



2020/21 RESIDENTIAL PERMIT PARKING INFORMATION

Following the health and safety guidelines for COVID-19, all applicants should apply for permits by mail or email.

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

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 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.

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.

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

NEW PERMIT APPLICANTS – Email or mail all documents (Addresses listed below)	RENEWAL PERMIT APPLICANTS – Email or mail all documents (Addresses listed below).
<ul style="list-style-type: none"> • Proof of residency at permit address (attach COPY or PHOTO of one of the following): <ul style="list-style-type: none"> ○ Driver’s license with permitted address ○ Signed lease (by tenant & landlord) ○ Utility bill with name and address ○ Notarized statement from owner or current lease holder • Proof of vehicle ownership (attach COPY or PHOTO of one of the following): <ul style="list-style-type: none"> ○ Vehicle title ○ Vehicle registration ○ Proof of current insurance • Vehicle information: <ul style="list-style-type: none"> ○ Make, model, color ○ License plate number • Payment – check or credit card only <ul style="list-style-type: none"> ○ Checks payable to: City of St Paul ○ If using credit card, check box on application** ○ No cash or money orders • Ownership of permits is non-transferrable 	<ul style="list-style-type: none"> • Payment – check or credit card only <ul style="list-style-type: none"> ○ Checks payable to: City of St Paul ○ If using credit card, check box on application** ○ No cash or money orders • Mail or email completed renewal form • Provide complete and current vehicle information • If you have a new vehicle, or are adding a vehicle, you must email copies or photos for proof of ownership • If you have moved, but are still within permitted area, follow instructions for new applicants • Renewal applications are non-transferable • Ownership of permits is non-transferrable <p>**if credit card number is written on application, it will be returned to sender, and not processed.</p>
Non-refundable permit fee: \$25 per vehicle and \$25 per visitor permit	
Mail Address to return documents: Traffic Operations Building 899 Dale Street North St. Paul, MN 55103	Email Address to return documents: PW-TRAFFOPS@CI.STPAUL.MN.US

Drop Box on the outside of the building is available for applications

The city is not liable for any lost or stolen items left in drop box

If you prefer a mailed application, please call

(651) 266-9777, option 2

7:30 a.m. – 4:30 p.m. Monday-Friday

Due to the high volume of calls for permits this time of year, please be patient or leave a message if needed.

VEHICLE PERMITS

- 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

- Available to residents even if they do not own a vehicle
- It is illegal for residents to use visitor permits in their personal vehicle; residents must use vehicle permit
- 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 – *Please note Hangtags do not run on same renewal cycle as other permits.*

Hangtag Application can be found online at: www.stpaul.gov/parkingpermits

- Hangtag price is \$3.00/each
- Residents are eligible to purchase with a signed, completed application
- Hangtags **will not** be sold during the active renewal period
- 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.