline of the proposed parking area (block or district). "Blocks" for the purpose of implementation of parking permitting are to be a minimum of four (4) contiguous block faces.
 - b. Applicant's written justification and related documentation that the proposed district is residential and that other land uses, either within the district or adjacent to the district, are impacting the available on-street and off-street parking for use by the district's residents.
 - c. It will be the responsibility of the Applicant to provide written documentation from a 3/4 of the affected residents representing the properties within the proposed area and/or district.
 - d. The Applicant will submit a written petition(s) that includes names, addresses, and signatures from 3/4 or majority of the property owners within the proposed district supporting the creation of the outlined parking district;
3. Completed applications should be submitted to the *Transportation Division* who administers the application process.

CITY REVIEW AND EVALUATION OF APPLICATIONS

Key considerations in the evaluation process and determination for a residential parking permit district or street.

1. The City will evaluate the proposed residential restricted parking district utilization. The evaluation will consider whether at least **75** percent of the curb parking spaces in the defined area are utilized during peak periods; and
2. At least **35** percent of the curb parking spaces in the defined area of the proposed residential restricted parking district are utilized by persons who do not reside within the district who are parked for two or more hours.
3. The Transportation Division shall make the required determination and, if applicable, prepare the required order within 90 days of receipt of a complete application.

RESPONSIBILITIES OF THE CITY TO THE APPLICANT

Following approval of a district, the Transportation Division shall develop an implementation plan and administer the implementation of the issuance of the permits as prescribed in the order that establishes the district within 90 days of the City Manager, or his designee's, approval of the order to residents of the district.

The Transportation Division shall cause the parking regulations in the district to be changed to reflect the change in restricted parking.

CITY OF FREDERICKSBURG PARKING ORDINANCE

City Website Link: <https://ecode360.com/28968411?highlight=58-204#28968411>

DIVISION 2 Residential Area Parking Permits

§ 58-201 Purpose and intent.

[Code 1991, § 12-96]

In order to reduce hazardous traffic conditions resulting from the use of streets within residential areas for commercial parking; to protect such residential areas from polluted air, excessive noise and trash and refuse caused by the entry of such vehicles; to protect the residents of such areas from unreasonable burdens in gaining access to their residences; to preserve the character of those areas as residential districts; to promote efficiency in the maintenance of those streets in a clean and safe condition; to preserve the value of the property in such areas; and to preserve the safety of children and other pedestrians and traffic safety; a permit parking program is hereby established.

§ 58-202 Violations; penalties.

[Code 1991, § 12-103]

- A. The Police Department shall issue parking citations for violations of § 58-203. Penalties for such violations and the uncontested payment of parking citations issued therefor shall be governed by § 58-161.
- B. It shall be unlawful for any person to represent that he is entitled to a resident parking permit, visitor pass, or other authorization to park within a permit parking zone for which he is not entitled or for any person to park a vehicle within a permit parking zone displaying a resident parking permit, visitor pass, or other authorization to park within such zone when he is not entitled to it.
- C. It shall be unlawful for any person entitled to use a visitor or other temporary parking pass to allow the pass to be used by anyone other than a person entitled to use such a pass within a permit parking zone.
- D. Persons convicted of violating Subsection B or C of this section shall be punishable by a fine of not more than \$100.
- E. Vehicles parked in violation of this division may be towed by the Chief of Police at the owner's expense.

§ 58-203 Zones designated; unlawful parking.

[Code 1991, § 12-97; Ord. No. 98-22, 8-25-1998; Ord. No. 99-4, 3-23-1999; Ord. No. 11-24, 9-13-2011]

- A. It shall be unlawful for any person to park a motor vehicle on a public street, alley, or right-of-way within any permit parking zone described in Subsection B of this section and that is conspicuously posted in accordance with this division, at any time when parking is restricted by posted signage, unless such vehicle displays a current permit parking decal, pass, or other valid authorization to park within such zone.
- B. The City Manager may designate a residential area as a residential permit parking zone under the procedures in § 58-204, if the area meets the standards of that section.
[Amended 10-13-2015 by Ord. No. 15-24; 8-23-2016 by Ord. No. 16-21; 8-23-2016 by Ord. No. 16-22; 1-23-2018 by Ord. No. 18-02; 6-26-2018 by Ord. No. 18-11]
- C. This section shall not apply to vehicles exempted under § 58-206.

§ 58-204 Authority of City Manager.

[Code 1991, § 12-98; amended 1-23-2018 by Ord. No. 18-02]

- A. Authority to establish additional regulations. The City Manager or his designee is hereby authorized and directed to promulgate rules and regulations deemed necessary and reasonable for the safe and efficient administration and control of parking within each permit parking zone established pursuant to this division. These regulations shall include the following:
1. The fees, if any, to be charged for permits;
 2. The criteria by which persons may obtain resident parking permits and visitor, hardship, business, or other temporary parking passes;
 3. The terms of permits and passes;
 4. The design, format, and method of issuance of permits and passes;
 5. The posting of signs in accordance with this division; and
 6. The times of day during which parking is restricted.

- B. Implementation of permit parking. The City Manager shall have the authority to issue permits, post signage, and otherwise implement permit parking only on those blocks within the City where:

[Amended 6-26-2018 by Ord. No. 18-11]

1. He has received a written request from 3/4 of the property owners along such blocks to institute permit parking; and
2. He has determined that more than 75% of the parking spaces available on such blocks are occupied during any hours of any seven days in a fifteen-day period.

- C. Termination of permit parking. The City Council shall have the authority to terminate permit parking on those blocks within the City where:

[Amended 6-26-2018 by Ord. No. 18-11]

1. The block has been designated for permit parking pursuant to Subsection B.
2. The City Manager has received a written request from 3/4 of the property owners along such blocks to terminate permit parking; or the City Council determines that the designation is no longer appropriate due to changes in the uses of property in the zone or due to other legitimate and compelling reasons why the zone is no longer appropriate.

- D. Permits for resident parking in other areas. The City Manager shall have the authority to issue permits to residents living in areas where parking is lawful, but where the span of time that a vehicle may be lawfully parked is controlled by a sign giving notice thereof, if the issuance of the permit is reasonable and necessary for use of the residences.

[Amended 6-26-2018 by Ord. No. 18-11]

§ 58-205 Signs.

[Code 1991, § 12-99]

The City Manager shall erect signs in conformance with City specifications within each permit parking zone. All signs shall be of such design and character as to readily inform the operators of vehicles within permit parking zones of the existence, nature, and requirements of this division and the regulations pertaining to the particular zone.

§ 58-206 Exemptions.

[Code 1991, § 12-100]

The parking limitations set forth in this division shall not apply to on-street parking by the following types of vehicles:

- A. Vehicles owned or leased by a public agency;
- B. Service or delivery vehicles which are being used to provide services or make deliveries to dwellings within a particular permit parking zone;
- C. Vehicles with valid temporary license tags; and

[Amended 1-23-2018 by Ord. No. 18-02; 6-26-2018 by Ord. No. 18-11]

- D. Non-motorized vehicles, such as trailers and boats.

§ 58-207 Notification of residents regarding changes.

[Code 1991, § 12-101]

Prior to the implementation of this division or any amendment to this division or any regulations promulgated under this division, the City Manager shall notify every property owner within the parking zone in which this division or any regulation promulgated under this division shall be applicable at least seven days prior to such implementation. Such notice shall be by first-class mail to the last known address of each property owner, as reflected in the records of the Commissioner of the Revenue.

§ 58-208 Issuance of permits, decals and passes.

[Code 1991, § 12-102]

The Chief of Police shall be responsible for the production and issuance of all permits, passes, or other authorizations to park within any permit parking zone, except for motor vehicle license decals issued pursuant to Article II of this chapter. Permits and passes issued by the Chief of Police shall be available at the Police Department during regular business hours and by mail, in accordance with regulations promulgated by the City Manager.

§ 58-209 through § 58-240. (Reserved)

REQUIRED FORMS



RESIDENTIAL PERMIT PARKING AREA/DISTRICT APPLICATION

Date Submitted By Applicant:	
Applicant Name:	
Applicant Residential or Business Address:	
Applicant Email:	
Applicant Phone Number:	
Application Type: <i>Street or District</i>	
Proposed Parking Area: <i>Street(s) to include a minimum of four (4) Contiguous blocks</i>	
Proposed block restrictions to residents <i>Days of week and times of day</i>	
Applicant's justification that the proposed district is residential and that other land uses, either within the district or adjacent to the district, are impacting the available on-street and off-street parking for use by the district's residents. <i>Please attach any supporting documentation.</i>	



RESIDENTIAL PERMIT PARKING AREA/DISTRICT PETITION FORM

Applicant Name:	
Applicant Phone/Email:	
Proposed Parking Area: <i>Street(s) to include a minimum of four (4) Contiguous blocks</i>	

We, the undersigned owners of properties support the establishment of a resident permit parking zone on our block, under the pertinent provisions of the Fredericksburg City Code.

ADDRESS OF PROPERTY WITHIN PROPOSED AREA/DISTRICT	PRINTED NAME OF PROPERTY OWNER	SIGNATURE OF PROPERTY OWNER	CONTACT INFORMATION (EMAIL ADDRESS AND PHONE NUMBER)