



Town of Montreal West
Application for Overnight Parking Permit
(For residents of single family or multi-family homes)

Applicant Information

Name			
Address			
Home Telephone		Cell or Business Telephone	
Vehicle Make & Model		License Plate	

Eligibility

To help us assess whether you are eligible for an overnight parking permit, please provide the following information:

- 1) What type of property do you live in?
 Single family dwelling
 Multi family dwelling (duplexes or apartments)

- 2) Please indicate how many vehicles are registered to people living at this address: _____

- 3) How many garage parking spaces are there at your residence? _____

NOTE: A parking garage space is one that would normally be used to park a vehicle. For instance, if you have a workshop in your garage or store other materials there, the space is nonetheless considered a "garage parking space".

4) How many off-street (outdoor driveway) parking spaces are there at your residence? _____

5) Do you rent this property or do you own it / live with the owner?

Rent

Own (or live with the owner)

6) Please add any additional information relevant to this application:

Conditions

- a) Permits are issued only to those who have insufficient driveway / garage space.
- b) Any change of vehicle or plate number, including temporary use of a loaner or rental vehicle must be reported.
- c) The sticker must be applied to the inside of the rear window, and positioned at the top on the driver's side.

Failure to comply with these conditions could result in the permit being void and the vehicle liable to a parking fine.

I have read and understood the above conditions as well as all other conditions contemplated in the By-Law governing overnight parking permits.

Applicant's Signature: _____ Date: _____

For office use only (do not complete this section)

Public Security Verification

Missing documentation

Attestation

Proof of residency

Number of garage parking spaces available: _____

Number of off-street parking spaces available: _____

Is the request warranted?

Yes

No

Date verified: _____

Comments:

Public Security Verification

Application Approved

Application Rejected

Signature

Date



**Town of Montreal West
Attestation in Support of Application
For Overnight Parking Permit**

I, _____ duly authorized representative of the owner of the building located at _____, hereby attest that Mr. / Ms. _____ has rented an apartment / duplex in the building situated at _____ (apt. #) _____.
Residential phone: _____ Business phone: _____
For a period commencing _____ until _____ inclusively, and that no parking space on the premises is available for this tenant at this time. Number of vehicles owned by the applicant: _____.

I hereby request that the aforementioned tenant be granted a parking permit for overnight parking.

Signed: _____ **Date:** _____



To all Overnight Parking Permit Holders

The Town Council has recently decided that the provisions of By-Law 2005-005 "***By-Law for Municipal Fees regarding residential overnight parking permit***" will be enforced.

We would like to bring to your attention the following Articles of the By-Law:

Article 14

"In order for a permit application to be accepted, the applicant residing in a single family dwelling, semi-detached home or duplex must own or lease more vehicles than parking spaces available in both his driveway and garage combined."

Article 15

"No more than two Special Overnight Parking Permits may be issued for the same dwelling."

Article 16

"For applicants living in multi-family dwellings, being buildings comprised of three or more dwellings, in addition to the conditions delineated in this by-law they must provide proof in the form an attestation (Annex B) that there is insufficient exterior or interior parking space available to the occupants of the building or residence."

A false declaration will result in the revocation of the permit.

Permit holders must park their vehicle(s) in front of or near their dwelling.

You are also reminded that these permits are for overnight parking only. Regular daytime parking restrictions still apply (daytime parking hours begin at 6am).

During the winter season the temporary "No Parking" signs placed for snow removal must also be respected.



Guidelines

Here are some common situations where a resident **would** be eligible to receive a permit:

- a) You live in an apartment building and there are no available parking spaces.
- b) You live in a house and your family has three cars but there is only enough room to park two them in your garage and driveway.
- c) You live in a duplex and the owner won't rent a parking space to you.

Here are some common situations where a resident **would not** be eligible to receive a parking permit:

- a) You live in an apartment building or duplex and there are available parking spaces but they are too expensive.
- b) You live in a house and have enough room to park the cars in the garage and driveway but you have to move the cars every morning so the car in the garage can get out.
- c) You live in a house and have three cars. You have room for two cars in your driveway, but because you use your garage parking space for storage, you are short one parking space.

How to obtain a permit

- 1) Complete "Application for Overnight Parking Permit"
- 2) Gather all documentation requested

If there is currently parking on the property where you reside, you must provide evidence that you do not have access to it in order to obtain a permit.

- a) Applicants who own the property (or live with the owner of the property) must include a photocopy of the vehicle registration for all the vehicles at that address, and one of the following: the applicant's driver's licence, utility bill or other document that proves residency at that address.
- b) Applicants who are tenants must have their property owner complete the "*Attestation in support of application for overnight parking permit*" form which will confirm that access to on-property parking is not available.

All applications will be verified with a visit by a Public Security Officer

For further information please call the Director of Public Security at (514) 484-4633