

1 **..Title**
 2 **Special Residential Parking Districts – Parking Permits** – For the purpose of
 3 transferring the residential parking permit program to the Department of Transportation;
 4 clarifying the eligibility requirements for resident, nonresident and temporary parking
 5 permits; and specifying the restrictions on parking permits issued under the residential
 6 parking permit program.

7 **..Body**

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9

CITY COUNCIL OF THE
City of Annapolis

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Ordinance 4-19

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Introduced by: Alderwoman Tierney

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16

Referred to

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Public Safety Committee

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Transportation Committee

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21

AN ORDINANCE concerning

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Special Residential Parking Districts – Parking Permits

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FOR the purpose of transferring the residential parking permit program to the
 26 Department of Transportation; clarifying the eligibility requirements for resident,
 27 nonresident and temporary parking permits; and specifying the restrictions on
 28 parking permits issued under the residential parking permit program.

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BY repealing and re-enacting with amendments the following portions of the Code of
 31 the City of Annapolis, 2019 Edition

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12.32.010

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12.32.070

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12.32.080

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12.32.090

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12.32.100

37

12.32.110

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12.32.120

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12.32.130

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12.32.140

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42

BY adding the following portion to the Code of the City of Annapolis, 2019 Edition

43

12.32.145

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1 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS**
2 **CITY COUNCIL** that the Code of the City of Annapolis shall be amended to read as
3 follows:

4
5 **TITLE 12 – VEHICLES AND TRAFFIC**

6
7 **Chapter 12.32 – SPECIAL RESIDENTIAL PARKING DISTRICTS**

8
9 **Section 12.32.010 - Purpose.**

10
11 The health, safety and welfare of many residents are affected adversely by burdens
12 placed on residents by virtue of the existence of major public facilities and programs.
13 Frequently, the use of streets within residential areas for the parking of vehicles by persons
14 using adjacent governmental, commercial, industrial, educational, and transit areas and
15 other areas, facilities and programs emanating from planning, zoning and other decisions
16 by government results in hazardous traffic conditions, the over burdening of existing
17 streets, roads and other facilities, air and noise pollution, and the inability of residents of
18 certain areas to obtain adequate parking adjacent to or close by their places of residence
19 and to secure ease of access to their places of residence. In order to reduce, to the extent
20 possible, the conditions described in this section, to foster the use of mass transit facilities
21 AND RIDE-SHARING, TO ENCOURAGE USE OF UNDERUTILIZED CITY
22 GARAGES, and to promote the safety, peace, good order, comfort, convenience, health
23 and welfare of the residents of the City, it is essential that the parking permit authorization
24 provided for in this chapter be enacted.

25
26 **Section 12.32.070 - Regulations—Promulgation by Mayor.**

27
28 Upon the recommendation of the Transportation Board, and in coordination with the
29 ~~DIRECTOR OF TRANSPORTATION Police Chief~~ and any authorized agent as defined
30 in Section 12.04.020, the Mayor may promulgate regulations to implement and administer
31 a residential parking permit program. These regulations shall be promulgated only upon
32 the recommendation of the board after an advertised public hearing. Each regulation shall
33 have the force and effect of law not less than forty-five days after its issuance by the Mayor,
34 provided no objection to any regulation has been registered by the City Council by a
35 resolution adopted at a regular or special meeting of the City Council within the forty-five
36 day period.

37
38 **Section 12.32.080 - Permit—Application.**

- 39
40 A. An application for a residential parking district permit shall be made by a resident of
41 a district to the DEPARTMENT OF TRANSPORTATION OR THE AUTHORIZED
42 AGENT ~~Finance Department at any City office designated by the Finance Director or~~
43 ~~by the authorized agent,~~ on forms as are prescribed by the DIRECTOR OF
44 TRANSPORTATION ~~Finance Director~~ or THE DIRECTOR'S ~~his/her~~ designee.
45

- 1 B. The application for a permit shall contain information to verify that the applicant is a
2 bona fide resident of the district for which application has been made and has legal
3 title to or the right to possession of the motor vehicle to be registered. The information
4 shall include, but not be limited to, the following:
5
6 1. Name and address of owner of motor vehicle;
7 2. Applicant's address;
8 3. The make, model, color, state of registration, and license number of the motor
9 vehicle;
10 4. The principal driver's name, operator's permit number, and state of issuance;
11 5. Applicant's operator's permit number and state of issuance; and
12 6. The motor vehicle registration, operator's permit and any other relevant
13 documents.
14
- 15 C. A parking permit may not be issued or renewed for any motor vehicle for which one
16 or more citations issued by the City for parking violations remain unpaid.
17
- 18 D. The DIRECTOR OF TRANSPORTATION ~~Finance Director~~ or the authorized agent
19 shall issue the parking permit, upon finding that the applicant meets the requirements
20 specified in this chapter. The DIRECTOR OF TRANSPORTATION ~~finance director~~
21 or the authorized agent shall prepare the application form and may require the
22 applicant to provide such additional information as may be necessary to determine
23 eligibility for a parking permit.
24

25 **Section 12.32.090 - Resident status.**
26

- 27 A. Resident status for purposes of obtaining a resident parking permit for a motor vehicle
28 is established by meeting the criteria of any of the enumerated items:
29
- 30 1. Applicant has a current Maryland vehicle registration and current Maryland
31 driver's license with an address in parking district,
32 2. Applicant is owner ~~and occupant~~ of A residential property LOCATED IN A
33 SPECIAL RESIDENTIAL PARKING DISTRICT AND THE PROPERTY IS
34 DESIGNATED AS THE OWNER'S PRINCIPAL RESIDENCE WITH THE
35 STATE DEPARTMENT OF ASSESSMENTS AND TAXATION. ~~which is in~~
36 ~~parking district. Ownership can be established by records of Maryland~~
37 ~~Department of Assessments and Taxation. These records are on line. Occupancy~~
38 ~~may be demonstrated by current utility bills, the absence of a City rental license,~~
39 ~~or some other means acceptable to the City.~~
40 3. Applicant is lessee of residential property LOCATED in A SPECIAL
41 RESIDENTIAL parking district THAT IS licensed as rental unit. Applicant must
42 submit A copy of THE lease, A COPY OF THE CURRENT RENTAL UNIT
43 LICENSE, AND EVIDENCE OF OCCUPANCY THAT IS ACCEPTABLE TO
44 THE CITY. Parking permit expires with lease, or
45 4. Applicant is on active military status and resides in parking district as reflected in
46 documents issued by United States military authorities.

- 1
2 B. The determination of whether an applicant has established resident status shall be
3 made by the DIRECTOR OF TRANSPORTATION ~~Finance Director~~ or THE
4 DIRECTOR'S ~~his~~ designee OR THE AUTHORIZED AGENT.

5
6 **Section 12.32.100 - Permit—Void.**

7
8 A permit is void when the licensee no longer resides within the district, as defined in
9 this chapter. A licensee shall remove any permit sticker, tag or barcode from any vehicle
10 registered to park within the district upon moving outside of the district and shall notify
11 the City or the authorized agent. Permits shall be transferred from one vehicle to another
12 during the permit year solely in accordance with regulations ESTABLISHED BY THE
13 DIRECTOR OF TRANSPORTATION governing such transfers.

14
15 **Section 12.32.110 - Permit—Fee—Renewal.**

- 16
17 A. The fee for a residential parking permit in special residential parking districts shall be
18 established by resolution of the City Council.
- 19
20 B. The fee shall be payable at the time of the submission of the application for the permit.
21 The permit year shall commence on July 1st and terminate on June 30th. ~~Residential~~
22 ~~parking permits may be renewed from year to year by qualified residents upon the~~
23 ~~payment of the annual fee on or before June 30th of each year. Residential parking~~
24 ~~permits may be renewed via mail by sending the completed and signed application~~
25 ~~form, copies of all required documents and the renewal fee.~~ The fee shall be prorated
26 based on the number of months that a resident requires the permit from the date of
27 issue to the end of the fiscal year based on the number of months that a resident
28 requires a permit. However, the City shall not refund any permit issued due to disuse.
- 29
30 ~~C. Subject to the availability of funds, the Department of Finance and/or the authorized~~
31 ~~agent may develop the capability of renewing resident parking district permits online.~~

32
33 **Section 12.32.120 - Permit—Display.**

34
35 The permit shall be affixed to the vehicle as prescribed in the regulations. The design
36 and content of the permit shall be prescribed in the regulations. Subject to the availability
37 of funds, the Department of TRANSPORTATION ~~Finance and/or~~ the authorized agent
38 may develop the capability of synchronizing the resident parking district permits with
39 resident license plates so that no sticker, tag or barcode is required.

40
41 **Section 12.32.130 - Permit—Replacement.**

42
43 When a vehicle to which a permit is issued ~~and/or~~ to which a permit sticker, tag or
44 barcode is affixed is sold, transferred, demolished, or in any other manner rendered
45 unusable to the licensee, the licensee shall remove any permit sticker, tag or barcode from
46 the vehicle and may request the issuance of a replacement permit. The licensee shall notify

1 the DIRECTOR OF TRANSPORTATION ~~Police Chief~~ OR and the authorized agent of
2 the change in status of the vehicle. An application for a replacement permit shall be in
3 accordance with the provisions for an application for an original or renewal permit. The
4 replacement permit shall be issued and be valid for the unexpired term of the original
5 permit, except that a replacement permit may not be issued for any motor vehicle for which
6 one or more citations issued by the City for parking violations remain unpaid. The original
7 permit, upon the issuance of the replacement permit, is void. If evidence of the destruction
8 of the original permit is not presented at the time the application for a replacement permit
9 is made, the application shall be treated as though it is for an original permit.

10
11 **Section 12.32.140 - Permit—Temporary.**

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13 A. The DIRECTOR OF TRANSPORTATION OR THE DIRECTOR'S ~~Police Chief or~~
14 ~~his/her~~ designee, or the authorized agent shall issue ~~a multiple-day or single-day~~
15 temporary residential parking permits TO AN APPLICANT WHO MEETS ANY OF
16 THE RESIDENT STATUS REQUIREMENTS IN SECTION 12.32.090. ~~within a~~
17 ~~residential parking district. Multiple day permits may be purchased by an applicant~~
18 ~~when needed and shall be used for predetermined dates.~~ A MAXIMUM OF FIVE ~~Up~~
19 ~~to ten single-day~~ TEMPORARY RESIDENTIAL PARKING permits PER
20 RESIDENCE may be purchased per CALENDAR month, WHICH SHALL EXPIRE
21 ON THE LAST DAY OF THE CALENDAR MONTH IN WHICH THE PERMITS
22 WERE PURCHASED. ~~for undetermined dates; upon usage, the resident shall validate~~
23 ~~the single-day permit by entering the date of the day for which the single-day permit~~
24 ~~is being used.~~ AN APPLICANT WHO MEETS ANY OF THE RESIDENT STATUS
25 REQUIREMENTS IN SECTION 12.32.090 MAY ALSO RECEIVE AN
26 ADDITIONAL TWENTY-FIVE TEMPORARY RESIDENTIAL PARKING
27 PERMITS PER RESIDENCE PER FISCAL YEAR, WHICH SHALL EXPIRE ON
28 THE LAST DAY OF THE FISCAL YEAR IN WHICH THE PERMITS WERE
29 ISSUED. THE PROCESS FOR APPLYING FOR TEMPORARY RESIDENTIAL
30 PARKING PERMITS ~~An application for a temporary permit shall be made by a~~
31 ~~resident of a district on a form or online as shall be prescribed by the Director of~~
32 ~~Transportation or the authorized agent. The fee for a temporary residential parking~~
33 ~~permit shall be established by resolution of the City Council.~~

34
35 B. A TEMPORARY RESIDENTIAL ~~multiple-day or single-day~~ parking permit may be
36 issued for the vehicle of a person who is rendering medical care to a resident in a
37 special residential parking district. The DIRECTOR OF TRANSPORTATION ~~Chief~~
38 ~~of Police,~~ or the DIRECTOR'S ~~Chief's~~ designee, or the authorized agent shall
39 determine eligibility for such a permit. In the discretion of the DIRECTOR OF
40 TRANSPORTATION ~~Chief of Police~~ or the DIRECTOR'S ~~Chief's~~ designee OR THE
41 AUTHORIZED AGENT, the permit is transferable. The permit is valid for up to one
42 month, but may be renewed. The fee shall be established by RESOLUTION OF the
43 City Council but may for good cause be waived BY THE DIRECTOR OF
44 TRANSPORTATION.

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46 **Section 12.32.145 – NONRESIDENT PARKING PERMIT**

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2 A. THE DIRECTOR OF TRANSPORTATION OR THE DIRECTOR'S DESIGNEE OR
3 THE AUTHORIZED AGENT MAY ISSUE A NONRESIDENT PARKING
4 PERMIT TO A PROPERTY OWNER WHOSE PROPERTY IS LOCATED IN A
5 SPECIAL RESIDENTIAL PARKING DISTRICT, BUT WHOSE PROPERTY IS
6 NOT DESIGNATED AS THE OWNER'S PRINCIPAL RESIDENCE WITH THE
7 STATE DEPARTMENT OF ASSESSMENT AND TAXATION. USE OF A
8 NONRESIDENT PARKING PERMIT SHALL BE LIMITED TO THE PERIOD OF
9 TIME THE OWNER OCCUPIES THE RESIDENCE. THE APPLICANT SHALL
10 SUBMIT PROOF OF PROPERTY OWNERSHIP AND A DRIVER'S LICENSE
11 AND VEHICLE REGISTRATION IN THE PROPERTY OWNER'S NAME OR A
12 VEHICLE RENTAL CONTRACT IN THE PROPERTY OWNER'S NAME, AND
13 INDICATE THE PERIOD OF OCCUPANCY. NONRESIDENT PARKING
14 PERMITS MAY NOT BE ISSUED TO PROPERTY OWNERS WHOSE
15 PROPERTIES ARE LICENSED FOR RENTAL BY THE CITY. THE FEE FOR A
16 NONRESIDENTIAL PARKING PERMIT SHALL BE ESTABLISHED BY
17 RESOLUTION OF THE CITY COUNCIL.
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19

20 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY**
21 **THE ANNAPOLIS CITY COUNCIL** that this ordinance shall take effect on July 1,
22 2019.
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24

25 **EXPLANATION**

26 UPPERCASE indicates matter added to existing law.

27 ~~Strikethrough~~ indicates matter stricken from existing law.

28 Underlining indicates amendments.
29