

City of Lompoc

Residential Permit Parking Program

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1. Purpose

The primary purpose of the City of Lompoc Residential Preferential Parking Districts (District) is to limit excessive intrusion of non-residential parking into parking-restricted residential streets and neighborhoods, where such parking practices have negatively impacted the residential area. Therefore, residents of any parking restricted streets within the same District, who park their own or their visitors vehicles while displaying valid permits for that District, shall not be considered parking intruders.

2. Overview of the Residential Permit Parking Program

The Residential Permit Parking Program (Program) contains three ways by which preferential permit parking may be established; all require City Council action. Following is a high-level overview of the Program. The specific details of each are contained subsequently in this document.

- A. **Adopted Parking Restrictions on Certain Streets.** The City Council, along with this program, has adopted restrictions for parking on certain streets indicated in Lompoc Municipal Code (LMC) Section 10.28.040.
- B. Residents who possess Residential Parking Permits for a District may park within the District for up to 72 consecutive hours pursuant to LMC section 10.28.190.
- C. Residents who possess Recreational Vehicle Parking Permits may park their Recreational Vehicle within the District in accordance with the Recreational Vehicle Parking Permit and LMC 10.28.240.

3. Review Process for Petitions for Residential Preferential Parking Districts

- A. Districts are established by the City Council. The Chief of Police or City Engineer may recommend to the City Council establishment of a District pursuant to the process and criteria established in this Program.
- B. Lompoc residents may initiate requests for establishment of a District.
- C. The City Clerk will receive and review petitions requesting establishment of a District from residential groups and neighborhood organizations in the City.

- D. Subsequently, the procedures contained in this Program will be used in establishing, designating, or dissolving Districts.

4. Petition Criteria, Validation, and Next Steps

4.1 Petition Criteria

The City Clerk shall verify that the petition requesting establishment of a District meets all of the following criteria:

- A. The petition shall be in writing and it shall be signed by at least 75% of the households in the residential area described in the petition. Only one valid signature per household will be counted towards establishing the 75% of households threshold. Districts shall be allowed only on public streets that are within, or form the border of, zoning districts RA, R-1, R-2, R-3, MH, any residential Specific Plan zone, or any residential Planned Development Overlay zone.
- B. All the petitioners shall reside within the proposed District.
- C. The petition shall indicate that the petitioning residents desire the establishment of the District and are willing to participate in the Program by purchasing annual Residential Parking Permits and/or ~~Annual~~ a two-week Visitor Permit.
- D. The petition shall identify the designated “Neighborhood Representative” and, if applicable, the “Neighborhood Organization” who will act as the main contact for the neighborhood.
- E. The petition shall include the printed name, signature, and complete address of each petitioner.
- F. The petitioners shall provide the license plate numbers and other information requested by the City Clerk about all motor vehicles registered to each household listed on the petition.
- G. The petition shall document the number of households represented by signatures relative to the total number of households in the area proposed for the District.
- H. A cover letter to the petition shall state:
 - i. How the residential area is being impacted by non-resident vehicle parking;
 - ii. Identify the non-residential source or activities that are generating the intrusion impacts; and

- iii. Indicate the periods of the day when the impacts are occurring.
- I. The petition shall include an agreement to pay the City's reasonable costs for erecting the required signs in the District.

4.2 Petition Validation

The City Clerk will validate the petition to determine if all requirements have been met. If the City Clerk determines all requirements have not been met, then the neighborhood resident representative shall be notified and given 60 days to correct the deficiencies in the petition. If a supplemental petition is not submitted prior to the expiration of time, then the petition shall not be considered further and a new petition shall be necessary when/if the residents want their street to be considered for parking restrictions. Petitions that have met the requirements will be processed by the City Clerk and forwarded to the appropriate Division for further review and recommendation to the City Council.

4.3 Petitions Found to not be Qualifying

A. After validation of the petition:

- i. If the Chief of Police or City Engineer has found there is not sufficient grounds for establishment of the District proposed by the petition, then the petition shall not proceed, and the neighborhood resident representative shall be notified of the decision and the right to appeal. The neighborhood resident representative shall have the right to appeal the determination in accordance with the procedures of Chapter 1.32 of the Lompoc Municipal Code.

4.4 Petitions Found Qualifying

A. If the Chief of Police or City Engineer has found the petition to be qualifying, the City Clerk shall notify in writing the residents of the petitioning streets of the time and date of the City Council meeting during which their petition will be considered by the City Council for approval or disapproval. The City Council shall have the sole discretion to establish, or not to establish, the District requested in the petition. The City Council need not establish the District even if the petition satisfies all petition criteria in this policy. The notice shall also notify the residents of the requirement for payment of the City's costs for enacting the Program, such as erection of signs and/or painting of curbs and of the estimate for such costs.

4.5 Recommendation of Districts by Chief of Police or City Engineer

Nothing in this Program shall prevent the Chief of Police or City Engineer from recommending a District to the City Council, nor prevent the City Council from establishing a District on its own motion. In such event, the costs for establishing the Program, such as erecting signs and/or painting curbs, shall be borne by the City.

5. Dissolution of Residential Preferential Parking Districts

- A. Once a street or area has been posted for residential preferential parking, voluntary removal of parking restrictions and dissolution of the District shall require 66% of the households on the block to submit a petition requesting removal of the parking restrictions. Alternatively, the City Council may dissolve any District, or amend the parking restrictions of the District, at any time in its sole discretion.
- B. The removal petition process shall be the same as the process for the establishment of the District.

6. Residential Parking Permit

6.1 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions will govern the construction of the words and phrases used in this section:

“Guest parking permit” means a limited-duration parking permit for a vehicle belonging to an out-of-town visitor issued by the Chief of Police or designee in accordance with the provisions of this section.

“In-Home Service Provider” means a professional caregiver who provides care and assistance to individuals in their home. This can include such services as child care, companion care, housekeeping, personal care, and skilled nursing services.

“Out-of-town visitor” means any natural person who is not a resident of the City and who is temporarily visiting a resident of the City.

“Parking permit” means a one-year parking permit for a vehicle belonging to a resident of the City issued by the Chief of Police or designee in accordance with the provisions of this section.

“Resident,” “City resident,” or “resident of the City” means a person whose primary dwelling place is located at a permanent physical address in the City of Lompoc.

6.1 Application

1. Every resident desiring a residential parking permit shall file an application with the Lompoc Police Department containing the following information:
 - a. The name, residential address and phone number of the resident applying for the parking permit along with proof of residency in the District satisfactory to the Chief of Police such as a current driver's license or identification card, property tax bill, or public utility bill;
 - b. The name, address, and phone number of the registered owner of the vehicle for which a parking permit is sought along with a copy of the vehicle registration from the California Department of Motor Vehicles or equivalent agency from another state. If the resident applying for the parking permit is not the registered owner, then the application shall either include a letter of authorization from the registered owner or proof that the applicant is renting the vehicle;
 - c. The license plate number, year, make, and model of the vehicle; and
 - d. Such additional information as the Chief of Police or designee may reasonably require.
2. An application for a guest parking permit may be filed by the resident that the out-of-town visitor is visiting. The application shall include the following:
 - a. The name, residential address, and phone number of the resident that the out-of-town visitor will be visiting;
 - b. The name, address, and phone number of the out-of-town visitor;
 - c. The dates for which the parking permit is desired, up to a maximum time period of two weeks; and
 - d. Such additional information as the Chief of Police or designee may reasonably require.

6.2 In-Home Service Provider

- A. Type and Purpose. The Chief of Police shall make available the following annual In-Home Service Provider parking permits to all households on parking restricted streets in a District:
 - i. Babysitter;

- ii. Housekeeper;
- iii. Nanny; and
- iv. Medical Care Giver.

The Annual In-Home Service Provider parking permits shall not be used on the residents' own vehicles; Annual In-Home Service Provider parking permits shall be for the exclusive use of the motor vehicles of In-Home Service Providers working for residents of parking-restricted streets in preferential parking Districts. When a valid Annual In-Home Service Provider parking permit is displayed, the posted parking restriction shall not be applicable to such vehicle. However, the permit shall not exempt the vehicle from being cited for other violations as determined by local and State law.

In-Home Service Providers must complete an application as provided for in Section 6.1 but in addition they must also provide verification of providing services at the home of a resident within the District. That verification may consist of invoices addressed to the resident, cancelled checks received from the resident, or a statement signed by the resident receiving services. When employment ceases, then the permit shall be surrendered to the Chief of Police. The in-home service provider permit is not transferable to another provider.

6.3 Fee

There shall be a fee for issuance of a parking permit or guest parking permit, in the amount of \$20 annually.

There shall be no fee for an in-home service provider parking permit.

6.4 Fee Waiver

If a resident on a fixed income consisting of primarily Social Security benefits, or other public assistance such as housing assistance, cannot afford the fee then the fee may be waived upon approval by the Chief of Police, after receiving adequate evidence of income.

6.4 Parking Permits -- Issuance

1. The Chief of Police or designee has the authority to issue parking permits and guest parking permits.
2. The Chief of Police or designee shall issue a parking permit unless one of the following findings is made:
 - e. The applicant is not a resident of the District listed in the application;

- f. The resident is not the registered owner of the vehicle and neither has authorization from the owner to use such vehicle nor proof that the vehicle is being rented by the resident;
 - g. A parking permit that is still valid has already been issued for a resident at the listed address;
 - h. There are public safety concerns relating to the parking of the vehicle on the street on which the parking would be provided, including but not limited to a street being too narrow to safely accommodate the vehicle;
 - i. The applicant provided information in the parking permit application that was materially false.
3. The Chief of Police or designee shall issue a guest parking permit unless one of the following findings is made:
- a. The out-of-town visitor is not the registered owner of the vehicle and neither has authorization from the owner to use such vehicle nor proof that the vehicle is being rented by the out-of-town visitor;
 - b. There are public safety concerns relating to the parking of the vehicle on the street on which the parking would be provided, including but not limited to a street being too narrow to safely accommodate the vehicle;
 - c. The applicant provided information in the parking permit application that was materially false;
 - d. The out-of-town visitor is not visiting the resident listed in the application;
 - e. The resident listed in the application is not a resident of the District listed in the application.

6.5 Parking Permit – Display.

1. All parking permits and guest parking permits shall include the license plate number of the designated vehicle, the date of issuance, the date of expiration, the parking permit number, and the resident's address.
2. All parking permits shall be conspicuously displayed in the lower driver's side of the windshield or nearest window so that all information on the parking permit is clearly visible from the exterior of the vehicle in order to avoid a parking ticket. The possession of a valid, unexpired parking permit that was not properly displayed shall not be considered a defense to a citation for an illegally parked vehicle.

3. Any person who displays a counterfeit, forged, altered, or fraudulent parking permit shall be guilty of a misdemeanor.

6.6 Parking Permits – Revocation.

1. The Chief of Police or designee shall have the authority to revoke a parking permit or guest parking permit in the following circumstances:
 - a. Facts are discovered after the parking permit is issued that would have justified denial of the parking permit application;
 - b. The vehicle has fallen into a state of disrepair and has become a public nuisance;
 - c. The vehicle has become inoperable;
 - d. There have been at least two parking citations issued for the vehicle associated with the parking permit;
2. The Chief of Police shall issue a notice of revocation in writing to the permittee specifying the effective date of the revocation. The revocation shall become effective on the first day following the deadline to file an appeal under Chapter 1.32, unless an appeal is filed, in which case the revocation shall not become effective until a final decision on the appeal is issued.
3. The permittee shall have the right to appeal the notice of revocation in accordance with the procedures of Chapter 1.32 of this code, except that the appeal shall be to the City Manager with no right of review to the City Council.

6.7 Violations.

Unless otherwise specified, all violations of this section shall be an infraction and shall be subject to citation, towing as permitted by state law, or both.