



*Town of Mansfield
Police Department*

500A East Street, Mansfield, Massachusetts 02048

*Acting Police Chief
Michael E. Ellsworth*

**APPLICATION FOR CENTRAL BUSINESS DISTRICT
MERCHANT PARKING PERMIT**

2023

Do you work in the downtown business district? Employees with a downtown parking permit are eligible to park for longer than the two-hour and four-hour limits. These time limits are intended to protect residents and businesses in the area from MBTA overflow. Check the map to make sure the street you want to park on allows for permitted parking over two or four hours.

The 2023 permit is available now! Permits cost \$20 each and are reduced to \$10 if purchased after July 1st. ***This permit does NOT allow for overnight parking during the downtown winter parking ban that is in effect annually from December 1st to April 30th (12am-6am No Parking on-street).** Limit of ten (10) permits per business. If you have part time employees who work at different times, request "Guest" permits that can be shared among employees. **Make checks payable to "Town of Mansfield."**

Business		Business Phone:	
Street #	Street	Apt:	
Contact Person:		Contact Phone:	
Permits Requested			Office Use Only
Name	License Plate	Plate State	Permit Issued Date Issued
Name	License Plate	Plate State	
Name	License Plate	Plate State	
Name	License Plate	Plate State	
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TOWN OF MANSFIELD

PARKING REGULATIONS FOR MERCHANT AND RESIDENT PERMITS

Purpose:

The primary purpose for these parking regulations is to provide guidance for the management of parking in the Central Business District, adjacent residential areas and the commuter rail station area.

Parking permits for residents and employees will be issued by the Mansfield Police Department in accordance with these regulations. Applications for permits may be obtained at the Police Department.

Permit Areas:

The permit areas are as outlined on the attached map. The parking areas are subject to change by the Board of Selectmen.

Types of Permits:

1. Resident Commuter Rail: These permits are issued to residents only. The permits allow parking in designated commuter rail parking facilities at the Mansfield Commuter Rail Station. ***Issued by Town Clerk's Office.***
2. Central Business District: These permits are issued to businesses, employees of businesses located in the Central Business District and residents of the Central Business District as outlined on the attached map. The permit allows parking in the designated areas for longer than the posted time limit, subject to any winter or other regulations. ***Issued by Police Department.***

Eligibility for Permits:

Applicants for permits shall provide evidence of either employment within the Central Business District or residency within the Central Business District by means of a statement from their employer or provision of a lease agreement, utility bill showing an address within the District, driver's license, vehicle registration or similar documentation sufficient to confirm eligibility for a permit. The applicant shall also provide evidence of a lack of sufficient off street parking availability at their place of business or residence to justify the necessity of a parking permit. A business may obtain up to ten (10) permits for employees. A residential building may obtain up to two (2) permits per dwelling unit. A business may obtain more than ten (10) permits based on information presented to the Chief of Police that more than ten permits are needed to provide sufficient parking for the employees of the business.

Display of Permit:

The permit shall be displayed by hanging the permit from the rearview mirror. The permit shall contain the license plate number of the vehicle to which the permit was issued which number shall match the license plate on the vehicle displaying the permit.

Permit Year:

The permit year shall be the calendar year beginning January 1 of each year and ending on December 31.

Hours of Operation:

The hours of operation shall be between 8:00 a.m. and 5:00 p.m., Monday through Friday excluding legal holidays in Massachusetts.

Permit Fees:

The fee for a permit shall be \$20.00 per calendar year. The fee for a partial year after June 30 shall be \$10.00. The fee to transfer a permit to a different vehicle with the same owner and a new license plate number shall be \$5.00 if the previous permit is returned to the Town.

Enforcement:

These regulations shall be enforced by the Mansfield Police Department as provided for in the Town By-laws.

Appeals:

1. Any person who is denied a permit or who has a permit revoked may appeal the action to the Town Manager.
2. Any person who receives a violation notice under these regulations may appeal through the normal parking violation process.