

**ORDINANCE NO. 1235**

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND CHAPTER 404 OF THE LANSING CODIFIED ORDINANCES BY CREATING SECTION 404.11 TO PROVIDE FOR CREATION OF RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR HOURS OF USE FOR RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR APPLICATION, PERMITTING, AND PAYMENT RATES FOR RESIDENTIAL STREET PARKING ZONES.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 404 of the Lansing Code of Ordinances of the City of Lansing is hereby amended to add Section 404.11 as follows:

**404.11 – RESIDENTIAL PERMIT FOR STREET PARKING**

RESIDENTIAL PERMIT PARKING ZONE REGULATIONS AND RESTRICTIONS, INCLUDING LOCATION, TIME PERIODS, AND OFFICIAL SIGNAGE, SHALL BE ESTABLISHED BY ISSUANCE OF TRAFFIC CONTROL ORDERS IN COMPLIANCE WITH UTC R28.1153 (RULE 153). THE CITY ISSUANCE OF PERMITS FOR RESIDENTIAL PARKING ON STREETS SHALL BE IN ACCORDANCE WITH THIS SECTION. A PERSON ISSUED A PERMIT UNDER THIS SECTION SHALL COMPLY WITH ALL THE TERMS, CONDITIONS AND RESTRICTIONS OF THE PERMIT AS PROVIDED IN THIS SECTION.

(A) ADMINISTRATION

PERMITTING FOR THE RESIDENTIAL STREET PARKING PROGRAM SHALL BE UNDER THE SUPERVISION AND ADMINISTRATIVE CONTROL OF THE OFFICE OF THE PARKING MANAGER, INCLUDING PREPARATION OF FORMS, RECEIPT OF

APPLICATIONS, ISSUANCE OF PERMITS, AND COLLECTION OF FEES. THE PARKING MANAGER SHALL WORK WITH THE PUBLIC SERVICE DEPARTMENT TO FACILITATE TEMPORARY SUSPENSION OF PERMITS AND / OR ACCOMMODATE PARKING DURING SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.

(B) APPLICATION

A PERSON REQUESTING A RESIDENTIAL STREET PARKING PERMIT FOR A MOTOR VEHICLE SHALL FIRST FULLY AND ACCURATELY PROVIDE A COMPLETED CITY APPLICATION FORM AND, UPON REQUEST, SUPPLY THE CITY WITH SUPPORTING SUPPLEMENTAL DOCUMENTATION. THE APPLICATION FORM SHALL REQUIRE AT A MINIMUM THE FOLLOWING INFORMATION:

1. THE NAME OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE PERMITTED;
2. THE PRIMARY RESIDENTIAL ADDRESS OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE;
3. THE EMAIL ADDRESS AND CELL PHONE NUMBER OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE USED FOR CONTACT IN CASE OF TEMPORARY SUSPENSION FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES;
4. THE MOTOR VEHICLE'S MAKE, MODEL, VEHICLE IDENTIFICATION NUMBER, AND LICENSE PLATE REGISTRATION NUMBER.

SUPPORTING SUPPLEMENTAL DOCUMENTATION INCLUDES, BUT IS NOT LIMITED TO:

1. AN EXECUTED LEASE OR OTHER REASONABLE PROOF EVIDENCING THAT THE PERMIT APPLICANT'S PRIMARY RESIDENCE DWELLING UNIT OR ADDRESS IS WITHIN THE ZONE FOR WHICH THE PERMIT IS SOUGHT.
2. THE CURRENT, VALID REGISTRATION FOR THE MOTOR VEHICLE FOR WHICH THE PERMIT IS BEING APPLIED;
  - a. IF THE APPLICANT FOR A RESIDENTIAL STREET PARKING PERMIT IS THE OWNER OF THE VEHICLE SOUGHT TO BE REGISTERED AND HIS/HER PERMANENT RESIDENCE IS AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT, THEN SAID VEHICLE SHALL BE REGISTERED AT THE PERMANENT ADDRESS AND SHALL HAVE VALID STATE OF MICHIGAN MOTOR VEHICLE PLATES; OR
  - b. IF THE APPLICANT FOR A RESIDENTIAL STREET PARKING PERMIT HAS HIS/HER PERMANENT RESIDENCE AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT BUT THE VEHICLE UNDER HIS/HER CONTROL INDICATES ANOTHER ADDRESS OF RESIDENCE FOR THE OWNER OF SAID VEHICLE, THE APPLICANT SHALL BE REQUIRED TO CERTIFY THAT SAID VEHICLE IS KEPT BY THE APPLICANT AND ONLY AT THE ADDRESS FOR WHICH THE PERMIT IS REQUESTED AND THAT IT WILL NOT BE KEPT AT ANY OTHER LOCATION FOR THE DURATION OF THE PERMIT'S VALIDITY.

THE PARKING MANAGER IS NOT REQUIRED TO GRANT A PERMIT TO ANY APPLICANT.

(C) PERMIT

THE ISSUANCE OF A RESIDENTIAL STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING REQUIREMENTS:

1. THE PERMIT IS VALID ONLY FOR THE MOTOR VEHICLE FOR WHICH IT IS ISSUED;
2. THE PERMIT SHALL DISPLAY THE MOTOR VEHICLE'S LICENSE PLATE NUMBER AND EXPIRATION DATE, AND THE ZONE WHERE THE PERMIT IS VALID;
3. THE PERMIT SHALL BE A STICKER THAT IS NOT EASILY REMOVED, AND MUST BE AFFIXED IN A VISIBLE PLACE ON THE FRONT DRIVER SIDE WINDSHIELD OF THE PERMITTED MOTOR VEHICLE;
4. THE PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY DISPLAYED ON THE VEHICLE, WHEN PARKED IN THE DESIGNATED ZONE WHERE THE RESIDENT LIVES;
5. THE ANNUAL FEE FOR ANY RESIDENTIAL STREET PARKING ZONE PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND SHALL BE FOR THE PERIOD OF SEPTEMBER 1, UNTIL AUGUST 31 OF THE NEXT YEAR;
6. A PERMIT IS ONLY VALID FOR AS LONG AS THE OWNER OR OPERATOR OF THE PERMITTED MOTOR VEHICLE CONTINUES TO HAVE AS HIS OR HER PRIMARY RESIDENCE THE ADDRESS THAT IS WITHIN OR

ADJACENT TO THE DESIGNATED RESIDENTIAL STREET PERMIT PARKING ZONE;

7. THE ANNUAL FEE SHALL BE PAID AT THE BEGINNING OF THE PERMIT YEAR OR WHEN THE APPLICATION IS GRANTED, EXCEPT THAT A PAYMENT PLAN MAY BE SET UP AT THE DISCRETION OF THE PARKING MANAGER; THE ANNUAL FEE MAY BE PRO-RATED BY MONTH IF THE APPLICANT CAN ONLY SHOW CONTINUED RESIDENCE IN OR ADJACENT TO THE RESIDENTIAL STREET PERMIT PARKING ZONE FOR LESS THAN A YEAR;
8. A REPLACEMENT PERMIT MAY BE ISSUED ONLY IF ALL OR PART OF THE ORIGINAL PERMIT IS PRODUCED AT THE TIME THAT A REPLACEMENT PERMIT IS APPLIED FOR, OR IF PROOF OF THEFT OF THE VEHICLE IS DEMONSTRATED TO THE SATISFACTION OF THE PARKING MANAGER;
9. THE FEE FOR ANY REPLACEMENT PERMIT SHALL BE SET BY RESOLUTION OF CITY COUNCIL.

(D) CONDITIONS ON THE PERMIT AND PERMIT HOLDER

THE USE AND VALIDITY OF A RESIDENTIAL STREETS PERMIT IS SUBJECT TO ALL THE FOLLOWING CONDITIONS:

1. A PERMIT MAY BE USED ONLY IN THE TRAFFIC CONTROL ORDER ZONE FOR WHICH IT HAS BEEN ISSUED.
2. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT IS ISSUED.

3. A PERMIT SHALL NOT GUARANTEE OR RESERVE TO THE HOLDER A PARKING SPACE IN THE PERMIT ZONE.
4. A PERMIT SHALL NOT EXEMPT THE HOLDER FROM THE OBSERVANCE OF ANY PARKING OR TRAFFIC REGULATION OR ORDINANCE, OTHER THAN THE SPECIFIED OVERNIGHT PARKING RESTRICTION.
5. THE CITY MAY TEMPORARILY SUSPEND A PERMIT FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.
6. A PERMIT SHALL BE COMPLETELY REMOVED FROM A VEHICLE UPON ITS EXPIRATION OR TERMINATION.
7. A PERMIT HOLDER MAY NOT TRANSFER A PERMIT TO ANY OTHER PERSON OR VEHICLE.
8. IN THE EVENT A VALID PERMIT HOLDER SELLS, TRANSFERS, OR OTHERWISE DISPOSES OF THE MOTOR VEHICLE FOR WHICH A PERMIT IS GRANTED, THE PERMIT SHALL TERMINATE AUTOMATICALLY.
9. A PERMIT HOLDER WHO DESIRES TO TRANSFER THEIR VALID PERMIT TO A DIFFERENT VEHICLE MUST MAKE A SUPPLEMENTAL APPLICATION TO THE PARKING MANAGER INDICATING THE CHANGE IN VEHICLE, AND MUST TURN IN THE ORIGINAL PERMIT AS PROOF THAT IT HAS BEEN REMOVED FROM THE MOTOR VEHICLE FOR WHICH THE PERMIT WAS PREVIOUSLY GRANTED;
10. IF A PERMIT HOLDER COMMITS THREE PARKING VIOLATIONS IN THE PARKING ZONE FOR WHICH THE PERMIT HAS BEEN ISSUED, THE

PERMIT, UPON REVIEW, MAY BE REVOKED BY THE PARKING  
MANAGER;

11. IF A PERMIT HOLDER VIOLATES ANY OF THE CONDITIONS IN THIS  
SECTION, THE PERMIT SHALL AUTOMATICALLY BECOME VOID AND  
BE TERMINATED AND REVOKED WITHOUT NOTICE.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules  
inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and  
void and of no effect.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid,  
the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the  
part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given  
immediate effect by City Council.