

**VERNON HILLS POLICE DEPARTMENT**  
**EXTENDED OVERNIGHT PARKING PERMIT APPLICATION – MULTI FAMILY NEIGHBORHOODS**  
**FOR SEPT. 1, 2023 – AUG. 31, 2026**

Permit # \_\_\_\_\_ Permit # \_\_\_\_\_  
 (A charge of \$45.00 per vehicle will be assessed for this permit period)

**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** Garage must be able to house the number of vehicles it was built for.  
*(Motorcycles, Boats, and Snowmobiles do not count as a vehicle.)*

**ALL VEHICLES MUST REGISTER TO YOUR ADDRESS IN VERNON HILLS OR A PERMIT WILL NOT BE ISSUED. THE ONLY EXCEPTION IS A COMPANY VEHICLE (Passenger Car) THAT IS BROUGHT HOME, THEN A LETTER FROM YOUR EMPLOYER STATING THAT YOU HAVE PERMISSION TO BRING THE VEHICLE HOME IS REQUIRED.**

	Vehicle Make	Vehicle Model	Vehicle Color	Vehicle Year	License Plate
Vehicle 1					
Vehicle 2					
Vehicle 3					
Vehicle 4					

**SECTION 3 – Permit Vehicle / Acknowledgement**

PLEASE INDICATE THE VEHICLE NUMBER LISTED ABOVE THAT YOU WILL BE SEEKING PERMITS FOR (maximum 2 permits per household):

VEHICLE # \_\_\_\_\_ VEHICLE # \_\_\_\_\_

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 \_\_\_\_\_

**EXTENDED OVERNIGHT PARKING PERMIT ELIGIBILITY – MULTI 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:**

- Multi-Family Permits are available for the following neighborhoods:
  - New Century Town (approved permit parking on Hawthorn Parkway, Indianwood Drive, and Greenleaf Drive only)
  - Plymouth Farms (approved permit parking on Plymouth Farms Road only)
  - Westwood (approved permit parking on Sullivan Drive and Creekside Drive only)
  - Cherry Valley Road Multi-Family Neighborhood\* (approved permit parking on the East side of Cherry Valley Road between Camden Pl. and Westmoreland Dr. only)  
\*Only odd addresses from 313 through 355 Cherry Valley Road qualify.
- All Permit requests are subject to verification by VHPD staff. This process includes an inspection of the applicant’s garage/driveway and may take up to two weeks.
- No reimbursement will be given for unused portions of Parking Permits.
- Maximum two (2) permits per household.

**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.

For Office Use Only:

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

Date \_\_\_\_\_

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

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

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