

## **BOROUGH OF TAMAQUA HANDICAPPED PARKING SPACE POLICY**

### Section A. Application Process

1. Any resident of the Borough of Tamaqua may make application to the Borough for a handicapped parking space only after acquiring a handicapped license plate or placard or a disabled veteran license plate.

2. All applications shall be delivered to the Tamaqua Municipal Building, 320 East Broad Street, Tamaqua, Pennsylvania, 18252. All applications will be turned over to the Parking and Traffic Committee of the Borough Council.

3. New applications shall be reviewed by the Parking and Traffic Committee, which will make a recommendation to Borough Council, which in turn, will make the final determination regarding the granting of a handicapped parking space.

4. Renewal applications shall be reviewed by the Parking and Traffic Committee, which will make the final determination regarding renewal of existing spaces.

5. Each applicant, whether for a new permit or a renewal, shall complete an application and provide the Borough with all the information requested. Each renewal applicant with a permanent life-long disability due to a debilitating disease process shall complete a "Permanently Disabled" form instead of the renewal application. This will be reviewed by the Parking and Traffic Committee, which will make the final determination regarding renewal of said space.

6. **An incomplete application form may be denied by the Borough. The granting of a handicap parking space is a purely discretionary function of the Borough. A handicap individual or applicant has no "right", in hereby or through this policy, to a handicapped parking space. The Borough expressly reserves the right to reject any application with or without cause.**

7. Temporary applications shall be reviewed by the Parking and Traffic Committee, which will make a recommendation to Borough Council, which in turn, will make the final decision in granting this temporary handicapped space for a period not to exceed three (3) months in length. If the space is needed for a longer period of time, a renewal application must be filled out and returned to the Borough no later than two (2) weeks before the expiration date of the handicapped space or it will be denied. Renewal applications for temporary handicapped parking spaces shall be reviewed by the Parking and Traffic Committee which will make the final determination regarding the renewal of existing spaces.

### Section B. Application Renewal

1. Each permit for a handicapped parking space shall be renewed on an annual

basis, except for temporary handicapped spaces, as in Paragraph 7 above.

2. Applications for renewal, except for temporary space renewal, shall be submitted to the Tamaqua Municipal Building, 320 East Broad Street, Tamaqua, Pennsylvania, 18252 between January 1 and January 31 of each calendar year. Temporary space renewal is outlined Section A, Application Process, Paragraph 7.

3. In making the final determination regarding the renewal of a previously permitted handicapped space, the Borough shall apply the criteria contained in this policy.

4. Once a permit is not renewed for any reason, any application by the same applicant shall be considered a new application and shall be governed by the provisions of this policy.

#### Section C. Appeal Process

1. Any denied application may be appealed by filing for a new application and requesting, in writing, an appearance before a quorum of the Parking and Traffic Committee.

#### Section D. Fees

1. There shall be a twenty-five dollar (\$25.00) fee for the initial application and/or renewal of handicap permit. All disabled veterans of any branch of the armed forces are exempt from all application fees and renewal fees.

#### Section E. Location of Handicapped Parking Spaces

1. No more than two (2) handicapped parking spaces shall be located on any block where parking is permitted on both sides of the street. Exceptions may be granted if the block exceeds six hundred (600) feet in length.

2. No more than one (1) handicapped parking space shall be located on any block where parking is permitted on only one (1) side of the street. Exceptions may be granted if the block exceeds six hundred (600) feet in length.

3. All handicapped parking spaces permitted prior to the effective date of this policy shall be allowed to remain as located but must be renewed annually beginning January 1, 2003.

4. In the event that previously permitted spaces exceed the maximum allowed per block, the Borough shall refrain from granting any additional spaces in that block until the number of handicapped spaces falls below the maximum allowed.

#### Section F. Standards

1. No permit shall be granted where adequate, handicapped-accessible, off-street parking is available.

2. The owner of the vehicle used for the applicant MUST reside at the same address as the applicant. A copy of vehicle registration must accompany the application as proof of residence. The applicant's handicapped license plate number, disabled veteran license plate number or handicapped placard number must match the number provided on their handicapped parking space application.

3. Any change in address or change in health status must be reported to the Borough in writing within thirty (30) days of change.

4. All applicants shall meet at least one (1) of the following requirements:

- A. The applicant is wheelchair confined.
- B. The application requires the use of prosthetic devices that restrict normal ambulation.
- C. The applicant has other physical or mental limitations that the Borough believes are severe enough to warrant a handicapped-parking space.

#### Section G. Revocation of Permit

1. The Borough reserves the right to revoke any permit for a handicapped parking space at any time for any reason.

#### Section H. Effective Date

1. The effective date of this policy is December 20, 2011.