City of Temple City

COMMUNITY DEVELOPMENT DEPARTMENT

9701 LAS TUNAS DRIVE, TEMPLE CITY, CA 91780

November 1, 2023

Applications for 2024 are now being accepted, by mail, online or at City Hall, during regular business hours, Monday through Friday 8:00 a.m. to 5:00 p.m.

APPLICATIONS DUE BY:
Friday, December 1, 2023
Late applications will be charged *twice* the standard rate.

ONLINE APPLICATION (*FASTEST PROCESS*)

- Go to http://www.ci.temple-city.ca.us/parking and follow the instructions.
- Upload a picture of a current, valid registration for **all** vehicles parking on the property.
- If your parking application is approved, you will be sent a weblink, or you can pay in-person.
- For those paying online, we will mail the parking permit within a week of approving the application.

PAPER APPLICATION

- Print out an application at http://www.ci.temple-city.ca.us/parking.
- Fill out the form, completely.
- Submit a copy of the current, valid registration for **all** vehicles parking on the property.
- Mail your application, copies of vehicle registrations, and a check to City Hall (see address above) or place in the City Hall mail slot. If you would like an appointment to meet with staff, please visit https://ci.temple-city.ca.us/appointments or call (626) 285-2171. Customers with an appointment will be given priority.
- We will mail the parking permit within a week of approving the application.

COMMON APPLICATION ERRORS AND PROBLEMS

- All vehicles listed on the application must be registered to the resident's address.
- You must have more vehicles registered to your address than off-street parking spaces (see "Qualifying for an Annual Permit" below for details).
- Fill out the application completely. This will reduce delays.
- If you are requesting more than one permit, submit a separate application for each permit.
- We cannot accept incomplete applications and applications without vehicle registrations.
- If one or more vehicles is registered to a different address, only monthly permits will be issued until the registrations are changed.
- Permits cannot be issued if there are unpaid parking citations.

QUALIFYING

To qualify, you must have more vehicles registered to your address than off-street parking spaces. We have received complaints about residents taking advantage of the overnight parking permit system by using garages for storage or not using available off-street parking. In response, Temple City has verified the number of parking spaces that should be available on each property where a parking permit was issued in prior years. *Off-street parking spaces may include spaces in garages, carports, driveways, and/or other parking areas*. To qualify for an overnight parking permit, you must provide copies of vehicle registrations to verify that there are more vehicles parked at your residence than off-street parking spaces. Please review the information in the permit application to see if you are eligible for an overnight permit.

Daily permits may be purchased online at www.TempleCity.us/parking or the automated parking permit machine located at the west entrance to City Hall.

If you have questions or concerns regarding overnight parking permits, please contact the Community Development Department at (626) 285-2171.

Thank you,

Scott Reimers
Community Development Director