

Rutherford Police Department  
Borough of Rutherford  
184 Park Avenue, Rutherford, NJ 07070  
(201)939-6000 FAX (201) 460-3055

HANDICAPPED PARKING REQUEST REQUIREMENTS FOR RESIDENTS OF  
THE BOROUGH OF RUTHERFORD

In accordance with N.J.S.A. 39:4-197.6, *N.J.S.A. 39:4-138 (o)*, and Chapter 126 of the Code of the Borough of Rutherford entitled "Vehicles and Traffic", and pursuant to Section 9A, entitled "Designation of Spaces", the following requirements must be met before a handicapped parking zone may be established on public streets:

1. The person requesting on-street resident handicapped parking, shall be a resident of the Borough of Rutherford. The application may be dropped off at the Police Department in person 24/7 or via mail to the Rutherford Police Department at 184 Park Avenue. The application shall be reviewed, and approved or denied, by the Chief of Police of the Borough of Rutherford or his/her designee. A negative determination may be appealed via a written letter to the Borough Administrator, if a request from the resident aggrieved is received within twenty (20) days from the date of the letter setting forth the Chief's or his/her designee's declination. With the advice and consent of the Borough Attorney, same will be reviewed for further determination.
2. The automobile must have been issued permanent handicapped plates and/or a windshield placard issued by the New Jersey Division of Motor Vehicles, which must be displayed in the windshield of the assigned vehicle. Please submit photocopy of registration and/or handicapped identification card.
3. The request shall be made by a resident with a disability who occupies the residence or by any other occupant of the residence who is a member of the immediate family of the person with a disability. Only those individuals with a windshield placard or the person with the disability has been issued a wheelchair symbol license plate can apply. The subject property must pass an on-sight inspection by the Rutherford Police Department, which inspection shall determine whether handicapped parking will interfere with the normal flow of traffic, or whether there is immediate adjacent off-street parking available to the applicant.
4. There must be no suitable driveway available at the residence. If the home is a multiple dwelling and the handicapped person is a tenant, a letter from the property owner stating that the handicapped person does not have the use of the driveway must accompany the request.
5. The applicant must comply with the provisions of N.J.S.A. 39:4-138 (o) and N.J.S.A. 39:4197.6 regulating handicapped parking in designated spaces.

6. A legal parking area must exist in front of the applicant's residence before a handicapped parking zone can be issued. The Chief of Police or his designee has the discretion as to the location of the handicap spot if it cannot be placed within the property lines of the subject residence.
7. Upon review and investigation, the request will be either approved or denied via notification from the Police Department to the applicant's address. If approved, an ordinance will be prepared and forwarded to the Mayor and Council for passage and publication as required by law. This process may take up to several months after which the Department of Public Works will be directed to install the requested handicapped parking space.

# BOROUGH OF RUTHERFORD

## RESIDENT HANDICAPPED PARKING REQUEST

NAME OF DISABLED: \_\_\_\_\_

ADDRESS REQUESTED: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TELEPHONE NO.: \_\_\_\_\_

(if different from disabled person)

EMAIL ADDRESS: \_\_\_\_\_

VEHICLE INFORMATION – Copy of vehicle registration must be provided

Make of Vehicle: \_\_\_\_\_ Model: \_\_\_\_\_ Color \_\_\_\_\_

VIN No. \_\_\_\_\_

Handicap License Plate No.: \_\_\_\_\_

-OR-

Permanent Handicap Placard No. \_\_\_\_\_

(copy must be attached)

There must be no suitable driveway available at the residence. If the home is a multiple dwelling and the handicapped person is a tenant, a letter from the property owner stating that the handicapped person does not have the use of the driveway must accompany the request.  Attached

JUSTIFICATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR POLICE USE ONLY**

Review Date: \_\_\_\_\_

Approved & Forwarded to Clerk

Denied

Determination: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Chief John R. Russo

\_\_\_\_\_  
Date