

**Village of Woodstock
Parking Permit Regulations-Employee Parking Lot
Mechanic Street
Parking Resolution # 3**

Permits to park in the section of the Mechanic St. Parking Lot designated as an Employee Permit Parking Lot, are sold annually to the applicants selected at a random lottery conducted by the Board of Village Trustees.

When the Parking Permit Regulations regarding the Employee Parking Lot are revised by the Board of Village Trustees, the changes will require an applicant for a permit to park in the Employee Parking Lot to submit a new application for a permit for subsequent quarters.

Permit holders in compliance with the most recently adopted resolution governing parking in the Employee Parking Lot, at the time of application, may renew subsequent year permits without participating in future lotteries.

Applications may only be submitted by employees of village businesses.

Applications must contain information regarding the primary permit holder and secondary permit holder; if a shared permit.

Name of Primary Parking Permit Holder: _____

Address: _____

License plate number and State that issued the license plate: _____

Name of Secondary Parking Permit Holder: _____

Address: _____

License plate number and State that issued the license plate: _____

Primary and Secondary Permit Holder must not have any outstanding, unpaid parking tickets.

An application for a Parking Permit, or parking permit renewal received from an applicant that does not contain information regarding the name of the Primary Permit holder, or the license plate number or has any unpaid parking tickets, will not be approved and the application will be returned to the applicant.

The lottery will be held annually at the December meeting of the Board of Village Trustees.

To be included in the lottery, applications must be received in the Municipal Offices or postmarked prior to December 1st of every year.

All available spots in this parking lot that are not filled by the lottery will be sold on a first come basis.

Winners of the lottery are eligible to purchase a parking permit that will allow parking in any parking space in the non-metered, permit parking only, section of the Mechanic Street, Employee Permit Parking Lot.

Cost of a parking permit is \$100.00 per quarter; or portion of a quarter. Cost of a permit will not be discounted if a permit is purchased during a quarter due to a permit holder renewing after the beginning of the quarter.

Payment may be made annually or quarterly. If quarterly, payment must be received prior to the last day prior to the beginning of the quarter. January 1 to March 31 being the first quarter, April 1 to June 30 being the second quarter, July 1 to September 30 being the third quarter and October 1 to December 31 being the fourth quarter.

Permit Holders must fill out a new application form for the renewal time period if there have been any revisions to the RESOLUTION regulating parking in the Employee Parking Lot adopted by the Board of Village Trustees.

A grace period of seven calendar days at the beginning of each quarter is granted.

Following expiration of the grace period, the parking permit will be cancelled and any vehicle parking in the Employee Permit Parking Lot, with a cancelled parking permit, will be subject to the standard parking ticket for a violation of parking in the Employee Permit Parking Lot, without a permit, which is \$50.00.

Violations of the Village Parking Ordinances, other than parking without a permit, that occur in the Employee Permit Parking lot will be subject to the same fines as for violating the parking ordinance elsewhere in the Village.

Overnight parking in the Employee Permit Parking Lot is subject to the overnight parking regulations for this parking lot.

Overnight parking is allowed along the westerly boundary of the parking lot against the fence. Cars parking in these spaces must be moved before 8:00 am, or be subject to being ticketed and towed away at the owner's expense.

Overnight parking adjacent to the Welcome Center is prohibited and vehicles parking overnight are subject to being ticketed and towed away at the owner's expense.

Hours of operation of the permit parking system are 8:00 am to 6:00 pm daily.

The fine for parking in the Employee Permit Parking Lot, during the posted hours of operation, without properly displaying the parking permit is \$50.00 per offense.

This means that if a permit holder has paid for a permit to park in the Employee Permit Parking Lot and has parked his/her vehicle in the designated lot, but does not properly display the

parking permit, the vehicle is parking in violation of the rules and the vehicle will receive a \$50.00 ticket.

The Parking Permit is transferrable. This means that you may use the permit in a different vehicle or you may loan the parking permit to another motorist. The permit must be properly displayed or a ticket in the amount of \$50.00 will be issued. The person who was issued a parking permit shall be liable to pay all fines issued to any vehicle displaying the permit.

The permit is a window sticker and should be mounted on the windshield in the lower corner in front of the passenger seat. OR, permit holder may choose to laminate the sticker and place it on the dashboard of the vehicle when parking.

**If the permit is not displayed, a parking ticket will be issued.
No exceptions will be made.**

All parking permit lottery winners that wish to purchase the parking permit must sign the agreement for permit parking and agree to comply with these regulations.

All permits must be individually purchased. No “bulk sales” of parking permits will be allowed.

Signed this 21st day of March, 2017 by the Woodstock Village Board of Trustees:

Jeffrey Kahn, Chair

Keri Cole

Ward Goodenough

Serena Nelson

Cary Agin

I have read the Regulations for Parking in the Employee Permit Parking Lot and will comply with the Regulations.

Permit Holder Signature

Date