



## City of Bell Gardens Driveway Parking Permit Cost Calculation

### Initial Issuance of Driveway Parking Permit

- I. Receive and Review Application:
- A. Name of the applicant for the driveway parking permit;
  - B. Address of the property where the driveway is located;
  - C. A certification that the applicant's household is the exclusive user of the driveway;
  - D. Name and endorsement of the property owner or the owner's duly authorized property manager;
  - E. Identification of household vehicles, including license number, make and year of each vehicle registered at that address or to the household;
  - F. Identification of off-street parking spaces available on the property;
  - G. A certification stating the reason existing off-street parking at the property is insufficient to meet the applicant's parking needs;
  - H. Such additional information the department of public works may so require; and
  - I. The statement that misuse of a permit issued under this section is grounds for revocation of the permit by the department of public works.

Time: 15 Minutes

- II. Site Review:
- A. The driveway for which the driveway parking permit is sought must be designated for the exclusive use of one household;
  - B. Issuance of a driveway parking permit does not guarantee a parking space if there is insufficient space between other legally parked vehicles;
  - C. Driveway parking permits are address and location specific. They may be transferred between vehicles registered to the same address;
  - D. Driveway parking permits shall be issued by the department of public works on a calendar year basis, and each such permit shall expire at midnight on December 31st. Permits may be renewed annually by mail;
  - E. A driveway parking permit will only be issued for single-family homes;
  - F. A driveway parking permit will not be issued for a driveway located within 25 feet of a corner or within 15 feet of a fire hydrant; and
  - G. A driveway parking permit will not be issued where parking in front of such driveway would pose a safety hazard, in the opinion of the department of public works.

Time: 25 Minutes

- III. Administrative Procedures

Time: 6 Minutes

### Cost Calculation for Permit Issuance

Total Time: 46 minutes

Permit Technician Hourly Rate: \$89

Cost of Permit Issuance: \$68.23

Recommended Fee: \$40

Renewal of Driveway Parking Permit

- I. Verify and Review Application (Time: 10 Minutes)
- II. Site Review (Time: 10 Minutes)
- III. Administrative Procedures (Time 6 Minutes)

Cost Calculation for Permit Renewal

Total Time: 26 minutes  
Permit Technician Hourly Rate: \$89  
Cost of Permit Renewal: \$38.57  
Recommended Fe: \$20

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