

## CRITERIA FOR RESIDENTIAL PARKING

1. Each requesting area must have a neighborhood association registered with the City's Planning and Development Services Unit.
2. Each association will be responsible for contacting residents, circulating a petition, and obtaining signatures for 60% or more of the households in the area. In these criteria, "household" means street address; "area" is defined as a residence with a street address on a street being requested for residential parking.
3. The petition must specify a requested maximum time limit beyond which it will be illegal to park a vehicle without first obtaining and displaying a valid residential parking permit for that specific zone.
4. The petition must encompass a minimal area of four square blocks, 16 block faces, or equivalent area or distance, all contiguous and all zoned for residential uses. This requirement may be amended by staff due to extenuating circumstances unique to a specific area.
5. Each applicant must be able to show proof of residency and must live in the residential parking permit area.
6. Except as otherwise specifically provided in these criteria, annual residential permits will be issued on the basis of a maximum of one (1) permit per vehicle per applicant residing within the parking district. For Group Housing within a parking district, the City will only accept applications from the management company or designee, completed with resident, residence, and vehicle information.
7. Each vehicle must be registered to the applicant, spouse, or licensed dependent living at the address (or parent of the student applicant). If a resident drives an employer assigned vehicle, the resident must provide written documentation of this assignment from their employer in addition to a copy of the vehicle registration.
8. Applicant's vehicle must be free of all outstanding parking violations prior to receiving a permit.
9. Applicants must pay the required fee as determined by Council Resolution. Residents with handicapper permits shall have their fee waived. Upon proof of financial hardship the Administrator may authorize fees to be reduced or canceled.
10. Applicant must permanently affix the permit in the area specified on the application.
11. Annual residential permits become null and void if found on a vehicle other than the one listed on the application.
12. Annual residential permits are available to residents only.
13. In neighborhoods contiguous with the University of Michigan central campus and designated by the City for residential parking, in addition to all other criteria contained in these guidelines, a maximum of four (4) permits will be issued per household. Also in these neighborhoods, for the sole purpose of issuing permits, "duplex" and "Group Housing" (such as a fraternity or sorority) will be considered as two households and be eligible for up to 8 permits. The management company of a Group Housing household may request, in writing, an increase from the limit of 8 permits to the number of legal on-street parking spaces, as verified by City staff, that exist on that portion of a street(s) that is included in the district and is adjacent to the Group Housing's property. Permits are issued for use within the assigned district and in no way assign or reserve spaces to a specific household.
14. A Set-up Fee for establishing new or expanded residential permit areas shall be as established by Council resolution. Such fee shall be submitted at the time of petition submittal requesting establishment

of a Residential Permit Parking Area. In the event the Residential Permit Parking Area is not established, such fee will be refunded to the Association filing the petition.

15. A household with property adjacent to a street in an approved residential parking permit district, but which has a street address on a block that is not in the district and on which block no residential permit parking is established will be treated as if it is located within the approved district. A resident of such a household may obtain a residential parking permit for parking on streets within the approved district under the same terms and conditions as provided in these Criteria for residents of a household with a street address on a street that is within the approved district.
16. The resident innkeeper of a bed and breakfast (B & B), as defined by any state law definition of B & B, may apply for and receive a maximum of eight (8) annual transferable permits for use by B & B guests only. These permits shall be available at the same cost established by council resolution for residential permits. The resident innkeeper and other residents of the B & B may also obtain permits under the same terms and conditions as provided in these Criteria for residents of a household.
17. Except as otherwise provided for districts contiguous with the U of M central campus, each Participating Household, which includes duplexes and Group Housing, is eligible for a maximum of one annual transferable visitor placard. A Participating Household is defined as a household in which at least one resident holds a valid annual residential permit issued by the City. For RPP Districts contiguous with the U of M central campus, residents of Participating Households that are not Group Housing may purchase up to four transferable visitor placards as long as the total of permits and placards issued to the household residents does not exceed five. For RPP Districts contiguous with the U of M central campus, the management company of a Group Housing household may purchase up to eight transferable visitor placards as long as the total of permits and placards issued to the Group Housing household does not exceed the number of annual residential permits for which the Group Housing is eligible plus one (i.e. 9 or one plus the number of legal on-street parking spaces as provided in Criteria #13). The fee for each visitor placard(s) is the same as established by council resolution for annual residential permits.
18. The Public Services Administrator may grant exceptions to one or more (except the provisions in paragraph 8) of these criteria when a request is received in writing from a resident with unique circumstances. The Public Services Administrator will evaluate the circumstances and may grant a "Special Exception" on a case-by-case basis provided the exception is in harmony with the general purpose and intent of City ordinance on residential parking districts.
19. Any decision regarding this residential parking program may be appealed to the City Administrator in accordance with the procedures established by Ann Arbor Ordinance Section 1:16. All appeals must be in writing and explain the decision being appealed, the reason why the decision should be overturned, and the remedy sought.
20. Upon approval of Council of criteria changes, a copy of the new criteria will be posted to the City website and sent to the Neighborhood Association's contact on file with the City's Planning and Development Unit and will serve as notice to the Association regarding changes to the program.

Adopted by Council 6/5/89, as amended by Council on 8/17/92, 4/19/04, 5/16/05, 8/1/05, 11/10/05, 1/23/06, and 2/21/06.