FORWARD

Some neighborhoods have competition for a limited number of on-street parking spaces. Growing demand for parking comes from a number of factors such as residents owning more vehicles, more residents moving to specific areas, and increases in nearby employment and shopping activity.

The purpose of the Residential Parking Program (RPP) is to alleviate constant levels of non-resident parking along streets in residential neighborhoods. In 2014/15, the City partnered with its Parking Technical Advisory Group (PTAG) to redo the current RPP by working with the community to identify parking needs, taking input from existing RPP users, and putting together a set of guiding principles. (See page 3). This collaboration resulted in a restructuring of the RPP to meet the needs of the community, available parking in neighborhoods, and the viability of the program. As of October 18, 2016 the City Council approved the plans and procedures for the revised program.

The desired outcome of the City of Tacoma RPP is to increase the availability of on-street for residents and their guests while balancing the needs of other users who desire to park along the street. All vehicles parked in a designated Residential Parking Zone (RPZ) must follow the posted regulations or risk being issued a corrective action. A fee based parking permit will be required to park for more than 2-hours in a RPZ.

While this program is expected to help manage a limited parking resource, it will not guarantee or assign specific spaces to households and their vehicles nor will it solve neighborhood nuisance and security issues. It is the City’s goal that the regulation of parking through this RPP will be the least restrictive that best mitigates the documented problem.

The website, www.cityoftacoma.org/residentialparking, was created to provide more specifics of the RPP.
Overview

The goal of the RPP is to create an on-street parking system that gives residents and their guests priority over available space in residential neighborhoods during periods of high occupancy, while maximizing the use of the limited parking resource for all users. The RPP establishes an administrative process implemented by the Public Work’s Department. The RPP includes guidelines to assist the Public Work’s Department in determining if there is a parking problem, who is contributing to the problem, and whether or not a residential parking zone should be established. This packet will include guidance on minimum zone sizes as well as occupancy levels to determine if there is a parking problem and who is contributing to the problem.

Guiding Principles for the RPP

A. The purpose of the RPP is to mitigate adverse and chronic levels of commuter or non-resident parking along street segments with adjacent residential properties.

B. The program does not guarantee or reserve on-street parking spaces for permit holders or their visitors.

C. The regulation of parking through the RPP will be the least restrictive that best mitigates the documented or apparent problem.

E. The RPP is implemented in coordination with other laws, ordinances, and regulations regarding on-street parking.
Establishment and Assignment of Residential Parking Zones (RPZ)

To assist the petitioner, the following flow chart provides an overview of the establishment process for a RPZ and the responsibilities of the petitioner and the City.

Residential Parking Program

Follow these steps to apply for a Residential Parking Zone in your neighborhood

1. Petitioner
2. The City
3. Submit Application
4. Visit cityoftacoma.org/ResidentialParking for more information on the program and to verify if your address is eligible for consideration
5. If your zone meets the criteria Download the Petitioners Packet and application on the Residential Parking site.
6. Application is Reviewed for Eligibility by the City
   - Does the proposed area meet zoning and size requirements?
7. Begin Petition Process
   - Prepare Ballots
   - Gather Support (60% support required)
   - Establish List of Addresses
   - Mail Ballots
8. Verify Parking Issues through City Study
   - 75% of parking spaces are occupied
   - 35% of cars parked are from outside the neighborhood
9. Create Zone after all Requirements are Met
   - Notice of adoption to residents
   - Install Signs
   - Enforce Signs
   - Enroll in Program

Questions
Email RPP@cityoftacoma.org or call (253)591-5371
<table>
<thead>
<tr>
<th>Step 1</th>
<th>Learn About the Program</th>
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<tbody>
<tr>
<td></td>
<td>Visit <a href="http://www.cityoftacoma.org/ResidentialParking">www.cityoftacoma.org/ResidentialParking</a> for more information on the program, requirements and verify if your address is eligible for consideration.</td>
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<table>
<thead>
<tr>
<th>Step 2</th>
<th>Download &amp; Review Application</th>
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<tbody>
<tr>
<td></td>
<td>Review requirements for eligibility</td>
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<tr>
<td></td>
<td>Designate resident petitioner</td>
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<td>Identify problem areas and time restrictions</td>
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<table>
<thead>
<tr>
<th>Step 3</th>
<th>Submit Application</th>
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<tr>
<td></td>
<td>Submit completed application to Parking Services</td>
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<tr>
<th>Step 4</th>
<th>Determine Eligibility for Consideration</th>
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<tbody>
<tr>
<td></td>
<td>Does the area meet zoning requirements?</td>
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<td></td>
<td>Does it meet the size requirement?</td>
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<td></td>
<td>Does it have existing street parking?</td>
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<tr>
<td></td>
<td>Are there existing restrictions on the proposed RPZ?</td>
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<tr>
<td></td>
<td>Is a petitioner appointed?</td>
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<td></td>
<td>Is the application complete?</td>
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<thead>
<tr>
<th>Step 5</th>
<th>Gather Support</th>
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<tbody>
<tr>
<td></td>
<td>Establish list of addresses</td>
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<tr>
<td></td>
<td>Mail Ballots</td>
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<tr>
<td></td>
<td>Monitor petition process</td>
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<tr>
<td></td>
<td>Conduct outreach</td>
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<tr>
<td></td>
<td>Gather Support</td>
</tr>
<tr>
<td></td>
<td>Maintain Ballot Integrity</td>
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<tr>
<td></td>
<td>Prepare Ballots</td>
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<tr>
<th>Step 6</th>
<th>Verify Parking Issue</th>
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<tbody>
<tr>
<td></td>
<td>Conduct Parking study</td>
</tr>
<tr>
<td></td>
<td>Does the area have 75% occupancy?</td>
</tr>
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<td></td>
<td>Is 35% of the occupancy from outside influence?</td>
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<tr>
<th>Step 7</th>
<th>Create Zone</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Area has met all requirements</td>
</tr>
<tr>
<td></td>
<td>City Council approves</td>
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<tr>
<td></td>
<td>Install and enforce signage</td>
</tr>
<tr>
<td></td>
<td>Enroll in Program</td>
</tr>
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</table>
STEP 1 – Learn About the Program

Visit www.citytacoma.org/residentialparking for more information on the program and its new requirements. Review requirements for eligibility and consideration for RPZs.

STEP 2 – Download & Review Petitioners Packet

This packet will guide you through the process of establishing a RPZ for your area. A copy of the packet can be found at:

www.cityoftacoma.org/residentialparking/becomeapetitioner

Pre-printed packets can also be picked up at the Parking Services office at

Public Works—Parking Services
942 Pacific Ave
Tacoma, WA 98402

A petitioner will be required to fulfill certain requirements as follows:

- A request for RPZs must originate from a resident or a property owners with an address in the proposed zone

- The petitioner must be willing to:
  --be the person of record and act as the primary contact for the RPZ request.
  --take on the responsibility for RPZ notifications, maintain outreach integrity and the compilation of evidence to support the RPZ should it be determined eligible for consideration as directed by the City of Tacoma.
  --serve as liaison for any community outreach within the boundaries of the requested RPZ and/or adjacent segments as directed by the City of Tacoma.

STEP 3 – Submit Application

For an area in the City to be considered for an RPZ, a completed RPZ application submitted to the City of Tacoma Parking Services will start the process. Parking services will work with the petitioner to help them with the requirements. Each party will have certain roles and responsibilities as detailed throughout this packet.
See Appendix E for a copy of the RPZ application packet. Applications should be submitted to:

City of Tacoma
Public Works—Parking Services
Residential Parking Program
942 Pacific Ave
Tacoma, Washington 98402

The petitioner must fill in the application completely including:

a. The name, address, and phone number of the requester;

b. The street and blocks where the requester desires RPZ consideration; and,

c. The days of the week and the times of those days when commuter or non-resident parking is desired to be regulated. No more than two periods of time may be requested due to space limitations on a parking sign).

An example of two time periods is, Monday through Friday from 7:00 AM to 5:00 PM and Saturday from 1:00 PM to 6:00 PM.

STEP 4 – Determine Eligibility for Consideration

Eligibility Guidelines

Once a properly completed application has been received by the City’s Parking Services, the City will consider the following criteria when making a determination of the street’s eligibility for RPZ consideration:

- The street must be a public street with the meaning of state law and City of Tacoma Municipal code.

- The request must not be a duplicate request or overlap with any other active RPZ request or zone.

- The proposed street segment(s) for the RPZ are not regulated by existing parking regulations (i.e.: ADA stalls, bus loading, or other specific use designations.)

- Residential units along the requested street segment are not prevented from having direct access to the street. This includes, but is not limited to, cliffs or very steep hill faces, fencing, walls, dense vegetation, design of the building, and other similar barriers to access. Emergency exits, service entrances, and other similar building portals are not considered to provide direct access for the purposes of this policy.

- On-street parking along the street segment is not restricted due to safety, mobility, or security issues. A minimum of 4 contiguous block faces or 1100 linear feet of curb space. Areas of mixed use are subject to a 110 linear feet of curb face requirement with approval by City Staff.
• Any other factors the City determines to be criteria to the determination of eligibility.

• Eligibility is typically limited to the following Zoning Classifications:

<table>
<thead>
<tr>
<th>Zoning Classification</th>
<th>Description</th>
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<tbody>
<tr>
<td>R1: One Family Dwelling</td>
<td>Block faces or 1100 linear feet of curb space</td>
</tr>
<tr>
<td>R2: One Family Dwelling</td>
<td></td>
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<tr>
<td>R2-SRD: One Family Dwelling</td>
<td></td>
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<tr>
<td>R3: Two Family Dwelling</td>
<td></td>
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<tr>
<td>R4: Multiple Family Dwelling</td>
<td></td>
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<tr>
<td>R4L: Low Density Multiple Family</td>
<td></td>
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<tr>
<td>R5: Multiple Family Dwelling Dist.</td>
<td></td>
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<tr>
<td>URX: Townhomes</td>
<td></td>
</tr>
<tr>
<td>NRX: Neighborhood Residential Mixed Use</td>
<td></td>
</tr>
<tr>
<td>HMR-SRD: Historical MU Residential-S.R. District</td>
<td></td>
</tr>
<tr>
<td>NCX: Neighborhood Commercial Mixed-Use District</td>
<td></td>
</tr>
<tr>
<td>UCX: Urban Center Mixed-Use District</td>
<td></td>
</tr>
<tr>
<td>RCX: Residential Commercial Mixed-Use District</td>
<td></td>
</tr>
<tr>
<td>CCX: Community Commercial Mixed-Use District</td>
<td></td>
</tr>
<tr>
<td>HMX: Hospital Medical Mixed-Use District</td>
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</table>

(Refer to www.cityoftacoma.org/residentialparking to verify current zoning classification for the intended zone)

*An RPZ may consist of one or more subdivisions or neighborhood areas. City Staff may revise or subdivide RPZ areas as is deemed appropriate and necessary to help facilitate management of on-street parking.

**STEP 5– Gather Support**

**Evidence of Support**

There must be at least 60% support for RPZ to continue the review process. Evidence of support may be documented in one or more of the following ways:

- **Ballot by Mail**
  - Ballots will be mailed to all property owners at the beginning of the petition period.
- **Online via cityoftacoma.org/residentialparking**
  - An online form option will be available for property owners to submit their standing. Ballots sent property owners will disclose information on how to submit online.
- **In person by petitioner**
  - Petitioners may petition going door to door and collect signatures for support using a standardized petition provided by the City.

Property owners will have the option to specify that they support review, oppose review, or agree with the majority of other responders regarding review for RPZ. A statement of
exception must be submitted by the petitioner explaining the absence of any property not so represented.

Notification/Evidence of Support

If the street is determined by the City to be eligible for further consideration under the Step Four provisions, the City will develop a map of the limits of the proposed RPZ. The map will include the petitioned zone area and a “buffer area” of the anticipated impact area for parking spillover. An address list will be established based on the map and will be used to determine eligible residential addresses for purposes of determining the support threshold.

The petition area will be determined by the City and will include primarily those properties facing or abutting the street segment along which the RPZ is proposed.

- Notification/evidence of support must be submitted on forms approved by the City. Forms which have been modified or revised will not be accepted.
- The City will assist in the outreach for the area, including:
  - Establish a mailing list of addresses for consideration of the zone.
- Mail petition ballots to the addresses identified within the zone boundaries. Establish and maintain a dedicated webpage for the zone to solicit responses to the proposed RPP. The Petitioner may participate in additional outreach to expedite the approval process by soliciting feedback through door to door petitioning. In addition, the Petitioner may be required to participate in additional community outreach efforts as indicated by the City.
- The City reserves the right to validate any petitions submitted for consideration.
- Notification/evidence of support petitions must be completed and returned to the City by the established deadline for the segment to be further considered.
- Requests with any of the following will not be furthered in processing:
  - No petition submitted;
  - Petitions found to be incomplete, illegible, or are found or perceived to not have truthful or accurate representations;
  - Petitions that do not represent or account for properties in the zone.

- Any person(s) who wishes to alter their indication of support on the petition form after its submittal must do so by individual letter of request to the City within 30 days of submission of the petition. No such requests will affect applications that have already received approval or denial.

Action to move forward will be defined as follows:

- If the number of petitioners indicating “Support Review” is greater than the number of property owners indicating “Oppose Review”, then the number of petitioners indicating
“Agree with Majority” shall be added to the number of petitioners indicating “Support Review”, and the sum shall be used to calculate the evidence of support for review.

- If the number of petitioners indicating “Oppose Review” is greater than the number of property owners indicating “Support Review”, then the number of petitioners indicating “Go with Majority” shall be added to the number of petitioners indicating “Oppose Review”, and the sum shall be used to calculate the evidence of support for review.

- If the number of petitioners indicating “Support Review” is equal to the number of property owners indicating “Oppose Review”, then the number of residents indicating “Go with Majority” shall not be added to either the number of residents indicating “Support Review” or “Oppose Review”.

- Property owners must vote on zone creation and indicate their standing via verifiable petition. Property owners are limited to providing one vote per parcel. If a property owner does not respond to petition, the petitioner must provide to the City proof of “good faith effort” to contact property representatives. (‘Good faith effort’ is defined by making an effort to contact at least three separate attempts on different days at different times when it would be reasonable to expect someone to be available).

- Only one signature and indication per property will be accepted. Any property represented by multiple signatures with identical indications will be considered singularly. Any property represented by multiple signatures with differing indications will be considered nonresponsive but accounted for in the petitioning process.

**STEP 6 – Verify Parking Demand Issue**

The need for the RPZ during the requested days and times of days will be validated with field observations by City staff. The following criteria will be considered by the City staff in determining the viability of creating a new RPZ.

- At least 75% of all available legal parking spaces are occupied.

- At least 35% of all available legal parking spaces are occupied by commuter or non-resident vehicles.

- For street segments with existing parking restrictions which were installed to mitigate adverse levels of commuter or non-resident parking, or can be reasonably assumed to have been installed for that reason, the existing parking restrictions will be considered prima facie evidence of an adverse level of commuter or non-resident parking and therefore satisfy the requirements of this section for the days and times the existing restrictions are in effect. City Staff reserves the right to modify the days and times to be the least restrictive that best mitigates the actual or anticipated parking issues.

- The total number of legal curbside parking spaces along the requested street segment;

- The field parking survey is expected to determine any adverse and chronic levels of commuter or non-resident parking alleged in the application.
• The number of legal curbside parking spaces that are occupied by motor vehicles and the license plate information of those vehicles;
• The license plate information collected during the parking survey will be compared to the license plate information provided in the evidence of support petition.
• Any other criteria determined by the City to be relevant to the determination.

If the parking issues indicated on the original application for an RPZ are verified by the results of the parking surveys then the request shall be eligible for consideration of approval.

If the parking issues indicated on the original application for an RPZ are NOT verified by the results of the parking surveys then the request shall NOT be eligible for consideration and will be denied.

If the parking issues are only partially satisfied by the parking surveys, then the days and times of day may be amended at the discretion of City Staff to better represent the results of the parking surveys during which the parking issues were satisfied. Amendment of the requested days or times of day does not create a need for additional petitioning.

In making the determination of whether to approve, deny, or modify a request, City Staff may consider traffic data as well as any relevant contextual issues provided by the petitioner.

Denied Applications

If a proposed RPZ designation is denied, City Staff will provide a letter of explanation to the petitioner as to why the petition was denied.

STEP 7 – Create Zone

Notification

A complete listing of all active requests will be posted on the City’s web site and through a dedicated Residential Parking Program webpage.

Once a request receives approval, City Staff will send a notification to all properties along the requested street segment announcing the approval of the RPZ request and the approximate date the parking restrictions will be installed. The letter will also include information about the program, enrollment for participation, purchasing RPP stickers and/or tags, and other pertinent information.

PARTICIPATION WITHIN AN ESTABLISHED ZONE

Registration for RPP Permits
To register your vehicle for RPZ participation ALL of the following requirements must be met:

- The customer must be a current resident or a property owner within the zone for which the permit is to be issued.
- Proof of residency may be shown with at least one of the following:
  1. A valid driver’s license with current address.
  2. A current property tax statement.
  3. A current utility bill in the requester’s name dated within 30 days of the date of application.
  4. Voter registration card with current address.
- If renting/leasing a residential space, a copy of an executed lease between the owner or agent of the property and the tenant or tenants. Only those tenants indicated on the lease will be considered eligible to purchase permits. Subleases are not accepted.
- Any other documentation deemed acceptable by City Staff.

**Purchase of Permits to Established Zones**

Annually the Public Works Director will review the costs to administer the RPP to establish a permit fee sufficient to maintain the RPP. The fee schedule for the purchase or replacement of the annual permit will be posted on the City website by November 1st each year for the following year. Permits are valid for 12 consecutive months. Verification of residency and vehicle ownership is required for new permits and each renewal.

- No refunds will be made or credits issued for any permits that have been purchased.
- Permits may be purchased within the year but the cost of the permits is not prorated.
- Parking permits at a discounted rate are eligible for low income residents. Residents who qualify for other low income programs--TANF, WIC, LIHEAP, SSI, SNAP, etc. are eligible for consideration of discounted rate permits. Other program participation or conditions may be considered when determining eligibility for discounted rate permits. For qualifying households, the permit for the first vehicle only will be at no cost. For each registered vehicle thereafter the annual permit cost will follow the basic rate structure.

Permits shall be provided in a form as designated and must be displayed or utilized in the manner proscribed by the City. Permits may be in various forms including, but not limited to, hang tags, stickers or license plates.
Each “permit” shall be valid only for the particular vehicle, year, and permit area for which it is issued. The registration number on the resident permit must match the license plate of the vehicle.

The resident shall be required to report/notify the City of the sale or purchase of a vehicle registered for the RPZ prior to parking the vehicle within the zone. Failure to properly report may result in a citation.

RPP Guest Pass

Guest passes for visitors are valid for one 24 hour period. Passes may be in various forms including as prescribed by the City but not limited to, hang tags, stickers or license plates.

10 individual guest passes are issued with each annual permit. Additional visitor passes may be purchased for $1.00 for each pass (minimum of 10 purchased at a time)

Duties and Responsibilities of Participants

- Permit holders are solely responsible for the proper use and safekeeping of all permits and guest passes.
- Permit holders are prohibited from bartering or selling RPP permits or guest passes, and such permits are subject to revocation and confiscation. Parked vehicles displaying revoked permits or passes are subject to citation and/or impoundment.
- Individuals, groups, or properties found to have used permits or passes or allowed the use of permits or passes in a manner inconsistent with the letter, intent, or spirit of the RPP jeopardize their eligibility to continue participation in the program. The City retains sole authority to determine whether specific individuals, groups, or properties may participate in the RPP, and may revoke any issued permits or remove or modify established RPZs for cause.

RPZ Parking Exemptions

- Any emergency vehicle, including, but not limited to, an ambulance, fire engine or police vehicle, which is under the control of an individual providing service in the residential parking area, shall be permitted to stand or be parked on a street in the area without being limited by the residential parking prohibitions or restrictions.
- A vehicle displaying an official City of Tacoma logo or a vehicle with authorization to be used for conducting business for the City shall be permitted to stand or be parked on a street in the RPZ without being limited by the residential parking prohibitions or restrictions.

Removal or Modification of an RPZ by Citizen Request
The request for removal or modification of RPZ must originate from a resident or a property owner with a residential address located in the RPZ of interest. The petitioner must be willing to:

a. Be considered the petitioner of record and act as the primary contact for the request;

b. Take responsibility for RPZ notifications, maintain outreach integrity and the compilation of evidence of support for the requested RPZ removal or modifications should it be determined eligible for consideration as directed by the City.

c. Serve as liaison for any community outreach within the boundaries of the RPZ and/or adjacent segments as directed by the City.

City Staff will provide the representing petitioner with contact information for the petitioned RPZ area. City Staff must receive all requests by currently published biannual deadlines. A written request should be submitted to:

City of Tacoma  
Public Works—Parking Services  
Residential Parking Program  
942 Pacific Ave  
Tacoma, Washington 98402

The request for removal or modification must identify:

a. The name, address, and phone number of the designated petitioner;

b. The street and blocks where the requester desires consideration for removal or modification of existing RPZ; and, in the instance of modification,

c. The days of the week and the times of those days of the existing RPZ restrictions,

d. The desired days of the week and the times of those days that the modified RPZ should be in effect, or that no RPZ designation is desired, as appropriate.

e. Requests for removal or modification of RPZs include one side of a street segment. Where no residential units exist along one side of a street segment, then the other side of the street segment with residential units may be considered singularly.

f. Requests for retraction of RPZs may not be less than minimum RPZ size requirements

Eligibility
City Staff will conduct the necessary traffic engineering studies. A determination of the street's eligibility for removal or modification of existing RPZ will be based on the following criteria:

- The street must be a public street with the meaning of state law and City of Tacoma Municipal code.

- There must be at least a 60% evidence of support for RPZ removal or modification to further the review process. Evidence of support shall be collected using a standardized petition form provided by the City. Property owners will have the ability to indicate that they support review, oppose review, or agree with the majority of other responders regarding review for removal or modification of existing RPZ. The process for collection of evidence of support is defined in subsequent sections. Action to move forward will be defined as follows:

  - If the number of petitioners indicating “Support Review” is greater than the number of petitioners indicating “Oppose Review”, then the number of petitioners indicating “Agree with Majority” shall be added to the number of petitioners indicating “Support Review”, and the sum shall be used to calculate the evidence of support for review.

  - If the number of petitioners indicating “Oppose Review” is greater than the number of petitioners indicating “Support Review”, then the number of petitioners indicating “Go with Majority” shall be added to the number of petitioners indicating “Oppose Review”, and the sum shall be used to calculate the evidence of support for review.

  - If the number of petitioners indicating “Support Review” is equal to the number of petitioners indicating “Oppose Review”, then the number of petitioners indicating “Go with Majority” shall not be added to either the number of petitioners indicating “Support Review” or “Oppose Review”.

**Notification/Evidence of Support**

- The City will develop a map of the limits of the proposed removal or modification of RPZ showing the associated petition area.

- Requests which seek to expand the days and times of RPZ from their current limits will require notification. For requests which seek to reduce the durations that RPZ is in effect, notification may be limited to the requested street segment.

- The petition area will be determined by the City and will include primarily the impacted addresses whose properties facing or abutting the street segment in which removal or modification of RPZ is proposed. A list of addresses in the petition area and a petition of notification on which to gather evidence of support will be provided to the petitioner.

- Notification/evidence of support must be submitted on forms produced by the City or exact duplicates. Counter-petitions or other similar instruments will not be accepted.
- The City reserves the right to validate any petitions submitted for consideration.

- Notification/evidence of support petitions must be completed and returned to the City by the established deadline for the segment to be further considered.

- Requests with any of the following will not be processed:
  
  a. No petition submitted;

  b. Petitions found to be incomplete, illegible, or are perceived to not have truthful or accurate representations;

  c. Petitions that do not represent or account for all properties within the zone.

- Each property identified by the City as being within the petition area must be represented on the petition by signature and by indication of “Support”, “Oppose”, or “Agree with Majority”. A statement of exception must be submitted by the petitioner explaining the absence of any property not represented. Only one signature and indication per property will accepted. Any property represented by multiple signatures with identical indications will be considered singularly. Any property represented by multiple signatures with differing indications will be considered nonresponsive but accounted for in the petitioning process.

- Any person who wishes to alter their indication of support on the petition form after its submittal must do so by individual letter of request to the City within 30 days of submission of the petition submittal. No such requests will affect applications that have already received approval.

- A complete listing of all active requests will be posted on the City’s web site and through a dedicated Residential Parking Program webpage.

- Once a request is approved, City Staff will provide notification to all properties along the requested street segment announcing the approximate date removal or modification of the existing RPZ restrictions will occur.

**Refunds and Reconsiderations**

- In the event RPZ restrictions are removed, no refunds will be made or credits issued for any permits that have been purchased.

- Street segments which have had RPZ restrictions removed or modified may not be considered for reinstatement or modification for two years from date of removal or modification.