



## Bozeman Parking Commission

### POLICY: Parking-Permit Policy

Adopted by BPC Resolution 2019-05 on 8/8/2019

The Bozeman Parking Commission (BPC), in alignment with the guiding principles and recommended strategies of the 2016 Strategic Parking Management Plan, recognizes the need to establish a policy which clearly defines how permits for parking stalls owned and/or controlled by the City of Bozeman will be reviewed, accepted, and encumbered. Nothing in this policy will imply, state or be construed as the transfer of ownership of the physical space being permitted, or the provision of any rights other than those specifically stated.

The Finance Department may issue surface lot or garage permits with the following conditions:

#### **SURFACE PARKING LOTS OWNED OR CONTROLLED BY THE CITY OF BOZEMAN:**

Willson Lot (35 spaces), Black Lot (71 spaces) and Rouse Lot (46 spaces)

(No monthly or annual permits are available at the Armory Lot)

- Total permits available at each facility is not to exceed limits established by the BPC; at this time, each lot is limited to total permits not to exceed 50% of available parking spaces.
- Permits are available to individuals and/or businesses on a first come, first serve basis; one spot on a permit waiting list equals one parking permit (no bulk permit sales).
- The Finance Department will maintain a waiting list for each public parking facility.
- Permits can be obtained and paid for on a monthly or annual basis;
- Permits available for up to 1 year, not to exceed the current calendar year;
- Permits are not transferable; however, the permit holder may permit employees, or other individuals to utilize the permitted space.
- Permits must be renewed prior to January 1<sup>st</sup> of each year with fees payable monthly or annually. Permits that are voluntarily surrendered, or for which payment has not been made by the renewal date are subject to forfeiture or re-issuance to other parties.
- At renewal the permit holder is required to acknowledge by signing (manually or electronically) their agreement to abide by the most current version of the Bozeman Parking Commissions' Parking Permit Policy.
- Permit payments begin immediately upon signing of permit agreement and annual agreements will be prorated;
- All parking permits issued by the City of Bozeman may be revoked for any reason. The City of Bozeman will endeavor to provide, but not guarantee, 60 days written notice to any permit holder of the date their permit revocation is effective.

#### **BRIDGER PARK GARAGE (435 spaces total)**

- Total number of available spaces for rental, in the Bridger Park Garage, will be determined by the Bozeman Parking Commission utilizing the adopted Permit Limit Calculation methodology, as depicted in Appendix A of this policy. The Bozeman Parking Commission

will review the Permit Limit Calculation at its March, June, September, and December regular meetings; and, as a result, may take action to alter the number of permits available.

- As of August 2019, the Bozeman Parking Commission does not accept new long-term lease agreements, at the Bridger Park Downtown Garage, for the purpose of satisfying parking requirements in the Bozeman Unified Development Code. Such lease agreements limit the ability of the Bozeman Parking Commission to manage the permit and transient parking at the Bridger Park Downtown Garage in the most effective manner.
    - Permits are available to individuals and/or businesses on a first come, first serve basis; one spot on a permit waiting list equals one parking permit (no bulk permit sales).
    - The Finance Department will maintain a waiting list for each public parking facility.
    - Permits can be obtained and paid for on a monthly or annual basis;
    - Permits available for up to 1 year, not to exceed the current calendar year;
    - Permits are not transferable; however, the permit holder may permit employees, or other individuals to utilize the permitted space.
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