

TOWN OF GREENBURGH ONE SEASON PILOT PROGRAM
APPLICATION FOR A SNOW PARKING HARDSHIP EXEMPTION

The Town Board, in concert with the Police Department and the Department of Public Works, is piloting a one season (December 1, 2020 – March 15, 2021) snow parking hardship exemption issued by the Chief of Police for public streets in the unincorporated area of the Town of Greenburgh other than those streets listed in Section 460-20.1 (East Hartsdale Avenue and metered parking spaces on Columbia Avenue), which have snow parking requirements specific to that area. Unless a hardship exemption is granted, the issued sticker is properly displayed on the vehicle and the exemption is still in force, the regulations in the Code of the Town of Greenburgh Section 460-20, "Snow Parking," shall continue to apply.

PLEASE TAKE NOTE: The granting of a "hardship exemption" is not automatic and you must qualify for the exemption before a revokable Overnight Parking Permit sticker is granted. This application, the supporting materials, and data available will be carefully reviewed by the Greenburgh Police Department before a decision will be reached. Display of a forged or revoked sticker will be prosecuted.

CAUTION: *Applicants are reminded that they must comply with all statutes, laws, regulations and rules for the registration, inspection and operation of motor vehicles in this state, including NYS Vehicle and Traffic Law Section 250(1) providing a 30-day time frame for registration of vehicles by individuals who become NYS residents and Section 401(3) establishing a 10-day requirement for vehicle owners to provide change of address notification to the Department of Motor Vehicles.*

SUBJECT PROPERTY INFORMATION

Property Address* with Inadequate Parking: _____

Property Owner(s) Name(s)*: _____
*as they appear on the deed or Town records

Home Phone: _____ Work#: _____ Cell#: _____

Daytime Phone: _____ Email address: _____

Owner's Mailing address: (if different) _____

Number of Apartments/Dwelling Units on Property: _____

Number of Off-Street Parking Spaces: _____ (including driveway and garage)

Number of vehicles to be simultaneously parked overnight on Property (12/1/2020-3/15/2021): _____

For 1, 2 and 3 family homes list the vehicles simultaneously parked overnight on the Property:

1-----
Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

2-----
Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

3-----
Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

* If No, write state of registry.

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4-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

5-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

6-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

7-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

8-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

9-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

10-----

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N*): _____

* If No, write state of registry.

Property Owner Read and Sign: I hereby certify that: (i) there are no parking spaces (either free or for lease) available on the above property; (ii) there is no area on the property to make additional parking spaces; and (iii) parking spaces are not rented on this property to non-tenants of this property. I certify the information regarding the site on this and the prior page is true and accurate.

NOTICE: PURSUANT TO PENAL LAW SEC. 210.45, IT IS A CRIME PUNISHABLE AS A CLASS "A" MISDEMEANOR TO KNOWINGLY MAKE A FALSE STATEMENT HEREIN.

Property Owner's Signature: _____ Date: _____

Print name* and title: _____

VEHICLE INFORMATION: VEHICLE #1:

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N): _____ VIN#: _____

Name* of Vehicle Owner/Lessor: _____

Address* of Vehicle Owner/Lessor: _____
*as it appears on the vehicle's registration

Mailing address: (if different) _____

Home Phone: _____ Work#: _____ Cell#: _____

Daytime Phone: _____ Email address: _____

Name* of Operator/Applicant: _____
*as it appears on Driver's License

Check One: ___ I reside, or intend to reside 12/1/2020 – 03/15/2021, at the subject property.
___ I am an out-of-area, non-permanent resident with a nexus or connection to the premises.
Explain: _____

If you previously applied for a snow parking hardship exemption provide details here: _____

CHECK APPROPRIATE HARDSHIP CRITERIA FOR EXEMPTION BEING SOUGHT

___ I am a resident of the premises and no driveway or parking area is available (free or for rent) on the premises and there is no area on the premise where a driveway or parking area can be provided or constructed by the owner.

___ A driveway or parking area exists on the premises, but due to the number of vehicles entitled to park on the premises, there is no room to park the Applicant's vehicle and there is no area on the premises where additional parking can be provided or constructed by the owner.

___ The Applicant is physically handicapped and possesses either a "handicapped parking permit" authorized by law or the vehicle displays "handicapped" license plates and the Applicant's handicap prevents her/him from walking from a designated off street parking area to the premises.

___ The Applicant is required, in writing, by her/his employer to have a company vehicle and there is no off street parking provided or available for such vehicle on the premises (attach signed copy of employer's letter).

___ The Applicant is a temporary occupant due to status as _____ (e.g., student, employee, multiple residences, etc.) and parking is not available on the premises (free or for rent) and/or there are already vehicles parking on the premises leaving no room for Applicant's vehicle. (Attach proof of temporary status such as proof of alternate residence, letter from employer or school.)

___ The Applicant's vehicle, by virtue of her/his trade, employment or special training, (i.e., emergency responder or life support, i.e., police, fire, ambulance, EMT, nurse, doctor, etc.) must have immediate access to the public highways and no such access exists on the premises. This does not include vehicles commercially registered or primarily used for commercial purposes and is subject to the site inspection.

NOTICE: PURSUANT TO PENAL LAW SEC. 210.45, IT IS A CRIME PUNISHABLE AS A CLASS "A" MISDEMEANOR TO KNOWINGLY MAKE A FALSE STATEMENT HEREIN.

Applicant Read and Sign: I certify the information supplied by me is true and correct upon information and belief.

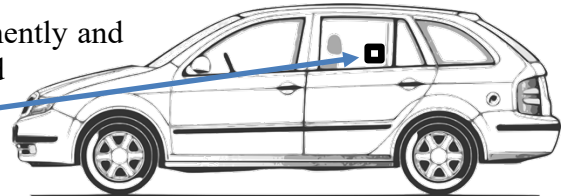
Applicant's/Operator's Signature: _____ Date: _____

Print name: _____

VEHICLE #1 (Continued)

NOTE: Please read and acknowledge that you understand your responsibility as a Snow Parking Hardship Exemption Recipient by signing below.

1. The application fee of \$25.00 is to offset/cover the cost of the application review and is not refundable if the hardship is denied.
2. No hardship will be granted to vehicles with GVW greater than 6000 lbs., a tractor or trailer, a recreational vehicle, a vehicle with commercial plates, or vehicles primarily used for livery or commercial purposes regardless of weight.
3. Hardship exemptions are reviewed on an individual basis and will not be granted unless the property and the Applicant qualify under the applicable criteria stated herein and the law.
4. Overnight Parking Permit stickers are non-transferable to another vehicle and/or property address. Transfer of the sticker invalidates it, and renders the transferee and transferer ineligible for snow parking hardship exemptions (Overnight Parking Permits).
5. The exemption is granted for the address indicated on the application and only allows parking on the resident's street in the immediate area of the property address stated in this application.
6. Replacement of a damaged Overnight Parking Permit sticker is subject to a \$10.00 fee. A portion of the damaged sticker must be returned to the Greenburgh Police Department.
7. The Overnight Parking Permit sticker must be permanently and properly placed on the vehicle or it will be considered invalid. (Attach sticker to the inside of the second row window on the driver's side of the vehicle. For SUVs with tinted second row windows or vehicles with only a driver's side window, affix to lower right driver's window). Do not affix sticker to rear window.
8. Notice of a snow emergency will be posted on the Town's Home Page, www.GreenburghNY.com, by 8:00 PM. Failure to check the Web site nightly and remove the vehicle during a declared snow emergency shall result in the issuance of a summons, the potential of being towed at the owner's expense, invalidation of the sticker and ineligibility for snow parking hardship exemptions (Overnight Parking Permit stickers) for the premises stated in this application.



I acknowledge that I have read and understand my responsibilities: _____

Applicant's Signature

DO NOT WRITE BELOW THIS LINE

Sticker Number: _____

BUILDING DEPARTMENT VERIFICATION: Inspection Date: _____ By: _____

#Off-Street Parking Spaces: _____ #Potential Off-Street Winter Parking Spaces _____.

Off-Street Parking Adequate (Y/N): _____ Snow Emergency Parking Location Adequate (Y/N): _____

Add'l Site-Related Comments: _____

POLICE DEPARTMENT VERIFICATION: Date: _____ By: _____ Approved: _____

Rejected: Incomplete Application _____ Unpaid fines: _____ Invalid Registration or License _____

Insufficient Nexus to Property: _____ Inadequate Alternate Parking during Snow Emergency _____

Other: _____

VEHICLE INFORMATION: VEHICLE #2:

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N): _____ VIN#: _____

Name* of Vehicle Owner/Lessor: _____

Address* of Vehicle Owner/Lessor: _____
*as it appears on the vehicle's registration

Mailing address: (if different) _____

Home Phone: _____ Work#: _____ Cell#: _____

Daytime Phone: _____ Email address: _____

Name* of Operator/Applicant: _____
*as it appears on Driver's License

Check One: ___ I reside, or intend to reside 12/1/2020 – 03/15/2021, at the subject property.
___ I am an out-of-area, non-permanent resident with a nexus or connection to the premises.
Explain: _____

If you previously applied for a snow parking hardship exemption provide details here: _____

CHECK APPROPRIATE HARDSHIP CRITERIA FOR EXEMPTION BEING SOUGHT

___ I am a resident of the premises and no driveway or parking area is available (free or for rent) on the premises and there is no area on the premise where a driveway or parking area can be provided or constructed by the owner.

___ A driveway or parking area exists on the premises, but due to the number of vehicles entitled to park on the premises, there is no room to park the Applicant's vehicle and there is no area on the premises where additional parking can be provided or constructed by the owner.

___ The Applicant is physically handicapped and possesses either a "handicapped parking permit" authorized by law or the vehicle displays "handicapped" license plates and the Applicant's handicap prevents her/him from walking from a designated off street parking area to the premises.

___ The Applicant is required, in writing, by her/his employer to have a company vehicle and there is no off street parking provided or available for such vehicle on the premises (attach signed copy of employer's letter).

___ The Applicant is a temporary occupant due to status as _____ (e.g., student, employee, multiple residences, etc.) and parking is not available on the premises (free or for rent) and/or there are already vehicles parking on the premises leaving no room for Applicant's vehicle. (Attach proof of temporary status such as proof of alternate residence, letter from employer or school.)

___ The Applicant's vehicle, by virtue of her/his trade, employment or special training, (i.e., emergency responder or life support, i.e., police, fire, ambulance, EMT, nurse, doctor, etc.) must have immediate access to the public highways and no such access exists on the premises. This does not include vehicles commercially registered or primarily used for commercial purposes and is subject to the site inspection.

NOTICE: PURSUANT TO PENAL LAW SEC. 210.45, IT IS A CRIME PUNISHABLE AS A CLASS "A" MISDEMEANOR TO KNOWINGLY MAKE A FALSE STATEMENT HEREIN.

Applicant Read and Sign: I certify the information supplied by me is true and correct upon information and belief.

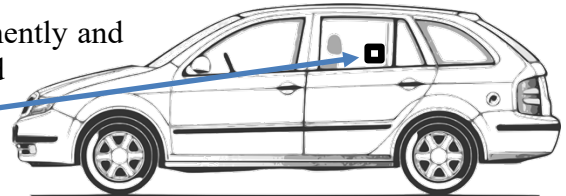
Applicant's/Operator's Signature: _____ Date: _____

Print name: _____

VEHICLE #2 (Continued)

NOTE: Please read and acknowledge that you understand your responsibility as a Snow Parking Hardship Exemption Recipient by signing below.

1. The application fee of \$25.00 is to offset/cover the cost of the application review and is not refundable if the hardship is denied.
2. No hardship will be granted to vehicles with GVW greater than 6000 lbs., a tractor or trailer, a recreational vehicle, a vehicle with commercial plates, or vehicles primarily used for livery or commercial purposes regardless of weight.
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5. The exemption is granted for the address indicated on the application and only allows parking on the resident's street in the immediate area of the property address stated in this application.
6. Replacement of a damaged Overnight Parking Permit sticker is subject to a \$10.00 fee. A portion of the damaged sticker must be returned to the Greenburgh Police Department.
7. The Overnight Parking Permit sticker must be permanently and properly placed on the vehicle or it will be considered invalid. (Attach sticker to the inside of the second row window on the driver's side of the vehicle. For SUVs with tinted second row windows or vehicles with only a driver's side window, affix to lower right driver's window). Do not affix sticker to rear window.
8. Notice of a snow emergency will be posted on the Town's Home Page, www.GreenburghNY.com, by 8:00 PM. Failure to check the Web site nightly and remove the vehicle during a declared snow emergency shall result in the issuance of a summons, the potential of being towed at the owner's expense, invalidation of the sticker and ineligibility for snow parking hardship exemptions (Overnight Parking Permit stickers) for the premises stated in this application.



I acknowledge that I have read and understand my responsibilities: _____

Applicant's Signature

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Sticker Number: _____

BUILDING DEPARTMENT VERIFICATION: Inspection Date: _____ By: _____

#Off-Street Parking Spaces: _____ #Potential Off-Street Winter Parking Spaces _____.

Off-Street Parking Adequate (Y/N): _____ Snow Emergency Parking Location Adequate (Y/N): _____

Add'l Site-Related Comments: _____

POLICE DEPARTMENT VERIFICATION: Date: _____ By: _____ Approved: _____

Rejected: Incomplete Application _____ Unpaid fines: _____ Invalid Registration or License _____

Insufficient Nexus to Property: _____ Inadequate Alternate Parking during Snow Emergency _____

Other: _____

VEHICLE INFORMATION: VEHICLE # : (fill in #)

Year: _____ Make: _____ Model: _____

Plate Number: _____ NYS Plate (Y/N): _____ VIN#: _____

Name* of Vehicle Owner/Lessor: _____

Address* of Vehicle Owner/Lessor: _____
*as it appears on the vehicle's registration

Mailing address: (if different) _____

Home Phone: _____ Work#: _____ Cell#: _____

Daytime Phone: _____ Email address: _____

Name* of Operator/Applicant: _____
*as it appears on Driver's License

Check One: ___ I reside, or intend to reside 12/1/2020 – 03/15/2021, at the subject property.
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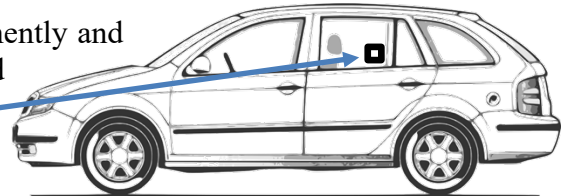
Applicant's/Operator's Signature: _____ Date: _____

Print name: _____

VEHICLE # (Continued) (fill in #)

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I acknowledge that I have read and understand my responsibilities: _____

Applicant's Signature

DO NOT WRITE BELOW THIS LINE

Sticker Number: _____

BUILDING DEPARTMENT VERIFICATION: Inspection Date: _____ By: _____

#Off-Street Parking Spaces: _____ #Potential Off-Street Winter Parking Spaces _____.

Off-Street Parking Adequate (Y/N): _____ Snow Emergency Parking Location Adequate (Y/N): _____

Add'l Site-Related Comments: _____

POLICE DEPARTMENT VERIFICATION: Date: _____ By: _____ Approved: _____

Rejected: Incomplete Application _____ Unpaid fines: _____ Invalid Registration or License _____

Insufficient Nexus to Property: _____ Inadequate Alternate Parking during Snow Emergency _____

Other: _____

TOWN OF GREENBURGH DECEMBER 1, 2020 – MARCH 15, 2021 SNOW PARKING HARDSHIP EXEMPTION PILOT PROGRAM INSTRUCTIONS

1. The Applicant must be the owner (or lessee)/operator of the vehicle for which the exemption is requested. Complete the entire application leaving NO ANSWERS BLANK. Applications that are incomplete, or missing documentation or the application fee, are subject to rejection and will not be processed. Return the application and supporting materials by mail or in person to the Greenburgh Police Department, 188 Tarrytown Road (P.O. White Plains, NY 10607), Attn: Snow Parking Exemption, where it will be circulated for review and processing. Include with your application:
 - a. A copy of a valid vehicle registration for the vehicle (not a photo of the vehicle's window-affixed sticker) that needs to be parked on the street between 1:00 a.m. and 6:00 a.m.;
 - b. A copy of your valid driver's license; the Town reserves the right to request additional or alternate documentation if needed to render a determination of eligibility; and
 - c. A non-refundable application fee of \$25.00. This is not a parking fee. It is collected to offset the expenses associated with the review and processing of this application. Make your check or money order payable to: "Town of Greenburgh." Cash accepted in person only. Do not mail cash.
2. A vehicle owner (lessee)/operator may use one application to apply for more than one (1) vehicle at the same address for which there is inadequate off-street parking. If you are applying for more than one vehicle at the same address, the fee for the first vehicle is \$25.00, and \$25.00 for each additional vehicle.
3. Any outstanding/unpaid parking fines and penalties must be paid in full prior to submitting the application. If any unpaid fines are under judicial review, please indicate so on your application.
4. At a minimum, the application will be reviewed by the (a) Town of Greenburgh Police (checking validity of the driver's license, vehicle registration, outstanding fines, etc.), and (b) Town of Greenburgh Building Department (inspecting the property regarding the adequacy of off-street parking/need for the hardship exemption).
5. The Applicant and the property owner (if different) must certify and sign the application where required. If you are a resident of an apartment or condominium complex, you must obtain and provide a signed letter (with a current date) from the management company confirming there is no parking available, either paid or free, for your vehicle. If you are a student, part-time resident, temporary assignment employee or other, needing the exemption, please attach appropriate documents as evidence indicating this status.
6. You must adhere to all parking rules and regulations. Remember that there is no parking on any street in the unincorporated area of the Town of Greenburgh between the hours of 1:00 a.m. and 6:00 a.m., except as provided in the Code of the Town of Greenburgh Section 460-20.1, without having first obtained a Snow Parking Hardship Exemption. It is your responsibility to ensure that you park your vehicle on the street lawfully.
7. The Snow Parking Hardship Exemption is not granted automatically upon submission of an application. The Hardship Exemption is not a right, but rather a privilege. A decision is reached on each application individually after a complete review of the application, including confirmation of the validity of your motor vehicle documentation, an inspection of the property in question, etc. After you affix the sticker, if you were otherwise parked lawfully and you receive a snow parking summons in error, plead "not guilty" and return the summons to the Court in person or by mail. In addition,

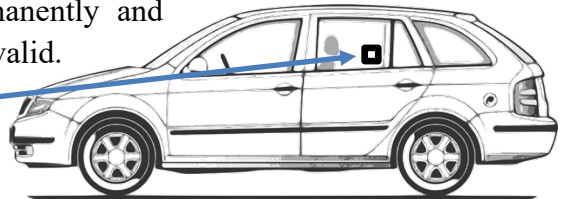
copy the summons and your vehicle registration and draft a note to the attention of the “Town Prosecutor” attesting the sticker was properly affixed and seeking dismissal “in the interest of justice.” Bring/send the copy and note to the Court at 188 Tarrytown Road (P.O. White Plains, NY, 10607).

ATTENTION: THE VEHICLE OWNER IS RESPONSIBLE FOR RESPONDING TO ALL SUMMONSES ISSUED. Do not ignore a summons issued to your vehicle. If you receive a summons for any reason, such as parking in an improper area, parking on the wrong side of the street, or any other violation, follow the instructions printed on the ticket. If it is solely a snow parking related summons and you had a valid Overnight Parking Permit sticker properly displayed, also follow the directions in 7 above.

8. Snow Parking Hardship Exemption (Overnight Parking Permit) stickers are specific to the vehicle having the registration number and address (with inadequate off-street parking) indicated on your application ONLY. They are NOT transferable.

9. The Overnight Parking Permit sticker must be permanently and properly placed on the vehicle or it will be considered invalid.

(Attach sticker to the inside of the second row window on the driver’s side of the vehicle. For SUVs with tinted second row windows or vehicles with only a driver’s side window, affix to lower right driver’s window). Do not affix sticker to rear window.



ATTENTION: The Town and its agents are not responsible for damage caused to vehicles that result from the lawful operation of snow removal equipment. Ensure vehicles are off the street when a snow emergency is declared.

If you have any questions, please do not hesitate to contact the Greenburgh Police Department’s Non-Emergency Number, 914-989-1700.