



**SAINT PAUL**  
PUBLIC WORKS

## 2021/2022 RESIDENTIAL PERMIT PARKING INFORMATION

**Applicants should apply for permits by mail or email.**

The City of Saint Paul has installed Residential Permit Parking in your neighborhood. Permit Area numbers are printed on the street signs and permits. Permits are only available to residents and homeowners within the permit area, and all vehicles are subject to posted parking regulations. Vehicles without permits, or with area numbers different from what is posted on the street sign, will be in violation and may be subject to ticketing, or ticketing and towing.

Permits do not guarantee users a parking spot. They allow the holder to park a vehicle in the designated Permit Area. For more information, visit [www.stpaul.gov/ResidentialPermitParking](http://www.stpaul.gov/ResidentialPermitParking).

**TO APPLY: Complete the Residential Parking Permit Application found online at [www.stpaul.gov/parkingpermits](http://www.stpaul.gov/parkingpermits) and return with copies of documents listed below**

NEW PERMIT APPLICANTS	RENEWAL PERMIT APPLICANTS
<ul style="list-style-type: none"> <li>• <b>Proof of residency at permit address (attach COPY or PHOTO of one of the following):</b> <ul style="list-style-type: none"> <li>○ Driver's license with permitted address</li> <li>○ Signed lease (by tenant &amp; landlord)</li> <li>○ Utility bill with name and address</li> <li>○ Notarized statement from owner or current lease holder</li> </ul> </li> <li>• <b>Proof of vehicle ownership (attach COPY or PHOTO of one of the following):</b> <ul style="list-style-type: none"> <li>○ Vehicle title</li> <li>○ Vehicle registration</li> <li>○ Proof of current insurance</li> </ul> </li> <li>• <b>Vehicle information:</b> <ul style="list-style-type: none"> <li>○ Make, model, color</li> <li>○ License plate number</li> </ul> </li> <li>• <b>Payment – check or credit card only</b> <ul style="list-style-type: none"> <li>○ Checks payable to: <u>City of St Paul</u></li> <li>○ If using credit card, check box on application**</li> <li>○ No cash or money orders</li> </ul> </li> <li>• <b>Ownership of permits is non-transferrable</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Payment – check or credit card only</b> <ul style="list-style-type: none"> <li>○ Checks payable to: <u>City of St Paul</u></li> <li>○ If using credit card, check box on application**</li> <li>○ No cash or money orders</li> </ul> </li> <li>• <b>Mail or email completed renewal form</b></li> <li>• <b>Provide complete and current vehicle information</b></li> <li>• <b>If you have a new vehicle, or are adding a vehicle, you must email copies or photos for proof of ownership</b></li> <li>• <b>If you have moved, but are still within permitted area, follow instructions for new applicants</b></li> <li>• <b>Renewal applications are non-transferable</b></li> <li>• <b>Ownership of permits is non-transferrable</b></li> </ul> <p><i>**if credit card number is written on application, it will be returned to sender, and not processed.</i></p>
<b>Non-refundable permit fee: \$25 per vehicle and \$25 per visitor permit</b>	

<p><b>Mailing Address:</b> Traffic Operations 899 Dale St N St. Paul, MN 55103</p> <p><b>Lobby is open Monday-Friday 8:00 a.m. – 4:00 p.m.</b></p> <p><b>If you prefer a mailed application, please call us at: 651-266-9777, option 2</b></p>	<p><b>Email Address:</b> <a href="mailto:PW-TRAFFOPS@CI.STPAUL.MN.US">PW-TRAFFOPS@CI.STPAUL.MN.US</a></p> <p><b>Drop Box available onsite 24/7</b></p>
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### **VEHICLE PERMITS - \$25.00 each**

- Only available to residents within designated parking permitted area
- May only be used in the permit area with the same number
- Must be permanently affixed to the vehicle. Vehicle may be ticketed if permit is found to be removable from window.
- Will become invalid if you move to a new residence
- Affix the vehicle permit sticker to the lower right of the driver's side window closest to the rear of the car or truck cab
- For motorcycles, affix the vehicle permit sticker to the left side of the gas tank, or the bottom right corner of the windshield when looking at the front of the motorcycle

### **VISITOR PERMITS - \$25.00 each**

- Available to residents even if they do not own a vehicle
- Limited quantity available to non-resident owners
- Visitor permits must be placed face up on the driver's side dashboard
- The entire permit must be visible through the windshield
- Visitor permits are not meant to be used for extended stays; misuse could result in tickets

### **1 DAY HANGTAGS - \$3.00 each** – *Please note Hangtags do not run on same renewal cycle as other permits.*

Hangtag Application can be found online at: [www.stpaul.gov/parkingpermits](http://www.stpaul.gov/parkingpermits)

- Residents only are eligible to purchase with a signed, completed application unless a documented special exception exists
- Hangtags **will not** be sold during the active renewal period
- Current year Hangtags will be sold until the quantity runs out, or until November 15 of the year they expire
- There are no refunds or exchanges for unused, or expired hangtags
- Hangtags should be purchased only on an "as needed" basis.
- Monthly maximum is 20 hang tags per household

### **ADA DISABILITY PARKING**

- People with valid ADA Disability Parking Placards or license plates may park in a residential parking permit zone without an additional vehicle or visitor permit

### **CONTRACTOR and COMMERCIAL VEHICLES**

- Commercial or contractor vehicles are exempt from needing a parking permit if the vehicle has permanent markings that identify it as a commercial vehicle. Magnetic or removable signs do not qualify as permanent marking.
- Exemption only applies while they are performing a service in the area

### **HOME AIDES and SERVICE PROVIDERS**

- Must use a visitor permit or 1-day hangtag provided by the resident

### **REPLACEMENT PERMITS**

- Must have a notarized letter stating how the permit was lost, damaged, or stolen
- Replacements for lost, damaged, or stolen permits are \$25 each. Replacements for new vehicles are \$10 each.

**Warning:** *False information on a permit parking application shall be grounds for denial or revocation of said permit(s) and is punishable as a petty misdemeanor. L.C. 164.10.b. The resale of any Residential Parking Permit (Visitor, Vehicle or Hangtag) is strictly prohibited under St. Paul Legislative Code Chapter 164. Abuse of this ordinance may result in losing your permit privileges for a year and/or a Misdemeanor charge through the St. Paul Police Department.*

**Need this translated? Call us at 651-266-6100**

**¿Necesita esta traducción? Comuníquese con nosotros al 651-266-6100**

**Ma u baahan tahay tarjamadaan Naga soo wac 651-266-6100**

**Xav tau qhov no txhais los? Hu rau peb ntawm 651-266-6100**