

# BOROUGH OF HELLERTOWN

685 Main St., Hellertown PA 18055  
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www.hellertownborough.org

## APPLICATION OR RENEWAL HANDICAP PARKING SPACE

PLEASE PRINT LEGIBLY AND FILL OUT FORM COMPLETELY

ALL APPLICATIONS MUST INCLUDE A CERTIFICATION OF DISABILITY FROM YOUR DOCTOR AND A COPY OF THE  
HANDICAPPED PLACARD ISSUED BY THE STATE OF PA

Last Name: 1st Application:

First: MI: Renewal:

Date of Birth:

Street Address:

City: Borough of Hellertown State: PA Zip: 18055

Phone #:

Location of Handicap Parking Space:

Applicant's Disability Status: Permanent:

Temporary:

Cleared of Disability:

*(APPLICANT MUST RENEW BY JANUARY 31st Of EACH YEAR)*

### Information to Be attached to this Application

Certification of Disability Attached:

Copy of PA State Handicapped Placard:

*I certify that the above information is true and complete to the best of my abilities.*

Signature of Applicant:

Date:

### For Official Use

Application Fee: \$ \_\_\_\_\_

Date:

Cash

Renewal Fee: \$ \_\_\_\_\_

Received by:

Check #

*(Please Refer to Current Fee Schedule)*

Credit Card

**BOROUGH OF HELLERTOWN  
HANDICAPPED PARKING SPACE POLICY  
ADOPTED January 17, 2012**

Section A. Application Process

1. Any resident of the Borough of Hellertown 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 submitted to the Borough office.
3. New applications shall be reviewed by the Police Department and Public Works Department, who will make a recommendation to Borough Council, who will make the final determination.
4. Renewal applications shall be reviewed by the Police Department and Public Works Department, who will make the final determination.
5. Each applicant, whether for a new permit or a renewal permit, shall complete an application form and provide the Borough with the information requested.
6. An incomplete application will be returned to the applicant and will not be considered until all required information is submitted.
7. The initial application fee will be \$50 per request.

Section B. Application Renewal

1. Each permit for a handicapped parking space shall be renewed on an annual basis.
2. Applications for renewal shall be submitted to the Borough office between January 1 and January 31 of each calendar year.
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.
5. A renewal fee of \$10 will be charged beginning January 1, 2013.

Section C. Location of Handicapped Parking Spaces

1. No more than one (1) handicapped parking space shall be issued per household.
2. No more than three (3) handicapped parking spaces shall be located on any block where parking is permitted on both sides of the street.
3. No more than two (2) handicapped parking spaces shall be located on any block where parking is permitted on only one (1) side of the street.
4. 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, 2012.
5. 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 D. Standards

1. No permit shall be granted where adequate, handicapped accessible off street parking is available.
2. No permit shall be granted if the address does not own a vehicle.
3. All applicants shall meet at least one (1) of the following requirements:
  - a. The applicant is wheelchair confined
  - b. The person requesting a permit is caring for a person who has a severe physical or mental disability.
  - c. The applicant is unable to walk a distance of 50 feet.
  - d. The applicant has severe cardiopulmonary insufficiency requiring the use of ambulatory oxygen.
  - e. The applicant requires the use of prosthetic devices that restrict normal ambulation.

Section E. 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 G. Effective Date

1. The effective date of this policy is January 31, 2012