



**City of Whitefish**  
**Department of Public Works**  
418 E. 2<sup>nd</sup> Street | PO Box 158  
Whitefish, MT 59937  
(406) 863-2460 | Fax (406) 863-2419

**TEMPORARY ON-STREET PARKING PERMIT  
APPLICATION GUIDELINES AND RESTRICTIONS**

The City recognizes the occasional need for contractors, moving companies, service vendors, and other entities to park downtown in excess of the two-hour time limit, in order to complete a job or service. To best accommodate this need, a Temporary On-street Parking Permit can be issued. In order to qualify for a permit, you must meet the eligibility requirements of the permit and complete the enclosed application form along with all necessary attachments. Please be advised that issuance of this permit is subject to review and considered a privilege as opposed to a matter of right.

The information below represents the terms and conditions that affect this permit. Please read this information carefully and initial at the bottom of the page certifying you have read and understand the information:

1. Permits fees are as follows (per stall)
  - \$15.00/day
  - \$55.00/week
  - \$120.00/month.
2. Permits are only for use with on-street parking, within the time limited parking areas, during the posted hours for enforcement. The permit is not for use within any other parking area and does not provide exemption from other parking regulations (restricted zone, disabled parking, etc.).
3. The permit does not entitle the permit holder to engage in retail or other commercial activity.
4. Permits are valid only at the address printed on the application and permit with a maximum of 3 stalls for each qualifying address.
5. A permit may be issued for a maximum of thirty calendar days after which a new application must be filed.
6. A copy of a valid City of Whitefish permit (excavation, building, plumbing, etc.) or signed contract with the property owner must be submitted at the time of permit issuance.
7. Vehicles shall not impede traffic or affect public safety.
8. A permit holder must use traffic devices approved by the Manual for Uniform Traffic Control Devices (MUTCD) in order to 'reserve' specific parking space(s). This includes barricades, traffic candles, traffic cones, delineators, etc. Such traffic devices must be at least 36 inches high, in good condition, made with a high visibility color, and display a copy-of the valid permit.

I certify that I have read and understand the Guidelines and Restrictions for use of Temporary On-Street Parking Permits.

\_\_\_\_\_ **Initial (Signature required next page)**



# TEMPORARY ON-STREET PARKING PERMIT APPLICATION FORM

Property Address: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone (office): \_\_\_\_\_ Telephone (cell): \_\_\_\_\_

Detailed Explanation for Permit Request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City of Whitefish Permit Number #: \_\_\_\_\_ Permit Issue Date: \_\_\_\_\_

Permit Type:  Excavation  Building  Encroachment  Plumbing  Other: \_\_\_\_\_

**\*\* Copy of Permit must be attached to application \*\***

# Stalls Requested: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Total Days: \_\_\_\_\_

***I CERTIFY THE ABOVE LISTED INFORMATION AND ATTACHED DOCUMENTS ARE TRUE AND CORRECT. PROOF OF FRAUDULENT APPLICATION WILL RESULT IN IMMEDIATE DENIAL AND/OR REVOCATION OF PERMITS. I FURTHER UNDERSTAND THAT FAILURE TO COMPLY WITH THE TERMS AND CONDITIONS OF THE TEMPORARY ON-STREET PARKING PERMIT WILL RESULT IN PERMIT REVOCATION AND TOWING.***

\_\_\_\_\_  
Name (Printed) Signature Date

\*\*\*\*\*

### OFFICE USE ONLY

Notes: \_\_\_\_\_

\_\_\_\_\_

Total Fee: \_\_\_\_\_ Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

City of Whitefish Temporary On-Street Parking Permit Number: \_\_\_\_\_