

PARKING – ONSTREET PARKING PERMITS FOR AGENCIES POLICY

CR418/2004

That the following policy **BE ADOPTED** with respect to the issuance of agency on-street parking permits by administration:

1. That all agencies sign an agreement stating that they understand that all citywide permits will be used for carrying out their duties of that agency;
2. That all agencies be required to supply administration with the name and vehicle plate number of all staff requiring a citywide permit on an annual basis;
3. That all agencies provide us with their normal business hours when the citywide passes will be used;
4. That only non-profit organizations that are not subsidized by the government, provide services in the social services area such as health care, be entitled to city wide permits at no fee, all other groups such as Government Agencies, for profit entities, and those who receive subsidization from the government will be subject to a fee of \$500.00 per year;
5. A profit entity may be entitled to a citywide permit as long as it is providing services in the social services area such as health care to the citizens of Windsor;
6. That all persons who receive a citywide permit will display the City issued permit in such a manner that is visible. If the person should forget to display their permit, a ticket will only be cancelled once per year per permit holder. Thereafter, the employee will be required to use the first attendance court facility;
7. That no fee be charged for these permits; and
8. That each agency that signs an agreement understands the above and the agreement includes the responsibility that the agencies will translate the conditions of a citywide permit to their employees.