

New Chapter PART I

Resolution Number 13002

May 15, 2024

**A RESOLUTION OF THE CITY OF PITSTON CITY COUNCIL, COUNTY OF LUZERNE, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING NEIGHBORHOOD PARKING LOTS AND A NEIGHBORHOOD PARKING LOT POLICY.**

**WHEREAS**, the City of Pittston owns or will own vacant and/or underutilized lots; and

**WHEREAS**, several City streets have limited to no on-street parking available and many homes do not have off-street parking that leads to congested and unsafe streets; and

**WHEREAS**, the City is pursuing many strategies aimed at creating more walkable, accessible roadways for pedestrians.

**WHEREAS**, the City Administrator has proposed the attached Neighborhood Parking Lot Policy that establishes rules and regulations for Neighborhood Parking Lots; and

**WHEREAS**, as additional lots become available or as they are identified the City Administrator may designate those as Neighborhood Parking Lots.


**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Pittston, hereby establishes Neighborhood Parking Lots, authorizes the City Administrator to establish additional lots as Neighborhood Parking Lots from time to time and adopts the attached Neighborhood Parking Lot Policy.

**ADOPTED, ENACTED and ORDAINED** by the City Council of the City of Pittston this 15th day of May, 2024.

ATTEST

APPROVED

  
CITY ADMINISTRATOR

  
MAYOR

## **NEIGHBORHOOD PARKING LOT POLICY**

The City may establish neighborhood parking lots on vacant or underutilized properties to alleviate congested streets and/or to provide safe parking for residents to which off street and/or on street parking is unavailable. This is one of many strategies aimed at creating more walkable, accessible roadways for pedestrians. The following rules and regulations shall establish how permits are issued and how enforcement may occur.

### **GENERAL RULES**

1. Lots that are designated by the City Administrator as Neighborhood Parking Lots shall require residents to obtain permits to park.
2. Space in Neighborhood Parking Lots is limited and permits shall be issued on a first-come, first-served basis.
3. Each individual address will be limited to no more than two (2) spaces. Applications and permits can only be applied for by the owner of the vehicle (listed on the registration) with proof of residency in the qualified area(s), which is identified under the application rules (#2).
4. The City Administrator, or designee, is authorized to temporarily suspend all parking in the lot in the event of snowfall to allow for plowing and ice abatement in the lot and to ensure safety and or for required maintenance.
5. No vehicles shall be parked so as to impede the entrances and egresses from the parking lot or to impede the free flow of traffic within the lot or to impede access by emergency or maintenance vehicles and equipment.
6. The City Administrator is authorized to promulgate enforcement regulations for parking violations within the lot and parking tickets and citations are authorized to be issued in accordance with city parking ordinances and regulations.
7. The city shall assume no liability for theft of or from or damage to cars parked in the said lot at any time and signage stating the same shall be placed at each entrance to the lot.
8. Only operable vehicles displaying current registration, inspection and license shall be parked in the said lot and no vehicular maintenance or repairs shall be conducted at any time within said lot.
9. The City Administrator is authorized to promulgate additional regulations for the utilization of said lot; to authorize temporary waivers and exceptions as deemed necessary and to direct the towing of any vehicles in violation of city regulations for the use of the lot. The City Police will regularly monitor the lots for compliance with these rules as well as all other related municipal and state laws (i.e. Vehicle Code).
10. Any parking permit and or fine revenue generated from this lot will be deposited into the General Fund towards offsetting the cost of maintenance and debt service for the parcel.

11. Vehicles shall be parked pulled in forward. Vehicles "backed-in" to a space shall be ticketed even if properly permitted.
12. The City will utilize window cling style permits and they shall be displayed in the drivers' side rear window. In the event the City finds it necessary to utilize hanger permits, then they must be properly hung on the rear-view mirror. Failure to properly display the permit shall result in a ticket and/or vehicle being towed.

### **APPLICATION RULES**

The City Administrator shall direct staff to create an application which shall require the following information to be provided:

1. Resident/Vehicle Owner's Name
2. Address (shall be located generally within two (2) blocks of the Neighborhood Parking Lot). Others outside of the two (2) blocks shall be placed on a waiting list and will only be offered a space, if available, after appropriate time has elapsed for those residing within the two (2) blocks having had the opportunity to procure a permit.
3. Vehicle Year, Make, Model and Color
4. Valid Registration
5. Valid Vehicle Insurance
6. Proof of Valid Inspection

### **FEE**

1. An annual \$25 fee shall be required to cover the costs of permits and maintenance of the Neighborhood Parking lot(s).
2. Applications and fees shall be submitted to Treasurer/Tax Collector's Office.
3. Should a permit-holder require a replacement permit, they shall be entitled to one replacement per year at a fee of \$35. Additional replacement permits are prohibited and forfeiture of a space shall occur.
4. The City Administrator may adjust the fees on an annual basis.