



Residential Permit Parking Program (RPPP)

Frequently Asked Questions – Residential Permit Parking Program & District 3A

The following questions are general questions about the Residential Permit Parking Program (RPPP). They are intended to provide general information about the program.

Here are the questions:

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- How do I obtain daily visitor permits for a party or event at my home?
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- My guest permit was stolen, how do I obtain another one?
- I have a new vehicle, how do I obtain a replacement permit?
- I have a vehicle with temporary plates, how do I apply for a permit?
- I have moved from the District, what happens to my permit?
- I have a service person, (construction worker, landscaper, delivery, etc.) visiting my property, where do they park their vehicle?
- My friend/family member/significant other works near my house. Can I lend her/him my guest permit?
- Are residential parking zones enforced on holidays?
- I forgot to display my resident permit/my visitor forgot to display my guest permit and received a citation. Do I have to pay it?

1. What is a Residential Permit Parking Program?

Residential Permit Parking Districts are parking zones/areas or districts in residential areas that specifically limit on-street parking to area residents with a permit. The designation process is initiated by a petition signed by residents living in a residential neighborhood impacted by non-residential parkers and presented to the City Engineer. Upon receipt of a petition, City staff verifies the petition

and undertakes surveys or studies as deemed necessary to determine whether a street or area should be designated as a Residential Permit Parking zone or district.

2. Who decides what areas become permit parking?

Residential Permit Parking Districts are initiated at the request of residents who petition the City. If the petition represents a majority of the residential dwelling units on a street, a study of parking occupancy and use in the neighborhood will be completed. The results of the study will then be presented at public hearings before the Traffic and Transportation Commission and the City Council, who ultimately approve the boundaries of the district. The City provides [petition forms](#) required for residents to complete petitions, but City staff will not be available to assist residents in obtaining signatures on petitions.

3. Who decides what the parking regulations will be?

The parking regulations adopted will be the result of input from the community process, studies and public hearings held before the Traffic and Transportation Commission, and the City Council. The City Council adopts by resolution parking regulations pertaining to each permit district based on the input from the community process, study data collected, and information presented at the public hearings.

4. How is the area established for a District?

Once a petition is received by the City requesting a review for establishing a permit district, the City undertakes a study of the impacted neighborhood to understand the degree of the impact, days and hours of the influence and determine what entities are causing the parking impacts in the affected areas. If the study provides sufficient evidence of an impacted area (zone where non-residential parking is occurring), an area of influence (area which will become a spillover area where non-residential parking will shift if the program is implemented), and the days and hours of impact, a residential parking zone may be established upon approval by the City Council.

5. What are the District regulation times?

The regulation days and hours are established by the City Council. They are part of the resolution adopted by the Council establishing the Permit District. The regulation times are based on the input from the community process, study information collected and information presented at the public hearing. The regulations for the District are then provided in the [Resolution](#) adopted by the Council.

6. What are the types of permits that I am eligible to purchase?

Each household within any given permit district is eligible to purchase annual resident permits for each vehicle registered to a household member and the residential address (limit of three per household), annual guest permits (limit of two per household), which are assigned to the household, and daily guest permits (limit of 25 per quarter per household).

7. Do we need a parking permit if they want to park on the street?

Yes. In order to park on residential streets posted with permit parking regulations, you must have a resident permit, guest permit, or daily guest permit during regulation days and hours. However, if you have sufficient off-street parking available (such as on a private driveway or garage), you are not required to purchase a permit.

8. Where can residents park with permits?

Resident vehicles displaying permits may park anywhere in the District where signs controlling parking are posted. Vehicles with permits are not required to park on specific or designated streets. Permits are specific to the district established. For example, District 3A permits are not valid in other parking districts established in the City.

9. What information is required to obtain a parking a parking permit?

You must live within the boundaries of a permit parking district. In order to obtain a permit you are required to provide proof of residency (such as a rental agreement, utility bill or other identification indicating applicant's physical address) along with a current driver's license, vehicle registration and insurance information. Vehicles must be registered to a household member. The requirements for purchasing a permit are documented in the City's [Ordinance](#) and/or [Resolution](#).

10. What if I have more than one vehicle?

Residents may purchase annual resident permits for vehicles registered to household members with valid vehicle registration and insurance, up to a limit of three permits per household.

11. Where do my guests park?

Guests visiting residents must display a guest permit to park on residential streets during the regulations for days and hours for the established permit District. Residents must obtain either an annual guest permit for guests or daily guest permits if a special event or occasion is held during the regulation hours.

The number of annual guest permits is limited to two permits per household. These permits may be applied for on the City's website or at City Hall.

Residents may also obtain up to 25 one-day guest permits for a nominal charge to accommodate guests for a party or social event. The number of permits is limited so that street parking availabilities are maintained for all users. The City Ordinance also limits the number of times that a resident may purchase permits one time each calendar quarter during the year. Daily visitor parking permits will not be issued prior **to 10 days before** the event and may be applied for on the City's website or at City Hall. Daily guest permits are valid on the day of the event only.

12. How are permits obtained?

Residents may apply for permits online via the City's website or in person at Salinas City Hall's Finance Department. Annual resident permits and annual guest permits will be issued during a registration

period each year established by the City. You can apply for daily guest permits online, but they must be picked up at the City's Finance Office (758-7211), located at City Hall during regular office hours.

Parking permits will not be issued to any individual with outstanding parking tickets/citations or without a valid driver's license (required for proof of identity and residency).

13. How much does a parking permit cost?

Listed below are District 3A permit fees:

Annual Resident Permit - \$25 per permit per year

Annual Guest Permit - \$30 per guest permit per year

Daily Guest Permits - \$5 flat fee for up to 10 daily guest permits per event; \$10 flat fee for 11-25 daily guest permits per event

Re-Issuance of Annual Resident Permit - \$15 per permit

Re-issuance for Annual Guest Permit - \$18/\$36/\$54 for 1st, 2nd, and 3rd reissuance^{of} permits, respectively.

14. Why are fees charged for permits?

The program is a self-sustaining program with no funds provided from the City's General Fund. The program is funded exclusively by permit fees collected. Fees collected are used to cover the costs of staffing for issuing permits, supplies, materials, signs, and markings and other services to support the program.

Additionally, from time to time, the City Council will review the revenues and costs for each residential parking permit district. In its review, the Council may increase the permit fees to maintain a self-sustaining program or discontinue the program for the district if it cannot continue to be self-sustaining.

During year one (1) of the program, Salinas Valley Memorial Healthcare System will be paying all costs for the program, except re-issue fees for replacement permits acquired after the initial issuance of permits.

15. Where are permits be displayed on vehicles?

For ease of visibility for enforcement personnel, permits must be displayed in designated areas on vehicles. The annual resident permits must be affixed to the front windshield, on the left side (driver's side), lower corner. Annual guest permits are "hangtag" permits and must be placed on the rearview mirror. Daily guest permits are "hangtag" permits and must be placed on the rearview mirror.

16. May I opt out of participating in the permit parking district?

If a resident has sufficient driveway and/or garage space, on-street parking may not be necessary. Residents living within a District are not required to purchase parking permits if they do not anticipate a need to park their vehicles on residential streets during the regulation hours.

Additionally, once a permit parking district is established, a block of residents may elect to petition out of the permit parking district. In order to opt-out of an established permit parking district, residents must complete a [petition](#) (with 51% of residents on a block), representing a majority of the dwelling units on a block. The completed petition is then presented to City staff requesting that their street desires to opt out of the Permit Parking District. However, once opted out, the residents of a street may not petition to re-enter the district for two years.

17. What happens if we opt out of the program?

Residents who opt-out of the program will not be eligible to re-enter the program for a two (2) year time period. Additionally, when a street is again eligible and wants to re-enter the program, a new parking study may be required. Residents may be required to pay the full implementation costs to re-enter the program at that time. The costs for re-entering the program may include the parking study, signs and street markings, permit issuance management, software/program changes, and any other costs related to add your street into the district.

18. Does my permit exempt me from street sweeping or other parking regulations?

No. Residential permit holders are not exempt from any parking restrictions indicated by signs or curb markings and failure to comply with these restrictions may result in issuance of citation and/or permit revocation. . Permit parking regulations are not enforced on holidays.

19. Do I need a permit if I have a disabled persons placard issued by the DMV?

No. Vehicles displaying a valid disabled placard/plate and disabled veterans placard/plates are exempt from permit parking restrictions. However, vehicles displaying disabled placards/plates are not exempt from other parking restrictions indicated by signs or curb markings.

20. Will my permit be valid in other Parking Districts established in the City?

No. Permits are non-transferable between parking districts. For example, a District 3A permit is only valid within the District 3A boundaries.

21. Does having a permit guarantee a space?

Possession of a parking permit does not guarantee or reserve an on-street parking space within the permit parking district. All on-street spaces are available to permit holders on a first-come basis.

22. Who will provide enforcement?

The City of Salinas' Police Department will provide enforcement. No other entity is allowed to issue parking citations within the City.

23. Who do I call when a vehicle is observed parking without a permit?

Residents may call the City's Parking Enforcement number (831-758-7321) to report illegal parking occurrences.

24. How much will citations cost for parking without a permit?

The City establishes citation penalty fees for a wide variety of infractions. The specific fee for a citation will depend upon the nature of the infraction.

Penalty schedules are updated from time to time. This may result in increased citation fees in the future. Citations not paid by the due date are subject to additional late fees.

The current citation fee for all penalty infractions in District 3A is \$35.

25. Can a permit be revoked?

Yes. The City Engineer, the Chief of Police, and their designees are authorized to revoke parking permits of any person because of, but not limited to, any of the following grounds (see [Resolution](#) and [Ordinance](#) for complete information for rules regarding potential permit revocation):

- 1) Ineligibility for a permit under the terms of this Ordinance at the time of the application;
- 2) Ceasing to be eligible for permits during the term of the permit;
- 3) Failure to comply with or violating any condition imposed on the issuance of a permit; or
- 4) Failure to comply with or violation of any provision of the Ordinance or any related law or regulation.

26. Can I receive a citation if I forget to display a permit?

Yes. Citations are issued based on the vehicle evidence witnessed by Parking Enforcement personnel at the time of citation issuance. Citations will be issued to all vehicles parked within the District without a permit during District regulation hours. If a permit holder fails to display permits or displays them in a location on the vehicle other than what is indicated in the ordinance/resolution and/or instructions issued with the permit for display, citations will be issued.

27. How do I obtain daily visitor permits for a party or event at my home?

You may apply for up to 25 daily guest permits online (www.ci.salinas.ca.us) up to **10 days prior** to the event. A nominal charge (\$5 flat fee for up to 10 daily guest permits per event; \$10 flat fee for 11 – 25 daily guest permits per event) will be charged for permits. You are limited to 25 daily guest permits per quarter per calendar year.

You may also apply for and obtain daily guest permits at the City's Finance Department at City Hall.

Daily guest permits can be ordered online. However, they must be picked up by the resident at the City's Finance Department.

28. I lost my guest permit (s), how do I obtain a replacement permit?

A lost permit report must be filed at the City's Finance Department providing information about how the permit was lost. A replacement fee will be charged for lost permits (see parking fee schedule or [Resolution](#)). Replacement permits cannot be requested or issued online; reports and re-issue applications must be obtained and submitted at City Hall.

29. My guest permit was stolen, how do I obtain another one?

If a guest permit is stolen, a police report must be completed at the Police Department. Residents may submit a copy of the Police Report to the Finance Department and a new annual guest permit will be issued at no charge to the resident.

30. I have a new vehicle, how do I obtain a replacement permit?

Prior to the sale of a vehicle with a residential parking permit affixed, you must remove the permit from the vehicle and return it to the City. If a new vehicle is replacing the vehicle being sold, residents must bring the new Department of Motor Vehicle registration information and insurance information along with a Driver's license indicating proof of residency and valid vehicle ownership to the City Hall Finance Department.

31. I have a vehicle with temporary plates. How do I obtain a permit?

If you have recently purchased a new vehicle and only have temporary plates, you may still register for the resident permit. Simply enter the temporary plate number in the space for vehicle license plate field. When you receive your permanent plates, you must update your file via your online account or bring a copy of your vehicle registration to the City when you receive it. Failure to provide permanent plate information in a timely manner may result in a citation and/or revocation of the permit.

32. I have moved from the Permit District. What happens to my permit (s)?

If you move out of a permit district, your permits are no longer valid and must be returned to the City. Permits are not valid in any other district and cannot be transferred to someone else who either lives within the district or wants to park in the District. Displaying a permit on an unauthorized vehicle may result in the issuance of a citation and/or revocation of permits.

33. I have a service person, (construction worker, landscaper, delivery, etc.) visiting my property, where do they park their vehicle?

Service vehicles readily identifiable as emergency or government vehicles are exempt from the residential permit parking regulations. Vehicles readily identifiable as commercial, delivery, service, utility, or construction vehicles, while actually engaged in providing maintenance, repair, or service work to a residence in a program area, are exempt from the parking restrictions.

34. My friend/family member/significant other works near my house. Can I lend them my guest permit?

Guest permits are intended for use by guests visiting residents residing in the residential neighborhoods. Friends and family who use permits and are not guests of a resident is a violation of the Ordinance. Friends and family using guest permits for this purpose are subject to violations and the permit is subject to be revoked from permit owners under Section 20-227 of the Ordinance.

35. Are residential permit parking zones enforced on holidays?

Residential permit parking regulations are not enforced on holidays.

36. I forgot to display my resident permit/my visitor forgot to display my guest permit and received a citation. Do I have to pay for it?

Citations are issued based on the evidence that a vehicle is parked in a restricted area requiring a permit and that no permit was displayed. Citations which are issued to vehicles are assigned by the State Vehicle Code to the registered owner of the vehicle and not to residents living in the neighborhood. Vehicle owners may request a review or appeal of any citations received.

To insure that guests don't receive citations, residents should advise guests of the permit parking restrictions and provide their guests with their annual guest permit or obtain daily permits for guests to display while the visiting residents.