

## TEMPORARY PARKING PERMIT APPLICATION

**DURATION OF TEMPORARY PARKING PERMITS.** Temporary Parking Permits issued shall be for the shortest duration possible to fulfill the purposes for which the Temporary Parking Permit was requested. Unless extraordinary circumstances are established by the person requesting the Permit, no Temporary Parking Permit shall be issued for longer than seven (7) days and no more than four (4) Temporary Parking Permits shall be issued to the same person or address in any calendar year.

**APPLICATION PROCESS.** In order to obtain a Temporary Parking Permit, persons must provide the Township with a completed application which includes the following information:

- a) Name, address, and telephone number of the applicant;
- b) Address and proposed location of the moving van, trailer, semi-trailer, dumpster or portable storage unit (POD);
- c) Type of vehicle or container for which the application is filed;
- d) Size of the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD) for which the application is filed;
- e) Name, contact person (including his/her direct telephone/mobile telephone number), address, and general telephone number of the company providing the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD);
- f) Beginning and ending date for which, a Temporary Parking Permit is being requested; and
- g) Statement of extraordinary circumstances warranting the granting of a Temporary Parking Permit for longer than seven (7) days or more than four (4) such permits in one (1) calendar year.

**CRITERIA FOR GRANTING A TEMPORARY PARKING PERMIT.** Temporary parking permits for moving vans, trailers, semi-trailers, dumpsters, and portable storage units (PODS) will be issued to persons who:

- a) Cannot reasonably locate the moving van, trailer, semi-trailer, portable storage unit (POD), or dumpster on an impervious surface other than on the Township street or in the Township right-of-way; and
- b) Are utilizing the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD) for bona fide moving, rehabilitation and/or construction purposes.

**EXTENSION OF TEMPORARY PARKING PERMIT PERIOD.** Persons who have been issued a Temporary Parking Permit may have the time period for which parking is permitted extended by requesting an extension of the permit period in writing *prior* to the expiration of the issued Temporary Parking Permit. The extension of any Temporary Parking Permit period is within the sole discretion of Columbia Township.

**REVOCAION OF TEMPORARY PARKING PERMIT.** Columbia Township reserves the right to revoke any Temporary Parking Permit issued if it determines, in its sole discretion, that the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD) creates a hazard or danger to the travelling public or pedestrians. If the Township determines the hazard or danger to be significant or if the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD) can be reasonably and quickly moved to another, safer location, the Township will require the immediate relocation of the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD). In all other cases, the Township will require that the moving van, trailer, semi-trailer, dumpster, or portable storage unit (POD) is moved within twenty-four (24) hours of the notification that it must be relocated.

**Please Provide All Requested Information**

DATE / /	PROPOSED LOCATION:	BEGINNING DATE	ENDING DATE
NAME OF PERSON REQUESTING PERMIT		PHONE NO.	CELL NO.
ADDRESS (STREET, CITY, STATE, ZIP)			
TYPE OF VEHICLE/CONTAINER MOVING VAN      SEMI-TRAILER      PORTABLE STORAGE UNIT TRAILER      DUMPSTER      OTHER:			SIZE OF VEHICLE/CONTAINER
CONTACT INFORMATION OF PERSON OR COMPANY PROVIDING VEHICLE OR CONTAINER:			CONTACT NO.
ADDRESS (STREET, CITY, STATE, ZIP)			
STATEMENT OF EXTRAORDINARY CIRCUMSTANCES WARRANTING THE GRANTING OF A TEMPORARY PERMIT:			
APPLICANT'S SIGNATURE (or email address if submitted electronically:	DATE:	APPROVED BY:	DATE: