

# The Borough of Sewickley

601 THORN STREET • SEWICKLEY, PA 15143

412-741-4015

## NO PARKING SIGN REQUEST

APPLICANTS NAME: \_\_\_\_\_

APPLICANTS ADDRESS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

DATE(S) NEEDED: \_\_\_\_\_

TYPE & COLOR OF VEHICLE: \_\_\_\_\_

LICENSE PLATE NO: \_\_\_\_\_

PURPOSE: \_\_\_\_\_

NO. OF SPACES: \_\_\_\_\_ LOCATION: \_\_\_\_\_

### **Please note the following:**

- It is the applicant's responsibility to place the signs.
- Applicant must provide stakes (for grassy areas) or cones (for concrete or asphalt areas) for the signs.
- **Signs must not be put on utility poles or trees.**
- Immovable equipment (i.e., dumpsters or pods) must have cones and/or safety equipment displayed.  
**(Dumpsters and pods require a permit from Zone/Code)**
- **A copy of this form must be put on the windshield of each vehicle.**
- The maximum time period is 2 weeks. Applicants must apply for an extension of time.
- Signs are not transferable and are the responsibility of the applicant.
- Misuse may result in a fine.

### **NON-PAY STATION AREAS – NO FEE:**

Requests for no parking signs in non-pay station areas are handled by the Borough Manager's office. Forms can be sent to [adminassist@sewickleyborough.org](mailto:adminassist@sewickleyborough.org) or hand delivered to the Borough Manager's office on the 2<sup>nd</sup> Floor.

### **PAY STATION AREAS - \$15 PER SPACE PER DAY:**

Requests for no parking signs in pay station areas are handled by the Parking Department. Forms can be sent to [parking@sewickleyborough.org](mailto:parking@sewickleyborough.org) or hand delivered to the Parking Department on the 1<sup>st</sup> Floor.

Amount due: \$15.00 X \_\_\_\_\_ spaces X \_\_\_\_\_ days = \$ \_\_\_\_\_

APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_