



LEHIGH AVENUE MUNICIPAL PARKING LOT PARKING PERMIT GUIDELINES & APPLICATION

Due to ongoing construction of the new Morton Grove Metra Station and temporary reduction of the site's accessory parking, an existing 105-space municipal parking lot located at 8550 Lehigh Avenue will be made available to the public for permit parking continuing **November 1, 2025, through December 31, 2025**. Passes purchased on or after November 1, 2025 will cost \$80 and will be valid until December 31, 2025. Passes purchased after December 1, 2025 will be \$40 and will still be valid until December 31, 2025.

Application & Payment:

Please provide all the contact information requested so you can be reached if needed. Carefully read the terms and conditions, then sign and date where indicated. Participation is being offered on a first-come, first-served basis. **Please note that the Village anticipates that passes will sell out quickly so interested parties should apply at Village Hall directly. Mailed-in applications may be received after all passes have been sold and returned to the requestor.** The number of permits issued will be limited to the total number of parking spaces available in the parking lot. Mail or submit your completed application in person with payment to the following address:

**Village of Morton Grove Finance Department
Attn: Lehigh Municipal Lot Permits
6101 Capulina Avenue
Morton Grove, IL 60053**

Payment by check or money order can be made by mail or in person. Payments in cash or by credit card can only be made in person at Village Hall. ***Applications received without all information requested or without full payment will be considered incomplete and will not be considered.***

Parking Lot Location:

The parking lot is located at 8550 Lehigh Avenue. The property is to the northwest of the Metra Station on the north side of Chestnut Street and west of Lehigh Avenue. The parking lot is accessed by Chestnut Street.





LEHIGH AVENUE MUNICIPAL PARKING LOT 2025 PARKING PERMIT APPLICATION

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL ADDRESS: _____

DAYTIME PHONE: _____ EVENING PHONE: _____

LICENSE PLATE NUMBER: _____

THE TERMS AND CONDITIONS OF VEHICLE PARKING PERMIT AGREEMENT

- 1. Display of Parking Permit** – The permit must be clearly visible hanging from the rear windshield of your vehicle at all times while in the parking facility. The vehicle may not be “backed into” the parking space.
- 2. Parking Permit Limitations** – The permit is ONLY valid from November 1, 2025, through December 31, 2025. Vehicles with invalid permits will be towed at the owner's expense.
- 3. Customer Responsibility** – The Village of Morton Grove, and its officials, employees, and agents shall not be responsible for any loss, injury or damage to the vehicle, its contents or its owners, drivers, or passengers for any reason including collision, fire, theft, vandalism, or accident.
- 4. Parking Facility Rules** – Obey all posted parking restrictions. Parking in all or portions of the facility may be restricted when necessary for snow removal, maintenance and repair at the discretion of the Village of Morton Grove. The Village of Morton Grove reserves the right to revoke any permit for misuse of the permit, the facilities or for cause. Parking is not allowed between the hours of 2:00 a.m. to 5:00 a.m. Only passenger vehicles or non-commercial trucks with B plates may park at the facility.
- 5. Payment Due Date, Late Fees & Collection** – To participate, a Permittee shall pay \$80 as of November 1. The Permittee shall pay all costs of collection, including court costs, reasonable attorney fees and expenses.
- 6. Payment Terms** – The Permittee, by accepting the permit, agrees to pay the entire fee. No refund, deduction, or allowance shall be granted except in the sole discretion of the Village Administrator for extraordinary circumstances.
- 7. Additional Fees** – \$25.00 for each returned check; \$50.00 for a replacement of a lost sticker.

BY SIGNING THIS APPLICATION, I AGREE TO AND ACCEPT ALL THE TERMS AND CONDITIONS.

SIGNATURE OF APPLICANT: _____ DATE: _____

Office Use Only

Date Received: _____

Date Approved: _____

Permit # Issued: _____

Processed By: _____