



# City of Emeryville

INCORPORATED 1896

1333 Park Avenue. Emeryville, CA 94608-3517  
t (510) 596-4300 | f (510) 596-4389

## Request for an ADA Blue Disabled Parking Zone

### **GUIDELINES FOR INSTALLATION FOR EXCLUSIVE USE OF DISABLED PERSONS ON PUBLIC STREETS WITHIN THE CITY OF EMERYVILLE**

Pursuant to §4-9.04(d) of the Emeryville Municipal Code (“EMC”), the Transportation Committee, with consent of City Council, may designate street parking zones for the exclusive use of vehicles displaying disabled person’s placards or license plates. The purpose of this memorandum is to establish guidelines for applications by local businesses and/or residents (Applicant) for a disabled parking zone<sup>1</sup> on public streets within the City of Emeryville pursuant to Resolution No. 08-63.<sup>2</sup> Applications for blue curbed disabled parking on City streets shall be reviewed and acted upon a case-by-case basis by the City of Emeryville, American’s with Disabilities Act (ADA) Coordinator using the following guidelines. The ADA Coordinator shall review such zones every two years.

Applicants are advised that disabled parking zones are available to persons possessing a valid plate or placard designating permission from the California Department of Motor Vehicle (DMV) to use disabled parking. All parking regulations set forth in the California State Vehicle Code (CVC) and Emeryville Municipal Code (EMC) are in enforce.

The City desires to maximize accessibility by providing requested blue zones at the shortest accessible route of travel from Applicant’s business or residence; however, the placement of such zones must be consistent with the requirements of accessibility laws and congruent with the general scheme of the neighborhood. Hence, blue zones will be located, to the maximum extent possible, as near to the entrance of Applicant’s residence or business, where possible.

The Public Works Department shall be responsible for implementing and monitoring this policy.

#### ***Requests by Businesses***

Blue curbed parking zones on City streets when requested by local businesses shall only be established where a demonstrated need for such space is shown. The City has no obligation to provide disabled parking on City streets. The following criteria may be considered in determining whether a demonstrated need is shown:

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<sup>1</sup> Under California Vehicle Code § 21458(a)(5) parking spaces identified by painted blue curbs are exclusively for use of people with disabilities. City blue zone shall consist of a blue painted curb and sign posting the international symbol of accessibility (wheelchair).

<sup>2</sup> The guidelines contained within this memorandum exclusively apply to request for a disabled parking zone. These guidelines do not pertain to requirements imposed by Title 24 of the California Code of Regulations (California Physical Access Laws), the Americans with Disability Act (“ADA”), or any Conditions of Approval imposed by the Building and Planning Departments of the City.]

- Employees of the business may use such space on a regular basis.
- Off-street parking is unavailable or where available, such parking is not accessible to persons with disabilities, as required by State and/or Federal laws, where applicable.
- Parking in the proposed area and on surrounding City streets is frequently not available requiring a disabled person to park an unreasonable distance from the business or requiring usage of routes creating accessibility issues for disabled patrons.
- An unobstructed access aisle of at least 36 inches in width parallel to the vehicle space is available.
- The surface of accessible parking spaces on streets and access aisles from street parking should not exceed a 2% slope (1:50) in any direction.

### ***Requests by Residents***

Blue curbed parking zones on City streets when requested by disabled residents of Emeryville shall only be established where a demonstrated need for such space is shown. The City has no obligation to provide disabled parking zones on residential streets; however, the City will offer disabled residents a blue curbed parking zone on the shortest accessible route of travel from Applicant's residence, where possible.

Applicant must demonstrate a sufficient need for on-street parking and a corresponding shortage of available or vacant accessible parking. The following criteria and conditions may be considered in determining whether a demonstrated need is shown:

- Applicant must be a resident of the address in question. The applicant shall provide one form of proof of residency (i.e. utility bill, State or Federal issued picture identification, or rental agreement).
- Applicant has a validly issued permanent disabled persons placard or license plate from the DMV and is prepared to show proof of such with adequate State issued pictured identification. Applicants issued a temporary disability placard or plate by DMV for less than one calendar year are not eligible for installation of a blue curbed space, unless extenuating circumstances are demonstrated.
- Residential applicant's blue zones should meet the accessibility needs of the primary vehicle owned and operated by the Applicant.
- Have no viable access to off-street parking or where no accessible route of travel is available from existing parking to residence. The following specifications are examples of access issues the City may consider:
  - Garage, Carport, and Driveway Specifications. Applicants with a garage, carport, or driveway that is not accessible due to the width of the space.<sup>3</sup>

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<sup>3</sup> In general, vehicles employing lift devices require a width of at least 17 feet and non-lift vehicles at least 14 feet. (See Title 24 of the California Code of Regulations, California Physical Access Laws)

- Driveway is too steep to allow for entry or exit from a vehicle onto a mobility device, driveway slope larger than 5%.

If the Applicant meets the above criteria, the following requirements must be met and conditions agreed to before implementation:

- The disabled parking zone is not a private space and must be shared with other vehicles licensed to park in a blue zone on a first come, first serve basis. All vehicles which display disabled license plates or placards may park, without limit, in restricted time parking spaces; however, disabled spaces must be used pursuant to CVC and EMC.

Applicant is under a duty to inform the City if the zone is no longer required, and the City has the option of removing such zone.

## **APPLICATION PROCESS**

The application and approval process for an on-street disabled blue parking zone is a multi-step process.

Upon receipt of a completed application form, the application is reviewed, and in some cases investigated, then is forwarded to the Transportation Committee for review and consideration. The Transportation Committee meets once per month, unless otherwise noticed. Staff encourages applicants to attend the committee meeting to answer any questions the committee members may have regarding the application.

If the Transportation Committee approves the application, it is then forwarded to a City Council meeting for review and consideration by the City Council. The City Council meets regularly twice per month, unless otherwise noticed. Staff also encourages applicants to attend the City Council meeting for any follow-up questions that City Council members might have regarding the application.

If the application is officially approved by the City Council, members of the Public Works Department will thereafter install a disabled blue parking zone in the area requested.



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## Application for an ADA Blue Disabled Parking Zone

### APPLICANT INFORMATION

<i>Full Name:</i>		<i>Date:</i>
<i>Business Name (if applicable):</i>		
<i>Business / Mailing Address:</i>		
<i>Business Phone:</i>	<i>Home Phone:</i>	<i>Cell Phone:</i>
<i>Email Address:</i>		
<input type="checkbox"/> <i>I require language translation assistance (please specify which language):</i> <sup>4</sup>		
<i>Street Address / Intersection / Location of Proposed Parking Zone (please be as specific as possible):</i>		
<i>Reason for Request:</i>		

### RESIDENT APPLICANTS ONLY

#### ***Proof of Emeryville Residency***

Residential applicants must provide one of the following proofs of residency with the application:

1. Utility Bill
2. State or Federal Issued Picture Identification
3. Rental or Lease Agreement

<sup>4</sup> Staff will make every possible effort to provide the applicant with language translation assistance services; however, language translation assistance cannot be guaranteed.

**Proof of Disability and Possession of DMV-Issued Disabled Placard**

Residential applicants must have a valid State-issued Disabled Plate or Placard. Proof can be provided by submitting a copy of supporting documentation issues by the DMV.

Can a copy of a DMV-Issued Disabled Placard be provided?       Yes       No

Can a copy of a current DMV-Issued Vehicle Registration form be provided?       Yes       No

**UNDERSTANDING OF ADA BLUE DISABLED PARKING ZONE POLICY AND USE AGREEMENT**

I have read and understand the Disabled Blue Zone Parking Policy, and to the best of my knowledge, my request meets ALL the installation criteria, requirements, and conditions presented. I agree to meet with staff from the City to review the installation request, and if approved, understand that I have a duty to inform the City if the space is no longer required. I also understand that, if approved, this will not be a private space for my residents or business, and that it must be made available to other vehicles that display a disabled placard on a first come, first served basis.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Date*

Please return the completed application and required documents to:

**CITY OF EMERYVILLE**  
City Manager's Office  
Attn: ADA Administrator  
1333 Park Avenue  
Emeryville, CA 94608