



CITY OF PORTSMOUTH

Office of the Parking Clerk

100 Foundry Place
Portsmouth, NH 03801
603.610.7253 FAX 603.431.6362

2023 LOADING ZONE PERMIT – RULES AND REGULATIONS

1. The Loading Zone Permit allows unmarked, non-commercial vehicles to use Loading Zones in accordance with Chapter 7, Article VI of the City of Portsmouth Ordinances.
 - a. Only vehicles actively engaged in loading or unloading of product, merchandise or equipment may park in a Loading Zone.
 - b. Such vehicles may park at the designated locations for a period not to exceed 30 consecutive minutes.
 - c. The permit does not allow a vehicle to park in any other manner than expressly authorized in these rules and regulations. The permit does not allow a vehicle to park in violation of Chapter 7, Vehicles and Traffic Parking of the City Ordinances.
 - d. The permit is not a guarantee that space will be available in Loading Zones.
 - e. The permit is not valid for free parking in metered parking spaces – it is applicable only to Loading Zones.
2. The permit may be obtained from the Parking Clerk after submitting the appropriate application and a \$250.00 administrative fee. There is no prorated fee for purchase of a permit at times later in the calendar year.
3. The permit shall be valid for the calendar year (January 1 – December 31) in effect at the time of application.
4. The permit is non-transferable, valid for only one vehicle per application.
5. The permit shall be displayed on the dashboard of unmarked, non-commercial vehicles utilizing loading zones. If the permit is not displayed and the vehicle is cited for a loading zone violation, the vehicle's registered owner shall be responsible for payment of said violation.
6. Use of the permit through misrepresentation (i.e. in a vehicle other than indicated on the permit) subjects the applicant to a fine of \$100.00.
7. Use of the permit other than at times or manner specifically authorized shall subject the applicant to a fine of \$200.00 for each unauthorized use.

I, the undersigned, have read and agree to the Loading Zone Permit Rules and Regulations listed herein:

Applicant's Name

Applicant's Company / Date

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