

## Overnight Parking Permits

- Each permit is valid for ONE vehicle only.
- Permits are valid only for the time frame specified up to 365 days.
- Applicant must show a hardship in order to receive a permit. (hard-ship can be defined as having too many vehicles/licensed drivers for the amount of off-street parking available between garages and surface parking.)
- The street or area where the vehicle will be parked must be free of obstructions and able to maintain flow for traffic and emergency vehicles.
- Sergeants, lieutenants, commanders, and the chief can approve a permit.
- Parking permits will be logged in the MWPD – Parking Complaints, Permissions, and Permits Log in Zuercher.
- The placard **MUST** be displayed so that it is visible from outside the vehicle.
- Permits are **not** valid during a snow event of 2 inches or more until streets have been plowed.
- There is a \$50.00 per vehicle per year fee for a parking permit.

Overnight Parking Permit Application >Only 1 vehicle per application< *****ALL QUESTIONS NOT SHADED IN GRAY MUST BE ANSWERED TO PROCESS THE APPLICATION*****					
Date & Time Rec'd by MPD		Rec'd By		Fee Paid?	<input type="checkbox"/>
YOUR NAME _____					
HOME ADDRESS (street address) _____ Maplewood, MN Zip Code _____					
HOME PHONE (area code) _____			WORK OR CELL PHONE (area code) _____		
Dates permit requested for:		From	_____	To	_____

**CHECK ALL THAT APPLY (REQUIRED)**

<input type="checkbox"/> House	<input type="checkbox"/> I OWN my residence	<input type="checkbox"/> 1-car garage
<input type="checkbox"/> Duplex	<input type="checkbox"/> I RENT my residence	<input type="checkbox"/> 2-car garage
<input type="checkbox"/> Apartment	<input type="checkbox"/> I have NO garage	<input type="checkbox"/> 3+ car garage

**VEHICLE and PREMISES**

Year, Make, and Model		License plate number and state (failure to list plate number will significantly delay the process)	
How many <u>licensed drivers</u> in your household?	_____	How many <u>vehicles</u> in your household?	_____
How many <u>off-street</u> parking places available? (garage & driveway)	_____	Is this a commercial or business vehicle?	_____
Have you received a permit in the past? (Y or N)	_____	If so, please list the permit number:	_____
Do you have a medical condition that should be considered? Please explain:			
What is the reason for the overnight parking permit request?			

- I have read and understand the restrictions of the overnight parking permit.
- I have had the opportunity to ask questions about the overnight parking permit.
- I understand that the overnight parking permit is valid only for the period of time indicated on the permit.
- I agree to abide by the restrictions of the overnight parking permit and understand that if I violate any of the restrictions my permit may be voided and/or parking citation(s) may be issued.

\_\_\_\_\_  
Applicant Date



Inspected on:		at		hrs	by		Zone	
Inspection notes:								
Check One	<input type="checkbox"/> <b>Permit DENIED</b> based on information submitted plus survey of location							
	<input type="checkbox"/> <b>Permit GRANTED</b> based on information submitted plus survey of location							
	<input type="checkbox"/> <b>Contact applicant for more information</b> before granting or denying.							
<i>Specifically:</i>								
<b>PERMIT IS:</b> <input type="checkbox"/> <b>GRANTED</b> <input type="checkbox"/> <b>DENIED</b> (copy of letter attached)								
Applicant contacted on:		at		hrs	by			
2 <sup>nd</sup> attempt to contact:		at		hrs	by			
3 <sup>rd</sup> attempt to contact:		at		hrs	by			
Permit or denial letter sent by US Mail on:					by			
OR Permit prepared for pick-up at MPD on:					by			

