

Permit # \_\_\_\_\_

**VERNON HILLS POLICE DEPARTMENT**  
**EXTENDED OVERNIGHT PARKING PERMIT APPLICATION – SINGLE FAMILY NEIGHBORHOODS**

Circumstance Requiring Permit: \_\_\_\_\_

Requested Start Date of Permit: \_\_\_\_\_

**SECTION 1 – Vehicle Owner Information**

\*\*\*NOTE\*\*\* Parking Permits are **NOT** valid after a snowfall exceeds 2 inches or more in depth.  
You must find alternate parking or receive a \$25.00 citation.

Applicant Name \_\_\_\_\_

Applicant Address \_\_\_\_\_

Applicant Home/Cell Phone Number (H) \_\_\_\_\_ (C) \_\_\_\_\_

Applicant Email Address \_\_\_\_\_

**SECTION 2 – Vehicle Information**

Vehicle Make	Vehicle Model	Vehicle Color	Vehicle Year	License Plate

**SECTION 3 – Permit Type**

30 days (\$50) \_\_\_\_\_ 60 days (\$75) \_\_\_\_\_ 100 days (\$100) \_\_\_\_\_

Intended Parking Location: \_\_\_\_\_

**SECTION 4 – Acknowledgement**

I VERIFY THAT THE ABOVE INFORMATION IS CORRECT AND THAT ADDITIONAL PARKING SPACE IS NEEDED BY ME TO ADEQUATELY ACCOMMODATE PERSONALLY OWNED VEHICLES. FURTHERMORE, I HAVE READ THE PARKING ELIGIBILITY PAGE PROVIDED TO ME AND AGREE TO COMPLY WITH ELIGIBILITY REQUIREMENTS AND OWNER RESPONSIBILITIES. I UNDERSTAND FAILURE TO COMPLY COULD RESULT IN THE REVOCATION OF MY PERMIT WITHOUT REFUND. I UNDERSTAND THAT MY CONTACT INFORMATION IN SECTION 1 WILL BE USED TO ENROLL ME IN THE VERNON HILLS BLACKBOARD CONNECT NOTIFICATION SYSTEM TO RECEIVE SNOWFALL EVENT NOTIFICATIONS. I UNDERSTAND THAT I CAN OPT OUT OF BLACKBOARD CONNECT NOTIFICATIONS AT ANY TIME.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only:

Verified by Officer \_\_\_\_\_ Date \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason Denied \_\_\_\_\_

Total Charge \$ \_\_\_\_\_ Permit Start/End Date \_\_\_\_\_ to \_\_\_\_\_

Date Entered into Blackboard Connect \_\_\_\_\_

## **EXTENDED OVERNIGHT PARKING PERMIT ELIGIBILITY – SINGLE FAMILY NEIGHBORHOODS**

### **Eligibility Requirements Include:**

- Residents must have exhausted all household parking options and exhibit unique circumstances requiring special consideration.
- Residents must currently be utilizing their garages and driveways to full design capacity to park household, non-commercial vehicles. This excludes boats, snowmobiles, motorcycles, etc.
- Garage stalls and driveway space **must remain open and available** for parking throughout the duration of the Overnight Parking Permit.
- Applicants must complete a permit application, provide a copy of their Driver's License, and pay associated permit fees.

### **Permit Rules and Restrictions:**

- Permits are available throughout the year. They may be issued consecutively, but shall not exceed 130 days in a row or more than 190 days per year.
- There will be a minimum 30 days waiting period before the issuance of another Permit once the 130 consecutive day threshold has been met.
- All Permit requests are subject to verification by VHPD staff. This process includes an inspection of the applicant's garage and may take up to two weeks.
- No reimbursement will be given for unused portions of Parking Permits.
- Maximum two (2) permits per household.
- Should a resident need to extend a current Permit to a longer duration, only the difference in cost between the two permits shall be paid.

**Example:** A \$50, 30-day permit extended to 60 days will only be subject to an additional \$25 fee.

### **Owner Responsibilities:**

- Obey all posted signs regulating parking on the street.
- Park on the correct side of the street.
- Maintain vehicle in an operable state at all times.
- Permit vehicles may not remain parked in the same spot for more than 24 hours.
- Display permit on vehicle dash.
- \*Adhere to snowfall parking restrictions.

\* Parking Permits are **NOT** valid after a snowfall exceeds 2 inches or more in depth. You must find alternate parking or receive a \$25.00 citation.