

Temporary On-Street Parking Permit Requirements

It is the intent of the Bozeman Parking Commission to occasionally permit vehicles or equipment to temporarily park in a time-limited parking district, without being subject to the time limit restrictions. It is not the intent of this program to provide long-term parking provisions for an individual, business, or entity that should otherwise provide for their own parking needs consistent with local law and/or business necessity.

- 1) Require submission of a permit application that includes:
 - a. Applicant name (business or individual) and contact information
 - b. Client name and address at which construction, moving, or other service is being provided.
 - c. Start and End Date
 - d. Type of service being provided
 - e. Vehicle License Plate Number, as applicable.
 - f. Reason the permit is necessary.
- 2) Licensed contractors, trades, and other service businesses, are eligible for a "Temporary On-Street Parking Permit". Likewise, the Parking Program Manager may issue these permits for other uses as well; example, moving trucks, tour buses, special event equipment, "parklet" applications, etc.
- 3) Limited to one permit per job site, and/or destination facility.
- 4) A permit holder must use traffic devices approved by the Manual for Uniform Traffic Control Devices (MUTCD), like barricades, delineators, etc., in order to 'reserve' specific parking space(s). Such traffic devices must be at least 36 inches high, in good condition, made with a high visibility color, and display a copy of the valid permit.
- 5) The permit may be issued for a maximum of thirty calendar days. After which a new application must be filed.
- 6) Permits are only for use with on street parking, within the time limited parking areas, during the posted hours for enforcement. The permit is not for use within any other parking area, and does not provide exemption from other parking regulations (restricted zone, disabled parking, etc.). This permit does not entitle the permit holder to engage in retail or other commercial activity not otherwise granted by city permit (ex., mobile vending).
- 7) Permit must be displayed at all times, as directed, or the vehicle may be cited for Overtime violations.

- 8) Permits may not be used for any purpose, other than that purpose stated in the permit application, or by organizations or individuals not listed on the permit application.
- 9) The Parking Program Manager, and/or their designee, will review and approve all permit applications. The Parking Program Manager may apply reasonable 'special conditions' as deemed necessary for the permit. For example, the Parking Program Manager may make the permit 'location specific'; requiring the vehicle to park in a certain block face or space(s).

Fee Structure

- 1) Daily rate of \$20 for single space permits; based on a 24 foot linear parking space. Each additional 24 feet, or portion thereof, results in an additional \$20 fee.

For example:

- a. A vehicle/item 25 feet long would require a \$40 fee.
 - b. A vehicle/item 49 feet long would require a \$60 fee.
- 2) Fees are charged on a per day basis, with no pro-rating of fees.
 - 3) No discounts for multiple day purchases.
 - 4) **All** fees must be paid at the time the permit is issued.

TEMPORARY ON STREET PARKING PERMIT APPLICATION (5/3/19)

Date: _____

Paid: \$ _____

Applicant Name & Address: _____

Phone Number: _____ Email: _____

Start Date of Permit: / / End Date of Permit: / / (limit 30 days)

Reason for Permit: _____

Job Site Name & Address: _____

Job Site Partner SIGNATURE: _____

Length of Space Requested (total linear feet): _____

Drawings or other Supplemental Information Attached? Yes No

Special Conditions of Permit (**Parking Program Manager ONLY**):

Rules:

- **The Temporary On Street Parking Permit has a daily fee of \$20.00, based on a 24 foot linear space. Each additional 24 linear feet, or portion thereof, results in an additional \$20 fee; no prorating available.**
- Limited to one job site, or destination facility.
- The permit may be issued for a maximum of thirty calendar days.
- A permit holder must use traffic devices approved by the Manual for Uniform Traffic Control Devices (MUTCD), like barricades, delineators, etc., in order to 'reserve' specific parking space(s). Such traffic devices must be at least 36 inches high, in good condition, made with a high visibility color, and display a copy of the valid permit.
- Permits are only for use with on street parking, within the timed parking area. They are not for use within any other parking area, and do not provide exemption from any other parking regulations (restricted zone, disabled parking, etc.) This permit does not entitle the permit holder to engage in retail or other commercial activity not otherwise granted by city permit (ex., mobile vending).
- Permit must be displayed at all times, as directed, or the vehicle, equipment, may be cited for Overtime violations.
- Permits may not be used for any other purpose, or by other organizations or individuals.

I agree to follow the rules that govern the use of Temporary On-Street Parking Permits AND all other parking regulations of the City of Bozeman. I realize that permit holders will be cited, if all rules and regulations are not followed.

Applicant Name (print) & Signature

Date

Approval Signature

Date

