

## **LANCASTER TOWNSHIP BOARD OF SUPERVISORS**

1240 MAPLE AVENUE-LANCASTER, PA 17603  
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www.twp.lancaster.pa.us

### **Handicapped Parking Space Requirements & Procedures**

1. Applicant is required to have a valid, state-issued, handicapped placard or license plate prior to submitting township application for sign request. Contact PennDOT at (800) 932-4600 or online at [www.dot.state.pa.us](http://www.dot.state.pa.us).
2. The applicant must provide to the township a copy of the state-issued handicapped placard or license plate.
3. The applicant must provide to the township a photo of the parking space where the sign is being requested.
4. The applicant must submit the **fee of \$35.00** along with the application. The fee will be retained until the application is acted on at the monthly Board of Supervisors meeting. If the application is denied, the fee will be returned to the applicant. This fee includes all time, materials, and administrative costs.
5. The applicant must reside at the address for which the sign is requested.
6. If off-street parking is available at the address, the application will be denied.
7. A minimum of twenty (20) feet is required for installation of a handicapped parking space.
8. The handicapped parking space requested must be within the on-street property lines of the applicant's residence.
9. Any handicapped parking space must allow for fifteen (15) feet of clearance on either side of a fire hydrant and ten (10) feet of clearance on either side of a mailbox.
10. The handicapped parking space may not infringe on parking spaces for adjoining properties.
11. Applicants residing in apartments will be evaluated on a case-by-case basis.
12. Applicants are subject to, and must adhere to, all parking restrictions as posted; i.e., street cleaning, snow removal, leaf pick-up, etc.
13. The Lancaster Township Board of Supervisors will make the final decision on any application at its regularly scheduled board meeting.
14. Lancaster Township will review all handicapped parking spaces on an annual basis. If the applicant moves or dies, the township will remove the handicapped parking space signs. All signs remain the property of Lancaster Township.
15. It is important to note: Anyone with a handicapped placard or license plate has the right to park in the space.