

THE BOROUGH OF HANOVER
44 FREDERICK STREET, HANOVER, PA 17331
(717) 637-3877

HANDICAPPED PARKING SPACE PERMIT APPLICATION

Application Fee: \$50.00 All applicants must possess a valid handicapped placard or plate

Annual Renewal Fee: \$10.00 Date: _____

**fees can be waived if applicant falls within the Federal HUD poverty guidelines.*

PART I - APPLICANT INFORMATION

Applicant Name: _____ Proposed Handicapped Space Location: _____

Mailing Address: _____ Vehicle Make & Model: _____

Qty, State & Zip _____ License Plate Number: _____

Telephone No. _____ (Permenant) or (Temporary) Disability? (please circle)

PART II - PROPERTY INFORMATION

Please answer the following questions:

1.) Is there off-street parking available immediately adjacent to or on the applicant's property?

2.) Please state the location of any current handicapped parking spaces on the same block in the area of the proposed handicapped space location:

PART III - APPLICANT SIGNATURE AND DISCLOSURE

I, _____, hereby certify that I understand that upon granting of said handicapped parking space permit, that I agree to notify the Borough Manager immediately if and when I move from the address set forth in Part I of this application or no longer have said disability or no longer possess a valid handicapped registration plate or placard. I further understand that the Parking Review Committee may collect such relevant information as the Committee deems necessary to evaluate this application, including medical records evidencing my disability. I have received a copy of Ordinance #2256 with this application and after review, I feel my request meets all requirements stated in said ordinance and I agree to pay all applicable costs.

Signature of Applicant

PART IV - APPLICANT ELIGIBILITY CHECKLIST

The following documents must be attached to this application (as listed in Ordinance 2256) in order for request to be considered:

- 1.) Proof of valid Handicapped Plate or Placard.
- 2.) Proof of applicant's asserted disability from a medical doctor, doctor of osteopathy, or doctor of podiatry medicine (collectively, "physician"). This application shall include a statement by a physician, which shall be signed by the physician and which statement shall not be issued more than six (6) months prior to the date of the application. Said physician's statement shall specifically set forth the nature of the estimated duration of the applicant's disability. Notwithstanding the applicant's provision of a physician's statement of disability, the Parking Review Committee may require the applicant to provide additional medical records evidencing the applicant's ongoing disability.
- 3.) Applicant meets one or more of the following criteria:
 - a. The applicant is medically required to use portable oxygen;
 - b. The applicant has limited or no use of one or both legs;
 - c. The applicant suffers from severe limitation in the ability to walk due to any arthritic, neurological or orthopedic condition or any physical ailment that prevents the applicant from walking 200 feet without stopping to rest;
 - d. The applicant suffers from a serious cardiac condition to the extent that the person's functional limitations are classified in severity as Class III or Class IV according to the standards set by the American Heart Association; or
 - e. The applicant suffers from any other physical or mental impairment not heretofore mentioned which constitutes a substantial degree of disability and imposes great difficulty on the applicant walking more than 200 feet without stopping.

FEES If the permit is approved, the applicant agrees to pay \$185.00 to The Borough of Hanover to cover the cost of labor and material to erect the handicapped parking sign and paint the appropriate markings within the street right-of-way. In addition, the applicant shall pay to the Borough \$100.00, which will be held in escrow by the Borough to pay the costs of removal of the sign and street painting when same are no longer authorized. (These fees are in addition to the application fee of \$50.00.)

PART V - BOROUGH CERTIFICATION & ANNUAL REPORTING *(Borough use only)*

On behalf of the Parking Review Committee, I, _____ hereby certify that this handicapped space permit application or renewal application is (approved) (disapproved), based on the information submitted with the application and contained therein.

Signature, Parking Review Committee

Original Permit Approval Date: _____

Annual Renewal Date: _____ [see Ordinance No. 2256, Article VI, (A) for specific requirements]

Handicap Parking Info Sheet

FEES

1. APPLICATION FEE: \$50.00
2. ANNUAL RENEWAL FEE: \$10.00
3. FEE TO INSTALL SPACE IF APPROVED: \$185.00 (MATERIAL & LABOR)
4. ESCROW: \$100 (PAYS FOR REMOVAL/STREET PAINTING)

PROCESS

1. MUST HAVE VALID HANDICAP OR DISABLED VETERAN REGISTRATION PLATE / PLACARD. THIS DOES NOT GUARANTEE APPROVAL.
2. COMPLETE APPLICATION AND PAY FEE.
3. APPLICATION MUST INCLUDE PHYSICIAN'S STATEMENT. STATEMENT MUST BE SIGNED BY PHYSICIAN NO MORE THAN 6 MONTHS PRIOR TO APPLICATION.
 - A. NATURE OF APPLICANT'S DISABILITY
 - B. HOW DISABILITY LIMITS APPLICANT'S MOBILITY
 - C. ESTIMATED DURATION OF APPLICANT'S DISABILITY
 - D. PARKING REVIEW COMMITTEE MAY REQUEST ADDITIONAL MEDICAL DOCUMENTATION.
4. PARKING REVIEW COMMITTEE WILL REVIEW AND EVALUATE APPLICATION.
 - A. PARKING COMMITTEE CAN DENY APPLICATION. IF DENIED, APPLICANT CAN APPEAL TO COUNCIL.
 - B. PARKING COMMITTEE CAN RECOMMEND APPROVAL TO COUNCIL. COUNCIL MUST APPROVE.

CRITERIA

1. APPLICANT MUST PROVE THERE IS NO HANDICAP ACCESSIBLE OFF-STREET PARKING.
2. APPLICANT MUST MEET ONE OR MORE OF FOLLOWING:
 - A. MEDICALLY REQUIRED TO USE PORTABLE OXYGEN
 - B. LIMITED OR NO USE OF ONE OR BOTH LEGS
 - C. SUFFERS FROM SEVERE LIMITATION TO WALK DUE TO ANY CONDITION THAT PREVENTS APPLICANT FROM WALKING 200 FEET WITHOUT STOPPING TO REST.
 - D. SEVERE CARDIAC CONDITION CLASSIFIED AS CLASS III OR IV (AMERICAN HEART ASSOCIATION)

IF APPROVED, ANY HANDICAP SPACE CREATED IS NOT FOR THE PRIVATE USE OF APPLICANT. ANY PERSON WITH A VALID HANDICAP / DISABLED VETERAN REGISTRATION PLATE OR PLACARD MAY PARK IN THE SPACE.