

**ORDINANCE NO. 2026-8**

**AN ORDINANCE AMENDING  
THE CITY OF HAZLETON CODE OF ORDINANCES  
TO ESTABLISH A RESIDENTIAL RESERVED PARKING PERMIT PROGRAM**

*WHEREAS, the City of Hazleton recognizes that many residential neighborhoods experience limited on-street parking availability; and*

*WHEREAS, owner-occupied residential properties often lack adequate off-street parking; and*

*WHEREAS, providing designated reserved parking spaces for qualifying residents will improve neighborhood quality of life and reduce congestion; and*

*WHEREAS, the City of Hazleton desires to implement a permanent Residential Reserved Parking Permit Program administered by the Permits Office and enforced by any employee of the City of Hazleton authorized to issue parking violations.*

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HAZLETON, AND IT IS HEREBY ORDAINED BY AUTHORITY OF THE SAME AS FOLLOWS:**

**SECTION 1. Creation of New Article**

*The Code of Ordinances of the City of Hazleton is hereby amended by adding a new Article to Chapter 325 (Traffic and Parking) as follows:*

**ARTICLE \_\_\_\_**

**RESIDENTIAL RESERVED PARKING PERMIT PROGRAM**

**§ \_\_\_\_-1. Purpose**

*The purpose of this Article is to establish a Residential Reserved Parking Permit Program allowing owner-occupied residential property owners to obtain a designated on-street parking space adjacent to or near their residence, subject to approval by the City.*

**§ \_\_\_\_-2. Definitions**

**Department** — Any employee of the City of Hazleton authorized to issue parking violations.

**Owner-Occupied Residence** — A residential property within the City of Hazleton that is occupied by the titled property owner as their primary residence.

**Resident Permit Holder** — The approved owner-occupant granted a reserved parking space.

**Reserved Residential Parking Space** — A designated on-street parking space reserved for use by an approved permit holder.

**Street Maintenance** — Any maintenance that is conducted on a thoroughfare including but not limited to snow removal, street sweeping, utility work, etc.

### **§ \_\_\_-3. Program Established**

A. The City of Hazleton hereby establishes a permanent Residential Reserved Parking Permit Program.

B. Owner-occupied residential property owners may apply to reserve a designated on-street parking space in front of or within reasonable proximity to their residence.

C. The City retains full authority to approve, deny, relocate, suspend, or remove any reserved parking space based upon:

1. Public safety
2. Traffic conditions
3. Street maintenance
4. Snow removal operations
5. Emergency access requirements
6. Any other municipal need

### **§ \_\_\_-4. Eligibility Requirements**

Applicants must meet the following requirements:

A. Must own and occupy the residence.

1. If information confirming ownership is not available or is inconsistent with the City GIS system, the Applicant must provide proof of ownership including, but not limited to, property tax bill, and/or deed.

*2. Utility bills must be in the Applicant's name.*

*B. Must demonstrate limited off-street parking availability*

*C. The requested space must not interfere with:*

- 1. Fire hydrants*
- 2. Driveways*
- 3. Intersections*
- 4. Crosswalks*
- 5. ADA walkway access*
- 6. Emergency vehicle access*
- 7. Traffic safety*
- 8. Other parking regulations contained in the City Code or Pennsylvania State Statutes.*

*D. Businesses are not eligible under this program. Business parking permits shall be governed by Chapter 325 of the City Code.*

*F. Metered Spaces are governed by Chapter 325-22 of the City Code.*

**§ \_\_\_-5. Application Process**

*A. Applications shall be submitted to the City on forms provided by the City located in the Permit Office.*

*B. Application must be made by the property owner.*

*C. Applications shall include:*

- 1. Applicant name*
- 2. Property address*
- 3. Contact information*
- 4. Vehicle information*
- 5. Proof of ownership*
- 6. Proof of residency*

*D. Applications shall be submitted with the deposit in the amount as set by the annual Fee Schedule.*

*E. The City may conduct a site inspection prior to approval.*

*F. The City shall measure and calculate the location of the sign taking into consideration the number of properties and any other obstacles located in the area.*

*G. The City shall confirm the location of the sign prior to issuing final approval or denial within thirty (30) days.*

*E. The City retains the discretion to deny requests based on safety or operational concerns.*

*F. The City has the right to deny applications where a property has off-street parking.*

*G. The City has the right to relocate any sign's location in the future.*

*H. The City does not guarantee availability of the reserved space.*

**§ \_\_\_-6. Fees**

*A. City Council shall establish fees by resolution as part of the annual fee schedule.*

*B. Fees may include:*

- 1. Application fee*
- 2. Annual permit fee*
- 3. Sign installation fee*
- 4. Cost of the Sign*
- 5. Cost of the pole*
- 6. Replacement sign fee*

*C. Permits shall be valid annually and subject to renewal.*

*D. Fees shall be non-refundable.*

**§ \_\_\_-7. Renewal**

*A. It shall be the responsibility of the Permit Holder to renew annually*

*B. If a Permit is not renewed the City shall retain the right to remove the sign.*

*C. If a Permit is not renewed the applicant shall be responsible for any re-installation costs.*

**§ \_\_\_-8. Signage and Installation**

*A. Upon approval, the City shall install appropriate signage designating the reserved parking space.*

*B. The City may also mark pavement where necessary.*

*C. Signage shall indicate that the spot is reserved for the property address.*

*D. All signage remains property of the City of Hazleton.*

**§ \_\_\_-9. Street Maintenance**

*A. Reserved residential parking spaces shall be suspended during street maintenance.*

*B. Permit holders shall comply with all parking restrictions.*

*C. The City shall not be responsible for temporary loss of reserved parking during street maintenance.*

**§ \_\_\_-10. Enforcement**

*A. The Department shall enforce this Article.*

*B. Vehicles parked in violation may be subject to:*

- 1. Citation*
- 2. Fine*
- 3. Immediate towing*

**§ \_\_\_-11. Penalties**

*A. Any vehicle parked without authorization may be subject to:*

- 1. Fines set forth in the Fee Schedule.*
- 2. Towing and any related storage fees.*

*B. Each violation shall constitute a separate offense.*

**§ \_\_\_-12. Revocation**

*The City may revoke permits for:*

*A. Non-payment*

*B. False information*

*C. Misuse*

*D. Public safety concerns*

*E. Street construction or maintenance*

*F. Repeated complaints or enforcement issues*

**§ \_\_\_-13. Non-Transferability**

*Permits are non-transferable.*

***SECTION 2. Severability***

*If any provision of this Ordinance is declared invalid, such invalidity shall not affect remaining provisions.*

***SECTION 3. Repealer***

*All ordinances inconsistent with this ordinance are repealed.*

***SECTION 4. Effective Date***

*This Ordinance shall take effect immediately upon adoption.*

***ENACTED AND ORDAINED*** this 28<sup>th</sup> day of April, 2026.