

BUSINESS PERMITS

Business Permits are sold to contracted service providers working in a residential area. You must have multiple properties and they are not valid to park at your residence. (Contact the Parking Services Office for specific requirements & exemptions).

SPECIAL EXCEPTIONS

Leased Vehicles: a copy of the lease agreement (the vehicle must be leased to the resident).

Company Vehicles: You must present a letter on company letterhead stating that you are an employee of the company and are required to use the vehicle on a regular basis (Additional proof may be requested).

Temporary Permits are issued to Permit Holders to accommodate temporary needs such as a planned gathering, special event or other special situations.

RESIDENTIAL PERMIT PARKING REGULATIONS

No vehicle may park in the Residential Permit Area unless the vehicle has a current Residential Parking Permit for that specific permit area.

Permits are non-transferable. If you get a new vehicle there will be a \$2.00 fee to change the permit information. If you move to another permitted area the full cost of the new permit will apply.

Purchase of this permit does not guarantee a parking space, nor does it permit you to park where other regulations are in effect; parking 8:00AM to 11:00AM restrictions are included.

If you have multiple unpaid tickets and/or warrants, your vehicle may be subject to a boot. All tickets and warrants must be satisfied prior to removal of the device. **No permits will be issued to residents with unpaid parking tickets and/or warrants.**

BOOTING

A motor vehicle found parked within the Borough upon any public street or public property, at any time, may, by or under the direction of the Borough's Parking Department or any officer of the Borough Police Department, be booted if there are five or more outstanding parking citations or one or more arrest warrants as a result of outstanding parking citations pending against the owner of the motor vehicle.

**For your convenience we encourage applying for permits at www.west-chester.com.
If your application is missing any required documents the application will be denied.**

**NOTE: The Borough Municipal Building is temporarily located at
829 Paoli Pike in West Goshen Township**



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Parking Services & Enforcement Department

401 East Gay Street
West Chester, Pennsylvania 19380
(610) 696-4521 – phone
(610) 436-1330 - fax
Email: ParkingDept@west-chester.com

RESIDENTIAL PARKING PROGRAM

PERMIT AREAS: A, B, D, E, F, G, H, I, J, K, L, M & N

For your convenience we encourage applying on the web site. Please make certain all requested attachments are on your application or it will be denied.
Residential Parking Permits may be purchased online on the FIRST day in August at www.west-chester.com.

Permit Sale Hours: Monday through Friday 8 AM to 4 PM
Saturdays 9:00 AM to 2:00 PM
(August and September excluding Labor Day weekend)

Requirements for Permits and Guest Passes:

Valid Pennsylvania vehicle registration

Two current proofs of residency with the resident's name and West Chester address appearing on the item. **If you are a renter, your 1st proof MUST be your fully executed lease.** The lease must be signed by tenant and landlord and show rental term by dates.

Acceptable items may include, but are not limited to, the following:

PA Driver's License	Utility Bill
Personal Check	Bank Statement
Voter Registration Card	NO JUNK MAIL WILL BE ACCEPTED

If the vehicle is registered in a parent's name, you MUST present the following:

A Residential Parking Permit Application Affidavit (available online).

A copy of owner's insurance policy declaration with the resident's name and vehicle appearing on it. The policy number, current policy period dates, as well as the resident's name who is applying for the permit.

Guest Passes

Guest Hang Tags are sold to residents in permit areas **A B D G H I K L**, but are restricted as follows:

- Limit of Two (2) per dwelling for Single Family Homes & Apartments.
- Limit of One (1) per each rented room in a Rooming House.
- Guest passes are to be used only for legitimate guests and usage is limited to **FIVE** consecutive days.
- Guests must park within TWO BLOCKS of the registered address.

Improper use of guest passes may result in fines and revocation of the hang tag. Guest passes may not be used on a regular basis to provide parking for a person(s) residing in the area but otherwise ineligible for a parking permit.

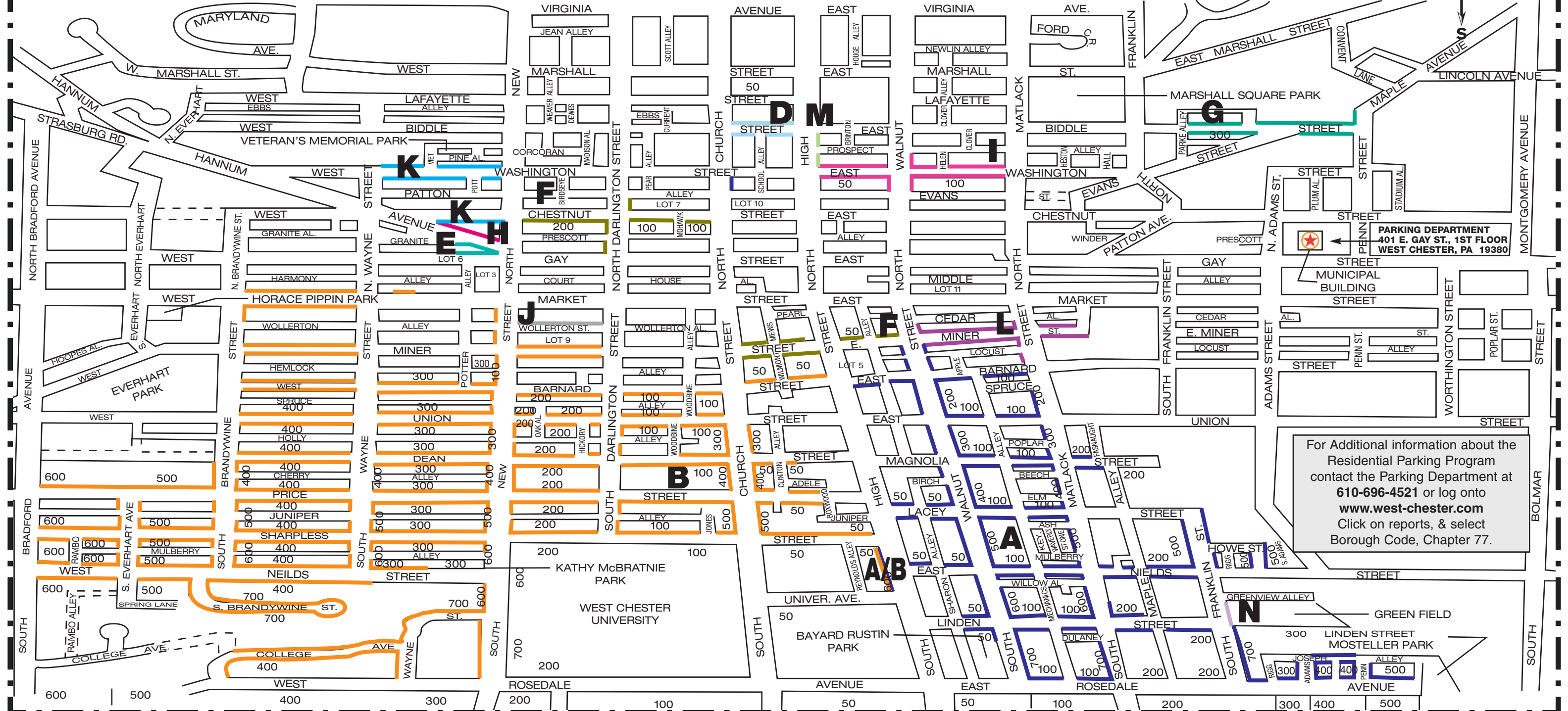
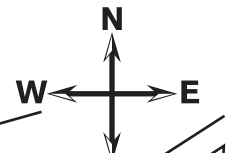
The fine for not having permit in a permit area \$25.00; late fees on parking tickets are \$10.00. A summons notice will be issued by the respective Magisterial District Justice courts listed below for unpaid tickets.

Judge Bret Binder: (15-1-01) 201 West Market Street, Suite 1307 (610) 431-4814

Judge Marian Vito: (15-1-04) 21 West Market Street, Suite 100 (610) 344-6622

Additional information on back page

BOROUGH OF WEST CHESTER



PARKING DEPARTMENT
401 E. GAY ST., 1ST FLOOR
WEST CHESTER, PA 19380

For Additional information about the Residential Parking Program contact the Parking Department at **610-696-4521** or log onto www.west-chester.com Click on reports, & select Borough Code, Chapter 77.

AREA A (8AM - 12 AM)
S. ADAMS ST. 500 & 700 BLKS
E. BARNARD ST. (50)
S. FRANKLIN ST. 500 & 700 BLKS
LACEY ST. 50-100
LINDEN ST. 50 (½), 100-300 BLK
MAGNOLIA ST. 100 & 200 (½) BLKS
S. MATLACK ST. 200 - 700 BLKS (W. SIDE ONLY)
E. NIELDS ST. 50 BLK (N. SIDE ONLY), 100-200 BLK
S. PENN ST. 700 BLK
E. ROSEDALE AVE. 100 & 300- 500 BLKS (N. SIDE ONLY)
E. UNION ST. 100 BLK
S. WALNUT ST. 100 - 700 BLKS
AREA A (5PM - 6AM)
E. BARNARD ST. 100 BLK
AREA A Quality for Parking
S. HIGH ST. 400 (½) BLK
E. NIELDS ST. 300 - 500 BLKS

WAVERLY PLACE 500 BLK
AREA A/B (8AM - 12 AM)
S. HIGH ST. 500 BLK
AREA A/B Quality for Parking
S. HIGH ST. 600 BLK
AREA B (8AM-12 AM)
W. BARNARD 50 & 200 BLK
S. BRANDYWINE ST. 700 BLK
S. CHURCH ST. 400 BLK (E. SIDE ONLY), 500 BLK
COLLEGE AVE. 400 BLK
S. DARLINGTON ST. 200 - 500 BLKS
DEAN ST. 50 (½), 200 - 400 BLKS
W. MARKET STREET - 400 BLK
S. NEW ST. 400 - 500, 600 (½) & 700 (W. SIDE ONLY) BLKS
W. NIELDS ST. 300 (½), 400 - 600 BLKS
PRICE ST. 50 - 400, & 500 - 600 (N. SIDE ONLY) BLKS
SHARPLESS ST. 50 (½), 100 - 200 (N. SIDE ONLY), 300-600
W. MARKET ST. 300 BLK (½) (N. SIDE ONLY)

S. WAYNE ST. 700 BLK
AREA B (5PM-6AM)
S. BRANDYWINE ST. 50 BLK (E. SIDE ONLY)
W. BARNARD 100 & 300 BLKS
S. BRANDYWINE ST. 400 - 600 BLKS
S. CHURCH ST. 300, 400 BLK (W. SIDE ONLY)
S. DARLINGTON ST. 100 (½) & 200 BLKS
DEAN ST. 100 BLK (½)
S. EVERHART ST. 500 - 600 BLKS
W. MINER ST. 200 BLK
S. NEW ST. 100 - 300 BLKS
W. UNION ST. 100 - 400
S. WAYNE ST. 500 - 600 BLKS
AREA B (6PM-6AM)
W. BARNARD ST. 400 BLK
AREA B (8AM-4PM)
W. MINER ST. 400 BLK

AREA B Quality for Parking
S. BRADFORD ST. 500 BLK
S. NEW ST. 50 BLK
ROSEDALE AVE 401 ONLY
AREA D (8AM-5PM)
W. BIDDLE ST. 50 BLK
***AREA E (8AM-5PM) LOT #6**
W. GAY ST. 200 - 300 BLK
HANNUM AVE. 300 BLK
***AREA F Quality for Parking Meter on St. & in Lot 7 Only**
W. CHESTNUT ST. 100 - 200 BLKS
N. DARLINGTON ST 100 - 200 BLK
W. MINER ST. 50 BLK
E. MINER ST. 50 BLK
AREA G (7AM-3PM) SEPT 1ST - JUNE 15TH ONLY
E. BIDDLE ST. 300 BLK

AREA G Quality for Parking
N. PENN 400 BLK
PARKE ALLEY
AREA H (8AM-12:00 AM)
HANNUM AVE. 300 BLK
AREA I (8AM-12 Midnight) BOTH SIDES
E. WASHINGTON ST. 50 & 100 BLKS
N. CHURCH ST. (½) 200 BLK
N. WALNUT ST. (½) 200 BLK & 300 BLK
***AREA J (8AM-5PM)**
WOLLERTON ST. 200 BLK (N. SIDE ONLY)
***NOT ELIGIBLE FOR A GUEST PASS**
AREA K (8AM-12:00AM)
300 W. WASHINGTON Exclude
WAVERLY APTS. & 340 W. WASHINGTON APTS.

327-345 Addresses Excluded
W. CHESTNUT ST. 300 BLK
AREA L
E. MINER ST. 100 BLK & 200 BLK
S. MATLACK ST. 50 (½), 100 BLKS
S. WALNUT ST. 50 BLK
***AREA M Quality for Parking**
N. HIGH ST. 300 BLK (E. SIDE ONLY)
***AREA N Quality for Parking**
S. FRANKLIN ST. 600 BLK
S. MATLACK ST. 500 - 600 BLK (E. SIDE ONLY)
QFP: RESIDENTS RESIDING ON A STREET WITH RESTRICTED PARKING QUALIFY FOR A PERMIT IN THE DESIGNATED AREA.