

PETITION FOR ESTABLISHMENT OF CITY PARKING PERMIT AREA
SALT LAKE CITY, UTAH

PURPOSE OF THE PETITION FORM IS:

1. To list in sequential order street address numbers of ALL known residences located on block faces of streets within the tentative petition boundary of the proposed City Permit Parking Area. Such residences may contain single unit dwellings or multiple unit dwellings (more than one); this information is also required. Sequential street address numbers may be found in the Salt Lake City Polk Directory.
2. To list qualified names and corresponding signatures of persons residing and/or owning property (corresponding with street number address referenced above) located within the tentative petition boundary AND WHO ARE IN FAVOR of the proposed City Permit Parking Area.
3. To satisfy petition requirements related to the designation process of a City Permit Parking Area as established by ordinance.

INSTRUCTIONS FOR PETITION FORM, COLUMNS 1 THROUGH 4

(Use numbered blocks 1 through 12 – top to bottom – to complete information requested in columns 1 through 4 – left to right.)

NOTE: The street address number of ALL dwelling structures (including number of dwelling units contained in the structure) located within the petition boundary must be listed on the petition forms. This should be done prior to circulating petition forms. Addresses must be listed in sequential order as they are located on any given street, using a separate numbered block on the petition form for each address.

In the case of structures containing multi-dwelling units with one street address number, use a separate numbered block on the petition form for each unit/apartment located at that address.

When the petition forms are circulated, obtain name/signature and residency status requested in column 3 and 4 corresponding with address information listed in column 1 and 2 of the same numbered block. Leave column 3 and 4 blank if petitioner is unknown, unable to locate or not in favor of the proposed City Permit Parking Area (declines to sign).

COLUMN 1 – Residence Address: Indicate street address number (assigned by the City Engineer) of residential dwelling and as listed on the Salt Lake County Recorder's Property Tax Rolls and in the City Polk Directory.

(Indicate unit number if more than one dwelling at this address):

For structures containing one dwelling unit, disregard. For structures containing multiple dwelling units, indicate apartment number OR location of the unit in the structure (upstairs, rear, north, etc.) in box at lower right-hand corner (UP, BSMT, NO, SO, ETC.).

COLUMN 2 – Number of Dwellings: Indicate the number of dwelling unit (s) contained within the residential dwelling structure bearing street address number listed in Column 1. A dwelling unit is defined as an independent abode, or household containing separate living facilities (private entrance, kitchen, bath and sleeping quarters). A dwelling in which sleeping quarters (such as rooms) are rented to others and tenants share living, kitchen and bath facilities is considered a one dwelling unit.

COLUMN 3 – Petitioner (print name – top line): Print name of resident/owner, resident/tenant or non-resident property owner (whichever is applicable) of residential dwelling address listed in Column 1. If petitioner is unknown or does not desire to sign the petition form, leave blank.

(Signature – bottom line)

For resident/owners (RO): Only one resident/owner per dwelling structure (tax parcel) is authorized to sign. (In tallying petition signatures, a resident/owner is given two counts—one for the dwelling unit in which he/she resides and one for the tax parcel on which the dwelling structure is located.) If there is more than one dwelling unit in the structure (tax parcel), resident/owner may not sign for the additional unit (s) unless such unit (s) is/are vacant.

For resident/tenants (RT): Only one resident/tenant per dwelling unit is authorized to sign. (In tallying petition signatures, a resident/tenant is given one count for the dwelling in which he/she resides). The person signing should be an adult, a principle resident and responsible for the household.

For non-resident property owners (NRO): Only one non-resident property owner per dwelling structure (tax parcel) is authorized to sign; the non-resident owner may sign for the structure (tax parcel) but may not sign for the dwelling unit (s) contained in the structure unless such unit (s) is/are vacant. (In tallying petition signatures, a non-resident property owner is given one count for the dwelling structure.)

COLUMN 4 – Status (RO), (RT), (NRO): Indicate petitioner (Column 3) status, resident/owner (RO), or resident/tenant (RT), or non-resident property owner (NRO) signing for residential dwelling structure/unit listed in Column 1. Please use indicated abbreviations. If Column 3 is blank, disregard this column.

When petition forms are completed for the entire proposed City Permit Parking Area, please return to:

City Parking Permit Coordinator
Salt Lake City Division of Transportation
349 South 200 East, Suite 450
Salt Lake City, Utah 84111
Phone: (801) 535-6630 Fax: (801) 535-6019