

CITY OF MONROVIA

SUBJECT: POLICY FOR RESIDENTIAL ON-STREET ACCESSIBLE PARKING

The City of Monrovia recognizes accessible need to park in close proximity to their residence when sufficient and/or accessible off-street parking conditions are limited. Pursuant to California Vehicle Code Sections 22507 and 22511.5 et al., a limited number of on-street parking spaces may be designated by the City for the benefit of residents with an identifiable need for on-street disabled parking without significantly affecting the available street parking in an area.

INTENT

- An on-street accessible parking space is intended to provide close parking for disabled residents in a high parking demand area where parking in front of their residence may not be readily available.
- Each on-street accessible parking space displaces a general parking space, which can create an impact to the parking supply in a residential neighborhood. Therefore, the applicant must demonstrate a need for an on-street accessible parking space where there is no practical method to accommodate parking onsite.
- An on-street accessible parking space is not intended to replace parking in the applicant's driveway, garage or other required onsite parking location.
- The use of all available, permitted onsite locations for parking shall be considered before qualifying for an on-street accessible parking space.
- An on-street accessible parking space is provided as a benefit to the disabled resident living at that residence who has mobility limitations getting to and from the vehicle.

POLICY

- I. If a disabled resident/applicant demonstrates the lack of ability to provide onsite parking that necessitates the need for an on-street accessible parking space through the application process and the criteria for an on-street accessible parking space are met, then the City may install the accessible parking space.
- II. The City's Traffic Safety Committee approves or denies the request for an on-street accessible parking space. The applicant may appeal the decision

to the City's Council with a written letter of appeal within 10 days from date of the denial letter.

- III. An on-street accessible parking space is not a private parking space. The applicant does not have exclusive use of the on-street accessible parking space. Any other persons or vehicles with a valid Disabled Person Parking Placard or Disabled Person License Plate may park in any on-street accessible parking space.
- IV. Existing parking or regulatory restrictions that limit or prohibit on-street parking remain in force and shall not be removed to accommodate an accessible parking space.
- V. The property shall have an accessible path from the requested on-street accessible parking space to the residence. When the passenger side of the vehicle must be used for disabled access, the sidewalk or parkway should be unobstructed or the obstruction must be removed at the cost of the applicant/homeowner prior to installation of the on-street accessible parking space.
- VI. An on-street accessible parking space will not be provided to accommodate a private transport service or a public transit service to load/unload a disabled resident. These types of vehicle service can use the frontage of the residence's driveway for the purpose of passenger drop off and pick up.
- VII. The applicant shall submit annual proof of residency and proof of disability every July. The City shall send via postal mail and/or email a renewal reminder. Failure to respond within 30 days from date of the reminder letter will result in the removal of the accessible parking space.
- VIII. The City reserves the right to remove or relocate the on-street accessible parking space at any time. Circumstances necessitating removal or relocation may include, but are not limited to, failure to provide renewal information, relocation of resident requiring accessible parking, or changes in parking or regulatory restrictions that result in a failure to meet the criteria of this policy.

PROCEDURES

1. **Application** - The applicant may request an on-street accessible parking space by submitting an application to the City's Public Works Department. The application can be obtained at City Hall, the Public Works Yard, or downloaded from the City's website www.cityofmonrovia.org.

2. **Submit Application** - The applicant completes the application. The resident mails or submits the application with proof of residency, property owner acknowledgement and proof of disability to:

City of Monrovia
Department of Public Works
600 South Mountain Avenue
Monrovia, CA 91016

3. **Staff Review** - The City Staff will review the application and contact the applicant to arrange for a site visit with the applicant (or representative) to confirm that an on-street accessible parking space is warranted. The following criteria will be used to determine if an on-street accessible parking space is justified:
 - A. The requested on-street accessible parking space is intended for a residence on a City street zoned for residential purposes and not in a commercial area or on a private street.
 - B. The applicant lives at the address where the on-street accessible parking space is requested and has supplied the requested documentation regarding proof of residency and proof of disability.
 - C. There is no reasonable ability to provide on-site parking either by right or through the Reasonable Accommodations process and there is no reasonable ability to provide on-site alternatives based on:
 - i. Lack of on-site parking facility, driveway and/or curb cut and approach,
 - ii. Driveway grade limitation, or
 - iii. Other site specific limitation.

Note: A driveway or garage that is used for storage is not an acceptable reason to warrant an on-street accessible parking space nor is an excess of vehicles (including recreational vehicles).

4. **Traffic Safety Committee's Review** – The request for the disabled person's parking space will be placed on a regular meeting agenda of the Traffic Safety Committee who will review the merits of the application and conformance with the policy for determination of need.
5. **Response** - The City's Public Works Department will notify the applicant by postal mail if the request is approved or denied.
 - **Approval** -The City's Public Works' Staff will prepare a work order for the installation of the on-street accessible parking space.
 - **Denial** - The applicant may appeal the decision to the City's Traffic Committee with a written letter of appeal within 10 days from date of the denial letter. Note: all decisions of the City's Traffic Safety Committee may be appealed

6. **Annual Renewal** - The City shall send via postal mail and/or email an annual renewal reminder to the applicant. Failure to respond within 30 days from date of the reminder letter will result in the removal of the accessible parking space.
7. **Layout** - An on-street accessible parking space shall be 9 feet wide and 20 feet long and identified with a blue curb and an accessible parking sign. Parking "T"s or striping may be included as determined by Traffic Engineering Staff.
8. **Removal** - The City reserves the right to remove or relocate the on-street accessible parking space at any time. Circumstances necessitating removal or relocation may include, but are not limited to, failure to provide renewal information, relocation of resident requiring accessible parking, or changes in parking or regulatory restrictions that result in a failure to meet the criteria of this policy. The applicant and/or property owner is responsible for notifying the City if and when the accessible space is no longer needed. The City shall notify the current property owner and the applicant 30 days prior to the removal of the accessible parking space. Removal of the parking space by the City vacates all previous approvals.