**MIDDLETOWN BOROUGH**

**HANDICAPPED PARKING SPACE REQUEST FORM**

Request Form Control Number: \_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner/Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address Requested for Unreserved Handicapped Parking Space:

Registration Plate/Permanent Placard Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If an unreserved handicapped parking space (HP) is created, the unreserved HP space created may be used by any person parking a vehicle lawfully bearing registration plates or a permanent placard issued to handicapped persons or disabled veterans. This parking space shall not be construed as granting the applicant the exclusive right to park his/her vehicle in the unreserved HP space created hereunder. Registration plate or permanent placard must be conspicuously displayed while the vehicle is parked in a public unreserved HP.

Sign placements will be positioned in front of the applicant’s property. If the applicant does not have adequate frontage, the applicant shall be required to supply written approval to encroach on neighboring property.

Applicant is required to notify the Borough immediately if and when the applicant moves from the address set forth on the application or no longer has a disability or possesses a valid handicapped registration plate or permanent placard.

Applicant is aware there is an application fee of $75.00 due at the time of submittal of application and an annual renewal application and fee of $35.00 is required by March 15th of each year in order to keep the unreserved HP space.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner/Applicant Signature Date

Borough Staff Only

Date Received:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check Number Received:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did Applicant receive a copy of Ordinance and Resolution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Off Street Parking: \_\_\_\_\_\_\_ Available \_\_\_\_\_\_\_\_\_ Unavailable

Date of Inspection by Code Enforcement Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Code Enforcement Approval: \_\_\_\_\_\_\_\_\_Yes \_\_\_\_\_\_\_\_\_No

Date of Inspection by Police Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Police Department Approval: \_\_\_\_\_\_\_\_\_Yes \_\_\_\_\_\_\_\_\_No

Borough Council Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date of Installation by Public Works Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_