



Residential Parking Permit Application

Application Period

There are three-hour parking restrictions in place on certain posted streets and avenues near Minnesota State University Moorhead and Concordia College from **August 15 – May 15** during the hours 7 am – 5 pm. Property owners with homes on roadways adjacent to the 3-hour zone or surrounded by a 3-hour zone may apply for a permit (one permit per address) to exempt one vehicle from the 3-hour parking restriction within one block adjacent to their home. All other vehicles must follow the parking requirements posted on the streets for the scheduled restriction periods.

Permit Guidelines / Application Process

- If you don't have a need for a permit, no action is necessary; however, if you would like a Residential Parking Permit, an application is enclosed for your convenience.
- If you've had a permit (mirror hanger) in the past, keep it! When you renew, you will receive an updated date sticker similar to the process for annual license plate renewal. Please use care to not rip it or place in the wrong area while placing it on the permit.
- Complete the permit application.
- No cost for initial permit or renewal.
- In case of lost or stolen permits pay a \$25.00 replacement fee and check the box for a replacement permit. If prior tenants did not surrender the permit or the property sold, it will be treated as lost or stolen. The fee is waived if property ownership changed since the permit was issued.
- Provide proof of property ownership if property tax records are not in your name; a closing statement or warranty deed serves as proof.
- Only the property owner may apply for a permit; the property owner is responsible for determining use and sharing of permit between tenants.
- Submit the completed application and documents in-person, by mail to City Hall (403 Center Avenue, Moorhead MN 56560), or email to parkingpermits@moorheadmn.gov.
- Allow up to 4 weeks for processing. Your sticker from the previous permit year is valid until **September 1**.

Conditions for Use

The permit exempts a vehicle from the posted 3-hour on-street parking time limit within one block of the permit holder's residence. Eligible households may receive one permit per address valid for the 3-hour parking restriction calendar year (August 15 to May 15), which requires annual renewal. Residential Parking Permits do not guarantee a parking space or grant parking privileges at other locations and do not override other parking restrictions by state law or City Ordinance Title 5, Chapter 2 (24-hour limits, street/sanitation maintenance days, snow removal declarations, etc.). The permit must be displayed in full view to be valid. Permits are transferable between your vehicles and guests' vehicles; however, guest use is monitored. Special event exemptions for graduations, weddings, or contractors' work are granted on a case-by-case basis through the Moorhead Police Department. Unpaid parking/traffic fines and improperly registered vehicles may result in permit denial.

If found, lost permits must be turned into the Moorhead Police Department. Permit theft, duplication, or fabrication is a misdemeanor under City Ordinance 5-2-7-3, and using such permits could lead to vehicle impounds and criminal penalties. Permits are the City of Moorhead's property and can be voided or recalled without cause.

Questions? Contact us at 218.299.5434 or parkingpermits@moorheadmn.gov.



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Application Form

Permit/Property Information:

Property Address: _____

3 Hour Parking Permit Number: _____

- New
- Renewal Permit (owner still has the hanging permit)
- Replacement Permit (\$25 replacement fee)
 - Original Permit Lost
 - Original Permit Stolen

Property Owner Information:

First Name: _____ Middle Name: _____ Last Name: _____

Drivers License #: _____ State: _____

I have read and understand the conditions of use and agree to these terms.

Property Owner's Signature: _____ Date: _____

Office Use Only:

Parking Permit Number: _____

Replacement Permit Number: _____

Permit Group: East/Red West/Gold

Staff Initial/Date: _____