



City of Duarte
COMMUNITY DEVELOPMENT DEPARTMENT
 1600 Huntington Drive
 Duarte, CA 91010
 Ph: 626-357-7931 | Fax: 626-358-0018
 www.accessduarte.com

Annual Parking Permit Application

FY 2024-2025

PERMITS ARE VALID JULY 1, 2024 THROUGH JUNE 30, 2025

\$100 Annual Permit Fee, Per Vehicle (\$50 Prorated fee after January 1, 2024)

\$6 Non-Refundable Inspection Fee | \$10 Replacement Fee

DIRECTIONS: Please read and initial to indicate you understand each statement.

1. ____ Annual parking permits can be obtained for circumstances where the residence does not supply sufficient off-street parking for multiple vehicles. To apply for an annual parking permit, there must be more vehicles parked at the residence on a permanent basis and insufficient parking space to accommodate them.
2. ____ All garage and driveway spaces on property must be clear of storage and utilized for vehicle parking.
3. ____ All vehicles must be currently registered to address listed on the application. Copies of current registrations are required.
4. ____ RV's, trailers, boats, personal watercrafts, etc. & non-registered vehicles cannot occupy any parking spaces at the residence.
5. ____ Permits are issued to motorized passenger vehicles only and are non-transferable. Commercial vehicles & RV's are ineligible.
6. ____ The parking permit shall be displayed in plain sight on the driver's side of the rear bumper of the vehicle.

APPLICATION TYPE (MARK ONE)

NEW APPLICATION

Please submit the following:

- Completed application signed and dated.
- Copies of current registrations for each vehicle parked at residence. Vehicles must be registered to address listed on application.

Once application is deemed complete, \$6 inspection fee to be paid. Staff will contact applicant to set up time and date for inspection to verify parking spaces.

RENEWAL APPLICATION

Please submit the following:

- Completed application signed and dated.
- Copies of current registrations for each vehicle parked at residence. Vehicles must be registered to address listed on application.

Please note, renewals may be subject to an on-site inspection to verify that all parking spaces are being utilized.

APPLICANT INFORMATION

Name:	Address:
Email:	Phone Number:

PARKING SPACES ON PROPERTY

GARAGE SPACES: <input type="checkbox"/> one-car garage <input type="checkbox"/> two-car garage <input type="checkbox"/> three-car garage <input type="checkbox"/> Other _____	DRIVEWAY SPACES: <input type="checkbox"/> No driveway <input type="checkbox"/> one-car driveway <input type="checkbox"/> two-car driveway <input type="checkbox"/> Other _____
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VEHICLE INFORMATION

#	MAKE & MODEL	LICENSE NUMBER	REGISTRATION EXPIRATION DATE	CHECK VEHICLE TO BE ASSIGNED PERMIT	(OFFICE USE ONLY) PERMIT #
1				<input type="checkbox"/>	
2				<input type="checkbox"/>	
3				<input type="checkbox"/>	
4				<input type="checkbox"/>	
5				<input type="checkbox"/>	
6				<input type="checkbox"/>	

I understand that if parking circumstances at the property change after the issuance of the permit and parking space becomes available, I must utilize the space for vehicle parking and will notify the City of the change. I certify under penalty of perjury that the statements indicated on this application are true and correct.

Applicant Signature:

Date:

FOR OFFICE USE ONLY

NEW APPLICATION

Inspection Fee: \$6

Date Paid:

Receipt #:

Inspection Date:

Time:

By:

Application Determination: Approved Denied

Comments:

Annual Permit Fee: \$100

Date Paid:

Receipt #:

Annual Permit Pro-Rated Fee: \$50

Date Paid:

Receipt #:

RENEWAL APPLICATION

Annual Permit Fee: \$100

Date Paid:

Receipt #:

Annual Permit Pro-Rated Fee: \$50

Date Paid:

Receipt #:

Comments: