

# Ordinance

In October, 1985, the Dubuque City Council adopted Ordinance 9-14-321.720 establishing a residential parking permit program for Dubuque citizens. This program was enacted for the following reasons:

- ▶ To reduce traffic congestion from vehicles parked by persons not residing within a residential neighborhood;
- ▶ To protect residential neighborhoods from polluted air, excessive noise, and litter caused by the entry of such vehicles;
- ▶ To protect residents of these residential neighborhoods from unreasonable burden in gaining access to their residences; and
- ▶ To promote traffic safety and the safety of children and other pedestrians in these residential neighborhoods.



## Questions?

City of Dubuque Engineering Department  
(563) 589-4270  
[engineer@cityofdubuque.org](mailto:engineer@cityofdubuque.org)

City Clerk's Office  
(563) 589-4100  
[ctyclerk@cityofdubuque.org](mailto:ctyclerk@cityofdubuque.org)

City of Dubuque Parking Division  
(563) 589-4266  
[parking@cityofdubuque.org](mailto:parking@cityofdubuque.org)



# RESIDENTIAL PARKING PERMIT DISTRICT (RPPD)



# Requesting a district

Residents can pursue the designation of a residential parking permit district (RPPD) by collecting petition signatures in the desired area. Requirements for petition submittal include:

- ▶ Obtain petition from City Clerk's Office or City Engineering Department, both located in City Hall at 50 W. 13th St;
- ▶ A group of residents must submit a petition to the city manager containing the signature of an adult member of at least 60% of the dwelling units in the residential area;
- ▶ Petitions shall only be considered for areas which contain at least four adjacent block faces or 50 curb parking spaces;
- ▶ The petition shall clearly state that, if the district is approved, that participation in the program is mandatory and only vehicles with a permit may park in the RPPD between the hours requested by residents;
- ▶ Submit a cover letter explaining the reasons for the request and a map showing the boundaries of the proposed parking permit district to the City Clerk's Office, 50 W. 13th St., Dubuque, IA, 52001.

## Amendments to existing districts

- ▶ Amendments to the existing districts for expansion or reduction of the district must be requested by submitting to the City Manager a petition containing the signatures of an adult member of at least sixty percent (60%) of the dwelling units in the residential area proposed for expansion or reduction to the district.
- ▶ Amendments to the existing districts for a change in the days/times must comply with the standards for establishment of a district.
- ▶ An amendment to expand or reduce a district will not be considered if the proposed change will not meet the requirement of two (2) block faces unless there are extenuating conditions that render such requirement unreasonable.
- ▶ Expansion areas of a district will inherit the same days/times for parking restrictions as the previously established district



## Review process

Upon receipt of a valid petition, the City Manager shall cause a parking study of the area identified in the petition to be conducted. The parking study will be completed within 30 days of receipt of the petition, except in specific circumstances deemed necessary by the City Engineer.

A RPPD may be established only if the results of the study demonstrate that the following criteria are met during peak periods:

- ▶ At least 70% of the curbside parking spaces in the proposed parking permit district were utilized during peak periods;
- ▶ At least 25% of the curbside parking spaces in the proposed parking district were utilized by nonresident of the district.

No more than four site visits will be completed as part of the parking study. If the conditions of the parking study are met a minimum of one time during the site visits, the City Manager shall make a report and recommendation to the City Council to set a public hearing.

Upon completion of a public hearing, the City Council may reject the petition or adopt an ordinance designating the permit area as a residential parking permit district and the hours such parking restrictions are to be in effect.

The recommendation shall take the following into account:

- ▶ The effect on the safety of residents of the proposed RPPD from excessive parking by nonresidents;
- ▶ The difficulty or inability of residents of the proposed RPPD to obtain adequate curbside parking adjacent to or near their residences because of widespread use of available curbside parking spaces by nonresident motorists;
- ▶ The likelihood of alleviating, by use of the residential parking permit program, any problem of nonavailability of residential parking spaces;
- ▶ The desire of the residents in the proposed residential parking permit area for the institution of a RPPD and the willingness of those residents to bear the cost incidental to the administration of the residential parking permit program.

## Obtaining a permit

A separate parking permit fee and application is required for each motor vehicle the applicant parks curbside within the district. Not more than four residential parking permits and two guest parking permits shall be issued to each dwelling unit. An annual permit fee for each vehicle parked curbside is required. The residential parking permit shall be renewed annually during the month of August and expires on August 31 of each year. Payment for parking permit(s) should be issued to the City of Dubuque Parking Division.