

**CITY OF SUNNYVALE
DIVISION OF TRANSPORTATION AND TRAFFIC**

Establishing Preferential Parking on Residential Streets
Frequently Asked Questions

What is the intent of a residential permit parking zone?

The intent is to enhance or protect the quality of life in the area of the proposed zone and provide reasonably available and convenient parking for the benefit of the adjacent residents.

What is the process to get a residential permit parking area in my neighborhood?

Residential permit areas are petition-based. The first step is to contact the Division of Transportation and Traffic at (408) 730-7415 to inform them of your intent to petition your neighborhood. City staff will then establish the boundaries of the zone you will be required to petition; this may include several blocks or streets. Upon receipt of a petition (see Attachment A for a sample petition) signed by at least half of each block of the residentially developed parcels adjacent to the proposed zone (this zone is to be determined by the City staff, Department of Public Works), staff conducts a parking study outlined by the Sunnyvale Municipal Code (see Attachment B) to determine if permit parking is warranted. If permit parking is warranted, the residential parking permit area has to be approved by City Council before it can be implemented. The process can take six months to a year.

What is a parking exemption permit?

A parking exemption permit exempts the holder of the permit from time limited parking regulations. With a permit, residents can park their vehicles on the street all day long. Permits do not exempt residents from any other parking restrictions including the seventy-two consecutive hour time limit.

Do I have to buy a permit to park in my neighborhood?

It depends on the restrictions that are recommended as part of the study. For time-limit restrictions you do not need a permit but without it you must abide by the posted time limits. For prohibitive restrictions, yes you need a permit to park on the street. The program is voluntary so you are not required to buy a permit. You do not need a permit to park in your own driveway either.

Does the Parking Permit guarantee me a parking space?

No, the permits do not reserve on-street parking spaces. Permit holders can park anywhere within the Zone where there is not another parking restriction, such as a No-Parking zone or a yellow curb.

What do I need to apply for a permit?

You will need the following to apply for a permit:

- Permit Application
- Permit Fee
- Proof of vehicle ownership or authorization to use if it is a company vehicle
- Proof of residency

There are several different methods for providing the necessary documents. These are listed on the application form. Typically, vehicle registration and a utility bill will suffice. Lists of forms that can be submitted are located on the application.

How do I get a permit?

Permits are available from the City of Sunnyvale Department of Public Works from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m. Applications can be found on the city's website, or at the One-Stop Permit area located at City Hall. The applications can be submitted in person, by mail.

How much do permits cost?

There is currently an annual cost per permit. Fees cover administrative costs, therefore cannot be prorated. Fees are subject to change. Please refer to the current "Master Fee Schedule" in the City of Sunnyvale website <https://sunnyvale.ca.gov> or all Department of Public Works, Administration Division, at (408) 730-7415.

Why is there a fee for permits?

The fee is to cover administrative costs.

Can I buy one permit and use it for more than one car?

No. One permit is required for each vehicle. The permits are stickers with a control number that is associated with the vehicle's license plate number. The permit number must match the vehicle license number when verified. Permits are not transferable.

A neighborhood adjacent to my street has residential parking permit restrictions, can I get a permit?

No. Only residents with addresses within the permit zone can get a permit.

How long is my permit good for?

Permits are good for one calendar year. The 2018 issuance of permits will be valid until December 31, 2018.

Will I have to put a sticker on my car?

Yes. The permits are stickers that are required to be installed on the lower left or lower right corner of the windshield inside the car.

What if I have visitors that will be longer than the posted hours, can I get a guest permit?

Yes. Guest permits are available to regular permit holders. They are available from the Department of Public Works. There is no fee for a guest permit. Guest permits are valid for up to 24 hours.

What if a contractor is going to be working at my house? Can they get a permit?

Yes. Contractors can be issued a guest permit, upon proof that they are contracted to do work at the residence. Guest permits are good for up to 24 hours. If the work will be taking longer than 24 hours, the contractor can get an encroachment permit from the Department of Public Works.

I have a caregiver who visits my home during the day. Can they get a permit even though they are not a resident?

Yes. A resident can be issued a permit for a caregiver upon showing proof that the caregiver needs to be at the residence. Caregivers are defined as individuals providing medically-related care. Proof that a caregiver needs to be at a residence can be a contract for care or a doctor's note stating that medical care is required.

How many permits are allowed per household?

There is a limit of three permits per household. If you need more than three permits, please ask to speak to the Traffic and Transportation Manager.

There are existing time limit or prohibitive restrictions on my block; is it eligible for permit parking?

Blocks with existing time limit or prohibitive restrictions are not eligible for permit parking. If you wish to pursue permit exemptions, the existing restrictions must first be removed for one year. Contact the Division of Transportation and Traffic at (408) 730-7415 to discuss details of the process with you. This will also be a petition based process.

Attachment A

Sample Residential Permit Parking Petition

BLOCK: 100 MAIN STREET



Petition to the City of Sunnyvale to Establish a Residential Permit Parking Zone

I would like to petition to the City of Sunnyvale to establish a residential parking permit area on my block. By signing this petition, I hereby understand the following:

- Residential parking areas may include time-limit or prohibitive parking restrictions. To be exempt from those restrictions residents must purchase a permit.
- The residential parking permit program is voluntary, but without a permit residents must comply with the restrictions established by the program.
- Residential parking permits only exempt the permit-holder from the restrictions established by the program on the designated block(s). Permits do not exempt the permit-holder from any other posted, municipal code, or California Vehicle Code regulations, or time-limit regulations at other locations.
- Permits do not guarantee a parking space for permit-holders.
- A maximum of three permits are issued per household; permits are vehicle-specific and are not transferrable.
- Currently there is an annual cost of \$19.50 per permit. Permit costs are subject to change.
- Submitting a petition does not guarantee that a preferential parking zone will be implemented. Upon receipt of a petition the City must conduct a parking study outlined by the Sunnyvale Municipal Code to determine if permit parking is warranted. If permit parking is warranted, the residential parking permit area has to be approved by City Council before it can be implemented.

	ADDRESS	PRINT NAME	DATE	PHONE NUMBER	SIGNATURE
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

Attachment B
Sunnyvale Municipal Code
Chapter 10.26, Preferential Parking on Residential Street

10.26.010. Definitions.

The following words and phrases and their derivations when used in this chapter shall, for the purposes of this chapter, have the meanings respectively ascribed to them.

(1) "Commuter and non-residentially oriented vehicles" means any motor vehicles operated by persons whose destinations are to non-residentially developed properties.

(2) "Frontage" means the property line, or length thereof, of any parcel adjoining a street or other public right-of-way, whether said property line is a front or side property line.

(3) "Residential street or alley" means any street or alley or portion thereof, at least six hundred feet in length or extending between two intersecting streets or alleys, if both of the following conditions are met:

(A) Not less than seventy-five percent of the total frontage along both sides of said street or alley or portion thereof is within a residential or public facilities zone designation; and

(B) Not less than fifty percent of all of the parcels having frontage on either side of said street or alley or portion thereof are residentially developed. For purposes of this subsection, parcels combined in a single integrated use shall be deemed to be a single parcel.

(4) "Residential zone designation" means any of the following zoning districts, as defined in Title 19, whether or not combined with any district set forth in Chapter 19.20:

(A) R-0, R-1, R-1.5, R-1.7/PD (Low density residential)

(B) R-2 (Low-medium density residential)

(C) R-3 (Medium density residential)

(D) R-4 (High density residential)

(E) R-5 (High density residential and office)

(F) R-MH (Residential-mobile home).

(5) "Residentially developed" means a parcel which has constructed on it one or more dwelling units, the use of which for residential occupancy purposes constitutes the primary use of the property. (Ord. 2524-95 § 1; Ord. 2053-83 § 2 (part)).

10.26.020. Establishment of preferential parking zones.

The city council may designate by ordinance certain residential streets or alleys or any portions thereof not less than one hundred fifty feet in length, or either or both sides thereof, as a preferential parking zone for the benefit of residents adjacent thereto, in which zone vehicles displaying a permit or other authorized indicia may be exempt from parking

prohibitions or restrictions established pursuant to Section 10.24.010, 10.24.020, or 10.24.030 and otherwise posted, marked or noticed. (Ord. 2053-83 § 2 (part)).

10.26.030. Findings.

Each preferential parking zone may be designated only upon findings that such zone is required to enhance or protect the quality of life in the area of the proposed zone and that such zone is necessary to provide reasonably available and convenient parking for the benefit of the adjacent residents. Such findings shall be based upon the following criteria established to the satisfaction of the city council:

(a) Commuter and non-residentially oriented vehicles do, or may, substantially and regularly interfere with the use of the majority of available public street or alley parking spaces by adjacent residents;

(b) The interference by vehicles referred to in subsection (a) of this section occurs at regular and significant intervals. For purposes of this chapter, such interference shall be presumed to be regular and significant if it occurs, under typical circumstances, not less frequently than three times per week, Monday through Friday;

(c) The establishment of the proposed zone would benefit a majority of the residents adjacent to the proposed zone. Written requests for such a zone by residents of not less than fifty percent of the residentially developed parcels adjacent to the proposed zone shall constitute rebuttable evidence of such benefit;

(d) No reasonable displacement of commuter or non-residentially oriented vehicles into surrounding residential areas will result. In making this determination, substantial weight shall be given to the availability of alternate public and private parking facilities, and in particular underutilized or underdeveloped facilities or areas;

(e) A shortage of reasonably available and convenient residentially related parking spaces exist in the area of the proposed zone; and

(f) No alternative solution is feasible or practical. (Ord. 2053-82 § 2 (part)).

10.26.040. Notice of preferential parking zone.

No preferential parking ordinance shall apply until signs or markings giving adequate notice thereof have been placed. (Ord. 2053-83 § 2 (part)).

10.26.050. Issuance of permits.

(a) The department of public works shall be responsible for the issuance of permits pursuant to this chapter. Applicants for such permits shall present such proof, as may be required by said department, of residence adjacent to the area designated as a preferential parking zone and of the number of vehicles registered at said residence regularly used by the applicant. Not more than one permit shall be issued for each such motor vehicle. Not more than three permits shall be issued for each qualified dwelling unit to any qualified applicant or applicants. Applicants

requesting more than three permits for any dwelling unit may be granted additional permits by the department of public works upon a showing that there are more than three vehicles registered at the address of such dwelling unit or regularly used by residents thereof and that insufficient off-street parking is available to the applicant during the effective hours of the preferential parking zone. The department of public works shall prescribe appropriate application forms and procedures with respect to such permits. The form of the permit shall be prescribed by the department of public works. The department of public works may also issue to qualified applicants one or more temporary guest permits upon a showing of need therefor and in such form as may be prescribed by the department of public works. Such temporary permits shall be valid only for the date shown on the face of such permits.

(b) Permits issued pursuant to this section shall remain effective for a period of one calendar year or fraction thereof, or so long as the applicant continues to reside in a qualified dwelling unit for such permit or until the preferential parking zone for which such permit was issued is eliminated, whichever period of time is less; provided, that any temporary guest permits issued hereunder shall be effective for a period not to exceed twenty-four hours.

(c) Each permit shall be subject to all conditions and restrictions set forth in this chapter and of the preferential parking zone for which it was issued, including conditions or restrictions which may be altered or amended from time to time. The issuance of such permit shall not be construed to be a permit for, or approval of, any violation of any provisions of this code or any other laws or regulations. (Ord. 2929-10 § 1; Ord. 2053-83 § 2 (part)).

10.26.060. Prohibitions.

(a) No vehicle shall be parked or stopped adjacent to any curb in a preferential parking zone in violation of any posted or noticed prohibition or restriction unless such vehicle shall have prominently displayed, in the matter set forth herein, a permit indicating an exemption from such restriction or prohibition.

(b) It is unlawful for any person to sell, rent or lease, or cause to be sold, rented or leased for any value or consideration any preferential parking permit. Upon conviction of a violation of this subsection, all preferential permits issued to, or for the benefit of, the dwelling unit for which the sold, rented or leased permit was authorized shall be void.

(c) It is unlawful for any person to buy or otherwise acquire for value or use any preferential parking permit except as provided for in this chapter. (Ord. 2053-83 § 2 (part)).

10.26.070. Locations and restrictions.

The director of public works or designee shall install, at such streets or alleys or portions thereof as have been declared to be preferential parking zones, appropriate signs or markings giving notice of such parking restriction. (Ord. 2053-83 § 2 (part)).