

Maple Heights Police Department

5373 Lee Road

Maple Heights, Ohio 44137

APPLICATION FOR PARKING PERMIT

Name: _____

Address: _____

Telephone Numbers: (Home) (_____) _____ - _____

(Cell) (_____) _____ - _____

(Work) (_____) _____ - _____

Vehicle: Year _____ Make _____ Model _____

Ohio License Plate Number: _____ Color _____

Number of Other Vehicles at Address: _____

List License Plates of All Other Vehicles at Address:

Garage Size (check one): 1 car 2 car 3+ car

Length of Driveway: Approximately _____ feet

Width of Driveway: Approximately _____ feet

Reason Permit is Needed: _____

READ ALL INFORMATION ON THE BACK OF THIS APPLICATION. AFTER READING ALL INFORMATION,
SIGN AND DATE THE APPLICATION.

(FOR DEPARTMENTAL USE ONLY)

Permit Issued Permit Denied By: _____

Party Notified: Yes No

If Yes, by what means: _____

Issued Date: _____ Expired Date: _____

PARKING PERMIT RULES, LIMITATIONS, & RESTRICTIONS

1. Parking permits are issued at the discretion of the Safety Director of the City of Maple Heights and/or his/her designee.
2. Parking permits will **only** be issued to residents of the City of Maple Heights.
3. No resident has a guaranteed right to have a parking permit issued to him/her.
4. Parking permits will only be issued when the applicant conveys a valid need for a permit and the issuance of the permit will not cause a traffic hazard.
5. Convenience is **not** considered a valid need.
6. If legal parking space on the property is available to accommodate all vehicles listed on the application, a permit will not be issued. "Legal parking space" includes all garage space designed to park a vehicle, all driveway space, and any other parking surface approved by the City of Maple Heights.
7. All vehicles listed on the application **must** be registered to the address where the permit is being requested. (Exception: A company owned vehicle used by the applicant or a member of the applicant's family.)
8. No commercial vehicle will be issued a parking permit, nor will it be considered as a vehicle belonging at the residence for the determination as to whether a permit should be issued for another vehicle.
9. No permit shall be issued to a vehicle bearing a temporary tag or an out-of-state plate.
10. No permit will be issued if any of the vehicles listed on the application has an outstanding unpaid citation with the City of Maple Heights or with any other agency.
11. A parking permit will only be issued if all information requested on the application is provided and found to be accurate.
12. Parking permits are valid for a period of up to one (1) year.
13. Renewal of a permit requires that a new application be filled out with all information requested. The applicant must again convey the ongoing need for the permit. A renewal of a permit is not guaranteed.
14. A parking permit that has been issued is **only** valid for the specific vehicle and location listed on the application.
15. A parking permit is **not valid** when an emergency snow ban is in effect. The vehicle owner is responsible for knowing when a ban is in effect.
16. The parking permit **must** be displayed on the front windshield on the lower driver's side corner. A permit not properly displayed will be considered invalid and a citation may be issued.

I HAVE READ AND AGREE TO THE ABOVE-STATED TERMS AND CONDITIONS:

Applicant's Signature

Date