



Town of Port Deposit

64 S. Main Street
Port Deposit, MD 21904
410.378.2121

PARKING PERMIT APPLICATION

_____ **Vehicle Parking Permits** - Applicant must live in the Town of Port Deposit and provide a copy of his/her driver's license or a current utility bill as proof of residency with the application and the vehicle's tag number. Only one permit for any municipal parking lot and one vehicle per person will be considered.

_____ **Other Parking Permit** (boat, trailers, un-motorized travel or camper trailer, etc.) – Applicant must live in the Town of Port Deposit and provide a copy of his/her driver's license or a current utility bill as proof of residency and the registration for the unit with the application. Fee for annual trailer parking permit: \$25.00.

Applicant/Resident Name: _____

Street Address: _____

Phone: _____ Email: _____

Reason for parking permit request: _____

Vehicle/Other Tag Number: _____

Municipal Parking Lot (Check ONE)	
<input type="checkbox"/>	Municipal Lot 1 – 81 S. Main (RR Crossing)
<input type="checkbox"/>	Municipal Lot 2 - near Oyster Shell Alley
<input type="checkbox"/>	Municipal Lot 3 – Bank Parking Lot (across from Post Office)
<input type="checkbox"/>	Municipal Lot 4 – Jefferson Hall Lot (next to Waterwitch Fire Company)
<input type="checkbox"/>	Municipal Lot 5 – next to Municipal Building and Tot Lot
<input type="checkbox"/>	Municipal Lot 6 – Vannort Drive Parking Lot
<input type="checkbox"/>	Municipal Parking area on west side of North Main Street along railroad

Criteria considered for Vehicle Parking Permits:

- Resident unable to walk or walk without considerable periods to stop and rest.
- Resident requires a brace, cane, crutch, another person, prosthetic device, or other assistance device to walk.
- Resident required to utilize a wheelchair for mobility.

- d. Resident has lost an arm, hand, foot, or leg.
- e. Resident has lost the use of an arm, hand, foot, or leg.
- f. Resident has a permanent condition or disability that adversely impacts the ambulatory ability of the resident and which is so severe that the person would endure a hardship if the parking permit were denied.

Resident is responsible for providing documentation from a medical provider attesting to the applicant’s qualification under any of the above stated criteria. We will not accept copies of health records, doctor evaluations, and/or personal medical forms.

OFFICE USE ONLY		
Vehicle Permit No or Trailer Permit No:	Date Approved:	Date Expires:
Proof of Residency:	Date Sign Installed:	
Town Administrator Signature:		

Town of Port Deposit Parking Permit Agreement

The Town Administrator shall review and approve or disapprove parking permits for the Town of Port Deposit on a case-by-case basis per the policy adopted by the Council. Please read the parking permit agreement before signing.

The resident agrees to the following:

- Show proof of residency in the Town of Port Deposit by providing a copy of his/her driver's license or utility bill indicating the property address.
- The Town of Port Deposit reserves the right to change the location of vehicle and other permit parking or revoke permit parking at their discretion.

Vehicle Parking Permit:

- Resident shall be assigned one vehicle parking permit and parking space in the available municipal lot that is nearest their property, and to the vehicle license tag number as provided on the application.
- Resident shall be provided one numbered hanging parking permit tag that must be displayed when the vehicle is parked in the designated parking space. The permit shall be affixed to the rear view mirror inside the vehicle.
- The vehicle parking permit is not transferrable in any manner and remains the property of the Town.
- All rights conveyed by the vehicle parking permit shall terminate upon the resident establishing residency outside the town limits. A resident shall notify the town when they have moved and/or no longer need the parking permit.
- Resident is responsible for renewing their vehicle parking permit every two years 60 days prior to the permit's expiration. An updated application, proof of residency and hardship/medical condition are required to renew a permit.
- The Town of Port Deposit shall designate the parking spot in the municipal lot and provide signage indicating "Permit Parking Only – All Others Will be Towed at Owner's Expense"
- The is responsible for contacting the Cecil County Sheriff's Office in the event an unauthorized vehicle parks in a parking permit only space.

Other Unit Parking Permit:

- Resident shall purchase an annual trailer parking permit (Jan-Dec) that shall be placed on the driver's side tongue of the trailer.
- Resident agrees to park the unit so that it does not interfere with vehicle parking in the lot.
- Resident is permitted to use the Marina Park lot and use the boat ramp if applicable.

Your signature on this document indicates that you have read and understand this agreement, and your responsibilities as outlined. A copy of this agreement shall be provided to you.

Applicant/Resident Signature

Date

Print Name and Address