

# City of Albany Residential Parking Permit System

## General Information

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### The City of Albany's Residential Permit Parking System

In an effort to encourage compliance, the system is moving from paper permits to a virtual system that will identify license plates of permit holders and visitors electronically. If you have moved or you are a first time applicant, you must visit the City Clerk's Office in person (see below for the necessary documentation) to ensure that your vehicle is permitted. If your information has not changed, you can renew online or in person at the City Treasurer's Office. Please note that in order to renew online you must have a renewal code, which residents and business owners will receive in their renewal letter. Should you have questions or concerns please feel free to contact our office at (518) 434-5090.

Residential permit parking is authorized by Chapter 359 (Vehicles and Traffic) article VIII (Residential Parking Permit System) of the City of Albany Municipal Code.

Permits - No permit shall be issued to anyone who has outstanding parking tickets issued by the City of Albany, unless such violation is pending adjudication.

Offenses – Any vehicle parked in a Permit Area in violations of this article may be issued a \$50 parking ticket.

Hours - The system would be in effect Monday through Friday (except for legal holidays) from 8am to 6pm.

Zone A those neighborhoods generally west of the Empire State Plaza and south of State Street and consisting of designated streets within the identified Center Square, Hudson/Park, Park South and Washington Park. The designated color for Zone A will be red.

Zone B those neighborhoods generally east of the Empire State Plaza and south of State Street and consisting of designated streets within the neighborhoods identified as Mansion and Pastures. The designated color for Zone B is Blue.

Zone C (Orange) those neighborhoods generally east of the Empire State Plaza and north of State Street and consisting of designated streets within the neighborhoods identified as Ten Broeck Triangle. The designated color for Zone C is orange.

## Required Documentation for Permits

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### Valid Driver's License

Required even if it does not show the qualifying address.

### State Vehicle Registration

A copy of the applicant's valid registration card is required, even if it doesn't show the qualifying address. Residents whose sole vehicle is registered to another party (i.e., parent or employer) must submit, with the vehicle registration card a copy of the Vehicle Affidavit Form (see Residential Permit Parking Applications and Forms).

### Recently Purchased Vehicles

Must provide their "Temporary Registration" in place of DMV registration card to obtain a permit.

### Proof of Residency, Tenancy or Property Ownership (valid vehicle registration is necessary)

All documents must be dated within 60 days of the date the application is submitted (not including the driver's license)

If you have a valid driver's license **with** an address within the residential zone for which you are applying you will be required to provide **one** of the documents from the list below.

If you have a valid driver's license **without** an address within the residential zone for which you are applying you will be required to provide **two** documents from the list below.

- Mortgage, deed, lease or closing escrow statement (for newly purchased property);
- Water, tax, gas, or electric bill;
- Phone bill (land line only, cell phone bills are not accepted)
- Satellite, cable television, credit card, or insurance bill
- Notarized letter from property landlord

## Permits and Visitor Permits

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There is a limit of one permit per (qualified) resident and a limit of one visitor permit per household. Business/property owners shall be entitled to up to 3 valid permits for business employees.

**VEHICLE PERMIT:** Permits will no longer be physical stickers and hangtags. In an effort to encourage compliance, the system is moving from paper permits to a virtual system that will identify license plates of permit holders and visitors electronically. There is a limit of one permit per qualified resident. The permit requires a valid vehicle registration, valid driver's license, and proof of residency (see above)

**VISITOR PERMITS:** Visitor permits are also virtual and will use the license plate to identify if a vehicle is permits or not. Residents can activate and renew their visitor's permits online at [https://albanypermits.rmcpay.com/#account\\_start](https://albanypermits.rmcpay.com/#account_start). There is a limit of one per household and is not available to commercial properties or non-resident property owners or agents. This permit requires proof of residency. Visitor permits should not exceed consecutive us of more than one week (5 business days) unless approved by the City Clerk's Office.

**VEHICLE UPDATES:** You can update all vehicles and permit info by visiting [http://albanypermits.rmcpay.com/#account\\_start](http://albanypermits.rmcpay.com/#account_start) or calling the City Clerk's Office at (518) 434-5090.

**BUSINESS PERMIT(S):** A business applying for multiple permits (up to 3) should have a letter on the business letterhead listing the all vehicles and the names of each owner. Additionally, the application should be accompanied by copy of the following: a valid driver's license & non expired vehicle registration for ALL vehicles.

## Fees

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- Residential parking permit - \$20 (limit of one per qualified resident)
- Nonresident business/property owner permit - \$20 each (limit of three)
- Visitor permit - \$5 (limit of one per household) when purchased **with** a parking permit
- Visitor permit - \$10 (limit of one per household) when purchased **without** a parking permit

## Exemptions

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**Health Care Provider:** Home health care providers who provide care to a resident and drives regularly to the resident's home must provide a valid driver's license, non expired registration and a statement on doctor's letterhead certifying the resident's medical needs and the name(s) of the persons providing care, will be exempt from a fee

**Health Emergency (Temporary):** A resident who has a short term health emergency with, valid driver's license, non expired vehicle registration and written notification from a doctor or health provider may also be exempt from a fee.

**Contractors (Temporary):** Any contractor(s) who will be working in any of the residential parking zones for a temporary amount of time may be exempt provided they submit the necessary documents. Contractors must provide a valid driver's license, non expired vehicle registration and a proof of intent to do business (estimate, contract, and/or a letter).