



# RESIDENTIAL HANDICAP PARKING PERMIT CITY OF CHEYENNE PERMIT APPLICATION

This application is a request for approval for issuance or renewal of a permit allowing for a residential handicapped parking space within the city of Cheyenne (City Code, Chapter 10.56).

**\*\*ALL PERMITS ARE VALID ONLY UNTIL DECEMBER 31<sup>ST</sup> OF THE YEAR OF ISSUE\*\***

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APPLICANT'S NAME (LAST, FIRST, M.I.):

MAILING ADDRESS:

CITY AND ZIP CODE:

DATE OF BIRTH:

DAYTIME PHONE NUMBER:

STREET ADDRESS (IF DIFFERENT FROM MAILING ADDRESS):

CITY AND ZIP CODE:

DO YOU OWN THIS PROPERTY:

IF NO, WHO IS THE PROPERTY OWNER:

PROPERTY OWNER'S OR AGENT'S SIGNATURE: \_\_\_\_\_

DATE OF STATE OF WYOMING HANDICAP PARKING PERMIT ISSUED:

IS HANDICAP PARKING PERMIT TEMPORARY:

IF YES, DATE OF EXPIRATION:

DESCRIPTION OF APPLICANT'S VEHICLE (COLOR, YEAR, MAKE MODEL, LIC PLATE NUMBER):

DESCRIPTION OF APPLICANT'S MOBILITY HANDICAP:

LOCATION REQUESTED FOR HANDICAP PARKING STALL AND EXPLAIN WHY OTHER PARKING OPTIONS CANNOT BE USED (GARAGE, DRIVEWAY, ETC.):

WHO SHOULD BE NOTIFIED FOR CHANGES TO THIS APPLICATION?

NAME (LAST, FIRST, M.I.):

PHONE NUMBER:

In making this application, the undersigned agrees to comply fully with the rules and regulations of the City of Cheyenne, Wyoming, governing the permit requested, and declares that the foregoing information contained in this application is true and correct. I agree to notify the Parking Office within 10 days upon any changes to the information given in this application. Furthermore, the applicant hereby affirms that if a permit is issued the use of the HANDICAPPED PARKING SPACE SHALL BE RESTRICTED SOLELY TO THE APPLICANT and it shall be unlawful for any person other than the applicant to park in a residential handicapped parking space.

Applicant Signature;

Dated this     day of                     20

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**APPROVALS**

RESIDENTIAL HANDICAPPED PARKING COMMITTEE CHAIRMAN: \_\_\_\_\_

TRAFFIC ENGINEER (2101 O’Neal, Room 210, phone # 637 6288): \_\_\_\_\_

INSTALLATION FEE: \_\_\_\_\_

MAYOR (2101 O’Neal, Room 310, Phone # 637 6300): \_\_\_\_\_

PARKING ADMINISTRATION MANAGER (415 W. 18<sup>TH</sup> ST, Phone # 637 6586): \_\_\_\_\_

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**EXPLANATION AND CRITERIA FOR THE RESIDENTIAL HANDICAP PARKING SPACE PROGRAM**

The Residential Handicap Parking Space Program is designed as a service for citizens with a mobility handicap desiring a private parking space on the street in front of or beside their home. It is intended for individuals in need of easy access to their personal vehicle on a regular basis. Since this entails restrictions to public use of on-street parking areas, your application must be evaluated by both the Handicap Parking Space Committee and the City Traffic Engineer. The evaluation is based on the demonstrated need for the parking stall with respect to the type and extend of mobility handicap. A mobility handicap, as defined by the Cheyenne Mayor’s Council for the People with Disabilities, is “having a severe visual, audio or physical impairment. This include, but is not limited to, partial paralysis, lower limb amputation, chronic heart condition, emphysema, arthritis, rheumatism, or other debilitation condition that is expected to last a minimum of 12 months, which limits one’s mobility or results in an inability to move from place to place without the use of wheelchair, crutch, walker, prosthetic, orthotic or other assistive device”.

Each applicant must meet the following criteria before a request is approved:

1. The applicant must have a Handicap Parking permit issued to them by the State of Wyoming Department of Transportation.
2. **A letter from your doctor stating the extent of your disability needs to be submitted with the application.**
3. An interview will need to be conducted with Handicap Parking Space Committee.
4. There is no fee associated with the application. A renewal must be completed prior to December 31<sup>st</sup> of each year. The committee may require an interview prior to approval or renewal. The \$40.00 installation cost will be paid for by the Cheyenne Civic League through funds obtained from their community services.
5. Finally, the applicant must demonstrate that they have a need for a private parking space in front of their home and that other alternatives for close, private parking are not available.

Please note that this program is to provide a personalized parking stall for use solely by the applicant and their personal vehicle, this is not intended as a loading zone for friends, relatives or the Cheyenne Transit Bus. If you feel you meet the criteria and are in need of a residential handicap parking space, please fill out the application and submit it to:

Cheyenne Police Department  
Parking Administration Manager  
415 W. 18<sup>th</sup> Street  
Cheyenne, WY 82001

After Traffic Engineer’s Office receives this information, you will be contacted in order to make arrangements for an interview. If you have any questions concerning this application, please call the Parking Administration Manager at 637-6586.