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**DEPARTMENT OF MOBILITY & INFRASTRUCTURE**  
CITY-COUNTY BUILDING

Department of Mobility and Infrastructure Order No: 01-2024

## **Residential On-Street Parking for People with Disabilities**

**Issued:** February 3<sup>rd</sup>, 2020

**Revised:** October 3<sup>rd</sup>, 2024

### **Policy Statement**

The Department of Mobility and Infrastructure (DOMI) provides this policy for the installation of residential on-street parking for people with disabilities within the City of Pittsburgh. Upon request, DOMI may install accessible parking in the public right-of-way. Designated spaces may be installed following the receipt of the completed application so long as the eligibility criteria outlined in this document are met and none of the restrictions apply. **These residential on-street spaces do not belong to the applicant and may be used by anyone with a valid persons with disability placard or plate. For eligible buildings, only one space is permissible per household, defined as one or more people living in the same dwelling unit (e.g. house, apartment).**

### **Applicability**

This policy will be applicable to any persons requesting a residential on-street parking space for people with disabilities. All permits for residential on-street parking for people with disabilities shall be subject to an eligibility review every five years.

### **Eligibility Criteria**

**\*\*For the purposes of this policy, "applicant" refers to the person in the household with a disability.\*\***

To be eligible for an accessible parking space under this policy, a person must complete DOMI's application form and attest that all statements in the application are true. Additionally, the applicant must:

- Reside full-time, year-round at the address on the application, which must be within Pittsburgh's city limits;
- Have a valid Persons with Disability Registration Plate (PD or SDV), a Permanent Persons with Disability Parking Placard, or a Severely Disabled Veteran Placard.
  - If applying with a Permanent Persons with Disability Parking Placard or Severely Disabled Veteran Placard, please include a copy of your state-issued Permanent ID Card.
- Have a valid DMV vehicle registration in their name or in the name of the primary live-in caregiver who resides full-time at the address on the application.
  - If the name and/or address do not match the applicant's information, additional proof of residency documentation is required.
- Have a severe mobility impairment that will last at least one year and that severely limits the applicant's ability to walk;
- Notify property owner(s) if the space requested is not directly in front of your property.
- Lack accessible off-street parking. DOMI staff will conduct a site visit to verify the property's capacity to offer accessible parking.
  - The physical condition (e.g. non-functioning overhead garage door) or use (e.g. garage used for storage instead of for vehicle) of off-street parking shall not constitute a basis for approving an application.
  - If the applicant is a renter, then the applicant must demonstrate that the applicant is not legally entitled, via the Fair Housing Act or otherwise, to accessible off-street parking through the landlord. The applicant may provide as a demonstration, a certification from the landlord or property manager that accessible off-street parking is not available and will not be made available to the applicant by the landlord.

### ***Application Materials***

*In addition to completing the application for an on-street accessible parking space, the applicant must submit the following:*

- Copy of the Vehicle Registration for the applicant's primary vehicle
- Copy of Persons with Disability Registration Plate (PD or SDV), a Permanent Persons with Disability Parking Placard, or a Severely Disabled Veteran Placard
  - Copy of the state-issued Persons with Disability Identification Card must be provided when applying with a Permanent Persons with Disability Parking Placard.
- Notice to Adjacent Property Owner – only required if the requested space is not directly adjacent to the address listed on the application
  - Use <http://www2.county.allegheny.pa.us/RealEstate/search.aspx> to find the name and mailing address of the property owner. Proof of notification either must be Certified Mail receipts or Notice to Adjacent Property Owner forms signed by the adjacent property owner acknowledging that they have been notified.
- Copy of Residential Permit Parking Permit - only required if the requested space is in a Residential Permit Parking Area

- Proof of Residency – only required if the name and/or address on the vehicle registration does not match the information provided in the application. Only one of the following is required:
  - Current rental lease, including:
    1. Applicant’s name.
    2. Start and end term dates of the lease.
    3. An addendum or renewal form will be accepted with the new term dates and signatures of the applicant and the landlord.
    4. Signatures of the applicant and landlord.
  - Current utility bill:
    1. The bill must include the applicant’s name and property address where applicant is applying for the permit.
    2. You must submit a copy of the full-page version of the light, gas, or cable/internet bill, with the payment tab attached.
    3. The service address must match the mailing address where you are applying for a residential on-street parking space for people with disabilities.
    4. We do not accept water (PWSA/PGH20), sewer, cell phone, or property tax bills
    5. Mortgage documents or mortgage insurance documents are not accepted as they prove ownership, but not residency.
  - Sublease:
    1. This document must state the property address of residence, duration of the stay, and from whom you are subleasing.
    2. The original lease agreement, signed by the landlord, will also need to be provided to show the sublessor is an approved resident at that address.
    3. Any tenant-to-tenant sublease, that does not involve the property owner, must be notarized.

### ***Restrictions***

If the following conditions apply, DOMI shall deny the installation of a residential on-street parking space for people with disabilities. An on-street space will not be installed if the applicant:

- Has a short-term disability that will last less than a year or a disability that does not severely limit the applicant’s ability to walk;
- Requests a space on a street where a suitable location cannot be identified due to on-street parking conditions that prohibit legal parking (e.g. “no parking”, “no stopping”).
- Does not have a vehicle registration. Spaces will not be granted for paratransit loading or for “pick-up, drop-off” only;
- Uses it for long-term storage of their vehicle. For the purpose of this policy, long-term storage of vehicles is defined as any vehicle parked or left standing on a public street in the same location and not driven or moved for more than fourteen (14) consecutive calendar days;
- Is a member of a household that already has applied for and been granted a designated on-street parking space;
- Lives in a building where the landlord is legally obligated to provide accessible off-street parking; or
- Requests an on-street parking space found to otherwise be detrimental to or inconsistent with the public right-of-way or any current or future uses therein as determined by the Director of the Department of Mobility and Infrastructure.

### ***Transfers, Expiration, and Renewals***

- Spaces are not transferable to a different location. If a person moves, they must complete an application for a space at the new location.
- An approved parking space may transfer from one individual to another at the same address if the new owner submits an application and meets all of the eligibility criteria.
- DOMI will send out renewal applications every five years unless the following occur:
  - If the Department receives reports that a space is no longer needed, DOMI may send a renewal application to verify that the space is still needed by the original applicant.
  - If the Department receives reports that a space is misused or abused for any reason, DOMI will send staff to investigate.
- If a household does not return the renewal application within two calendar weeks of when it was sent or if DOMI staff discover that a space has been misused or abused, DOMI will remove the designated space.

### ***Revocation***

DOMI may revoke a permit for a residential on-street parking space for people with disabilities for the following reasons:

- the qualifying person in the household no longer meets the eligibility criteria;
- the qualifying person in the household moves to a different address;
- the household fails to comply with the terms and conditions of any City ordinance, rule, regulation, or condition of the permit;
- the permittee misrepresents any fact in the permit application;
- the condition or use of the right-of-way changes;
- the permitted activity negatively impacts public safety or the operations of the right-of-way;
- the use of the right-of-way is required for the public good.

If the permit is revoked, DOMI will remove the designated space.

### ***Enforcement***

DOMI designates a residential on-street parking space with the installation of a “Reserved Parking” sign at one end and blue curb paint marking the length of the space. **Note:** residential on-street parking spaces for people with disabilities are not assigned to one person. Any vehicle with a disabled plate or placard from any state can legally park in this space.

If a vehicle parks in the space and does not have a disabled plate or placard, residents can call 911 to report this misuse of the space.

All parking restrictions including, but not limited to, street cleaning or snow emergencies, apply for all residential on-street parking spaces. Vehicles violating these restrictions will be subject to all applicable fines, fees, towing, and/or impoundment.

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*The City of Pittsburgh's Department of Mobility and Infrastructure reserves the right to amend this policy at any time. Any revisions to this policy shall take effect immediately upon posting of the revised policy.*

**Approved:**

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**(signature)**

**Effective Date:**

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**Amendment Date(s):**

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**Superseded By:**

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**Supersession Date:**

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