



The Borough of Hollidaysburg

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Residential Permitted Parking Application

- EXCEPTION FOR INDIVIDUAL PROPERTY -

A residential area or block shall be deemed eligible for consideration as a residential permit parking area if, based on an evaluation as required by Part 4, Chapter 15, Section 407.2.A of the Code of Ordinances of the Borough of Hollidaysburg, it is established that the residential parking area is impacted by non-resident vehicles for extended periods of time during the day or night, on weekends or during holidays. As an exception to the provisions of Section 407.2.A, in a neighborhood that would otherwise qualify for Residential Parking Permit but fails to meet the criteria established in Section 407.2.A.(2)(a) {i.e. petition signed by a minimum of 75% of the residents on affected block face in support of permit parking} and Section 407.2.A.(2)(d) {i.e. twenty five percent of the residents' vehicles cannot be accommodated by existing off street parking} an individual property may be granted a permit for residential permitted parking. This exemption is limited to one space per single family residence or two spaces for a duplex.

The following information must be provided in order for an individual residential parking space permit to be issued. A determination as to the eligibility for the requested permitted space will be made by the Borough following review of the application and qualifying factors as set forth in Section 407.2.A and an evaluation of the site conditions.

Section A – Applicant Information

1. Name of Applicant: _____
2. Address: _____
3. Phone Number: _____ Email Address: _____
4. Auxiliary Phone Number: _____ Fax Number: _____

Section B – Information of Property For Which Permit is Requested

1. Address of property for which permit is requested: _____
2. Property Owner: _____

3. Property Owner Address and Phone Number *(if other than applicant)*:

4. Block face in which the property is located (Ex. South side of 400 block of Walnut Street):

5. Zoning District in which property is located: _____

(must be a designated zoning district R-1, R-2, or R-3)

6. Type of Dwelling unit:

- ☐ Single Family Dwelling
- ☐ Duplex *(two family dwelling)*
- ☐ Other

Describe: _____

(Please note that only single family and two-family residences are eligible)

7. Site Conditions that prohibit off-street parking on the property for which the permit is requested:

- ☐ Property does not have access to off-street parking from an alley abutting the property
- ☐ Property does not have access to off-street parking from the streeting abutting the property

(Please note that if the property has access to an alley in the rear of the property and there is sufficient lot size to permit a driveway from the alley, or if there is sufficient lot size to permit a driveway from the street, the property shall be deemed to have access to off-street parking)

- ☐ Other

Describe: _____

8. Does a legal "on-street" parking space exist in front of the affected property and on the same side of the street as the affected property?

- ☐ Yes
- ☐ No

If "No," provide address and owner of the property in front of which the permitted space is requested to be located

Address: _____

Owner Name: _____

If “No,” the owner(s) and tenant(s), if applicable, of the property in front of which the permitted space is to be located must acknowledge that the owner and tenant are aware that this application is being filed, that the owner and tenant are not opposed to a permitted parking space being established at that location and that the owner and tenant are aware that only permit holders may park in the designated space during the hours regulated by the permit. The Property owner(s) and tenant(s) must acknowledge and provide consent to the above by signing below:

Signature(s) of Affected Property Owner(s)/Tenant(s)

Section C – Vehicle Information

1. List vehicles that will be utilizing permitted space

(Please note that multiple vehicles may be registered to the applicant. Only one permitted space will be provided for each dwelling unit regardless of the number of vehicles registered. In addition, annual registration fees will be required for each vehicle registered.)

a. Vehicle One

Make _____ Model _____ Year _____ Color _____

VIN _____ License Number _____

Registered Owner(s) _____

b. Vehicle Two

Make _____ Model _____ Year _____ Color _____

VIN _____ License Number _____

Registered Owner(s) _____

c. Vehicle Three

Make _____ Model _____ Year _____ Color _____

VIN _____ License Number _____

Registered Owner(s) _____

Section D – Certification

I hereby certify that the information I have provided within this application is true and correct to the best of my
knowledge.

Signed _____ Date _____

- THIS SECTION IS TO BE COMPLETED BY THE BOROUGH -

Compliance Review *(all items must be checked for permit to be approved and issued):*

- ☐ Applicant is the owner or tenant of property for which permit is requested
- ☐ Application is complete, all required information has been provided, and application has been signed. If not, list items that are incomplete:
 - ☐ Property is located in a neighborhood that meets all the qualifications for a residential parking permit
 - ☐ Property is in an R-1, R-2, or R-3 zoning district
 - ☐ At least 75% of the legal on-street parking spaces are occupied during each hour of the proposed parking restriction (attach traffic study data/report)
 - ☐ At least 25% of legal on-street spaces are occupied by nonresident vehicles for more than two hours at a time during the time of the proposed restriction (attach traffic study data/report)
 - ☐ Property at which the applicant resides contains a single-family dwelling or a duplex
 - ☐ Property does not have access to an off-street space from the street or from an alley abutting the property
 - ☐ There are no established driveways or off-street parking spaces on the property
 - ☐ The lot size is not large enough to provide an off-street parking space or driveway from the street or from an alley that would be in conformance with the required driveway and off-street parking regulations
 - ☐ Legal, on-street parking spaces are located in front of the property at which the applicant resides, or the applicant has obtained written consent from an adjacent or neighboring property owner and tenant) if applicable) to establish the permitted parking space at that location
 - ☐ All fees have been paid by the applicant as set forth in the prevailing fee schedule

Recommended Time and Day Limitations:

Additional Comments/Recommendations:

Reviewer Signature

Date

Action

- ☐ Permit Approved

Date _____

By _____
Signature

Permit Number _____

Time and days that Permit Parking Regulations shall be effective:

- ☐ Permit Denied

Date _____

By _____
Signature

Reasons for denial: