



NONCOMMERCIAL PARKING LOT INFORMATION FORM

BIRMINGHAM DEPARTMENT OF TRANSPORTATION
9TH FLOOR, CITY HALL 710 20TH ST N, BIRMINGHAM, AL 35203



CITY OF BIRMINGHAM ORDINANCES #23-117 & #23-118

PLEASE TYPE OR PRINT

APPLICANT INFORMATION:

Name: _____
(Full legal name of applicant)

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Fax: _____

Email Address: _____

Mailing Address: _____
(if different from physical address)

City: _____ State: _____ Zip Code: _____

BUSINESS INFORMATION:

Name: _____
(Business Name)

D/B/A: _____
(name under which the service will be operated if different than the legal name)

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Fax: _____

Email Address: _____ Website: _____

Mailing Address: _____
(if different from physical address)

City: _____ State: _____ Zip Code: _____

THIS BUSINESS IS A:
(check one)

☐

Sole Proprietorship

☐

Partnership

☐

Corporation, LLC, etc.

List the full name and address of all partners if the business is a partnership, corporation, or LLC:



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List the names of all company officials, all managers, and all other persons responsible for the operation of the business (attach an additional sheet if necessary):

List all Parking Lot addresses in operation (include address as listed on each insurance policy):

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

List the hours for storage or parking of motor vehicles on the parking lot:

Will night storage (overnight parking) be conducted upon the premises:

☐ Yes ☐ No

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PLEASE INCLUDE THE FOLLOWING ITEMS WITH YOUR INFORMATION FORM:

- 1. A proof of the signage to be ordered and placed on-site as required in Ordinance 23-118, Section 19-12-2. Proof can be in the form of signage mock-up(s) and order receipt from sign manufacturer.**
- 2. Three (3) copies of a scaled drawing or site plan of EACH parking lot, showing the following:**
 - Lot location (including the address and relation to adjoining properties, including public rights of way), design, size, capacity
 - Size and type of construction of attendant's station or pay station, if any
 - All walls, barriers or other structures surrounding or enclosing the premises
 - Signage placement
 - The location and size of all driveways; and all other design details including plant materials, specification sheets for paving, signs, fencing, and other similar elements.

PLEASE NOTE: A DIGITAL COPY MAY BE SUBMITTED IN LIEU OF THREE PAPER COPIES TO BDOT@BIRMINGHAMAL.GOV