



# Richmond Centre for Disability

“Promoting a new perspective on disability”

*2012 Business Excellence Awards – Association of the Year Winner*

## INFORMATION SHEET

### People with Disabilities (PWD) Parking Decal for Richmond Residents In the City of Richmond, BC



#### Introduction

A mix of short and long-term metered parking, along with some permit parking on City streets and in parking lots is available in Richmond. The Richmond Centre for Disability (RCD) has developed a People with Disabilities (PWD) Parking Decal for Richmond Residents that can be used by eligible Richmond residents with disabilities to park free at on-street parking meters and off-street City owned pay parking.

Effective April 1, 2013, Richmond Residents who possess a PWD Parking Decal which is issued by the RCD and recognized by the City of Richmond, will be able to park for free, every day of the year, at on-street parking meters and off-street pay parking at Gateway Theatre, Bowling Green and Brighthouse Park. However, decal holders must adhere to parking limits (normally 2 hours on-street), even though parking is free of charge.

#### Purpose of PWD Parking Decal

Sometimes a person with disabilities who is a driver may be unable to physically operate the on-street parking meters and off-street ticket machines owned by the City of Richmond; thereby he/she cannot make payment at the parking meter or ticket machine because of his/her disability. In order to build a more inclusive community that promotes equal access for people with disabilities, the RCD in partnership with the City of Richmond issues a PWD Parking Decal for eligible Accessible Parking Permit holders to park for free at on-street parking meters and off-street City owned parking operations.

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email: [parkingpermit@rcdrichmond.org](mailto:parkingpermit@rcdrichmond.org) ♦ web: [www.rcdrichmond.org](http://www.rcdrichmond.org)

## Eligibility Criteria for PWD Parking Decal

To be eligible for the RCD's PWD Parking Decal the applicant must:

- Be a Richmond resident
- Hold a valid Permanent Accessible Parking Permit, issued by the RCD (SPARC permits do not qualify)
- Provide proof that the vehicle to which the PWD Parking Decal will be affixed is registered in the applicant's name and to the applicant's address
- Be the operator of the vehicle for which the PWD Parking Decal is issued
- Demonstrate that a wheelchair is used as the primary or main means of mobility, or have other disabilities that severely lead to challenges in operating City parking meters

## PWD Parking Decal Application

**STEP 1** Complete a PWD Parking Decal Application Form

Application Form can be:

- ♦ Downloaded from RCD website [PWD Parking Decal Application Form](#)
- ♦ Picked up at [RCD Office](#) (#842-5300 No. 3 Road, Richmond)
- ♦ Mailed to you by calling 604-232-2404

**STEP 2** Come in person to the [RCD Office](#) with the following documentations:

- ♦ Completed application form
- ♦ Your valid Permanent Accessible Parking Permit issued by the RCD
- ♦ Your Driver's License and vehicle registration

**STEP 3** It may take up to 4 weeks to process the application

- ♦ A decal will be issued if the application is approved
- ♦ Applicant will be informed if the application is denied; the Application Form will be returned

## SEPCIAL NOTE

The RCD reviews and will approve an application for PWD Parking Decal based on the stated eligibility criteria. Where individual circumstances regarding physical disabilities and other disabilities are not precisely covered, RCD will consider an application on its merits and with reference to the agreed guidelines given by the RCD PWD Decal Review Committee (Committee).

It is the applicant's responsibility to ensure that he/she meets the eligibility criteria. The RCD is not obligated to consider an application which does not fulfill all the eligibility criteria, to the level of satisfaction determined by the Committee.

There is no re-consideration or appeal process in place; rejected applicants can submit new application again with new information as appropriate.

## All About RCD's PWD Parking Decal

### The RCD's PWD Parking Decal

- Is issued at no cost to eligible applicants
- Is issued to passenger vehicles only
- Is a sticker that is affixed directly onto the vehicle's windshield
- Can only be used by the decal holder
- Is not transferable between vehicles
- Has no expiration as long as the decal holder satisfies all the eligibility criteria
- Is invalidated if damaged or altered
- Is to be returned to the RCD when becomes invalid
- Remains the property of the RCD at all times
- Does not guarantee a parking space



### Affixing the PWD Parking Decal

Be sure to affix the PWD Parking Decal facing outward from the inside of the windshield in the lower corner on the passenger side of the vehicle, with the bottom of the decal approximately 8 cm to 15 cm (3" to 6") above the dashboard.

### RCD and City of Richmond

- PWD Parking Decals entitle the holder to free parking at on-street parking meters and off-street City owned pay parking operations; all other parking and stopping regulations must be obeyed at all times.
- City of Richmond Bylaw officers are responsible for monitoring and enforcing the proper usage of the PWD Parking Decal; upon request decal holders are required to produce ID to confirm the identification and status.
- PWD Parking Decal does not guarantee a parking space, nor does it allow the decal holder to park illegally
- Decals are the property of the RCD, we reserve the right to:
  - Make changes, including change in price, content, description, terms, etc. at any time without notice
  - Refuse to issue the decal if the application is incomplete, or failure to produce all necessary documentations, or for any reason the RCD deems inappropriate to issue the decal
  - Revoke the decal of any holder who fails to comply with the intent and purpose of the decal or other parking regulations
  - Revoke the decal of any holder who fails to produce an appropriate ID upon the request of a City of Richmond's enforcement officer
  - Provide decal holder information to City of Richmond where there is compelling indication of wrong doing

To contact RCD PWD Decal Review Committee:  [parking\\_permit@rcdrichmond.org](mailto:parking_permit@rcdrichmond.org)

 604-232-2404  #842-5300 No. 3 Road, Richmond, BC

(Updated: December 2018)