



City of Capitola

Neighborhood Parking Permit Guidelines and Regulations

• Neighborhood Parking Permit Entitlement

Residents in the neighborhood area are eligible for parking permits for any vehicle they possess that is registered to their Capitola residence.

Residents are eligible for up to two visitor parking permits which are transferable amongst vehicles.

Residents are eligible for up to twenty-five free temporary parking permits for special events in the neighborhood. Temporary parking permits may be requested one week prior to special event.

• Purchasing Parking Permits

Parking permits are valid from January to December of each calendar year.

Neighborhood parking permits may be purchased for \$25.00 each, beginning in May.

Neighborhood residence living on Fanmar, Terrace, Burlingame, Fairview, Cliff Avenue, Grand and Reposa may purchase permits beginning in mid-December, as permits in these areas are required year-round.

If you are purchasing a parking permit for the first time you will need to provide proof of residency (lease agreement, PG&E bill, etc.) and current vehicle registration showing your Capitola address on all vehicles.

Existing permit holders can renew their permits in person or by mail with the Request to Renew Neighborhood Parking Permit form located on our website.

Permits may be given to company owned vehicles if you provide a letter from the company (on company letterhead) stating the vehicle is provided for your use. In this case, the vehicles' registration does not need to be changed to the Capitola address. You must meet all other requirements of your specific parking area.

Per Municipal Code 10.36.010 the Chief of Police has the right to suspend or revoke any permit issued by the City of Capitola for misuse.

10.36.070 Storage of Vehicles on Public Streets: No person who owns or has possession, custody or control of any vehicle shall park such vehicle upon any street or alley for more than a consecutive period of seventy-two hours. Any vehicles parked or stored in violation of this section may be removed by the police department to the extent authorized by Vehicle Code Section 22651 provided the procedures set forth in Vehicle Code Section 22850 are followed. (Ord. 931 § 1, 2008; Ord. 841 § 1, 2002; Ord. 663, 1988; Ord. 204 § 9.4, 1963)

For further information, you may contact the Capitola Police Department Records Division, Monday through Friday from 8:00 a.m. to 4:00 p.m. at 831-475-4242 or refer to the Capitola Municipal Code Title 10, which covers vehicles and traffic.

IMPORTANT INFORMATION FOR CITY OF CAPITOLA PARKING PERMIT HOLDERS

Year-round neighborhood parking permit holders are given the courtesy of a one-month grace period to obtain their parking permit. Year-round neighborhood parking permit holders have until January 31st to renew their annual parking permit. Any citations for not having a current year parking permit issued during the grace period may be considered for dismissal. Any citation issued for parking without a current neighborhood parking permit after the grace period has expired will NOT be dismissed, even if a current year parking permit is purchased. As with any citation issued, you have the right to an Administrative Review.

Seasonal (May 20th through September 20th) neighborhood parking permit holders are given the courtesy of a 2-week grace period to obtain their parking permit. Seasonal neighborhood parking permit holders have until June 3rd to renew their annual parking permit. Any citations for not having a current year parking permit issued during the grace period may be considered for dismissal. Any citation issued for parking without a current neighborhood parking permit after the grace period has expired will NOT be dismissed, even if a current year parking permit is purchased. As with any citation issued, you have the right to an Administrative Review.

You may contest a citation by submitting a Request for Administrative Review to the Capitola Police Department or by completing an Online Contest Form at www.paymycite.com/capitola within 21 days of citation issuance or by the due date indicated on the Notice of Delinquent Parking Violation.

****It is the permit holder's responsibility to notify the police department of updated address information if they move, regardless of whether they are staying within the same parking permit area. Parking permit stickers issued to a specific vehicle are non-transferrable****

****HANG TAG PERMITS MUST BE HUNG FROM THE REAR-VIEW MIRROR OF THE VEHICLE. PLACING THE PERMIT ON THE VEHICLE'S DASHBOARD IS NOT SUFFICIENT AND MAY RESULT IN A CITATION BEING ISSUED. THERE WILL BE A MAXIMUM OF THREE CITATIONS DISMISSED PER YEAR FOR FAILING TO HANG YOUR PERMIT FROM THE REAR-VIEW MIRROR. AGAIN, AS WITH ANY CITATION ISSUED, YOU HAVE THE RIGHT TO AN ADMINISTRATIVE REVIEW****

THERE WILL NO LONGER BE ANY SUSPENSION OF PARKING PERMIT ENFORCEMENT.