

N.U.N.A
North University Neighborhood Association
Parking and Membership
Memorandum 2016/17

Please note: Please follow instructions for self-addressed, stamped envelopes or pickup and separate checks (no cash). Your assistance by following these instructions will help ensure timely distribution. Thanks so much.

Dear Neighbors:

Residential Parking Plan permits for 2016:

Each permit cost \$15 and each residential address may obtain 2 vehicle decals and 2 visitor hang tags maximum.

Residents that are leasing/renting please ask your rental management company to obtain permits for you. If you have trouble with obtaining the permits please send in a form and permits will be issued once verified.

Tenants living in multi-family units (up to 7 units) may only obtain up to two permit stickers. Residents in multi-family projects larger than 7 units are not eligible for permits.

N.U.N.A Membership Dues:

You may also renew your NUNA membership – please see attached forms in this memorandum. NUNA membership pricing is the same in 2015.

Process to obtain permits and contribute membership dues

1. Please print this packet of forms either from this attachment or from the NUNA website <http://www.nunaaustin.org>.
2. Please drop off or mail your packet with separate checks for parking and for membership to:

If you live east of Speedway:

Cynthia Bryant
309 Moore Blvd, Austin, TX 78705
cynthiabryant@utexas.edu

If you live West of Speedway:

Patsy Tankersley
3110 Wheeler, Austin, TX 78705
ptankers@gmail.com

3. Please enclose a STAMPED, SELF-ADDRESSED # 10 ENVELOPE. Current postage is sufficient for 2 permanent and 2 visitor tags. If no stamped envelope is submitted, please pick up your permits when you received a confirmation email.
4. Please remit TWO CHECKS: one for parking, one for membership. Checks payable to: N.U.N.A. NO CASH please -sorry but for audit purposes, we are unable to accept cash.

Your NUNA parking coordinator is:

Sara Pietsch - 3121 Hemphill Park
sarapietsch52@gmail.com

North University Neighborhood Association (N.U.N.A)

2016/17 MEMBERSHIP DUES

NUNA dues are used to benefit the neighborhood, paying for Neighborhood Night Out, the Fourth of July celebration, signs to promote NUNA meetings and events, and donations to First English Lutheran Church and AGE for the use of their buildings.

Please check one of the following indicating what type of member you are:

- \$15 per person**
- \$25 per couple**
- \$10 per student**

NAME(S) _____

ADDRESS _____

E-MAIL _____

MAKE CHECK OUT TO: "N.U.N.A/MEMBERSHIP"

Please **do not** combine membership dues and parking permit dues on one check. Please return packet of forms with TWO Separate checks, one for RPP permits and the other for membership dues in the parking envelope.



Austin Transportation Department

Residential Permit Parking Program

Permit Purchase Application for YR 2016/17

North University Neighborhood Assoc. Area 1 (NUNA)

Name of Applicant (please print): _____

Please check **ONE** applicant type: Homeowner Rents/Leases Property Manager

Email Address (for renewal notices): _____

Home Address (number and street): _____

Must provide copy of the following information when applying for Residential Parking Permits:

1. Driver's license or identification card
**Note: Only residents currently renting must provide copy*
2. Proof of residency (lease/mortgage agreement or utility bill issued within last 30 days)
Note: **Not Required for homeowners and **Required** for all renters.*
3. License plate number of vehicle(s) receiving decal permit. LP#1 _____ LP#2 _____
4. Number of Permits Desired(4 per household Max): Hang Tags(2 Max) _____ Window Decals _____

By signing, I hereby confirm that I have been issued the confirmed amount of combined residential parking permit decals and hang tags above and have made payment to either the designated area coordinator or appropriate Austin Transportation Department Staff. By signing, I am also acknowledging that I have read and agree to abide by the following rules, guidelines and RPP do's and don'ts for owning Residential Parking Permits:

- Permits shall be valid from August till the end of July each year. Permits will be renewed before the first day of August annually starting in 2016.
- Each decals permit shall be valid only for the area for which it is issued. License plate number of the vehicle must be written on window decal permit and match vehicle in which it is placed. Visitor hang-tags are to display the street name and block number.
- The fee for the purchase of residential parking permits will be \$15 each. A permit package typically includes two residential parking permits and two visitor hang-tags. Subsequent residential (i.e. sticker) permits may be issued in lieu of visitor hang-tags. There is a maximum allowable total of four permits per household, with a maximum of two visitor hang-tags. A re-issuance fee of \$15 will be charged for lost or stolen permits.
- The residential parking permit shall be affixed on the lower left corner of the front windshield (above the vehicle registration sticker). The visitor hang tag is to be presented so that the writing is visible through the front windshield. The visitor hang tag may be hung from the rear-view mirror.
- Replacement permits for vehicles traded, new vehicles etc. will be issued, free of charge, provided the original permit is returned when the request for re-issuance is made.
- Failure to abide by the rules and guidelines may result in the reduction or revocation of permit privileges.

Signature of Resident: _____ Date: _____

-----**Office-Use-Only**-----

Number of Window Decals Received: _____ Serial numbers of Window Decals: _____

Number of Visitor Hang Tags Received: _____ Serial numbers of Hang Tags: _____

Total permits issued: _____ Total Balance Due: \$ _____ Payment Type(Check/Cash) _____

Permits issued by: _____ Signature: _____ Date: _____



RESIDENTIAL PERMIT PARKING (RPP) PROGRAM INSTRUCTION SHEET FOR PERMIT PLACEMENT AND DISPLAY PERMIT “DO’S AND DON’TS”

DO:

Sticker Decal Permit Placement:

- Place your vehicle sticker so that it is above or adjacent to the vehicle registration sticker on the **lower** left portion of your front windshield. The sticker should be **flush** against the surface of the windshield. If not placed correctly, the permit could be hard to see and enforcement may issue a citation if not seen.
- For sticker decal permits, verify that the license plate number is correctly shown on the permit and is placed on the vehicle with matching license plate.

Visitor Hang Tag usage:

- Make sure that hang tags has address written on hanger.
- Hang your visitor parking permit from the rear view mirror so that the writing is **visible** through the front windshield. If the hanger does not fit around the rear view mirror, use a rubber band or other string large enough to fit around mirror and hang permit from that.

Other important Information for permit holders:

- Inform your guests of the proper display of permits.
- Protect your permit. Lost or stolen permits cost \$15 each to replace.
- Communicate a lost or stolen permit to your RPP Coordinator contact person so that you may quickly purchase a replacement.
- Permits expire yearly and will need to be renewed by start of the new renewal period with your designated RPP coordinator. Please double check to see what your renewal date is.

Day/Construction passes

- Request permits from either the RPP coordinator for your neighborhood or the City of Austin RPP staff.
- Permit request should be at least 2 weeks in advance. This may vary by City of Austin staff or RPP coordinator availability.
- Place permit on dash so that the writing is clearly visible and readable from windshield.

DON'T:

Improper permit usage

- Place your permit where it can't be easily read by enforcement personnel – you will be ticketed.
- Use permits that don't have address on hang tags or license plate numbers on decal permits – you will be ticketed for invalid permit.
- Park your vehicle illegally and display a permit – you will be ticketed.
- Use old, out of date permits – you will be ticketed you will be ticketed for invalid permit.
- Leave your permit where it can be stolen or “borrowed.”
- Park in other RPP area's that your permit doesn't belong – you will be ticketed for invalid permit.

Improper Day/Construction passes

- Place day/construction pass that is unreadable due to placement – you will be ticketed.
- Use an expired day/construction pass – you will be ticketed.
- Use a day/construction passes that doesn't match the current permit color for that year – you will be ticketed.
- Duplicate or manipulate a day/construction pass – you will be ticketed.

The rules regarding the placement and display of permits will be strictly enforced. Failure to abide by the rules and guidelines may result in the reduction or revocation of permit privileges.

QUESTIONS?

COMMENTS?

Please contact Joseph Al-Hajeri at the Austin Transportation Department

Telephone: (512) 974-6528

Email: Joseph.Al-hajeri@austintexas.gov