

# CONTRACTORS / BINS - DOWNTOWN PARKING PERMIT APPLICATION FORM

APPLICATION DATE: \_\_\_\_\_

PERMIT NO.: \_\_\_\_\_

**This permit waives the maximum 2hr parking restriction uptown.  
If you are working on the City's right-of-way, a Road Occupancy/Work Permit  
application is required.**

<b>APPLICANT INFORMATION</b>		
Company Name/Contractor Name:		
Address:	City:	
Contact Person:		
Phone:	Cell Phone:	
<b>TYPE OF WORK/PURPOSE</b>		
<input type="checkbox"/> New/Explain:	<input type="checkbox"/> Repair/Explain:	<input type="checkbox"/> Other/Explain:
Work Location/Address:		
Cross Streets From:	To:	
Start Date:	Completion Date:	
No. of Parking Spaces Required (\$20/week/space/):		
<input type="checkbox"/> Vehicle	<input type="checkbox"/> Storage Bin	<input type="checkbox"/> Other (please identify)
<b>VEHICLE DESCRIPTION</b>		
Make/Model:	License Plate #:	<b>OFFICE USE ONLY:</b> Temporary Parking Permit #
<b>PAYMENT</b>		
CASH:	CHEQUE #:	DEBIT:

**TEMPORARY DOWNTOWN PARKING – APPLICATION PERMIT**

**GENERAL CONDITIONS**

**Please Note:**

- This permit waives the maximum time limit to allow a contractor’s vehicle or refuse bin to be parked or located beyond the two (2) hour time restrictions.
- Applicant is still required to adhere to all bylaws and posted signs on city and county streets, as well as, in our municipal lots.
- The permit must be displayed in the vehicle windshield or easily accessible by view. Refuse bin shall not be required to display a permit; however, a copy of the permit shall be kept on file at the City Engineer’s Office.
- A permit will be issued only for the minimum required time necessary to complete the construction and at the discretion of the City Engineer. Refuse bins shall be removed immediately after completion of construction.
- The Temporary Construction Permit fee is **\$20/space/week**.
- With the exception of refuse bins, the permit shall not be valid for the applicable hours on designated snow routes/street cleaning routes (2:00 a.m. - 6 a.m.)
- Temporary Construction Permits for vehicles or refuse bins may be cancelled at the discretion of the City Engineer should the privilege be abused.

**FAILURE TO COMPLY WITH THE ABOVE CONDITIONS WILL RESULT IN THE ISSUANCE OF A PARKING INFRACTION NOTICE.**

**IF YOU ARE WORKING ON THE CITY RIGHT-OF-WAY, A ROAD OCCUPANCY – WORK PERMIT IS REQUIRED.**

**ALL CONDITIONS ARE SUBJECT TO REVISION AS NECESSARY.**

**REGARDING DAMAGE TO CITY PROPERTY – ALL REPAIRS SHALL BE EQUAL OR SUPERIOR TO THE ORIGINAL CONDITION.**