



**CITY OF SAN GABRIEL**  
**ALL-NIGHT PARKING APPLICATION**

**PERMITS COVER PARKING BETWEEN 2:00 A.M. AND 6:00 A.M. AT  
THE PERMITTED ADDRESS ONLY**

**OTHER PARKING RESTRICTIONS ARE NOT COVERED BY THIS PERMIT**

**FEE:** Parking permits are available for one year for **\$136.00** or six months for **\$114.00**. The Permit is not transferable to another person. The Permit is valid ONLY for the vehicle it was purchased for. However, if a new vehicle is purchased, the cost to transfer the permit to another vehicle of the same owner is **\$114.00**. The old permit must be returned to City Hall for a transfer.

**REFUND:** The old permit must be returned to City Hall. Refund amount is based on an established calculation method as follows: 1) Once issued, there is an automatic deduction of one-half from the purchase price; 2) An additional prorated amount will be deducted for each month used from date of purchase (over 15 days in a month = 1 month).

**\*\*\* We do not send reminders when your parking permit expires. \*\*\***

**WHAT VEHICLES ARE ELIGIBLE:** Only private passenger vehicles are eligible for Overnight Parking Permits. No permits will be issued for recreational vehicles and commercial vehicles.

Every applicant MUST provide a CURRENT DMV registration for ALL vehicles residing at the household regardless of the number of parking permits requested. ALL registrations MUST have the CURRENT San Gabriel address. The vehicle for which the Permit is purchased must be registered with a California license plate and be used to transport passengers for non-commercial purposes only.

Apartment residents must have their apartment owner or manager sign the parking permit application indicating the number of parking spaces assigned to the apartment unit. (Page 8)

Parking permits will be issued by *appointment*. Our hours of operation for phone and email inquiries are Monday thru Friday 8:00 am – 5:00 pm. To minimize wait times and expedite appointments we are accepting new applications and renewals with all vehicle registrations by email, mail or dropped off in our secure drop box located outside entrance of City Hall. All applications and renewal requests must have a contact name, residential address, unit # and phone number. Residents will be contacted to schedule an appointment to purchase their overnight parking permit.

Email: [annualparkingpermit@sgch.org](mailto:annualparkingpermit@sgch.org)

Mailing Address and Secure Drop off Location:  
City of San Gabriel  
C/O Annual Parking Permits  
425 S. Mission Dr. San Gabriel, CA 91776

**PARKING REGULATIONS**

**Specific Instructions pursuant to San Gabriel Municipal Code Section 72.032 Display of Permits**

A sticker supplied by the city evidencing the issuance of such permit shall be at all times displayed in the five inch square of the lower left-hand corner of the front windshield. All previously, issued stickers shall be removed prior to display of newly issued sticker. The sticker shall be plainly visible from the exterior.

It is the sole responsibility of the owner of the vehicle that has been issued a Permit to comply with this provision. Until the permit is "Plainly visible from the exterior," the vehicle will be subject to parking fines. (Sticker must be affixed to the vehicle). DO NOT USE TAPE.

\*\*\*\*\*

**TEMPORARY PARKING PERMITS MAY BE PURCHASED FROM PERMIT VENDING MACHINES LOCATED AT THE SAN GABRIEL POLICE DEPT, 625 S. DEL MAR AVENUE AND SAN GABRIEL PARKS & RECREATION DEPT, 250 S. MISSION DRIVE FOR \$4.00 EACH NIGHT.**

**WHO QUALIFIES:**

San Gabriel residents who are already using all available parking spaces on their property including the garage and driveway, but still have additional passenger vehicles for which they have no room to park.

EXAMPLE: Mr. and Mrs. Jones own a motor home and one car; however, their three daughters living at home also have three cars for a total of five vehicles. Two cars are parked in the garage as it was designed and another car fits in the driveway with the motor home leaving no remaining room to park their youngest daughter's Volkswagon.

Therefore, the Jones would qualify to purchase an Overnight Parking Permit for one of their four private passenger vehicles by providing a copy of all five current DMV registrations with the current San Gabriel address.

**WHO DOES NOT QUALIFY:**

San Gabriel residents who are not using all available space designed for parking.

EXAMPLE I: Mr. and Mrs. Wong and their two daughters own a total of four cars. Mr. and Mrs. Wong use their two car garage to store their extra furniture and belongings leaving no room for car parking in the garage. They can only park three cars in the driveway. Therefore, they do not have room for their fourth car.

The Wongs are not eligible to purchase an Overnight Parking Permit since they are not fully using the available parking in the garage.

EXAMPLE II: Mr. and Mrs. Johnson own three cars. They park two cars in the garage and their son parks the third one in the driveway. Their son leaves for school after Mr. Johnson has gone to work so the son must move his car each morning to let his father back out of the garage. It would be more convenient if their son could park in the street.

The Johnsons do not qualify for an Overnight Parking Permit since a lack of space is not a problem for them.

# San Gabriel Municipal Code

## ALL-NIGHT PARKING

### § 72.025 PERMITS.

No person shall stop, stand or park a vehicle on any street between the hours of 2:00 a.m. and 6:00 a.m. of any day except in accordance with either of the all-night parking permits described in this chapter; provided, however, the provisions of this section shall not apply to a vehicle of any regularly licensed physician when actually engaged in making professional calls.

('65 Code, § 4-5.1501) (Ord. 55-C.S., passed - - ) [Penalty, see § 10.99](#)

### § 72.026 APPLICATIONS AND FEES FOR PERMITS.

Each application for an all-night parking permit for a period longer than seven nights shall be filed in writing with the Finance Director upon a form to be accompanied by an investigation fee to be established by the City Council, from time to time, by resolution, which shall entitle the applicant to park one vehicle in a designated place for a period of 12 months. Each such application shall set forth the name and address of the applicant; the license number of the vehicle, the make, year, and type of vehicle; the necessity for the period requested; and such other pertinent information as the Finance Director may require.

('65 Code, § 4-5.1502) (Ord. 55-C.S., passed - - ; Am. Ord. 197-C.S., passed - - ; Am. Ord. 307-C.S., passed - - )

### § 72.027 REFUND OF PERMIT FEES.

When any person has been issued a permit for the all-night parking of a motor vehicle and has paid the fee as set forth by the City Council by resolution, and he subsequently finds that he will not need to use the permit for the remaining portion of the permit period, he may request a refund therefor. The refund shall be at the rate established by the City Council, from time to time, by resolution.

('65 Code, § 4-5.1503) (Ord. 55-C.S., passed - - ; Am. Ord. 197-C.S., passed - - ; Am. Ord. 307-C.S., passed - - )

### § 72.028 INVESTIGATION.

Upon the filing of each such application, the Finance Director shall cause to be made such investigation as he may deem proper to ascertain whether such permit should be granted. If, after the investigation, the Finance Director determines there is not adequate off-street parking space reasonably obtainable by the applicant at the place of his residence, or within 600 feet thereof, for the parking of the vehicle described in the application, an all-night parking permit shall be granted, otherwise, it shall be denied.

('65 Code, § 4-5.1504) (Ord. 55-C.S., passed - - )

### § 72.029 PERMITS; CONTENTS, TERM.

Each permit shall contain a brief description of the vehicle, the area within which the vehicle may be parked (which area shall be at the curb line adjoining the permittee's residence property, except as hereinafter provided), and the expiration date thereof. The permit shall be effective only as to such vehicle and such area. No permit shall continue for a period of time longer than the time reasonably required to provide off-street parking for the subject vehicle and in no event longer than one year after the date of the permit. When parking space is not available to the permittee in the area adjoining his residence property because of the location of a fire hydrant, driveway, storm drain or other physical deterrent, or because of prior applications and permits, or other sufficient reasons, the Finance Director may designate an area adjacent thereto.

('65 Code, § 4-5.1505) (Ord. 55-C.S., passed - - )

### § 72.030 TRANSFER OF OWNERSHIP.

Upon the transfer of the vehicle described in any permit or upon the permittee's change of place of residence or obtaining off-street parking facilities for such vehicle rendering the permit unnecessary, the permittee shall destroy the permit and report such destruction to the Finance Director. Upon the expiration of any such permit or within 20 days prior thereto, the Finance Director shall cause to be made such investigations as he may deem proper to ascertain whether a renewal of the permit should be granted. The Finance Director may grant a renewal of the permit if, as a result of the investigation, he determines that the permittee could not reasonably have sooner obtained the required off-street parking space and that the need for the permit still exists.

('65 Code, § 4-5.1506) (Ord. 55-C.S., passed - - ) [Penalty, see § 10.99](#)

### § 72.031 LOST PERMIT.

If a permittee loses, surrenders or destroys an unexpired permit for a certain vehicle, he may obtain another permit for the same vehicle for the unexpired term or a permit for a substituted vehicle for the unexpired term upon the payment of a fee established by Council resolution.

('65 Code, § 4-5.1507) (Ord. 55-C.S., passed - - ; Am. Ord. 197-C.S., passed - - )

### § 72.032 DISPLAY OF PERMITS.

A sticker supplied by the city evidencing the issuance of such permit shall be at all times displayed in the five inch square of the lower left-hand corner of the windshield. All previously issued stickers shall be removed prior to display of newly issued sticker. The sticker shall be plainly visible from the exterior.

('65 Code, § 4-5.1508) (Ord. 55-C.S., passed - - ; Am. Ord. 325-C.S., passed - - ) [Penalty, see § 10.99](#)

**§ 72.033 VEHICLES FOR WHICH PERMITS SHALL NOT BE ISSUED:  
EXEMPTIONS.**

(A) No all-night parking permit shall be issued to any person permitting the all-night parking of any vehicle, other than a passenger automobile, van or pickup truck whose primary purpose is to transport passengers for non-commercial purposes. No permit shall be issued for any truck, trailer, van or pickup truck whose primary purpose is commercial in nature, passenger trailer, motor home, house car, camper, boat, boat trailer, commercially licensed vehicle, other than a van or pickup truck whose primary purpose is to transport passengers for non-commercial purposes, or any other vehicle, except as provided herein.

(B) In the case of a van or pickup truck, the applicant shall sign a declaration, under penalty of perjury, stating that the primary use of the vehicle is the non-commercial transportation of passengers.

(C) Upon a written application to the Police Chief and a showing of good cause that the application of this section works an unreasonable hardship upon the owner or occupant of real property within the city, the Police Chief, with or without holding a hearing thereon, may grant an exemption from the provisions of this section upon such terms and conditions as the Police Chief shall determine in his sole discretion.

(D) Permits issued under this section are subject to revocation if it is discovered that the vehicle to which the permit is issued is not in compliance with the declaration on file.

('65 Code, § 4-5.1509) (Ord. 55-C.S., passed - - ; Am. Ord. 166-C.S., passed - - ; Am. Ord. 182-C.S., passed - - ; Am. Ord. 332-C.S., passed - - )

**§ 72.034 DESIGNATED STREETS IN PERMITS.**

The Finance Director may approve an application for a permit for all-night parking on a fee basis as provided in this chapter and on any street in the city, except Valley Boulevard, Las Tunas Drive and that portion of San Gabriel Boulevard between Las Tunas Drive and the Interstate 10 interchange.

('65 Code, § 4-5.1510) (Ord. 55-C.S., passed - - )

**§ 72.035 EMERGENCY AND TEMPORARY PERMITS.**

The Police Chief shall have the discretionary power, in emergencies, to issue to any person an all-night parking permit for a period not exceeding seven consecutive nights. The permit may be either oral or written, at the discretion of the Police Chief, and no investigation fee shall be charged.

('65 Code, § 4-5.1512) (Ord. 55-C.S., passed - - )

## § 72.036 REVOCATION OF PERMITS.

The Police Chief or the Finance Director may revoke any permit granted pursuant to the provisions of this subchapter, without a refund of the fees paid, when the holder thereof abuses the privilege granted by a willful violation of the conditions under which the permit was granted. Any person who feels he is aggrieved by an arbitrary refusal of a permit or the revocation of a permit may appeal to the Council for relief and a hearing. The decision of the Council upon the appeal shall be final after the hearing.

('65 Code, § 4-5.1513) (Ord. 55-C.S., passed - - )

**Please note that the California Vehicle Code requires the following:**

### **VC§ 4159. Notice of Change of Address**

Whenever any person after making application for the registration of a vehicle required to be registered under this code, or after obtaining registration either as owner or legal owner, moves or acquires a new address different from the address shown in the application or upon the certificate of ownership or registration card, such person shall, within 10 days thereafter, notify the department of his old and new address.

(Amended by Stats. 1976, Ch. 552.)

**CITY OF SAN GABRIEL  
OVERNIGHT PARKING PERMIT APPLICATION**

NAME \_\_\_\_\_ HOME PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

HOUSE \_\_\_\_\_ APARTMENT \_\_\_\_\_ CONDO/TOWNHOUSE \_\_\_\_\_

LIST ALL VEHICLES AT RESIDENCE: (circle the number of the one you wish to park on the street)

**PROOF OF CURRENT DMV REGISTRATION ON ALL LISTED VEHICLES IS REQUIRED.**

1. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
2. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
3. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
4. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
5. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
6. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
7. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
8. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
9. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
10. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
11. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_
12. MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE # \_\_\_\_\_ COLOR \_\_\_\_\_

REASON FOR REQUESTING THIS PERMIT: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**I have read and understood the rules and regulations set forth on Overnight Parking Permit pursuant to City of San Gabriel Municipal Code §72.025-§72.036. I declare under penalty of perjury, that the purchased permit will be used for the stated passenger vehicle(s) only.**

DATE \_\_\_\_\_ APPLICATION SIGNATURE \_\_\_\_\_

STATEMENT TO BE SIGNED BY OWNER OR MANAGER OF APARTMENT

How many parking spaces are provided for this unit? \_\_\_\_\_

Date \_\_\_\_\_ Print Name of Owner/Manager \_\_\_\_\_

Signature of Owner/Manager \_\_\_\_\_

The above statement in no way obligates the owner/manager of the property relative to the use of his/her facilities, but is used in determining the necessity for granting overnight parking permits by the city.

FOR LICENSE DEPARTMENT USE ONLY

No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____
No.	Permit # _____	Cash Receipt # _____	Date _____	Expiration _____

INVESTIGATED AND APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

DENIED BY: \_\_\_\_\_

REASON: \_\_\_\_\_



CITY OF SAN GABRIEL  
FINANCE DEPARTMENT

TO: ALL PARKING PERMIT APPLICANTS

I have read and understood the rules and regulations set forth on Overnight Parking Permit pursuant to City of San Gabriel Municipal Code §72.025-§72.036. I declare under penalty of perjury, that the purchased permit will be used for the stated passenger vehicle(s) only. By signing below, I acknowledge that I was provided with a copy of the OVERNIGHT PARKING PERMIT RULES and REGULATIONS.

<b>PRINT NAME</b>	<b>SIGNATURE</b>	<b>DATE</b>