

POLICY

Adopted by: Motion - 06-047 **Date:** March 21, 2006
Last Revised by: Motion - **Date:**
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Notation: Business Identity Card Annual Parking Permit Policy

Together, we are a welcoming, vibrant family of communities, intent upon securing our economic future while celebrating our heritage and meeting the needs of our citizens in an environmentally conscious manner.

Business Identity Card Annual Parking Permit Policy

The Business Identity Card Annual Parking Permit Program is limited to business-related parking, commercial pickups or deliveries in the Town of Perth. The intention of the program is to recognize the needs of small business and respond to their commercial activity requirements.

Implementation -

This policy shall be administered through the Protective Services Department By-law Enforcement Office.

- The cost of Business Identity Card Annual Parking Permit is \$50.00- (+\$4.00 PST + \$3.50 GST) per vehicle per year.
- The cost for a replacement Business Identity Card is \$10 (+\$.70 GST).

Required documentation -

An operator of a business providing pickup or delivery service must complete an application for a Small Business Identity Card Annual Parking Permit and submit it to Parking By-law enforcement staff. A copy of the vehicle's registration bearing the name and address of the business applicant, and the license number for each vehicle to be permitted a permit, must also be provided.

If the business operator does not own the vehicle, that person must submit a leasing document from the vehicle owner specifying that the owner authorizes use of the vehicle by the business operator.

Where to obtain permits -

A Small Business Identity Card Annual Parking Permit can be obtained from the By-law Enforcement Office at the Perth Town Hall. Issue of a Permit will be upon satisfactory review of the submitted documentation and receipt of the annual fee.

Regulations

1. A Small Business Identity Card Annual Parking Permit is valid only for the vehicle specified on the application, and the Business Identity Card.
Business Identity Card Annual Parking Permit Policy continued.

2. The card must be displayed on the dash or driver's side window of the vehicle specified on the permit application so that all information may be easily confirmed by a by-law enforcement officer.
3. A permit holder shall not loan his or her permit to another person.
4. A business operator may obtain a permit for each vehicle used for pickup or delivery services, or for trades' contractor business operations.
5. A permit shall be renewed annually.
6. When a permit holder obtains a replacement vehicle, he or she must promptly go to the issuing office and update the permit application. If a permit holder loses or damages a permit, he or she must promptly go to the by-law enforcement office and obtain a replacement permit for the prescribed cost.
7. A Small Business Identity Card Annual Parking Permit will be issued for and is only valid for the following purposes:
 - a. Active pickup or delivery service not exceeding 15 minutes in a Loading Zone. A permit holder must otherwise conform to Town of Perth traffic and parking by-laws.
 - b. Extended parking in a legal parking space for contractors carrying out repair and maintenance work .
8. A Small Business Identity Card Annual Parking Permit does not permit the holder to park in a fire access route, a disability parking space or any no parking zone. All parking and traffic regulations other than those specifically authorized by permit will continue to apply to permit holders. A certificate of parking infraction will be issued to any vehicle parked in contravention of the provisions of the traffic and parking by-law 3491 as amended.
9. A Small Business Identity Card Annual Parking Permit may be cancelled if the permit holder fails to conform to permit regulations.
10. This policy is subject to review and amendment by Council.

