



Borough of Chambersburg

*A full service municipality in Franklin County
celebrating over 65 years of consumer owned natural gas service
over 120 years of community electric and a
regional wastewater, water, and municipal solid waste utility*

June 18, 2025

Dear Resident:

The Borough of Chambersburg reminds you of the need to obtain new residential, visitor and tradesmen parking permits. The current permits **EXPIRE August 31, 2025**. With the school year beginning **August 21, 2025**, increased enforcement will begin on this date.

New residential, visitor and tradesmen permits are available at the Borough of Chambersburg office on the first floor at the **Administration Offices of the Borough Manager and Borough Secretary**. The hours are 8:00 A.M. to 5:00 P.M., Monday through Friday. You will have the option to complete the enclosed application and mail it with payment to 100 South Second Street, Chambersburg, PA 17201 or drop it in our night depository, located to the right of the Utility Addition entrance, in the rear of the building. Upon receipt of your payment and application a new sticker will be mailed to you. **IF YOU CURRENTLY HAVE A PERMIT, DO NOT DISCARD IT!** This permit will be reused for 2025-2026 and you will need to apply the new date sticker to your permit. If you need a new permit please indicate that on your application. If paying in person please bring your permit with you when you come in to renew.

When purchasing or renewing permits, please be prepared to provide name and address of the owner of the vehicle, make, model, registration (license plate) number of the vehicle and the owner's driver's license number. If none of this information has changed since you last purchased a permit, your information is on file at the Borough office.

As Resolved by Town Council, not more than a total of two (2) Resident Permits may be granted to any person in one dwelling unit, and not more than a total of four (4) Resident Permits may be granted to any one dwelling unit. Resident Permits are valid only for a vehicle of the applicant for which the application is specifically made. Additionally, not more than a total of two (2) Visitor Permits shall be issued to any one dwelling unit. Per local laws governing resident permit parking, visitor permits are able to be used at the discretion of the recipient.

The prices will remain as follows:

Residential permit: \$4.00
Visitor permit: \$2.00
Tradesmen permit: No charge

Parking permit applications are also available on the Borough of Chambersburg's website by going to www.chambersburgpa.gov and clicking on "transparency"; then click on "PERMITS - PARKING"; and finally, click on "residential parking application", to open the document.

BOROUGH OF CHAMBERSBURG

Benjamin J. Hayhurst,
Director of Finance/Treasurer