



**City of Ypsilanti  
Notice of Adopted Ordinance  
Ordinance No. 1348**

An Ordinance Entitled "Permit Parking in the Central Business District"

THE CITY OF YPSILANTI ORDAINS:

That CHAPTER 102, ARTICLE III, DIVISION 4 OF THE CODE OF ORDINANCES BE AMENDED TO READ AS FOLLOWS:

**DIVISION 4. - Permit Parking in the Central Business District**

**Sec. 102-131. - Purpose of division.**

The purpose of the permit parking program is to provide an area for parking passenger vehicles belonging to residents of and those working in the Central Business Districts (CBDs), defined as the areas within the Downtown Development Authority's Downtown, Depot Town, and West Cross districts. For the purposes of this Division, the Depot Town district shall also include 229 through 307 N River, the 400 block of N River, and all properties addressed to Photo Street.

**Sec. 102-132. - Designation of parking areas.**

CBD permit areas will be designated by City Council by Resolution. Residents and employees of the Downtown will be eligible to park in Downtown areas; residents and employees of West Cross will be eligible to park in West Cross areas; residents and employees of Depot Town will be eligible to park in Depot Town areas.

**Sec. 102-133. - Eligibility.**

- (a) Residential permits. Residents of residential units located above ground floor commercial establishments in the CBD will be eligible to purchase a parking permit if they meet the qualifications stated in section 102-134. Residents of other structures in the CBD may be eligible on a case-by-case basis, as determined by the Treasurer.
- (b) Employee permits. Employees of businesses in the CBD will be eligible to purchase a parking permit if they meet the qualifications stated in section 102-134.

**Sec. 102-134. - Permits.**

**(a) Initial Application.**

- (1) Residential Permits. Applications shall be made to the Treasurer in person and in their own name. Such application shall establish the following:
  - (i) The applicant must be a licensed driver.
  - (ii) Applicants must show proof of residency by means of utility bills, lease or a valid state driver's license.
  - (iii) The building in which the resident resides must have a business use on the ground floor which has direct access to the street on which the building faces.
  - (iv) The residence of the applicant must be a structure for which parking for tenants or residents is not available on the building site.
  - (v) The resident portion of the building in which the applicant resides must have a current certificate of compliance as required in section 18-146.
  - (vi) Proof must be shown that the vehicle to be registered belongs to the applicant, spouse, or other immediate family member of the resident.
  - (vii) The applicant's vehicle must be currently licensed and be free of all outstanding or unpaid parking or moving violations prior to receiving a permit.

- (2) Employee Permits. Applications shall be made to the Treasurer in person and in their own name. Such application shall establish the following:
- (i) The applicant must be a licensed driver.
  - (ii) The applicant must show proof of employment by means of a pay stub, business card, or letter on letterhead confirming their employment.
  - (iii) The business must have a current Business License.
  - (iv) Proof must be shown that the vehicle to be registered belongs to the applicant, spouse, or other immediate family member of the resident.
  - (v) The applicant's vehicle must be currently licensed and be free of all outstanding or unpaid parking or moving violations prior to receiving a permit.
- (b) *Renewal application.* Renewal applications may be made in person, by mail, or electronically, in the manner prescribed by the Treasurer, and must contain all of the information required from an initial application. The treasurer may make a determination upon their discretion that any application must be made in person.
- (c) *Duration.* Permits shall be available three times annually or on an annual basis. One-third-year permits shall be valid from January 1 to April 30; May 1 to August 31; and September 1 to December 31. Annual permits shall be valid from September 1 to August 31 of the following year
- (d) *Information required.* Each application or reapplication for a parking permit shall contain information sufficient to identify the applicant, resident address, email address, and the license number of the motor vehicle for which application is being made, as well as additional information which may be deemed relevant by the treasurer.
- (e) *Fees.* Annual fees for parking permits shall be as set by resolution of the city council beginning September 1. One-third-year fees shall be as set by resolution of the city council beginning January 1, May 1 and September 1. Permits purchased in succeeding months shall be pro-rated on a monthly basis. Temporary visitor permits shall be available upon application for specific times and dates with the police department at no additional cost.
- (f) *Display.* Permits shall be prominently displayed as indicated on the application. The permit becomes null and void if found on a vehicle other than the vehicle listed on the application.

**Sec. 102-135. - Penalty for violation of division.**

- (a) It shall be a violation of the application for a person holding a valid parking permit to use or display the permit on a motor vehicle other than the one for which the permit is issued. Violation of this subsection shall result in a fine set by City Council and shall result in revocation of the residential parking permit.
- (b) It shall be unlawful for any person to copy, reproduce or otherwise bring into existence a facsimile or counterfeit parking permit. Any person convicted of violating this subsection shall be guilty of a misdemeanor, and upon conviction shall be punished as provided in section 1-15.

**Secs. 102-136—102-160. - Reserved.**

MADE, PASSED, AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS 5th DAY OF November, 2019

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Andrew Hellenga, City Clerk

Attest

I do hereby confirm that the above Ordinance No. 1348 was published in the Washtenaw Legal News on the 14th day of November, 2019.

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Andrew Hellenga, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the 5th day of November, 2019.

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Andrew Hellenga, City Clerk

Notice Published: October 2, 2019  
First Reading: October 15, 2019  
Second Reading: November 5, 2019  
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