



MAYOR

Gina D. Picinich

VILLAGE TRUSTEES

Lisa C. Abzun

DEPUTY MAYOR

Anne B. Bianchi

Karine P. Patiño

Karen B. Schleimer

VILLAGE MANAGER

Edward W. Brancati

ASSISTANT

VILLAGE MANAGER

Kenneth L. Famulare

VILLAGE/TOWN OF MOUNT KISCO

WESTCHESTER COUNTY, NEW YORK

104 Main Street, Mount Kisco, NY 10549-0150

Tel (914) 241-0500 • Fax (914) 241-9018

www.mountkisco.ny.gov

November 29, 2022

Dear Parking Permit Applicant:

Enclosed is an application to purchase a 2023 Parking Permit from the Village/Town of Mount Kisco. Please note that there have been changes to the rules and regulations on the reverse side of the application. Parking permits will be issued after December 7, 2022 in the order they are received, and all permit sales are final.

Residents must show proof of residency (e.g., driver license or utility bill). Business permit applicants must provide a letter or business card which includes the name of the employer and the Mount Kisco business address. You must be employed in the downtown business district to apply for the Business parking permit.

Businesses that purchase parking permits for their employees will be issued parking permits that will be provided to them with the business name, and therefore can be transferable between employees. You are, however, still required to provide us with a current vehicle registration for each employee. **No permits can be issued without a registration.**

You may send your application in by mail or you can apply for your permit online at <https://mountkisco.ny.cmrpay.com/> (please note you will not be able to purchase permits online until December 31st, 2022)

All applicants must provide the following when applying for a permit (if any items are missing, your application will be held until all items are received):

1. Completed application;
2. A copy of driver license;
3. A copy of vehicle registration;
4. Corresponding permit fee in the form of a money order, check, or electronic payment; and
5. **For Business Applicants Only:** Employment documentation as detailed above.
6. Mail all items to: Village/Town of Mount Kisco, Attention 2023 Parking Permits, 104 Main Street, Mount Kisco, NY 10549

Please also note that in order to park in the Carpenter Avenue lot, in the Maple Avenue lot, on Sarles Avenue, and on Gatto Drive you must provide proof of address. These lots and streets are only for residents of those streets. **Residents on Maple Avenue, Sarles Avenue, and Gatto Drive are entitled to no more than two permits per dwelling.**

The parking permits are a hang-tag type permit (hang on rear-view mirror), with the option of a second vehicle to be included on your permit. Please be advised that if you choose to add a second vehicle, both vehicles cannot be parked at the same time. If you choose to have two of your vehicles on your permit, there will be an additional \$25 fee, and you must include a copy of both vehicles' registrations.

From time to time, we have found certain vehicles in our parking lots with permits which did not match the vehicle information or vehicle owner identified on the permit application. It is Village policy to ticket such vehicles and cancel all parking permit privileges, which is why we ask that all applicants provide us with a valid copy of their registration.

If you have any questions regarding the parking permit application or requirements, please contact the Parking Permit Office at (914) 864-0034.

Sincerely,

Victoria Simoncini
Deputy Receiver of Taxes

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29 de Noviembre de 2022

Estimado solicitante de permiso de estacionamiento:

Se adjunta una solicitud para comprar un permiso de estacionamiento de 2023 del pueblo de Mount Kisco. Tenga en cuenta que ha habido cambios en las normas y reglamentos en el reverso de la solicitud. Los permisos de estacionamiento se emitirán después del 7 de diciembre de 2022 en el orden en que se reciban, y todas las ventas de permisos son definitivas.

Los residentes deben mostrar prueba de residencia (por ejemplo, licencia de conducir o factura de servicios públicos). Los solicitantes de permisos comerciales deben proporcionar una carta o tarjeta comercial que incluya el nombre del empleador y la dirección comercial de Mount Kisco. Debe estar empleado en el distrito comercial del centro para solicitar el permiso de estacionamiento comercial.

Las empresas que compren permisos de estacionamiento para sus empleados recibirán permisos de estacionamiento que se les proporcionarán con el nombre comercial y, por lo tanto, pueden ser transferibles entre empleados. Sin embargo, aún debe proporcionarnos un registro de vehículo actual para cada empleado. No se pueden emitir permisos sin un registro.

Puede enviar su solicitud por correo o puede solicitar su permiso en línea en <https://mountkisco.ny.cmrpay.com/> (**tenga en cuenta que no podrá comprar permisos en línea hasta el 31 de Diciembre de 2022**)

Todos los solicitantes deben proporcionar lo siguiente al solicitar un permiso (si falta algún elemento, su solicitud se retendrá hasta que se reciban todos los elementos):

1. Solicitud completa;
2. Una copia de la licencia de conducir;
3. Una copia del registro del vehículo;
4. Tarifa del permiso correspondiente en forma de giro postal, cheque o pago electrónico; y
5. Solo para solicitantes comerciales: documentación de empleo como se detalla anteriormente.
6. **Envíe todos los artículos a:** Village/Town of Mount Kisco, Atención 2023 Permisos de estacionamiento, 104 Main Street, Mount Kisco, NY 10549

Tenga en cuenta también que para estacionar en el lote de Carpenter Avenue, en el lote de Maple Avenue, en Sarles Avenue y en Gatto Drive, debe proporcionar un comprobante de domicilio. Estos lotes y calles son solo para residentes de esas calles. **Los residentes de Maple Avenue, Sarles Avenue y Gatto Drive tienen derecho a no más de dos permisos por vivienda.**

Los permisos de estacionamiento son del tipo etiqueta colgante (colgar en el espejo retrovisor), con la opción de incluir un segundo vehículo en su permiso. Tenga en cuenta que si elige agregar un segundo vehículo, ambos vehículos no se pueden estacionar al mismo tiempo. Si elige tener dos de sus vehículos en su permiso, habrá una tarifa adicional de \$25 y debe incluir una copia de los registros de ambos vehículos.

De vez en cuando, hemos encontrado ciertos vehículos en nuestros estacionamientos con permisos que no coincidían con la información del vehículo o el propietario del vehículo identificado en la solicitud de permiso. Es política de Village multar a dichos vehículos y cancelar todos los privilegios del permiso de estacionamiento, por lo que solicitamos a todos los solicitantes que nos proporcionen una copia válida de su registro.

Si tiene alguna pregunta sobre la solicitud o los requisitos del permiso de estacionamiento, comuníquese con la Oficina de Permisos de Estacionamiento al (914) 864-0034.

Sinceramente,

Victoria Simoncini
Receptor Adjunto de Impuestos

OFFICE USE ONLY

Total Payment Received: _____
Payment Received by: _____

Permit(s) Number(s): _____
Date: _____

VILLAGE/TOWN OF MOUNT KISCO 2023 PARKING PERMIT APPLICATION (1/1 - 12/31)

Please remit payment to Village of Mount Kisco - 104 Main Street, Mount Kisco, NY 10549, Attn: Parking Permits. Sales are final.

Contact us: (914) 864-0034; parking@mountkisco.ny.gov; www.mountkisco.ny.gov.
Online applications at <https://mountkisco.ny.gov/cmray.com>

Vehicle Owner Information

Name: _____ Business/Organization (if applicable): _____

Address: _____

Phone: _____ E-mail: _____

24 Hour Parking Permits

South Moger	Blackeby	Dakin	North Moger	Carpenter or Maple
___ Resident (\$425)	___ Resident (\$350)	___ Resident (\$350)	___ Resident (\$325)	___ Resident (\$325)
___ Business (\$450)	___ Business (\$450)	___ Business (\$450)	___ Business (\$350)	
	___ Non-resident (\$975)		___ Non-resident (\$1,300)	

Overnight *only* permits. Parking is from 4:00PM to 9:00AM. Cars must be out by 9:00AM.

Blackeby	Dakin	East Hyatt	Carpenter
___ Resident (\$100)	___ Resident (\$100)	___ Resident (\$100)	___ Resident (\$100)
Maple	North Moger		
___ Resident (\$100)	___ Resident (\$100)		

Miscellaneous

Non-Resident Village Property Owner – Blackeby (50% ownership required) ___ (\$800)

Motorcycles & Mopeds	Commercial Vehicles	Sarles Avenue & Gatto Drive	Transfer/Replace
___ (\$100)	___ (\$1250)	___ Resident (\$5)	___ (\$25 per permit)

Vehicle #1

Vehicle #2 (\$25, both vehicles cannot be parked at the same time)

Make: _____ Model: _____ Make: _____ Model: _____
Plate #: _____ State: _____ Year: _____ Plate #: _____ State: _____ Year: _____

REGULATIONS AND INSTRUCTIONS FOR USE OF VILLAGE/TOWN OF MOUNT KISCO PARKING PERMITS

Failure to Comply With These Regulations and Instructions May Result in Issuance of a Complaint/Information/Appearance Ticket and/or Revocation of Permit Parking Privileges

- NOTE:** A Resident is defined as a person having their place of abode within the Village/Town limits.
A Non-Resident Owner or Business Employee is defined as a person residing outside of the Village/Town limits, but meeting the following criteria within the Village/Town limits: (a) owning property (b) owning or operating a business, or (c) employee. Said applicants must submit a letter from their employer verifying employment within the Village/Town. The Village will no longer be issuing Parking Permits for those employees and businesses that are NOT in the business district, in the downtown area.
1. In order to establish eligibility for a parking permit all applicants must send in copies of their current drivers license and vehicle registration(s). This information must be submitted with this request. All information will be kept in the Parking Permit Office for reference. Permits will not be issued without proper documentation.
 2. People employed in the Village/Town of Mount Kisco, but not a Village resident, must also submit a statement signed by their employer to this effect.
 - 2a. A Village/Town of Mount Kisco property owner who does not reside in Mount Kisco must provide proof they own greater than 50% of said property for eligibility.
 3. Parking Permit applications may be submitted online at <https://mountkiscony.cmrpay.com> . Applications may also be requested by mail or you can print a parking permit application from the Village website at www.mountkiscony.gov. All applications must be accompanied by a check, money order, or electronic payment for the correct amount. Checks are to be made payable to the Village/Town of Mount Kisco.
 4. Parking Permit must be displayed facing out on rear view mirror. Parking Permit is not valid if it cannot be properly inspected. All expired permits must be removed. Only one (1) vehicle on permit can park at one time.
 5. You are entitled to park the specified vehicle in the lot designated on the permit. Please indicate desired parking lot on application.
 6. Parking permit holders, except overnight parking permits, are valid Monday through Friday 8 a.m. – 6 p.m. All vehicles parked more than three (3) consecutive days in any lot must request a special authorized parking permit from the Tax Receiver's Office at Village Hall, 104 Main Street, Mount Kisco.
 7. Overnight parking permit are for residents to park from 4 p.m. – 9 a.m. Monday through Sunday. The overnight parking permits are allowed in all lots except the Village Center lot. Please note: Parking permit holders in the Village Center lot must park along the brook.
 8. Commercial vehicles that have parking permits for the North Moger, Maple, Blackeby, Carpenter, and Dakin lots must display card on dashboard at all times when parked.
 9. Parking is free in all municipal lots on Saturdays and Sundays except for Carpenter and Maple. However, all vehicles must be removed by 8 a.m. Monday morning.
 10. Parking in the lots is permitted only where spaces are indicated by painted stall lines. Where no stall lines are painted, parking is prohibited. With the exception of the Village Center lot, parking permit users shall park only in areas designated for "PERMIT PARKING ONLY." All vehicles must be parked in a "head-on" position.
 - 10a. If you are applying for a permit with two vehicles, one being a motorcycle/moped, the motorcycle/moped will be considered the additional vehicle for a fee of \$25.00.
 11. The speed limit in all lots is 10 miles per hour. Drivers must exercise caution and shall comply with all regulations, directional signs, and pavement markings.
 12. For transfers, additional vehicles, or lost or stolen permits there will be a \$25.00 administration fee for processing. If you are adding an additional vehicle to a permit, both vehicles cannot be parked at the same time. If you need both vehicles parked at the same time, you will need to purchase separate permits.
 13. Alternate (Special Authorized Parking and Long Term) spaces are available. Inquire at Village Hall for instructions, applications, and fees.
 14. Unregistered vehicles shall not be permitted to park in any off-street lot under the jurisdiction of the Village. Such vehicles may be towed away at the owner's expense.
 15. With the exception of Sarles Avenue, Gatto Drive, and the Carpenter, Maple, and Dakin lots, no vehicle shall be permitted to park in a permit space for more than a 24-hour period for more than three (3) calendar days. Violation of this regulation may result in revocation of permit and/or the vehicle being towed away at the owner's expense. Sarles Avenue, Gatto Drive, Carpenter lot, and Maple lot applicants must provide proof of residence. Residents that reside on Sarles Avenue, Gatto Drive, or Maple Avenue shall be entitled to no more than two permits per dwelling.
 16. Any information identified on your application as false will result in the immediate revocation of your parking permit, forfeiture of any monies paid to the Village/Town of Mount Kisco, and may subject you to criminal prosecution.
 17. All parking permit sales are final. No refunds will be issued.
 18. The Village/Town of Mount Kisco shall not be held liable for theft, vandalism, or acts of God to any vehicle in any Municipal Lot.
 19. Misuse of permit may result in loss of parking privileges.
 20. Snow Emergency Rules and Regulations: Permit holders are encouraged to call (914) 241-SNOW and visit our website at www.mountkiscony.gov for updated information for overnight parking during snow emergencies.