



# ParkWise

# Residential Permit Information

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Upon successful completion of the petition approval process annual permits are sold. If your block is interested in implementing a Residential Permit Program, contact ParkWise. Available permit types are:

- **Weekdays Only for \$48/year (Monday through Friday 8 am to 5 pm)**
- **Weekdays plus University of Arizona basketball games for \$60/year (Monday through Friday 8 am to 5 pm and U of A Home Basketball Game days 8 am to 10 pm)**
- **Weekdays plus evenings and weekends for \$72/year.**

Residential parking permits are available for properties not exceeding four (4) units. The number of parking spaces allowed per address is determined by measuring the property frontage. When measuring the frontage of your property, ParkWise will take into account such things as fire hydrants, curb cuts, driveways, alleyways and intersections. Parking is allowed only on the block face of the address the permit is issued to or where the program was petitioned and will comply with all parking codes and regulations.

***With a paid residential parking permit, and depending on property frontage,*** a resident can receive two visitor passes (the first one is free and a second one the same price as the permit). A visitor pass is a plastic hanging tag with a numbered permit placed on it. This allows it to be moved from guest vehicle to guest vehicle as needed. When parking with a visitor pass, visitors may only park within the same block as the residence for which it is issued. Visitor passes are not available in meter exemption program areas.

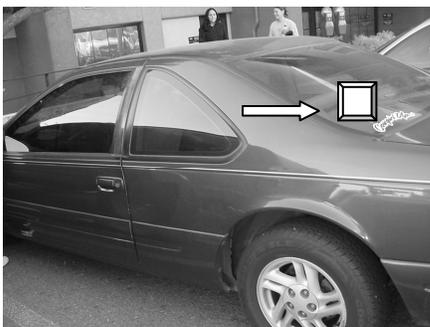
All permits and passes expire one year from when they are issued. ***Please note that it is the resident's responsibility to renew their parking permits every year when they are due to avoid any parking citations or late fees.*** As a courtesy, ParkWise will send out reminder letters thirty days prior to permit expiration.

For lost or stolen permits, a replacement permit will be issued and charged at a prorated permit price. For a stolen permit that you have reported to the Tucson Police Department and have a report of the incident, please bring a copy of the report with you to the ParkWise office and you will be issued another permit at no charge. All replacement permits will still expire at the same time as the original permit was dated.

## **Program Policies**

- **No refunds will be issued for parking permits.**

- Permits are valid for current residents only. A permit becomes invalid when a resident moves from the address and if the permit is sold to another party.
- **For neighborhoods in the 4<sup>th</sup> Avenue area (Stone to Euclid and Speedway to 10<sup>th</sup>/Stevens), parking programs are suspended 2 times a year during the 4<sup>th</sup> Avenue Street Fair.**
- Permits are issued to passenger vehicles only. No permits will be issued to commercial licensed vehicles and vehicles used for business purposes.
- A vehicle having 3 or more outstanding citations may result in all permits for that address being voided and/or removed from the vehicle. Permits are the property of ParkWise and may be removed by ParkWise staff if necessary.
- Permit holders must obey all traffic / parking codes and regulations. Having a permit only allows you to park on the street, it does not allow you to commit any other parking violations, and it's the owner's responsibility to resolve any citations issued to them. Please visit <http://www.ci.tucson.az.us/government/parkwise> for information.
- Stay-away Requests are when a registered permit holder requests a reprieve of enforcement in case of an unexpected event or emergency repair to the residence. **Only three (3) stay-aways per month will be allowed per resident.** Only the resident on file may contact Parkwise and request a stay-away. For anything lasting more than a few days, contact the ParkWise office as there are other types of permits available (i.e. Landlord, Temporary Construction, Service and Contractor permits).
- All permits with the exception of the visitor pass must be permanently affixed to the outside of the lower left corner (driver's side) of the rear window of each registered vehicle the permit is issued too (*See Example 1*) Convertibles and trucks with camper shells may affix permits to lower left-hand corner (driver's side) of front windshield. (*See Example 2*) The visitor permit must be placed in clear view and hanging from the rear-view mirror. If the hanging tag is damaged and can't be hung it may be temporarily placed on the driver's side of the dashboard, and must be clearly visible. Contact the ParkWise office for a replacement as soon as possible to avoid any citations.
- **Do not place permits on any other part of your vehicle such as bumpers or on the side of vehicle.**
- **Failure to display permit properly may result in a citation carrying a fine of \$85.**



**Example 1 – for most vehicles**



**Example 2 – Convertibles**

## **Permit Replacement Policy**

- **Sold or Traded Vehicles:** The registrant must remove permit prior to selling or trading a vehicle. The permit must be presented to ParkWise to receive a free replacement permit.
- **Windshield or Rear window Replacements:** Permits will be replaced free of charge provided satisfactory proof is presented that the windshield or rear window bearing the permit has been replaced, such as an invoice or receipt.
- If the conditions above are not met, a fee equal to the amount of the original permit will be charged for a replacement permit.

## **Permit Synchronization**

If you have more than one permit assigned to your residence and they do not all expire at the same time, a resident can request that all permits expire at the same time. Resident will be charged a prorated permit fee depending on when the permits will expire. (i.e. If one of your permits expires in April and another expires in October, you can ask that all permits expire in October and you will pay a prorated rate for the upcoming six months. Then in October, you will pay the annual permit fee.)

## **To Apply**

You may apply in person at 110 E Pennington St., Suite150 and the office hours are Monday through Friday, 7:45 AM to 5:15 PM. You may request an application be mailed to you at the address the permit will be issued to or you may visit our web site <http://www.ci.tucson.az.us/government/parkwise>.

Two proofs of residency are required, a valid driver's license or other photo identification and proof of ownership (property tax ID form) or an original and current lease/rental agreement (**agreement must show whether it is a month to month agreement or a fixed-term lease, the address of the rental, and contain both landlord and tenant signatures.**) Please note that ParkWise will not issue a permit if any of the requested information is missing.

***Please note: All residential permits are sold for a one-year term. Month to month permits are not available. Therefore to accommodate instances whereby one resident moves out and another moves in within that one-year time period, the new tenant must have a current rental agreement when applying for a permit and proof that the person who bought the permit previously no longer lives at that address. (i.e. Pursuant to Arizona Landlord/Tenant rules, either the tenant or the landlord must provide a "Notice of Termination" when vacating a rental unit. This document will provide the proof required.) In absence of a "Notice of Termination" document, a notarized letter from the landlord stating that the prior resident which includes the name of that individual, no longer***

***resides at that address. Without this documentation ParkWise will not resell a permit for the same address.***

For each vehicle receiving an affixed permit, a copy of the vehicle registration is required.

When mailing in the application, please include copies of the required documents and a check or money order payable to "City of Tucson".

For additional information please visit our website:  
<http://www.ci.tucson.az.us/government/parkwise> or call us (520) 791-5071.