



**APPLICATION FOR A PERMIT TO  
 PARK A MOVING VEHICLE/MOVING TRUCK  
 IN PUBLIC RIGHT OF WAY**

**APPLICANT INFORMATION**

Applicant: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

**MOVING COMPANY INFORMATION**

Moving Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Information regarding moving vehicle:** (Please confirm dimensions with moving company)

Description of Moving Vehicle: Height: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Color: \_\_\_\_\_  
 License Plate #: \_\_\_\_\_ (if available)

Requested Address to Parking Moving Vehicle: \_\_\_\_\_

Requested Date: \_\_\_\_\_ (Circle one: Sun, Mon, Tues, Wed, Thurs, Fri, Sat)

Requested Time (From): \_\_\_\_\_ to \_\_\_\_\_

**GENERAL GUIDELINES:**

**Moving Vehicles/Moving Trucks up to 25 feet in total length do not require a permit.** To reserve a parking space in front of your home or business you may purchase Temporary No Parking signs from the Parking Office. The fees for Temporary No Parking signs are \$1.25 each plus meter fees if meters are present or street usage fees (\$1.00 per hour per space) during non-meter hours of operation or when meters are not present. In order for Temporary No Parking signs to be enforceable, they must be posted at least 24 hours in advance and called in to Parking Enforcement at (626) 744-6440 to confirm posting.

**Moving vehicles 26 feet in length and over require a pre-inspection to determine viability of a permit. Applications must be submitted 10 days prior to your moving date.** It is recommended that you obtain approval on the size of your moving vehicle prior to renting or scheduling your move.

Moving Vehicles/Moving Trucks shall:

1. Not be parked on the street past 10 pm
2. Not block driveways
3. Not create a traffic hazard, community inconvenience or nuisance.
4. Be placed so as to minimize the sight visibility issues at intersections and adjacent driveways.
5. Shall maintain 15 ft. clearance on each side of a fire hydrant
6. It is the permit holders responsibility to read, understand, and abide by posted regulations including the following restrictions: "No Stopping" Zones, Handicapped Zones (Blue Curb), "Tow Away" Zones, Fire Hydrants, Red Curb, Taxi Zones, Red Curbs, Bus Zones, No Parking for Street Cleaning, Passenger Loading Zones (White Curb), Commercial Loading Zones, Parking Meters (unless arrangements have been made with the Parking Office), and Temporary Parking or Stopping Restrictions. It is recommended that the applicant read the posted signage.
7. It is the permit holder's responsibility to abide by the Department of Transportation's approved parking plan and follow any additional conditions. The director of Transportation or designee may place additional conditions as required to ensure the safety, health and welfare of the public.

I declare under penalty or perjury, that I have read and understand and agree to comply with the requirements noted above and the rules and regulations, paid associated fees, agree to pay for any damage to public trees, streets, curbs, meters, sidewalks or other public property, and agree to absolve the City of Pasadena of any claims or any liabilities in connection with the placement/parking of the moving vehicle/moving truck in the public right of way.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

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Address requested for placement of Moving Vehicle: \_\_\_\_\_

**Diagram: (Please show the location requested for parking the moving vehicle. You may draw a map below or attach a map. Be sure to include the street, property line, driveways, trees, hydrants, and a north arrow.)**

Office Use Only:

Permit #: \_\_\_\_\_

Reviewed by Traffic Division: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Comments/Special Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_