



## 2022 Residential Parking Permit – Terms and Conditions

**Residential Parking Permits are required in certain zones within the City where there are metered parking or resident-only parking regulations per City Code (Section 7-41.5(c)).**

### Terms and Conditions

1. Residential Permits are valid for the calendar year and expire on December 31<sup>st</sup> of each calendar year.
2. **No refunds** can be provided for any parking permit purchases.
3. Permits will be issued in the form of the vehicle license plate.
4. All other posted street regulations must be adhered to, including alternate side parking for street sweeping and snow removal and time-limited spaces (such as 15-minute parking spaces).
5. Each residential permit shall have no more than three (3) vehicle license plates listed, but only one vehicle may utilize the permit at any one time between April 15<sup>th</sup> and October 15<sup>th</sup> each year. Between October 16<sup>th</sup> and April 14<sup>th</sup>, all vehicles assigned to a permit may park in the permit area at the same time.
6. The following items are required to obtain a residential parking permit:
  - Proof of Residency for ALL resident drivers who reside at an Asbury Park dwelling unit
  - Valid driver's license for ALL resident drivers who reside at an Asbury Park dwelling unit
  - Vehicle registration for ALL vehicles to be assigned to the parking permit
  - Proof of off-street parking availability (if required)
7. **Proof of Residency**
  - Applicants **MUST** provide proof of residency for ALL resident drivers which must include either:
    - Copy of the deed for the property showing the applicant's name, or;
    - Copy of most recent mortgage payment for the property at the same Asbury Park address in applicant's name, or;
    - Copy of most recent tax or sewer bill issued by the City of Asbury Park for the same Asbury Park address in the applicant's name;
    - Copy of the original lease or rental agreement showing the applicant's name as a current renter with the lease extending for at least three (3) months from the application date, or;
    - Copy of the Certificate of Occupancy issued by the City of Asbury Park listing the applicant as a resident at the same legal residential Asbury Park address AND valid NJ Driver's license with the same Asbury Park address on the license or one (1) utility (gas or electric) or cable/internet bill issued in the past 90 days which indicates the applicant lives at the same Asbury Park address or one (1) item of First class mail received from any federal, state, or local government agency within the past six months for same legal residential Asbury Park address in the applicant's name, or;
    - Two (2) utility (gas or electric) or cable/internet bills issued in the past 90 days which indicates applicant lives at the same Asbury Park address AND a bank account in applicant's name for the same Asbury Park address, or;
    - Marriage license indicating the applicant is married to a resident of Asbury Park who has provided sufficient proof of residency outlined herein AND one (1) utility (gas or electric) or cable/internet bill issued in the past 90 days which indicates the applicant lives at the same Asbury Park address or a bank account in the applicant's name for the same Asbury Park address.
8. **Valid Driver's License**
  - Applicants **MUST** provide a valid Driver's License (any State) when applying for parking permits.
9. **Proof of Vehicle Ownership**
  - Applicants **MUST** provide proof of vehicle ownership (registration) when applying for parking permits. Proof of vehicle ownership must be provided for ALL vehicles assigned to a parking permit. The vehicles must be registered to one (or more) of the residents in the dwelling unit. Residents that do not own a personal vehicle may purchase a guest permit for rented or borrowed vehicles.

- If vehicle is not registered in New Jersey and/or is not registered to applicant, proof of insurance for the same vehicle with applicant as named insured on policy and valid vehicle registration (any State) may be provided. Proof of insurance may include an insurance card for the vehicle with the applicant's name or a declaration page from the insurance provider naming the applicant as a driver on the policy.
- If vehicle is registered as a company car, a notarized letter from the fleet manager, a current pay stub with the company's name and the name of the applicant, and a valid registration in company's name may be provided.
- If vehicle is leased to the applicant, a valid vehicle registration in the applicant's name or the leasing company's name (with the applicant listed as a leasee), and proof of insurance with the applicant's name may be provided. Proof of insurance may include an insurance card for the vehicle with the applicant's name or a declaration page from the insurance provider naming the applicant as a driver on the policy.
- If a resident has a temporary vehicle while their primary vehicle is not in service, proof of possession of the temporary or rental vehicle may be provided in order to assign said vehicle to a permit. The primary vehicle will be unassigned from the permit while the primary vehicle is not in service.

**10. Proof of Off-Street Parking Availability**

- Applicants **MUST** provide proof that no off-street parking is available in order to obtain a parking permit.
- Residents living in buildings with parking lots or garages are required to provide a letter from the property owner/manager stating that the resident does not have access to off-street parking in order to receive a permit.
- Residential parking permits shall be limited to residents that demonstrate lack of access to available off-street parking (garage, driveway, surface lot, or other off-street parking), subject to City verification. Access to off-street parking is defined as the ability to purchase, rent or otherwise utilize at least one (1) off-street parking space associated with a specific dwelling unit or when a dwelling unit has a driveway, garage or other off-street parking space. A garage shall be considered as one off-street parking space even if it is utilized as storage. Dwelling units with access to at least one (1) available off-street parking space shall be handled in the following manner:
  - One (1) vehicle must utilize the off-street parking option. If there is only one (1) resident driver with a vehicle in a dwelling unit and off-street parking is available, the resident is not eligible for a residential parking permit.
  - Zones 1, 2, and 3: In circumstances where more than one resident driver with a vehicle provides proof of residency for the same dwelling unit, residential parking permits can be awarded to each additional resident driver with vehicle, subject to City verification. A maximum of three (3) permits per dwelling unit may be issued, assuming that the first vehicle utilizes the off-street parking option.
  - Zone 4: In circumstances where more than one resident driver with a vehicle provides proof of residency for the same dwelling unit, a residential parking permit can be awarded to one (1) additional resident driver with vehicle, subject to City verification. A maximum of one (1) permit per dwelling unit may be issued, assuming that the first vehicle utilizes the off-street parking option.

I certify that this permit will be used only for the vehicle(s) described herein & any changes will be remitted to the Parking Utility Office. I will not sell, assign, transfer, lend or give the permit to any other person. I acknowledge that the misuse of a parking permit in accordance with the above terms and conditions may subject me to a fine and revocation of the permit and forfeiture of my rights to future permits.