

Parking Enforcement & Parking Management FAQ

General Parking Utility Overview

1. What is a Parking Utility, and what does it oversee in the Town of Dover?

- a) The **Parking Utility** is a department within the Town of Dover, similar to other departments such as **DPW, Zoning, Code Enforcement, Recreation, and Planning**. The Parking Utility is responsible for enforcing all parking-related ordinances within the town, both for public and private properties (excluding the enforcement of moving violations such as speeding, running stop signs and traffic lights, and DWIs).

2. Does the Parking Utility override or take away the powers of the Dover Police Department regarding parking-related matters?

- a) No, the Parking Utility does not override or diminish the authority of the Dover Police Department. The proposed parking ordinance encourages both the Parking Utility and the Police Department to collaborate and jointly enforce the town's parking ordinances.

3. How will the Parking Utility and Dover Police Department collaborate on parking violations?

- a) Similar to the collaboration between the **Zoning, Construction, Health, and Code Enforcement** departments, the Parking Utility and the Dover Police Department will work together through the appropriate internal channels and staff. This collaborative approach ensures a unified effort to provide the best possible service to Dover residents and businesses.

4. Can the Parking Utility enforce the obstruction of on-street parking spots with items such as cones, furniture, or other objects?

- a) Yes, the Parking Utility is authorized to enforce all parking-related ordinances, including those addressing the obstruction or attempted reservation of on-street parking spots. This includes violations related to placing items such as cones or furniture in parking spots. The Town of Dover has codified **§337-15** since 1970, which addresses encumbrances on streets and sidewalks.

5. **Will there be overnight parking enforcement patrols to avoid overburdening the Dover Police Department with the new parking ordinance?**

- a) Yes, the **Parking Utility** will be responsible for providing nightly parking enforcement patrols to ensure that the new ordinance is followed, thereby reducing the burden on the Dover Police Department.

6. **Can I report a parking violation for vehicles not in compliance with the new ordinance, and who should I contact?**

- a) Yes, parking violations can be reported to either the **Dover Police Department** or the **Parking Utility**. Enforcement is a collaborative effort, and the appropriate department will address the issue.

7. **What happens if a person or vehicle repeatedly violates the new ordinance?**

- a) The Parking Utility has the authority to **revoke parking privileges** for individuals or vehicles that are repeat offenders or who do not adhere to the new ordinance. Persistent violations may result in further action by the Parking Utility.

8. **Can a vehicle be booted or towed for non-compliance with the new parking ordinance?**

- a) Yes, vehicles may be **booted or towed** after accumulating **three unpaid parking-related summons** or if a **failure to appear notice** for court has been issued. Vehicles will only be released once all outstanding town-related infractions or fines are resolved. The costs associated with booting or towing are the responsibility of the vehicle owner and must be paid separately.

9. **What are some of the required documents that will be needed for a parking decal?**

- a) All applications for permit decals will require the vehicle to be registered and insured. For residents, proof of occupancy, a certificate of compliance and vehicle registration to the same address is critical. For businesses, proof of employment to a Dover business will be required.

Residential Neighborhood Overnight On-Street Parking

1. **What are the hours for parking enforcement for on-street parking?**
 - a) Parking enforcement applies to any vehicle parked on-street between **8:00 PM and 8:00 AM**. Vehicles must either display a valid parking decal or be registered as visitor parking during these hours.
2. **How much do parking permits cost?**
 - a) In residential neighborhoods outside of the Downtown Area, on-street parking permits are **\$50 per year**. Parking decals must be renewed annually and will expire in January each year.
3. **Are there limits to how many parking decals a household can obtain?**
 - a) No, there are no limits on the number of parking decals a household can receive, as long as the necessary documentation is submitted during the application process.
4. **Are permit decals transferable to other vehicles within my household?**
 - a) No, parking permit decals are **non-transferable**. They are designed to be tamper-evident and will self-destruct if removed.
5. **Can I still park my commercial vehicle on the street?**
 - a) Yes, you may park your commercial vehicle on the street, provided it does not exceed the definition of an oversized vehicle (i.e., gross vehicle weight rating of **10,000 GVWR or less / 5 tons**) and the required documentation is submitted with the application.
6. **Can owner-occupied properties receive a free parking permit?**
 - a) Yes, **owner-occupied properties** are eligible for **one free permit decal** upon completion of the application form.
7. **Can owner-occupied properties without driveways receive additional parking permits?**
 - a) Yes, **owner-occupied properties without driveways** may receive up to **two free permit decals**, provided the necessary application form is submitted.
8. **What should I do if I have visitors who will park during the enforcement hours?**
 - a) If you have visitors parked during the enforcement hours, please contact the **Parking Utility department** or the **Dover police department** with the relevant details to ensure parking enforcement does not issue citations for those vehicles.
9. **Can I park my boats, campers, trailers, or recreational vehicles on my property or the street?**
 - a) **Boats** and recreational vehicles may be parked on **private property** if the driveway extends beyond the face of the house and is parked on an approved, paved surface such as a legal driveway. Such vehicles must not displace the required parking for the property (as per the RSIS guidelines) and **must not be parked on public streets**.

10. **What if I live in a rental property without a driveway? Am I eligible for a free parking decal?**

- a) No, tenants in rental properties are required to complete the appropriate application forms, provide necessary documentation, and **pay for a parking decal**. Tenants in rental properties, including those in the Downtown Area, should have been aware of the parking arrangements prior to leasing.

11. **Are there assigned parking spots for overnight on-street parking with a decal?**

- a) No, there are no **assigned parking spots** for overnight parking. Parking decals simply permit overnight parking on any applicable street outside of the Downtown Area.

12. **How many on-street parking spots are available for overnight residential parking outside of the Downtown Area?**

- a) Through conservative measurements and collaboration with **Zoning** and **DPW**, it is estimated that nearly **10,000 parking spaces** (9,676 to be exact) are available for overnight residential parking outside of the Downtown Area. This estimate accounts for the deduction of 35% of street length to account for driveways, fire hydrants, and other obstructions.

13. **Can I park overnight on any street, or is the parking decal assigned to specific streets?**

- a) The **residential overnight parking decal** allows parking on **any street** outside the Downtown Area, as long as the street is in accordance with any posted signage.

Downtown Municipal Lots & Metering

1. **What do residents in the downtown area do about overnight parking, as the town does not allow overnight parking for street cleaning?**
 - a) All residents in the downtown area with vehicles are encouraged to complete the application form and provide the necessary documentation to receive a **parking decal** for overnight parking in designated municipal lots.
2. **Are parking stalls assigned to each decal in the municipal parking lots?**
 - a) No, parking stalls are not assigned to each decal. However, once a decal is issued, a **specific municipal lot** and designated areas within that lot will direct where overnight parking is permitted.
3. **Can I choose the municipal lot closest to my residence for overnight parking?**
 - a) Yes, the application form includes a section where you can indicate your preferred municipal lot for parking. However, availability is subject to space.
4. **Is there a guarantee that I will receive a parking permit decal?**
 - a) No, parking permits are issued on a **first-come, first-served** basis. You must complete the application form and provide the required documentation. Municipal lot space is limited.
5. **How long are the municipal parking permit decals valid?**
 - a) Parking permits and decals for municipal lots are issued for **6-month cycles**. A new decal with a different color will be issued at the start of each parking cycle.
6. **Why are the permits only valid for 6-month cycles?**
 - a) The 6-month cycle allows for flexibility and ensures that those who were previously ineligible for permits have the opportunity to obtain one. It also enables the Parking Utility to evaluate and adjust the program as necessary, based on community needs and program performance.
7. **What is the cost of a municipal parking permit decal?**
 - a) The cost for a municipal parking permit decal is **\$300 per 6-month cycle**, which is approximately **\$50 per month**.
8. **Can I pay for a parking permit on a month-to-month basis?**
 - a) No, due to the high demand for parking permits and the administrative complexity of tracking monthly renewals, payment for the entire 6-month parking cycle is required.
9. **What if I only need a parking permit for one month?**
 - a) If you only need parking for one month, you will still be required to pay for the entire 6-month cycle. Alternatively, you may need to find alternative parking options.
10. **What if I move in mid-cycle and need a parking permit decal?**
 - a) If you move in mid-cycle, you will be eligible to purchase a permit at a **prorated rate**. For example, if a permit is issued in March, the cost will be **\$150**, covering the remaining three months of the cycle.

11. **Will the town offer daytime commuter permits?**
 - a) No, daytime commuters will be required to pay the **meter** for the use of municipal lots during daytime hours.
12. **What if I live in a new large-scale apartment complex in a redevelopment zone, such as The Meridia or 1 Thompson?**
 - a) If such complexes have **on-site parking**, residents must first provide the Parking Utility with a memo from the property management confirming that on-site parking is at capacity. Once verified, residents will be offered a parking decal at the fixed rate in accordance with town ordinance.
13. **What if I need to park during the day because I work nights or evenings?**
 - a) All **residential overnight parking decals** for municipal lots will allow for **24-hour parking**, meaning you can park during the day as well if necessary.
14. **Why does the Parking Utility say there is no available parking in municipal lots when the lots appear half full?**
 - a) Municipal lots are maintained at **50% capacity** to ensure adequate access for **DPW services**, including snow removal, paving, and repairs. Additionally, Lot C near 1 Thompson is designated to remain free from overnight parking to accommodate town events and to move vehicles from Lot B when necessary.
15. **Is Dover planning to meter the downtown streets?**
 - a) Yes, Dover is currently exploring a **paid metered parking system** for the downtown streets to regulate parking and ensure access for visitors.
16. **Why would Dover want to meter the downtown streets?**
 - a) Metering downtown streets will allow for **better turnover** of parking spaces, particularly for businesses. Many business owners have expressed concern about vehicles blocking access to their establishments, discouraging potential customers. Paid metered parking will increase accessibility and help businesses thrive.
17. **Will businesses be offered parking permits?**
 - a) Yes, **daytime parking permits** will be available for businesses in the downtown area. Business owners must complete the required application form to receive a permit.
18. **If I move my car within the downtown area, will I have to pay the meter again?**
 - a) No, the proposed metering system will allow **license plate recognition**. Once a vehicle is registered, the allotted time will follow the vehicle, meaning you can move your car anywhere within the downtown area without having to pay again, as long as time remains on your license plate tag.
19. **What if I cannot park on residential streets? Can I apply for a municipal lot parking decal, and what will it cost?**
 - a) Yes, if you are prohibited from parking on residential streets, you can apply for a parking permit decal for one of the municipal lots, **subject to availability**, at the rate for municipal lots.

20. **Can a business reuse an employee's parking permit decal if the employee leaves or is fired?**

- a) Yes, businesses can transfer employee parking permits to new employees, provided the appropriate **application form** is completed. Standard rates will apply for the new employee's parking permit decal.

21. **Will employees have a pin number to use at the meters?**

- a) No, the **pin number system** will be replaced with **visual decals**, allowing for easier tracking and use.