Town of Barnstable
Planning & Development Department
Parking Management Program
www.townofbarnstable.us/Departments/parkingdivision
367 Main Street Hyannis, MA 02601

Office: 508-862-4673   Fax: 508-778-2412

SPECIAL EVENT PARKING PERMIT PROCEDURE

The Town of Barnstable Parking Program has adopted the following procedure regarding issuance of special event parking permits:

1. Special Event Parking Permits are only eligible to special event organizers and event vendors holding an approved event on Town Property or a public way in the Village of Hyannis.

2. Event may be open to the public or private, and either non-profit or for-profit.

3. Permits must be applied for by the Event organizer, and issued **only** at 367 Main Street Hyannis through the Parking Management Program.

4. Special Event Parking Permits are issued to one or more of the following locations:
    a) Town Hall Lot   d) 200 Main Street Lot
    b) Ocean Street Lot   e) South Street Lot
    c) Armory Lot   f) Bismore Park

5. Lot locations allowed by permit will be determined on a case-by-case basis by the Parking Program Manager or designee.

6. The Town Hall, Ocean Street, South Street, Bismore Park and 200 Main Street parking lots are open to the public therefore parking is on a first come first serve basis.

7. The cost for each permit is $15.00 per day between the Friday before Memorial Day and Columbus Day, and free between Tuesday after Columbus Day and Thursday before Memorial Day.

8. Permit must be hung from the rearview mirror or displayed on the driver's side front dashboard in order to be valid and expires at the end of the day printed on permit.

9. Special Event Parking Permits do not allow parking in unmarked parking spaces, handicap parking spaces (unless valid state issued Handicap placard or plate is displayed properly in addition), fire lanes, or any other parking violation as described by MGL.

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10. Permits are issued at the discretion of the Parking Management Program per approval of the Town Manager and may be cancelled or revoked for failure to comply with these rules or other municipal or state laws.

Special Event Parking Permit does not guarantee a parking space at the time of use, however allows permit holder to park without time constraints at approved locations within approved date granted and at no additional cost.

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SPECIAL EVENT PARKING PERMIT APPLICATION

Part I: Contact Information

Name _____   Cell Number _____

Email Address _____

Part II: General Event Information

Event name: _____   Dates of Event: _____

Location of Event: _____

Part III: Parking Permits

Requested Parking Permit Dates: _____

Requested Parking Lot:
- ☐ Town Hall Lot
- ☐ Ocean Street
- ☐ South Street
- ☐ Hyannis Armory
- ☐ Bismore Park
- ☐ 200 Main Street

# of Vehicle Only Permits: _____   # of Vehicle/Trailer Combo Permits: _____

Please submit completed form to Parking Management at 367 Main Street, Hyannis MA 02601

For Town use only

Approved Locations:
- ☐ Town Hall Lot
- ☐ Ocean Street
- ☐ South Street
- ☐ Hyannis Armory
- ☐ Bismore Park
- ☐ 200 Main Street

# of Vehicle Only Permits Issued: _____   # of Vehicle/Trailer Combo Permits: _____

Date Permits Issued:_____   Date Permits Expire: _____