

CITY OF TUSTIN

PREFERENTIAL PERMIT PARKING PROGRAM

NOTIFICATION

The City of Tustin will be using a new web site for the parking permit program starting 2018. There will be some changes to the program starting in the new year. **Please read the requirements written below for the parking permit program.**

- All authorized Preferential Permit Parking will prohibit overnight parking from 2am to 6am, seven (7) days a week, unless approved otherwise by City Council.
- All residents in a Preferential Permit Parking Area will be subject, without exception, to all related California Vehicle Code (CVC) and Tustin City Code (TCC) parking regulations.
- Each household will be issued a permit(s) upon request and verification of full utilization of all off-street parking.
- You must use all the spaces in your driveway and garage. There is a TCC which states your garage must be used for parking and not storage of items.
- All applicants will have to apply for the parking permit program on-line. If you do not have access to the internet, then you may go to the library free of charge to use their computers to access the internet.
- The applicant/account holder must have their California Driver's License, California ID Card or Government identification registered at the address they are applying for.
- Once logged into your account, you will have to upload a scanned copy of your ID and scanned copies all the vehicle's registration you are adding.
- If you cannot upload the scanned copies, then you may mail them in and they will be entered for you. The approval process will take longer so we encourage you to use the internet and upload them yourselves.
- All vehicles listed on the account must be registered to the address and the registration must be up to date and current with the DMV.
- Work vehicles must have an authorized letter written from their company on letter head with the signature of the supervisor stating that it is a take home vehicle issued to the account holder.
- The account holder will be the only person allowed to make changes throughout the year.
- All permits are serialized and will be entered into a database for tracking and record keeping.
- Permits will be placed in the bottom left corner on the rear window of the vehicle so they are visible.
- Approved permits are not transferable. When switching permits to a new vehicle, the old permit must be returned to the Tustin Police Department before a new permit is issued.
- Temporary guest permits will be printed out on-line from your account.
- The account holder will add the guest vehicle to their on-line account and print out a **24-hour pass**. The pass will be placed on the driver's side of the dashboard so it can be easily seen by Parking Control Officers.

- The license plate and date on the guest pass must be visible when placed on the dashboard.
- You cannot use a guest pass on any vehicle that is registered to your account. Guest passes are for visitors only.
- You will be issued 150 guest passes for the entire year, which are one-day guest passes.
- You will be able to print out 75 passes from February-August and then you will be able to print out 75 guest passes from September-January.
- You will not be able to print out any more than 75 guest passes during a six-month segment without approval from the administrator of the program.
- All Parking Permits remain the property of the City of Tustin and may be revoked if used contrary to the provisions of this policy.

To be in compliance with the policy and procedures, all residents in authorized Permit Parking Areas must reapply annually under the current above mentioned criteria.