



Neighborhood Permit Parking Program Overview

Administered by the Littleton Police Department (LPD)

What is the Neighborhood Permit Parking (NPP) Program

The NPP program is an option for neighborhoods that may be impacted by an abnormally high number of people parking in their neighborhood for an extended period of time that do not live there. Examples could include neighborhoods near transit stops or light rail stations, schools, business districts, etc.

How does a neighborhood get an NPP zone?

Petition for establishment

The city requires at least 50 percent of the property owners of an area proposing a neighborhood permit parking zone to sign a petition supporting the zone establishment (sample petition attached).

The petition is submitted to the Littleton Police Department, who will:

- Verify the petition.
- Conduct studies to determine if the proposed area meets the requirements for an NPP zone.
- Consider the extent to which parking spaces are occupied during working or other hours.
- Consider the extent to which parked vehicles are registered to persons not apparently residing within the neighborhood.
- Evaluate impact that businesses, transit, schools and other facilities located within or outside the neighborhood have upon parking within the neighborhood.
- Evaluate other factors that may be relevant to determine whether parking by non-residents of the neighborhood substantially impacts the ability of residents of the proposed permit parking zone to access their homes with reasonable convenience, and the extent to which a neighborhood permit parking zone would significantly reduce this impact.
- Determine the need for reasonable public access to parking in the area, and the manner and extent that it should be provided.

NPP Zone Proposal

If it is determined that a neighborhood permit parking zone is in the public interest, or that altering an existing residential parking zone is in the public interest, LPD will prepare a proposal for the zone, specifying the boundaries, the hours and days on which parking restrictions will apply, and the provisions, if any, for non-resident permit parking. The city may hold public meeting(s), to assist in formulating such proposal.



Establishment of the zone

Upon establishment of a zone, the City will, subject to the availability of funds appropriated for the purpose, install the necessary traffic control signs within the zone and issue neighborhood parking permits.

Factors that are considered in assessing the need for an NPP zone:

- Cost and availability of alternative parking (within the immediate vicinity of a proposed zone) and availability and proximity of transit service.
- The extent to which a zone may impact adjacent shopping, neighborhoods, and other areas.
- The number of legal on-street parking spaces occupied by parked vehicles on each block face (defined as one side of a street between two consecutive intersections) that exceeds 75% occupancy during at least four hours between 9:00 a.m. and 5:00 p.m. of a weekday. At least 25% of on-street parked vehicles during this period are registered to an address outside of the area.
- The location of the proposed zone in relation to the other areas with parking restrictions.

How long does it take and is there a fee?

The creation of an NPP or alteration to an existing NPP may require a substantial amount of resources and public process. It is therefore not possible to predict how long the process will take. A small fee will be charged for each permit issued. Permits will be valid for two years.

Adding a block to an existing zone:

The procedure for adding a block(s) to an existing zone is the same as the procedures for creating a zone, requiring at least 50 percent of the property owners of the block to sign a petition requesting their block be added to a NPP zone.

Each block should be contiguous to the existing zone directly or through other added blocks.

Removing a block from an existing zone:

At least 50 percent of the property owners on the block must sign a petition in favor of such removal. No block will be removed unless it has been in a zone for two years. If a block has been removed, it may not be included in a zone for two years.

Existing Zones Grandfathered

Neighborhood parking zones established prior to October 2014 will remain neighborhood parking zones for five years. After five years, a parking survey will be conducted to determine if the zone should be reestablished. If the zone meets City Code requirements and is reestablished, permittees may be subject to administrative fees.

Petitions

Petitions should be mailed or delivered to the attention of the Littleton Police Department-Records



Section (2255 W. Berry Ave., Littleton CO 80120). Please limit your petition to one block-face per page and return it with the name and phone number of a contact person.

If you have any questions about the petition process or the NPP, please call 303-795-3880.



*Sample Petition Language**

**Please limit each page of the petition to one-block face (example: West-side of the 700 block of Elm St.)*

Neighborhood Permit Parking Program

PETITION

The Neighborhood Permit Parking (NPP) program restrictions are primarily intended to address issues of resident access and use of on-street parking in residential areas. Parking restrictions are not considered an effective or primary means of addressing other neighborhood issues. A fee may be assessed to cover the administrative costs associated with the issuance of resident permit fees on a per vehicle basis.

We the undersigned, property owners, of the _____ block of _____ support the creation of an NPP zone in the area bound by (N,E,S & W)

_____ and the inclusion of the above block in the Neighborhood Permit Parking zone.

Please provide each petitioner's name, address and phone number.

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____