



DOWNTOWN PARKING PERMIT APPLICATION

When is this permit required?

- This permit was established to provide parking to residents and business vehicles in the Central Business District (CBD).

Residential Parking

- In the interest of accommodating residential parking in the CBD, the City Manager will permit parking in "limited parking" areas for vehicles registered with the City Engineer's Office and properly displaying a valid parking permit. The permission is granted to downtown residents only as an exception to non-handicap, 2-hour parking restrictions, between the hours of 6pm and 8am. We reserve the right to limit the number of parking permits issued for a single residence. Permission is only granted if the permit is prominently displayed. Permits are subject to revocation upon the discretion of the City Manager. A Downtown Parking Permit does not provide exception to any other parking regulations beyond the 2-hour limits and do not apply to spaces limited to less than 2-hours. Permits are not transferrable and are only valid on the vehicle registered with the City.

Business Parking

- In the interest of accommodating businesses in the CBD, the City Manager will permit parking for business vehicles in the public parking lots located in the CBD. Please be advised that all laws regulating traffic apply to the operation of vehicles within the public parking lots and all business vehicles utilizing the parking lots in the CBD must register their vehicles and properly display a valid parking permit.

A **Business Vehicle** is defined as: Any motor vehicle or trailer designed or used to carry freight or merchandise in the furtherance of any commercial enterprise.

How do I apply for an Downtown Parking Permit?

- Upon submittal to the City of Piqua Engineering Department the Downtown Parking Permit request will be logged in. The applicant will typically receive notification from this office within 5-10 business days from the date of submittal regarding the permit status.
- To apply for an Downtown Parking Permit you must submit the required information to the:
City of Piqua Engineering Department
201 West Water Street
Piqua, Ohio 45356

Submittal Requirements

- The Downtown Parking Permit application included as part of this packet should be completed.
- A photocopy of the current BMV vehicle registration.
- Current Driver's License
- Proof of Address (one of the following):
 - Rental Agreement
 - Current Utility Bill
 - Other current documentation verifying current residency, subject to approval
- Proof of insurance



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GENERAL INFORMATION		TRACKING No: -	
Resident Parking		Business Parking	
Vehicle Information			
Year	Make and Model		
VIN Number	License Plate	State	Registered Owner
Applicant Information			
Applicant Name:			
Business Name:			
Address:			
City:		State:	Zip:
Phone:		Email:	
Submittal Information			
_____ Vehicle Registration		_____ Proof of Insurance	
_____ Driver's License		_____ Proof of Address (Rental Agreement, Utility Bill)	
Owner's Signature:			Date:
***** Engineering Department *****			
Reviewed By: _____		Date: _____	
Review Comments: _____			

Approved: _____		Date: _____	
City Engineer			

Copies to: _____ City Manager _____ Street Dept. _____ Police Dept.