



## PETITION FOR THE ESTABLISHMENT OF A RESIDENTIAL PARKING ZONE

City of South Bend – Board of Public Works  
215 S. Dr. Martin Luther King, Jr. Blvd  
Suite #400  
South Bend, IN 46601

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WE, THE UNDERSIGNED, BEING SIXTEEN (16) YEARS OF AGE OR OLDER AND  
LEGAL RESIDENTS OF THE RESIDENTIAL AREA DESCRIBED HEREIN, request that  
the Board of Public Works of the City of South Bend, in accordance with Municipal Code  
Article 10 Section 20-114, authorizes a traffic study to be conducted for the  
establishment of a Residential Parking Zone in the area of (state boundaries of residential  
area):

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A Residential Parking Zone is needed in the above described area(s) to:

- Reduce hazardous traffic conditions that exist;
- Protect the area from polluted air, excessive noise and litter caused by the entry of commuter vehicles;
- Protect the residents of the area from unreasonable burdens in gaining access to their residences;
- Preserve the value of the property in the district.

The South Bend Municipal Code indicates that curb space must be occupied seventy-five percent (75%) of the time and the curb space must be occupied by non-residents at least twenty-five percent (25%) of the time.

### PETITION CHECKLIST

- ✓ Complete Petition
- ✓ You are responsible for obtaining the indicated information from at least two-thirds (2/3) of the residents on your block

*Notification of the Board's decision will be issued by the return of this form.*

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

### Board of Public Works Approval

\_\_\_\_\_  
President

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Attest

RESIDENTIAL PARKING PETITION  
SIGNATURE PAGE

**LOCATION:** \_\_\_\_\_

Name	Printed	Signature
Address: _____ Number _____ Street Name _____		
License plate number and state of registration of vehicles you presently own including motorcycles, trucks, light vans, etc.		
1. _____ License Plate No.	State	3. _____ License Plate No. State
2. _____ License Plate No.	State	4. _____ License Plate No. State

Name	Printed	Signature
Address: _____ Number _____ Street Name _____		
License plate number and state of registration of vehicles you presently own including motorcycles, trucks, light vans, etc.		
1. _____ License Plate No.	State	3. _____ License Plate No. State
2. _____ License Plate No.	State	4. _____ License Plate No. State

Name	Printed	Signature
Address: _____ Number _____ Street Name _____		
License plate number and state of registration of vehicles you presently own including motorcycles, trucks, light vans, etc.		
1. _____ License Plate No.	State	3. _____ License Plate No. State
2. _____ License Plate No.	State	4. _____ License Plate No. State



## RESIDENTIAL PARKING ZONE AND/OR VISITOR PERMIT(S) APPLICATION

City of South Bend – Board of Public Works  
215 S. Dr. Martin Luther King, Jr. Blvd  
Suite #400  
South Bend, IN 46601

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**Proof of Residency Required  
Vehicle Registration Required**

DATE OF ISSUANCE: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ TENANT: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

VEHICLE	VEHICLE MODEL	VEHICLE MAKE	VEHICLE YEAR	LICENCE PLATE NO.	PERMIT NUMBER
NO.1					
NO.2					
NO.3					
NO.4					

Residential Parking Permits are renewed in March every five years (2016, 2021, etc.). It is the resident's responsibility to renew parking permits before the expiration date listed on the permit. If you do not renew or obtain new parking permits, you are liable for any parking tickets that may be issued. If you wish to be notified of pending expiration dates, you must provide a current email address. No reminder letters will be sent out.

By signing this Application, you agree to all the terms that apply from the information section of this sheet, the terms of the applicable Municipal Code and the initial application for residential parking in the affected area.

**VISITOR PERMIT(S)**  
Only two (2) Permits Per Address

No. 1 \_\_\_\_\_ Date of Issuance \_\_\_\_\_

No. 2 \_\_\_\_\_ Date of Issuance \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_