



City of Newport Residential Parking Program – Detailed Eligibility Guide

(Effective May 1, 2026 — Ordinances 2026-07, 2026-08, 2026-09)

1. Resident Classification

All applicants fall into one of the two Resident Parking Classes:

- R1 – Newport Primary Residents / Active Duty Military
- R2 – Short Term Tenants, Non Resident Owners, Salve Regina Students

The Resident Class determines what documentation you need and how many permits you can receive.

2. Resident Definitions

Resident Parking Class 1 (R1)

You qualify as R1 if you are:

A. Newport Primary Resident

- You reside in a Newport dwelling unit as your primary residence, and
- You live there more than 7 months per year, and
- Your residence is not under a rental agreement less than 1 year, and
- Your Rhode Island license and vehicle registration show a Newport address.

B. Active Duty Military

- You are active duty military living in Newport under official orders.
- Your orders, license (any state), and vehicle registration (any state) establish eligibility.

Resident Parking Class 2 (R2)

R2 includes three subcategories:

R2 A: Short Term Tenants (7 to <12 months)

- You have a residential lease in Newport between 7 months and less than 1 year.

R2 B: Non Resident Residential Property Owners

You qualify if you own residential property in Newport as:

- An individual deeded owner
- A member of an LLC that owns the property
- A trustee or beneficiary of a trust that owns the property

R2 C: Salve Regina University Students

You qualify if:

- You are an actively enrolled Salve Regina student
- You live in Newport under a residential lease covering September through May
- You have a vehicle registered in your name
- You need a permit for the academic year

R2 C permits run on a special cycle: May 1 – December 1 each year

3. Required Documentation (Eligibility Proof)

A. Documents Required for ALL Applicants

Every applicant must provide:

1. Application
2. Driver's license
3. Vehicle registration
4. Proof of residence / property connection
5. Any additional documentation reasonably required by the City to verify eligibility

B. Class Specific Required Proof

R1 – Newport Primary Residents

1. Application
2. Valid RI vehicle registration with a Newport address
3. Valid RI driver's license with a Newport address

R1 – Active Duty Military

1. Application
2. Valid vehicle registration (any state)
3. Active military orders assigning you to Newport
4. Active lease for a Newport residence
5. Valid driver's license (any state)

R2 A – Short Term Tenants (7–12 months)

1. Application
2. Vehicle registration (any state) in applicant's name
3. Lease of 7+ months
4. Valid driver's license (any state)

R2 B – Non Resident Owners

1. Application
2. Vehicle registration (any state) in applicant's name
3. Ownership proof:
 - o Recorded Deed or
 - o Certificate of Devise or Descent
 - o LLC membership documentation showing you are a member

- o Trust documentation showing trustee or beneficiary status
4. Valid driver's license (any state)

R2 C – Salve Regina University Students (New Category)

1. Application
2. Valid vehicle registration (any state, in applicant's name)
3. Active Newport lease covering September – May
4. Valid driver's license (any state)
5. Valid Salve Regina University Student ID

Permit Duration:

- May 1 – December 1 (1 year academic cycle)

4. Permit Limits (Caps & Restrictions)

R1 – Primary Residents / Military

- 3 permits per individual
- Additional permits allowed:
 - o One extra permit per dependent under 25
 - o Dependent must live at the same address (license address match required)

R2 – All Categories (A, B, C)

Standard Limit

- 3 permits per eligible individual

Ownership Entity Restrictions

- LLCs: No more than 3 members may receive permits per property
- Trusts: No more than 3 trustees/beneficiaries may receive permits per property

Student Limit

- Salve students may follow standard R2 limit unless a special limit is adopted
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5. Visitor & Temporary Permits

General Visitor Pass

- One (1) visitor pass per dwelling unit
- Only for Residents on residential parking streets
- Valid during the period when restrictions apply

Temporary Visitor Permits

- For actual visitors to a dwelling unit
- Valid for up to 30 days
- Issued as physical or digital
- Must be tied to the resident's dwelling unit

Contractors / Service Vehicles

- Eligible for temporary permits upon demonstrated need
 - Issued by the Director of Finance
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6. Fleet & Leased Vehicle Eligibility

Fleet Pass

You qualify if:

- You otherwise meet Resident eligibility
- Your primary vehicle is registered to an employer or business entity

Leased Vehicles

You must provide:

- A lease showing the vehicle is leased in your name
- Address must match the Newport address on your license or application

7–9 Month Lease Rule

Applicants with leases between 7 and 9 months must:

- Provide proof of rental dwelling registration, OR
- Submit an affidavit of exemption for owner occupied premises

7. Permit Duration & Renewal

Full Cycle Permits (R1, R2 A, R2 B)

- Valid: May 1 (even year) → December 1 (next odd year)
- First cycle under new rules: May 1, 2026 – December 1, 2027
- Not prorated; non refundable

Automatic Renewal (Specific 2025 Mail Recipients)

You will automatically receive the new 2026–2027 permit at no cost if:

- You received a permit by mail in 2025, and
- Nothing has changed regarding your residence or vehicles

Everyone Else

Must apply starting with the 2026–2027 cycle.

Student Permits (R2 C Only)

- Annual cycle: May 1 – December 1
- Students must reapply each year
- Fee determined by Council resolution

8. Fees

- Fees are set by City Council resolution
 - May include exemptions or discounts
 - No permit will be issued if you owe the City:
 - o Parking violations
 - o Motor vehicle related fines
 - o Motor vehicle excise taxes
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9. Digital Permit System

The City may manage all permits through its digital parking system.

Digital permits:

- Are linked to license plates
 - Can be enforced automatically or manually
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10. Enforcement & Revocation

Permits may be denied, suspended, or revoked for:

- Loss of eligibility
- Misuse of a permit
- Submitting false, fraudulent, or misleading information
- Violating Chapter 10.32 regulations

Penalties

- Fines up to \$1,000
 - Revocation of current permits
 - Denial of future permits
 - Possible criminal prosecution
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11. Definitions (Simplified)

Dwelling Unit

A full living space with cooking, sanitation, and a separate entrance.

A dwelling unit alone does not guarantee permit eligibility.

Household

People who share access to all living, cooking, and eating areas in a dwelling unit.

Residential Parking District

A designated area primarily surrounded by residential or non business properties.

Residential Parking Street

A street where curbside parking is restricted to valid residential permits.

Questions? Contact the Parking Department at parking@newportri.gov or (401) 845-5401