

Barre City Parking Permit Policies

DAY PERMITS

The following criteria must be met concerning the use of a Daytime Parking Permit in Barre City Parking Lots:

1. The permit is issued to the vehicle(s) that is indicated at the time of application and is not transferable. If the permit is to be used on more than one vehicle (example: a summer car and a winter truck) the application must include information from both vehicles. The permit is applicable to only one vehicle at a time and must be displayed in the vehicle being parked in the designated parking lots.
2. This permit **MUST** be displayed in the top left corner of the windshield (from the driver seat's perspective). The permit must be placed so as to be readable from the outside of the windshield. Please note that if a car has a tinted strip along the top of the windshield, the permit should be placed just below the strip. If a parking ticket is issued because a permit is not displayed as required, the vehicle owner is responsible for payment of the ticket. No other permit location on the vehicle will be recognized.

Permit hangtags as mentioned in #10 below shall be displayed by hanging from the rear view mirror. They shall be placed so as to be readable from the outside of the windshield. If a parking ticket is issued because a permit is not displayed as required, the vehicle owner is responsible for payment of a ticket.

3. Replacement permits are available at the Barre City Clerk's office. The old permit must be surrendered to obtain a new permit. If the permit is lost, you may purchase a replacement.
4. The day permit allows parking from 6:00 AM to 6:00 PM, Monday through Friday. Parking is free on weekends, holidays, and from 6:00 PM to 6:00 AM **EXCEPT** that parking is restricted from November 15th through April 1st during the hours of 1:00 AM to 6:00 AM. If you need to park during these times you should confer with the City Clerk's Office regarding an "overnight permit".
5. This permit is valid at all green-topped parking meters of the Barre City Municipal Parking Lot system.
6. This permit is **NOT VALID** on Main Street or AT any black-topped, yellow-topped or red parking meter.
7. To appeal any parking ticket, an appeal form must be submitted to the Police Department. Appeal forms are available in the Clerk's office, at the Police Department and on the City website.
8. If a permit holder no longer needs the permit before the permit period expires, it may be surrendered to the City Clerk's office for prorated reimbursement.
9. The following Barre City personnel and other related persons shall receive one daytime parking permit hangtag at no charge each year. Any recipient of such a permit shall be required to submit a completed application, and is required to abide by all parking permit policies and parking enforcement laws:

- a. Barre City Mayor
 - b. Barre City Councilors
 - c. City staff whose primary work location is City Hall
 - d. Buildings and Community Services director and assistant director
 - e. Ambulance billing clerk
 - f. (1) floating permit for the Wastewater Treatment Facility staff
 - g. Barre Opera House staff – up to 3 permits
 - h. Barre Supervisory Union staff – up to 3 permits
10. City staff members having access during their scheduled work period to municipal vehicles shall use such vehicles throughout the City. Municipal vehicles displaying municipal plates are exempt from having to pay for meters. Should an employee be required while on duty to use their personal vehicle, and have an occasion to park at a parking meter, any ticket issued to them may be submitted to the Police Department for voiding. The ticket must be presented to the employee's supervisor, who will review the circumstances surrounding use of a private vehicle, and if such use is deemed to have been warranted, the supervisor will write on the ticket, "To Be Voided: Employee on Duty". The supervisor will sign the ticket, and forward it to the Police Department for voiding.

OVERNIGHT PERMITS

The following criteria must be met concerning the use of an Overnight Parking Permit in Barre City Parking Lots:

1. The permit is issued to the vehicle(s) that is indicated at the time of application and is not transferable. If the permit is to be used on more than one vehicle (example: a summer car and a winter truck) the application must include information from both vehicles. The permit is applicable to only one vehicle at a time and must be displayed in the vehicle being parked in the designated parking lots.
2. This permit **MUST** be displayed in the top left corner of the windshield (from the driver seat's perspective). The permit must be placed so as to be readable from the outside of the windshield. Please note that if a car has a tinted strip along the top of the windshield, the permit should be placed just below the strip. If a parking ticket is issued because permit is not displayed as required, the vehicle owner is responsible for payment of the ticket. No other permit location on the vehicle will be recognized.
3. Replacement permits are available at the Barre City Clerk's office. The old permit must be surrendered to obtain a new permit. If the permit is lost, you may purchase a replacement. The fee for a replacement permit will be set by the City Council.
4. The overnight parking permits allow parking in designated spaces in specific lots at all times of the year. Permits are issued for a specific parking lot, not a specific parking space.
5. The overnight permit is only valid in the assigned overnight parking area in the designated parking lot. It **WILL NOT** be honored in any other location in the City.
6. All vehicles displaying an overnight parking permit must be moved at least once every seven (7) days.

7. All vehicles displaying an overnight parking permit must be registered, able to pass inspection and be able to move under their own power.
8. Overnight permits may be used on passenger vehicles only. They are not valid for recreational vehicles, commercial vehicles or trailers.
9. Proof of Barre City residency and location of residency may be required at the time of purchase of the permit.
10. If the permit holder is unable to locate an overnight permit space in the assigned area, they may park in the next adjacent space but **MUST** phone the police department at 476-6613 to report the lack of spaces.
11. The overnight permit is valid from January 1st through June 30th, or July 1st through December 31st.
12. To appeal any parking ticket, an appeal form must be submitted to the Police Department. Appeal forms are available in the Clerk's office, at the Police Department and on the City website.
13. If a permit holder no longer needs the permit before the permit period expires, it may be surrendered to the City Clerk's office for prorated reimbursement.

TEMPORARY PERMITS

Temporary daytime permits are available through the Clerk's office, and are controlled by a separate policy.

OTHERS

As per the Memorandum of Understanding between the City of Barre and the Good Samaritan Haven, the City shall provide GSH with three free daytime permits and three free overnight permits to be used by GSH guests. The permits are good for the Plain Street lot only. GSH is required to keep information on file of who the permits are assigned to, and is responsible for getting permits back when guests move out of the Haven.

FEES

Fees for all parking permits are set by the Barre City Council and are listed on the Fee Schedules as posted on the City website. Daytime and overnight permit fees increase by 2.5% each calendar year, as per City Council.