# SEOUL METROPOLITAN GOVERNMENT ORDINANCE ON THE INSTALLATION AND MANAGEMENT OF PARKING LOTS

Enactment No. 1409, Mar. 15, 1980
Partial Amendment No. 1497, Jan. 27, 1981
Partial Amendment No. 1611, Mar. 22, 1982
Partial Amendment No. 1734, Feb. 24, 1983
Partial Amendment No. 1952, Dec. 22, 1984
Partial Amendment No. 2575, Feb. 05, 1990
Whole Amendment No. 2785, Jul. 05, 1991
Partial Amendment No. 2957, Sep. 23, 1992
Amendment of Other Laws No. 2964, Oct. 23, 1992
Partial Amendment No. 3005, Jul. 03, 1993
Partial Amendment No. 3167, Mar. 17, 1995
Partial Amendment No. 3315, Jul. 01, 1996
Partial Amendment No. 3371, Jan. 15, 1997
Partial Amendment No. 3484, Apr. 06, 1998
Partial Amendment No. 3510, Jun. 30, 1998
Partial Amendment No. 3606, May. 10, 1999
Partial Amendment No. 3689, Nov. 15, 1999
Partial Amendment No. 3800, Nov. 30, 2000
Partial Amendment No. 4030, Sep. 12, 2002
Partial Amendment No. 4152, Nov. 05, 2003
Partial Amendment No. 4249, Jan. 05, 2005
Amendment of Other Laws No. 4323, Oct. 27, 2005
Partial Amendment No. 4385, May. 04, 2006
Partial Amendment No. 4571, Oct. 01, 2007
Whole Amendment No. 4752, Mar. 18, 2009
Partial Amendment No. 4769, Apr. 22, 2009
Partial Amendment No. 4804, May. 28, 2009
Partial Amendment No. 4823, Jul. 30, 2009
Partial Amendment No. 4884, Nov. 11, 2009
Partial Amendment No. 4920, Jan. 07, 2010
Partial Amendment No. 4951, Mar. 02, 2010
Partial Amendment No. 5012, Jul. 15, 2010
Partial Amendment No. 5087, Mar. 17, 2011
Partial Amendment No. 5134, Jul. 28, 2011
Partial Amendment No. 5177, Sep. 29, 2011
Partial Amendment No. 5337, Jul. 30, 2012
Partial Amendment No. 5383, Nov. 01, 2012
Partial Amendment No. 5488, May. 16, 2013
Partial Amendment No. 5582, Oct. 04, 2013
Partial Amendment No. 5761, Oct. 20, 2014
Partial Amendment No. 6133, Jan. 07, 2016
Partial Amendment No. 6229, May. 19, 2016
Partial Amendment No. 6280, Jul. 14, 2016
Partial Amendment No. 6311, Jul. 14, 2016
Amendment of Other Laws No. 6386, Jan. 05, 2017
Amendment of Other Laws No. 6419, Mar. 09, 2017
Partial Amendment No. 6442, Mar. 23, 2017
Partial Amendment No. 6618, Sep. 21, 2017
Partial Amendment No. 6734, Jan. 04, 2018
Partial Amendment No. 6975, Jan. 03, 2019
Amendment of Other Laws No. 7046, Mar. 28, 2019
Partial Amendment No. 7063, Mar. 28, 2019
Partial Amendment No. 7113, May. 02, 2019
Partial Amendment No. 7325, Sep. 26, 2019
Partial Amendment No. 7388, Dec. 31, 2019
Partial Amendment No. 7573, May. 19, 2020
Amendment of Other Laws No. 7580, May. 19, 2020
Partial Amendment No. 7634, Jul. 16, 2020

Partial Amendment No. 7689, Oct. 05, 2020
Partial Amendment No. 7716, Oct. 05, 2020
Amendment of Other Laws No. 7912, Mar. 25, 2021
Partial Amendment No. 8020, May. 20, 2021
Partial Amendment No. 8085, Jul. 20, 2021
Enactment No. 8127, Sep. 30, 2021
Partial Amendment No. 8155, Sep. 30, 2021
Amendment of Other Laws No. 8235, Dec. 30, 2021
Enactment No. 8265, Dec. 30, 2021

# CHAPTER I GENERAL PROVISIONS

## Article 1 (Purpose)

CHAPTER I GENERAL PROVISIONSThe purpose of this Ordinance is to prescribe matters delegated by the Parking Lot Act, the Enforcement Decree and the Enforcement Rule of the same Act, the Urban Traffic Improvement Promotion Act, and the Enforcement Decree and the Enforcement Rule of the same Act and matters necessary for the implementation thereof. <Amended on Jul. 16, 2020>

## Article 2 (Obligation to Endeavor to Secure Parking Lots)

Any citizen who owns a motor vehicle shall endeavor to secure his or her own garage, and the Seoul Metropolitan Government (hereinafter referred to as the "Seoul Government") shall endeavor to give administrative and systematic support for such endeavor.

## Article 3 (Fact-Finding Surveys on Supply of and Demand for Parking Lots)

(1) The head of a Gu shall conduct a fact-finding survey on the actual status of supply of and demand for parking lots (hereinafter referred to as "fact-finding survey on supply and demand") as follows pursuant to Article 3 of the Parking Lot Act (hereinafter referred to as the "Act") and Article 1-2 of the Enforcement Rule of the Parking Lot Act (hereinafter referred to as the "Enforcement Rule of the Act"): <Amended on Nov. 1, 2012; Jan. 5, 2017; Jul. 16, 2020>

1. Targets of a fact-finding survey on supply and demand:

(a) The survey shall be conducted of the current status of the parking facilities under the Act and all the spaces where motor vehicles are parked usually, but illegal spaces shall be excluded from the fact-finding survey on supply and demand;

(b) Parking demand for motor vehicles under subparagraph 5 of Article 2 of the Act (including motorcycles and motorbikes);

2. Period of the fact-finding survey on supply and demand: A period when there is a little change in parking demand during the year shall be selected, but the detailed schedule shall be determined separately by the Mayor of the Seoul Metropolitan Government (hereinafter referred to as the "Mayor");

3. The details of the fact-finding survey on supply and demand:

(a) Matters relating to the form, location, size, parking fees, method of management, etc. of a parking lot by building type;

(b) The actual conditions of parking, such as kinds of parked cars, location of parked cars, and the number of parked cars, turnover ratio of a parking lot, whether cars are parked legally, etc. in hours;

(c) Other matters the Mayor determines necessary;

4. Method of a fact-finding survey on supply and demand:

(a) The current status of parking facilities shall be surveyed, categorizing parking facilities according to attached Form 1 of the Enforcement Rule of the Act;

(b) Parking demand shall be surveyed separately for day and night, and legal and illegal parking.

(2) A fact-finding survey on supply and demand under paragraph (1) shall be conducted as complete enumeration survey in principle: Provided, That where it is deemed that there is no significant change in the parking facilities and parking demand compared with a survey conducted by the head of a Gu just before the scheduled fact-finding survey on supply and demand, he or she may handle the matter after having checked the relevant public record, etc. or handle it through a sample survey, etc. <Amended on Jul. 16, 2020>

(3) A person who conducts a fact-finding survey supply and demand shall carry an identification card of an official conducting a fact-finding survey on supply and demand and present it to the manager of parking facilities, and the head of each Gu shall inspect the appropriateness of the collected data and keep and manage the collected information with a duty to pay due attention as a good manager. <Amended on Jul. 16, 2020>

(4) The Mayor shall separately determine other necessary matters in connection with a fact-finding survey on supply and demand. <Amended on Jul. 16, 2020>

## Article 3-2 (Fact-Finding Surveys on Safety Management of Parking Lots)

Where the head of a Gu conducts a fact-finding survey on safety management of parking lots (hereinafter referred to as "fact-finding survey on safety management") pursuant to Article 3 of the Act and Article 1-3 of the Enforcement Rule of the Act, the following matters shall be included:

1. Whether a parking lot meets the standards for structure, facilities, and safety of parking lots;
2. In cases of a sloping parking lot, whether it installs facilities to prevent sliding and sign boards for sliding caution;
3. A fact-finding survey on safety management shall be conducted every three years, but the survey may be conducted jointly with a fact-finding survey on supply and demand under Article 3.
[This Article Newly Inserted on Jul. 16, 2020]

### Article 4 (Support for Parking Environment Improvement Districts)

(1) The Mayor may recommend that the head of a Gu designate a survey district under Article 4 of the Act with a rate less than 70 percent of securing parking lots considering a fact-finding survey on supply and demand at night, as a parking environment improvement district. <Amended on Apr. 22, 2009; Jul. 16, 2020>
(2) The Mayor may give priority to subsidizing the budget for the relevant projects under the following subparagraphs to a parking environment improvement district designated by the head of a Gu according to the recommendation under paragraph (1):
1. Wall demolition projects;
2. Projects for opening of attached parking lots to general buildings and school grounds at night;
3. Projects for construction of common parking lots in residential areas and underground parking lots in schools or parks;
4. Financing for installation of private parking lots.

### Article 4-2 (Support for Installing Parking Lots)

The Mayor may subsidize the budget for the following projects for which the head of a Gu creates common parking lots excluded from review of investment projects of the Seoul Metropolitan Government:
1. An area for city regeneration projects (excluding rebuilding or redevelopment areas);
2. An area within 100 meters from a traditional market;
3. Other cases deemed necessary by the Mayor.
[This Article Newly Inserted on Sep. 26, 2019]

### Article 5 (Building Standards of Exclusive Parking Buildings)

(1) The building-to-land ratio, floor-area ratio, minimum ground area, and height limit applicable to an exclusive parking building which is an off-street parking lot under Article 12-2 of the Act shall be as follows: <Amended on Sep. 29, 2011>
1. Building-to-land ratio: Not more than 90/100;
2. Floor-area ratio: Not more than 1,500 percent;
3. Minimum ground area: Not less than 45 square meters;
4. Height limit: Not more than the following multiples:
(a) Where a building site abuts a road, the width of which is less than 12 meters: The height of each part of a building shall be three times the horizontal distance from that part to the boundary line across the road which abuts the building site (where the building site abuts not less than two roads, referring to the widest road; hereafter in this subparagraph the same shall apply);
(b) Where a building site abuts a road, the width of which is not less than 12 meters: The height of each part of a building shall be the horizontal distance from that part to the boundary line across the road which abuts the building site × (36/the width of the road) times: Provided, That where a multiple is less than 1.8 times, it shall be 1.8 times.
(2) Pursuant to Article 1-2 (3) of the Decree, kinds of facilities which can be installed in the part used for a purpose other than as a parking lot in an exclusive parking building constructed in the relevant area under Article 21 (1) 1 shall be Class 1 and Class 2 neighborhood living facilities, business facilities (excluding officetels), and sports facilities: Provided, That this shall not apply to the part used for the purpose already permitted and traditional markets designated by a distribution modernization plan. <Amended on Jul. 30, 2009; Jul. 14, 2016; Oct. 5, 2020>

### Article 6 (Parking Fees and Additional Charges)

(1) Parking fees for on-street parking lots and off-street parking lots (hereinafter referred to as "public parking lots") installed by the Mayor shall be as specified in attached Table 1: Provided, That this shall not apply to cases where the Mayor determines parking fees of parking spaces reserved for loading and unloading separately, taking into account the circumstances of the relevant area, etc. <Amended on Mar. 25, 2021>
(2) Additional charges for on-street parking lots under Article 9 (3) of the Act shall be imposed in cases under the following subparagraphs, which shall be four times the relevant parking fee, and parking fee and additional charges shall be imposed concurrently: Provided, That in cases falling under subparagraph 1, a grace period not exceeding 15 days may be allowed so that a person may pay a parking fee voluntarily before additional charges are imposed: <Amended on Jul. 16, 2020>
1. Where a parking coupon or a parking meter (including a payment system through the recognition of vehicle numbers and an application for paying parking fees; hereinafter the same shall apply) is not used, a parking fee and additional charges shall be imposed as if parking time has already exceeded four hours when a car is found parked, and where the car is continuously parked thereafter, a parking fee for such parking hours and additional charges shall be imposed additionally;
2. Where a person is charged for a reduced parking fee or exempted from a parking fee using parking meters though he or she is not eligible for parking fee reduction or exemption;

3. Where parking has exceeded the scheduled parking hours, additional charges shall apply to extra time;
4. Where a person absconds without paying a parking fee;
5. Where a person fails to pay a parking fee within a given period after having received a payment notice of a parking fee from the manager of a parking lot because the operating hours of an on-street parking lot are over;
6. Where a person parks a car, in violation of the main clause of Article 14 (4);
7. Where a person parks a car in excess of the time limit in a parking lot where parking hours by car are limited, such extra time;
8. Where a person parks a car in a place other than the designated parking space in a parking lot;
9. Where a person uses a parking lot for the purpose other than parking.

### Article 7 (Reduction of or Exemption from Parking Fee)

(1) Notwithstanding the main clause of Article 6 (1), in the following cases the Mayor may reduce or exempt a parking fee. In such cases, a person who uses a parking lot through a parking meter may be granted the reduction of or exemption from the parking fee without having to present evidential documents: <Amended on Jul. 15, 2010; Sep. 29, 2011; May 16, 2013; Oct. 4, 2013; May 19, 2016; Jul. 14, 2016; Jan. 3, 2019; May 2, 2019; Sep. 26, 2019; May 19, 2020; Jul. 16, 2020; Oct. 5, 2020; Mar. 25, 2021; May 20, 2021>
1. A parking fee shall be discounted by 80/100 for a car used by the following persons with disabilities, persons of distinguished service to the State, etc.: Provided, That in cases of a transfer parking lot to subway, a parking fee for the first three hours per day shall be exempted and thereafter the parking fee shall be discounted by 80/100:
(a) Where a person with disabilities has a ride in a car with a mark of car used by person with disabilities pursuant to Article 32 of the Act on Welfare of Persons with Disabilities and Articles 26 and 27 of the Enforcement Rule of the same Act and produces a registration certificate for person with disabilities;
(b) Where a wounded person pursuant to Article 4 (1) 4, 6, 12, 13, and 15 of the Act on the Honorable Treatment of and Support for Persons, etc. of Distinguished Services to the State and Article 73 of the same Act produces a card identifying a person of distinguished service to the State;
(c) A person who is confirmed that he or she has been registered with the Ministry of Patriots and Veterans Affairs or a regional office of Patriots and Veterans Affairs as a patient suffering from actual or potential aftereffects of defoliants pursuant to Article 2 of the Act on Supporting and Establishing an Organization for the Patients Suffering from Exposure to Defoliants;
(d) Where a person who was injured for public good under subparagraph 3 of Article 2 of the Act on Honorable Treatment of and Support for Persons Who Died or Were Injured for Public Good produces a certificate indicating that he or she is the person who was injured for public good;
(e) Persons of distinguished services to national independence under the Act on the Honorable Treatment of Persons of Distinguished Service to Independence who present a certificate of person of distinguished services to national independence;
2. The Mayor may discount 50/100 of a parking fee for a light-type motor vehicle under Article 3 of the Motor Vehicle Management Act and Article 2 of the Enforcement Rule of the same Act and a low pollution motor vehicle under subparagraph 16 of Article 2 of the Clean Air Conservation Act and Article 1-2 of the Enforcement Decree of that Act: Provided, That 80/100 of the parking fee shall be discounted for a light-type motor vehicle and a low pollution motor vehicle parked for the purpose of transfer at a transfer parking lot to subway, and in case of parking once a day, a parking fee up to the first three hours shall be exempted;
3. A parking fee for the parking spaces installed exclusively for cars of diplomatic missions and diplomats residing in the Republic of Korea may be exempted;
4. Where it is confirmed through the automated parking management system when a person parks a car on the off-street parking lot in an area other than green transport areas (referring to a special measure area to promote green transport designated by the Mayor pursuant to Article 12 (1) 3 of the Enforcement Rule of the Sustainable Transportation Logistics Development Act; hereinafter the same shall apply) in order to transfer to bus or subway or through a parking fee calculator when exiting the parking lot, the relevant parking fee shall be reduced by 50/100;
5. A person who has won an official commendation as an exemplary taxpayer and whose car is attached with a certificate of faithful tax payment (sticker) issued by the Mayor of the Seoul Metropolitan Government or the Commissioner of National Tax Service shall be exempt from parking fees for one year from the issue date;
6. Where a person injured during the May 18th Democratization Movement under subparagraph 2 of Article 4 of the Act on the Honorable Treatment of Persons of Distinguished Services to the 5․18 Democratization Movement drives a non-business purpose vehicle he or she owns personally carrying a certificate of person of distinguished services to May 18th Democratization Movement or has another person drive his or her car because he or she is severely disabled, a parking fee for less than one hour shall be exempted, and when parking exceeds one hour and in cases of a daily or monthly parking permit, a 50/100 discount shall be applied;
7. In cases of a person who possesses a Dadungi Happy Card, 30/100 of a parking fee shall be discounted if he or she has two children and 50/100 of the parking fee shall be discounted if he or she has not less than three children;
8. Where a motor vehicle driver who presents a receipt for goods he or she has purchased in a traditional market or business district revitalization zone under Article 2 of the Special Act on the Development of Traditional Markets and Shopping Districts

(hereinafter referred to as "traditional market, etc.") or whose purchase is verified through a parking meter uses a public parking lot, 50/100 of a parking fee shall be discounted for the first two hours: Provided, That where the driver uses a parking lot located in Class 1 area, the Mayor shall not reduce or exempt the parking fee;
9. Where an electric vehicle under Article 2 of the Act on Promotion of Development and Distribution of Environment-Friendly Motor Vehicles parks to charge the battery, the Mayor shall exempt the parking fee for up to one hour and discount the parking fee thereafter by 50/100;
10. Where a person eligible for veteran's compensation under Article 2 (1) 2 and 4 of the Act on Support for Persons Eligible for Veteran's Compensation produces a certificate of a person eligible for veteran's compensation, the parking fee may be reduced by 50/100;
11. For a person who pays a parking fee through an easy payment system for micro-enterprises (referring to a payment system which an institution designated by the Minister of SMEs and Startups operates in order to lessen the burden of a payment processing fee on micro-enterprises), the Mayor may offer a discount on the relevant parking fee by up to 10/100, as prescribed by himself or herself;
12. Where a person pays a parking fee through an automatic payment system (referring to a system that pays a parking fee automatically by registering in advance a payment method that can pay the parking fee), the relevant parking fee may be discounted by up to 10/100, as determined by the Mayor;
13. Where a war veteran under subparagraph 2 of Article 2 of the Act on Honorable Treatment of War Veterans and Establishment of Related Associations is found to have registered with the State or a regional office of the Ministry of Patriots and Veterans Affairs, the parking fee for him or her shall be reduced by 20/100;
14. Where a person eligible for honorable treatment of distinguished families in terms of military service under Article 2 of the Seoul Metropolitan Government Ordinance on the Honorable Treatment of Families of Distinguished Military Service presents a certificate for distinguished family in terms of military service, the parking fee for him or her shall be reduced by 20/100.
(2) Where an odd sum of less than 100 won occurs because of a discount of a parking fee, such odd sum shall be rounded off.
(3) Where a person falls under not less than two reasons for reduction of or exemption from a parking fee, only one reason with a higher reduction or exemption rate of them shall apply.
[Paragraph (1) 12 of this Article remains effective until June 30, 2021 under Article 2 of the Addenda to the Seoul Metropolitan Government Ordinance No. 7634 (Jul. 16, 2020)]

### Article 8 Deleted. <Jul. 16, 2020>

### Article 9 (Prohibition of Refusal of Parking)
The manager of a parking lot shall not refuse the use of the parking lot without good cause except in the following cases pursuant to Articles 10-2 (1), 17 (2), and 19-3 (2) of the Act:
1. Where parking is impossible or difficult because of the structure of a car;
2. Where a car carries ignitable or inflammable materials;
3. Where a car is apt to damage the structure and equipment of a parking lot;
4. Where a person conducts business transaction by using a car in a parking lot;
5. Where a person parks a car continuously during the operating hours and obstructs the use of a parking lot;
6. Where a person fails to pay parking fees for a public parking lot or administrative fines for parking violations under Article 88 of the Enforcement Decree of the Road Traffic Act on at least three occasions.

### Article 9-2 (Responsibilities of Manager of Parking Lot)
(1) The manager of a parking lot shall perform the duty to pay due attention as a good manager, such as maintenance of the facility, as prescribed by statutes, regulations, or Ordinances of the Seoul Government.
(2) The manager of a parking lot shall install or keep a facility to prevent a parked car from sliding, such as non-slip props, on the slope of the relevant parking lot. <Newly Inserted on Jul. 16, 2020>
(3) The manager of a parking lot shall install safety facilities, such as sign boards, to prevent sliding accidents in the relevant parking lot. <Newly Inserted on Jul. 16, 2020>
(4) The manager of a parking lot shall not evade the responsibility for compensation for damage arising from the destruction or impairment of the relevant car, except where it is proved that he or she has not neglected the duty to pay due attention under paragraph (1): Provided, That the same shall not apply to on-street parking lots where the managers of such parking lots do not reside. <Amended on Jul. 26, 2020>
[This Article Newly Inserted on Sep. 26, 2019]

### Article 10 (Management in Trust of Public Parking Lot)
(1) Qualifications for a person who may be entrusted with the management (hereinafter referred to as "trustee") of a public parking lot pursuant to Articles 8 (2) and 13 (3) of the Act shall be as follows: <Amended on Jan. 4, 2018; May 2, 2019>
1. A legal entity which specializes in the management of public facilities established by the Seoul Government;
2. A person who is qualified to participate in competitive bidding under Article 13 of the Enforcement Decree of the Act on Contracts

to Which a Local Government Is a Party;
3. A resident autonomy organization, such as a resident autonomy committee for the implementation of a residential parking permit program;
4. In cases of an on-street parking lot and an off-street parking lot which is located within 100 meters from a traditional market and the number of parking spaces of which is not more than 20, the merchant association of the relevant market or the manager of the market;
5. A person who installed an off-street parking lot with private investment and donates it (provided, that limited to cases where he or she operates a business establishment nearby).
(2) Where a trustee collects parking fees for a public parking lot and pays the collected amount to the Seoul Government, it shall pay him or her the amount not less than 30/100 of the collected amount as a fee for the management in trust: Provided, That where a trustee is selected through the public competitive bidding, he or she shall pay the awarded amount to the Seoul Government in advance and manage the public parking lot without a fee for the management in trust.
(3) Fees for the management in trust under paragraph (2) shall be paid by quarter based on the payment results as of the end of each quarter.

### Article 10-2 (Exclusive Parking Buildings and Appurtenant Facility)

(1) In principle, a user shall be selected through general bidding.
(2) Where the Mayor deems there is good cause after the Seoul Government takes over a facility for a purpose of use other than as a parking lot or an appurtenant facility, he or she may permit the use thereof by means of awarding a private contract to the previous user (where a user in a document differs from an actual user, referring to a person agreed upon between the parties concerned) limited to the first permission to use it: and in such cases, permission to use shall be given in principle based on each store (including an office, etc.), and the number of store one person (including a corporation) may obtain permission to use shall be limited to one. <Amended on Jan. 4, 2018>
(3) Where the Mayor deems it impractical to invite general bids because connected management or specialized management is required for the appurtenant facility due to its location, form and uses, structural close relation to adjacent buildings, etc. in the case of an exclusive parking building, he or she may give permission for use to a person who installed an exclusive parking building with private investment its appurtenant facility by private contract. <Newly Inserted on Jan. 4, 2018>
[This Article Newly Inserted on Jul. 14, 2016]
[Title Amended on Jan. 4, 2018]

### Article 11 (Guidance on and Supervision of Trustee)

The Mayor shall guide and supervise the matters concerning the management of a parking lot to a trustee under Article 10.

### Article 12 (Issuance of Parking Cards by Trustee)

(1) Where a trustee collects parking fees by using a parking meter pursuant to Article 13 (1) 1, he or she may issue and use parking cards.
(2) Where a trustee issues and uses parking cards pursuant to paragraph (1), he or she shall establish countermeasures so that the parking cards may be used compatibly with cards used as other means of transportation, such as bus and subway, and he or she may establish and operate a corporation (hereinafter referred to as "corporation") for the issuance and use of parking cards, if necessary.
(3) Transportation management agencies, such as the Seoul Metropolitan Government Bus Transportation Business Association, Seoul Metro, and technical companies related to parking cards may participate in a corporation pursuant to paragraph (2). <Amended on Mar. 9, 2017>
(4) Where a trustee establishes and operates a corporation for the issuance and use of parking cards pursuant to paragraphs (2) and (3), the Mayor may exercise the right of guidance and supervision pursuant to Article 11 on the matters related to the issuance and use of parking cards considering the corporation as a trustee and the trustee shall arrange so that the Mayor may exercise the right of guidance and supervision smoothly, such as the trustee makes provisions that a corporation shall become subject to the exercise of the right of guidance and supervision of the Mayor same as the trustee and be under an obligation to comply with the guidance and supervision of the Mayor as obligations of the corporation.

## CHAPTER II ON-STREET PARKING LOT

### Article 13 (Collection Methods of Parking Fees)

CHAPTER II ON-STREET PARKING LOT(1) Parking fees for on-street parking lots under Article 9 (2) of the Act shall be collected according to the following methods: <Amended on Jul. 16, 2020>
1. Measuring parking hours by parking meters;
2. Using parking coupons;
3. Issuing parking permits.

(2) A parking lot which collects parking fees by issuing parking permits pursuant to paragraph (1) 3 may collect parking fees in advance in any of the following cases:
1. A car parked within two hours before the closing of operation of a parking lot;
2. A car parked in a parking lot where available time once is restricted.
(3) Where a car the parking fee of which was collected in advance pursuant to paragraph (2) leaves the parking lot within the operating hours, the parking fee shall be collected by applying parking rate under attached Table 1 and the balance of the parking fee collected in advance shall be returned.
(4) The Mayor may operate parking lots with time limitations such as one-hour time limit, two-hour time limit, and so on in consideration of characteristics of use of each parking lot.
(5) A trustee may operate a parking lot with restrictions on available time of a parking lot by applying paragraph (4) mutatis mutandis. In such cases, he or she shall obtain the approval of the Mayor in advance.

### Article 14 (Parking Spaces Reserved for Loading and Unloading)

(1) Parking spaces for loading and unloading under Article 7 (4) of the Act shall be designated in an on-street parking lot installed.
(2) Types of vehicles restricted from parking spaces for loading and unloading, restricted area, reasons for restrictions, measures against violating vehicles, etc. shall be specified on the information sign for the use of the on-street parking lot under Article 15 (2).
(3) An auxiliary sign easy to recognize shall be installed in parking spaces for loading and unloading.
(4) Parking hours in parking spaces for loading and unloading shall not exceed one hour: Provided, That this shall not apply to freight trucks.

### Article 14-2 (Parking Spaces Reserved for Tour Buses)

(1) The Mayor may install parking spaces reserved for tour buses in the part of on-street parking lots pursuant to Article 6-2 (1) 4 of the Enforcement Rule of the Act. In such cases, the parking spaces shall accommodate motor vehicles for passengers and freight prescribed in attached Table 1 of the Enforcement Rule of the Motor Vehicle Management Act with a seating capacity of at least 16 persons.
(2) In parking spaces reserved for tour buses under paragraph (1), information signage for the use of the on-street parking lot shall be installed pursuant to Article 15 (2) and auxiliary signs easy to recognize may be installed.
[This Article Newly Inserted on Oct. 4, 2013]

### Article 14-3 (Standards for Installation of Parking Spaces Reserved for Persons with Disabilities)

Parking spaces reserved for persons with disabilities shall be installed in on-street parking lots under Article 4 (1) 8 of the Enforcement Rule of the Act according to the following classification. In such cases, after calculating the number of parking spaces reserved for persons with disabilities, the numbers after decimal point shall be rounded up to one:
1. Where the number of parking spaces in the on-street parking lot is at least 20 or less than 50: At least one parking space reserved for persons with disabilities;
2. Where the number of parking spaces in the on-street parking lot is at least 50: At least three percent of the total number of parking spaces.
[This Article Newly Inserted on Jan. 7, 2016]

### Article 15 (Sign of Parking Lot)

(1) A parking lot sign of an on-street parking lot shall be in accordance with the parking lot sign among the safety signs pursuant to Article 8 of the Enforcement Rule of the Road Traffic Act.
(2) A guide sign on the use of an on-street parking lot under Article 11 (2) of the Act shall be installed at a place where users can easily read the information mentioning the matters under the following subparagraphs, and a person who installs a parking lot or a person who is responsible for the management thereof shall determine the size, etc. of the guide sign in consideration of convenience of recognition of users, the location, size, and form of a parking lot and the arrangement conditions of surrounding facilities:
1. Matters concerning parking fees and the collection thereof;
2. Matters concerning the collection of additional charges;
3. Operating hours of a parking lot;
4. Matters concerning methods of parking and restrictions on hours;
5. Other matters that require attention.

## CHAPTER III OFF-STREET PARKING LOTS

### Article 16 (Standards for Installation of Appurtenant Facilities to Off-Street Parking Lots)

CHAPTER III OFF-STREET PARKING LOTS(1) Kinds of appurtenant facilities which may be installed on an off-street parking lot (excluding an off-street parking lot installed after having covered a retarding basin or a river) under Article 6 (5) of the Enforcement

Rule of the Act shall be Class 1 and Class 2 neighborhood living facilities, facilities for cultural activities and assembly, religious facilities, sales facilities, transportation facilities, sports facilities, business facilities, and automobile management facilities.
(2) In cases of an off-street parking lot installed in a relevant area under Article 21 (1) 1, kinds of appurtenant facilities which may be installed on the off-street parking lot shall be Class 1 and Class 2 neighborhood living facilities, business facilities (excluding officetels), and sports facilities, notwithstanding paragraph (1): Provided, That the foregoing shall not apply to the part used for the purpose already permitted. <Amended on Jul. 30, 2009; Jul. 14, 2016; Oct. 5, 2020>
(3) The total area of appurtenant facilities shall not exceed 30 percent of the total facility area of an off-street parking lot pursuant to Article 20 (2) and (3) of the Act and Article 6 (5) of the Enforcement Rule of the Act: Provided, That where an off-street parking lot is located within an area where installation of the off-street parking lot is restricted pursuant to Article 12 (6) of the Act, the percentage shall be within 10 percent.

### Article 17 (Public Notice of Installation of Parking Lot)

(1) Where the Mayor installs an off-street parking lot and intends to start using it, he or she shall give public notice of the fact that he or she has started using it, its name, location, size, operating hours and other necessary matters. <Amended on Jul. 30, 2009>
(2) Kinds of complex development projects which require installation of off-street parking lots under Article 12-3 of the Act shall be as follows: <Newly Inserted on Jul. 30, 2009; Jul. 16, 2020>
1. Housing site developing projects;
2. Urban developing projects;
3. Industrial complex developing projects;
4. Urban railroad construction projects (including projects constructing a railroad in an urban traffic zone under subparagraph 1 of Article 2 of the Urban Railroad Act for the purpose of the smooth flowing of urban traffic corresponding to an urban railroad pursuant to subparagraph 2 of Article 2 of the Urban Railroad Act from among railroad construction projects under subparagraph 7 of Article 2 of the Act on Railroad Construction and Railroad Facilities Management; hereinafter the same shall apply).
(3) Where it is required to conduct a traffic impact assessment pursuant to Article 15 of the Urban Traffic Improvement Promotion Act regarding complex developing projects, the size of an off-street parking lot pursuant to Article 12-3 (2) of the Act shall be the area left after subtracting the area of an attached parking lot from the total area of a parking lot mentioned in the improvement required matters which a business operator has been notified pursuant to Article 16 (4) of the same Act (including cases applied mutatis mutandis under Article 21 (2) of the same Act) and shall not be less than the area prescribed by the following subparagraphs: <Newly Inserted on Jul. 30, 2009; Jul. 16, 2020>
1. In cases of an urban railroad construction project (limited to cases where the extension of a railroad is not less than 20 kilometers): An area which can receive the number of vehicles calculated according to the following formula:
Average number of boarding people per day at one station after five years after the construction of a railroad / 210 × railroad extension (km) / 8;
2. In cases of a complex developing project, etc. other than an urban railroad construction project: 0.6 percent of an area of a project site.
(4) Where it is not required to conduct a traffic impact assessment pursuant to Article 15 of the Urban Traffic Improvement Promotion Act regarding complex development projects, the size of an off-street parking lot shall be an area not less than 0.6 percent of the area of the relevant project site. <Newly Inserted on Jul. 30, 2009; Jul. 16, 2020>

### Article 17-2 (Standards for Installation of Parking Spaces Reserved for Persons with Disabilities)

Where the number of parking spaces in an off-street parking lot under subparagraph 8 of Article 5 of the Enforcement Rule of the Act is at least 50, at least three percent of the total number of parking spaces shall be installed as parking spaces reserved for persons with disabilities. In such cases, after calculating the number of parking spaces reserved for persons with disabilities, the numbers below decimal point shall be rounded up to one.
[This Article Newly Inserted on Jan. 7, 2016]

### Article 18 (Collection Method of Parking Fees)

(1) Article 13 shall apply mutatis mutandis to the collection of parking fees of public off-street parking lots: Provided, That where users use a parking lot with daily or monthly parking permits issued, parking fees shall be collected when such permits are issued.
(2) In the case of the proviso to paragraph (1), where users cannot park a car due to reasons, such as the suspended or discontinued use of a public off-street parking lot, for which users of the relevant parking lot are not responsible, the parking fees already collected shall be returned according to the following standards:
1. A daily parking permit: An amount on hours a user cannot use after calculating the unit price of one daily parking permit;
2. A monthly permit: An amount of a parking fee for the remaining period calculated by the day.
(3) The price of a parking permit for owner-driver taxis, vehicles for transporting business of goods to be delivered and individual goods shall be determined based on nighttime parking fees for a monthly permit for a Class 3 area as specified in attached Table 1. <Amended on Apr. 22, 2009; Oct. 5, 2020>

### Article 19 (Signs of Parking Lots)

(1) Article 15 (2) shall apply mutatis mutandis to an information sign concerning the use of a public off-street parking lot under Article 18 (2) of the Act, and the Seoul Metropolitan Government or a trustee shall be stated at the top of the sign.

## CHAPTER IV ATTACHED PARKING LOTS

### Article 20 (Standards for Installation of Attached Parking Lots)

CHAPTER IV ATTACHED PARKING LOTS(1) Kinds and standards for installation of facilities which require an attached parking lot shall be as specified in attached Table 2.
(2) In the calculation of the number of parking spaces in an attached parking lot under paragraph (1), in case of installing a mechanical parking lot of bi-level or more, the standards for calculation of the number of parking spaces shall be prescribed by rule of the Seoul Government.
(3) Kinds of and standards for installation of facilities where an attached parking lot for medium and large-size motor vehicles for passengers and freight under Article 6 (1) 7 of the Enforcement Decree of the Act should be installed shall be as specified in attached Table 4. <Newly Inserted on Jan. 4, 2018>

### Article 21 (Areas Where Installation of Attached Parking Lot is Restricted and Standards for Restrictions on Installation thereof)

(1) Areas where the installation of an attached parking lot may be restricted pursuant to Article 7-2 of the Enforcement Rule of the Act shall be any of the following areas (hereinafter referred to as "area where the installation of a parking lot is restricted"): <Amended on Jul. 30, 2009; Mar. 17, 2011; Oct. 5, 2020>
1. A commercial zone and a quasi-residential zone among areas prescribed in subparagraph 1 of the Notes in attached Table 3;
2. A special traffic-congestion control district under Article 42 of the Urban Traffic Improvement Promotion Act, which is located within a 500-meter straight-line distance from the nearest entrance to an electric railway station, subway station and transfer center or complex transfer center.
(2) Kinds and standards for installation of facilities subject to restriction on the installation of an attached parking lot in an area where the installation of a parking lot is restricted shall be specified in attached Table 3.
(3) Where a facility which requires the installation of an attached parking lot and its site extends over areas where installation of a parking lot is restricted and other areas, the standards for installation on restriction under attached Table 3 shall apply to an attached parking lot which takes a majority of the plottage of the area where installation is restricted.
(4) Standards for installation of an attached parking lot of a multipurpose building in the area where installation of a parking lot is restricted shall be the sum of the number of parking spaces calculated according to the standards for installation of attached parking lots for housing (including officetels; hereinafter the same shall apply) and non-housing, respectively; and the standards for installation of an attached parking lot for housing shall be as specified in attached Table 2.

### Article 22 (Orders to Restrict Use of Attached Parking Lots)

(1) The Mayor may require the owner of a facility in special traffic control district or a special traffic control facility to take the following measures pursuant to Article 48 of the Urban Traffic Improvement Promotion Act:
1. To operate an attached parking lot as a pay parking lot;
2. To implement a certain day no-parking system: Provided, That the same shall not apply to emergency motor vehicles under Article 2 of the Road Traffic Act and motor vehicles eligible for a disabled parking permit for a parking space reserved for persons with disabilities under Article 7-3 of the Enforcement Decree of the Act on the Guarantee of Convenience Promotion of Persons with Disabilities, Older Persons, Pregnant Women and Nursing Mothers.
(2) Where the Mayor issues an order to restrict the use of an attached parking lot under the subparagraphs of paragraph (1), detailed methods of operating it shall be prescribed by a detailed implementation plan of a designation plan formulated pursuant to Article 33 of the Enforcement Decree of the Urban Traffic Improvement Promotion Act.
[This Article Wholly Amended on Sep. 21, 2017]

### Article 23 (Provision for Public Use of Attached Parking Lots of Public Institution)

(1) Where attached parking lots of office buildings of the Seoul Government, autonomous Gus and their affiliated agencies fall under any of the following subparagraphs, they may be provided for use by the general public:
1. Where they are intended to be utilized as night parking spaces for residents in the neighborhood;
2. Where the Mayor deems them necessary for traffic demand management.
(2) The manager of facilities under paragraph (1) may collect parking fees from users of a parking lot under paragraph (1).
(3) Parking fees under paragraph (2) shall be determined within the extent of parking fees of a public off-street parking lot. In such cases, levels of fees for a relevant class area may be applied differentially in consideration of parking demand. <Amended on Oct. 5, 2020>

### Article 23-2 (Reduction of and Exemption from Parking Fees of Attached Parking Lots of Public Institution)

Notwithstanding Article 23 (2), the manager of a parking lot attached to the office building of the Seoul Government, an autonomous Gu, and their affiliated agencies may reduce or exempt from a parking fee where a motor vehicle falls under any of the following: <Amended on Jul. 16, 2020>
1. Motors vehicles eligible for reduction of or exemption from a parking fee under Article 7 (1);
2. Official government vehicles to perform the duties which are owned by the State or local governments and vehicles for the members of the National Assembly or the members of a City or Gu Council who make a visit to perform parliamentary activities;
3. Vehicles for foreign guests who make a visit to perform official duties, such as participation in an event or conference, and vehicles for news reporting which make a visit by making them identifiable with media agency logos, etc. attached;
4. Deleted; <Jul. 16, 2020>
5. Deleted. <Jul. 16, 2020>
[This Article Newly Inserted on Mar. 23, 2017]

### Article 24 (Subsidies to Installation of Attached Parking Lots)

(1) Where the owner or the manager of an attached parking lot intends to install an additional parking lot or to install or manage facilities necessary for the use thereof to provide it for utilization by the general public other than users of the relevant facilities, the Mayor may subsidize part of the necessary expense therefor to the owner or manager of the parking lot.
(2) Where the Mayor subsidizes pursuant to paragraph (1), he or she shall determine the matters necessary for subsidizing, such as the calculation standards and procedures for support of subsidies, and for application for payment of subsidies.

### Article 25 (Standards for Installation of Parking Spaces Reserved for Persons)

(1) In facilities which require to install parking spaces for persons with disabilities pursuant to Article 17 of the Enforcement Decree of the Act on the Guarantee of Convenience Promotion of Persons with Disabilities, Older Persons, Pregnant Women and Nursing Mothers, not less than three percent of the number of parking spaces according to the standards for installation of an attached parking lot shall be separated and installed as parking spaces reserved for persons with disabilities: Provided, That the same shall not apply to cases where the number of parking spaces according to the standards for installation of an attached parking lot is less than 10. <Amended on Jul. 16, 2020>
(2) Parking spaces reserved for persons with disabilities shall be installed at a place meeting any of the following standards:
1. The nearest place from the main entrance of facilities;
2. The nearest place from the elevator or stairs in the case of an indoor parking lot;
3. The nearest place from a ramp for persons with disabilities.
(3) The ground of parking spaces reserved for persons with disabilities shall be installed in a place to meet the standards under the following subparagraphs:
1. The ground of a parking space shall be finished with non-slippery materials and leveled;
2. Signs of spaces reserved for persons with disabilities according to attached Diagram 1 shall be marked on the ground of a parking space.
(4) A sign shall be installed on parking spaces reserved for persons with disabilities to meet the standards under the following subparagraphs:
1. A sign of parking spaces reserved for persons with disabilities pursuant to attached Diagram 2 shall be attached to or installed at a place where it is easily readable;
2. Leading signs shall be installed from the entrance of a parking lot to places which lead to parking spaces reserved for persons with disabilities: Provided, That this shall not apply to cases where it is easy to find parking spaces reserved for persons with disabilities.

### Article 25-2 (Standards for Installation of Parking Spaces for Ladies' Preferential Use)

(1) On each of on-street parking lot, off-street parking lot and attached parking lot, the respective parking capacity (excluding mechanical parking spaces) of which is not less than 30 vehicles, at least 10 percent of the total parking spaces shall be installed as parking spaces for ladies' preferential use (hereinafter referred to as "parking spaces for ladies' preferential use") pursuant to Article 6 (2) of the Act. <Amended on Nov. 1, 2012; Jul. 16, 2020>
(2) In a parking lot where extended-type parking spaces are installed, no less than 50 percent of parking spaces for ladies' preferential use installed pursuant to paragraph (1) shall be the extended-type parking stalls. <Newly Inserted on Nov. 1, 2012>
(3) Parking spaces for ladies' preferential use shall be installed at a place meeting any of the standards under the following subparagraphs in consideration of characteristics of the relevant parking lot: <Amended on May 2, 2019>
1. A well-lit place with no blind spots;
2. A place where accessibility, mobility, and safety are ensured because it is close to the entrance of a parking lot or a parking supervisor (parking booth);
3. A place where it is easy to monitor by CCTV and there is a lot of traffic;
4. A place nearest next to parking spaces reserved for persons with disabilities from the entrance of parking lot, a parking supervisor or the elevator.

(4) The marking of parking spaces for ladies' preferential use shall be made in pink line, and parking spaces shall be divided into general-type and extended-type and the female symbol pursuant to attached Diagram 3 shall be drawn. <Amended on May 2, 2019>
[This Article Newly Inserted on May 28, 2009]
[Title Amended on Nov. 1, 2012]

### Article 25-3 (Standards for Installation of Parking Spaces for Electric Vehicles)

(1) Parking spaces for electric vehicles (referring to parking spaces preferentially used by electric vehicles) shall be installed in a public parking lot which has at least 100 parking spaces, and in an attached parking lot of office buildings of the Seoul Government, an autonomous Gu and their affiliated agencies pursuant to Article 6 (1) of the Act, and parking spaces for electric vehicles shall accounts for at least three percent of the total number of parking spaces.
(2) In cases of a parking lot in which the number of parking spaces for electric vehicles according to the standards for installation under paragraph (1) exceeds 10, the maximum number of parking spaces for electric vehicles shall be 10.
(3) Parking spaces for electric vehicles shall be marked with white lines and letters on a green background pursuant to attached Diagram 4.
[This Article Newly Inserted on Jul. 14, 2016]

### Article 25-4 (Standards for Installation of Parking Spaces Reserved for Shared Vehicles)

(1) Where the number of parking spaces in a public parking lot, and in a parking lot attached to office buildings of the Seoul Government and their affiliated agencies is at least 10, at least one parking space reserved for shared vehicles (referring to a parking space used for the allocation of shared vehicles) may be installed in the relevant parking lot.
(2) A parking space reserved for shared vehicles shall be marked with white lines and letters on a green background pursuant to attached Diagram 5.
[This Article Newly Inserted on May 2, 2019]

## CHAPTER V SUPPLEMENTARY PROVISIONS

### Article 26 (Objects of Financing)

CHAPTER V SUPPLEMENTARY PROVISIONS(1) A person who may obtain a loan from special accounts of a parking lot (referring to management account of a parking lot in Seoul Metropolitan Government Ordinance on Establishment of Special Accounts for Transportation Business) pursuant to Article 21-2 (6) of the Act shall be as follows: <Amended on Nov. 1, 2012>
1. A person who has secured his or her own land and given notice of installation of an off-street parking lot pursuant to Article 12 (1) of the Act and intends to install a parking facility in two dimensions or in three dimensions (building-type and mechanical-type), the capacity of which is not less than five vehicles;
2. A person who obtains approval of an action plan of urban planning project pursuant to Article 20 (2) of the Act;
3. A person who intends to install an attached parking lot additionally to provide it for the use of general public.
(2) Parking facilities in three dimensions referred in paragraph (1) 1 shall be double the scale or more of the capacity of parking facilities in two dimensions.
(3) A person who intends to obtain a loan shall have security for a loan with his or her own property.
(4) A person who obtains a loan pursuant to paragraph (1) shall operate a parking lot longer than the period for repayment of a loan. <Newly Inserted on Nov. 11, 2009>
(5) A person who obtains a loan pursuant to paragraph (1) shall comply with a request of the Mayor where he or she requests him or her to submit materials on the installation and operation of a parking lot. <Newly Inserted on Nov. 11, 2009>

### Article 27 (Method of Financing)

(1) A person who intends to apply for a loan shall file an application with the Mayor along with documents prescribed by rule of the Seoul Government.
(2) Necessary matters concerning the financing, such as procedures for payment of a loan and credit ceiling, a period for repayment, interest rate, etc., shall be as separately determined by the Mayor.
(3) The Mayor may entrust part of the affairs concerning the management and operation of loans to the Seoul Government Treasury or other financial institutions.

### Article 28 (Repayment of Loans)

A person who obtains a loan shall repay the loan immediately where he or she falls under any of the following subparagraphs: <Amended on Nov. 11, 2009>
1. Where he or she uses a loan for purposes other than the original purpose;
2. Where the purpose of an off-street parking lot changes or ceases to exist during the repayment period: Provided, That the change of the purpose of use and the extinction thereof by compelling reasons, such as an urban planning readjustment project,

etc., shall be excepted;
3. Where he or she fails to break ground for installation work of an off-street parking lot within six months without justifiable grounds after the receipt of a loan.

### Article 29 (Delegation of Authority)

The Mayor shall delegate his or her authority on the installation and operation of parking spaces in on-street parking lots pursuant to Article 6-2 of the Enforcement Rule of the Act to the heads of Gus.

### Article 30 (Imposition and Collection of Administrative Fines)

(1) The owner of facilities or a facility management business operator who disobeys an order pursuant to Article 22 shall be imposed an administrative fine not exceeding 10 million won pursuant to Article 60 (1) 4 of the Urban Traffic Improvement Promotion Act. <Amended on Jan. 5, 2017>
(2) The provisions of the Act on the Regulation of Violations of Public Order shall apply to procedures for the imposition and collection of administrative fines and for filing of objections under paragraph (1). <Amended on Oct. 5, 2020>
[Title Amended on Oct. 5, 2020]