



City Manager's Office

P.O. Box 228 • Englewood, N.J. 07631 • (201) 510-8206 • Fax (201) 567-3678

Englewood

APPLICATION FOR HANDICAP PARKING SPACE

Check One:

General Handicap Parking Space (No charge)

SPECIFIC PERSONAL Handicap Parking Space (\$10 application fee and \$50 annual permit fee upon approval) \$10 \$ 50

Request for Handicap Parking Space Removal

Date: _____ Handicap Placard ID Number: _____

Applicant Name: _____

Phone Number: _____

Applicant's Address: _____

Applicant E-mail address: _____

Briefly describe the preferred location for the handicap sign: _____

Is there a driveway or carport at this address? Yes No

- If yes, do you have access to the driveway or carport? Yes No
- If you have access to the driveway or carport, briefly explain why you are unable to use the same and require a handicap parking space: _____

Are you a home owner? Yes No

If no, do you have a letter of authorization from the landlord? Yes No

IF THE APPLICANT IS THE OPERATOR OF THE VEHICLE, PLEASE PROVIDE THE FOLLOWING:

Applicant's Driver's License No.: _____

Applicant's Plate No.: _____

APPLICATION FOR HANDICAP PARKING SPACE (cont.)

IF THE APPLICANT IS NOT THE OPERATOR OF THE VEHICLE AND HAS A TRANSPORTER, PLEASE PROVIDE THE FOLLOWING:

Transporter Name _____

Transporter's Driver's License No.: _____

Transporter Plate No: _____

I am applying for a Handicap Parking Space in front of my home. I understand that it is my responsibility to notify the Englewood Police Department if the space is no longer required due to my no longer driving, change of address etc. I understand that handicap spaces are provided for only the handicapped driver of a vehicle.

Signature: _____

ATTACH COPIES OF DRIVERS LICENSE, REGISTRATION, ID CARD AND DOCTOR'S NOTE ON OFFICIAL LETTERHEAD

If you are not the property owner, please supply an authorization letter from the property owner.

HANDICAP PARKING SPACE REMOVAL REQUEST

Briefly explain why you are requesting for the removal of space:

Signature:

OFFICE USE ONLY		
Englewood Police Department		
Recommended for Approval:	Recommended for Denial:	Date:
Comments:	Englewood Permit No. (Specific Personal Space Only):	
City of Englewood City Manager		
Approved:	Denied:	Date:
Council Affirmed with Ordinance No:		

The City of Englewood's Handicap Parking

FAQS

Q: How can I apply for a handicapped parking permit?

Residents must have a current "Permanent" NJ State Handicapped license plate or placard, and a note from the applicant's doctor. Applicants can contact the City Manager's Office at 201-510-8205, Monday through Friday 9:00am to 4:30pm for information or to pick up an application (City Manager's Office location is 2-10 North Van Brunt Street, Englewood, New Jersey 07631).

Q: What documents do I need to have when I apply for a handicapped parking space?

Applicants should complete the Application for Handicap Parking Space as thoroughly as possible and deliver it to the City Manager's Office with the following documents:

- Doctor's note, on official letterhead, recommending a handicapped parking space for the applicant as well as the justification of the recommendation.
- Copy of the applicant's NJ Division of Motor Vehicles handicapped identification card
- Copy of the applicant's current handicapped parking placard
- Copy of the vehicle registration of the vehicle listed in the application

Q: What is a Personal Specific Handicap Parking Space?

A Personal Specific Handicap Parking Space allows only the person and motor vehicle for which a valid permit was issued by City of Englewood to have exclusive parking access to the designated handicap parking space.

Q: How would my personal specific handicap parking space be marked only for my use?

The location approved to have a personal specific handicap parking space is marked with a traditional handicap parking sign as well as a second sign with your City of Englewood issued permit number and a statement prohibiting use by other handicapped persons. The City of Englewood issued permit number will also be printed on a placard to be displayed within the vehicle while it is parked in the designated area so as to be seen from the middle of the street.

Q: How much does a handicapped parking space cost?

There is no renewal required for a general handicapped parking space. For a specific personal handicapped parking space, there is a \$10 application fee and a \$50 annual permit fee, payable with cash or check (made out to the City of Englewood).

Q: Do I need to apply to renew my handicapped parking space?

There is no renewal required for a general handicapped parking space.

Specific personal handicapped parking space must be renewed annually. The term for the specific handicapped parking space is from March 1st to the last day of February. Applications to renew the specific handicapped parking space must be submitted for renewal by November 30th, there is a \$10 late fee.

If a personal specific handicapped parking permit is not renewed, the signs will be removed and designated areas will return to regular parking. In the event an applicant re-applies for a personal specific handicapped parking space after the signs were removed and the area returned to regular parking, there will be a \$50 assessment cost in addition to the annual permit fee and late fee.

Q: What happens if I move, change vehicles or no longer have a need for the handicapped parking space?

If you move, change vehicle or no longer need a handicapped parking space, you must notify the Englewood Police Department within thirty (30) days. Individuals who were issued a personal specific handicapped parking space will be imposed a \$50 penalty if they fail to notify the Englewood Police Department within 30 days.