



City of Burbank

1 HOUR PERMIT PARKING APPLICATION

Procedure

1. The *Permit Parking Application Criteria & Procedure* listed on this page must be circulated along with the petition to at least 80% of the total residential dwelling units of the proposed zone.
2. The petition must demonstrate via signatures that at least 2/3 of the total residential dwelling units within the proposed zone support the petition (only one adult signature per household).
 - If a resident opposes the petition, write “**Opposed**” in the signature space next to the address.
 - If, after at least two separate attempts no contact has been made, write “**No Contact**” in the signature space next to the address, noting the days and times contact was attempted.
3. The petition sponsor must sign the perjury statement on each page of the petition before submitting it to the Public Works Department.

Criteria

1. The petition must demonstrate that the minimum contact and support requirements have been met.
2. The zone in question must already have 2-HR parking restrictions in place for a minimum six month period prior to applying for 1-HOUR parking restrictions.
3. The need for parking restrictions must be Monday - Friday, 8AM – 6PM.
4. Field study data collected must demonstrate that, on average, at least 75% of the available parking is occupied at regular and significant intervals by non-resident vehicles during peak demand (Monday-Friday, 8AM-6PM).

Process

1. Petition signatures will be verified to determine that minimum contact and support requirements have been met.
 - Petitions failing to meet the minimum contact and/or support requirements are not eligible for consideration and will be returned to the petition sponsor for additional signatures as necessary.
2. Resident vehicle information must be provided.
3. Field studies to determine parking impact typically require a minimum of one month, but may take longer.
4. Residents will be notified of the final determination, based on demonstrated parking impact.

Petition Sponsor

Petition Sponsor Address _____ **Daytime Phone:** _____

Alternate Contact Address _____ **Daytime Phone:** _____

We, the undersigned residents, hereby petition the City of Burbank to establish a "2-HOUR Parking Except By Permit" zone on the _____ block of _____ and attest that:

- ✓ Each undersigned person is at least 18 years old and resides in the proposed zone.
(Only one signature per household)
- ✓ Permit Parking Application Procedures & Criteria were reviewed at the time the petition was presented for signature.

Date: _____

Signature: _____ Print Name: _____

Address: _____ Phone: _____

Vehicle	Make	Model	License Plate #
Vehicle 1			
Vehicle 2			
Vehicle 3			
Vehicle 4			
Vehicle 5			

Date: _____

Signature: _____ Print Name: _____

Address: _____ Phone: _____

Vehicle	Make	Model	License Plate #
Vehicle 1			
Vehicle 2			
Vehicle 3			
Vehicle 4			
Vehicle 5			

I declare under penalty of perjury, pursuant to the laws of the State of California, that the foregoing is true and correct.

_____ Executed on _____ in Burbank, California
Sponsor Signature Date