REVENUE AUTHORITY OF PRINCE GEORGE'S COUNTY

RESIDENTIAL PARKING PERMIT DIVISION

1300 Mercantile Lane, Suite 108, Largo, MD 20774 301.955.0787

1. What is the Residential Parking Permit Program?

The program establishes parking restrictions to make it easier for residents to park on public streets in their neighborhoods.

2. What is a Parking Permit Area?

A Parking Permit Area can be any residential area that is a public roadway in Prince George's County. We recommend that you begin with small areas.

3. Are there any restrictions on the size of the Area?

It can be as small as one block.

4. What is the cost of the program?

The program is free.

5. How can we get the program for our neighborhood?

Contact Dianne Harris at the Prince George's County Revenue Authority (the "Revenue Authority") at 301-955-0787 for an information packet. The program is voluntary, and it is petition based. A petition must be circulated to collect at least 51% of the neighborhood homeowners' or lease holders' signatures. <u>Each address is allowed only one signature and each signature</u> is a vote in favor of the program.

6. How long does it take to get our neighborhood designated as an Area?

After a proper petition is submitted to the Revenue Authority, the Revenue Authority will schedule a public hearing within 90 days of receipt of the proper petition. Public notice of the hearing will be published in a Prince George's County newspaper. The Revenue Authority will also send a notice to each address within the proposed Residential Parking Permit Area.

Within 60 days of the public hearing, the Revenue Authority will approve, deny, or modify the Residential Parking Permit Area. After approval, the Authority will install signs that stipulate parking restrictions and exceptions.

7. If the petition is denied, is there an appeals process?

If the Revenue Authority denies a petition, the petitioners may (1) appeal the decision to the Revenue Authority's Executive Director or (2) submit a petition signed by 90% of the property owners or lease holders in the proposed Residential Parking Area.

8. How do we terminate the program if we want to withdraw?

After a program has been in effect for at least 12 months, the Revenue Authority may accept petitions requesting termination of the Residential Parking Area. The petition must be signed by at least 51% of the residential property owners or lease holders in the Permit Parking Area. The Revenue Authority shall follow the same public hearing and notification procedures used for establishing an Area.

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9. How do I obtain a permit after the Area is established?

You may enroll in the program online. Maryland registration and proof of residency is required. Parking permits will not be issued for vehicles if the registration information does not match the name and address of the resident.

You can create your account and apply for a permit at:

https://princegeorgescountymd.cmrpay.com

The website is available 24 hours a day, seven days a week.

You can call: 866-794-8663 for assistance. 8:00 AM – 5:00 PM Monday through Friday.

10. My household has more than one vehicle, how many permits can I have? Residents can have up to three residential permits per address. For any additional vehicles, you will have to utilize guest passes.

11. After the Area is established, how long is the permit valid?

Parking permits shall be renewed every two years through the Revenue Authority.

12. What about parking for social events at my home?

If you have an event scheduled at your home, contact Chimere Campbell, of the Revenue Authority at: ccampbell@co.pg.md.us to request suspension of enforcement activities in the Residential Parking Area during the event. The Revenue Authority may suspend enforcement activities for up to 72 hours.

The suspension request must include the date, time, approximate number of cars and location of the event. Requests mut be submitted at least 48 hours in advance of the event. In order for the request to be considered received on the day of the submission, the Revenue Authority must receive the request prior to 4:30 PM.

13. Visitor/Guest Parking Permits

Residents can apply for a guest pass booklet. The booklet contains 200 guest passes that are valid over a two (2) year period. Each guest pass is valid for 72 hours. If your guest is staying longer than 72 hours, you will need to activate another guest pass. Only two active guest passes are allowed at one time.

14. Where can I park with a parking permit?

The parking permit allows you to park anywhere within the Permit Parking Area for which it was issued. The Parking Permit Program does not suspend enforcement of any other section of the parking code. **For Additional Information Contact:**

Dianne O. Harris, Manager - <u>doharris@co.pg.md.us</u> or 301-955-0787.

15. How will parking enforcement know if I have an active permit?

Your permit is a digital record that is shared in real-time with parking enforcement personnel through their wireless handheld devices. Your license plate number informs the officer that you are a valid permit holder.