

# City of Tacoma

## Residential Permit Parking Zone Program

### Table of Contents

City of Tacoma .....	1
Residential Permit Parking Zone Program.....	1
City of Tacoma Residential Permit Parking Zone Program .....	2
Proposed Program Modifications .....	2
Residential Permit Parking Program - Program Outline .....	2
Triggers for Qualification.....	2
Vehicle Permit Requirements.....	2
Process of Creating a New Residential Permit Area .....	3
Parking Permits are Categorized by the Following Areas .....	3
Visitor and Temporary Permits.....	3
Fees for each type of permits are as follows .....	4

# **City of Tacoma Residential Permit Parking Zone Program**

## **Proposed Program Modifications**

Based on researched data, the following guidelines to the City of Tacoma's Residential Permit Parking Program are recommended.

## **Residential Permit Parking Program - Program Outline**

The City of Tacoma, like many other cities, has a parking space shortage in some of its residential areas. This shortage is largely caused by all-day, on-street parking by non-residents, such as employees of adjacent employment generators. To assist City residents' search for vehicle parking adjacent to their home, the City of Tacoma established a Residential Permit Parking Program. Historically the program addressed the issue on a case by case basis, eventually morphing into a block by block basis. Unique permits were issued for identified problem locations, and enforced per the City of Tacoma Municipal Code by the Tacoma Police Department.

This program has proved so successful that the zones have increased in number and demand in such a way that modifications to this program were necessary. A more global approach was required.

This proposed program modification brings it closer in line with the many existing programs in major cities along the west coast. Parking zones would be established, to include neighborhoods as opposed to street fronts. These zones would be pre-determined and delineated on a map. Residents within these zones have the opportunity to participate in the program, similar to the existing program, see process below.

## **Triggers for Qualification**

The following criteria must be identified and met to qualify the area to participate in the City's Residential Permit Parking Permit Program:

- Non-resident parking generator must be identified
  - Identify school, institution, church, commercial business, industry, event, etc. creating the outside need.
- Need (congestion) must be identified.
  - Minimum of 75% of spaces are occupied for periods exceeding 8 continuous hours, with a minimum of 25% of those spaces occupied by non-residents.
  - Parking congestion exists for a minimum of 5 contiguous blocks.
- Resident Participation – Support
  - Minimum of 60% of residents ( owners or renters ) need to sign petition to participate.

## **Vehicle Permit Requirements**

A database will be kept containing all information of the applicants. This information shall include but not be limited to:

- Copy of valid Washington vehicle registration - must be in applicant's name with current permit address and vehicle license plate number - NO EXCEPTIONS
- One additional proof of residency - utility bill, current rental document, current vehicle insurance policy, bank statement or pre-printed check with resident's name and address or lease/rental agreement.
- Completed application and payment - Transfer fee from one vehicle to another with old permit returned is \$5.00. Replacement fee for V.I.N. to license plate number with Temporary Permit returned - NO CHARGE.

## **Process of Creating a New Residential Permit Area**

The Process required for establishing a new residential permit parking program, application , and renewal is as follows.

- Residents or neighborhood groups submit a letter indicating interest in residential permit parking.
- Neighborhood representatives confer with the Traffic Engineer and tentative boundaries are established or expanded.
- Parking occupancy surveys are performed as required to determine the appropriate parking regulations for the area.
- Public outreach meeting(s) is (are) held to permit input from the neighborhood.
- Notices are mailed to area residents, providing information on the proposed boundaries and parking regulations.
- If it appears the general consensus within the proposed residential permit parking area is in favor of a program, the Traffic Engineer submits a written recommendation to the City Council.
- If the City Council concurs with the recommendation of the Traffic Engineer, the area may be designated for residential permit parking.
- The residents and business owners then apply for residential parking permits which exempt their vehicles from parking time limits and/or parking meter regulations in posted areas.

## **Parking Permits are Categorized by the Following Areas**

1. Residential Rate Zone (RR)
2. Downtown Residential Rate Zone (DR) *[To be determined]*
3. Business Rate Zone (BR)

## **Visitor and Temporary Permits**

Temporary or Visitor Permits may be obtained by residents or property owners by presenting the following information.. (Note: Business owners may not receive a visitor permit, contact Traffic Engineer for further information). Residents must present one of the following to receive a Visitor or Temporary Parking Permit:

### **Residents:**

Current phone or utility bill containing the name and permit address of the resident in the designated area; or

### **Property Owner:**

Current property tax statement with the name and permit address of the property owner.

**Fees for each type of permits are as follows**

- \$100.00 per year for all merchant parking permit ( \$50 for half a year merchant parking permit )
- \$35.00 per year for new residential parking permit or for new vehicle (issued to a vehicle for the first time)
- \$25.00 per year for renewal parking permit (residential address)
- \$20 for half a year parking permit valid from January 1st to June 30th (issued to a vehicle for the first time)
- \$10.00 for permit replacement fee (issued to a vehicle already with a permit)
- \$ 1.00 a day for a visitor or \$ 5.00 for 2 weeks for a temporary permit

**The maximum numbers of permits allowed are as follows**

- One (1) Business Permits for merchants (either a regular or transferable (visitor) permit). [BR]
- One (1) Residential Permit for residents in downtown business district (DR) where residence does not provide on-site parking. *[This issue is under review]*
- Three (3) Residential Permits for residents in area RR
- One (1) Visitor permit for residents in area RR

