



RESIDENTIAL PARKING PERMIT APPLICATION

The Town of Walkerville recognises the need for some residents to have access to on-street parking in some instances dedicated for resident use only. For details of eligibility, refer to the Parking Policy on our website or via the link below.

Link to Council's Parking Policy – [Click here](#)

TYPES OF RESIDENTIAL PARKING PERMITS

There is one type of **Residential Parking Permit** available to eligible households and can be shared between vehicles and household occupants. Conditions apply for eligibility, refer to page 4.

Subject to meeting the eligibility criteria there is a maximum number of residential parking permits available as shown in the table below:

No. of car parks on property	Maximum permits per property
0	3 residential parking permits (which includes one (1) residential parking Permit free of charge)
1	3 residential parking permits (which includes one (1) residential parking Permit free of charge)
2	2 residential parking permit (which includes one (1) residential parking Permit free of charge)
3 or more	Eligible household is entitled to 1 residential parking permit free of charge.

DURATION & FEES OF PERMITS

- **Permits can be purchased for 1, 2 or 3 years**
- **Permits applied for after 1 January** will be charged a pro rata rate of 50% of the annual fee and will expire on 30 June of the current financial year.
- **Permit Renewals** and eligibility to renew will be reviewed at the end of the agreed permit period.
- **Fees** are charged in accordance with Council's Annual Fees & Charges.
- **Payments** will be processed following Council approval.

APPLICANT DETAILS

NAME:	
RESIDENTIAL ADDRESS:	
POSTAL ADDRESS: <i>(If different to above)</i>	
MOBILE:	
EMAIL:	
ARE YOU THE PROPERTY OWNER: <i>(Circle Yes or No)</i>	YES NO
ATTACH: PROOF OF RESIDENCY: <i>(Drivers License or Tenancy Agreement required)</i>	YES

PROPERTY PARKING DETAILS

HOW MANY CAR SPACES IS THERE AT THIS ADDRESS: *(Provide number of each type of space avail.)*

DRIVEWAY		GARAGE/CARPORT		PAVED/OTHER	
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PERMIT DETAILS

<p>HOW MANY PERMIT/S DO YOU WISH TO APPLY FOR? <i>(Please circle how many 1 or 2 or more. Subject to meeting the eligibility criteria)</i> * Please refer to TYPES OF RESIDENTIAL PARKING PERMITS table on page 1 for permit eligibility criteria. *More than one permit will be subject to fees in accordance with Council's Fees & Charges.</p>	<p>1 2 more</p>
<p>TERM OF PERMIT/S: HOW MANY YEARS DO YOU WISH TO APPLY FOR: <i>(Circle 1, 2, or 3)</i></p>	<p>1 2 3</p>

LOCATION OF PERMIT BEING SOUGHT: _____

Please provide reasons why you require the parking permits in support of your application:

APPLICANTS SIGNATURE

I/We undertake to comply with the conditions of issue of a permit in accordance with the Town of Walkerville Parking Permit Policy.

I/We realise that where a charge is made for a permit and no refund is to be made if I/We cease to reside at the above premises.

Signed Date:

OFFICE USE ONLY			
ASSESSED BY:		DATE ASSESSED:	
COMMENT:			
NO. CAR PARKS AVAIL:	Driveway	Garage/Carport	Paved/Other
PERMIT ZONE LOCATION:			
SPECIAL CONDITIONS:			
APPROVAL:	APPROVE / DECLINE		
REASON FOR DECLINE:			
AUTHORISED SIGNATURE:	<i>Inspector</i>		
RECEIPT NUMBER:	<i>Admin</i>		
PERMIT NUMBER:	<i>Admin</i>		

RESIDENTIAL PARKING PERMIT - CONDITIONS

Eligibility for Residential Parking Permit for overstay of time limited parking controlled areas for permit zones (Resident Only)

To be eligible to receive a permit:

1. Only one applicant per residence is permitted
2. An applicant must be a permanent resident at an address located within the Town boundaries.
3. An applicant must submit evidence of residency at the time of application.
4. The property must be zoned residential, or where a residence is located in a non-residential zone an application may be considered.
5. A residential parking permit is not valid for a truck, trailer, caravan, boat or bus.
6. An applicant must reside in a property alongside which time-limit parking controls apply or permit zone for residential use only (noting that if there are no restrictions on parking within a prescribed area, then a residential parking permit will not be issued).

Eligibility for a Residential Parking Permit is based on compliance with the conditions set out in the Residential Parking Permit Policy, available on the Council website.

1. Every permit must contain details of describing:
 - a. The street to which the permit applies.
 - b. Expiry date of the permit
2. Permits will be issued in respect to a specific street.
3. Permits are not transferable from one residential parking permit zone to another.
4. Permits must be placed either on the front dashboard or hooked onto the rear vision mirror.
5. Every holder of a permit who changes his or her place of residence shall forthwith remove such a permit from the motor vehicle and advise Council to cancel the permit.
6. Council administration may, by notice in writing, revoke any residential parking permit(s) where:
 - a. The holder of a permit changes his or her place of residence in respect of which the permit was issued, or
 - b. In the opinion of the Council, it is no longer appropriate that the resident(s) of particular street(s) are issued with permits.
7. If an infringement notice for parking in accordance with the permit is received, the holder of the permit is required to make a written submission to Council for the notice to be waived.
8. Failure to display a valid permit is not a reason for Council to waive expiation.
9. Permits cannot override other laws under Australian Road Rules, therefore parking in zones such as No Standing, No Parking, Bus Stops or adjacent to traffic lights, intersections, junctions or pedestrian crossings or any other parking restriction would remain prohibited.
10. The permit will not allow the vehicle displaying the permit to remain stationary in the same position for a period in excess of 24 consecutive hours.
11. Non-compliance with the conditions of permit issue and use may result in the cancellation of the permit.
12. Council administration reserves the right to change the Residential Parking Permit conditions of issue and use.
13. Renewal costs will be documented in the Fees and Charges Register, which is updated annually.

For further information contact the Customer & Library Services Team on 8342 7100