

10.48.010 - Designation of residential parking sticker area.

- A. The traffic safety advisory committee shall recommend to the town manager and town council designated areas as residential parking sticker areas in which only vehicles displaying a valid residential parking sticker or visitor permit may be parked. The town council makes final determination of adoption of designated areas as residential parking sticker areas in which only vehicles displaying a valid residential parking sticker or visitor permit may be parked.
- B. Definition of Residential Parking Sticker Area. Residential parking sticker area shall mean any area designated by the town council for residential parking. Areas may be designated for residential parking in any area regardless of zoning. The residential parking sticker program will be in effect town-wide from one a.m. to five a.m., Monday through Sunday, including holidays.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.020 - Town-wide resident sticker regulations.

The tax collector shall oversee the residential sticker program. The program requires that residents, who own a vehicle, and individuals moving into the town with a vehicle, register their vehicle in the town or have their registration changed to read that the vehicle is principally garaged in the town.

- A. Resident parking stickers shall be valid for a designated one year period and shall expire on the last day of the calendar year. The location for the distribution of the resident sticker shall be the office of the tax collector, revenue collections, town hall; the specific date(s) for the annual distribution will be announced in the local newspapers and the local Winthrop Cable Access Television (WCAT) station(s). No more than one residential parking sticker shall be issued per motor vehicle.
- B. A vehicle on which is displayed a valid residential sticker in the designated location on the vehicle shall be permitted to stand, park or stop on all town public streets and town owned municipal parking lots respectively. The provisions of this bylaw establishing a residential parking sticker area shall not relieve any person from the duty to observe other and more restrictive provisions of other bylaws prohibiting or limiting the stopping, standing or parking of vehicles at specific times.
- C. A new resident moving into the town must obtain a residential parking sticker or appropriate placard prior to parking his or her vehicle on any town public street or town owned municipal parking lot. In addition, any town resident having been issued a new registration or purchasing a new vehicle with the same registration must obtain a new residential parking sticker or appropriate placard prior to parking his or her vehicle on any town public street or town owned municipal parking lot.
- D. A resident parking sticker shall not guarantee or reserve a parking space.
- E. The following vehicles are not eligible under this bylaw:
 - 1. Taxi cab and vehicles bearing livery plates;
 - 2. Taxi cab and vehicles bearing taxi plates;
 - 3. Any vehicle bearing commercial plates;
 - 4. Any bus or camper that exceeds twenty-five (25) feet in length;
 - 5. Any vehicle bearing dealer plates;
 - 6. Any vehicle bearing repair plates;
 - 7. Any trailer not attached to a vehicle with a residential parking sticker;

8. Vehicles not displaying a resident parking sticker that are being repaired or awaiting owner pick-up during the designated residential sticker hours.
- F. Residential parking stickers and visitor passes are valid from January 1 to December, 31. Stickers and visitor passes bearing an expiration date of June 30, 2015 shall instead expire on December 31, 2015 to allow for the change from fiscal year issuance to calendar year issuance

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.030 - Applying for a residential sticker.

- A. Each applicant shall submit proof of residency and current motor vehicle registration issued by the Commonwealth of Massachusetts Registry of Motor Vehicles affirming that the town is the applicant's residence or that the vehicle is principally garaged in the town. Such proof shall be submitted along with the town's application for a resident parking sticker supplied by the revenue collections department for review and a self-addressed stamped envelope. A self-addressed, stamped envelope shall not be required for applications submitted online or in person after the new permits are released. Any two of the following documents will be accepted as proof of residency:
 1. A valid drivers license with correct address;
 2. A valid motor vehicle registration with correct address;
 3. A real estate tax bill, municipal water bill or utility bill, with the applicant's name;
 4. An rental or lease agreement for rental where applicant resides;
 5. Such other proof acceptable to revenue collections department.

If applying via the online system, applicants shall provide both their driver's license number and registration number(s) as proof of residency and vehicle eligibility.

- B. Applications are accepted:
 1. Online at the link provided on the town's official website;
 2. By mail only from October through December of each year;
 3. Walk-ins only after the release of new residential parking stickers are in effect, or after January 1.
- C. The tax collector shall ensure that all residents have paid their motor vehicle excise tax and parking tickets.
- D. Once proof of residency and payment of motor vehicle excise and parking tickets is assured by the tax collector, the resident parking sticker shall be issued.
 1. Issuance of residential parking stickers from online and mail-in applications, received from October through December, will be mass mailed by the tax collector in December of that year (effective January 1st). Walk-in applicants will receive stickers at the time of application after the new stickers are released;
- E. The resident sticker shall be affixed to the lower right-hand side of the driver's side front window in a manner as not to interfere with the vision of the operator while still visible to enforcement officers.
- F. There is no charge for a replacement sticker if the original residential parking sticker or fragments thereof including the sticker number are returned. If the original sticker is not returned, the application will be processed as a new sticker, the applicable fee shall be charged, and proof that the original vehicle is not still on the road with the original sticker must be supplied. If a sticker was issued to the registration number listed on the application within the same permit year.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.040 - Visitor placard.

- A. Only one qualified member per household, who provides proper identification, may be given one visitor placard. The visitor placard may be requested at the time the permit application is filed, or at the revenue collections department, town hall.
- B. Visitor placards cannot be used on any vehicle owned and operated by the resident of the household or on a vehicle excluded in the bylaw as stated in Section 10.48.020(E).
- C. Visitor placards are to be used only while visitors are actually visiting a residential household and are only valid in the vicinity of the address to which they are issued.
- D. Visitor placards do not exempt the vehicle from any other provisions of the town bylaw, rules or regulations.
- E. A vehicle with a visitor placard cannot be parked without moving for more than twenty-four (24) hours upon any public way or public municipal parking lot.
- F. Visitor placards must be returned to the resident at the conclusion of the visit.
- G. Visitor placards cannot be used for more than three consecutive days in a row or in repeated non-consecutive use deemed by the enforcement officers.
- H. Visitor placards cannot be copied, sold, transferred or altered in any way. Any person who violates this policy will be subject to a fine for each offense.
- I. Visitor placards shall be displayed according to the instructions printed on the placard.
- J. The town reserves the right to revoke visitor placard privileges at any time if any conditions of the town bylaws is violated.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.050 - Placard replacements.

If a visitor placard is lost, stolen or damaged, a replacement visitor placard can be obtained only through the revenue collections department. To obtain a replacement visitor placard, you will need to show proof of residency. The fee for placard replacement shall be charged according to the applicable fee schedule.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.060 - Temporary placard.

- A. Temporary placards can be obtained at the town police department only for special circumstances while the town hall is closed for business.
- B. A limited number of temporary placards can be obtained at the town harbormaster office during the boating season by boaters who lawfully keep their vessel in the town waters, who will be on the water for a period of time exceeding the time allowed by state laws and regulations for parking at the public landing. These permits are only valid in the area designated for such parking.
- C. A temporary placard may be issued by the revenue collections department under the following circumstances:
 - 1. A new resident who moved to the town within the thirty (30) day period prior to the application date. The new resident must provide proof of residency in the form of a lease or other valid real-estate document.

2. A resident who is eligible for a resident sticker but chooses not to have one, but needs to park their vehicle on the street for a limited amount of time due to construction activity, such as, but not limited to resurfacing of a driveway.
 3. A resident who has a valid resident parking sticker on their vehicle, but the vehicle to which the sticker is issued is under repair.
 4. A resident under the tax collector's list of exceptions when a placard is a more appropriate option than a sticker.
- D. Once a temporary placard is granted, it is the responsibility of the person issued the placard to be vigilant to safeguard the placard from theft and loss. In the event a temporary placard is lost or stolen, a new application will need to be filed and the designated fee will need to be paid in order to obtain a replacement
 - E. The expiration date shall be clearly printed on the temporary placard by the issuing authority at the time of issue.
 - F. Placards shall be displayed according to the instructions printed on the placard.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.070 - Special consideration.

- A. Visitors may submit requests for "special consideration" via the Internet at the town's official website. Special consideration is reviewed and approved by the town's chief of police or his or her designee.
- B. Upon the chief's review and approval, he or she will post a list of special considerations within dispatch at the town police department for police personnel and parking enforcement officers.
- C. The chief of police or his or her designee may, at his or her discretion, issue a special consideration placard. Such placard may be issued after the chief's review and approval of the application and is intended for use only on vehicles bearing a registration type not prohibited by Section 10.48.020(E). The special consideration placard is only to be issued for use on a vehicle owned or operated by a town resident that, due to circumstances not anticipated by the town in the drafting of this chapter, cannot otherwise obtain a resident permit where the lack of a permit causes an undue hardship on the applicant. Such a permit shall be valid for no more than one year, but nothing shall prohibit a resident from reapplying, or the chief or his or her designee from reissuing upon expiration.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.071 - Special consideration—Medical personnel—Visiting nurses or family caretaker.

- A. Visitors may submit requests for "special medical consideration" to the chief of police; who shall review the special consideration request.
- B. Upon the chief's review and approval, a special placard, red in color, will be issued for a period of time not to exceed one year. The chief of police has complete and sole discretion regarding approval and time period of issuance.
- C. It is the responsibility of the person receiving said placard to return the same to the chief of police who will maintain a record of said placards and provide a copy to the parking clerk.
- D. Revocation of special consideration placard is subject to Section 10.48.120.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.072 - Law enforcement or official state vehicles.

Citizens of the town who are employed as public safety officers of the Commonwealth, may submit requests for "special consideration" to the chief of police; who shall review the special consideration request.

- A. Upon the chief's review and approval, a special placard, will be issued for a period of time not to exceed one year. The chief of police has complete and sole discretion regarding approval and time period of issuance.
- B. It is the responsibility of the person receiving said placard to return the same to the chief of police who will maintain a record of said placards and provide a copy to the parking clerk.
- C. Revocation of special consideration placard is subject to Section 10.48.120.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.080 - Business placard.

- A. A business that has employees who are required to work beyond the start time of the resident sticker program may apply for a limited number of business placards. The following must be provided to the tax collector each year for review and approval:
 - 1. A letter on business letter head requesting such special consideration;
 - 2. A list of employees requiring the placards;
 - 3. A copy of each employee's valid motor vehicle registration;
 - 4. A point of contact and phone numbers for each business;
 - 5. Employees may be added to the list throughout the year by providing the required information;
 - 6. The business owner must notify the tax collector in writing within seven days upon an employee's separation from the business so he or she may be removed from the list. The permit issued to the employee's vehicle must be returned.
- B. A business that has patrons who stay for an extended time frame, which would go beyond the start time of the resident sticker program may apply for the ability to issue temporary placards to their patrons to be valid only while the patrons and their vehicles are remaining at the business location. The following must be provided to the tax collector each year for review and approval:
 - 1. A letter on business letter head requesting such a special consideration;
 - 2. A specific number of business placards needed, which the business is responsible for administering for that year. Businesses must submit a written request if the original number of placards to be administered is exhausted in order to receive a new supply.
 - 3. Such business would need to have no or limited parking for their patrons to be considered for business placards.
 - 4. Businesses must submit a written list to the tax collector on a monthly basis of all placards issued. This list shall include the business name, address, placard numbers, vehicle registrations, owner's names, and the dates for which the placards were valid. Such list must be submitted no later than the fourteenth of the following month.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.090 - Special exception for resident parking sticker.

Subject to the following circumstances, a resident parking sticker may be obtained and deemed as a special exception:

1. A full-time student who lives in the town while attending an area school. In addition to the regular application requirements, the student shall provide written proof from the school that he or she is enrolled full-time in an area college and if the vehicle is not registered in Massachusetts, a copy of the non-resident driver statement required to be filed with their school by MGL c.90 §3.
2. An active-duty member of the United States military who lives in the town while in the area on a duty assignment. In addition to the regular application requirements, the applicant shall also provide a copy of their orders assigning them to this area.
3. A resident in accordance with the tax collector's list of exceptions.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.100 - Sticker and permit fees.

The tax collector, with the approval of the town council and the town manager, shall determine the fee for a residential parking sticker, visitor placards, special placard, business placard, and the replacement of such, due to damage or loss.

STICKER AND PERMIT FEES

| Permit | Proposed Fee |
|---|--------------|
| Resident Parking Sticker (online) | \$0.00 |
| Resident Parking Sticker (by mail or in person) | \$5.00 |
| Visitor Placard | \$10.00 |
| Temporary Placard (Treasurer Issued) | \$5.00 |
| Temporary Placard (Police Issued) | \$0.00 |
| Temporary Placard (Harbormaster Issued) | \$10.00 |
| Special Consideration Placard (Police Issued) | \$0.00 |
| Home Healthcare Placard | \$0.00 |
| Law Enforcement Placard | \$0.00 |
| Business Placard (for employees) | \$0.00 |
| Business Placard (for patrons) | \$0.00 |

There is no charge for a resident sticker, visitor placard, or temporary placard for residents age sixty-five (65) or older or to residents who have been issued a valid handicapped placard or plate by the Massachusetts RMV.

The fee for a resident parking sticker or visitor placard will be half of the fee listed if the application is filed between October 1 and December 1. Applicants will need to reapply for the next year's sticker at the full fee.

There will be no charge for a resident parking sticker if the applicant previously paid for and received a temporary placard as a new resident, and the temporary placard is returned, prior to expiration, with the sticker application.

[\(Ord. of 3-3-15\(1\); Ord. of 3-3-15\(2\)\)](#)

10.48.110 - Penalty provision.

- A. It shall be unlawful and a violation of these regulations for any person to park, stand or stop a vehicle on any public street or municipal parking lot covered by this bylaw without a valid residential sticker, visitor placard, special placard, business placard, or special consideration. Said violation shall be punishable by a fine as prescribed in Chapter 10.32, Parking Fines.
- B. It shall be unlawful and a violation of these regulation for a person to falsely represent themselves as eligible for a residential parking sticker or to furnish false information to the tax collector or designee. Such violation shall be punishable by a fine of three hundred dollars (\$300.00) in accordance with Title 1, General Provisions [MGL c. 40, § 21].
- C. It shall be unlawful and a violation of these regulations for a person holding a valid resident parking sticker to permit the use of such sticker on a vehicle other than that for which the sticker was issued. Such violation shall be punishable for a fine of three hundred dollars (\$300.00) in accordance with Title 1, General Provisions [MGL c. 40, § 21].
- D. It shall be unlawful and a violation of these regulations for a person to copy, produce or otherwise use a facsimile or counterfeit a residential parking sticker, visitor placard, special placard, or business placard. Such violation shall be punishable for a fine of three hundred dollars (\$300.00) in accordance with Title 1, General Provisions [MGL c. 40, § 21].

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.120 - Revocation of stickers and permits.

- A. The tax collector or his or her designee is authorized to revoke the residential parking sticker or visitor placard or special placard, or business placard of any person found in violations of these regulations and, upon written notification thereof, the person shall surrender the sticker or placard to the office of the tax collector, revenue collections, town hall.
- B. Residential parking stickers will automatically be revoked if the resident ceases to qualify under Section 10.48.030.
- C. If the parking sticker or placard is found on a vehicle other than the one so designated at the time of issuance, or the registration number on the parking sticker is different than the one on the vehicle, then the parking sticker or placard shall be automatically revoked for the remaining period of the issue year.

[\(Ord. of 3-3-15\(1\)\)](#)

10.48.130 - Public notification.

- A. Street Signs. The provisions of this section shall be effective only at such times that official traffic signs are erected at both entrances to the town, as follows: The Revere Street entrance and the Main Street entrance.
- B. Local newspaper: One ad per year.
- C. Notification via the town's official website and any applicable social media utilized by the town.
- D. Winthrop Cable Access Television (WCAT).

[\(Ord. of 3-3-15\(1\)\)](#)