



City of Middletown, NY • 16 James Street • Middletown, NY 10940  
City Clerk's Office (845) 346-4166 • [www.Middletown-NY.com](http://www.Middletown-NY.com)

## **WINTER SEASON STREET PARKING PERMIT APPLICATION**

Please Print

Permit time period: December 1<sup>st</sup> to March 15<sup>th</sup> 2:00am to 6:00am only

Fee: \$25.00 per Period

\$5.00 Replacement Fee

One Permit per household

### **Vehicle Owner:**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Home Address \_\_\_\_\_  
(Street Address, City, State, ZIP)

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

### **Vehicle Operator (if Different from owner):**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Home Address \_\_\_\_\_  
(Street Address, City, State, ZIP)

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

### **Vehicle Info:**

Make \_\_\_\_\_ Model \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Plate # & State \_\_\_\_\_

**Only reason for applying for a permit:**

**No Driveway, or access to off-street parking**

### **Applicant must include a copy of the following:**

- Copy of Valid State Driver's License – need address on license not PO Box
- Copy of Valid Motor Vehicle Registration of vehicle
- Proof of NIXLE registration
- Annual Fee of \$25.00



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**By completing and signing this application, the applicant agrees to the following:**

1. This permit is NOT valid during any winter precipitation events (snow, sleet, and/or ice), as set forth in section 460-14 (B) of the City of Middletown Code.
2. Registration with the City of Middletown NIXLE notification system by texting 10940 to 888-777, via Nixle.com, or via Middletown-NY.com
3. Vehicle permit will be displayed in the vehicle windshield whenever the vehicle is parked on the permitted street.
4. If this application is approved, the permit will be mailed to the vehicle owners address listed above.
5. If this application is approved and a permit issued, parking is only permitted on the street in which the applicant resides, and within 100 feet of the applicants address.
6. Street parking availability is not guaranteed by the City of Middletown, NY or any representative or employee of the City of Middletown.
7. Failure to comply with the above stipulations and/or Middletown City Code section 460—14 (B) will result in revocation of the Winter Season Street Parking Permit, and/or a fine of no more than \$250, or any combination of the aforementioned.
8. If any vehicle information changes, the applicant must notify the City Clerk's office of the changes. If lost, a replacement placard may be acquired through the City Clerk's office for a \$5 fee.

I have been given a copy of the Ordinance Regulating the Winter Season Parking Permit and will comply with the regulations stated above and as stated in the Ordinance Chapter 460 Vehicles and Traffic, Sections: 460-80, 460-81, 460-82, and 460-14.

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Applicant Signature

Date

City of Middletown will complete the following:



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The lack of a driveway and/or off-street parking shall be verified by a City of Middletown Code Enforcement Officer, and all applications shall be reviewed and approved by the Commissioner of Public Works and the Chief of Police:

\_\_\_\_\_ Driveway:  Yes  No  
Code Enforcement Officer (Print)      Date of verification      Access to Off-street parking:  Yes  No

\_\_\_\_\_  
Code Enforcement Officer (signature)

\_\_\_\_\_ Approved:  Yes  No  
Commissioner of Public Works      Date

\_\_\_\_\_ Approved:  Yes  No  
Chief of Police      Date

Reason(s) for disapproval: \_\_\_\_\_

=====

**TO BE COMPLETED BY CITY CLERK:**

- Copy of Valid State Driver's License - need address on license not PO Box
- Copy of Valid Motor Vehicle Registration of vehicle
- Copy of regulations in code received by applicant
- Fee of \$\_\_\_\_\_ collected on \_\_\_\_\_  
Annual fee \$25.00
- Date sent for approval \_\_\_\_\_
- Date received fully verified \_\_\_\_\_
- Date Mailed or called for pick-up \_\_\_\_\_

Replacement Date \_\_\_\_\_  
 Send new form with new car to Police on \_\_\_\_\_

**CITY OF MIDDLETOWN, NEW YORK  
COMMON COUNCIL  
RECORD OF VOTE**

THE FOLLOWING WAS PRESENTED

By Ald. Green  
 \_\_\_\_\_  
 Sec'd by Ald. Jean-Francois  
 \_\_\_\_\_  
 Date of Adoption 11-17-20  
 \_\_\_\_\_  
 Index No: 219-20  
 \_\_\_\_\_

NAMES	AYES	NOES	ABSTAIN	ABSENT
Ald. Ramkissoon	X			
Ald. Tobin				X
Ald. Kleiner	X			
Ald. Johnson	X			
Ald. Jean-Francois	X			
Ald. Burr	X			
Ald. Green	X			
Ald. Masi				X
Pres. Rodrigues	X			
TOTAL	7			2

WHEREAS, the Common Council wishes to create a wintertime parking permit system to alleviate the hardships of residents who do not have adequate off-street parking, and to clarify parking regulations during snow alerts.

NOW THEREFORE BE IT Resolved, and be it Ordained, by the Common Council of the City of Middletown, New York, as follows:

Section 1 – The Code of the City of Middletown, N.Y., Chapter 460, Vehicles and Traffic, is hereby amended by replacing Section 460-80, Notice of snow alert, to read as follows:

§ 460-80. Notice of snow alert.

The declaration of a snow alert as aforesaid may be conveyed to the public by Nixle alert, official City social media accounts, the City website, radio or newspaper announcement by one local radio station or one daily newspaper published in the City of Middletown.

Section 2 – The Code of the City of Middletown, N.Y., Chapter 460, Vehicles and Traffic, is hereby amended by replacing Section 460-81, Limited use of streets during snow alert, to read as follows:

§ 460-81. Limited use of streets during snow alert.

The parking of vehicles is hereby prohibited on all highways and streets within the City during any period declared as a snow alert pursuant to Section 460-79. Vehicles parked in violation of this Section shall be subject to removal pursuant to the provisions of Sections 460-77 and 460-78.

Section 3 – The Code of the City of Middletown, N.Y., Chapter 460, Vehicles and Traffic, is hereby amended by replacing Section 460-82, Duration and termination of snow alert, to read as follows:

§ 460-82. Duration and termination of snow alert.

The snow alert so declared shall be deemed to continue until terminated by the Mayor by radio or newspaper announcement, by Nixle alert, official City social media accounts, the City website, one daily newspaper published in the City of Middletown or by one local radio station. Partial termination of the snow alert may be declared before the complete snow alert is terminated as aforesaid.

Section 4 – The Code of the City of Middletown, N.Y., Chapter 460, Vehicles and Traffic, is hereby amended by replacing Section 460-14, Night parking, to read as follows:

§ 460-14. Night parking.

A. The parking of vehicles is hereby prohibited on all highways and streets within the City between the hours of 2:00 a.m. and 6:00 a.m. from the 1<sup>st</sup> day of December until and including the 15<sup>th</sup> day of March of each year, except for any vehicle permitted through the Office of the City Clerk, or on the following street(s): the westerly side of Rivervale Road. The owners or operators of vehicles parked in violation of this Subsection are subject to the penalties, including removal, provided in Section 460-41 of this Chapter.

B. City residents who do not have a driveway or access to off-street parking may apply to the Office of the City Clerk for a Winter Season Street Parking Permit, which would entitle such residents to park their vehicle in a legal parking space on the street, within one hundred (100) feet of the boundary of their property, during the time periods referenced in Subsection A, above. However, it shall be the obligation of the vehicle owner or operator to remove such permitted vehicle from the street during any periods of snow alert, precipitation or other emergency in accordance with the provisions of Sections 460-22, 460-75 and 460-81. The owners or operators of vehicles parked in violation of this Subsection are subject to revocation of their Winter Season Street Parking Permit in the discretion of the Mayor, as well as to the penalties, including removal, provided in Section 460-41 of this Chapter.

Section 5 - This resolution and ordinance shall take effect immediately.