



CITY OF MANHATTAN BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT  
1400 HIGHLAND AVENUE, P.O. BOX 6459  
MANHATTAN BEACH, CALIFORNIA 90266

## **DOWNTOWN RESIDENTIAL OVERRIDE PARKING PROGRAM PETITION FORM PROCEDURES**

### **PROCEDURES**

1. The complete criteria and procedures for the Downtown Residential Override Parking Program are available at the Community Development Department Counter at City Hall, located at 1400 Manhattan Avenue.
2. Residents fronting an eligible street may petition for two-hour time limit parking restrictions on their block. A block is defined as the length of street between two adjacent intersections or between an intersection and the termination of the street or override parking zone in either direction. Street frontages with commercial uses only are not eligible for this program.
3. One or more sponsor(s) (contact person) may circulate the petition form to all residents of the fronting properties on both sides the proposed block. If a resident is against the Residential Override Parking Program, the word "OPPOSED" should be noted in the petition signature space. If the sponsor is unable to contact a resident, "NO CONTACT" should be noted in the petition signature space with the days and times that the contact was attempted.
4. After at least two-thirds (66.6%) of the fronting property owners or residents on both sides of the proposed block have signed in support of the Downtown Residential Override Parking Program, the contact person signs the perjury statement on each page of the petition, and submits the petition to the Traffic Engineer. There is no fee to petition for installation or removal of parking restrictions on a street within the program area.
5. City of Manhattan Beach staff will evaluate the petition and verify eligibility of the proposed block. Once verified, the approved block will be posted with "TWO HOUR PARKING 7AM TO 8PM." Parking restrictions will be effective on all days, except that vehicles with tags will be exempted from the time limit. All residents on that block will be notified that they may apply for residential override hangtags issued by the City, located at the above address.
6. Residential override tags are available only to applicants who live on a qualified street posted with restricted parking. First-time applicants must show proof of residence. HANGTAGS ARE VALID ONLY FOR THE ADDRESS ON THE APPLICATION.
7. Each qualified residential household is allowed up to two (2) hangtags for vehicles registered to occupants of the residence. In addition, one transferable hangtag may be issued to each household to be used for any guest vehicle of that household. Only one transferable hangtag will be issued per program term to each household. No replacement of lost or stolen transferable hangtags will be issued.
8. The issuance fee for an override hangtag is \$15.00 for the first vehicle and \$5.00 for each additional hangtag. There is no prorated adjustment or refund in the fee if the applicant enters the program any time after the current program cycle has started. The fee for replacement of lost or stolen non-transferable hangtags is \$5.00.
9. All residential parking override tags are valid during the current program term or until the resident no longer resides in a qualified dwelling unit for such override, whichever occurs first.
10. All vehicles must be currently registered to the address on the application. The hangtag shall prominently displayed in the front windshield of the eligible vehicle.
11. All other applicable parking restrictions, such as street sweeping and red curbs, must be followed. Vehicles with override hangtags are NOT exempt from parking meter regulations.
12. The current Downtown Residential Override Parking Program term expires March 31, 2011.



## City of Manhattan Beach Downtown Residential Override Parking Program Petition Form

We, the undersigned residents, do hereby petition the City of Manhattan Beach to establish  
TWO HOUR PARKING 7AM – 8PM VEHICLES WITH TAGS EXEMPTED” restrictions

on the \_\_\_\_\_ block of \_\_\_\_\_  
between \_\_\_\_\_ and \_\_\_\_\_.

We attest that each undersigned person is 18 years or older and is a responsible owner or resident in the proposed block.

We attest that a copy of the Downtown Residential Override Parking Program Petition Form Procedures was attached to this petition for review at the time this petition was signed.

The designated contact person(s) are:

CONTACT PERSON: \_\_\_\_\_ DAYTIME PHONE NO: \_\_\_\_\_

ALTERNATE CONTACT: \_\_\_\_\_ DAYTIME PHONE NO: \_\_\_\_\_

NOTE: Only one responsible signature per residence is required.

SIGNATURE Or “Opposed” or “No Contact”	PRINT NAME	PRINT STREET ADDRESS	PRINT DATE
1.			
2.			
3.			
4.			
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7.			
8.			
9.			
10.			

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

\_\_\_\_\_  
Signed by Contact Executed on \_\_\_\_\_ Date \_\_\_\_\_ in Manhattan Beach, California.

Downtown Residential Override Parking Petition on \_\_\_\_\_

NOTE: Only one responsible signature per residence is required.

SIGNATURE Or "Opposed" or "No Contact"	PRINT NAME	PRINT STREET ADDRESS	PRINT DATE
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I declare under penalty of perjury, pursuant to the laws of the State of California, that the foregoing is true and correct.

\_\_\_\_\_ Executed on \_\_\_\_\_ Date \_\_\_\_\_ in Manhattan Beach, California.  
Signed by Contact