



Building Stronger Communities Together

 613-731-1182

PARKING



Parking Procedures
Renting a Parking Space
Visitor Parking
Enforcement

www.och-lco.ca



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If you own a vehicle and have been assigned a parking space on OCH property,



Your vehicle must

✓	Be roadworthy
✓	Be insured
✓	Have a valid Ontario license plate/ sticker

Always let **OCH know** of any **change of information** relating to your vehicle. You need to **visit your OCH Office** and bring your new registration and/or insurance documents.

For example, if you bought a new vehicle or you have changed license plates, you must inform OCH so there is the correct information on file. Otherwise, you may be ticketed and/or towed because the vehicle doesn't match the information in your file.

Renting A Parking Space

1. Parking spaces can only be registered to tenants. If available, more than 1 spot can be rented.
2. To find out if a space is available, you can visit your OCH Office or call 613-731-1182 and choose option #3.
3. If a space is available, you will need to bring a copy of the vehicle insurance and registration to your OCH Office to sign a parking contract.

Visitor Parking - Overnight

If you have an overnight visitor with a vehicle you will need to do the following:

1. Contact **OCH at 613-731-1182 and choose option #1.**
2. You will be given a number, write it down clearly on a piece of paper.
3. Place that paper on the dashboard of the visitor's car where the number can be seen.
4. Overnight guest parking is allowed up to **three times a month.**
5. Overnight guest parking is only available to visitors of OCH tenants.



Please remember that **all guests MUST park in the designated visitors' parking spaces only** where available and permitted. Otherwise the vehicle may be ticketed or even towed at the expense of the owner. Only visitors can be registered for overnight visitor parking.

Visitor Parking - Temporary

If you are expecting your guest to stay longer than overnight then the steps are a bit different. **You must obtain an OCH temporary visitor parking permit** from OCH. Only visitors can be registered for temporary visitor parking.

- 1. Visit your OCH Office to give the required information.**
- 2. You will need to provide the following information:**
 - you and your visitor's name
 - your address
 - the visitor's license plate number
 - the make, model and colour of your visitor's vehicle (e.g. red Honda Civic)



3. You will receive the temporary parking permit from your OCH office.
4. Place it on the dashboard of the visitor's vehicle.

Enforcement

If you want to report a parking violation, the following options are available.

- Contact **OCH** at **613-731-1182** and **choose option #1** for assistance. All OCH Community Safety Officers have the authority to issue parking tickets and to have vehicles towed.
- Call **3-1-1** at any time, day or night, and the City will send a By-law officer to assess the situation.



Ottawa Community Housing

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 **613-731-1182**