

VILLAGE OF BREWSTER

POLICY FOR DISTRIBUTION OF QUARTERLY PARKING PERMITS

All permit applicants are treated with respect according to the following procedures. No exceptions.

Due to the limited availability of parking spaces in the Village of Brewster, quarterly parking permits shall be given on the following priority basis:

1. RESIDENTS of the Village of Brewster
2. BUSINESS OWNERS and their employees in the Village of Brewster
3. Town of Southeast Residents
4. New York STATE Commuters
5. Out of State Commuters

Handicapped parkers are a designated priority.

#1, #2, and #3 must show proof of residency; drivers license, automobile registration, lease, closing papers, printed checkbook, or received mail.

After parkers are accepted and as long as they maintain uninterrupted validity of their parking permit, at their request, they may be added to the "MOVE UP LIST" which allows them to move closer to the train station as spaces open up in other lots.

If a parker leaves the parking program, the name is deleted from all lists and the process of attaining preference must begin again, by request only, upon returning to the program.

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Permit Parking Application

Name _____

Street Address _____

City, ST ZIP _____

Telephone _____

Cell _____

Email _____ @ _____

Preferred method of contact: mail____ telephone____ cell____ email____ other____

Rates: [\$125.00 Village resident] [\$200.00 Outside Village] [400.00 Taxi]

Proof of residency type:

Please list license plate number(s) color, make and model of vehicle(s) registered to permittee.

License Plate #	Vehicle Color	Vehicle Make/Model
1.		
2.		
3.		
4.		
Do you have a handicap permit?____ Permit number is_____		
Issued by_____ Expiration date _____		

I understand that if make false representations on this application I will be prosecuted pursuant to the Municipal Code of The Village of Brewster.

Signature_____ Date_____

Paid by Check #_____ Cash Amount _____ Date

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PERMIT INFORMATION

for new parkers

Village of Brewster Parking Office
50 Main Street, Brewster, NY 10509
Tel 845-279-3966 or 845-2793 3760

Open 8:30 a.m. to 4 p.m.
Monday-Friday
(Closed for lunch 1-2)p.m.

Welcome to the Village of Brewster Permit Parking Program. This program is provided in cooperation with NYC Department of Environmental Protection (DEP) upon whose land your parking space lies. First and foremost it is imperative you treat the land with the utmost respect. Ensure your vehicle is not leaking any fluids and is kept maintained on a regular basis. Do not dispose of ANYTHING on these lands other than in the receptacles put there for that explicit purpose. Parking here is a privilege that may be revoked at anytime.

Our Brewster Police Department and Parking Enforcement Officers patrol these lots regularly. These officers are empowered to issue summons for violations of vehicle and traffic law that include; no parking permit displayed, missing license plate, expired registration, expired inspection, and other obvious vehicle defects that render your vehicle deficient to code. We take public safety seriously and expect you to do the same.

You have been ASSIGNED TO PERMIT PARKING located in the _____ Parking lot. If the assigned LOT IS FULL you must call the Village Office for alternative instructions. If the office is closed, call as soon as we open (8:30 A.M.) and advise us of your parking location. We will make every effort to ensure the vehicle is not ticketed or towed as long as there is no imminent safety or traffic flow concern.

Your PERMIT MUST BE DISPLAYED ON THE DASHBOARD ON THE DRIVER'S SIDE AND READILY VISIBLE. This is the ONLY WAY HE KNOWS that you belong in the lot. Failure to do this can result in a summons or being towed.

On the first day of each quarter; June 1, Sept. 1, Dec. 1, Apr. 1 you must have the appropriate permit for the quarter on the dashboard. You may not duplicate or alter your permit. We suggest you slip it into a clear plastic bag with a piece of cardboard underneath to add some weight.

We do not send out invoices for parking payments, though if you provide your email address we plan on using that as a reminder that payments are due. PAYMENT for permits is DUE at the Village Office BY THE 15th OF

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THE LAST MONTH ON YOUR CURRENT PERMIT. All unpaid spaces are reassigned automatically on the first day of the new quarter. Your NEW PERMIT MUST BE ON THE-DASHBOARD THE FIRST DAY OF THE NEW QUARTER.

Please be sure to PAY EARLY to insure continuity of your current permit. Continuity will be guaranteed if payment is received before close of business on the last business day of the month preceding the start of the new quarter. The village offices close at 4:00 P.M. except between roughly July 4th and Labor Day when the office closes on Fridays at 1:30 P.M. Call to check the business hours. 845-279-3760

You MAY NOT LEND your permit to anyone else. YOU ARE THE PERMIT HOLDER, Permits are not transferable.

Refund POLICY: It is the policy of the Village NOT TO ISSUE REFUNDS for parking permits already issued once the quarter has begun.

IMPORTANT: DUPLICATION OR ALTERATION OF PERMITS IS EXPRESSLY PROHIBITED AND MAY SUBJECT VIOLATORS TO CRIMINAL PENALTIES

Fees are due for the quarter of.	June-July-Aug.	by May 15 th
	Sept.-Oct.-Nov	by August 15 th
	Dec.-Jan.-Feb.	by Nov. 15 th
	Mar.-Apr.-May	by Feb. 15 th

Park at Your Own Risk.

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Railroad Avenue – eastside (backing up to Tonetta Brook) #1-15 is a RESTRICTED AREA and only those assigned permit #1 through 15 are allowed to park in those spaces. Parkers allowed in this restricted area may park in any one of the 15 spaces.

GREEN LOT: The Green Lot is directly behind Bob's Diner. The entrance is off Railroad Avenue and the exit is on Marvin Avenue. Park in any space

TRI STATE LOT: Go down Park Street (directly across from Village of Brewster offices) CROSS INTERSECTION and continue down 1-way street to bottom. Tri State is on right hand side at bottom. The stairway to Marvin Avenue at the back of the lot is currently not usable. Park in any space and walk around using Park Street and Marvin Avenue to Railroad Avenue.

MARVIN AVENUE LOT: Go down Park Street (directly across from Village of Brewster offices). Turn right and park on left hand side of Marvin Avenue. There are also three spaces that belong to the Marvin Avenue strip on the other side of the street tucked in next to the brook. Park in any space.

Questions? Call Barbara 845-279-3760 x11